



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

March 3, 2026

Chair Miano called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Jeffrey Nicholas and Bill Miano, Fire Chief Justin Grider, Deputy Chief Justin Grider, Finance Manager Misty Shaw, Volunteer Terry Wood, Maintenance Supervisor Tharin Huisman, and Citizens Duane Chamlee. Online were: News Reporter Matt Nash, Firefighter/PM Hayden Pyle, and Battalion 3.

Changes to the Agenda - None.

PUBLIC COMMENT – None.

CONSENT AGENDA

- 1.) Regular Meeting Minutes, February 17th, 2026.
- 2.) Claims
Accounts Payable Claim check numbers 113517 through 113554 dated March 3, 2026, totaling \$296,540.61, for a disbursement grand total equaling \$296,540.61.

Commissioner Nicholas moved, and Commissioner Miano seconded to approve the Consent Agenda with amendments to the minutes. **MOTION CARRIED.**

GOOD OF THE ORDER

Commissioner Mingee Reported -

- He and the Chief's met with three companies who submitted Requests for Qualifications and will have a recommendation to the Board at the next meeting.
- He asked that the Chiefs' report include his personal work plan dates and deadlines moving forward. He reported that a lot of the rinse-and-repeat items in the report can be removed. Commissioner Nicholas asked that if items are delegated, those members can report on their progress.
- He asked for someone to evaluate the 1710 guidelines and cost projections for meeting these standards. He stated that the rank and file consistently complain about staffing, and he wants to address it.

Commissioner Miano reported -

- Brought up his attendance at the WFCA conference and reported that all the commissioners would like to attend the April 11th, 2026, Region 9 meeting in Grapeview, WA.
- He asked to move the “next meeting” agenda topic to after the “Good of the Order” topic on agendas moving forward.
- Reminded the Board that he and EA Coleman are still working on gathering information for creating a five-member Board of Commissioners; more information will be forthcoming.

Fire Chief's Report – Chief Grider reported -

- There are still multiple people out, two of whom have returned to light-duty positions.
- Seven new hires started yesterday; two will go to the Kitsap Fire Academy next week. The five that stay here have a four-week in-house academy,
- The Day Unit has been paused due to staffing; this will restart when staffing allows.
- The Board adopted the 2026 Annual Priorities.
- No updates on grants. The government's shutdown has put a halt to these; there is no guidance currently.
- Continue to meet with the City of Sequim.
- The volunteer association is refunding the erroneous funds that Seven Cedars sent to the volunteer association and not to the District. Seven Cedars did not believe that the District owed anything more for Station 37; the District interprets the contract differently, and Seven Cedars is still researching this. The District owes a quarterly lease for this station, and with the gaming rules, this was offset. They tied the payment to their water treatment plant, which has been paid off; they believed that they now owed the District these funds. Commissioner Mingee reported that it is a good time to sit down with them and have conversations about collaborating with the Tribe; he believes the sooner the better. Commissioner Nicholas added that our District loses a lot of property tax for the Tribes' land that does not have tax collected on it.
- The DRS audit is still open; staff are waiting for a decision on the appeal.
- Continue with negotiations with each bargaining unit.
- The City of Sequim has asked him to present on their CEMT plan, which he did.
- Engine 37 was received in January; it is currently being upfitted at this time. The other two engines are getting warranty work done; this is normal when they go into service and get used. Some of the issues are recalls as well.
- Operations and staff meetings continue.
- He, DC Hudson, and CP Karjalainen attended a resilience training; he reported that this was a good event to attend, there were many organizational constituents present, and the training was well-received.
- Closed out the RFQ and RFP for the construction of a new station 33 and HR Manager Recruitment company. The construction companies were interviewed yesterday, and the HR Manager recruit companies will be interviewed next week.
- Gave a brief overview of all of the community projects that are underway.
- He is working on getting more information about the Johnston property to bring back to the Board.
- The new sixteen-bed facility at the MAT clinic is complete and operational.
- The group had a discussion about current staffing levels and the possibility of additional staffing.

Agenda Bill 1: SOP 3120 and 3120A Review - Chief Grider presented these at the request of Commissioner Miano. The commissioners had received an email from a concerned citizen and wished to bring this policy forward to confirm that a social media policy exists. Commissioner Miano cited several sections that address how members use their personal social media accounts and compliance with the policy. Commissioner Miano and Chief Grider both responded to the complainant. Chief Grider reported that DC Hudson has forwarded the matter to legal counsel for review to ensure that it remains compliant and relevant, noting that social media best practices are continually evolving.

Commissioner Nicholas asked whether staff were taking internal steps to ensure that members are familiar with the policy; the Chief’s staff indicated that such steps will be implemented. The group discussed social media posts that include pictures of accident scenes; staff reported that they are very careful about the images that get posted. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 2: Revenue Advisory Committee (RAC) - Letter of Support – Commissioner Mingee reported that the Commissioners were asked to endorse a letter of support. The letter will be issued by the RAC, not by individual supporters, and will be sent to State Representatives. Commissioner Mingee stressed the importance of acknowledging the letter’s support during this meeting. The letter has been reviewed by legal counsel. It supports the management of timber used to raise funds for junior taxing districts. Commissioner Mingee noted that the most recent draft of the letter is the version to be published in the final Board packet. **INFORMATION ONLY. NO ACTION TAKEN.**

EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 2:15 p.m., expected to last for forty five (45) minutes, returning at 3:00 p.m. under - RCW 42.30.140 (4) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, and RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. In attendance were Commissioners Miano, Mingee, and Nicholas, and Fire Chief Justin Grider. Commissioner Miano called the meeting back into Regular Session at 3:00 p.m. No decisions were reached during the Executive Session.

NEXT MEETINGS –

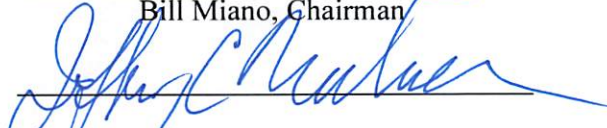
3/17/2026 – Regular Board Meeting

ADJOURNMENT

Commissioner Miano called for adjournment at 3:00 p.m.



Bill Miano, Chairman



Jeffrey Nicholas, Commissioner



Michael Mingee, Vice Chairman
Absent

Attest:

Lori Coleman, District Secretary