COMMISSIONERS' MEETING MINUTES
January 27, 2025

Chairman Entze called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Entze, Urvina, Nelson, Fleming, and Hayden; Fire Chief D. Doan; Deputy Chief's P. Oldenburg, N. Langlow, S. Booth, J. Johnson; Division Chief S. Peterson, Division Chief T. Wescott, Technology & Communications Specialist M. Herzog, Finance Director K. Hackmeister (virtually), HR Manager J. Grunder (virtually), Division Chief S. Corrigan (virtually), and Executive Assistant L. Medved.

APPROVAL OF THE AGENDA
After modifying the agenda to remove the Executive Session, Commissioners Nelson and Fleming moved and seconded approval of the agenda. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND VOUCHERS
Commissioners Urvina and Nelson moved and seconded approval of January 13, 2026, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Fleming moved and seconded a motion to approve accounts payable checks #2981 – 3044, 3055 – 3082, and payroll checks 3045 – 3054, and ACH payroll transfers, as outlined in the agenda for a total consideration of $1,751,870.93. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

2025 Workplan Closeout

FC Doan reported:

- Reviewed planning approach: rather than a resource-intensive five-year strategic plan, the organization uses an annual workplan that provides a flexible one-year horizon, supports day-to-day operations, and guides weekly leadership meetings, while recognizing that priorities may span multiple years.
- 5-year plan remains robust, supporting long-term goals:
    - Completion of bond projects.
    - Investment in training center business plan.
    - Acquisition of 5 new engines.
    - Ongoing evaluation of emergency services (emergent and non-emergent) using data-driven methods.

    - Continued modernization of policies and processes.
- Acknowledged and thanked staff for their efforts.
- Draft 2026 work plan will be presented in two weeks; feedback encouraged.
- Self-evaluation will be reviewed during executive session at that meeting.

DC Langlow reported:

- Expressed appreciation for the contributions of BCs, DCs, LTs, and AAs.
- **Operations**
    - Implemented staffing/deployment model for temporary Station 51 closure; evaluated Stations 53 and 57.
    - Completed promotional process; onboarded nine new employees (6 lateral, 3 entry).
    - Responded to 7,927 incidents.
    - Validated and adjusted 80+ call types and 5,000+ sub-types; updated procedures and guidelines.
    - Employee and citizen recognition for promotions, graduations, and exceptional service.
    - Chaired county-wide implementation of updated US digital dispatch tones; expanded interagency coordination with SS911 and regional partners.
- **EMS**
    - Completed 4,042 transports (~11 per day).
    - Launched Ongoing Training and Evaluation Program (OTEP).
    - Welcomed new EMS Physician Advisor, Dr. Constance.
    - Established collaborative partnership with TFD.
    - Implemented new EMS supply system.
    - Partnered with Wildland to launch Line Paramedic Program.
    - Relicensed EMS vehicles.
- **Training**
    - Developed fixed facility and acquired structure live fire cadre.
    - Hosted LT and BC academies.
    - Conducted live fire training at Kitsap Fire Training Consortium and Peninsula School District.
    - Hosted external classes and two operations academies.
    - Built training partnerships and strengthened relationships with TFD, Kitsap Training Consortium, local law enforcement, and fire research organizations.
- **Wildland**
    - Completed 17 wildland mobilizations across 4 states.
    - Conducted comprehensive TRT evaluation and established framework for a 3-year training cycle.

DC Oldenburg reported:

- **Administrative & Operational Support**
    - Maintained high operational tempo with focus on stability and efficiency.
    - Tyler Technologies, Telestaff, and Microsoft transitions.
    - HR and payroll enhancements.
    - Injury and return-to-work processes.
    - Employee training programs.
- **Logistics & Fleet**
    - Planned and supported station relocations and upgrades.
    - Coordinated supply management.
- **Communications & Technology**
    - Modernized voice, data, and communication systems.
    - Upgraded computers, installed station technology, strengthened cybersecurity and

infrastructure for resilience and reliability.
- FC Doan noted that alongside daily operations, the team is implementing new technology while managing the $80M bond project.

DC Booth reported:
- **Wildfire Ready**: Year two progressing well.
- **Fall Prevention/Elder Care**: Evaluating options and partnerships; falls account for ~25% of run volume.
- **Fire Prevention**: Staff turnover; new Educator, Fire Inspector, and Admin Assistant. Division Chief starting in May.
- **Community Emergency Preparedness**
  - Hazard Mitigation Plan with State DEM; approval anticipated by Q2.
  - Emergency supply cabinets purchased for non-bond stations.
  - Unified command partnerships with city/county for planned events.
- **SOG (Accident Prevention Program)**: Nearly Complete.
- **Non-Workplan Accomplishments**
  - UL/XplorLabs class.
  - Purchased binder lifts through LNI FIIRE grant.
  - Added 3 new PFTs.
  - Implemented Grail Galleri Cancer Blood Test Program; year-one success with early-stage non-Hodgkin's lymphoma detected (no treatment required).

DC Johnson reported:
- Bond work continues as a full team effort.
- **Stations 53 & 57**: Successfully closed out.
- **Training Campus**
  - Support building was completed; achieved first-floor occupancy, awaiting elevator part to enable full building occupancy.
  - First 3 floors of training tower were completed; 4th floor deck ready, rebar delivered, pour scheduled soon.
  - Restructured and added retention ponds.
  - Commissioners invited to tour the campus.
- **Station 50**: Flood repair completed; upgrades include new HVAC, refreshed offices, and new furniture throughout.
- **Station 51**
  - Bid process completed after a 3-month court review; contract awarded to the second bidder.
  - Fencing installed, work trailer moved, coordination with Penlight underway.
  - Demo contractor may start Friday; training team planning joint training opportunities with area partners.

STANDING COMMITTEE REPORTS

FINANCIAL REPORT

CHAIRMAN'S REPORT
- Chairman requested Commissioners review FC Doan's self-evaluation and be prepared to provide feedback at the Executive Session on February 10th.
- Commended FC Doan, Deputy Chiefs and department personnel for their leadership and performance last year.

2022 CAPITAL BOND PROJECTS UPDATE

OLD BUSINESS

NEW BUSINESS

A. FC Doan presented a Personal Services Contract for Division Chief Tom Wescott, who will be promoted to Deputy Chief effective June 1.

Commissioners Nelson and Urvina moved and seconded approval. With no further discussion, the **MOTIONS CARRIED** by unanimous roll call vote.

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 6:01PM. The next regular meeting will be Tuesday, February 10, at 5:00 p.m.

Kevin L Entze (Feb 16, 2026 12:04:22 PST)

Chairman/Commissioner

Joe Urvina (Feb 13, 2026 17:24:35 PST)

Commissioner

Commissioner

Matthew Fleming

Matthew Fleming (Feb 14, 2026 07:55:29 PST)

Commissioner

Phil Hayden

Phil Hayden (Feb 15, 2026 13:30:54 PST)

Commissioner

Dennis Doan

Dennis Doan (Feb 14, 2026 04:31:41 PST)

Attest: District Secretary