



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



**GOVERNANCE BOARD MEETING MINUTES**  
**Thursday, February 12, 2026-5:00 PM**  
**708 S Englewood Lane, Westport, WA 98595**

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**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 (by Zoom), Tom Bearden representing District Two, Tom Aronson representing District One. Fire Chief Daryl Brown, Administrative Assistant Diane McNett present. Administrative Assistant Teresa Hart absent.

**Audience:**

None.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Agenda modifications were the payroll total for 02-01-2026 through 02-28-2026: \$232,662.78 and Vouchers 2026-040 through 2026-088 totaling \$113,666.83.

**Announcements, Proclamations, Presentations:**

None.

**Public Comments:**

None.

**Consent Agenda:**

- a. **Approval of Governance Minutes Meeting January 8, 2026:** David McLellan made a motion to approve January 8, 2026, minutes as written. Motion seconded by Tom Aronson. Motion carried.
- b. **Approval of Special Meeting Minutes January 12, 2026:** Tom Bearden made a motion to approve January 12, 2026, minutes as written. Motion seconded by David McLellan. Motion carried.
- c. **Approval of Special Meeting Minutes January 15, 2026:** David McLellan made a motion to approve January 15, 2026, minutes as written. Motion seconded by Tom Aronson. Motion carried.
- d. **Approval of payroll 02-01-2026 through 02-28-2026 totaling \$232,662.78:** Tom Bearden made a motion to approve the payroll from 02-01-2026 through 02-28-2026 in the amount of \$232,662.78. Motion seconded by David McLellan. Motion carried.

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- e. **Approval of Voucher 2026-040 through Voucher 2026-088:** Tom Aronson made a motion to approve Voucher 2026-040 through Voucher 2026-088 totaling \$113,666.83 for current bills. Motion seconded by David McLellan. Motion carried.

**SIGNING OF VOUCHERS:** Board members signed the vouchers.

**BOARD MEMBER REPORTS:**

*Commissioner District One Tom Aronson:* No report.

*Commissioner District Two Tom Bearder:* 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:** South staffing is doing well with Station 32 (North Cove). This month we staffed 15/30 days or 50%. We currently have one employee out on injury affecting our numbers.

**Audit Update:** The audit continues to be ongoing. We have been providing documentation and periodically meeting with the lead auditor.

**Chief Vanderveur cordon of honor invite:** Officially I want to thank all who attended Chief Vanderveur (Ret.) celebration.

**Fire Station Meeting Update:** We have been working hard providing information and statistics to the public relations communication committee. The committee meets on the last Thursday of each month. Liz Loomis has been retained to assist with the promotion of the bond which will be presented to the voters on the August 2026 ballot measure. The meeting with Liz Loomis on February 26<sup>th</sup> will be held to determine whether it is a go or not.

**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 we are waiting on an electrician quote to build the budget. Chief added that he has released the original electrician and moved on to a new one due to lack of responsiveness. The plan is to submit the budget in the next week or two. Maneman Electric has been secured as the electrician. The bid has been sent to the State.

**NFIRS TO NERIS:** Chief Brown stated we are transitioning to a new federal fire data system called NERIS which stands for "National Emergency Response Information System". This has created a few initial data headaches; however, we are online and operating as intended. Chief added that Captain Cyprien Ravery has been the primary lead on this new reporting system and would like to thank him for his diligence in completing the project.

**McNeal Insurance Evaluation:** There will be an insurance inspection by McNeal insurance during the third week of March.

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**PARAMEDIC HUBBARD has been released from observation:** As part of our soft start program any new provider receives mentoring during patient treatment for observation and support. Chief Brown is excited to note that PM Hubbard has completed her mentoring with C Shift and is now working independently.

**PORT OF GRAYS HARBOR:** Chief Brown was invited to a leadership event held at the Port of Grays Harbor by Lisa Benn. Chief stated it was an educational experience as he was able to learn about the history of the Port.

**MEETING with Lee Marchisio, Bond Attorney from Foster Garvey:** Chief Brown stated that an informative meeting was held with our Bond Attorney, Lee Marchisio regarding ballot language and timelines. There will be more information to follow.

**DEPARTMENT REPORTS: BOARD FOR VOLUNTEER FIREFIGHTERS:**

The board met at 4:30 PM. Three invoices were presented and approved for a recent volunteer firefighter injury. The board is also researching mental health injuries and how to provide treatment for volunteers if there is a need.

**CORRESPONDENCE:** None.

**UNFINISHED BUSINESS:**

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

**NEW BUSINESS:**

- a. **New Business Savings Account-1<sup>st</sup> Security Bank:** Administrative Assistant, Diane McNett brought to the board's attention that the Regional Fire Authority needed to establish a business savings account that did not occur fees due to "below balance required". The account is used for miscellaneous checks received. The signors should be Chief Daryl Brown, Administrative Assistants Teresa Hart and Diane McNett. Tom Aronson made a motion to approve establishing a new business savings account at 1<sup>st</sup> Security Bank in Westport, WA for the purpose of miscellaneous checks received. Motion seconded by David McLellan. Motion carried.

**FUTURE MEETINGS:**

- a. **March 12, 2026: 4:30 PM, Board for Volunteer Firefighter Board.**
- b. **March 12, 2026: 5:00 PM, Governance Board Meeting.**

**EXECUTIVE SESSION:**

Executive session for personnel issues-time period allotted 30 minutes. Action may or may not be taken. David McLellan made a motion to adjourn to executive session, personnel issues for a period of 30 minutes, where action may or may not be taken. Motion seconded by Tom Bearden. Motion carried. Time was 5:35 PM.

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**BACK IN SESSION:**

The board resumed the meeting at 6:05 PM. David McLellan made a motion to extend the executive session by an additional 15 (fifteen) minutes with action may or may not be taken. Motion seconded by Tom Bearden. Motion carried. The time was 6:08 PM.

**BACK IN SESSION:**

The board resumed the meeting at 6:23 PM. Tom Bearden made a motion to authorize Chief Benn to enter negotiations with candidate David Uhler for a contract similar to Retired Assistant Chief Darin Vanderveur's contract. The pay range shall be as posted in the job announcement. Motion seconded by David McLellan. Motion carried.

**ADJOURN:**

David McLellan made a motion to adjourn the meeting at 6:24 PM. Motion was seconded by Tom Bearden. Motion carried.