



**South Beach Regional Fire Authority
708 Englewood Lane S, Westport, WA 98595
Special Meeting Minutes
Thursday, January 15, 2026-4:00 PM**

For the purpose of:

- 1. Executive Session for 60 minutes-Personnel Issue/ Action may or may not be taken.**
- 2. Approval of Payroll Administration and Processing Policy-PPG#2700.**
- 3. Washington State Auditor Entrance Invitation Commissioners.**

CALL TO ORDER: Chairman Alfred Schroeder called the meeting to order at 4:00 PM.

ROLL CALL:

Commissioner District One Tom Aronson-present.

Commissioner District Two Tom Bearden-present.

Commissioner District Three David McLellan-present.

Commissioner District Four Alfred Schroeder-present.

Commissioner District Five Sam Schlegel-absent.

Chief Daryl Brown, Administrative Assistant's Teresa Hart, and Diane McNett present.

AUDIENCE:

Present included the following: Cyprien Ravery, President Local 3689, Frank Eshpeter, City of Westport Councilperson, David Uhler, FF-EMT, SBRFA.

FLAG SALUTE:

EXECUTIVE SESSION FOR 60 MINUTES-PERSONNEL ISSUE-ACTION MAY OR MAY NOT BE TAKEN:

Chairman Schroeder noted that an executive session/ personnel issue with action may or may not be taken would be held for 60 minutes. David McLellan made a motion to adjourn to executive session for 60 minutes to discuss

PAGE 2 SPECIAL MEETING MINUTES JANUARY 15, 2026

personnel issues. Assistant Fire Chief. Cyprien Ravery, President Local 3689 and FF-EMT David Uhler were invited to the executive session. The time was 4:05 PM.

BACK IN SESSION:

Chairman Schroeder stated that the board was back in session at 5:05 PM with action to be taken. David McLellan made a motion to authorize a conditional offer of employment for the position of Assistant Fire Chief to David Uhler. Chief Brown will be in charge of paperwork required for employment at SBRFA. Motion seconded by Tom Aronson. Motion carried.

2.Approval of Payroll Administration and Processing Policy-PPG#2700: Chief Brown presented Policy PPG#2700 for the board member's review. The policy outlines timelines for payroll processing, including all steps. Tom Aronson made a motion to approve PPG#2700 as written. Motion seconded by Tom Bearden. Motion carried.

3.Washington State Auditor Entrance Invitation-Commissioner: Administrative Assistant Diane McNett distributed the paperwork received from the WA State Auditor regarding the "Entrance Invitation" to the commissioners. Letters were presented to each commissioner that noted the scope of the audit for their review. A signature page was generated, with the commissioners present signing proof of receipt.

ADJOURN:

Tom Aronson made a motion to adjourn the meeting at 5:15 PM. Motion seconded by David McLellan. Motion carried.