

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

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

Monthly Commissioner Meeting Minutes

October 14, 2024

Meeting convened on October 14, 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

Other Attendees – Community members Ken and Judi Schindler

Changes/Additions to Agenda – Secretary's Report, new item 2, Forming an Auxiliary Non-Profit

Minutes – Minutes of the September 9, 2024, meeting and September 26, 2024, special meeting were read, approved, and signed by the commissioners.

Secretary's Report

- AFG Update.** Aleilah reported 2023 AFG awards have been completed. 7,962 applications were submitted. 1,635 awards were given. Unfortunately, FD06's application was not successful. Commissioner Keen noted the difficulty of lack of adequate funding, particularly when NFPA 1970 has become more complicated, including requiring new equipment, in particular, a new version of balaclavas. The question of how to afford new equipment when the SCBAs are out of date was discussed.
- Forming an Auxiliary Non-Profit.** Aleilah shared information gathered from a discussion with Rae Leiper from Joyce Fire Auxiliary. Their auxiliary is a non-profit organization supporting FD04 firefighters. They meet monthly to plan activities. They hold four bake sales per year, including one at Joyce Daze, to raise funds to support the firefighters. They also raise funds to provide scholarships to graduating Crescent School seniors. Aleilah will attend their November 9th meeting to learn more about their organization. Aleilah shared that forming a non-profit organization was a straightforward process and is happy to make it so when the time comes.

Financial Report

- Financial Statement.** The September 2024 financial statement was reviewed and approved by all three commissioners.
- Claims Payment Request.** 30 warrants totaling \$5,797.29 were requested on the Claims Payment Request form dated 10/14/2024 as follows:
 - \$118.22 for office supplies & postage (2 warrants);
 - \$814.07 for firefighter gear (1 warrant);
 - \$483.31 for fuel (1 warrant);

- \$58.07 for minor equipment (boot assembly) (1 warrant);
- \$1,544.56 for professional services (3 warrants);
- \$10,037.00 for annual insurance coverage (1 warrant);
- \$370.02 for community outreach survey supplies (2 warrants);
- \$290.27 for utilities, including phone & internet (3 warrants);
- \$88.77 for E61 maintenance supplies (1 warrant); and
- \$2,020.00 for Q3 stipends (16 warrants).

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

3. Chief Swagerty's timesheet covering the period of 09/09/2024 through 10/13/2024 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 that the number of calls has slowed down over the last month. There were a few EMS and FD01 mutual aid calls and a beach rescue at Hole in the Rock.
2. **Training.** Chief reported Forks EMS will be training firefighters to drive Forks ambulances. There will also be an EMT class later this year. Live fire training with FD01 will happen in the near future.
3. **Equipment/Mechanic.** Nothing to report.
4. **Other.** Chief reported that the recent WSRB inspection went well. The FD06 rating is a solid 7. The auditor said 7 is the best our rural district can achieve, citing the lack of more than one hydrant as a critical issue. Run cards with dispatch need to be cleaned up. Chief with work with PenCom to sort this out. Copies will be submitted to WSRB when received. A notice of the WSRB rating will be posted on the 3riversfire.org website and Clallam Fire District 6 Facebook page.

A few more Class B uniforms have arrived.

Commissioner's Report – Commissioner Keen

1. Radio Communications

The new dual-band antenna is working well on both the 2m and 70cm bands. Clallam County Amateur Radio Emergency Response will have an exercise on October 17th that I plan to participate in. It will be part of the international "Shake Out" exercises.

2. Emergency Preparedness – West End Area Meeting

Funding for the county's wildfire protection plan has been approved and a contract has been signed. The next step is to form a Steering Committee.

CCEM has a new hire who will be coming on board next month with a focus on their outreach program.

The Great American Shakeout is happening this year at 10:17 on October 17. The tsunami siren network will be tested at that time. Sign up at www.shakeout.org

On September 29th there was a DART exercise in our area. In this instance there were no landings at the airport. The flights were held to practice damage assessment of roads and bridges.

3. Solar + Storage Project / Hazard Mitigation Grant

The pre-application for the FEMA Hazard Mitigation Grant which I submitted on August 8th has been turned down. The notification email stated in part:

The purpose of our pre-application screening process is to prevent jurisdictions from unnecessarily expending their valuable time and resources on preparation of a lengthy sub-application that's not suitable for the grant round. For that reason, we have only extended invitations and full sub-application documents to proposals that: are deemed conceptually eligible, fall within FEMA's funding limits, are likely to achieve a favorable Benefit-Cost Analysis (BCA), and are likely to be competitive for funding in the given round, with emphasis on prioritized jurisdictions.

Despite this result, we encourage Clallam County to keep submitting pre-applications for future mitigation grant opportunities—especially for grant-eligible projects specifically identified in your local Hazard Mitigation Plan. EMD's Mitigation staff is ready and willing to help you identify suitable mitigation grant proposals upon request.

Considerations specific to your proposal:

- *Clallam County Fire Protection District 6 is not covered by the Clallam County HMP. The county is currently updating their plan.*
- *Once annexed under the county's plan please reapply to an open HMGP round.*

I have been participating in the update process for Clallam County Hazardous Mitigation Plan. Both Diane Harvey and I have submitted the completed Solar Plus Storage feasibility study to the plan organizers. I attended the fourth and final planning session last Thursday, October 10th and I plan to attend the two-day NODC Energy Futures conference in Blynn at the end of this month. I also sent an email to Rod Fleck about including the proposal in the City of Forks' annex to the updated plan, to which he replied favorably.

Other Reports – None

Old Business

- 1. Door-to-Door surveys.** Commissioner Keen led a discussion on the survey results. 20 people requested help with smoke alarms. Chief Swagerty will work with FD01 to acquire Red Cross-provided smoke alarms and get them distributed and installed. One resident has a HAM license and there is one CERT leader in the district. Chief Swagerty shared that it was good for the firefighters to familiarize themselves with district homes and get the lay of the land.
- 2. Chimney Sweep** – guest presentation. Chimney sweep was unable to attend the meeting. Item was tabled.

New Business

- 1. DNR Surplus Engines Program.** Commissioner Keen reported that FD06 is approved for Federal and State Surplus programs. This allows the district to purchase surplus equipment as well as offer district surplus through the system. Chief Swagerty shared that military tankers are refurbished and then put in the surplus supply chain. There is a possibility of acquiring a free DNR brush truck. Acquisition of this would allow the district's current brush truck to become a primary rescue truck. Commissioner Rosmond made a motion to authorize Chief Swagerty to pursue acquisition of the noted surplus brush truck. Commissioner Keen seconded the motion. The motion passed unanimously.

Announcements – Commissioner Keen mentioned he met with the people creating the Timberland project. Chief Swagerty is meeting with them after today's meeting.

Next Meeting – November 11, 2024, 13:30 pm

Meeting adjourned at 14:50.

Read and approved on November 11, 2024, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

District Secretary Aleilah P Lawson