



South Beach Regional Fire Authority, PO Box 1195, Westport, WA 98595



GOVERNANCE BOARD MEETING MINUTES

Thursday, March 12, 2026-5:00 PM

708 S Englewood Lane, Westport, WA 98595

Call Meeting to Order:

The South Beach Regional Fire Authority Governance Board Meeting was called to order by Board Chairperson Alfred Schroeder representing Commissioner District Four at 5:00 PM. In attendance were the following Board Members: Alfred Schroeder representing Commissioner District Four, David McLellan, Vice Chairman representing Commissioner District Three, Sam Schlegel representing Commissioner District Five, Tom Bearden representing District Two, Tom Aronson representing District One. Fire Chief Daryl Brown, Assistant Fire Chief David Uhler, Administrative Assistant's Diane McNett and Teresa Hart present.

Audience:

Dan Uhler, Tim Uhler, Kendra and Liesl Uhler, Gilbert and Robbie Myers, JoAnne Bearden, Heather Sneddon, Jo Lombardi, Doug Bauer, Daryl Kalinski: Friends and Relatives of David Uhler. Frank Espeter, Westport City Councilperson. Coleena Curry, PIO SBRFA, Camilo Tobito, EMT FF-SBRFA, Trisha Hubbard, PM FF-SBRFA, Phillip Benoit, EMT FF-SBRFA, Keith Zelepuza, Captain EMT FF-SBRFA, Sandy Zelepuza, PM FF-SBRFA, John Bramstedt, EMT FF-SBRFA, Jake Finigan, PM FF-SBRFA. Firefighter Sparky, the dog in attendance.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll total for 03-01-2026 through 03-31-2026: \$164,580.21 and Vouchers 2026-089 through 2026-134 totaling \$168,718.68. 14b. Light Duty Return To Work Policy-Chief Brown. 14c. Resolution 2026-200 Ex Levy Fund to Expense Fund. 14d. Resolution 2026-300 Ex Levy Investment to Ex Levy Fund.

Announcements, Proclamations, Presentations:

Assistant Chief David Uhler then recited the oath given by Chairman Alfred R. Schroeder signifying his position as Assistant Chief/SBRFA. Assistant Chief David Uhler received his badge from his brother Dan Uhler, Ret. FF, now serving as Volunteer Chaplain for the Mountain View Fire and Rescue.

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting February 12, 2026:** Tom Bearden made a motion to approve February 12, 2026, minutes as written. Motion seconded by David McLellan. Motion carried.

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b. Approval of Payroll 03-01-2026 through 03-31-2026 totaling \$164,580.21:

Tom Bearden made a motion to approve the payroll from 03-01-2026 through 03-31-2026 in the amount of \$164,580.21. Motion seconded by Sam Schlegel. Motion carried.

c. Approval of Voucher 2026-089 through Voucher 2026-134 totaling \$168,718.68: David

McLellan made a motion to approve Voucher 2026-089 through Voucher 2026-134 totaling \$168,718.68. Motion seconded by Sam Schlegel. Motion carried.

SIGNING OF VOUCHERS: Board members signed the vouchers.

BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: Tom Aronson stated he did have an issue he would like addressed. Tom Aronson made a motion to authorize Chief Daryl Brown to reopen the fire station discussion that had previously taken place with the City of Westport for consideration of building a fire station on the property next door to the current City of Westport Administration Building. Motion seconded by David McLellan. Discussion followed with Tom noting that the door was still open for consideration and that in his opinion, the best option would be to build a new station on the property next to the current City of Westport administration building. Chairman Schroeder called for the motion to be voted on however, Secretary McNett asked for clarification as she did not hear the entire vote and requested verification. Chairman Schroeder asked for a voice vote from each commissioner as to authorization of Chief Brown to reopen the discussion with the City of Westport for construction of a new station next door to the City of Westport Administration Building, per Tom Aronson's motion which had been seconded by David McLellan. The vote was as follows:

Commissioner District One Tom Aronson: Yes please reopen the discussion.

Commissioner District Two Tom Bearden: No please do not reopen the discussion.

Commissioner District Three David McLellan: Yes please reopen the discussion.

Commissioner District Four Fred Schroeder: No please do not reopen the discussion.

Commissioner District Five Sam Schlegel: No please do not reopen the discussion.

Motion did not pass. Three yes, two no.

Comments from the board included concerns regarding a light at the main intersection for access coming in and out at Englewood Lane and how that would need to be addressed. In addition, it was pointed out that a golf course is in the planning stages, which would bring more visitors to the City of Westport, increasing the call volume. The conclusion was that SBRFA will proceed with exploring options of building designs that would best suit the needs of all residents in South Beach, with the location at Englewood Lane.

Commissioner District Two Tom Bearden: No report

Commissioner District Three David McLellan: No report.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: No report.

CHIEF'S REPORT:

Chief Daryl Brown:

Staffing Station 32:(North Cove) staffing levels this month are down. We staffed 9/28 days (33%).

We have 2 employees out on injury affecting our numbers.

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Audit Update: The audit continues to be ongoing. We have been providing documentation and periodically meeting with the audit team. We met last Tuesday and she advised they are wrapping up two items and we are very close to exit.

Northwest Leadership Conference: Chief Brown stated he was thankful to have opportunities to train at conferences such as the Northwest Leadership held recently. Chief added that he received great information about resilience, fire service training, culture and the effects of sleep deprivation and ways we may be able to do better and safer.

M34 Suspension project: Air bags and suspension are installed. James is working on rejoining the box and chassis. There has been progress this month.

Generac Project: Chief Brown stated that the budget and project have been accepted. We are working on completing paperwork. The construction phase will be in August with a close out date of December 2026.

McNeal Insurance Evaluation: We are preparing for our insurance company inspection on March 24th. There will be further information at the April board meeting.

Assistant Chief Uhler has jumped right into work, stated Chief Brown. At this time we are actively working through responsibilities and defining how best we can work together. David brings a broad range of skills and a great working attitude to our department.

We will be hosting an open to all Department meeting March 25, 2026: On March 25, 2026, we will be introducing our new leadership transition which will include discussion about our culture and mission. The members will be updated on the status of the Fire Station project and ask questions. All our invited.

February Call Statistics: Distributed was a pie chart which detailed the incident calls for the month of February 2026. 83 incidents, 63 EMS calls, 2 Fire calls, and 18 other non-specified calls.

ASSISTANT CHIEF'S REPORT:

Communications Plan: Assistant Chief Uhler noted that we have submitted our latest press release and it has been picked up by local media and syndicated across social media. We are excited to share our needs explorations and planning process to address a new home for our responders to best serve our South Beach community. We have active participation from our Local #3689 firefighters, community members, and our Commission representative, Tom Bearden, to actively direct this communication plan.

Community Activities: Assistant Chief Uhler stated that we are taking this opportunity to welcome in more participation from our community members and to make these connections and conversations meaningful ones. We are about to celebrate Sparky the Fire Dog's 75th birthday on March 18th alongside our friends at the Westport branch of the Timberland Regional Library at 101 E. Harms Drive, Westport, WA from 3:30pm to 4:30pm. We will be adding to our activity schedule with Monthly events throughout our South Beach community. You can find the latest detail for these events on SBRFA.org and social media on Facebook and Instagram.

National Emergency Reporting Information System-Fire Incident Count: Assistant Chief Uhler presented reporting from our ESO incident management reporting regarding our fire incidents. It should be noted that while the term "fire incidents" is prominent, the vast majority of these incidents are medical in nature. This information also shows detail of the responses by day, by hour, by shift, by zone, and by our response districts. We have and will continue using this reporting data and additional detail

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available from our ESO system to regularly provide the Commissioner with the best possible views on our responses and area trends. Assistant Chief Uhler presented a slide overview detailing the information for the month.

DEPARTMENT REPORTS: BOARD FOR VOLUNTEER FIREFIGHTER REPORT: The Board for Volunteer Firefighter met at 4:30pm with no new or old business.

CORRESPONDENCE: An email was received from Cyprien Ravary, President, L3689 with regard to comments made by Commissioners prior to the call to order of a meeting on January 12th. There were several members present, as well as non-Union personnel. The complaint was on behalf of members of L3689, as well as non members. The email stated: "The comments were in reference to the New Station project and were as such: *We can just have them sleep in tents to save money. We can also have them use porta-potties*"

President Ravary added: "While we understand that these comments were likely made in just, they were highly inappropriate, especially in an open meeting with members of the public present. Furthermore, these comments do not promote a positive or beneficial working relationship with the labor portion of SBRFA, in fact it serves as disregard and disrespect. L3689 seeks a public apology from the Board of Commissioners both as an item on the Board of Commissioner's agenda and as a written apology to L3689 and the non-Union members. We hope to continue to have a good working relationship with the Board of Commissioners and Administration and hope to move past this incident. Thank you, Cyprien Ravary, President, L3689".

The Board of Commissioners responded with the following addressed to Cyprien Ravary, President Local 3689 to include all Members of Local 3689 and all non-union member: Volunteers and Part-time Employees.

Dear President Ravary,

"The entire Board of Commissioners has been made aware of your February 23, 2026 email regarding comments made by the Commissioners prior to the call to order Board Meeting held on January 12, 2026.

We submit to you our response:

Local 3689 has identified several comments made prior to the January 12, 2026 call to order board meeting relating to the new station construction that were interpreted as being disrespectful of the Local and its members. The Board is committed to creating a respectful and positive relationship with Local 3689 and all non-union members; volunteers and part-time employees and apologizes for any comments that were viewed as being disrespectful. The Board members did not intend to make any disrespectful comments and the Board does respect Local 3689, its non-union members, volunteers and part-time employees that serve the RFA. The Board is committed to keeping all discussion professional moving forward and appreciates the Local bringing these concerns forward.

Thank you for your dedication and service to the citizens of the South Beach area."

Tom Aronson made a motion to approve the letter addressed to Local 3689. Motion seconded by Tom Bearden. Motion carried. Letter was signed by all Commissioners.

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UNFINISHED BUSINESS:

- a. **Approval of Commissioner Timecards:** Tom Aronson made a motion to approve the commissioner timecards as presented for payment. Motion seconded by Tom Bearden. Motion carried

NEW BUSINESS:

- a. **Presentation by Chief Brown, Estimate #595, #596, #597 Total: \$11,837.75. Pacific Northwest Hydro LLC.:** Chief Brown is seeking approval to enter into an agreement with Pacific Northwest Hydro LLC, 2117 Falcon Avenue, Stayton, OR 97383 for Fire Hose Testing, Fire Pump Testing and Aerial Annual Inspections. The total amount is \$11,837.75. Tom Bearden made a motion to approve the expenditure of \$11,837.75 provided by Pacific Northwest Hydro LLC for Fire Hose Testing, Fire Pump Testing and Aerial Annual Inspections. Motion seconded by Sam Schlegel. Motion carried.
- b. **Chief Brown: Light Duty Return to Work Policy:** Chief Brown presented a "Light Duty Return to Work Policy" for the Commissioners review. The policy has been presented to Local 3689 for their input and has been approved. David McLellan made a motion to approve the Light Duty Return to Work Policy as written. Motion seconded by Tom Bearden. Motion carried.
- c. **Resolution 2026-200 Ex Levy Fund to Expense Fund:** Tom Bearden made a motion to approve Resolution 2026-200 as written for the purpose of transferring \$400,000 from the Excess Levy Fund to the Expense Fund for the purpose of paying the monthly vouchers. Motion seconded by David McLellan. Motion carried.
- d. **Resolution 2026-300 Ex Levy Investment to Ex Levy Fund:** David McLellan made a motion to approve Resolution 2026-300 as written for the purpose of transferring \$400,000 from the Ex Levy Investment Fund to the Ex Levy Fund for the purpose of paying the monthly vouchers. Motion seconded by Tom Bearden. Motion carried.

EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL-ACTION MAY OR MAY NOT BE TAKEN: A motion was made by Tom Bearden to adjourn to executive session for the purpose of discussing personnel for 30 minutes where action may or may not be taken. Motion seconded by Sam Schlegel. Motion carried. Time was 5:55pm.

BACK IN SESSION: Chairman Schroeder called the meeting back to order at 6:25pm where action was taken. David McLellan made a motion to approve the contract and rate deck as presented for the hiring of Assistant Fire Chief David Uhler effective March 12, 2026. Motion seconded by Sam Schlegel. Motion carried. Signature page for all parties was completed.

ADJOURN: A motion was made by Sam Schlegel to adjourn the meeting at 6:29pm. Motion seconded by Tom Aronson. Motion carried.

NEXT MEETING:

April 9, 2026-4:30pm Board for Volunteer Firefighters Board

April 9, 2026-5:00pm South Beach Governance Board Meeting