

Okanogan County Fire District No. 6
Board of Fire Commissioners Regular Meeting Minutes

August 10, 2026

PRESENT

Chief Acord, Assistant Chief Stamps, Commissioners Milliken, Lindsey and Heller and Secretary Gollen.

CALL TO ORDER

Commissioner Milliken calls the meeting to order at 7:00 pm.

PUBLIC COMMENT

Paul Sisson references an article about OCFD6 written by the Methow Valley News in which Commissioner Milliken was quoted. Paul stated that Milliken was quoted as saying that the District's financial difficulties were attributed to cost over runs from the Winthrop Station. Commissioner Milliken is unable to comment. Paul relates the overages to planning and building challenges due to COVID. Chief Acord adds that the overages were due to cost overruns for construction and the cost overruns were largely mitigated by an ARPA grant and easement access payment in Mazama. Paul goes on to say that the current financial challenges with vehicles, salaries and inadequate staffing are due to inflation and to the 1% annual growth limit and that this is a general problem.

Emily Sisson shares that recently they had taken out of town guests up to the location of the previous Hamilton fire and their guests were impressed with how the fire had been stopped on a line.

CORRESPONDENCE

Chief Acord shares two letters of gratitude and one donation of \$1000 received by community members appreciating the work that the District had done on the Hamilton fire.

CHIEF'S REPORT

- Chief Acord states that T641 is back in service as well as T642 that was out of service for a short time.
- The Chief and Assistant Chief have been in contact with the Ptarmigan fire team. Plans are in the works addressing the potential risk of the fire reaching values at risk (Lost River homes). To answer questions as to the probability of this risk he clarifies that there is a probability considering access through Middle Fork and Pasayten

drainages but naming a percentage would be difficult. He concludes by adding that it is likely going to be an end of season event that will put it out.

- The District currently has 41 volunteers and he clarifies that potential volunteers are a "probationary firefighter" once they have passed the background check and attended orientation. After those steps they receive their gear.
- He has recently completed an Incident Management assignment and will be leaving again on Friday to relieve an operation chief who needs to leave his assignment early from the Little Giant fire.

COMMITTEE REPORTS

None

GOOD OF THE ORDER

None

NEW/OLD BUSINESS

- **Engine 641 report-** Commissioner Heller leads by stating that with the upcoming budget he wants to be diligent about what the costs will be for E641 completion. Chief Acord comments that we may not know what the other fees will be until October since, it is still in production. The fire package will begin to be put together in the third week of September. Commissioner Heller requests clarification as to why the final cost will not be known until it is built. The Chief states that the manufacturer does not purchase the materials until the build, and there has been a delay in manufacturing of two years. There is a clause in the contract that allows for this. He offers to provide a ballpark estimate to the Board for the September meeting if this is admissible. The Board agrees, and the Chief will provide an updated ballpark estimate of costs for the next meeting.
- **Hamilton Fire report-** Commissioner Heller requests a motion to get a written operational report for the Hamilton fire (with a broad narrative coming from an operational perspective) and an after-action review. Commissioners Lindsey and Milliken value the idea of an after-action review policy. The Chief proposes that an operational report can be created and the Board could work from there to see if that meets their needs. He adds that after-action reviews are currently done by staff, measured and put into improvements. These are discussed at morning staff meetings and transferred into training. On major incidents the whole team comes together to discuss. Commissioner Heller comments that it is the visibility that is important. Commissioner Lindsey feels it would be beneficial to have a policy formalized to check if we are achieving goals and creating safety. The Chief requests

clarification on whether this is a policy or an operational procedure document. Commissioner Milliken adds that this may help with showing how training is working on even basic incidents and differentiates what is habit versus training. It is decided that Commissioner Lindsey will create a draft after-action review policy for the September meeting. Commissioner Heller makes a motion directing the Chief and Assistant Chief to provide a one page written operations report on the June 28 Hamilton Fire stating what happened, who commanded, what was committed and how the evacuation was coordinated- to be delivered with the September meeting packet. Commissioner Lindsey seconds the motion. **Motion carried.**

- **Equipment bid-** Chief Acord explains that at the last meeting the Board tabled the bid that was submitted and bids should have been closed and then reopened. Commissioner Heller makes a motion to reject all bids for the 2012 Chevy Tahoe that were received prior to July 10, 2026. Commissioner Lindsey seconds the motion. **Motion carried.**

Chief Acord tells the Board that the sealed bids meet the required rules and regulations before opening them. The Board opens the 2 bids that were submitted. One is for \$200 and one for \$2200.

Commissioner Heller makes a motion to accept the sealed bid for the 2012 Chevy Tahoe received by Pedro Sandoval in the amount of \$2200.00. Commissioner Milliken seconds the motion. **Motion carried.**

- **August Special meeting-** Commissioner Heller presents his District Business Plan-working structure document. He explains it is a document for the upcoming business plan special meeting provided to help focus on goal setting. He explains that two elements of the structure are promises and goals (both long term and short term). Furthermore, he explains that it is a template that he would like to see utilized to create a draft business plan where commissioners can go home with assignments and come back to the September meeting and ratify the document. Commissioner Lindsey thanks Heller for providing this document and adds that he would like to have the plan be a live document and be reviewed annually. Commissioner Milliken brings up the topic of soliciting both the public and other fire personnels' input. The commissioners agree that first the draft will be created and then it will be made available for comment. Commissioner Milliken makes a motion to adopt the working document "District Plan-working structure" as drafted, as a template for the August 13, 2026 Special Meeting. **All in favor.**
- **2027 Budget-** Commissioner Heller inquires as to the annual budget creation process. It is explained as such: The Chief makes available to the Board in the first week of October a draft budget. A public hearing and special meeting for the budget are scheduled where the budget is presented, reviewed and approved. The notice of

public meeting must be posted two weeks in advance. Commissioner Milliken states that this topic will be added to the September meeting agenda.

- **Notification Policy-** Commissioner Heller wants notification of particular events. This draft notification policy proposes events and guidelines for notifications. Chief Acord reiterates that it is acceptable for the Commissioners to check in with him for updates and that he encourages the Commissioners to communicate with him, two-way communication is encouraged. He also suggests that a notification “policy” should be run by counsel and potentially the Union. Commissioner Milliken refers to the draft policy and brings up the subject of timelines for notification. Commissioner Heller informs that there is not a timeline stated in the draft policy as he has found that no other districts have timelines. The draft policy as presented states “promptly” as the timeline. Chief Acord adds that promptly is variable. Commissioner Lindsey brings up points where a policy such as this could be beneficial: awareness of reduced capability to respond to injury, complaints against the District and matters of liability.
Commissioner Heller makes a motion to take the draft policy and update it to the format of the District’s other policies to take to counsel. He retracts this motion. Commissioner Heller makes a motion to direct the Chief to translate the working document “Board Notification Policy” into a policy to be reviewed by counsel and then by the Board at the September meeting. Commissioner Milliken seconds the motion. **Motion Carried.**
- **Action Log-** Commissioner Heller presents his board action log template. The commissioners discuss where in the minutes this log should appear. Commissioner Heller moves to adopt the Board action log as a standing section of the minutes template to be updated at the close of each meeting, after the consent agenda. **All in favor.**

PUBLIC COMMENT

Paul Sisson asks if there were any decisions or actions presented at the end of the two executive sessions at the last Board meeting. Commissioner Milliken stated that there were not.

John Owen has two comments. 1. He asks if the action log would be a formal part of the minutes. The Board’s answer is yes. 2. Regarding the prior discussion of promises and goals. He presents the question: Is a promise a legal obligation of the Board? He suggests this may be something to think about in reference to class actions etc.

Keith Comstock comments, in reference to the notification policy, the main goal is getting before the messaging as long as HIPAA laws are not being violated as there could be legal actions.

EXECUTIVE SESSIONS

- **RCW 42.30.110(1)(g)-Review of a Public Employee-** At 8:35 pm Commissioner Milliken announces the beginning of an executive session for the purpose of RCW 42.30.110(1)(g)-Review performance of a public employee. This session was requested by Chief Acord. The session will last for 15 minutes and conclude at 8:50 pm. The Chief and the Board attending. At 8:52 pm Commissioner Milliken brings the meeting back into session stating that no decisions were made or actions taken.
- **RCW 42.30.110(1)(g)-Review of a Public Employee-** At 8:52 pm Commissioner Milliken announces the beginning of an executive session for the purpose of RCW 42.30.110(1)(g)-Review performance of a public employee. The session will last for 23 minutes and conclude at 9:15 pm. The Board members attending. At 9:15 pm the Board requests 5 additional minutes. Commissioner Milliken brings the meeting back into session at 9:20 pm and announces that regarding the performance review for the Fire Chief initial discussions on what to include were achieved and the Board has tasked him to meet with the Chief and go over the draft. Once all agree they will go from there.

CONSENT AGENDA

Commissioner Milliken moves to approve the consent agenda. Commissioner Heller seconds the motion. **Motion carried.**

ADJOURNMENT

Commissioner Milliken adjourns the meeting at 9:29 pm.

X


Miles Milliken
OCFD6 Board of Commissioners Chair

X


Jade Gollen
OCFD6 Secretary



Okanogan County Fire District #6

Board of Fire Commissioners

Monthly Meeting Sign in Sheet

Meeting Date: 08/10/2026

Location: Winthrop Station

1.	D. DOOLE	
2.	KEITH COMSTOCK	
3.	JOHN CHEN	
4.	Emily Sissm	
5.	Paul Sissm	
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