



# CLALLAM 2 FIRE-RESCUE

P.O. Box 1391, Port Angeles, WA 98362 • 360-457-2550 • [www.clallamfire2.org](http://www.clallamfire2.org)

**Jake Patterson**  
Fire Chief

**Keith Cortner**  
Commissioner

**Steve Hopf**  
Commissioner

**Dan Huff**  
Commissioner

## Pension & Relief Meeting Minutes

Tuesday, December 17, 2024 at 10 AM  
1212 E First Street, Port Angeles, WA 98362

### Present:

Keith C. Cortner, Chairman  
Dan A. Huff, Vice Chair  
Steven G. Hopf, Commissioner  
Jake Patterson, Fire Chief  
Paul Howard, Volunteer Representative  
Heather Catuzo, Board Secretary

### Guests:

Kevin Denton  
Tyler Gear  
Tristan Lowman  
Marty Martinez  
Amber Pittman  
Andy Pittman

## Call to Order of Pension and Relief Board

Chairman Cortner called the meeting to order at 10:00 AM.

## Pledge of Allegiance

Chairman Cortner led the pledge of allegiance.

## Consent Agenda:

1. November 19, 2024 Pension & Relief Meeting Minutes

**Board Action:** Commissioner Huff made a motion to accept the consent agenda. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

**Unfinished Business:** None

## New Business:

1. Volunteer Injuries: None

## Adjournment

With no further business to be conducted, Commissioner Huff made a motion to adjourn. Commissioner Hopf provided a second to the motion and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 10:03 AM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Keith C. Cortner", written over a horizontal line.

Keith C. Cortner, Chairman

A handwritten signature in blue ink, appearing to read "Heather Catuzo", written over a horizontal line.

Heather Catuzo, Board Secretary



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Marty Martinez  
Amber Pittman  
Andy Pittman

## Call to Order of Regular Commission Meeting

Chairman Cortner called the meeting to order at 10:03 AM.

### Consent Agenda:

1. November 19, 2024 Regular Meeting Minutes
2. November 21, 2024 payroll in the amount of \$54,597.83
3. December 6, 2024 payroll in the amount of \$65,156.83
4. Voucher Approval in the amount of \$186386.08

**Board Action:** Commissioner Hopf made a motion to accept the consent agenda. Commissioner Huff provided a second to the motion, and with no discussion, the motion carried unanimously.

## Chief's Report

Chief Patterson discussed November activity including 147 calls for service. Olympic Ambulance responses were discussed. Chief Patterson stated they were working to resolve response and communication issues. Facility repairs were discussed. Three new volunteers are being onboarded.

## Commissioner Reports

The revenue advisory committee was discussed. Timber sales and issues were discussed. A letter of support to the Department of Natural Resources in favor of timber harvesting was suggested with information on how the revenue benefits district taxpayers.

### **Unfinished Business:**

The 2025 retreat was discussed including topics. March was suggested as a good time to have the retreat. Locations and specifics will be discussed at the January 2025 meeting.

### **New Business:**

1. Resolution 2024-11 2025 Commissioner Meeting Schedule: Discuss and take action

**Board Action:** Commissioner Huff made a motion to accept Resolution 2024-11. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

2. Catuzo employment contract: Discuss and take action

**Board Action:** Commissioner Huff made a motion to approve the employment contract. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

### **Executive Session**

The Board of Commissioners will meet to discuss one item to evaluate the qualifications of an applicant for public employment per RCW42.30.110 (1)(g).

Chairman Cortner moved the meeting into executive session at 10:47 AM to discuss one item to evaluate the qualifications of an applicant for public employment. He set the session at 20 minutes with an expected return at 11:07 AM. At 11:07 AM, Chairman Cortner extended the executive session by five minutes to 11:12 AM.

At 11:12 AM a brief break was called. The meeting reconvened at 11:15 AM.

3. Deputy Chief Contract: Discuss and take action

Chief Patterson recommended to the Board to offer Kevin Denton the Deputy Chief position.

**Board Action:** Commissioner Huff made a motion to extend a conditional offer to Kevin Denton. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

## **Public Comments:**

Andy Pittman of Port Angeles provided public comment in protest of the decision to hire Kevin Denton without a public process, citing lack of transparency.

Amber Pittman of Port Angeles provided public comment in protest of the decision to hire Kevin Denton without a public process stating she would prefer a competitive process.

Marty Martinez of Port Angeles provided public comment in protest of the decision to hire Kevin Denton without a public process, citing lack of transparency and failure to be in line with District process.

Tristan Lowman provided public comment stating his intention to participate in future meetings.

## **Correspondence:**

1. Firehouse Lawyer
2. Draft Letter to Clallam County: Discuss and take action

The letter was discussed and tabled until the January 2025 meeting.

3. County timber harvest update

## **Announcements:**

1. Administrative Offices will be closed on Wednesday, December 25, 2024 and January 1, 2025

## **Administration:**

1. Chief time cards: Chairman signature

## Adjournment

With no further business to be conducted, Commissioner Huff made a motion to adjourn. Commissioner Hopf provided a second to the motion and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 11:45 AM.

Respectfully Submitted,



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Keith C. Cortner, Chairman



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Heather Catuzo, Board Secretary