



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

August 14, 2023 – Governing Board Business Meeting at 18720 Sargent Rd SW, Rochester St. 1-1

Call to Order/Attendance: Commissioner Elkins called the meeting to order at 17:00 hours.

Commissioners: Elkins, Culleton, Ricks, Pethia, and Jernigan. Dahl-Excused

Chief: R. Smith,

Battalion Chief: R. Stone

Captains:

Lieutenants: I. Garza, E. Palmerson

Firefighters: A. Trautman, M. Bennett, T. Fox, C. Matson (Zoom)

Volunteer:

Admin: Admin Svcs Director/Secretary S. Hemminger, Admin Asst. L. Patraca

Union Representative: Lt. Garza, A. Trautman

Guests: Becca Lensegrav, Jeff Merryman

Additions/Deletions to the Agenda: None

Public Comments/Presentations: Jeff Merryman – Congratulations on the passing of the Levy Lid Lift. Addressed citizen concerns regarding heavy management levels and why the department needs levy funds.

Labor Management: Lt. Garza thanked everyone for being part of the Levy passing, and discussed phase two will be filling vacant positions. Lt. Garza announced this would be his last meeting as the Labor Management liaison, and Alex Trautman will be taking the lead.

New Business:

1. Expenditure Approval. Commissioner Ricks moved to approve the total expenditure amount of \$466,051.06. Commissioner Pethia seconded the motion. Motion carried 5-0.
2. Meeting Minutes.
 - A. Commissioner Jernigan moved to approve the general board meeting minutes from July 10, 2023. Commissioner Elkins seconded the motion. Motion carried 5-0.
3. Asst. Fire Chief Job Description. Chief Smith provided the Assistant Fire Chief job description and job announcement for review and approval to post. Chief Smith recommended a 30-day posting, both internal and external with a projected start date of November 1st 2023. Commissioner Ricks suggested adding the work schedule and salary to the description. Commissioner Elkins would like to review the final job description with recommended additions as well as the announcement. Commissioner Elkins suggested Chief Smith also query the career personnel on the qualities they desire in an Asst. Chief, then present the final position description and announcement at the September board meeting for approval.
4. Volunteer Firefighter/EMT Policy. Chief Smith presented the revised red lined copy of Policy 2003 Volunteer Membership reflecting changes in required monthly hours and pay. Commissioner Elkins suggests a final draft for approval at the September board meeting.

Unfinished Business (action items): None

Unfinished Business (non-action items): None

Communications:

1. July 2023 Thurston County Treasurers report presented.
2. July 2023 Budget Report presented.

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

Chief Smith reported that crews responded to 369 calls in July (average of 11 calls per day) and 40.65% of the time they were managing more than one call at a time. The crews responded to 41 fire calls: 7 building fires, 1 cooking fire, 1 vehicle fire, and 32 brush fires. Crews also attended 249 EMS calls of which 21 were motor vehicle accidents, and 228 others (details can be found on page six).

Chief Smith will issue a letter to the public thanking them for their support in passing the Levy Lid Lift after the votes have been finalized on August 15, 2023.

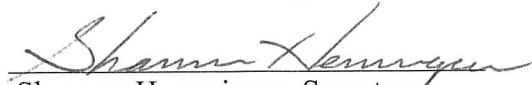
BC R. Stone spoke on the Alph and repairs needed to bring it back into service. Chief Smith suggested further study to assess all apparatuses and uses to evaluate the best option.

Commissioner Reports: Commissioner Ricks reported that Medic One finalized their budget and submitted it to the County Commissioners for approval. Commissioner Pethia advised the Emergency Management and County Commissioners will meet in October 2023

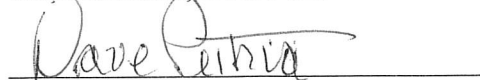
Good of the Order:

Adjournment: The board adjourned the meeting at 18:38 hours.

Submitted for Board approval by:


Shannon Hemminger, Secretary


Tom Culleton, Board Member


Dave Pethia, Board Member


John Ricks, Board Member



Calvin Dahl, Board Member


Ben Elkins, Board Member

Jeff Jernigan, Board Member