



Jefferson County Fire Protection District No. 2

Commissioner Art Frank
Board Chair

Commissioner Melody Bacchus
Commissioner Marcia Kelbon

P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

MINUTES of the REGULAR MEETING of the BOARD OF FIRE COMMISSIONERS held at BOB WILSON STATION 21 in QUILCENE, WA on September 16, 2024

ATTENDANCE:

Commissioner/Chair Frank
Commissioner Bacchus
Commissioner Kelbon
Secretary Rewitzer
Chief McKern

Capt. McCrehin
Temp FF/EMT Matheson
Deputy Chief D. Svetich, Ret.
Volunteer Grooms
Volunteer Neuenschwander

CALL TO ORDER:

Commissioner Frank called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

FF/EMT Matheson led the pledge.

PUBLIC COMMENTS:

Michelle Matheson of Halfway House restaurant in Brinnon thanked District personnel for providing food for firefighters at the 2620 Road fire and presented a Seahawks jersey to Chief McKern.

APPROVAL OF AGENDA:

Chief McKern reported an update to the interlocal agreement (ILA) with North Kitsap Fire Rescue for apparatus repair had just been received. Commissioner Frank moved to accept the agenda with the addition of **New Business Item 2: Update to ILA with North Kitsap Fire Rescue**. Commissioner Kelbon seconded. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA:

Items listed below were distributed to the Board in advance for review and enactment in one motion. Commissioner Kelbon moved to approve the Consent Agenda. Commissioner Bacchus seconded. The motion carried unanimously.

1. **Approval of August 19, 2024 Meeting Minutes**
2. **Approval of September 16, 2024 Vouchers in the Amount of \$139,276.46**

REPORTS:

Commissioners were provided with the Monthly Fire Chiefs Report, Treasurer's Report, Budget Position Report, and District Secretary's Report. In addition:

- Chief McKern and Sec'y Rewitzer reported on the recent computer replacement.
- Chief McKern reported the District has advanced to second phase consideration for a CARES program grant from Olympic Community of Health; no word on SAFER or AFG.
- Staff responded to questions regarding WSRB ratings and surplus building status.
- Commissioners reviewed financial reports as well as the reimbursement request packet submitted to DNR for Chief McKern's deployment to the 2620 Road fire in Brinnon.
- Commissioner Kelbon reported on concerns raised at the September 12, 2024 meeting of the Jefferson County Fire Commissioners and Administrative Professionals Association

meeting about financial issues facing the Jefferson County EMS Council. Commissioners discussed how the EMS Council is funded and what that funding pays for.

CORRESPONDENCE

Commissioners were provided with the following items of correspondence received since the last meeting:

- Letter from Brinnon Fire Chief Manly
- Thank you note from Western Washington Incident Management Team
- Letter from Mark and Krystal McCrehin
- Thank you note from Carol Weber

UNFINISHED BUSINESS:

1. **DNR Trust Lands** – Don Svetich reported the lawsuit involving the Last Crocker Sorts timber sale has been settled and DNR estimates the District should receive at least \$225,000 once it is rebid. Discussion involved whether Clallam County’s Timber Revenue Advisory Committee could be replicated in Jefferson County.
2. **Policy Update: 322 Child Abuse Reporting** – Commissioners were provided with a revised update that included the option to notify law or DCYF per RCW 26.44.030 and 040. Commissioner Frank commented that staff should receive training on the policy. Commissioner Frank moved to approve the update to policy 325 Child Abuse Reporting. Commissioner Kelbon seconded. The motion carried unanimously.

NEW BUSINESS:

1. **Policy Update: 803 Patient Medical Record Security and Privacy** – Commissioners were provided with a draft update from Lexipol that addressed statutory changes, best practices, and grammar issues in the policy. Commissioner Frank moved to approve the update to policy 803 Patient Medical Record Security and Privacy. Commissioner Bacchus seconded. The motion carried unanimously.
2. **Update to ILA with North Kitsap Fire Rescue** – Commissioners were provided with a draft ILA from North Kitsap Fire Rescue for apparatus repair services. Commissioners reviewed the ILA and noted inconsistent dates. Tabled to next meeting pending date corrections.

GOOD OF THE ORDER:

Volunteer Grooms reported on the upfitting of the new Coyle brush truck. The skid unit has been mounted and installation of side boxes is in progress.

EXECUTIVE SESSION:

A 20-minute Executive Session was called at 7:53 p.m. per RCW 42.30.140(4)(b) to review proposals made in negotiations and plan or adopt the strategy or position to be taken during collective bargaining proceedings. The session was extended an additional 20 minutes at 8:13 p.m. The session was extended an additional 20 minutes at 8:33 p.m. The session was extended an additional 10 minutes at 8:53 p.m. The meeting was called back to order at 9:03 p.m.

ADJOURNMENT:

The meeting was adjourned at 9:04 p.m.

ATTACHMENTS:

General Certificate for Claims: 9/1/2024 Payroll Check Register
9/16/2024 Claims Check Register

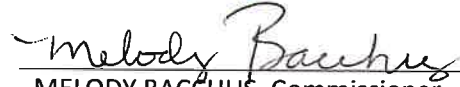
Reports: August 2024 Monthly Fire Chief's Report
August 2024 Treasurer's Report

APPROVED this 21st day of OCTOBER, 2024 by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, then signed by those members present at the meeting:

BOARD OF FIRE COMMISSIONERS
JEFFERSON CO. FIRE PROTECTION DIST. #2



ART FRANK, Commissioner/Chair



MELODY BACCHUS, Commissioner

ATTEST:



ROBERT REWITZER, District Secretary



MARCIA KELBON, Commissioner

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 16:26:01 Date: 10/01/2024

10/04/2024 To: 10/04/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
585	10/04/2024	Payroll	20	EFT	Lynne Cassella-Blackburn	365.57	2024.09 Payroll
592	10/04/2024	Payroll	20	EFT	Kimberly Kinser	96.97	2024.09 Payroll
593	10/04/2024	Payroll	20	EFT	Brady W Matheson	3,422.91	2024.09 Payroll
594	10/04/2024	Payroll	20	EFT	Mark A McCrehin	4,994.00	2024.09 Payroll
595	10/04/2024	Payroll	20	EFT	Timothy M McKern	13,080.22	2024.09 Payroll
596	10/04/2024	Payroll	20	EFT	Timothy Mickelson	152.38	2024.09 Payroll
599	10/04/2024	Payroll	20	EFT	Robert J Rewitzer	3,000.00	2024.09 Payroll
600	10/04/2024	Payroll	20	EFT	Nicholas Singleton	4,197.83	2024.09 Payroll
602	10/04/2024	Payroll	20	EFT	Steven Sund	41.56	2024.09 Payroll
605	10/04/2024	Payroll	20	EFT	Tyson J Svetich	5,752.59	2024.09 Payroll
606	10/04/2024	Payroll	20	EFT	Zachary D Torres	3,451.91	2024.09 Payroll
607	10/04/2024	Payroll	20	EFT	Wayne Vetteson	193.93	2024.09 Payroll
608	10/04/2024	Payroll	20	EFT	Kevin R Winn	4,057.55	2024.09 Payroll
609	10/04/2024	Payroll	20	EFT	HRA VEBA - YA20437	800.00	Pay Cycle(s) 10/04/2024 To 10/04/2024 - HRA VEBA
610	10/04/2024	Payroll	20	EFT	US Treasury	8,883.33	941 Deposit for Pay Cycle(s) 10/04/2024 - 10/04/2024
611	10/04/2024	Payroll	20	EFT	WA Dept of Retirement Systems	8,402.24	Pay Cycle(s) 10/04/2024 To 10/04/2024 - LEOFF2; Pay Cycle(s) 10/04/2024 To 10/04/2024 - PERS2; Pay Cycle(s) 10/04/2024 To 10/04/2024 - NLEC Liability
612	10/04/2024	Payroll	20	EFT	WA Employment Security Dept-LTCA	1,081.13	Pay Cycle(s) 07/01/2024 To 09/30/2024 - LTCA
613	10/04/2024	Payroll	20	EFT	WA Employment Security Dept-PFMLA	985.29	Pay Cycle(s) 07/01/2024 To 09/30/2024 - PFMLA
614	10/04/2024	Payroll	20	EFT	WA Employment Security Dept	373.42	3rd Quarter Unemployment: 07/01/2024 - 09/30/2024
584	10/04/2024	Payroll	20	1528	Melody Bacchus	147.76	2024.09 Payroll
586	10/04/2024	Payroll	20	1529	Debra Ethier	110.82	2024.09 Payroll
587	10/04/2024	Payroll	20	1530	Roland Faragher-Horwell	152.38	2024.09 Payroll
588	10/04/2024	Payroll	20	1531	Art Frank	147.76	2024.09 Payroll
589	10/04/2024	Payroll	20	1532	Thane Grooms	346.31	2024.09 Payroll
590	10/04/2024	Payroll	20	1533	Kristina M Heidt	81.01	2024.09 Payroll
591	10/04/2024	Payroll	20	1534	Marcia Kelbon	147.76	2024.09 Payroll
597	10/04/2024	Payroll	20	1535	Luke Miller	263.20	2024.09 Payroll
598	10/04/2024	Payroll	20	1536	James L Pinks	180.08	2024.09 Payroll
601	10/04/2024	Payroll	20	1537	Keith Stansbury	207.79	2024.09 Payroll
603	10/04/2024	Payroll	20	1538	Donald Svetich	110.82	2024.09 Payroll
604	10/04/2024	Payroll	20	1539	Thais Svetich	41.56	2024.09 Payroll
615	10/04/2024	Payroll	20	1540	IAFF Local 2032	510.00	Pay Cycle(s) 10/04/2024 To 10/04/2024 - Union Dues
616	10/04/2024	Payroll	20	1541	Nationwide Retirement Solutions	2,017.50	Pay Cycle(s) 10/04/2024 To 10/04/2024 - 457 Plan; Pay Cycle(s) 10/04/2024 To 10/04/2024 - 457 Plan Roth
617	10/04/2024	Payroll	20	1542	Trusteed Plans Service Corporation	8,969.40	Pay Cycle(s) 10/04/2024 To 10/04/2024 - Medical; Pay Cycle(s) 10/04/2024 To 10/04/2024 - Dental
618	10/04/2024	Payroll	20	1543	WA Dept of Labor & Industries-FD2	11,987.23	3RD Quarter L&I: 07/01/2024 - 09/30/2024

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 16:26:01 Date: 10/01/2024

10/04/2024 To: 10/04/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 General Fund	662 600 71			50,633.45	
		040 EMS Fund	662 610 71			38,120.76	
						<hr/>	
						88,754.21	Payroll; 88,754.21

CHECK REGISTER REPORT

PURPOSE: Check one.

PAYROLL: No General Certificate required.*

BARS Codes for Payroll Checking Account reimbursement Claims:

General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

CLAIMS: Required--General Certificate.*



10-1-2024

Preparer

Date



10-1-2024

Auditing Officer

Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

In accordance with RCW 52.16.050 (3), I certify that the Board of Commissioners for Jefferson County Fire Protection District No 2 has audited, reviewed and approved the payrolls and bills giving rise to the warrants included in this Register.

I further certify that the County Treasurer is authorized to pay these warrants.



10-21-24

Chair (or Acting Chair) of the Board of Fire Commissioners

Date

* **Note:** District Procedure 805 *Issuance of Warrants by the District* allows or requires the following:

Paragraph 805.3 authorizes Payroll to be paid without approval of the Commission.

Paragraph 805.4 requires Commission approval of Claims (including Payroll Reimbursements) in advance of payment.

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 10:14:35 Date: 10/21/2024

10/01/2024 To: 10/31/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
622	10/21/2024	Claims	10	621385	AT&T Mobility	414.26	Monthly Cellular Service
623	10/21/2024	Claims	10	621386	Boundtree Medical LLC	1,446.11	Monthly Medical Supplies
624	10/21/2024	Claims	10	621387	Canon Financial Services, Inc	54.44	Monthly Printer Lease
625	10/21/2024	Claims	10	621388	Cooper Fuel	1,820.58	Monthly Fuel/Heating Oil
626	10/21/2024	Claims	10	621389	EMS Connect LLC	110.50	Monthly EMS Training
627	10/21/2024	Claims	10	621390	EMS Special Agency Fund	255.00	Monthly Ambulance Transport Fee
628	10/21/2024	Claims	10	621391	East Jefferson Fire Rescue	7,350.00	Quarterly ALS Service
629	10/21/2024	Claims	10	621392	Gentech Northwest LLC	1,496.85	Generator repair - Station 21
630	10/21/2024	Claims	10	621393	Good Man Inc	111.57	Monthly Restroom
631	10/21/2024	Claims	10	621394	Henery Hardware	63.50	Fastners for Coyle Brush Truck
632	10/21/2024	Claims	10	621395	JC Dept of Public Works	822.34	Monthly Fuel
633	10/21/2024	Claims	10	621396	JC Fire District #2 Payroll	88,754.21	2024.10.04 Payroll Reimbursement
634	10/21/2024	Claims	10	621397	Jamestown Networks	458.41	Monthly Internet/Phone
635	10/21/2024	Claims	10	621398	Jefferson Propane	178.30	Monthly Propane
636	10/21/2024	Claims	10	621399	LeMay Mobile Shredding	375.00	File shredding service
637	10/21/2024	Claims	10	621400	Loves Construction	11,358.40	Admin window replacement - upper
638	10/21/2024	Claims	10	621401	Timothy M McKern	100.00	Monthly Personal Device Stipend
639	10/21/2024	Claims	10	621402	Murrey's Disposal Co Inc	52.54	Monthly Garbage Service
640	10/21/2024	Claims	10	621403	Sharon Nielsen	20.00	Patient refund for overpayment
641	10/21/2024	Claims	10	621404	Olympic Springs Inc	19.53	Monthly Drinking Water
642	10/21/2024	Claims	10	621405	Pacific Office Equipment	7,442.15	Monthly Computer Service & Computer Replacement
643	10/21/2024	Claims	10	621406	The Station Signs & Screen Painting, Inc	883.71	Graphics for Coyle Brush Truck
644	10/21/2024	Claims	10	621407	US Bank	5,620.27	5799 - Monthly Utilities; 5799 - Amazon Prime Membership; 5799 - Monthly Adobe; 5799 - Window shade replacement - Admin Bldg; 5799 - Printer paper / Bathroom window shade; 5799 - Monthly Utilities; 46
645	10/21/2024	Claims	10	621408	WA Dept of Revenue	231.12	Quarterly Leasehold Excise Tax
646	10/21/2024	Claims	10	621409	Wave Broadband	214.10	Monthly Cable Internet
647	10/21/2024	Claims	10	621410	Westbay Auto Parts Inc	66.25	Diesel Exhaust Fluid

001 General Fund 662 600 71
040 EMS Fund 662 610 71

	77,175.09	
	52,544.05	
	129,719.14	Claims: 129,719.14

CHECK REGISTER

Jefferson County Fire Distr #2

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10/01/2024 To: 10/31/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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PURPOSE: Check one.

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BARS Codes for Payroll Checking Account reimbursement Claims:

General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

CLAIMS: Required--General Certificate.*

Robt Reinitzer 10/21/2024
 Preparer Date

J. Munch 10/21/2023
 Auditing Officer Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

In accordance with RCW 52.16.050 (3), I certify that the Board of Commissioners for Jefferson County Fire Protection District No 2 has audited, reviewed and approved the payrolls and bills giving rise to the warrants included in this Register.

I further certify that the County Treasurer is authorized to pay these warrants.

AW [Signature] 10/21/24
 Chair (or Acting Chair) of the Board of Fire Commissioners Date

* **Note:** District Procedure 805 *Issuance of Warrants by the District* allows or requires the following:
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QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For
August 2024

Our Mission

"Provide competent and professional fire, rescue, and medical services to the citizens and visitors of Quilcene and Coyle while ensuring the safety, education, and well-being of its members."

Our Vision

"Provide services to the Quilcene and Coyle communities in the form of fire, rescue and medical incident responses, and public safety, fire prevention and public affairs. These services will be provided in an environment of inclusion of all its members and the communities."

Our Core Values

The five QFR Core values in priority order are:

1. FIREFIGHTER SAFETY
2. FIRE PREVENTION & PUBLIC EDUCATION
3. EFFICIENT OPERATIONS
4. PROFESSIONAL BEHAVIOR
5. CLEAR POLICY /CONCISE PROCEDURE

"We serve to save"

Governance and Administration:

- JeffCom staffing is near complete, New CFC methodology is being looked at. Equipment upgrades and financial stability continue to be at the forefront.
- CARES Volunteer Program – Kimberly, Lynne, and Kevin, and the team are making great strides and moving this program forward. Working with APS as well on several cases. Looking into a DOH grant for the continuation of the program with more of a prevention side to this program.

Goals and Objectives:

- Windows and exterior painting Station 21 Crew Quarters, Rental, and Admin
- Strategic and Fiscal Plan Committee working with seeking inputs major contributors to the plan.
- RFP for demolition of Storage Barns behind Administration.
- WSRB Rating came back and we maintain a “7” rating in most of the Fire District.

Grant Updates

- AFG for new exhaust systems for Station 21/22 – *Pending*
- SAFER FY2023 application submitted. – *Pending*
- DOH Grant pending in the fall for EMT-Advanced programs - *TBD*

External Relationships

- On-going quarterly EMS training around the County by EMS Council /MPD

Fire Prevention

- Community Risk Reduction programs along with Countywide CWPP plan.
- Training for Team on Community Wildfire resilience and readiness.

Upcoming Events

- September 15 Oyster Run
- September 21 Quilcene Days and Parade



Apparatus Readiness:

- The new B22 has arrived. It is currently at Station 22. I am unaware of any updates.
- C201 has been transferred to Evergreen Collision in Sequim. Evergreen was the only body shop around that was able to work with aluminum. We are currently waiting for parts and a timeline from Evergreen for repairs.

UPDATE: Repairs are being completed. I am unaware of when it is scheduled to be returned.

Training and Competency:

- FF/EMT Zak Torres is awaiting his Instructor 1 retake test. Currently it is scheduled for July 11th.

UPDATE: I have not received any information currently about the result of the testing.

- I am still working with the Quilcene School to build a Cadet Program for the next school year.

UPDATE: I have not had great communication with Quilcene School for this program. I reached out to an instructor at West Sound Tech, but I have not received an answer yet.

QFR Events:

- QFR will be assisting with the Oyster Race. We will be there as well as Brinnon Fire to supply aid cars and EMTs. The Oyster race is Sept. 15th.
- September 21 is the Quilcene Day Fair and Parade. We have secured our spot for the parade. It is unknown at this point if we will have a booth at the fair.

Building Maintenance:

- Love Construction is still completing windows and trim. I am unsure of his projected date of completion.

UPDATE: Crew Quarters and Rental home have been completed. Most of the windows at the Admin. Office have been replaced.

- Zak Torres has completed moving out of the rental home on Rose St. and Brady Matheson has begun moving in.
- I spoke with Tom Hoffman about painting the buildings once Love Const. has completed. Tom Hoffman is the painter that painted Station 22. We had a scheduled date to meet and go over the project, however he came down with Covid and has not been able to return to work yet. He will be in contact with me when he is able to return to work.

UPDATE: I spoke with a new painter, Damon Guecho. He will be submitting a bid to replace the siding as needed and repaint. He is hoping to get the Crew Quarters, Rental and Annex done before the weather changes for the season, continuing next season with the Admin. office and Station 23.

- The Annex building is in quite a state of disrepair. Most of the siding will need to be replaced before painting. I have walked through the interior of the building and there is no visible water damage from the inside

Apparatus Usage Report:

Report Date		9/10/2024								
Apparatus Type	ID*	Vehicle Number	Mfg Dt	Age In Yrs	In Svc Date	Rpt Dt Miles	Rpt Dt Hrs	Avg Annual Miles	Avg Annual Hrs	
11 - Engine	E22	96.Ford.55851C.2430	1996	28	1/1/1999	28,453	N/A	991	N/A	
11 - Engine	E21	05.Freightliner.82171C.1149	2005	19	3/26/2007	43,234	2,192	2,194	111	
16 - Brush Truck	B22	95.Ford.36251C.4130	1995	29	9/6/1995	30,544	N/A	1,053	N/A	
16 - Brush Truck	B21	08.Ford.B4486C.6274	2008	16	10/24/2016	76,971	N/A	4,608	N/A	
24 - Tanker or Tender	T21	18.Freightliner.71820C.8029	2018	6	8/15/2018	7,403	469	1,234	70	
60 - Support Apparatus	U21	05.Chev.91128C.9239	2005	19	Unknown	197,601	N/A	10,028	N/A	
60 - Support Apparatus	U22	08.Ford.A2604C.1351	2008	16	1/1/2008	122,233	N/A	7,640	N/A	
75 - BLS Unit	A212	16.GMC.B6128C.2830	2016	8	9/20/2016	56,927	2,320	8,132	267	
75 - BLS Unit	A21	18.Dodge.C6410C.6370	2018	6	3/14/2019	64,534	1,577	12,907	236	
92 - Chief Officer Car	C203	05.Chev.B3139C.1967	2005	19	3/30/2016	111,929	N/A	5,680	N/A	
92 - Chief Officer Car	C201	20.Ford.B7209C.2336	2020	4	3/16/2020	51,314	N/A	12,829	N/A	



Significant Events and Service Delivery:

- B-Shift responded to 23 calls in August.
- Responded to a single vehicle traffic accident on Snow Creek Rd on 08/02
- Responded to a single Car vs Motorcycle in the area of Center Rd on 8/8
- Responded to a Car vs Minibike in the area of Center Rd on 8/8
- Responded to the initial call for the 2026 Road fire

Training and Competency:

- N/A

Physical Resources and Quality of Life Old News:

- With help from Capt. McCrehin and Lt. Singleton we are working on transferring all our assets from Emergency reporting to ESO. We are rebuilding the inventory system, so it is accurate going forward on ESO.
- I have been attending the Monthly Jeffcom User Meetings to voice any questions, comments, issues, or concerns QFR has when it comes to working with our Jeffcom partners and topics regarding response and dispatch.
- We have an issue with our Kenwood Radios not being fully compatible with Jeffcom's repeaters. Jeffcom is working with Kenwood for a software fix.
- Kimberly has been training new Volunteer Debra Ethier on CARES. The hope is Debra will be able to assist Kimberly and cover for Kimberly when she is out of the area for CARES related business.

Physical Resources and Quality of Life New Business:

- Our public CPR class on Aug 31st went great.
- Worked 3 days for the DNR on the 2026 Rd fire
- New computers have been ordered and installed by POE

Staffing (next 30 days):

- I will be gone Aug 14th – 21st for vacation out of state

Significant Events and Service Delivery:

- C-Shift responded to a total of incidents during the month of July. Notable incidents include:
- Two Motorcycle accidents on Center Rd with amazing outcomes with both being transported by Air to Seattle and now entering into Rehab on a long road to recovery.

Ongoing items:

- DNR grants for wildland equipment- DNR apparatus surplus grant opens in October, and we will be preparing to apply as soon as the grant opens.
- B22- The chassis has arrived, and I will be working with Thane to outfit the new rig with equipment once completed. Soon
- Protocol review- The NW Region is moving along with a plan rollout January 2025
- EMS Council Training Subcommittee- Rough draft of county EMS training has been completed and training topic for October base station scheduled.
- ESO user group- NTR.
- Jefferson County IMT Presentation- Chief presented an overview of the 2620 Road fire and the need for education on Evacuation Levels (Ready, Set, and Go). Along with area zones to be used for an evacuation.
- ESO Inventory- Continues to progress very slowly due to high call volumes and higher priority tasks. Will be finished by end of August.
- EMS and Fire training is up to date, though I am behind on entering into ESO.

New items:

- PPE- Verified FF/EMT Heggie's bunker gear will fit FF/EMT Matheson, and no purchasing of bunker gear will be required. FF/EMT Heggie's PPE will be reassigned to FF/EMT Matheson at the end of his last shift and a needs list will be created for FF/EMT Matheson for remaining PPE.
- Passport tags- Ordered for new personnel and for badge # changes.
- Onboarding and fundamentals training/review with FF/EMT Brady Matheson will take place during his first several shifts with the intent of developing a training plan tailored to his skills competencies.

Staffing (next 60 days):

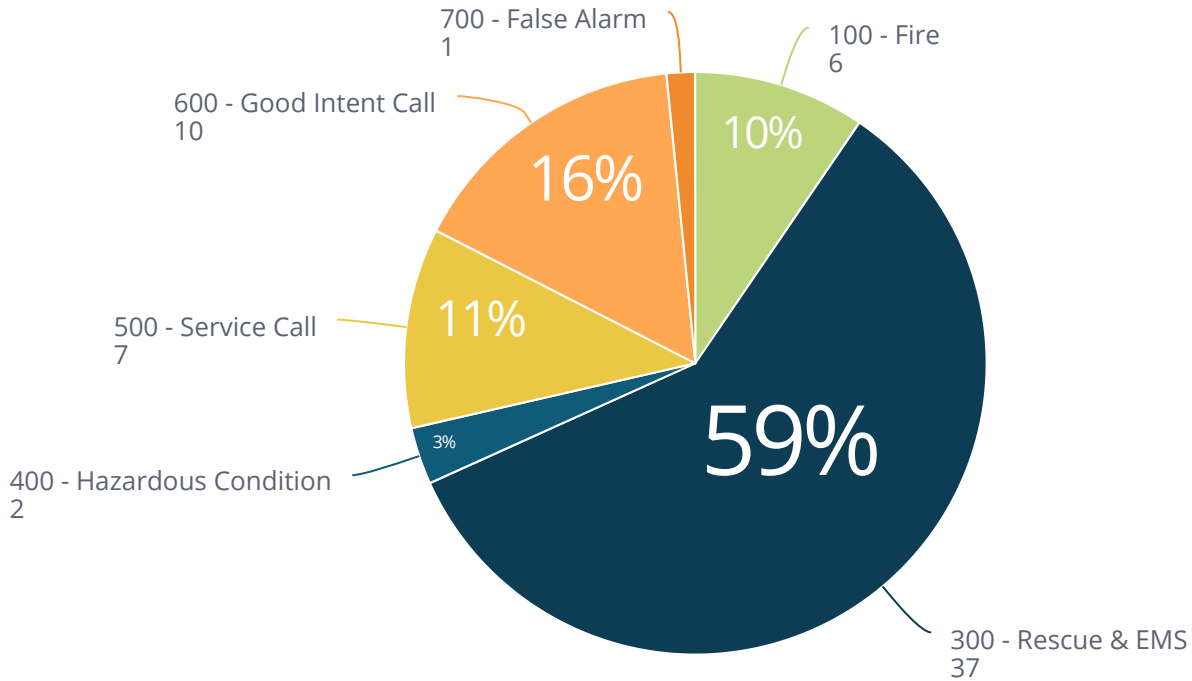
- Just returned from vacation

2620 Road Fire



QFR Incident Types - August 2024

Percentage of Incident Type Group



Count of Total Incidents

Total Incidents
63

Fire Incidents

Fire Incidents
6

Percent of All Incidents **9.5%**

EMS Incidents

EMS Incidents
37

Percent of All Incidents **58.7%**

Other Incidents

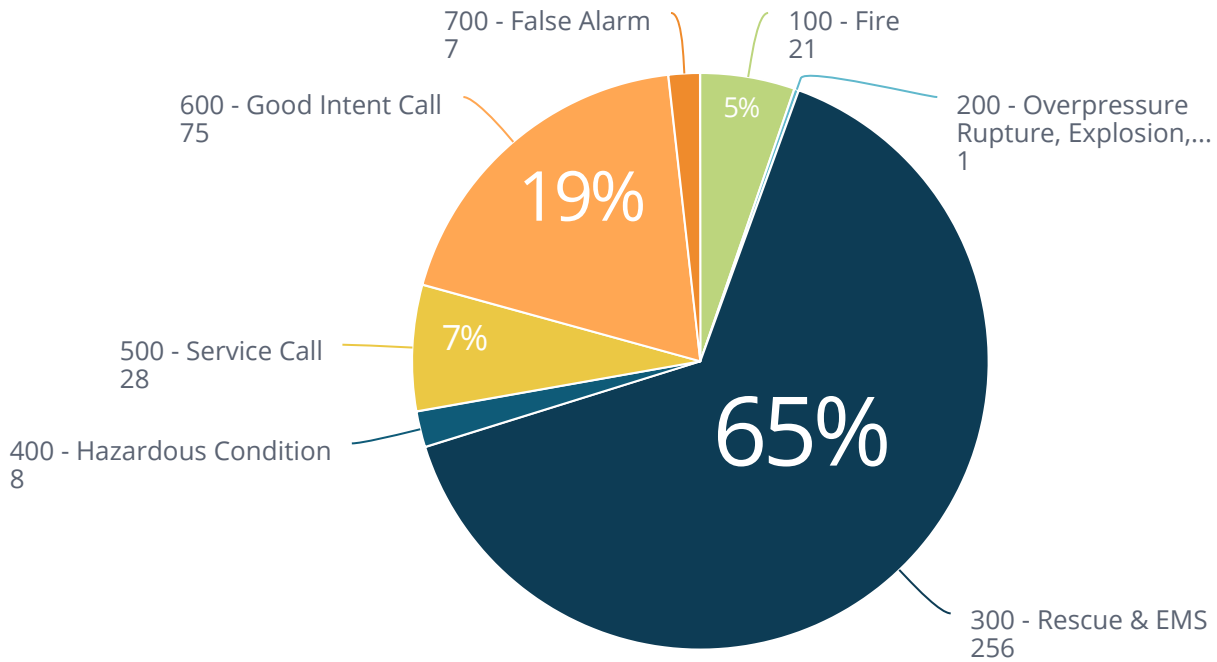
All Other Incidents
20

Percent of All Incidents **31.7%**

Incident Type Group	Incident Type	Calls	Pct
100 - Fire	Brush or brush-and-grass mixture fire	1	16.67%
	Forest, woods or wildland fire	3	50.00%
	Outside rubbish fire, other	1	16.67%
	Self-propelled motor home or recreational vehicle	1	16.67%
100 - Fire Total		6	9.52%
300 - Rescue & EMS	Emergency medical service incident, other	1	2.70%
	EMS call, excluding vehicle accident with injury	29	78.38%
	Medical assist, assist EMS crew	2	5.41%
	Motor vehicle accident with injuries	2	5.41%
	Motor vehicle accident with no injuries.	1	2.70%
	Rescue, EMS incident, other	2	5.41%
300 - Rescue & EMS Total		37	58.73%
400 - Hazardous Condition	Attempted burning, illegal action, other	2	100.00%
500 - Service Call	Assist police or other governmental agency	1	14.29%
	Service Call, other	2	28.57%
	Unauthorized burning	4	57.14%
500 - Service Call Total		7	11.11%
600 - Good Intent Call	Dispatched & canceled en route	8	80.00%
	Good intent call, other	1	10.00%
	Smoke scare, odor of smoke	1	10.00%
600 - Good Intent Call Total		10	15.87%
700 - False Alarm	False alarm or false call, other	1	100.00%
Grand Total		63	100.00%

QFR Incident Types - Year to Date - 8/31/2024

Percentage of Incident Type Group



Count of Total Incidents

Fire Incidents

EMS Incidents

Other Incidents

Total Incidents
396

Fire Incidents
21

Percent of All Incidents **5.3%**

EMS Incidents
256

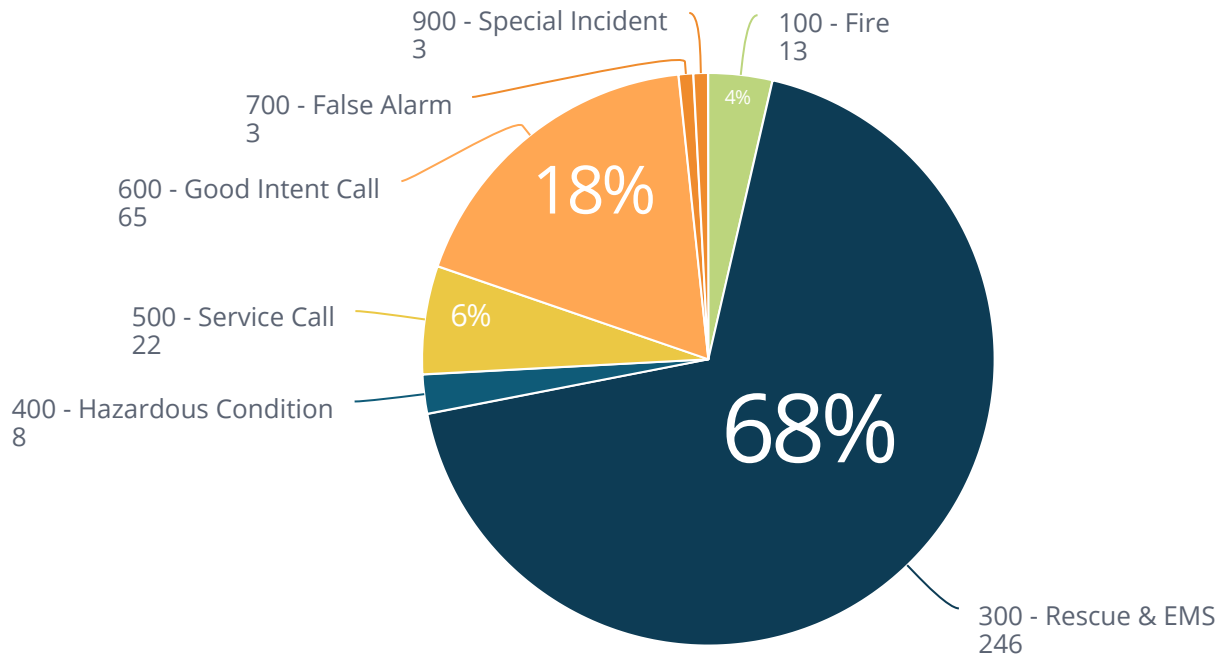
Percent of All Incidents **64.6%**

All Other Incidents
119

Percent of All Incidents **30.1%**

QFR Incident Types - Year to Date - 8/31/2023

Percentage of Incident Type Group



Count of Total Incidents

Total Incidents
360

Fire Incidents

Fire Incidents
13

Percent of All Incidents **3.6%**

EMS Incidents

EMS Incidents
246

Percent of All Incidents **68.3%**

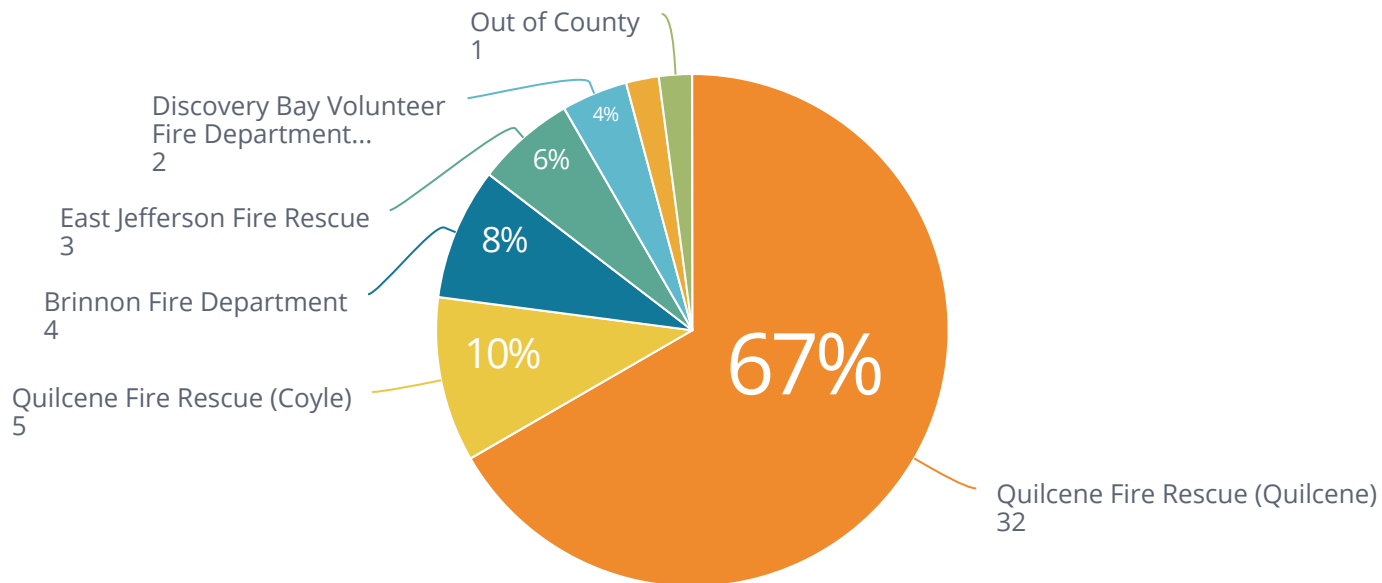
Other Incidents

All Other Incidents
101

Percent of All Incidents **28.1%**

QFR Incidents by District - August 2024

Count of Incidents by District



Count of Total Incidents

Total Incidents: **48**

TREASURER'S REPORT

Fund Totals

Jefferson County Fire Distr #2

Time: 08:46:10 Date: 09/05/2024
Page: 1

08/01/2024 To: 08/31/2024

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 662 600 71	576,016.29	20,656.57	137,126.65	459,546.21	0.00	665.03	0.00	460,211.24
040 EMS Fund 662 610 71	383,270.32	25,922.44	49,529.30	359,663.46	0.00	464.70	0.00	360,128.16
070 Capital (Reserve) Fund 662 631 71	2,721,730.98	11,508.31		2,733,239.29	0.00	0.00	0.00	2,733,239.29
	3,681,017.59	58,087.32	186,655.95	3,552,448.96	0.00	1,129.73	0.00	3,553,578.69

TREASURER'S REPORT

Account Totals

Jefferson County Fire Distr #2

Time: 08:46:10 Date: 09/05/2024
Page: 2

08/01/2024 To: 08/31/2024

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10 General-JeffCo	475,516.29	70,185.87	186,655.95	359,046.21	0.00	0.00	359,046.21
20 Payroll-1st Security 9010	100,000.00	79,637.72	79,637.72	100,000.00	0.00	1,129.73	101,129.73
25 Petty Cash-US Bank	500.00	0.00	0.00	500.00	0.00	0.00	500.00
40 EMS-JeffCo	383,270.32	25,922.44	49,529.30	359,663.46	0.00	0.00	359,663.46
70 Capital (Reserve)-JeffCo	2,721,730.98	11,508.31	0.00	2,733,239.29	0.00	0.00	2,733,239.29
Total Cash:	3,681,017.59	187,254.34	315,822.97	3,552,448.96	0.00	1,129.73	3,553,578.69
	3,681,017.59	187,254.34	315,822.97	3,552,448.96	0.00	1,129.73	3,553,578.69

TREASURER'S REPORT
Outstanding Vouchers

Jefferson County Fire Distr #2

08/01/2024 To: 08/31/2024

As Of: 08/31/2024 Date: 09/05/2024
 Time: 08:46:10 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	198	04/03/2023	Payroll	20	1319	David Blohm	83.11	2023.03 Payroll
2023	707	11/01/2023	Payroll	20	1402	Bailey M Kieffer	13.85	Replacement for lost check #1259
2024	1	01/05/2024	Payroll	20	1413	Chloe G Austin	13.85	2023.12 Payroll
2024	15	01/05/2024	Payroll	20	1424	Andrew J Lewis	83.11	2023.12 Payroll
2024	141	03/05/2024	Payroll	20	1446	Ken Brotherton	346.31	2024.02 Payroll
2024	200	04/05/2024	Payroll	20	1456	Ken Brotherton	263.20	2024.03 Payroll
2024	219	04/05/2024	Payroll	20	1469	Keith Stansbury	27.70	2024.03 Payroll
2024	402	07/05/2024	Payroll	20	1499	Keith Stansbury	193.93	2024.06 Payroll
2024	466	08/05/2024	Payroll	20	1511	Oscar Levine	69.26	2024.07 Payroll
2024	467	08/05/2024	Payroll	20	1512	Krystal McCrehin	35.41	2024.07 Payroll
							<u>1,129.73</u>	

Fund	Claims	Payroll	Total
001 General Fund 662 600 71	0.00	665.03	665.03
040 EMS Fund 662 610 71	0.00	464.70	464.70
	<u>0.00</u>	<u>1,129.73</u>	<u>1,129.73</u>

TREASURER'S REPORT
Signature Page

Jefferson County Fire Distr #2

Time: 08:46:10 Date: 09/05/2024
Page: 4

08/01/2024 To: 08/31/2024

REVIEWED AND APPROVED

Robert Reinken

Preparer

9-5-2024

Date

Donna K...

Auditing Officer

9-5-2024

Date