



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - EMERGENCY MEETING MINUTES

March 20, 2020

Chair Gawley called the Board of Commissioners Regular meeting for Clallam County Fire District 3 to order at 1:01 p.m. at Station 34 – 323 N Fifth Avenue, Sequim, WA. Present were: Commissioners G. Michael Gawley, Steven K. Chinn, and Bill Miano, Chief Ben Andrews, Assistant Chiefs Tony Hudson and Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Whitaker, Volunteer Blaine Zechenelly, Sequim City Manager Charlie Bush and Sequim Gazette's Mike Dashiell.

REGULAR BUSINESS

Agenda Bill 1: Consider Resolution 2020-03; Temporary COVID 19 Related Leave Benefits – Chief Andrews reported that: due to the virus COVID 19 and Governor Jay Inslee declaring a State of Emergency on February 29th, 2020, he believes that in order to address financial impacts of members who may not report to work due to the COVID 19 virus, it is necessary to provide additional leave to members who may need it. He recognizes that this is an early intervention with the outbreak not being significant in this county, but due to the fact that changes to working conditions cannot be retroactive he believes it is best to implement this quickly. This resolution for sick leave can only be used for COVID 19 related sick leave, cannot be cashed out or shared and has a sunset clause when the Governor lifts the state of emergency or September 1st, whichever comes first. The District will make any and all efforts to collect Grant funds that may be an option regarding COVID 19 impacts. The resolution will provide full time staff members an additional 80 hours and part-time members 40 hours of sick leave. Commissioner Chinn moved and Commissioners Miano seconded to approve the 2020-03 Temporary COVID 19 Related Leave Benefits as presented. **MOTION CARRIED.**

Agenda Bill 2: Consider Resolution 2020-04; Declaration of Emergency – COVID 19 – Chief Andrews reported that: Governor Inslee declared a State of Emergency on February 29, 2020, and due to that declaration and the affects COVID 19 is already having on this community, he is seeking Board concurrence with Resolution 2020-04 declaring an Emergency due to COVID 19 and asking for authority to take all necessary actions to protect the District's residents and employees during this time. The resolution defines that permission granted to the Fire Chief to make decisions regarding contracts, competitive bidding, necessary expenditures and the addition of temporary staffing and scheduling. If approved, this authorization can be rescinded at any time, should the Board feel the desire. Commissioner Gawley stated that he has the utmost trust in Chief Andrews and he supports this resolution. Commissioner Miano moved and Commissioner Chinn seconded Resolution 2020-04, Declaration of Emergency – COVID 19. **MOTION CARRIED.**

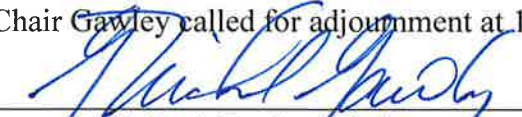
GOOD OF THE ORDER

- Chief Andrews reported that he is looking into hosting the upcoming board meetings at the City Council Chambers; that location can accommodate virtual attendance and a much larger audience area to accommodate social distancing recommendations.


- Chief Andrews reported that he is working on Inter-Local Agreements with other Fire Districts to address staffing concerns that may arise due to COVID 19.
- The Sequim Emergency Coordination Center was opened this week and work is really starting to get underway; next week it is expected to be open daily from 9am to 5pm with anticipation to expand those hours. if necessary. Many District members are taking on leadership roles and this is proving to be a valuable learning opportunity. He stated that the relationship between the District and City employees is strong and productive.
- One District member has been tested for COVID 19; Dr. Unthank has set aside a certain amount of tests for First Responders to insure that they get the test early when symptomatic.
- Chief Andrews reported that proper PPE guideline have been identified and distributed to First Responders. First Responders will not be quarantined if they respond to a positive COVID 19 patient and follow guidelines by wearing the proper PPE.
- City Manager Charlie Bush was in attendance and he echoes what Chief Andrews said about the District and the City relationship, stating that it is a great team to work with and the District's team has great leadership.

ADJOURNMENT


Chair Gawley called for adjournment at 1:22 p.m.




G. Michael Gawley, Chairman



Bill Miano, Commissioner



Steven K Chinn, Vice Chair

Attest: 

Ben Andrews, Fire Chief