

## **WHATCOM COUNTY FIRE PROTECTION DISTRICT 18**

---

### **Regular Meeting Minutes**

**June 10, 2025**

Chairperson Wolf called the regular meeting of the Whatcom County Fire Protection District 18 Board of Commissioners to order at 4:23 p.m.

**ATTENDANCE:** Chairperson Steve Wolf, Commissioner Socorro Ruiz, Chief Troy Patrick, and Administrative Services Manager Christine Love Johnson.

#### **PUBLIC COMMENT**

None

#### **CONSENT AGENDA**

A. Comment Cards: No comment cards were received.

B. Financial Reports: The June financial report was submitted for review. Commissioner Ruiz requested modifications to the report's presentation. This will be presented in the July meeting.

C. Minutes from May 8, 2025, WCFPD18 regular meeting were tabled until next meeting.

D. Expense Vouchers for June 2025 for \$17,925.43.

E. Payroll Vouchers for June 2025 for \$18,391.00.

**Commissioner Wolf moved to approve the consent agenda action items D and E. Commissioner Ruiz seconded the motion, which carried 2-0.**

#### **GENERAL REPORTS**

##### **A. Chief / Training report**

- Chief Patrick provided the Commissioners a copy of the SWFA report, which is sent to the Commissioners monthly. This report will be provided to WCFD18 Commissioners monthly moving forward and outlines the number of mutual aid responses provided by and received from SWFA and SCFD18. Chief Patrick will provide the Commissioners a copy of the mutual aid agreement at the next meeting.

##### **B. Administrative Services Manager**

- The report came in from the State Fire Marshal's office, and data is missing for January, March, and April. February's numbers do not match the Chief's report.
- The Springbrook trainer has been changed from Stewart to Chad. Will be scheduling training to review the current setup for APs this week.
- Working on the state Annual BARRS report.

##### **C. Association**

No meeting this month.

##### **D. BVFF & RO Local Board Report**

**Commissioner Wolf moved to approve the minutes from the April 10, 2025, meeting of BVFF.**  
**Commissioner Ruiz seconded the motion, which carried 2-0.**

#### **UNFINISHED BUSINESS**

**A. LexiPol**

Tabled until next month.

**B. Administrative Service Manager Position Description**

Tabled until next month.

**C. Performance Evaluation Process**

Tabled until next month.

**D. PLIA Grant**

The grant process opened a claim with the insurance company. Chief Patrick will investigate the reasoning behind this process and provide clarification to the Commissioners.

#### **NEW BUSINESS**

- **Letter from South Whatcom Fire Authority regarding mutual aid.**

The concern from SWFA is regarding District 18 calls that are not being responded to by District volunteers – SWFA considers these calls “non-mutual aid”. Chief Patrick will draft a letter to SWFA to acknowledge the current issue and identify the initiatives that the district is pursuing.

The most significant issue facing the district currently is that Battalion shifts are being covered approximately half the time, and the EMT spots are only being covered about 15 shifts in May. Chief Patrick would like to spend the summer months exploring solutions to address these shortages. The current problem identified is that current volunteers are not being trained at the appropriate level (EMT and FF1). A potential change in policy regarding our response may need to be reviewed.

Commissioner Wolf inquired whether the issue regarding excessive mutual aid calls remains a current concern.

The meeting was adjourned at 20:32.

Respectfully Submitted,

Christine Love Johnson, Administrative Services Manager  
Whatcom Fire Protection District No.18

Approved by the Whatcom County Fire District No. 18 Board of Fire Commissioners this 10th day of June 2025.



Christine Love Johnson,  
Administrative Services Manager