



THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11  
**WEST THURSTON REGIONAL FIRE  
AUTHORITY**



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

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August 11, 2025 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia St. 1-2

**Call to Order/Attendance:** Commissioner Culleton called the meeting to order at 17:34.

**Commissioners:** Ricks, White, Scott, Reed, Merryman

**Chief:** N. Drake

**Battalion Chief:** R. Stone (Zoom)

**Captain:**

**Lieutenants:**

**Firefighters:**

**Volunteer:** A.J. Harding, J. Spiegelberg (Zoom)

**Admin:** Admin Svcs Director/Secretary S. Hemminger, Recruit & Retention Coord. A. Reynoldson, Admin Asst. L. Patraca

**Union Representative:** A. Trautman

**Guests:** Linda Shea, Chris Thomas

**Additions/Deletions to the Agenda:** Commissioner Scott requested two items added to New Business; 1) TCOMM, 2) Strategic Plan

**Public Comments/Presentations:** None

**Labor Management:** A. Trautman reported on large incidents that occurred in July and great job to the team, along with a couple CPR saves, and concerns with radio issues.

**New Business:**

1. Expenditure Approval – Commissioner Scott moved to approve the total expenditure amount of \$570,283.90. Commissioner Merryman seconded the motion. Roll taken, motion carried 6-0.
2. Meeting Minutes – Commissioner Scott moved to approve the July 14, 2025, and July 31, 2025, Workshop meeting minutes. Commissioner Ricks seconded the motion. Roll take, Commissioner Merryman abstained, motion carried 5-0.
3. Resolution 2025-005 Surplus Misc Items – Commissioner Merryman moved to approve Resolution 2025-005 Surplus Misc Items. Commissioner Ricks seconded the motion. Roll taken, motioned carried 6-0
4. Non-Resident Transport Collections – Discussion on assigning out of district residences delinquent transport bills to a collection agency. Recommendation made to have the District Attorney review possible liability issues.
5. TCOMM Representative – Commissioner Scott suggests a representative from TCOMM come onsite and address the issues the department is having with the new radios. Commissioner Scott recommends assigning one of the Battalion Chiefs to attend the TCOMM meetings. Chief Drake advised that he is already working with TCOMM on this issue.
6. Strategic Plan – Commissioner Scott discussed that the district has an identity crisis, and the public doesn't know who we are, what we need and how we are going to accomplish it. Commissioner Scott requests the Citizen Advisory Board be re-established and made part of the Strategic Plan review and modifications. Commissioner Merryman stated that on a day-to-day basis the community knows who we are, however,

long term the department doesn't have a good reputation. The line staff have a good report with the community, however the Commissioners don't, and wants to have discussion points for the Commissioners to bring to the community. Chief Drake advised that he will have a Strategic Plan timeline to present on September 8, 2025, Board Meeting, and plans to schedule a future meeting for long term planning.

**Unfinished Business (action items):** None

**Unfinished Business (non-action items):** None

**Communications:** Chief Drake presented the Request for Quote summary report.

**Department Reports:**

**Chief/Training/EMS/Shift Reports:** Refer to printed reports.

**Recruit & Retention Coordinator Update:** Refer to printed report.

**Commissioner Reports:**

**EXECUTIVE SESSION. THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (c) TO CONSIDER THE MINIMUM PRICE AT WHICH REAL ESTATE WILL BE OFFERED FOR SALE OR LEASE WHEN PUBLIC KNOWLEDGE REGARDING SUCH CONSIDERATION WOULD CAUSE A LIKELIHOOD OF DECREASED PRICE. HOWEVER, FINAL ACTION SELLING OR LEASING PUBLIC PROPERTY SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT 30 MINUTES BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.**

**Executive Session Began: 1845**

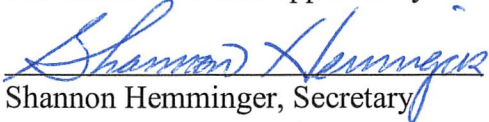
**Executive Session Ended: 1910**

**No actions taken.**

**Good of the Order:** None

**Adjournment:** The board adjourned the meeting at 1912 hours.

Submitted for Board approval by:

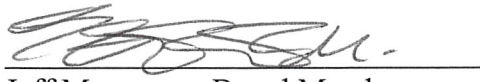
  
Shannon Hemminger, Secretary

  
Tom Culleton, Board Member

  
John Ricks, Board Member

  
Mike Reed, Board Member

  
Robert Scott, Board Member

  
Jeff Merryman, Board Member

  
Chris White, Board Member