

# CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

7810 La Push Road · PO Box 2385 · Forks, WA 98331

## Monthly Commissioner Meeting Minutes

**April 8, 2024**

**Meeting convened** on April 8, 2024, at 13:30, at Three Rivers Fire Hall, by Commissioner Chip Keen.

**Commissioners Present** – Chip Keen; Tom Rosmond; and Scott Horton

**Officers Present** – Aleilah P Lawson, District Secretary; Scott Swagerty, Chief; Lt. Andrew Chapman

**Other Attendees** – Clallam County Fire District Swift Water Rescue Team, 5 members

**Changes/Additions to Agenda** –New Business item re new PenComm facility support removed

**Presentation** – Mike Z of the CCFD01 Swift Water Rescue Team led a presentation describing the team and program. It began in 2018 and currently has 18 members who participate from a wide range of agencies. The team response includes all of rivers on the West End from the Hoh River to the upper Sol Duc.

To date, FD01 has paid for all related expenses. They are requesting other agencies, including FD06, to participate in the purchase of 10 dry suits to increase team safety by use of this critical PPE.

Further discussion included creating regional, multi-agency collaboration to increase community safety, utilizing an active social media presence to push alerts, provide information on safe gear, general conditions, education on beach safety, and other relevant information. Commissioner Keen noted this would tie in well with the website development currently underway for FD06's Solar + Storage grant.

**Minutes** – Minutes of the March 11, 2024, meeting were read, approved, and signed by the commissioners.

### Secretary's Report

1. Aleilah shared that the annual Coastal Clean Up is scheduled for April 19/20. ONP has signed the Fire Hall Rental agreement and will station their volunteer check-in crew in the Three Rivers parking lot.

### Financial Report

1. A review of the March 27, 2024, DNR timber revenue estimated show a marked decrease for 2024 projections and a promising increase for 2025.
2. Financial Statement. The March 2024 financial statement was reviewed and approved by all three commissioners.

3. 24 warrants totaling \$40,480.70 were requested on the Claims Payment Request dated 04/08/2024 as follows:

- \$810.00 for BVFF pension & disability roster additions (2 warrants)
- \$655.84 for operation & fire hall supplies (5 warrants)
- \$1,199.10 for firefighter gear (7 warrants)
- \$616.16 for fuel
- \$117.35 for small tools (2 warrants)
- \$1,699.00 for professional fees including organizational support (3 warrants)
- \$35,000 for Solar Plus Storage grant contract services, milestones 5-7
- \$366.97 for utilities (2 warrants)
- \$16.28 for monthly fee

Commissioner Keen moved to approve the request. Commissioner Rosmond seconded the motion. The motion was approved and the Claims Payment Request was signed.

4. Chief Swagerty's timesheet covering the period of 03/11/2024 through 04/07/2024 was approved and signed by Lead Commissioner Keen. A Payroll Certification was approved and signed by the commissioners for submission to the county for processing.

### **Chief's Report**

1. Incidents/Calls. Chief Swagerty reported it has been fairly quiet. One notable exception was a single vehicle rollover requiring airlift from Third Beach.
2. Training. Chief reported recent training includes driver training at the airfield. He described ongoing radio communication difficulties due to non-compatibility issues. Commissioner Keen is working on getting an amateur license to transfer and receive. Timed PPE donning and doffing is currently being practiced as well.
3. Equipment/Mechanic. Nothing to report.
4. Other. Chief Swagerty shared that the tracking sheets for the first round of stipend payments have been completed. Payments will be approved at the May 13<sup>th</sup> meeting. The first three cost-recovery incident reports are ready for submission.

### **Commissioner's Report – Commissioner Keen**

#### **1. Radio Communications**

Ed Bowen invited District 6 amateur radio operators to participate in a CCEM exercise held in Clallam Bay. Tyler Maxfield and I attended. Jerrod Chapman needed to be available for our local driver training exercise. In Clallam Bay we met with District 5 volunteers and Clallam County Search & Rescue volunteers. Lora York, Life Flight Network Business Area Manager, provided a half-hour of classroom training prior to live training with the arrival of

a Life Flight helicopter. Ed, Tyler, and I tested communications between the Clallam Bay firehall and the helicopter landing area at the high school football field using the Ellis repeater. Ed taught us how to use the radio equipment at the firehall, and following the exercise, the radio equipment at the Sequim airport.

## **2. Emergency Preparedness – West End Area Meeting**

CCEM held a “town hall” meeting with Derek Kilmer on the 14<sup>th</sup>. Among other items, Kilmer mentioned an FAA reauthorization bill of their “airports improvement program for emergency resilience,” a federal wildfire protection program, and climate resilience funding. He also said that the Red Cross smoke alarms program gets funding at the State and Federal levels.

The March West End Area meeting was held on the 28th at the Congregational Church. May is Wildfire Preparation Month. Anne announced plans to hold community Wildfire Planning presentations throughout the County. The first will be in Joyce on the last Saturday of this month. Joe Wright will talk to Rod Fleck to find out when the RAC will be available for the one in Forks.

WADOT is considering closing Hwy 101 somewhere between Bear Creek and Snyder and redirecting traffic to Cooper Ranch / Mary Clark. The City of Forks has registered strong disagreement.

The first Clallam County Multi-Jurisdictional Hazard Mitigation / Climate Resilience Steering Committee meeting was held on March 25th. The Hazard Mitigation Plan and the Climate Resilience Sub-Element are separate but complementary deliverables. Each participant was asked, “What should we know about the communities you work with for this planning process?” My response was, “My district is part of the “micro-island” that includes La Push. It also includes Quillayute Airport, which is a former Naval Air Station. Key climate risks include wildfires, wind, floods, and landslides.” We discussed how to make the results of the plan “actionable” (i.e., not have it “just sit on a shelf.”) We discussed what hazards and climate issues should be included. I sent Diane Harvey a link to the ProtoGen study which she forwarded to the organizers requesting that it be incorporated into the plan. The next meeting is April 29th.

## **3. Solar + Storage Project**

I presented the Executive Summary of the final ProtoGen feasibility study to the Forks City Council on March 25th where it was well-received but with few questions.

I requested and received download links to all the non-proprietary data collected by ProtoGen during their study. I reviewed it and uploaded it all to a Dropbox directory shared with Rod Fleck.

The community outreach portions of the grant remain to be done. The door-to-door survey budget request was \$5,100, the amount granted is \$6,760. The website and maintenance budget request was \$7,170, the amount granted is \$5,510.

The door-to-door materials on the Community Outreach documents on our website date from 2015. They're a good base to start with but need to be updated to reflect current emergency management concerns and the airport feasibility study. The maps should be updated to reflect new residents and ownership changes. We can contact Kilmer's office to find out about getting more smoke alarms from the Red Cross. CCARES left a box of emergency preparedness handouts when they were here to hold the HAM testing. What other materials might we want to hand out (for example, door-hanger bags for the handout materials)? In 2015 we published an announcement in the Forks Forum to let our residents know about the planned door-to-door campaign. How do we do the equivalent today given the social media landscape and the fact that the Forum is no longer distributed for free?

The qa4cr.org (Quillayute Airport for Community Resilience) domain name is registered. I've defined the platform, personas, and user stories for the site. I still have to write the use cases, modules list, security roles, and "definition of done," then post it for bids on Upwork. I want to concurrently start to collect/create site content. The ProtoGen data includes plenty of pictures. I plan to include the history of the airport, starting with its geology then progressing through its use by the Quileute tribe, the Maxfields, the Army, the Navy, and the City of Forks. I'm going to ask local residents for help with that.

Rod Fleck and I are planning to give a presentation to the Forks Chamber of Commerce on May 1st entitled "Revitalizing the Quillayute Airport for Community Resilience."

#### 4. **Other**

I attended a FEMA Resource Typing Library Tool seminar on March 13<sup>th</sup>. The video of it, along with a lot of other preparedness videos, is available at <https://preptoolkit.fema.gov/web/national-resource-hub/nrh-video-tutorials>. The Typing Library is designed to standardize the description of emergency response equipment, capabilities, and personnel. For example, the Position Task Book could help us in defining the roles within our volunteer force. Personally, I'm interested in learning more about the definition of a Land Mobile Radio Support Team.

Tom and I plan to attend the DNR Olympic Region Fire District Summit on Wednesday May 8<sup>th</sup> in Forks. The agenda includes "Review of the Forest Land Response Agreement" and "Dispatching Volunteers and Career personnel."

I gave my permission to Chief Jake Patterson of Clallam 2 Fire Rescue to add District 6 to his letter of support to Representative Kilmer and Senator Cantwell regarding funding for the new EOC/PENCOM facility near Fairchild Airport.

## **Other Reports – None**

### **Old Business**

#### **1. Revenue Advisory Meeting – Initial Meeting.** Commissioner Horton reported as follows:

The Clallam County Timber Revenue Advisory Committee (RAC) had their first meeting 3/25/24. County commissioner Randy Johnson led the meeting and began with a review of recent actions of the WA legislature and DNR that impact the management and revenue potential of county forest lands. Around twenty representatives attended in person plus another dozen or more on Zoom, also a handful of guests and three DNR representatives from Olympic Region.

There were three “action” items on the agenda:

1. Selection of officers.
2. Rebecca Turner, Clallam Co. Deputy CFO, described her method for projecting timber revenue to the junior taxing districts.
3. Frequency of meetings.

Background and Commissioner Johnson’s summary - DNR agreed to develop a marbled murrelet conservation strategy as part of its 1997 Habitat Conservation Plan that assures compliance with the federal Endangered Species Act. The murrelet plan was finally completed in 2019 and some of the forest land that was set aside for conservation purposes impacted DNR’s ability to provide revenue to county beneficiaries, some of those impacts were quite significant. In 2021 the WA state legislature allocated funding for DNR to purchase timberlands that could replace some of this lost revenue. DNR used that funding and other funds from previous land transactions to purchase 9,000 acres of productive timberland in southwest Washington that is currently in DNR’s “land bank” and not yet assigned to specific beneficiaries. Commissioner Johnson related that this land and other parcels yet to be designated will be used to make up some of the lost revenue to the variously impacted county beneficiaries. He described this as a two-step process - first the impacted counties will decide among themselves how to share, then within Clallam County (at least) the junior taxing districts will decide how to share. This within-county sharing will be a job for the RAC once the counties decide how to share. Johnson suggested the sharing should be proportional to the revenue impacts from the murrelet strategy which DNR can estimate based on the acreage and productive potential of conservation set asides. This was well received but Rebecca Turner pointed out some complicating details such as levy rates that vary by JTD and over time.

#### Action Items

1. Port Commissioner Connie Beauvais was selected as Chair, Randy Johnson volunteered as Vice Chair and offered the county commissioners’ clerk, Loni Gores as Secretary.

2. The JTD revenue projections are a fairly new development, Turner described her process and showed a complex spreadsheet that she uses. This is a very meaningful tool for some JTDs that are particularly timber-dependent.
3. We agreed to quarterly meetings but the next meeting will be sooner, May 24, and we received an email from the RAC secretary asking us to reserve the third Monday of each month for potential meetings - I am confused by this and will clarify at the next RAC meeting.

I found DNR's contributions helpful and informative; they will continue to attend these meetings. They were represented by the Bill Wells, Region Manager, Drew Rosanbalm, State Lands Assistant Manager, and David Hurn, Management Forester. The latter two individuals are responsible for the timber sales program in Olympic Region which includes all Clallam County timberlands. David Hurn forwarded several informative PDFs of presentations by DNR staff that are relevant to DNR's forest management and revenue production for beneficiaries.

2. **CrewForce.** Chief Swagerty reported on costs for use of the new app: Annual CrewForce fee, \$500; monthly Verizon fee, \$80, includes 20% discount for additional line for district phone; tablet, ~ \$1200; additional cost for mounting hardware. Commissioner Keen made a motion to approve the purchase of CrewForce and associated expenses. Commissioner Horton seconded the motion. The motion passed unanimously.
3. **Class B Uniforms.** Chief Swagerty shared information from two vendors for purchase of Class B Uniforms. After a brief discussion, a vendor was chosen. Commission Keen made a motion to approve purchase of Class B Uniforms for FD06 firefighters and to reimburse crew members who have already purchased uniforms with their own funds. Commissioner Rosmond seconded the motion. The motion passed unanimously.

#### **New Business - None**

#### **Announcements – None**

#### **Next Meeting – May 13, 2024, 13:30 pm**

Meeting adjourned at 15:45.

Read and approved on May 13, 2024, by:

---

Commissioner Chip Keen

---

Commissioner Scott Horton

---

Commissioner Tom Rosmond

---

District Secretary Aleilah P Lawson