THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

Board of Fire Commissioners General Meeting

Monday, January 11, 2021 at 1800 hrs

- **In-Person:** 18720 Sargent Rd SW (mask and social distancing is mandatory) **- OR**
- **Virtual:** via Zoom teleconference (recorded) – join by clicking link below**:**
  https://us02web.zoom.us/j/84525544999?pwd=a1BtR1diaGk0NFovbElwYXhDdUdWUT09
  Meeting ID: 845 2554 4999
  Passcode: 538590
  Or dial-in 1 253 215 8782 US (Tacoma)

I. CALL TO ORDER

II. ATTENDANCE

III. ADDITIONS/DELETIONS TO AGENDA

IV. PUBLIC COMMENTS

V. LABOR MANAGEMENT TEAM REPORT

VI. NEW BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Expenditures: Accts Payable $101,597.23 Payroll $441,905.61 TOTAL: $543,502.84 *warrants $206,728.85 EFTs $336,773.99*	1-7 8-9	Linda S/Board	Approve/Reject
2. Expenditure correction – approval of December EFT Transmittals	10-11	Linda S/Board	Approve/Reject
3. Meeting Minutes a. General 12/14/2020 b. Special 12/11/2020	12-14 15	Linda S/Board	Approve/Reject
4. Resolution #2021-001, Transport Rate increase	16	Linda S/Board	Approve/Reject
5. Resolution #2021-002, Surplus Property	17-19	Linda S/Board	Approve/Reject
6. Policy 1.2005, Anti-Harassment Policy update	20-24	Linda S/Board	Approve/Reject

7. Policy 1.2017, Computer/Internet Usage	25-27	Linda S/Board	Review
8. Contract/Policy #1.2021 Updates for Battalion Stand-By	28-34	Chief Kaleiwahea/Board	Approve/Reject
9. MOU – Temp FF (backfill Peoples)	35	Chief Kaleiwahea/Board	Approve/Reject
10. Excess Bond Debt Funds	N/A	Chief Kaleiwahea/Board	Approve/Reject

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1.			

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Chehalis Tribe response	36	Chief Kaleiwahea	Update
2. Weyerhaeuser agreement	N/A	Chief Kaleiwahea	Update
3. Maytown Well	37-38	Chief Kaleiwahea	Update

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Treasurer/Fund December 2020 Reports	39-46	Linda S	Informational
2. January 2021 Budget reports	47-48	Linda S	Informational
3. Operations Committee Update	N/A	Chief Scott	Informational

X. CHIEFS/SAFETY/TRAINING/EMS REPORTS (pages 49-68)

a. Annual Training Report video (Chief Smith)
b. 2021 Annual Operating Plan (Chief Smith – pages 69-84)
c. Pandemic & Vaccine Update (Captain Dyer – pages 85-89)

XI. COMMISSIONERS REPORTS

XII. GOOD OF THE ORDER

a. Citizen Appreciation letters (90-92)

XIII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 12:29:31 Date: 01/13/2021

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101001	911 Supply	98	01/11/2021	Claims	6700	878.63	7365, 7341, 7205, 2-7508, 6870, 6872, 6871, 6873,6109, CM-2-1152

Invoice #	Rcvd Date	Due Date	Description	Amount
7205	12/21/2020	01/11/2021	WTRFA Patches	465.48
7341	12/21/2020	01/11/2021	Nomex Pant (N. Hull)	134.99
7365	12/21/2020	01/11/2021	FF Shirt/Name Tape (Shay, Means)	149.36
2-7508	12/21/2020	01/11/2021	Class B Pants (Roland)	152.27
CM-2-1152	12/21/2020	01/11/2021	Return Pants	-269.98
6109	12/21/2020	01/11/2021	Chief Bugle	18.14
6873	12/21/2020	01/11/2021	Chief Jacket - Maltese Cross	32.35
6871	12/21/2020	01/11/2021	Chief Jacket - Maltese Cross	35.10
6872	12/21/2020	01/11/2021	Shirts - Patch Removal/Install	36.72
6870	12/21/2020	01/11/2021	Hat (Weinstein)	108.00
7128	12/21/2020	01/11/2021	Name Tape (Trautman)	16.20

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101002	ArchiveSocial	99	01/11/2021	Claims	6700	2,388.00	13765

Invoice #	Rcvd Date	Due Date	Description	Amount
13765	12/21/2020	01/11/2021	2021 Annual ArchiveSocial Economy Pckg	2,388.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101003	Board For Volunteer Firefighters	100	01/11/2021	Claims	6700	420.00	2020 Disability & Pension

Invoice #	Rcvd Date	Due Date	Description	Amount
2020 DISABILITY	12/21/2020	01/11/2021	2020 Disability & Pension	420.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101004	Breathing Air Systems	101	01/11/2021	Claims	6700	1,567.45	INV-OH752

Invoice #	Rcvd Date	Due Date	Description	Amount
INV-OH752	12/21/2020	01/11/2021	1-3 Rochester SBCA Breathing Air Kit Fill Station	1,567.45

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101005	Brightwire Networks LLC	102	01/11/2021	Claims	6700	3,987.01	18631

Invoice #	Rcvd Date	Due Date	Description	Amount
18631	01/06/2021	01/11/2021	Jan 2021 Srvcs	3,987.01

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101006	Carefirst Bluecross Blueshield Payment Administrator	103	01/11/2021	Claims	6700	195.00	203400018264

Invoice #	Rcvd Date	Due Date	Description	Amount
203400018264	12/21/2020	01/11/2021	Harris Medical Premium Feb2021	195.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101007	Cascade Fire Equipment Company	104	01/11/2021	Claims	6700	185.41	112702

Invoice #	Rcvd Date	Due Date	Description	Amount
112702	01/06/2021	01/11/2021	Bunker Boots (B. Shay)	185.41

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101008	Centralia OK Tire Inc	105	01/11/2021	Claims	6700	1,037.25	1079561

Invoice #	Rcvd Date	Due Date	Description	Amount
1079561	12/30/2020	01/11/2021	Tire Chains (x11 sets - all rigs)	1,037.25

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101009	Chehalis Sheet Metal Inc	106	01/11/2021	Claims	6700	378.00	49200

Invoice #	Rcvd Date	Due Date	Description	Amount
49200	12/28/2020	01/11/2021	1-1 Grand Mnd Roof Leak Repair	378.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101010	Citi Cards	107	01/11/2021	Claims	6700	4,233.26	

Invoice #	Rcvd Date	Due Date	Description	Amount
ACTIVE911	12/31/2020	01/11/2021	2021 Annual Renewal (x74)	999.01
ADVANTAGE LOCK	12/31/2020	01/11/2021	1-7 Old Hwy 99 Key	5.47
AMAZON	12/31/2020	01/11/2021	Station Shoes (C. Vavrinec)	64.75
AMAZON	12/31/2020	01/11/2021	Station Shoes (C. Lyon)	102.55
AMAZON	12/31/2020	01/11/2021	Station Shoes (C. White)	48.59
AMAZON	12/31/2020	01/11/2021	1-6 Maytown Cache Facility Supplies (disinfecting	263.25
AMAZON	12/31/2020	01/11/2021	CD-R Disks	22.54
AMAZON	12/31/2020	01/11/2021	1-6 Maytown Cache Facility Supplies	34.87
AMAZON	12/31/2020	01/11/2021	A24 BN1-6 Binoculars	193.32
AMAZON	12/31/2020	01/11/2021	1-6 Maytown Cache Facility Supplies (disinfecting	544.26

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 12:29:31 Date: 01/13/2021

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
	COSTCO	*12/31/2020*	*01/11/2021*	*1-6 Maytown Cache Facility Supplies*		*47.49*	
	DICKS SPORTING G	*12/31/2020*	*01/11/2021*	*Station Shoes (J. Howe)*		*56.14*	
	LINEX	*12/31/2020*	*01/11/2021*	*A70 STAF1 Removal of Rear Window Vinyl Wrap*		*147.69*	
	NREMT	*12/31/2020*	*01/11/2021*	*Registry (J. Josselyn, C. Stevens, R. Roland, S.*		*340.00*	
	NREMT	*12/31/2020*	*01/11/2021*	*Refund Registry (J. Josselyn, C. Stevens, R. Roland,*		*-340.00*	
	NREMT	*12/31/2020*	*01/11/2021*	*Registry (J. Josselyn, C. Stevens, R. Roland, S.*		*392.00*	
	OFFICE DEPOT	*12/31/2020*	*01/11/2021*	*2021 Calenders*		*42.10*	
	OFFICE DEPOT	*12/31/2020*	*01/11/2021*	*2021 Calenders*		*16.63*	
	OFFICE DEPOT	*12/31/2020*	*01/11/2021*	*Fire Investigator Folders, CD Holders*		*38.63*	
	OFFICE DEPOT	*12/31/2020*	*01/11/2021*	*1-2 Littlerock Office Supplies*		*131.60*	
	OLYMPIA CARD	*12/31/2020*	*01/11/2021*	*Fuel - Chief K.*		*38.99*	
	UNDER ARMOUR	*12/31/2020*	*01/11/2021*	*Station Shoes (E. Singleton)*		*57.44*	
	UPS	*12/31/2020*	*01/11/2021*	*Return to WSP IFSAC Certs*		*16.08*	
	UPS	*12/31/2020*	*01/11/2021*	*Return TIC to MES*		*23.92*	
	WIX.COM	*12/31/2020*	*01/11/2021*	*Annual Subscription*		*222.76*	
	ZOOM	*12/31/2020*	*01/11/2021*	*Mnthly communications Service*		*16.18*	
	BIDSUPPLY	*12/31/2020*	*01/11/2021*	*Emergency Prepardness Supplies*		*707.00*	
210101011	City Of Olympia	108	01/11/2021	Claims	6700	8,427.52	10403
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	10403/17256	*12/21/2020*	*01/11/2021*	*A08 E1-4 Repair Intake Relief and Drain Valve*			*683.96*
	10403/17256	*12/21/2020*	*01/11/2021*	*A08 E1-4 Annual Srvc*			*1,064.92*
	10403/17256	*12/21/2020*	*01/11/2021*	*A09 B1-6 Qrtly Srvc*			*801.69*
	10403/17256	*12/21/2020*	*01/11/2021*	*A68 B1-2 Choke Stuck, Check Pump Water and Oil*			*1,949.31*
	10403/17256	*12/21/2020*	*01/11/2021*	*A68 B1-2 Replace Ground Sweep Valves*			*889.87*
	10403/17256	*12/21/2020*	*01/11/2021*	*A20 A1-6 Replace Opticom and Back Up Alarm*			*1,742.55*
	10403/17256	*12/21/2020*	*01/11/2021*	*A19 A1-3 Road Call for Gurney Not Operating*			*357.63*
	10403/17256	*12/21/2020*	*01/11/2021*	*A71 STAF 2 Replace Battery*			*365.49*
	10403/17256	*12/21/2020*	*01/11/2021*	*A20 A1-3 Qrtly Srvc*			*572.10*
210101012	City Sanitary Inc	109	01/11/2021	Claims	6700	152.00	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	JAN	*12/21/2020*	*01/11/2021*	*1-1 Grand Mnd Recycle*			*131.00*
	JAN	*12/21/2020*	*01/11/2021*	*1-3 Rochester Recycle*			*21.00*
210101013	Comcast	110	01/11/2021	Claims	6700	1,313.65	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	1030	*12/24/2020*	*01/11/2021*	*1-2 Littlerock Phone/Cable*			*351.84*
	1030	*12/24/2020*	*01/11/2021*	*1-6 Maytown Phone/Cable*			*240.10*
	1030	*12/24/2020*	*01/11/2021*	*1-1 Grand Mnd Phone/Cable*			*335.58*
	1030	*12/24/2020*	*01/11/2021*	*1-4 Scott Lake Phone/Cable*			*205.41*
	1030	*12/24/2020*	*01/11/2021*	*1-3 Rochester Phone/Cable*			*180.72*
210101014	DE Lage Landen	111	01/11/2021	Claims	6700	279.72	70827688
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	70827688	*01/07/2021*	*01/11/2021*	*1-2 Littlerock Copier*			*279.72*
210101015	DH Pace Company Inc.	112	01/11/2021	Claims	6700	11,339.46	91209, 91501, 91352
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	91209	*12/22/2020*	*01/11/2021*	*1-1 Grand Mnd Gum Hose on Bay Doors (x8)*			*999.00*
	91352	*12/22/2020*	*01/11/2021*	*1-3 Rochester Exhaust System Hook Up to Bay Door*			*8,577.36*
	91501	*12/22/2020*	*01/11/2021*	*1-1 Grand Mnd Bay Door 5 Bottom Panel*			*1,763.10*
EFT	Department Of Revenue	90	01/11/2021	Claims	6700	1,036.79	QR4 2020 Use Tax, LET
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	QR4 2020 LET	*01/06/2021*	*01/11/2021*	*QR4 2020 LET*			*898.64*
	QR4 2020 USE TAX	*01/06/2021*	*01/11/2021*	*Excise Tax*			*138.15*
210101016	Elliott Dennis	113	01/11/2021	Claims	6700	300.00	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***
	12/20/2020	*12/29/2020*	*01/11/2021*	*IFSAC Practical Evaluations - Evaluator*			*300.00*

VOUCHER APPROVAL TRANSMITTAL

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101017	Emergency Reporting Inc C/O Backdraft OpCo, LLC	114	01/11/2021	Claims	6700	628.47	202021806

Invoice #	Rcvd Date	Due Date	Description	Amount
202021806	01/06/2021	01/11/2021	Feb 21 Srvc	628.47

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101018	Eric T. Quinn, P.S.	115	01/11/2021	Claims	6700	1,000.00	Twelve

Invoice #	Rcvd Date	Due Date	Description	Amount
TWELVE	01/06/2021	01/11/2021	Dec 2020 Legal Srvcs	1,000.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101019	First Choice Health Network	116	01/11/2021	Claims	6700	158.95	96790

Invoice #	Rcvd Date	Due Date	Description	Amount
96790	01/07/2021	01/11/2021	Jan 2021 EAP Srvc	158.95

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101020	Fulbright Adam	117	01/11/2021	Claims	6700	400.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/12/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00
12/13/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101021	Goodwillie Michael	118	01/11/2021	Claims	6700	600.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/12/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - FF1/HMO Evaluator	200.00
12/13/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00
12/20/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101022	Home Depot Credit Services	119	01/11/2021	Claims	6700	119.58	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/02/20	12/24/2020	01/11/2021	1-6 Maytown Fence Repair (posts, cement)	108.09
12/02/2020	12/24/2020	01/11/2021	1-6 Maytown Fence Repair (Brackets)	11.49

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101023	IMS Alliance	120	01/11/2021	Claims	6700	11.88	20-3879

Invoice #	Rcvd Date	Due Date	Description	Amount
20-3879	12/31/2020	01/11/2021	Name Tag (B. Shay)	11.88

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101024	Industrial Safety LLC	121	01/11/2021	Claims	6700	550.05	72906

Invoice #	Rcvd Date	Due Date	Description	Amount
72906	12/22/2020	01/11/2021	Bitrix Fit Test Kit (x3)	550.05

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101025	Integrity Safety Services Inc	122	01/11/2021	Claims	6700	497.00	157-3383

Invoice #	Rcvd Date	Due Date	Description	Amount
157-3383	12/31/2020	01/11/2021	2020 Health & Safety Fair	497.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101026	Joes Refuse Inc	123	01/11/2021	Claims	6700	175.91	

Invoice #	Rcvd Date	Due Date	Description	Amount
JAN	12/21/2020	01/11/2021	1-1 Grand Mnd Refuse	136.93
JAN	12/21/2020	01/11/2021	1-3 Rochester Refuse	38.98

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101027	Karvia Lani	124	01/11/2021	Claims	6700	400.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/12/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00
12/13/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101028	Karvia Michael	125	01/11/2021	Claims	6700	600.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12-12-2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations- Test Control Officer	300.00
12-13-2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - TCO Evaluator	300.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101029	LN Curtis & Sons Inc	126	01/11/2021	Claims	6700	2,632.09	449508, 451693

Invoice #	Rcvd Date	Due Date	Description	Amount
449508	01/06/2021	01/11/2021	Air Analysis (x2) Mako Models	259.20
451693	01/06/2021	01/11/2021	Annual Srvc for Air Compressors (x2) and parts	2,372.89

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101030	Leco Supply, Inc.	127	01/11/2021	Claims	6700	1,225.27	181004, 181180

VOUCHER APPROVAL TRANSMITTAL

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo

Invoice #	Rcvd Date	Due Date	Description	Amount
181004	12/21/2020	01/11/2021	1-6 Maytown Cache Facility Supplies	966.76
181180	12/21/2020	01/11/2021	1-6 Maytown Cache Facility Supplies (towels, hand	258.51

210101031 Mountain Mist Water — 128 — 01/11/2021 — Claims — 6700 — 300.89 — 029585

Invoice #	Rcvd Date	Due Date	Description	Amount
029585	01/06/2021	01/11/2021	1-4 Scott Lake Water	3.24
029585	01/06/2021	01/11/2021	1-3 Rochester Water	39.92
029585	01/06/2021	01/11/2021	1-1 Grand Mnd Water	120.11
029585	01/06/2021	01/11/2021	1-6 Maytown Water	53.42
029585	01/06/2021	01/11/2021	1-2 Littlerock Water	84.20

210101032 Munsell Barbara — 129 — 01/11/2021 — Claims — 6700 — 62.00

Invoice #	Rcvd Date	Due Date	Description	Amount
JAN 7, 2021	01/07/2021	01/11/2021	Sew Patches (x18), hem pants, repair belt loop	62.00

210101033 Northwest Water Systems — 130 — 01/11/2021 — Claims — 6700 — 476.76 — 20-08443, 20-08456, 20-08442

Invoice #	Rcvd Date	Due Date	Description	Amount
20-08443	12/21/2020	01/11/2021	1-1 Grand Mnd Water Srvc	153.45
20-08456	12/21/2020	01/11/2021	1-2 Littlerock Water Srvc	169.86
20-08442	12/21/2020	01/11/2021	1-6 Maytown Water Srvc	153.45

210101034 On-Hold Concepts Inc — 131 — 01/11/2021 — Claims — 6700 — 19.95 — 530565

Invoice #	Rcvd Date	Due Date	Description	Amount
530565	01/06/2021	01/11/2021	Mnthly On Hold Srvc	19.95

210101035 PNW Emergency Equipment DBA General Fire Apparatu — 132 — 01/11/2021 — Claims — 6700 — 12,022.56 — 12564

Invoice #	Rcvd Date	Due Date	Description	Amount
12564	12/30/2020	01/11/2021	A09 B1-6 Tank Retrofit	12,022.56

210101036 Pacific Fire and Security, Inc. — 133 — 01/11/2021 — Claims — 6700 — 324.00 — 75322

Invoice #	Rcvd Date	Due Date	Description	Amount
75322	12/28/2020	01/11/2021	1-6 Maytown Annual Alarm Monitoring Srvc	324.00

210101037 Paladin Background Screening LLC — 134 — 01/11/2021 — Claims — 6700 — 44.00 — 2469

Invoice #	Rcvd Date	Due Date	Description	Amount
2469	01/06/2021	01/11/2021	Background Check (B. Shay)	44.00

210101038 Patraca Linda Ellen — 135 — 01/11/2021 — Claims — 6700 — 146.68 — Reimbursement

Invoice #	Rcvd Date	Due Date	Description	Amount
REIMBURSEMENT	12/31/2020	01/11/2021	Mileage QR4 2020	146.68

210101039 Peoples Michael William — 136 — 01/11/2021 — Claims — 6700 — 75.00 — Reimbursement

Invoice #	Rcvd Date	Due Date	Description	Amount
REIMBURSEMENT	12/24/2020	01/11/2021	Station Shoes	75.00

210101040 Pilot Travel Centers LLC — 137 — 01/11/2021 — Claims — 6700 — 388.81 — 478136972

Invoice #	Rcvd Date	Due Date	Description	Amount
478136972	01/06/2021	01/11/2021	A66 BN-1	17.81
478136972	01/06/2021	01/11/2021	A73 U1-2	26.82
478136972	01/06/2021	01/11/2021	A23 CH1-3	42.04
478136972	01/06/2021	01/11/2021	A24 BN1-6	252.88
478136972	01/06/2021	01/11/2021	A25 CH1-3	20.07
478136972	01/06/2021	01/11/2021	A76 A1-2	27.58
478136972	01/06/2021	01/11/2021	Late charge	1.61

210101041 Pioneer Fire And Security Inc — 138 — 01/11/2021 — Claims — 6700 — 97.20 — 99835

Invoice #	Rcvd Date	Due Date	Description	Amount
99835	12/28/2020	01/11/2021	1-1 Grand Mnd QR1 2021 Alarm Monitoring Srvc	97.20

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101042	Propane Northwest	139	01/11/2021	Claims	6700	8,122.32	1502717998, 1502831164,

Invoice #	Rcvd Date	Due Date	Description	Amount
1502717998	12/22/2020	01/11/2021	1-3 Rochester Propane (1094.30 gal)	2,132.69
1502831164	12/22/2020	01/11/2021	1-6 Maytown Propane (1336.80 gal)	2,682.73
1502891883	12/22/2020	01/11/2021	1-1 Grand Mnd Propane (1534.2 gal)	3,306.90

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101043	Puget Sound Energy	140	01/11/2021	Claims	6700	4,323.34	

Invoice #	Rcvd Date	Due Date	Description	Amount
200017639499	12/22/2020	01/11/2021	1-1 Grand Mnd Nov2020	1,759.99
200016026946	12/22/2020	01/11/2021	1-2 Littlerock Dec 2020	740.56
200012762536	12/22/2020	01/11/2021	1-3 Rochester Nov2020	433.98
220005346105	12/22/2020	01/11/2021	1-4 Scott Lake Dec 2020	365.41
200020145567	12/22/2020	01/11/2021	1-6 Maytown Nov2020	858.49
220006625754	12/22/2020	01/11/2021	1-7 Old Hwy 99 Dec 2020	164.91

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101044	Richardson Brian	141	01/11/2021	Claims	6700	200.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/13/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101045	Rochester Lumber	142	01/11/2021	Claims	6700	11.31	1142914

Invoice #	Rcvd Date	Due Date	Description	Amount
1142914	01/08/2021	01/11/2021	Glue traps	11.31

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101046	Rochester Water Association	143	01/11/2021	Claims	6700	49.50	100100

Invoice #	Rcvd Date	Due Date	Description	Amount
100100	01/06/2021	01/11/2021	1-3 Rochester Water	49.50

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101047	Roland Camps	144	01/11/2021	Claims	6700	570.00	Jan 2021

Invoice #	Rcvd Date	Due Date	Description	Amount
JAN 7, 2021	01/07/2021	01/11/2021	Semi Annual Home Gym Maintenance	570.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101048	Scott Lake Maintenance Co C/O Northwest Water Syst	145	01/11/2021	Claims	6700	42.00	2165

Invoice #	Rcvd Date	Due Date	Description	Amount
2165	12/28/2020	01/11/2021	1-4 Scott Lk Wtr Srvc	42.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101049	Sexton Thomas Edward	146	01/11/2021	Claims	6700	75.00	Reimbursement

Invoice #	Rcvd Date	Due Date	Description	Amount
REIMBURSEMENT	12/30/2020	01/11/2021	Station Shoes	75.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101050	Skipworth Joseph	147	01/11/2021	Claims	6700	200.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/20/2020	12/28/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101051	Sound Apparel LLC	148	01/11/2021	Claims	6700	552.96	TG3883

Invoice #	Rcvd Date	Due Date	Description	Amount
TG3883	12/22/2020	01/11/2021	T-Shirts / Logo Imprints (x38)	552.96

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101052	Sound Guard Security Systems Inc	149	01/11/2021	Claims	6700	223.56	181115

Invoice #	Rcvd Date	Due Date	Description	Amount
181115	01/08/2021	01/11/2021	1-3 Rochester monitoring Q1 2021	223.56

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101053	Springbook Holding Company LLC	150	01/11/2021	Claims	6700	4,692.17	INV-B000257

Invoice #	Rcvd Date	Due Date	Description	Amount
INV-B000257	12/22/2020	01/11/2021	Express Hosting Financial/Payroll Maintenance	4,692.17

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101054	Sullivan Amber	151	01/11/2021	Claims	6700	200.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
12/12/2020	12/24/2020	01/11/2021	IFSAC Practical Evaluations - Evaluator	200.00

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101055	Systems Design West LLC	152	01/11/2021	Claims	6700	1,542.65	20202551

Invoice #	Rcvd Date	Due Date	Description	Amount
20202551	12/22/2020	01/11/2021	Nov 2020 Transports (x63)	1,542.65

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101056	Targetsolutions LLC	153	01/11/2021	Claims	6700	8,892.28	INV18408

Invoice #	Rcvd Date	Due Date	Description	Amount
INV18408	12/22/2020	01/11/2021	2021 Premier Membership Platform	8,892.28

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101057	Thurston County Central Services Dept	154	01/11/2021	Claims	6700	116.64	20-541-235

Invoice #	Rcvd Date	Due Date	Description	Amount
20-541-235	12/28/2020	01/11/2021	A75 A1-1, A76 A1-2 Scan Issues	116.64

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101058	Thurston County Fire Chiefs Association	155	01/11/2021	Claims	6700	550.00	dues220216

Invoice #	Rcvd Date	Due Date	Description	Amount
DUES220216	12/22/2020	01/11/2021	2021 Membership Dues	550.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101059	Valley Freightliner Inc	156	01/11/2021	Claims	6700	128.28	SR303015203:01

Invoice #	Rcvd Date	Due Date	Description	Amount
SR303015203:01	12/22/2020	01/11/2021	A63 E1-2 Wiper Arm Assembly - Additional Misc	128.28

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101060	Verizon Wireless	157	01/11/2021	Claims	6700	1,231.34	9868972701, 9869839502

Invoice #	Rcvd Date	Due Date	Description	Amount
9868972701	12/28/2020	01/11/2021	Apparatus Cells	181.71
9869839502	12/28/2020	01/11/2021	Chiefs Cells	83.32
9869839502	12/28/2020	01/11/2021	Captain Cells	125.87
9869839502	12/28/2020	01/11/2021	Modems	840.44

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101061	WTF Logistics LLC	158	01/11/2021	Claims	6700	650.00	6970

Invoice #	Rcvd Date	Due Date	Description	Amount
6970	12/30/2020	01/11/2021	A09 B1-6 Haul from Spokane to Olympia	650.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101062	Washington Fire Chiefs	159	01/11/2021	Claims	6700	1,800.00	16805

Invoice #	Rcvd Date	Due Date	Description	Amount
16805	12/24/2020	01/11/2021	2021 Membership Dues	1,800.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101063	Washington Fire Comm Assn	160	01/11/2021	Claims	6700	2,670.00	300000197

Invoice #	Rcvd Date	Due Date	Description	Amount
300000197	12/30/2020	01/11/2021	2021 Membership Dues	2,670.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101064	Wells Fargo Financial Leasing	161	01/11/2021	Claims	6700	159.84	5013069705

Invoice #	Rcvd Date	Due Date	Description	Amount
5013069705	12/24/2020	01/11/2021	1-1 Grand Mnd Copier Lease	159.84

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101065	Wilcox & Flegel	162	01/11/2021	Claims	6700	2,532.07	0558277-IN, CL67166, 0565834-IN

Invoice #	Rcvd Date	Due Date	Description	Amount
0558277-IN	12/22/2020	01/11/2021	1-1 Grand Mnd Diesel (500 gal)	1,148.72
CL67166	12/22/2020	01/11/2021	A71 STAF-2	26.87
CL67166	12/22/2020	01/11/2021	A19 A1-3	119.53
CL67166	12/22/2020	01/11/2021	A70 STAF-1	18.14
CL67166	12/22/2020	01/11/2021	A14 CH1-1	135.13
CL67166	12/22/2020	01/11/2021	A73 U1-2	91.50
CL67166	12/22/2020	01/11/2021	A22 E1-3	144.08
CL67166	12/22/2020	01/11/2021	A24 CH1-2	116.69
CL67166	12/22/2020	01/11/2021	A25 CH1-3	100.95
CL67166	12/22/2020	01/11/2021	A07 E1-6	43.55
0565834-IN	12/22/2020	01/11/2021	1-2 Littlerock Diesel (255 gal)	586.91

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101066	Wilson Parts Corp	163	01/11/2021	Claims	6700	85.77	064683, 903124

Invoice #	Rcvd Date	Due Date	Description	Amount
064683	12/22/2020	01/11/2021	A210 E1-7 Oil	65.08

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
903124		*12/22/2020*	*01/11/2021*	*1-2 Littlerock Oil, DEF*			*20.69*
210101067	Wood John	164	01/11/2021	Claims	6700	500.00	

Invoice #	***Rcvd Date***	***Due Date***	***Description***	***Amount***
12/12/20	*12/24/2020*	*01/11/2021*	*IFSAC Practical Evaluations - Senior Evaluator*	*250.00*
12/13/20	*12/24/2020*	*01/11/2021*	*IFSAC Practical Evaluations - Senior Evaluator*	*250.00*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101068	Zimmerman Travis	165	01/11/2021	Claims	6700	400.00	

Invoice #	***Rcvd Date***	***Due Date***	***Description***	***Amount***
12/12/2020	*12/24/2020*	*01/11/2021*	*IFSAC Practical Evaluations - Evaluator*	*200.00*
12/13/2020	*12/24/2020*	*01/11/2021*	*IFSAC Practical Evaluations - Evaluator*	*200.00*

69 Vouchers: 101,597.23

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
210101069	Aflac	166	01/11/2021	Payroll	6700	[redacted]	
210101124	Arroyo-Lopez Ronald David	19	01/13/2021	Payroll	6700		
210101070	Benefit Solutions Inc-WSCFF	167	01/11/2021	Payroll	6700		
210101071	Benefit Solutions Inc-WSCFF	168	01/11/2021	Payroll	6700		
EFT	Bennett Matthew Shaun	3	01/15/2021	Payroll	6700		
EFT	Bennett Matthew Shaun	54	01/29/2021	Payroll	6700		
210101125	Berryman Thomas A	20	01/13/2021	Payroll	6700		
EFT	Betts Brandon John	55	01/29/2021	Payroll	6700		
EFT	Broumley Garrett Dean	21	01/13/2021	Payroll	6700		
210101127	Brown Curtis Daniel	22	01/13/2021	Payroll	6700		
EFT	Brownell Scott Lee	23	01/13/2021	Payroll	6700		
EFT	Christenson Brian David	56	01/29/2021	Payroll	6700		
EFT	Cooke Hans Robert	57	01/29/2021	Payroll	6700		
EFT	Dahl Calvin	24	01/13/2021	Payroll	6700		
EFT	Dean Sarah Linnea	25	01/13/2021	Payroll	6700		
EFT	Degagne Justin Dennis	58	01/29/2021	Payroll	6700		
EFT	Department Of Retirement Services Deferred Comp	91	01/11/2021	Payroll	6700		
EFT	Department Of Retirement Systems Retirement	92	01/11/2021	Payroll	6700		
EFT	Department Of The Treasury	93	01/11/2021	Payroll	6700		
EFT	Dept Of Labor & Industries	94	01/11/2021	Payroll	6700		
EFT	Devert Brent Nathaniel	59	01/29/2021	Payroll	6700		
210101072	Dimartino Associates	169	01/11/2021	Payroll	6700		
210101131	Douglass Jeremy	26	01/13/2021	Payroll	6700		
EFT	Drake Leah Noel	27	01/13/2021	Payroll	6700		
EFT	Drake Nathan Tyler	60	01/29/2021	Payroll	6700		
EFT	Dreyer Glenn Michael	28	01/13/2021	Payroll	6700		
EFT	Dyer Lanette R	61	01/29/2021	Payroll	6700		
EFT	Elkins Ben M	29	01/13/2021	Payroll	6700		
EFT	Employment Security Department	95	01/11/2021	Payroll	6700		
EFT	Employment Security Dept PFMLA	96	01/11/2021	Payroll	6700		
210101135	Fitzgerald Thomas J	30	01/13/2021	Payroll	6700		
EFT	Frasl Kenneth E	31	01/13/2021	Payroll	6700		
210101073	GET Program	170	01/11/2021	Payroll	6700		
EFT	Garza Isaac Wayne	4	01/15/2021	Payroll	6700		
EFT	Garza Isaac Wayne	62	01/29/2021	Payroll	6700		
EFT	Giordano Susan Linda	32	01/13/2021	Payroll	6700		
EFT	Goodwin Kayden Ron	33	01/13/2021	Payroll	6700		
210101074	HRA VEBA Trust	171	01/11/2021	Payroll	6700		
EFT	Hall Aaron David	5	01/15/2021	Payroll	6700		
EFT	Hall Aaron David	63	01/29/2021	Payroll	6700		
EFT	Heilman Chris Douglas	34	01/13/2021	Payroll	6700		
EFT	Howe Joshua Jason	64	01/29/2021	Payroll	6700		
210101140	Hull Nathan S	35	01/13/2021	Payroll	6700		
210101075	IAFF Local 3825 Treasurer	172	01/11/2021	Payroll	6700		
EFT	Kaleiwahea Blake William	6	01/15/2021	Payroll	6700		
EFT	Kaleiwahea Blake William	65	01/29/2021	Payroll	6700		
EFT	Kaleiwahea Russell Edward	7	01/15/2021	Payroll	6700		
EFT	Kaleiwahea Russell Edward	66	01/29/2021	Payroll	6700		
EFT	Kochrian Jeremy S	36	01/13/2021	Payroll	6700		
EFT	Kondrack Andrew Joseph	67	01/29/2021	Payroll	6700		
210101142	Linn Catherine Louise	37	01/13/2021	Payroll	6700		
EFT	Lyon Colby Wayne	8	01/15/2021	Payroll	6700		
EFT	Lyon Colby Wayne	68	01/29/2021	Payroll	6700		
EFT	Manor Kathryn Joan	38	01/13/2021	Payroll	6700		
EFT	Maser Robert Charles	39	01/13/2021	Payroll	6700		
210101145	Matson Collin	40	01/13/2021	Payroll	6700		

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT	McGeary Michael C	41	01/13/2021	Payroll	6700	[redacted]	
EFT	Means Cameron Jack	42	01/13/2021	Payroll	6700		
EFT	Miller Devann Munroe	69	01/29/2021	Payroll	6700		
EFT	Morales Michael Lawrence	70	01/29/2021	Payroll	6700		
EFT	Ness Cade Zachary	43	01/13/2021	Payroll	6700		
EFT	Palmerson Erik Morgan	9	01/15/2021	Payroll	6700		
EFT	Palmerson Erik Morgan	71	01/29/2021	Payroll	6700		
EFT	Panuska Miranda Marie	72	01/29/2021	Payroll	6700		
EFT	Parker Gregory Jerel	10	01/15/2021	Payroll	6700		
EFT	Parker Gregory Jerel	73	01/29/2021	Payroll	6700		
EFT	Patraca Linda Ellen	74	01/29/2021	Payroll	6700		
EFT	Peoples Michael William	75	01/29/2021	Payroll	6700		
EFT	Pethia David C	44	01/13/2021	Payroll	6700		
210101150	Pullin Andrew Lee	45	01/13/2021	Payroll	6700		
210101151	Ricks John Rual	46	01/13/2021	Payroll	6700		
210101152	Roland Ryan Anthony	47	01/13/2021	Payroll	6700		
EFT	Santee Ricardo Leon	76	01/29/2021	Payroll	6700		
EFT	Scott Robert William	77	01/29/2021	Payroll	6700		
EFT	Sexton Thomas Edward	78	01/29/2021	Payroll	6700		
EFT	Shea Linda Marie	79	01/29/2021	Payroll	6700		
EFT	Singleton Charles Ed	80	01/29/2021	Payroll	6700		
EFT	Smith Eric David	11	01/15/2021	Payroll	6700		
EFT	Smith Eric David	81	01/29/2021	Payroll	6700		
EFT	Smith Rob Dean	82	01/29/2021	Payroll	6700		
EFT	Spiegelberg John Steven	48	01/13/2021	Payroll	6700		
210101154	Stevens Clyvel G	49	01/13/2021	Payroll	6700		
EFT	Stone Gary Reece	50	01/13/2021	Payroll	6700		
EFT	Stone Kathleen Lynne	51	01/13/2021	Payroll	6700		
210101107	Stone Roger Lee	83	01/29/2021	Payroll	6700		
EFT	Swecker Joel Anthony	12	01/15/2021	Payroll	6700		
EFT	Swecker Joel Anthony	84	01/29/2021	Payroll	6700		
210101157	Teitzel Steven David	52	01/13/2021	Payroll	6700		
EFT	Trautman Alexander Paul	85	01/29/2021	Payroll	6700		
EFT	Trott Thomas John	86	01/29/2021	Payroll	6700		
210101076	Trusteed Plans	173	01/11/2021	Payroll	6700		
EFT	Vavrinec Christian Kalil	87	01/29/2021	Payroll	6700		
EFT	Washington State Support Registry	97	01/11/2021	Payroll	6700		
EFT	Weinstein Andrew Chase	88	01/29/2021	Payroll	6700		
210101077	West Thurston Fire - House Funds	174	01/11/2021	Payroll	6700		
EFT	White Christopher Charles	89	01/29/2021	Payroll	6700		

96 Vouchers: 441,905.61

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT	Bennett Matthew Shaun	2035	12/15/2020	Payroll	6700	[redacted]	Dec 2020 draw
EFT	Bennett Matthew Shaun	2049	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Betts Brandon John	2050	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Broumley Garrett Dean	2089	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Brownell Scott Lee	2091	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Christenson Brian David	2051	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Cooke Hans Robert	2052	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Culleton Thomas P	2092	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Dean Sarah Linnea	2093	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Degagne Justin Dennis	2053	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Department Of Retirement Services Deferred Comp	2132	12/14/2020	Payroll	6700	[redacted]	Pay Cycle(s) 12/31/2020 To 12/31/2020 - Deferred Comp; Pay Cycle(s) 12/31/2020 To 12/31/2020 - Deferred Comp %
EFT	Department Of Retirement Systems Retirement	2133	12/14/2020	Payroll	6700	[redacted]	Pay Cycle(s) 12/31/2020 To 12/31/2020 - PERS 2; Pay Cycle(s) 12/31/2020 To 12/31/2020 - LEOFF 2
EFT	Department Of The Treasury	2207	12/15/2020	Payroll	6700	49,442.25	941 Deposit for Pay Cycle(s) 12/15/2020 - 12/15/2020; 941 Deposit for Pay Cycle(s) 12/16/2020 - 12/16/2020; 941 Deposit for Pay Cycle(s) 12/31/2020 - 12/31/2020
EFT	Devert Brent Nathaniel	2054	12/31/2020	Payroll	6700	[redacted]	Dec 2020 pay
EFT	Drake Nathan Tyler	2055	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Dreyer Glenn Michael	2095	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Dyer Lanette R	2056	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Elkins Ben M	2096	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Frasl Kenneth E	2099	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Garza Isaac Wayne	2036	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Garza Isaac Wayne	2057	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Giordano Susan Linda	2101	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Goodwin Kayden Ron	2102	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Hall Aaron David	2037	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Hall Aaron David	2058	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Heilman Chris Douglas	2103	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Howe Joshua Jason	2059	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Kaleiwahea Blake William	2038	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Kaleiwahea Blake William	2060	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Kaleiwahea Russell Edward	2039	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Kaleiwahea Russell Edward	2061	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Kochrian Jeremy S	2107	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Kondrack Andrew Joseph	2062	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Lyon Colby Wayne	2040	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Lyon Colby Wayne	2063	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Manor Kathryn Joan	2110	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Maser Robert Charles	2111	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	McGeary Michael C	2113	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Means Cameron Jack	2114	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Miller Devann Munroe	2064	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Morales Michael Lawrence	2065	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Ness Cade Zachary	2115	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Palmerson Erik Morgan	2041	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Palmerson Erik Morgan	2066	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Panuska Miranda Marie	2067	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Parker Gregory Jerel	2042	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Parker Gregory Jerel	2068	12/31/2020	Payroll	6700		Dec 2020 pay

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:40:44 Date: 12/15/2020
MCAG #: 2964 12/14/2020 To: 12/14/2020 Page: 2

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT	Patraca Linda Ellen	2069	12/31/2020	Payroll	6700	[redacted]	Dec 2020 pay
EFT	Peoples Michael William	2070	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Pethia David C	2116	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Santee Ricardo Leon	2071	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Scott Robert William	2072	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Sexton Thomas Edward	2073	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Shea Linda Marie	2074	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Singleton Charles Ed	2075	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Smith Eric David	2043	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Smith Eric David	2076	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Smith Rob Dean	2077	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Spiegelberg John Steven	2121	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Stone Gary Reece	2123	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Stone Kathleen Lynne	2124	12/16/2020	Payroll	6700		Vol/Temp/Comm pay
EFT	Swecker Joel Anthony	2044	12/15/2020	Payroll	6700		Dec 2020 draw
EFT	Swecker Joel Anthony	2079	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Trautman Alexander Paul	2080	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Trott Thomas John	2081	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Vavrinec Christian Kalil	2082	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	Washington State Support Registry	2135	12/14/2020	Payroll	6700		Pay Cycle(s) 12/31/2020 To 12/31/2020 - Child Support
EFT	Weinstein Andrew Chase	2083	12/31/2020	Payroll	6700		Dec 2020 pay
EFT	White Christopher Charles	2084	12/31/2020	Payroll	6700		Dec 2020 pay
		69 Vouchers:				3	

I, the undersigned do hereby certify under penalty of perjury, that the materia[redacted]een furnished, the services rendered or the labor performed as described and that the claim is a just, due and unpaid obligation against WTRFA and that I am authorized to authenticate and certify to said claim.

Secretary _____ Date _____

Commissioner _____ Commissioner _____

Commissioner _____ Commissioner _____

Commissioner _____ Commissioner _____

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

December 14, 2020 – Governing Board Business Meeting at Littlerock Rd station and via Zoom virtual meeting.

Call to Order/Attendance: Commissioner Ricks called the meeting to order at 18:00 hours. Commissioners Culleton, Dahl, Elkins (18:50), Jernigan and Pethia, Chiefs Kaleiwahea, Scott, R. Stone, and R. Smith, Capt. Dyer, Rehab Coordinator S. Giordano, Admin Assistant Linda Patraca and Secretary Linda Shea were present.

Additions/Deletions to the Agenda: None.

Public Comments: None.

Labor Management Team Report: Chief Scott reported they have signed an MOU with the union to utilize two volunteers as temporary firefighters to backfill for a FF/EMT on light duty, which may get extended due to a second FF/EMT on light duty.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the expenditures of $601,572.33. Commissioner Pethia seconded the motion. Motion carried 5-0.
2. Meeting Minutes. Commissioner Pethia moved to approve the general board meeting minutes of 11/9/2020. Commissioner Jernigan seconded the motion. Motion carried 5-0.
3. MOU – Temporary Employee. Chief Kaleiwahea presented a Memorandum of Understanding to backfill for FF/EMT White who is on light duty. He noted that Chiefs Scott/Smith will work with the union to extend the MOU to cover FF/EMT Peoples who will begin light duty this week. Commissioner Dahl moved to approve the MOU. Commissioner Jernigan seconded the motion. Motion carried 5-0.
4. Resolution #2020-025, LOCAL Program financing for new Spartan engine. Linda S. presented a resolution required by the State Treasurer for the financing of the new engine (as previously approved by the board.) Commissioner Dahl moved to approve Resolution #2020-025. Commissioner Pethia seconded the motion. Motion carried 5-0.
5. Policy 1.1003 Credit Card Authorizations update. Linda S. presented an update to the Credit Card Authorization policy, to include the Rehab team as authorized holders of a credit card, to be used for rehabilitation supply needs on major incidents. The policy also includes a better definition of "authorized uses". Commissioner Pethia approved the updates to Policy 1.1003. Commissioner Dahl seconded the motion. Motion carried 5-0.
6. Transport Rate Review. Linda S. presented a chart of transport rates through-out the county, including neighboring counties (Lewis/Mason) and private ambulance rates. She recommended an increase to the mileage rate, from $16 to $18, leaving the base rate at $750. She also recommended linking future rate increases to the GEMT transport rate, to ensure consistent, reliable and documented rate changes on an annual basis. Commissioner Dahl approved the mileage rate increase to $18.00/mile and linking future rate changes to the GEMT transport rate. Commissioner Jernigan seconded the motion. Motion carried 5-0.

7. Election of board chair for 2021. Commissioner Ricks nominated Commissioner Dahl as the board chair for 2021. Commissioner Pethia made a motion to accept the nomination and elect Commissioner Dahl as the 2021 board chair. Commissioner Jernigan seconded the motion. Motion carried 4-0 (Commissioner Dahl abstaining.)

Unfinished Business (action items): None.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported he sent a draft response letter to the board earlier that day via email for their review, requesting the board give their approval to send it to the tribe. Commissioner Dahl moved to approve sending the letter to the tribe. Commissioner Pethia seconded the motion. Motion carried 5-0.
2. Weyerhaeuser agreement. Chief Kaleiwahea reported he met with the Weyerhaeuser representatives, who have finished with the draft agreement for the Mima property. He expects to have a final document for board approval at the next meeting.
3. 2021 Levy Amounts. Linda S. reported the 2021 levy amounts for districts #1 and #11 will be slightly higher than the amounts approved by the board at the November board meeting, due to the final values of state-assessed properties (by approximately $1,000 total.)
4. 2021 WFCA Application and domestic partnership coverage. Linda S. recommended the department submit the 2021 WFCA Application without selecting the option for domestic partnership coverage at this time. She will add this option to the list of possible negotiation items with the union for the next labor contract.

Communications:

1. Thurston County Treasurer November 2020 reports were presented as per RCW 52.16.050(4). Linda S. reported the bond debt fund for district #1 has excess funds (the bond was paid off December 1), and she is in communication with the State Auditor and the bond council on how these funds can be used.
2. December 2020 budget reports were distributed. Linda S. reported that the budget underspend of $16k on the report does not reflect unbudgeted expenditure recoveries; actual underspend was around $557k (less the budgeted set-aside of $125k for future facility/apparatus needs, and $96k for SCBAs.) $217k of the underspend is related to incomplete capital projects. The board requested an increase to the set-aside for facilities to $250k in addition to the budgeted $62,500 for apparatus and $96,000 for SCBAs.
3. Operations Committee update. Chief Scott reported on several projects:
    a. The chassis for the new Spartan engine is being manufactured; roll-out is still planned for next spring.
    b. Smart Energy is working with him on obtaining grants for solar panels.
    c. Brush truck is currently being retrofitted for a larger tank.
    d. SCBA fill station for station 1-3 is in the works – most parts have been obtained from the cache, hoses have been ordered.
    e. Outdoor shed at station 1-3 has been secured with a door (thanks to Chris Heilman) and is now ready to store lawn equipment.

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

1. Chief Kaleiwahea reported that Chief Smith and Captain Dyer have been working collaboratively on COVID-19 action items and reporting.
2. Captain Dyer is taking the lead on the COVID-19 vaccination plan.
3. Chief Kaleiwahea has submitted a Hazard Mitigation grant request for $40k to install water pump generators in the Bordeaux community.

4. Captain Dyer reported she is working with a group on future plans for livestock evacuations during major incidents.
5. Chief Kaleiwahea reported the department has had no positive COVID-19 tests to-date.

Commissioner Reports:

1. Commissioner Ricks reported the new hospital diversion plan has been relatively successful with only a few issues.
2. Commissioner Pethia noted that he reported at the county fire commissioner's meeting on WTRFA's plan to use Tumwater Family Practice as the department's exclusive medical physical provider.

Good of the Order:

1. Commissioner Ricks expressed appreciation for Captain Dyer's work on securing gifts and funds for the department's adopted families this holiday season. Captain Dyer responded that FF Santee has been the major contributor to the success of the program this year.

Adjournment: The board adjourned the meeting at 18:59 hours.

Submitted for Board approval by:

_____
Linda Shea, Secretary

_____	_____
Tom Culleton, Board Member	Calvin Dahl, Board Member
_____	_____
Dave Pethia, Board Member	Ben Elkins, Board Member
_____	_____
John Ricks, Board Member	Jeff Jernigan, Board Member

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11
WEST THURSTON REGIONAL FIRE AUTHORITY
10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

December 11, 2020 – Special Governing Board Meeting
10828 Littlerock Rd SW and via Zoom

Call to Order/Attendance: Commissioner Ricks called the meeting to order at 14:02. Commissioners Culleton, Dahl, Elkins, and Pethia, Chief Kaleiwahea, Secretary Linda Shea and legal counsel Joseph Quinn were present. Commissioner Jernigan was absent (excused.)

Public Comment: None.

Additions/Deletions to Agenda: None

Old Business: None

New Business: Commissioner Ricks called for a thirty-minute Executive Session at 14:04 to discuss legal implications of the tribe's proposal (RCW 42.30.110(1)(i). The board discussed options on how to respond to the tribe's letter on the cost of providing fire protection services. The board directed Chief Kaleiwahea to submit a response letter to the tribe. The executive session adjourned at 14:34 with no decisions taken.

Good of the Order: None.

Adjournment: The board adjourned the meeting at 14:36 hours.

Submitted for Board approval by:

_____
Linda Shea, Secretary

_____ _____
Tom Culleton, Board Member Calvin Dahl, Board Member

_____ _____
Dave Pethia, Board Member Ben Elkins, Board Member

_____ _____
John Ricks, Board Member Jeff Jernigan, Board Member

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11
WEST THURSTON REGIONAL FIRE AUTHORITY
10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

RESOLUTION NO. 2021-001

PATIENT TRANSPORT RATE INCREASE EFFECTIVE JANUARY 1, 2021

WHEREAS, RCW 52.12.131 authorizes the department to provide patient transport service; and

WHEREAS, department policy #1.1004 requires the governing board to review transport fees annually; and

WHEREAS, the department has determined that the transport fee rate is in need of an increase to help offset department costs and enable the continuance of this service to the community;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of West Thurston Regional Fire Authority that the patient transport base rate shall remain at $750.00, and the mileage rate be increased from $16.00 to $18.00 per mile, effective January 1, 2021 (as previously approved at the December 14, 2020 board meeting.)

ADOPTION: Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this 11th day of January 2021, the following majority of commissioners being present and voting:

Thurston County Fire Protection District No. 11

_____
Tom Culleton, Commissioner

_____
David Pethia, Commissioner

_____
John Ricks, Commissioner

Thurston County Fire Protection District No. 1

_____
Calvin Dahl, Commissioner

_____
Ben Elkins, Commissioner

_____
Jeff Jernigan, Commissioner

_____
Linda Shea, Secretary

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11
WEST THURSTON REGIONAL FIRE AUTHORITY
10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

RESOLUTION NO. 2021-002

A RESOLUTION OF THE GOVERNING BOARD OF THE
WEST THURSTON REGIONAL FIRE AUTHORITY ("RFA")
DECLARING CERTAIN ITEMS OF PROPERTY AS
SURPLUS AND AUTHORIZING THEIR DISPOSAL

WHEREAS, the "RFA" has certain items which are no longer of use to the "RFA"; and
WHEREAS, it would be appropriate to surplus the property and dispose of it through appropriate sale or donation, if the property is found to have little or no value.

NOW, THEREFORE, THE WEST THURSTON REGIONAL AUTHORITY GOVERNING BOARD HEREBY RESOLVES AS FOLLOWS:

Section 1. That the property identified in Exhibit 1, attached hereto and incorporated herein by reference, is declared to be surplus, and the Fire Chief of the Authority, or designee, is authorized to dispose of and convey such property through appropriate sale or donation, if the property is found to have little or no value.
Section 2. That the Fire Chief of the "RFA", or designee, is authorized to implement such administrative procedures as may be necessary to carry out this directive.
Section 3. That this Resolution shall take effect and be in full force upon passage and signatures hereon.

Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this 11th day of January 2021, the following majority of commissioners being present and voting:

West Thurston Regional Fire Authority
Board of Commissioners

_____
John Ricks, Commissioner

_____
Ben Elkins, Commissioner

_____
David Pethia, Commissioner

_____
Jeff Jernigan, Commissioner

_____
Tom Culleton, Commissioner

_____
Calvin Dahl, Commissioner

_____
Linda Shea, Secretary

EXHIBIT 1 – Surplus Property
Addendum to Resolution #2021-002

Item	Value	Serial #	Tag #	Reason	Disposition
Motorola XTS 1500 Portable Radio (from App 63, E1-2)	Unknown (in-service date 8/1/2009)	687CKM1658	0058	Damaged beyond repair	Disposed in trash
Optoma Pro160S Portable Projector	Unknown *(discontinued manufacturing Sept2013)*	Q8LH143AAAAAC 0538	0430	No longer used	To be sold as surplus
Shimano Fishing Pole	Unknown	None	N/A	Assumed to be a holiday donation from past years; no longer needed	Sold on surplus site
Dell Latitude laptop (Kathy Stone)	Unknown	34333667821	0390	Outdated, no longer serves department purpose	To be recycled by BW
HP Color Laser Jet Printer 2600N (Dyer)	Unknown	CNDC59C07D	0141	Will not work on new O/S (14yrs old)	To be sold on surplus site
John Deere riding mower (1-1)	Unknown	M0L166DO11997	261	Quit working 2017; replaced	Sold in 2019; never formally surplused
Assorted light and heavy duty truck tires (28)	Unknown	N/A	N/A	Do not fit current apparatus	Will contact Les Schwab to pick up for trade-in credit
Lift jack, two ton	Unknown	N/A	N/A	Not used by department	To be donated to City of Olympia shop
Bunker coat size 44X32	Unknown	2932864 Date 6/05		Expired	To be donated to Portland Bomberos
Bunker coat size 40X33	Unknown	4104620 Date 11/10		Expired	To be donated to Portland Bomberos
Bunker coat size 38X33	Unknown	4075646 Date 9/10		Expired	To be donated to Portland Bomberos
Bunker coat size 40X33	Unknown	4075647 Date 9/10		Expired	To be donated to Portland Bomberos
Bunker coat size 40X33	Unknown	4075640 Date 9/10		Expired	To be donated to Portland Bomberos
Bunker pant size 46X36	Unknown	3310648 Date 1/07		Expired	To be donated to Portland Bomberos
Bunker pant size 34X30	Unknown	4075650 Date 9/10		Expired	To be donated to Portland Bomberos
Bunker pant size 38X32	Unknown	2902250 Date 5/05		Expired	To be donated to Portland Bomberos
Bunker pant size 36X30	Unknown	4266612 Date 8/11		Expired	To be donated to Portland Bomberos
Bullard helmets, yellow (two)	Unknown	8/2010 7/2006		Expired	To be donated to Portland Bomberos

Nomex Wildland Shirt (yellow) – 3XL	Unknown	None		Expired	To be donated to Portland Bomeros
Workrite Class B Pants (35X-3; 36x-2; 38x-1, 40x-1)	Unknown	None		Expired	To be donated to Portland Bomberos
Topps Class B pants – 1 pair	Unknown	None		Expired	To be donated to Portland Bomberos
Orange Safety Vests (6)				Replaced with newer equipment	To be sold on Surplus
Cork boards (2)				No longer used	To be sold on Surplus
Jack Stand (5-ton)				Missing parts	To be sold on surplus
Box of 10 8-foot fluorescent (F96T)				No longer used	To be sold on surplus
Metal bookcase				No longer needed	To be sold on surplus
Wooden bookcase (8-shelf)				No longer needed	To be sold on surplus
Misc flood lights and light bulbs				No longer used	To be sold on surplus
Safety glow wands (20)				Replaced with newer equipment	To be sold on Surplus

ANNUAL INVENTORY COUNT – MISSING ITEMS

TAG#	SERIAL NUMBER	MAKE	MODEL	ITEM	LAST
437	2453109	KESTREL 3500		WEATHER METER	U1-2
326	136WNH1205	Motorola	MOTOROLA MINITOR V A03KMS9239BC	PAGER	ST1-2
41	749TQY5290	Motorola HT 1250	AAH25KDF9AA5AN	PORTABLE RADIO	
428	2116	BK GPH	GPH5102A	PORTABLE RADIO	
189	7861681053		SURFACE PRO (5TH GEN)-128GB M1796	MDT	OOS13
132	9E1173455F3		TOSHIBA TABLET	MDT	ST1-4
292	9E117334S	Toshiba	TOSHIBA ENCORE 2 WT10-32	MDT	ST1-2
298	G7N0CV077959283	ASUS	ASUS TRANSFORMER T100H	MDT	ST1-2
458	5CG9425YJS	HP Elitebook	745 G6	MDT	ST1-2
148	PD7870177OSUO		BENQ DLP TEXAS INSTRUMENTS HD PROJECTOR	PROJECTOR	ST1-1
316	136WLW7391	Motorola	MOTOROLA MINITOR V A03KMS9239BC	PAGER	ST1-2

WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Personnel – Anti-Harassment/Non Hostile Work Environment

Policy: 1.2005 Version: 3

Effect Date: ~~1/1/10~~ 1/1/2021

~~Rev. Date: 5/1/2019~~

Applies to: All Members

Policy Administrator: Admin Services Director

ANTI-HARASSMENT / NON-HOSTILE WORK ENVIRONMENT

1.0 REFERENCE:

RCW 49.60.030.

Definitions

Protected Classes: Race, religion, color, national origin, ancestry, disability (including the use of trained dog guide or service animal), medical condition, pregnancy, sexual orientation, honorably discharged veteran or military status, gender, ~~or~~ age, citizenship or immigration status.~~.~~

2.0 POLICY:

2.1 The purpose of this policy is to clearly establish West Thurston Regional Fire Authority's commitment to provide a work environment free from harassment. Because of the unique circumstances present in many emergency service jobs, it is the responsibility of each and every emergency service worker, officer and administrator, volunteer and career, to make sure that there is not inappropriate behavior occurring in the workplace. Inappropriate behavior, which impacts the workplace, or has the potential to impact the workplace, will not be tolerated.

2.2 It is the policy of West Thurston Regional Fire Authority to provide a work environment free from harassment, which is harmonious and free from intimidation. Toward this end, the Department will not tolerate any form or degree of harassment. All Department members are prohibited from engaging in harassing behavior. This policy applies to all terms and conditions

of volunteer membership and employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, reinstatement, transfer, leave of absence, compensation and training. Prompt and effective action will be taken to stop harassment and appropriate measures will be taken to prevent further harassment.

2.3 Harassment of an applicant, client, contractor, business invitee, customer, volunteer, or employee (a worker) by an officer, administrator, coworker or co-volunteer on the basis of their protected class is explicitly in violation of state and/or federal law and Department policy and will not be tolerated by the Department.

3.0 DEFINITIONS:

For purposes of clarification, harassment includes, but is not limited to, the following behaviors.

3.1 Verbal Harassment - Epithets, derogatory comments, slurs, propositioning, or otherwise offensive words or comments on the basis of their protected class whether made in general, directed to an individual, or to a group of people regardless of whether the behavior was intended to harass. This includes, but is not limited to, inappropriate sexually oriented comments on appearance, including dress or physical features, sexual rumors, code words, and race oriented stories.

3.2 Physical Harassment - Assault, impeding or blocking movement, leering, or the physical interference with normal work, privacy or movement when directed at an individual on the basis of their protected class .This includes pinching, patting, grabbing, inappropriate behavior in or near bathrooms, sleeping facilities and eating areas, or making explicit or implied threats or promises in return for submission of physical acts.

3.3 Visual Forms of Harassment - Derogatory, prejudicial, stereotypical or otherwise offensive posters, photographs, cartoons, notes, bulletins, drawings or pictures on the basis of their protected class. This applies to posted material, broadcasts on a TV or computer, or material maintained in or on Department equipment, grounds, or personal property in the workplace.

3.4 Sexual Harassment - Any act which is sexual in nature and is made explicitly or implicitly a term or condition of volunteer membership or employment, is used as the basis of a membership/employment decision, unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment.

4.0 RESPONSIBILITY:

4.1 Administration: It is the responsibility of the Fire Department Administration to develop this policy, keep it up to date, and to ensure that any violation of this policy is dealt with fairly, quickly, and impartially. It is also Administration’s responsibility to provide annual in-person training on this policy.

4.2 Officers: It is the responsibility of the officers to enforce the policy, to conduct a yearly review with each employee to ensure they know the policy and to regularly check the workplace and environs to ensure the policy is being followed. Additionally, officers are required to set the proper anti-harassment, non-hostile work environment example at all times.

When a deviation from this policy is noted or reported, officers shall bring this information in a written format to Administration immediately.

4.3 Members: It is the responsibility of each and every member to know the policy and to follow the policy. It is imperative that every member and employee treat every other member and employee with dignity and respect so as to facilitate a sound professional work environment.

5.0 COMPLAINT PROCEDURE

5.1 Confrontation: If any person feels they are the victim of any form of harassment, they should inform the person(s) participating in this behavior that he/she finds it offensive. This one-on-one confrontation has been demonstrated to be an effective way to end harassing behaviors. If the inappropriate behaviors do not stop, the offended volunteer/ employee can initiate either an informal or formal complaint as described below. Because confrontation is difficult for some people and because of the complex nature of harassment, volunteers/ employees are not required to confront an offending party prior to initiating this complaint procedure.

5.2 Informal Complaint: Any volunteer/employee, client, contractor, customer, or membership/job applicant who believes he or she is a victim of discriminatory workplace harassment should make a complaint orally or in writing with any of the following.

1. Immediate supervisor (officer).

2. Any officer or administrator within the Department.

Any officer or administrator that observes inappropriate behavior or receives a formal harassment complaint shall notify in writing the Fire Chief or designee.

5.3 Formal Complaints: Filing of a Preliminary Complaint, Any member/employee, client, customer, contractor or applicant who alleges to be a victim of discriminatory workplace harassment should, with reasonable promptness (which should not exceed 30 calendar days) contact his/her station officer and/or an administrative official and file a complaint. This complaint shall be in a written format.

5.4 Time Extension: The party in charge of investigating the complaint may extend the time requirements set forth in this procedure when he/she determines it is in the best interest of fairness and justice to the parties involved.

6.0 REVIEW OF PRELIMINARY COMPLAINT

6.1 Upon notification of a harassment complaint, the officer or designated person shall conduct an initial investigation to make a preliminary determination as to whether there is any merit to the complaint. If no merit is found, the officer may still meet with the parties involved to attempt to conciliate the complaint or conflict between the parties. The Fire Chief or designee shall be notified in writing of the findings by the officer or designated person.

6.2 Formal Complaint: If after an initial investigation is conducted, there is no resolution and/or no conciliation of the preliminary complaint, a written notice of the right to file a formal written complaint will be given to the complainant via hand delivery or certified mail, return receipt. The complaint shall be signed and shall describe in detail the facts asserted to constitute harassment. The complaint shall be filed within ten (10) calendar days after being notified of the right to file a formal complaint. Upon receipt of the formal written complaint, the Chief or appropriate official will contact the alleged harasser(s) who will be informed of the basis of the complaint, will be given a copy of same, and will be provided an opportunity to respond. The response shall be in writing, addressed to the appropriate management person, and received by same within ten (10) calendar days after being notified of the complaint. Concurrently, a formal investigation of the complaint may be commenced by an outside investigator if time allows.

6.3 Review of Response and Findings: Upon receipt of the response, the designee may further investigate the formal complaint. Such investigation may include an interview with the complainant, the accused harasser(s), and any other persons determined by the designee to possibly have relevant knowledge concerning the complaint. This may include victims of similar conduct. Factual information gathered through the investigation will be reviewed to determine whether the alleged conduct constitutes harassment, giving consideration to all factual information, the totality of the circumstances including the nature of the verbal, physical, visual or sexual conduct and the context in which the alleged incident(s) occurred. The results of the investigation and the determination as to whether harassment occurred shall be final and binding and will be reported by the Chief to appropriate persons including the complainant, the alleged harasser(s), the original reporting officer as appropriate within twenty (20) calendar days from the receipt of the response.

7.0 DISCIPLINARY ACTION

7.1 If harassment is determined to have occurred, the Fire Chief or designee shall take prompt and effective remedial action against the harasser. The action will be commensurate with the severity of the offense, up to and including termination from membership/employment. Copies of the final report, including disciplinary action taken, will be distributed to both parties by the Chief.

7.2 Retaliation in any manner against a person for filing a harassment charge or initiating a harassment complaint, testifying in an investigation, providing information or assisting in an investigation, is expressly prohibited and subject to disciplinary action up to and including

termination from membership/employment. The Fire Chief or designee will take reasonable steps to protect the victim from any retaliation as a result of communicating the complaint.

7.3 Confidentiality will be maintained to the fullest extent possible in accordance with applicable federal, state and local law. This may hinder the department's ability to perform a full investigation and/or enact appropriate disciplinary action, and the complainant shall recognize the limitations this may cause if they desire complete anonymity.

7.4 False Complaints: Any complaint made by a member/employee of the Department regarding job-based harassment which is conclusively proven to be false, shall result in discipline. This discipline may include dismissal from membership or employment. This section is not intended to discourage members/employees from making complaints regarding job based harassment. However, false complaints adversely impact the workplace and the career of the accused, even when disproved, and will not be tolerated.

7.5: Limitations: The use of this procedure is limited to complaints related to discriminatory workplace harassment on the basis of their protected class. All other complaints shall be handled through the department grievance procedure as established by the department policy manual.

7.6 Distribution: This policy shall be disseminated to all members/employees, officers and administrators of the Department. Any questions, concerns or comments related to this policy should be directed to the Fire Chief or designee.

WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Personnel – Computer/Email and Internet Usage

Policy: 1.2017 Version: 2

Effect Date: ~~1/1/10~~ 1/1/2021

~~Rev. Date:~~Applies to: All Members

Policy Administrator: Admin Services Director

COMPUTER/EMAIL AND INTERNET USAGE

1.0 PURPOSE:

1.1 Internet access to global electronic information resources on the World Wide Web is provided by West Thurston Regional Fire Authority to assist employees in obtaining work-related data and technology. The following guidelines have been established to help ensure responsible and productive Internet usage. While Internet usage is intended for job-related activities, incidental and occasional brief personal use is permitted within reasonable limits. When administering this Policy, the department seeks to balance the rights of its members against the right of the department to manage the efficiency of the workplace.

2.0 POLICY:

2.1 All Internet data that is composed, transmitted, or received via our computer communications systems is considered to be part of the official records of the department and, as such, is subject to disclosure to law enforcement or other third parties. Consequently, employees should always ensure that the business information contained in Internet e-mail messages and other transmissions is accurate, appropriate, ethical, and lawful.

2.2 The equipment, services, and technology provided to access the Internet remain at all times the property of the department. As such, the department reserves the right to monitor Internet traffic, and retrieve and read any data composed, sent, or received through our online connections and stored in our computer systems.

2.3 Data that is composed, transmitted, accessed, or received via the Internet must not contain content that could be considered discriminatory, offensive, obscene, threatening, harassing, intimidating, or disruptive to any employee or other person. Examples of unacceptable content

may include, but are not limited to, sexual comments or images, racial slurs, gender-specific comments, or any other comments or images that could reasonably offend someone on the basis of race, age, sex, religious or political beliefs, national origin, disability, sexual orientation, or any other characteristic protected by law.

2.4 To ensure a virus-free environment, unauthorized files may not be downloaded from the Internet without prior authorization.

2.5 Abuse of the Internet access provided by the department in violation of law or department policies will result in disciplinary action, up to and including termination of employment. Employees may also be held personally liable for any violations of this policy. The following behaviors are examples of previously stated or additional actions and activities that are prohibited and can result in disciplinary action:

a. Sending or posting discriminatory, harassing, or threatening messages or images

b. Using the organization's time and resources for personal gain[1]

c. Stealing, using, or disclosing someone else's code or password without authorization

d. Copying, pirating, or downloading software and electronic files without permission

e. Sending or posting confidential material, trade secrets, or proprietary information outside of the organization

f. Violating copyright law

g. Engaging in unauthorized transactions that may incur a cost to the organization or initiate unwanted Internet services and transmissions

h. Sending or posting messages or material that could damage the organization's image or reputation

i. Participating in the viewing or exchange of pornography or obscene materials

j. Sending or posting messages that defame or slander other individuals

k. Attempting to break into the computer system of another organization or person

[1] Examples of using department resources for personal gain include but are not limited to using the department Internet and/or department resources (1) to buy and sell securities while on shift or otherwise in the employ of the department; (2) to attend religious services or the activities of other charitable organizations while on shift; or (3) to create or maintain a personal blog or a personal website, or to upload personal content such as photos or videos. When determining whether Internet usage is intended for personal gain, department members should apply common sense.

Commented [EQ1]: EQ01042021: I think some clarification of what is meant by "personal gain" is in order, so I included some examples in the footnote below. You will notice that I include using the internet/department resources to attend religious services while on shift as a prohibited use. Although that may raise a red flag, I want to be clear that the language in the footnote applies to more than religious activities. I do that because WTRFA employees have First Amendment free exercise rights that we don't want to trample on by treating those employees differently than others.

Commented [EQ2]:

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l. Refusing to cooperate with a security investigation

m. Sending or posting chain letters, solicitations, or advertisements not related to business purposes or activities

n. Using the Internet for political causes or activities, religious activities, or any sort of gambling

o. Jeopardizing the security of the organization's electronic communications systems

p. Sending or posting messages that disparage another organization's products or services

q. Passing off personal views as representing those of the organization

r. Sending anonymous e-mail messages

s. Engaging in any other illegal activities

t. Plugging in or installing unauthorized devices on the West Thurston networks.

2.6 Computers, computer files, the e-mail system, and software furnished to employees are WTRFA property intended for business use. Employees should not use a password, access a file, or retrieve any stored communication without authorization. To ensure compliance with this policy, computer and e-mail usage may be monitored.

2.7 The department strives to maintain a workplace free of harassment and sensitive to the diversity of its employees. Therefore, the department prohibits the use of computers and the e-mail system in ways that are disruptive, offensive to others, or harmful to morale.

2.8 For example, the display or transmission of sexually explicit images, messages, and cartoons is not allowed. Other such misuse includes, but is not limited to, ethnic slurs, racial comments, off-color jokes, or anything that may be construed as harassment or showing disrespect for others.

WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Personnel – Career Employees Benefits, Leave, Disability and Shared Leave

Policy: 1.2021 Version: ~~2~~3 (*replaces policies 1.1018, 1.2015, 1.2016*)

Effect Date: ~~12/1/2019~~ 1/1/2021

Applies to: All Paid Career Employees

Policy Administrator: ~~Office Manager~~ Admin Services Director

1.0 POLICY:

1.1 It is the policy of West Thurston Regional Fire Authority that any career employee has the right to request leave, including an extended leave of absence. Requests for leave do not guarantee approval to use leave. Authorization to take leave is not a confirmation that the employee has adequate leave time.

1.2 Career Firefighters will receive benefits, and accrue/use leave, in accordance with the bargained labor agreement (unless otherwise noted) and with state/federal laws, including RCW 49.46.

1.3 Administrative, Exempt and Non-union permanent full-time employees will receive a benefits package consistent with the labor agreement, unless otherwise defined in a separate employment agreement. Permanent Part-time employees are eligible for group medical/dental/life/disability insurance and employer paid retirement and deferred compensation benefits. Part-time employees scheduled to work less than 15 days per month and/or less than 30 hours per week are eligible for only those benefits required by law.

1.4 Administrative, Exempt and Non-union employees will be awarded vacation, sick and other leave time consistent with this policy and individual employment agreements (if applicable) and state/federal laws, including RCW 49.46. Part-time permanent employees will accrue on a pro-rated basis.

1.5 The department will provide monthly notifications of leave accrued, taken and balances to each employee, in accordance with state rule.

2.0 RESPONSIBILITIES:

2.1 It is the responsibility of each member to understand and comply with this policy.

2.2 It is the responsibility of each supervisor to ensure their subordinates are compliant with this policy.

2.3 Employees are responsible for monitoring their leave balances and not exceeding the amounts available.

2.4 Supervisors must ensure that all personnel on extended leave return equipment, and that such equipment is properly inventoried, with documentation forwarded to proper personnel.

3.0 LEAVE POLICIES

3.1 BEREAVEMENT LEAVE:

3.1.a. For the death of an immediate family member, all Administrative, Exempt and Nonunion full-time employees are authorized 40 hours paid time off. Part-time employees will be authorized on a pro-rated basis.

3.1.b. For purposes of travel, an additional three days/shifts of paid sick leave may be considered for bereavement purposes.

3.2 CIVIL LEAVE:

3.2.a Employees summoned for jury duty or other civic leave related to a department matter will be granted paid leave for such service.

3.2.b. Employees will be paid their regular wage for civil leave, with any compensation received by the employee from their service to be remitted back to the department (excluding personal mileage reimbursement.)

3.2.c. Employees fully released from jury duty must report back to work or use accrued vacation leave for the time not worked post-release from jury duty.

3.3 COMPENSATORY TIME / OVERTIME:

3.3.a. Administrative, Exempt and Non-union employees may be considered exempt from FLSA section 13(a)(1) overtime requirements as documented by their job description and wage.

3.3.b. All FLSA-exempt employees are required to work or use paid leave for **at least** the minimum amount of work hours each month (160 – 184 hours, depending on the month) unless otherwise stated in a separate employment agreement.

3.3.c. FLSA-exempt employees who are scheduled to work additional hours may earn compensatory time at a rate of 1:1, or if the employee works out of their primary classification may be compensated at an overtime rate.

3.3.d. Overtime and Compensatory time for FLSA-exempt employees requires prior approval of the Fire Chief except under emergency conditions.

3.3.e. Compensatory time must be taken by the end of the month following the one in which it is earned or it will be forfeited unless specifically approved by the Fire Chief to carry-over.

3.3.f. Only salaried FLSA-exempt employees are eligible for compensatory time.

3.3.g. Employees will not be paid for unused compensatory time upon separation from service.

3.3.h. Overtime or extra hours worked, whether compensated or not, does not increase the amount of leave accumulated.

3.3.i. Exempt employees ~~on-call~~ will receive a minimum of 2 hours compensatory time for each call-back incident~~24 hours of on-call status when off- schedule, or 1.3 hours compensatory time for 24 hours of on-call status when on-schedule.~~

3.4 DISABILITY LEAVE:

3.4.a. Employees on long term disability leave (12 weeks or more) will be required to draw a minimum of fifty percent wage from their paid leave bank or work at least fifty percent of their regularly scheduled shifts to maintain other benefits including medical, dental, vacation and sick leave accrual.

3.4.b. Members will be notified of COBRA benefits as required by law, if necessary.

3.5 LEAVE OF ABSENCE and EXTENDED LEAVE

3.5.a. Requests for a leave of absence must be in writing to the Fire Chief, who will forward to the Board for consideration in cases not authorized in this policy. Generally, leave of absence requests to pursue outside employment will not be approved.

3.5.b Extended medical leave will be granted to an eligible employee up to a total of twelve weeks in accordance with the Family and Medical Leave Act of 1993 (29 USC 2601 et seq) and its implementing rules, 29 CFR Part 825, and additional amendments and subsequent regulations.

3.5.c. Employees who request an extended leave of absence anticipating to last more than six months, must make available all department owned equipment issued to the member. These include, but are not limited to; personal protective equipment, pagers, radios, phones, uniforms, badges, and department identification cards.

3.5.d. Career Firefighters on leave six months or longer will be required to demonstrate they are "fit-for-duty" relative to their employment classification. This includes fulfilling all entry level requirements prior to returning to work including: background, physical agility, drug screening, medical physical and all minimum training compliance requirements (fire and EMS). The employee will be responsible for all fees associated with return to work requirements.

3.6 LEAVE WITHOUT PAY:

3.6.a. Leave without pay may be granted for prolonged illness, maternity causes, educational pursuit, or other reasons as approved. Though the employee may retain his or her relative job status, no pay or other compensation is received during this leave.

3.6.b. Leave without pay may be allowed for any of the reasons referenced in Washington Administrative Code (WAC) 357-31-330.

3.7 MILITARY LEAVE

3.7.a. Military leave will be allowed in accordance with WAC 357-31-360 through 357-31-373.

3.7.b. An employee entering military service, U.S. Peace Corps, or U.S. Public Health Service for active duty is entitled to leave of absence without pay.

3.7.c. Any person who is a resident of this state or is employed within this state, and who voluntarily or upon order, vacates a position for service in the military, will be re-employed in accordance with RCW 73.16.033. The employee will be restored to his or her position, or one of similar classification and salary, if reinstatement is requested within 90 days after release from active duty.

3.7.d. Seniority dates, anniversary dates, unbroken service dates, leave accrual rates or incremental salary increase dates will not be adjusted while an employee is on military leave.

3.8 SICK LEAVE:

3.8.a. The department will notify employees of their rights to paid sick leave no later than March 1 of every year, in accordance with state rule.

3.8.b. Full-time Permanent Administrative, Exempt and Non-union employees will accumulate sick leave at the rate of 12 hours per month for the first year and 8 hours per month thereafter, unless bargained in a separate employment agreement. Part-time employees will accrue on a pro-rated basis.

3.8.c. Sick leave use will be allowed in accordance with RCW 49.46.210.

3.8.d. The department is prohibited from using an employee's use of sick leave as a negative factor in any employment action such as evaluation, promotion, or termination, or otherwise subject an employee to discipline for the exercise of any rights provided RCW 49.46.

3.8.e. Administrative, Exempt and Non-union employees may not accrue more than 1040 hours of sick leave unless bargained in a separate employment agreement.

3.8.f. If ill or injured, the employee is required to report any anticipated sick leave to the Department by phone or email as soon as practical.

3.8.g. Sick leave of more than three consecutive days may require verification that the use of paid sick leave was for an authorized purpose, as allowable under RCW 49.46.210(g).

3.8.h. Administrative, Exempt and Non-union employees shall be allowed the same sick leave benefits (leave donations and cash-out) as granted union members in the labor agreement unless otherwise bargained in a separate employment agreement.

~~3.8.h. Permanent Administrative, Exempt and Non-union employees are eligible for 8 hours additional vacation leave as a wellness incentive if sick leave is not used for a period of six months (periods defined as January-June and July-December). Part time employees will be eligible for a pro-rated accrual.~~

~~3.8.i. A shared sick leave bank is established for purposes of employees sharing sick leave.~~

~~3.8.j. Twice per year (January and June), employees may donate to the shared bank as long as they maintain a minimum of 300 hours in their personal sick leave bank.~~

~~3.8.k. The bank is shared hour for hour regardless of rank or rate of pay.~~

~~3.8.l. The Board will authorize shared sick leave bank access, and maximum annual contributions. The Board may impose a Shared Leave Bank cap and may establish limitations to each request.~~

~~3.8.m. In no case may employees separating from service be authorized to grant sick leave to the bank within one year of separation of service.~~

~~3.8.n. Employees must exhaust all leave prior to the Board consideration of bank access.~~

~~3.8.o. Employees will utilize their short and long term disability and may request bank access up to 100% of their full wage, less disability and/or any other time loss compensation. A personal financial report may be required by the Board to determine authorization and limitations.~~

~~3.8.p. No employee may profit from the shared leave bank. The intent of the shared bank is to temporarily assist an employee in need to maintain typical wages.~~

3.9 VACATION LEAVE:

3.9.a. Full-time, Permanent Administrative, Exempt and Non-union employees will accumulate Vacation leave at the rates outlined below unless otherwise stated in a separate employment agreement (permanent part time employees will accrue on a pro-rated basis):

Year 1= 96 hours	Year 4,5,6,7 = 124	Year 12 =144	Year 15 = 168
Year 2 =104	Year 8,9,10 = 128	Year 13 =152	Year 16 plus = 176
Year 3 =112	Year 11= 136	Year 14 =160	

3.9.b. Vacation Accrual Rates are based on consecutive full-time employment, and will be credited monthly.

3.9.c. No employee may accrue more than 240 hours of vacation leave unless otherwise stated in a separate employment agreement. An employee who attains the maximum allowable hours will be allowed a thirty day grace period to use any leave in excess of the maximum. Employees nearing the vacation cap may be required to take scheduled time off by the Fire Chief or designee.

3.9.d. Upon termination of service, accumulated vacation leave not to exceed 240 hours will be paid to the employee.

3.9.e. Vacation leave must be scheduled in advance through the employee's supervisor.

4.0 DEFINITIONS:

Benefit Package: For purposes of this policy, a benefits package includes group medical/dental/vision/life insurance, disability insurance, VEBA, deferred compensation, longevity pay, holidays and personal leave. Permanent full-time employees may elect a proportionate amount to be applied to another benefit in lieu of MERP or other benefit contained in the labor agreement to which they are not entitled.

Family Member: For purposes of this policy, a family member is defined in accordance with RCW 49.46.210(2)) and RCW 49.12.265

Permanent Full Time Employee: A salaried (exempt) employee with supervisor, management, administrative or executive duties working or scheduled to work an average 40 hours per week.

Permanent Part Time Employee: A non-response, non-suppression, nonemergency functions, non-supervisory, non-management or non-executive administrative employee who is scheduled more than 15 days a month and at least 30 hours or more per week and fulfills essential functions as defined by the Employer.

Temporary/Seasonal Employee: A non-response, non-suppression, non-emergency functions, non-supervisory, non-management or non-executive administrative employee who is hired to cover for absent administrative employees (such as those who are on maternity or disability leave), or to fill gaps in the Department's nonunion workforce. Temporary employees may work full or part-time, and may work for more than one agency at a time. Temporary employees are not entitled to any employer paid benefits or leave except as provided in accordance with RCW 49.46.

Memorandum of Understanding

By and Between
West Thurston Regional Fire Authority
& IAFF Local 3825

This Memorandum of Understanding ("MOU") is entered into this 15TH day of December, 2020, by and between West Thurston Regional Fire Authority, herein after referred to as "RFA", and IAFF Local 3825, herein after referred to as "Union".

WHEREAS, The RFA and the Union believe it is in their best interest to enter into an agreement authorizing the utilization of a temporary employee, and in conformance of the current agreement Article 16.

Further, the Union and the Agency agree to the following conditions:

1. A Temporary Employee will be utilized to fill for Mike Peoples who will be on extended leave eight or more shifts.

2. The term of this agreement is up to 10 pay periods (months) and will end upon the return of the injured FTE.

3. The Temporary employee will not be offered overtime prior to FTE's unless it is a short term – (holding over) to complete an assigned shift or no FTE is available.

4. The Temporary employee will receive no less than state minimum wage ($13.50) and shall not exceed 75% of step 1 Firefighter wage ($21.03) as outlined in Appendix A The temporary position does not qualify for FTE benefits as outlined in the CBA.

Dated this 15TH day of DECEMBER, 2020, Olympia, WA

For West Thurston Regional Fire Authority:

WTRFA Board Chair
West Thurston Regional Fire Authority

Russ Kaleiwahea, Fire Chief
West Thurston Regional Fire Authority

For the International Association of Firefighters, Local 3825:

Isaac Garza
WTRFA Bargaining Unit Representative
IAFF Local 3825

Charles Jones, President
IAFF 3825

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

December 14th, 2020

Chairman, Harry Pickernell, Sr.
Confederated Tribes of The Chehalis Reservation
P.O. BOX 536, Oakville, WA 98568

Re: Fire and Emergency Medical Protection Agreement

Dear Chairman Pickernell:

In response to your letter (December 1st, 2020) I am also hopeful in resolving our dispute amicably. As I understand it, the Confederated Tribes of the Chehalis (Tribe) is willing to enter into further negotiations for a new Fire and Emergency Medical Protection Agreement. The Tribe is also willing to enter mediation to assist us in reaching agreement.

With the promise of negotiation and mediation toward an amicable Fire and Emergency Medical Protection Agreement, West Thurston Regional Fire Authority (WTRFA) will continue to fulfill our fire and emergency medical service delivery mission to all Tribal Properties under the arrangement of the expired contract. We acknowledge the Chehalis Tribe's 4th quarter payment ($50,000) and will accept that as we progress toward reaching an agreement.

As expressed in my letter (November 16th, 2020), WTRFA has a long, proud, and successful (mission driven) history of saving lives and property in all regions of our emergency response jurisdiction. WTRFA develops, manages, and deploys the emergency service resources granted by the people to serve the emergency service needs in the communities within our jurisdiction (including Grand Mound, Rochester, and the Chehalis Tribe). WTRFA unequivocally recognizes that utilizing these local emergency service resources first, best serve the interest of public safety overall, considering the health, safety and welfare of all persons residing in, visiting, or owning property within the WTRFA jurisdiction.

The WTRFA emergency service resources are developed with the support of all property/business owners, with the intent of serving the fire and emergency medical service needs to all people of the region, including all tribal-owned properties within the WTRFA jurisdiction. Therefore, WTRFA will only consider an agreement that recognizes, that this fire department is the exclusive provider of such services (fire and emergency medical) to all tribal-owned properties within the WTRFA jurisdiction. WTRFA believes, that if the Tribe elects to contract for emergency services with other agencies, public or private, (within the WTRFA jurisdiction) that will introduce confusion, delay, and threaten emergency response standards and the 911 system, thereby, risking lives and property. Therefore, unless the Tribe concurs with this basic premise of exclusively contracting with WTRFA for all tribal properties within our jurisdiction, we may not be able to engage in fruitful negotiations or mediation, please advise.

Finally, its important to note that throughout our service history, the fire department has always recognized the Tribe's (tax exempt) sovereign status, and because of that recognition we mutually agreed to a cost-per-incident formula that was in place until the Tribes negotiating team rejected the cost-based formula.

Sincerely,

Russell E. Kaleiwahea
Fire Chief-West Thurston Regional Fire Authority

Chief Kaleiwahea

From: Chief Kaleiwahea
Sent: Thursday, January 7, 2021 1:36 PM
To: Pam Laymon; Calvin Dahl
Subject: RE: FW: Maytown Fire Department

Given the emergent nature, I'm certain that all reasonable people will agree that this is critical infrastructure to public safety, and therefore exploratory drilling is necessary. I want to commence exploratory drilling ASAP. WTRFA will seek full compliance once we find water.

Russ

Chief Russell Kaleiwahea
West Thurston Regional Fire Authority
10828 Littlerock Rd. SW
Olympia Wa. 98512
(360) 352-1614
russ.kaleiwahea@westthurstonfire.org

From: Pam Laymon <advanceddrilling@gmail.com>
Sent: Thursday, January 7, 2021 11:39 AM
To: Chief Kaleiwahea <russ.kaleiwahea@westthurstonfire.org>; Calvin Dahl <cdahl@nwgreenhomes.net>
Subject: Fwd: FW: Maytown Fire Department

---------- Forwarded message ---------
From: **Pearch, John (ECY)** <JOPE461@ecy.wa.gov>
Date: Tue, Jan 5, 2021 at 12:26 PM
Subject: FW: Maytown Fire Department
To: advanceddrilling@gmail.com <advanceddrilling@gmail.com>
Cc: kennys@co.thurston.wa.us <kennys@co.thurston.wa.us>, Malone, Scott (ECY) <scma461@ecy.wa.gov>, Gallagher, Mike (ECY) <MGAL461@ecy.wa.gov>

Rob and Pam,

Ecology do not have authority over locating public water supply wells. This is regulated by the local health department, in this case Thurston County.

See the highlighted section below.

is provided that demonstrates the construction and operation of the well adjacent to the landfill will not further degrade the environment and will not cause a public health risk.

(c) All public water supply well locations shall be approved by the department of health or the local health jurisdiction or other department of health designee.

(i) Before construction begins, final site approval must be obtained from the department of health or the local health jurisdiction.

(ii) The requirements of the state board of health regulation regarding public water supplies shall apply.

(iii) This regulation includes requirements for zones of protection, location of the well, accessibility features, and certain construction requirements.

(4) In siting a well, the driller shall consider:

(a) All local and state water well construction regulations, policies, and ordinances;

(b) Permeability of the soil or rock;

(c) Adjacent land uses;

(d) Local groundwater conditions; and

(e) End use of the well.

(5) Before construction, the water well operator should strongly emphasize to the well owner, the importance of retaining good accessibility to the well to permit future inspection, maintenance, supplementary construction, and decommissioning.

John Pearch, LHG
Hydrogeologist and Well Construction Coordinator
Southwest Regional Office - Water Resources Program
Department of Ecology
PO Box 47775 Olympia, WA 98504-7775
Cell Phone: 360-791-7666

Email: JOPE461@ecy.wa.gov

From: Pam Laymon [mailto:advanceddrilling@gmail.com]
Sent: Tuesday, January 5, 2021 11:49 AM
To: Pearch, John (ECY) <JOPE461@ECY.WA.GOV>
Subject: Maytown Fire Department

THIS EMAIL ORIGINATED FROM OUTSIDE THE WASHINGTON STATE EMAIL SYSTEM - Take caution not to open attachments or links unless you know the sender AND were expecting the attachment or the link

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
December 2020 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
12/01/2020	**Beginning Cash Balance**	**$5,603,081.95**	
	Receipts/Deposits/Refunds:		
12/01/2020	District Deposit $2,687.08 / 6701	2,687.08	
12/01/2020	District Deposit $2,920.05 / 6701	2,920.05	
12/01/2020	District Deposit $213.96 / 6701	213.96	
12/02/2020	District Deposit $1,570.09 / 6701	1,570.09	
12/02/2020	District Deposit $649.35 / 6701	649.35	
12/03/2020	Credit Card Deposit $10.00 / 6701	10.00	
12/04/2020	District Deposit $509.79 / 6701	509.79	
12/08/2020	District Deposit $6,286.45 / 6701	6,286.45	
12/09/2020	District Deposit $1,680.75 / 6701	1,680.75	
12/09/2020	District Deposit $2,111.91 / 6701	2,111.91	
12/09/2020	District Deposit $36,003.48 / 6701	36,003.48	
12/10/2020	Credit Card Deposit $15.00 / 6701	15.00	
12/10/2020	District Deposit $358.52 / 6701	358.52	
12/10/2020	District Deposit $884.40 / 6701	884.40	
12/10/2020	Interest on Tax Refunds	(19.85)	
12/11/2020	Credit Card Deposit $463.87 / 6701	463.87	
12/11/2020	District Deposit $16,111.92 / 6701	16,111.92	
12/14/2020	District Deposit $12,362.06 / 6701	12,362.06	
12/15/2020	District Deposit $393.35 / 6701	393.35	
12/15/2020	District Deposit $50,624.24 / 6701	50,624.24	
12/15/2020	District Deposit $745.52 / 6701	745.52	
12/16/2020	District Deposit $1,833.01 / 6701	1,833.01	
12/16/2020	District Deposit $2,932.60 / 6701	2,932.60	
12/17/2020	District Deposit $282.10 / 6701	282.10	
12/18/2020	District Deposit $5,957.55 / 6701	5,957.55	
12/18/2020	Payment in Lieu of Tax	661.10	
12/21/2020	District Deposit $3,799.17 / 6701	3,799.17	
12/23/2020	District Deposit $1,022.49 / 6701	1,022.49	
12/23/2020	District Deposit $1,248.27 / 6701	1,248.27	
12/23/2020	District Deposit $1,367.45 / 6701	1,367.45	
12/28/2020	Credit Card Deposit $305.00 / 6701	305.00	
12/28/2020	District Deposit $1,282.50 / 6701	1,282.50	
12/28/2020	District Deposit $12,820.10 / 6701	12,820.10	
12/28/2020	District Deposit $927.60 / 6701	927.60	
12/29/2020	Credit Card Deposit $108.12 / 6701	108.12	
12/29/2020	District Deposit $397.47 / 6701	397.47	
12/30/2020	Credit Card Deposit $50.00 / 6701	50.00	
12/30/2020	District Deposit $1,090.69 / 6701	1,090.69	
12/30/2020	District Deposit $2,118.44 / 6701	2,118.44	
12/30/2020	District Deposit $343.78 / 6701	343.78	
12/30/2020	District Deposit $800.41 / 6701	800.41	
12/31/2020	District Deposit $4,552.89 / 6701	4,552.89	
12/31/2020	Leasehold Excise Tax	88.70	
12/31/2020	Tax & Assessment Receipts	14,696.92	
12/31/2020	Interest Paid	4,528.14	
	Total Deposits	**$199,796.44**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
12/01/2020	Transfer	(8,959.77)	

Reviewed by:

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
December 2020 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

12/15/2020	Electronic Disbursement	(13,172.15)	
12/16/2020	Electronic Disbursement	(25,626.65)	
12/16/2020	Issued Warrants	(273,927.71)	
12/31/2020	Electronic Disbursement	(288,902.79)	
	Total Warrants and Electronic Disbursements	**($610,589.07)**	
12/31/2020	**Ending Cash Balance**	**$5,192,289.32**	✓

Warrant Activity

12/01/2020	**Beginning Warrants Outstanding**	**$21,073.18**
	Total Warrants Issued	273,927.71
	Total Warrants Redeemed	(268,610.88)
	Total Warrants Voided	-
12/31/2020	**Ending Warrants Outstanding**	**$26,390.01**

Investment Activity

12/01/2020	**Beginning Interest Receivable**	**$8,805.34**
	Interest Earned	3,199.50
	Cash Paid	(4,528.14)
12/31/2020	**Ending Interest Receivable**	**$7,476.70**

TCIP Yield (used to calculate interest earnings)	0.68%
LGIP Yield (budget benchmark)	0.15%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
December 2020 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
12/01/2020	**Beginning Cash Balance**	**$1,300,776.58**	
	Receipts/Deposits/Refunds:		
12/01/2020	Transfer	8,959.77	
12/10/2020	Interest on Tax Refunds	(3.54)	
12/18/2020	Payment in Lieu of Tax	68.15	
12/31/2020	Tax & Assessment Receipts	1,928.62	
12/31/2020	Interest Paid	779.41	
	Total Deposits	**$11,732.41**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
12/01/2020	Debt Payment	(818,834.77)	
	Total Warrants and Electronic Disbursements	**($818,834.77)**	
12/31/2020	**Ending Cash Balance**	**$493,674.22**	

Warrant Activity

12/01/2020	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
12/31/2020	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

12/01/2020	**Beginning Interest Receivable**	**$1,781.98**
	Interest Earned	284.36
	Cash Paid	(779.41)
12/31/2020	**Ending Interest Receivable**	**$1,286.93**

TCIP Yield (used to calculate interest earnings)	0.68%
LGIP Yield (budget benchmark)	0.15%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
December 2020 Statement
West Thurston Regional Fire Authority
Fund 67A3 - W THURSTON RFA CAPITAL PROJ

Cash Activity

Date	Description	Amount	Notes
12/01/2020	**Beginning Cash Balance**	$0.00	
	Receipts/Deposits/Refunds:		
	No Activity		
	Total Deposits	$0.00	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	$0.00	
12/31/2020	**Ending Cash Balance**	$0.00	

Warrant Activity

12/01/2020	**Beginning Warrants Outstanding**	$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
12/31/2020	**Ending Warrants Outstanding**	$0.00

Investment Activity

12/01/2020	**Beginning Interest Receivable**	$0.00
	Interest Earned	-
	Cash Paid	-
12/31/2020	**Ending Interest Receivable**	$0.00

TCIP Yield (used to calculate interest earnings)	0.68%
LGIP Yield (budget benchmark)	0.15%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
December 2020 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
12/01/2020	**Beginning Cash Balance**	**$669,109.01**	
	Receipts/Deposits/Refunds:		
12/31/2020	Interest Paid	632.79	
	Total Deposits	**$632.79**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	**$0.00**	
12/31/2020	**Ending Cash Balance**	**$669,741.80**	✓

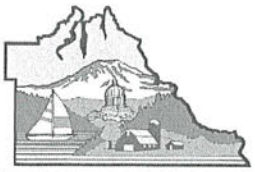
Warrant Activity

12/01/2020	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
12/31/2020	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

12/01/2020	**Beginning Interest Receivable**	**$1,290.10**
	Interest Earned	387.52
	Cash Paid	(632.79)
12/31/2020	**Ending Interest Receivable**	**$1,044.83**

TCIP Yield (used to calculate interest earnings)	0.68%
LGIP Yield (budget benchmark)	0.15%



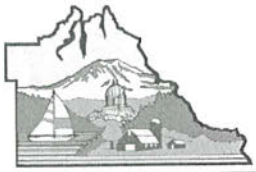
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 12-01-2020 To 12-31-2020

District: W THURSTON RFA

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund:	67A0 W THURSTON RFA GENERAL FUND				
2019	67A00000121100	$0.01	$0.00	$0.00	$0.01
2018	67A00000121100	$13,340.69	($86.81)	$441.14	$12,812.74
2017	67A00000121100	$1,033.29	$0.00	$204.77	$828.52
2016	67A00000121100	$401.79	$0.00	$0.00	$401.79
2015	67A00000121100	$358.51	$0.00	$0.00	$358.51
2014	67A00000121100	$372.57	$0.00	$0.00	$372.57
2013	67A00000121100	$232.02	$0.00	$20.76	$211.26
2012	67A00000121100	$179.05	$0.00	$0.00	$179.05
2011	67A00000121100	($0.46)	$0.00	$0.00	($0.46)
	Fund Total:	$15,917.47	($86.81)	$666.67	$15,163.99
Fund:	67A6 W THURSTON RFA M&O FUND				
2015	67A60000121100	$79.42	$0.00	$0.00	$79.42
	Fund Total:	$79.42	$0.00	$0.00	$79.42
	District Total:	$15,996.89	($86.81)	$666.67	$15,243.41



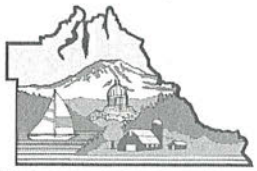
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 12-01-2020 To 12-31-2020

District: FIRE DISTRICT #01

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund:	6610 EXPENSE FUND/ROCHESTER FD #1				
2020	66100000121100	$37,927.74	$250.21	$3,593.50	$34,584.45
2019	66100000121100	$12,811.06	($214.59)	($45.50)	$12,641.97
2011	66100000121100	($0.01)	$0.00	$0.00	($0.01)
2010	66100000121100	$0.10	$0.00	$0.00	$0.10
2009	66100000121100	$0.14	$0.00	$0.00	$0.14
2008	66100000121100	$0.01	$0.00	$0.00	$0.01
2007	66100000121100	$0.06	$0.00	$0.00	$0.06
2006	66100000121100	$0.19	$0.00	$0.00	$0.19
2005	66100000121100	($0.04)	$0.00	$0.00	($0.04)
2004	66100000121100	($0.06)	$0.00	$0.00	($0.06)
2003	66100000121100	($0.09)	$0.00	$0.00	($0.09)
2001	66100000121100	$0.04	$0.00	$0.00	$0.04
	Fund Total:	$50,739.14	$35.62	$3,548.00	$47,226.76
Fund:	6614 F.D.#1 BOND ROCHESTER				
2020	66140000121100	$12,882.74	($45.11)	$1,068.25	$11,769.38
2019	66140000121100	$4,152.02	($109.82)	($57.37)	$4,099.57
2018	66140000121100	$2,699.62	($71.28)	($29.14)	$2,657.48
2017	66140000121100	$149.44	$0.00	$0.00	$149.44
2016	66140000121100	$112.17	$0.00	$0.00	$112.17
2015	66140000121100	$105.11	$0.00	$0.00	$105.11
2014	66140000121100	$115.35	$0.00	$0.00	$115.35
2013	66140000121100	$12.77	$0.00	$6.76	$6.01
2012	66140000121100	($0.12)	$0.00	$0.00	($0.12)
2011	66140000121100	$0.01	$0.00	$0.00	$0.01
2010	66140000121100	$0.03	$0.00	$0.00	$0.03
2009	66140000121100	$0.09	$0.00	$0.00	$0.09
2008	66140000121100	$0.05	$0.00	$0.00	$0.05
2007	66140000121100	($0.17)	$0.00	$0.00	($0.17)
	Fund Total:	$20,229.11	($226.21)	$988.50	$19,014.40
Fund:	6615 F.D.#1 M&O ROCHESTER				
2020	66150000121100	$27,867.02	($97.59)	$2,311.13	$25,458.30
2019	66150000121100	$4,981.81	($131.77)	($68.84)	$4,918.88
2018	66150000121100	$3,351.72	($88.49)	($36.17)	$3,299.40
2017	66150000121100	$202.50	$0.00	$0.00	$202.50
	Fund Total:	$36,403.05	($317.85)	$2,206.12	$33,879.08
	District Total:	$107,371.30	($508.44)	$6,742.62	$100,120.24



THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 12-01-2020 To 12-31-2020

District: FIRE DISTRICT #11

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund:	6710 EXPENSE FUND/LITTLEROCK FD#11				
2020	67100000121100	$38,351.55	($311.18)	$4,280.10	$33,760.27
2019	67100000121100	$11,140.20	$0.00	$435.65	$10,704.55
2012	67100000121100	($0.01)	$0.00	$0.00	($0.01)
2011	67100000121100	$0.02	$0.00	$0.00	$0.02
2010	67100000121100	$0.02	$0.00	$0.00	$0.02
2009	67100000121100	($0.05)	$0.00	$0.00	($0.05)
2008	67100000121100	($0.08)	$0.00	$0.00	($0.08)
2007	67100000121100	$0.02	$0.00	$0.00	$0.02
2006	67100000121100	$0.09	$0.00	$0.00	$0.09
2005	67100000121100	$0.12	$0.00	$0.00	$0.12
2004	67100000121100	$0.15	$0.00	$0.00	$0.15
2003	67100000121100	$0.16	$0.00	$0.00	$0.16
2002	67100000121100	($0.08)	$0.00	$0.00	($0.08)
2001	67100000121100	($0.03)	$0.00	$0.00	($0.03)
	Fund Total:	$49,492.08	($311.18)	$4,715.75	$44,465.15
Fund:	6712 BOND DEBT SERVICE FUND/FD #11				
2020	67120000121100	$6,881.91	($84.25)	$742.17	$6,055.49
2019	67120000121100	$1,971.02	$0.00	$79.09	$1,891.93
2018	67120000121100	$1,126.40	$0.00	$80.77	$1,045.63
2017	67120000121100	$96.89	$0.00	$38.09	$58.80
2016	67120000121100	$1.89	$0.00	$0.00	$1.89
2015	67120000121100	$2.85	$0.00	$0.00	$2.85
2014	67120000121100	$3.20	$0.00	$0.00	$3.20
2013	67120000121100	$42.91	$0.00	$0.00	$42.91
2012	67120000121100	$34.24	$0.00	$0.00	$34.24
2011	67120000121100	$0.19	$0.00	$0.00	$0.19
2010	67120000121100	$0.03	$0.00	$0.00	$0.03
2008	67120000121100	$0.11	$0.00	$0.00	$0.11
2007	67120000121100	($0.02)	$0.00	$0.00	($0.02)
2006	67120000121100	($0.07)	$0.00	$0.00	($0.07)
2005	67120000121100	$0.20	$0.00	$0.00	$0.20
2004	67120000121100	($0.13)	$0.00	$0.00	($0.13)
2003	67120000121100	$0.12	$0.00	$0.00	$0.12
2002	67120000121100	$0.09	$0.00	$0.00	$0.09
2001	67120000121100	$0.01	$0.00	$0.00	$0.01
	Fund Total:	$10,161.84	($84.25)	$940.12	$9,137.47
Fund:	6715 M&O FUND/LITTLEROCK FD #11				
2020	67150000121100	$28,950.56	($354.76)	$3,124.97	$25,470.83
2019	67150000121100	$4,228.28	$0.00	$170.01	$4,058.27
2018	67150000121100	$2,450.32	$0.00	$176.54	$2,273.78
2017	67150000121100	$226.19	$0.00	$88.86	$137.33
	Fund Total:	$35,855.35	($354.76)	$3,560.38	$31,940.21
	District Total:	$95,509.27	($750.19)	$9,216.25	$85,542.83

West Thurston Regional Fire Authority
Budget Report as of: **Jan-21**

8% of Year Expended

Account	Title	January	*PENDING*	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
	GENERAL FUND								
308 91 00 000	Beg Bal-Unresv GF 67A0			-	(408,500)		(408,500)	**(408,500)**	
308 91 00 001	Beg Bal-Oper Res 67A0			-	2,972,000		2,972,000	**2,972,000**	
308 91 00 007	Beg Bal-Wildland Res 67A0			-			-	**-**	
308 91 00 018	Beg Bal-GEMT Res 67A0			-	400,000		400,000	**400,000**	
308 91 00 020	Beg Bal-SCBA Res 67A0			-	96,000		96,000	**96,000**	
308 91 00 050	Beg Bal-Facility Res 67A0			-	250,000		250,000	**250,000**	
308 91 00 060	Beg Bal-Apparatus Res 67A0			-	62,500		62,500	**62,500**	
308 91 00 999	Beg Bal-Petty Cash						-		
	BEGINNING BALANCES	**-**		**-**	**3,372,000**	**-**	**3,372,000**	**3,372,000**	
311 11 00 000	Property Tax			-				**-**	
311 11 01 001	Property Tax-Regular District #1			-	1,655,668		1,655,668	**1,655,668**	
311 11 01 003	Property Tax-M&O #1 6615			-	1,195,517		1,195,517	**1,195,517**	
311 11 02 001	Property Tax-Regular District #11			-	1,631,307		1,631,307	**1,631,307**	
311 11 02 003	Property Tax-M&O #11 6715			-	1,245,031		1,245,031	**1,245,031**	
311 11 03 000	Property Tax-M&O			-			-	**-**	
311 30 00 000	Sale of Tax Title Property GF			-			-	**-**	
332 92 10 000	COVID-19 Nongrant Assistance			-			-	**-**	
332 93 40 018	GEMT			-	292,000		292,000	**292,000**	
334 01 80 000	State Grant-Military Dept			-			-	**-**	
334 02 30 007	State Grant - DNR Wildland			-			-	**-**	
334 04 90 000	State Grant-Dept Of Health			-	1,200		1,200	**1,200**	
334 06 90 000	State Grant-Other			-			-	**-**	
335 02 33 000	DNR Timber Trust 2 - State Forest			-			-	**-**	
336 02 31 000	DNR PILT NAP/NRCA			-			-	**-**	
337 00 00 000	Interlocal Grants *(incl. Timber Harvest Tax & Medic 1 BLS support)*			-	49,250		49,250	**49,250**	
341 81 00 000	Printing & Duplicating Services			-			-	**-**	
342 21 00 000	Mobilizations			-			-	**-**	
342 21 01 000	Intergov't/Tribal			-	170,726		170,726	**170,726**	
342 60 00 000	Ambulance & Emer Aid Fees			-	365,500		365,500	**365,500**	
361 40 00 000	Other Interest			-	20,000		20,000	**20,000**	
362 00 00 000	Space & Fac Leases (short and long-term)			-	48,077		48,077	**48,077**	
367 00 00 000	Contributions And Donations From Private Sources (XX)			-			-	**-**	
369 10 00 000	Sale Of Surplus			-			-	**-**	
369 91 00 001	Misc Revenue - Incident Cost Recovery			-	8,000		8,000	**8,000**	
369 91 00 002	Misc Revenue - Prior Year			-			-	**-**	
369 91 00 003	Misc Revenue - Fuel Tax Refunds			-			-	**-**	
369 91 00 004	Misc Revenue - Other			-			-	**-**	
382 90 00 000	Other-Sales Tax			-			-	**-**	
389 90 00 000	Suspense (cancelled warrants, pending deposits)			-			-	**-**	
391 90 00 000	Long Term Debt Issuance			-	204,722		204,722	**204,722**	
392 00 00 000	Premiums on Bonds			-			-	**-**	
395 10 00 000	Sale Of Assets			-			-	**-**	
395 20 00 000	Insurance Recovery			-			-	**-**	
397 00 00 000	Transfers In			-			-	**-**	
	TOTAL REVENUE	**-**		**-**	**6,886,998**	**-**	**6,886,998**	**6,886,998**	**0%**
	TOTAL FUNDS AVAILABLE				**10,258,998**	**-**	**10,258,998**	**10,258,998**	
522 10 10 000	Admin-Salaries-Commissioner	1,321		**1,321**	**27,648**		27,648	**26,327**	
522 10 10 001	Admin-Salaries-Admin	51,648		**51,648**	**669,817**		669,817	**618,169**	
522 10 10 004	Admin-Salaries-Temporary Adm	813		**813**	**59,754**		59,754	**58,941**	
522 10 20 000	Admin-Benefits-Commissioner	113		**113**	**2,239**		2,239	**2,126**	
522 10 20 001	Admin-Benefits-Admin	21,284		**21,284**	**254,515**		254,515	**233,231**	
522 10 20 004	Admin-Benefits-Temporary Adm	78		**78**	**8,651**		8,651	**8,573**	
522 10 31 001	Admin-Office & Oper Supplies	190		**190**	**6,000**		6,000	**5,810**	
522 10 35 001	Admin-Minor Equip (noninv)	440		**440**	**7,320**		7,320	**6,880**	
522 10 35 003	Admin-Small & Attractive Assets (inventoria	-		-	**15,000**		15,000	**15,000**	
522 10 35 004	Admin-Software	5,321		**5,321**	**42,735**		42,735	**37,414**	
522 10 41 001	Admin-Prof Services	18,869		**18,869**	**124,830**		124,830	**105,961**	
522 10 42 000	Admin-Communication	103		**103**	**1,200**		1,200	**1,097**	
522 10 44 000	Admin-Advertising	-		-	**500**		500	**500**	
522 10 46 000	Admin-Insurance	159		**159**	**75,450**		75,450	**75,291**	
522 10 48 003	Admin-Equipment Maint	-		-	**4,340**		4,340	**4,340**	
522 10 49 000	Admin-Misc-Commissioner	26		**26**	**9,383**		9,383	**9,357**	
522 10 49 001	Admin-Misc-Admin	415		**415**	**6,355**		6,355	**5,940**	
522 10 49 023	Admin-Dues & Membership	5,020		**5,020**	**12,840**		12,840	**7,820**	
522 10 49 024	Admin-Elections	-		-	**10,000**		10,000	**10,000**	
522 20 10 001	Suppr-Salaries-Career FF	237,822		**237,822**	**2,831,650**		2,831,650	**2,593,828**	
522 20 10 002	Suppr-Salaries-Vol Pts	6,372		**6,372**	**113,394**		113,394	**107,022**	
522 20 10 003	Suppr-Salaries-Mobe OT	-		-			-	**-**	
522 20 10 008	Suppr-Salaries-Training OT	-		-	**24,033**		24,033	**24,033**	
522 20 10 019	Suppr-Salaries-COVID 19 OT	3,419		**3,419**			-	**(3,419)**	
522 20 20 001	Suppr-Benefits-Career FF	112,951		**112,951**	**1,232,047**		1,232,047	**1,119,096**	
522 20 20 002	Suppr-Benefits-Volunteer	589		**589**	**17,117**		17,117	**16,528**	
522 20 20 003	Suppr-Benefits-Mobe OT	-		-			-	**-**	
522 20 20 008	Suppr-Benefits-Training OT	-		-	**1,629**		1,629	**1,629**	

Account	Title	January	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
522 20 20 019	Suppr-Benefits-COVID 19 OT	225		**225**			-	**(225)**	
522 20 31 001	Suppr-Bunker Gear/PPE	185		**185**	**49,776**		49,776	**49,591**	
522 20 31 002	Suppr-Uniforms	2,135		**2,135**	**25,000**		25,000	**22,865**	
522 20 31 003	Suppr-Rehab Supplies	-		**-**	**1,500**		1,500	**1,500**	
522 20 31 019	Suppr-COVID 19 PPE Supplies	-		**-**			-	**-**	
522 20 35 000	Suppr-Small Tools	550		**550**	**5,000**		5,000	**4,450**	
522 20 35 001	Suppr-Minor Equipment	1,567		**1,567**	**30,000**		30,000	**28,433**	
522 20 35 002	Suppr-Health & Wellness Equip	-		**-**	**5,000**		5,000	**5,000**	
522 20 35 003	Suppr-Small & Attractive Assets (inventoria	193		**193**			-	**(193)**	
522 20 35 004	Suppr-EMS Supplies	-		**-**	**9,000**		9,000	**9,000**	
522 20 35 007	Suppr-Wildland tools/gear	-		**-**			-	**-**	
522 20 42 000	Suppr-Comm/Modems	1,148		**1,148**	**18,000**		18,000	**16,852**	
522 20 44 000	Suppr-Advertising	-		**-**	**500**		500	**500**	
522 20 45 000	Medical Costs	497		**497**	**35,200**		35,200	**34,703**	
522 20 45 019	Medical Costs - COVID-19	-		**-**			-	**-**	
~~522 20 46 000~~	~~Suppr-Insurance~~	-		**-**			-	**-**	
522 20 49 000	Suppr-Miscellaneous	259		**259**	**16,950**		16,950	**16,691**	
~~522 20 49 002~~	~~Suppr-Misc-Volunteer~~			**-**			-	**-**	
522 30 10 000	Fire Inv-Salaries	5		**5**	**8,000**		8,000	**7,995**	
522 30 20 000	Fire Inv-Benefits	21		**21**	**612**		612	**591**	
522 30 35 000	Fire Prev-Pub Ed (public)	61		**61**	**8,100**		8,100	**8,039**	
522 30 41 001	Fire Inv-Professional Svcs	-		**-**	**9,750**		9,750	**9,750**	
522 30 41 003	Fire Inv-Small & Attractive Assets (inventori	-		**-**	-		-	**-**	
522 45 31 000	Training-Supplies	-		**-**	**8,000**		8,000	**8,000**	
522 45 35 000	Training-Pub Ed/EMS (dept)	-		**-**	**1,500**		1,500	**1,500**	
522 45 43 000	Training-Travel/Registrations (Fire)	4,192		**4,192**	**51,550**		51,550	**47,358**	
522 45 43 001	Training Reimb-Residents	-		**-**	**25,000**		25,000	**25,000**	
522 45 43 002	Training-Travel/Registrations (EMS)	-		**-**	**4,000**		4,000	**4,000**	
522 45 43 003	Training-Travel/Registrations (Peer Support)			**-**	**3,000**		3,000	**3,000**	
522 50 31 000	Facilities-Operating Supplies General	1,324		**1,324**	**23,750**		23,750	**22,426**	
522 50 31 001	Facilities Station 1-1 Kitchen	1,597		**1,597**	**250**		250	**(1,347)**	
522 50 31 002	Facilities Station 1-2 Kitchen	-		**-**	**250**		250	**250**	
522 50 31 003	Facilities Station 1-3 Kitchen	-		**-**	**250**		250	**250**	
522 50 31 004	Facilities Station 1-4 Kitchen	-		**-**	**250**		250	**250**	
522 50 31 005	Facilities Station 1-6 Kitchen	-		**-**	**250**		250	**250**	
522 50 31 019	Facilities COVID 19	19		**19**			-	**(19)**	
522 50 32 000	Facilities-Heating Fuels	8,122		**8,122**	**40,000**		40,000	**31,878**	
522 50 32 001	Facilities-Water	392		**392**	**5,500**		5,500	**5,108**	
522 50 42 000	Facilities-Phone/Cable	1,314		**1,314**	**16,000**		16,000	**14,686**	
522 50 47 000	Facilities-Electricity	4,323		**4,323**	**48,900**		48,900	**44,577**	
522 50 47 001	Facilities-Garbage	328		**328**	**4,600**		4,600	**4,272**	
522 50 48 000	Facilities-Repairs & Maint	15,913		**15,913**	**221,810**		221,810	**205,897**	
522 60 32 000	Vehicle & Equip-Fuel	2,960		**2,960**	**50,500**		50,500	**47,540**	
522 60 48 000	Vehicle & Equip-Repairs & Maint	10,593		**10,593**	**333,064**		333,064	**322,471**	
586 00 00 000	Refunds/Fund Bal Adjusts			**-**			-	**-**	
589 90 00 000	Payroll Clearing	5,283		**5,283**			-	**(5,283)**	
589 90 00 001	Payroll Draw Clearing	-		**-**			-	**-**	
592 22 80 000	Debt Related Costs			**-**			-	**-**	
594 22 60 000	Capital Expenditures *(incl. financed equipment)*	12,023		**12,023**	**513,249**		513,249	**501,226**	
597 00 00 000	Transfers-Out - Other Costs Allocations			**-**	**204,722**		204,722	**204,722**	
	TOTAL GF EXPENDITURES/OTHER	**542,184**	-	**542,184**	**7,337,230**	**-**	**7,337,230**	**6,795,046**	**7%**
	GENERAL FUND ENDING BALANCE								
	EMERGENCY RESERVE FUND								
308 91 02 000	Beg Bal-Emerg Res 67A4						-	-	
361 40 02 000	Other Interest-Emergency Res			**-**	10,000		10,000	**10,000**	
311 11 03 000	Property Tax-M&O			**-**			-	**-**	
	EMERGENCY RESERVE ENDING BALANCE	**-**		**-**	**10,000**	**-**	**10,000**		
	BOND DEBT FUND								
308 31 20 000	Beg Bal-Reserved Debt Srv								
311 11 20 000	Property Tax-Bond Debt			**-**	321,999		321,999	**321,999**	
311 11 20 001	Property Tax-Bond Debt - IAGs			**-**			-	**-**	
311 30 00 201	Sale of Tax Title Property Debt Svc			**-**			-	**-**	
335 02 33 201	DNR Timber Trust 2-Debt Svc			**-**			-	**-**	
337 00 00 201	Interlocal Grants			**-**			-	**-**	
361 40 20 000	Other Interest-Debt Srv			**-**	5,000		5,000	**5,000**	
397 00 00 201	Transfers In-Debt Svc			**-**	204,722		204,722	**204,722**	
591 22 70 201	Debt Svcs-Principal Debt Srv Fund			**-**	265,000		265,000	**265,000**	
592 22 80 201	Debt Svc-Interest And Other Debt Srv Fund			**-**	54,250		54,250	**54,250**	
	BOND DEBT ENDING BALANCE	**-**		**-**	**212,471**	**-**	**212,471**		
	Balance to Treasurer's report===>								

TOTAL ALL FUNDS -
BIAS Treasurer's Report
Balance to BIAS Treasurer's report===> -

WEST THURSTON REGIONAL FIRE AUTHORITY

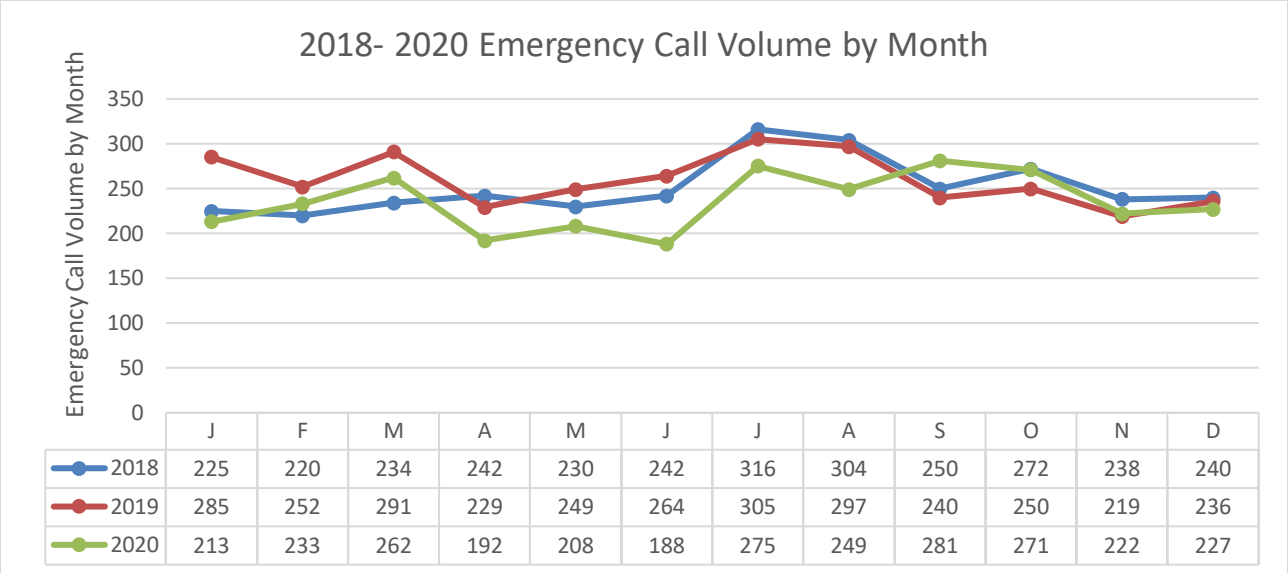
Thurston County Fire Protection District #1, #11 & #14

CHIEF'S REPORT

Month of Report: December 2020

Annual Alarm Information:

MONTH	CALL VOLUME	EMS RESCUE	FIRE	OTHER	TOTAL VOLUME	MUTUAL AID	WTRFA TRANSPORTS	TOTAL TRANSPORTS
JAN	216	172	3	41	216	11	62	81
FEB	233	179	10	44	233	13	63	84
MAR	262	210	1	51	262	7	63	89
APR	193	147	10	36	193	6	41	65
MAY	208	167	7	34	208	5	52	76
JUN	188	144	7	37	188	8	56	69
JUL	275	196	9	70	275	11	60	85
AUG	249	182	13	54	249	11	59	85
SEP	286	190	12	84	286	12	59	84
OCT	271	196	6	69	271	15	63	89
NOV	222	170	5	47	222	7	61	85
DEC	227	175	6	46	227	8	46	75
YEAR	**2830**	**2128**	**89**	**613**	**2830**	**114**	**685**	**967**



Agreements, Resolutions, Contracts & Leases:

- Chehalis Tribe ESA – No response from the WTRFA reply letter sent December 14th, 2020. Chief Kaleiwahea met with the President Wright, Lobbyist Doty, and Rep. Brooks of the WA State Fire Chief Association to discuss AG opinion and collaboration.
- Weyerhaeuser Land Donation Agreement –final draft pending

Budget & Finance/Planning:

- Tender purchase proposal pending
- Excess Bond fund allocation planning

Expenditure Planning:

- Maytown well $10,000
- $3000 Stryker Gurney upgrade

Development Services (New Construction) Tracking

- Chehalis Tribe-Truckstop/hotel & Kaufman Light industrial complex development 93rd ave & I-5 (Tumwater)

Fire Investigation and Fire Loss Reports:

- RO2000002627-December 3rd-11120 block of Case Road SW- 24" Metal Barn/shop limited damage estimated at $25000. The cause of the fire is Accidental-electrical. A Fire Investigation Report was submitted by Lt. Bob Maser.

Health & Safety Activities (see Safety Officer Report)

- The COVID19 Phase 1a Vaccinations occurred between Dec. 26th and Jan. 2nd. Planning is ongoing for the second round Jan. 30th – Feb. 5th.
- WTRFA is continuing to work with TFP to finalize the "Fire Department Physician" designation. To fulfill the goal of using all in-house or local resources to meet the Health/wellness requirements, WTRFA purchased a quantitative scba mask fit test machine to conduct annual (in-house) fit tests. Training and scba fit testing were conducted in-house during December.

Accidents, Incidents, and Injury

- Mike Peoples sustained an arm injury lifting a patient and has been placed on light duty w/ an MOU in place to back fill.

IT/Web Development:

- N/A

Labor Management Report

- N/A

Human Resources/ Personnel/ Man hours served & Internal Affairs/ Labor-Management:

- N/A

STATION UPTIME REPORT	DECEMBER 2020
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	2 resident(s)
Station 6	**Staffing of 2 = 22%**
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked DECEMBER 2020
(31) Career-Union	Regular Hours; 4903; Overtime Hours: 408; Sick Leave Hours; 387 (includes paternity and FMLA); Kelly Day Hours: 1080; Vacation Hours 348; Personal Leave: 432; Training OT: 0; Bereavement ; Mob; 0, Mob Backfill; 0
(26) Volunteer Responders (13) PACT	1953 Regular Hours
(04) Residents	442 Regular Hours
(03) Maintenance/Logistics PT	103 Regular Hours

Legal Issues:

- E. Quinn comments to AGO regarding opinion- pending

Policy/ Procedures & Guidelines:

- Policy 1.2021 Contract revision- Standby time
- Policy 1.2005, Anti-Harassment Policy update
- Policy 1.2017 Computer-Internet Usage update

Action/ Review/ Discussion Items:

- Contract revision- Standby time
- Policy 1.2005, Anti-Harassment Policy update
- Policy 1.2017 Computer-Internet Usage update
- COVID19 Vaccination Update (Dyer)
- 2021 AOP (Rob Smith)
- Tribe update proposed letter to Tribe to schedule negotiations.

Risk Management:

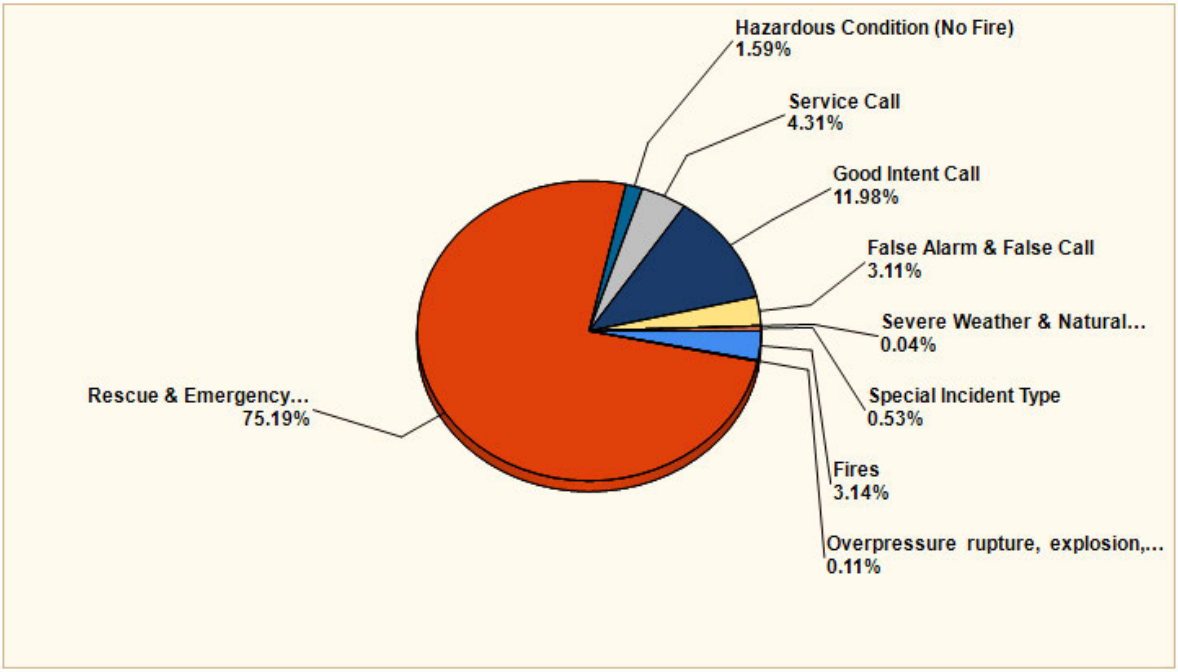
- All Department Safety Meeting will be held January 21st (via Zoom) 1800 hours
- COVID19 Vaccination Planning second round Jan. 30th – Feb. 5th

Public Education/ Public Relations Activities: (See pub ed report)

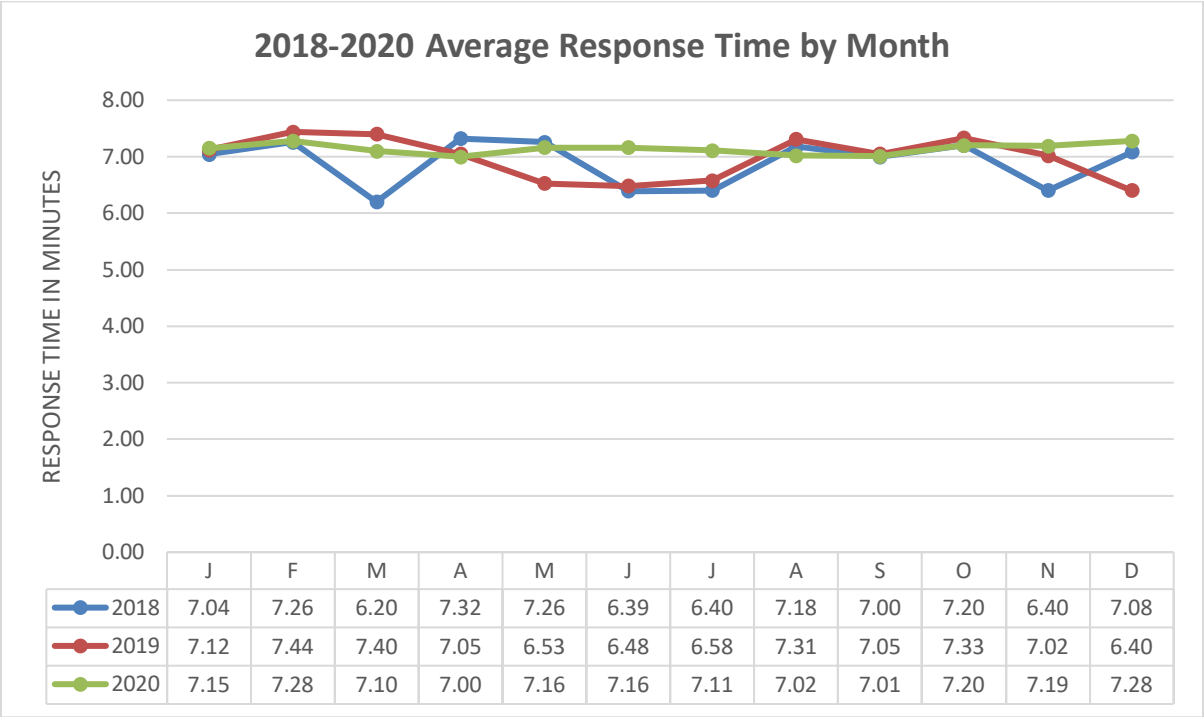
West Thurston Type of Emergency Response (%) by Type: *ER report #553-Major Incident Type*

Average Response Time (Month): 7:28 Minutes

Initial unit arrival-priority incidents-primary zones



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	89	3.14%
Overpressure rupture, explosion, overheat - no fire	3	0.11%
Rescue & Emergency Medical Service	2128	75.19%
Hazardous Condition (No Fire)	45	1.59%
Service Call	122	4.31%
Good Intent Call	339	11.98%
False Alarm & False Call	88	3.11%
Severe Weather & Natural Disaster	1	0.04%
Special Incident Type	15	0.53%
TOTAL	2830	100%



	J	F	M	A	M	J	J	A	S	O	N	D
2018	7.04	7.26	6.20	7.32	7.26	6.39	6.40	7.18	7.00	7.20	6.40	7.08
2019	7.12	7.44	7.40	7.05	6.53	6.48	6.58	7.31	7.05	7.33	7.02	6.40
2020	7.15	7.28	7.10	7.00	7.16	7.16	7.11	7.02	7.01	7.20	7.19	7.28

WTRFA Monthly/ YTD Response Summary

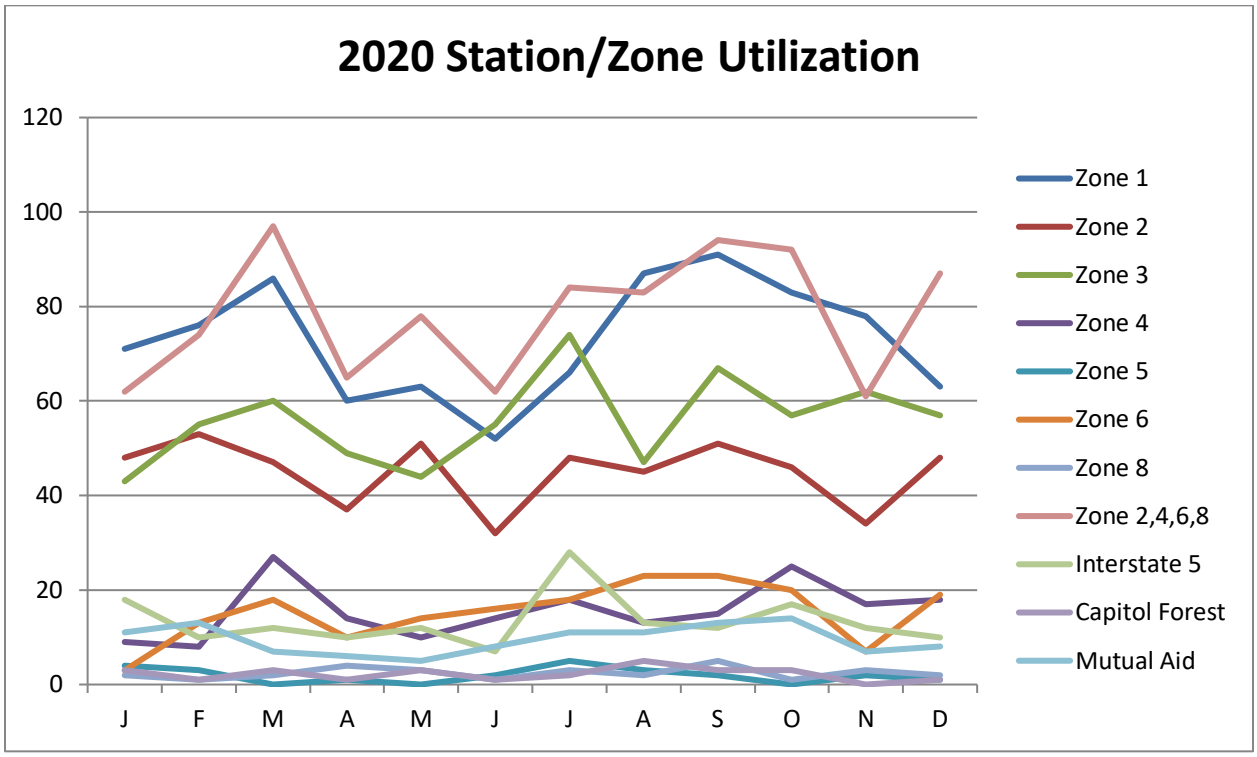
Description	Monthly Call Volume	YTD Call Volume
EMS/RESCUE	175	2128(75%)
Fire	06	89 (3%)
Other	46	613 (22%)
For Month	**227**	**2830**
WT- Transports	**46**	**(36%) of EMS**

Hospital	Monthly	YTD
SPH	44	509
PHC	29	379
CMC	02	66
MAMC	00	02
Harborview	00	07
Mary Bridge	00	02
Other	01	03
Total	**76**	**968**

Tribal Property	Monthly	YTD
Lucky Eagle (12888)	02	50
Eagles Landing (12840)	01	14
Great Wolf Lodge (20500)	02	33
Fairfield Inn (6223)	00	03
Burger Claim (20320)	00	00
Distillery (19770) Sargent Rd	02	04
End of Trail (19615) Elderberry	00	05
Starbucks complex (19725)	00	02
Jack-in-the-Box (19715)	00	02
Total Tribal Property Call Volume	**07**	**113**
% of Total WTRFA	**3.08**	**4%**
% of Total GM/Rochester	**5.7%**	**7.1%**

Aid Unit Utilization	Transports for Month	YTD
Aid 1-1 – App 05	12	213
Aid 1-2 – App 06	19	246
Aid 1-3 – App 03	12	214
Aid 1-6 – App 55	02	10
Aid 1-4	01	02
TOTAL WTRFA	**46**	**685**
Transported ALS	25	246
Airlift	00	07
Private Ambulance	04	24
Other FD	00	05
TOTAL PT's TRANSPORTED	**81**	**967**

Station Zone	Monthly	AVG. Response Time (Month)	*YTD	% YTD
1 – Grand Mound/Sargent	63	7:09	887	31%
2 – Littlerock Rd	48(87)	8:14	542 (895)	19% (35%)
3 – Albany Street	57	5:52	673	24%
4 – Scott Lake- *Sta. 1-2*	18	9:43	188	6%
5 – Michigan Hill- *Sta.1-3*	01	12:01	23	<1%
6 – Maytown Rd.	19	9:45	184	6.5%
8 – Bordeaux–*Sta.1-2*	02	7:08	29	1%
I-5 1-1	02	10:23	75	2.7%
I-5 1-2	01	-	17	<1%
I-5 1-6	07	8:30	72	2.5%
Capitol Forest	01	-	26	<1%
Mutual Aid	08	N/A	114	4%
TOTAL	**227**	**7:28**	**2830**	100%
Average response time for first arriving unit; does not include Mutual aid, Interstate 5 or Capitol Forest incidents (priority calls-ER report #1605)				



WTRFA Operations Report:

Notable Incidents:

- Ongoing COVID-19 Pandemic

Notable Fire Incidents:

- December 3rd-11120 block of Case Road SW- 24" Metal Barn/shop limited damage estimated at $25000. The cause of the fire is Accidental-electrical.

Project Work Status:

Fleet/Facilities and Logistics:

Maytown Water: Advanced has scheduled the well drilling with Thurston County- **Pending**

Facility-To-Do List: We are planning a walk-through before the end of January to develop a new 2021 maintenance list. Chief Kaleiwahea is drafting a job description for a part-time maintenance position to be filled in 2021.

Sargent Rd Energy Usage- Initial information received back from Smart Energy but will need some time to determine further pricing and progress. We will have a status briefing at the Board meeting – **In Progress.**

New Tender Spec Build – Fouts Brothers – Final drawings should be provided this week – this will determine moving forward to a purchase option as long as that unit closely meets the footprint of the current unit in use – **In Progress.**

New Engine – Chassis in production – the pre-engineered body is in progress. We will be looking to have another progress report the first of the week **– In Progress.**

US Department of Commerce Energy Grant – No release yet on the solar grant funding program – this will be the program that we will look in attempt to fund a solar facility project **– Awaiting program details.**

TCOMM Radio Upgrade Program – Working with the contract vendor with TCOMM to evaluate our existing radio systems for the change over to the new communications platform – we are looking to replace 36 mobile radios and 54 portable radios for our entire system change over. Looking for this project to start the switchover sometime in the latter part of 2021. **– In Progress.**

New Brush Unit Tank – Project complete with General Fire for the upgrade of the water tank on one of our existing brush units to 400 gallons. Project complete and the unit has returned to WTRFA **– Completed.**

Albany Street SCBA fill station – Parts have been received – we are still waiting on Airgas to change out the tank fittings. Vendor standing by for the install once that is complete **– Awaiting Parts**

Operations Report:

See attached AC Rob Smith Operations and Training Report

West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 1/5/2021 9:24:05 AM

Incident Count per User-Defined Fields for Date Range

Start Date: 12/01/2020 | End Date: 12/31/2020

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Call Type (Required)	
ALS	60
BLS	131
FIRE	36

USER-DEFINED FIELD: Patient Dispo? (Required)	
AMA	8
Cancelled	21
DOA	9
FIRE	30
No Medical Need	24
POV	12
T & R	43
TRANSPORT	75
UTL	5

USER-DEFINED FIELD: Transport BLS or ALS? (Required)	
ALS	25
BLS	50
N/A	152

USER-DEFINED FIELD: Unit that transported? (Required)	
A1-1	12
A1-2	19
A1-3	12
A1-4	1
A1-6	2
Medic Unit	25
N/A	152
Private Amb	4

USER-DEFINED FIELD: Transport Location (Not POV)? (Required)	
Centralia Providence	29
CMC	2
N/A	152
SPH	44

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.

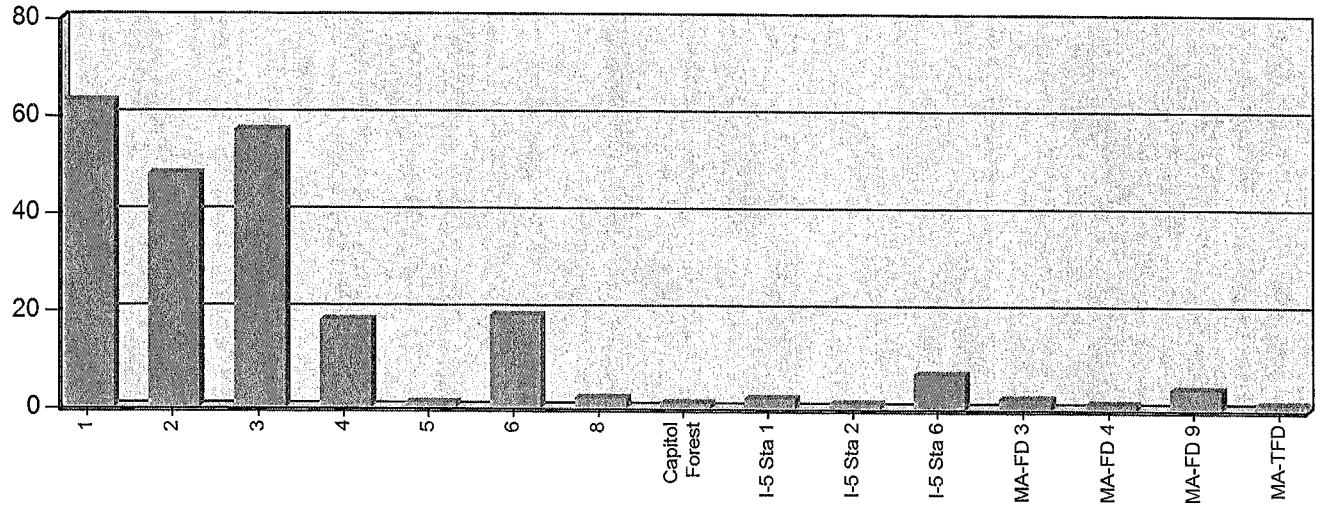
West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 1/5/2021 9:28:18 AM

Incident Count per Zone for Date Range

Start Date: 12/01/2020 | End Date: 12/31/2020



ZONE	# INCIDENTS
1 - Grand Mound	63
2 - Littlerock	48
3 - Rochester	57
4 - Scott Lake	18
5 - Michigan Hill	1
6 - Maytown	19
8 - Bordeaux / Mima / Gate	2
Capitol Forest - Capitol Forest Zone	1
I-5 Sta 1 - I-5 Station 1-1 Area	2
I-5 Sta 2 - I-5 Station 1-2 Area	1
I-5 Sta 6 - I-5 Station 1-6 Area	7
MA-FD 3 - TCFD 3 - Lacey FD	2
MA-FD 4 - TCFD 4 - Tenino	1
MA-FD 9 - TCFD 9 - McLane / Black Lake	4
MA-TFD - Tumwater FD	1
TOTAL:	**227**

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.

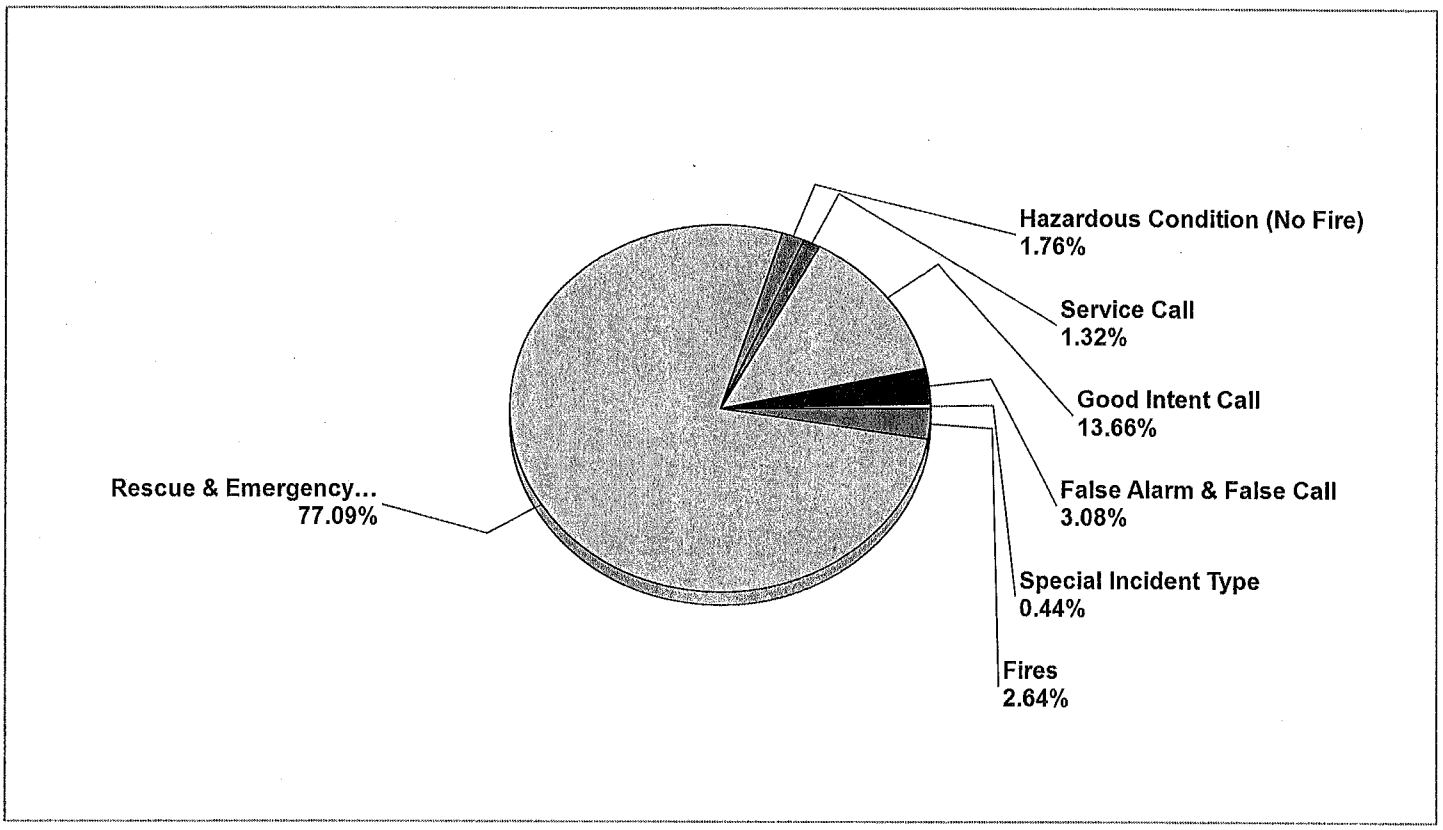
West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 1/5/2021 9:24:53 AM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	2.64%
Rescue & Emergency Medical Service	175	77.09%
Hazardous Condition (No Fire)	4	1.76%
Service Call	3	1.32%
Good Intent Call	31	13.66%
False Alarm & False Call	7	3.08%
Special Incident Type	1	0.44%
TOTAL	227	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	5	2.2%
114 - Chimney or flue fire, confined to chimney or flue	1	0.44%
321 - EMS call, excluding vehicle accident with injury	157	69.16%
322 - Motor vehicle accident with injuries	7	3.08%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.44%
324 - Motor vehicle accident with no injuries.	10	4.41%
412 - Gas leak (natural gas or LPG)	1	0.44%
444 - Power line down	3	1.32%
500 - Service Call, other	2	0.88%
553 - Public service	1	0.44%
600 - Good intent call, other	1	0.44%
611 - Dispatched & cancelled en route	23	10.13%
622 - No incident found on arrival at dispatch address	5	2.2%
631 - Authorized controlled burning	2	0.88%
700 - False alarm or false call, other	1	0.44%
733 - Smoke detector activation due to malfunction	1	0.44%
742 - Extinguishing system activation	1	0.44%
743 - Smoke detector activation, no fire - unintentional	2	0.88%
744 - Detector activation, no fire - unintentional	1	0.44%
746 - Carbon monoxide detector activation, no CO	1	0.44%
900 - Special type of incident, other	1	0.44%
TOTAL INCIDENTS:	227	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 1/5/2021 2:26:57 PM

Incident First on Scene Response Times For Date Range per Geographical Zone

Mutual Aid: Mutual Aid Received, Automatic Aid Received, None | Response Mode(s): Lights and Sirens | Zone(s): 1 - Grand Mound, 2 - Littlerock, 3 - Rochester, 4 - Scott Lake, 5 - Michigan Hill and 2 more | Start Date: 12/01/2020 | End Date: 12/31/2020

Incident Number	Date	Apparatus	Response Time
Bordeaux / Mima / Gate			
2020-0002721	12/16/2020	A1-6	4:28
2020-0002691	12/11/2020	CH1-3	9:49
		Number of Calls: 2	**Avg Response Time: 7:08**
Grand Mound			
2020-0002820	12/30/2020	A1-1	6:34
2020-0002814	12/29/2020	A1-1	4:30
2020-0002803	12/27/2020	A1-1	5:32
2020-0002788	12/25/2020	A1-1	1:14
2020-0002774	12/23/2020	A1-1	3:24
2020-0002773	12/23/2020	A1-1	5:21
2020-0002764	12/22/2020	A1-1	4:20
2020-0002762	12/22/2020	A1-1	13:39
2020-0002749	12/21/2020	A1-1	6:07
2020-0002742	12/19/2020	A1-1	6:41
2020-0002737	12/18/2020	E1-1	12:20
2020-0002736	12/18/2020	A1-1	8:00
2020-0002724	12/17/2020	A1-1	7:35
2020-0002720	12/16/2020	A1-1	6:39
2020-0002718	12/16/2020	A1-1	12:23
2020-0002713	12/15/2020	A1-1	8:14
2020-0002710	12/14/2020	A1-1	7:05
2020-0002704	12/13/2020	A1-1	8:37
2020-0002703	12/13/2020	A1-1	7:05
2020-0002694	12/11/2020	A1-1	4:58
2020-0002692	12/11/2020	E1-1	4:40
2020-0002689	12/11/2020	A1-1	7:48
2020-0002677	12/09/2020	A1-1	7:57
2020-0002673	12/09/2020	A1-1	5:34
2020-0002671	12/09/2020	A1-1	5:33
2020-0002670	12/09/2020	A1-3	9:32
2020-0002669	12/09/2020	A1-1	6:55
2020-0002665	12/08/2020	A1-1	2:29
2020-0002663	12/08/2020	A1-1	7:32
2020-0002659	12/07/2020	A1-1	18:09

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number	Date	Apparatus	Response Time
2020-0002654	12/06/2020	E1-1	7:14
2020-0002652	12/06/2020	A1-1	5:57
2020-0002648	12/05/2020	A1-1	5:06
2020-0002644	12/05/2020	A1-1	6:34
2020-0002639	12/04/2020	A1-1	5:00
2020-0002637	12/04/2020	A1-1	10:03
2020-0002622	12/02/2020	A1-1	8:23
2020-0002620	12/02/2020	A1-1	5:41
2020-0002612	12/02/2020	A1-1	7:20
		Number of Calls: 39	**Avg Response Time: 7:09**

Littlerock

2020-0002817	12/30/2020	A1-2	7:09
2020-0002805	12/28/2020	A1-2	9:49
2020-0002804	12/27/2020	A1-2	8:31
2020-0002796	12/26/2020	A1-2	2:18
2020-0002793	12/26/2020	A1-2	11:35
2020-0002792	12/26/2020	A1-2	0:00
2020-0002782	12/24/2020	A1-2	5:00
2020-0002777	12/24/2020	A1-2	21:00
2020-0002769	12/23/2020	A1-2	10:35
2020-0002766	12/22/2020	T1-1	4:57
2020-0002765	12/22/2020	A1-2	7:06
2020-0002755	12/21/2020	CH1-3	6:22
2020-0002754	12/21/2020	BN1-6	6:39
2020-0002753	12/21/2020	BN1	7:05
2020-0002752	12/21/2020	E1-2	14:30
2020-0002751	12/21/2020	E1-2	17:42
2020-0002741	12/19/2020	E1-2	5:54
2020-0002733	12/18/2020	A1-2	9:31
2020-0002727	12/17/2020	A1-2	6:30
2020-0002716	12/15/2020	A1-2	8:49
2020-0002715	12/15/2020	A1-3	5:15
2020-0002709	12/14/2020	A1-2	4:06
2020-0002707	12/13/2020	E1-3	12:39
2020-0002705	12/13/2020	E1-2	6:39
2020-0002685	12/10/2020	E1-2	6:42
2020-0002684	12/10/2020	BN1-6	12:38
2020-0002683	12/10/2020	A1-2	7:18
2020-0002675	12/09/2020	B1-2	5:46
2020-0002674	12/09/2020	A1-2	8:46
2020-0002664	12/08/2020	A1-2	7:46

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number	Date	Apparatus	Response Time
2020-0002660	12/07/2020	A1-2	6:43
2020-0002658	12/07/2020	BN1-6	11:09
2020-0002656	12/07/2020	A1-2	8:22
2020-0002645	12/05/2020	BN1-6	6:46
2020-0002638	12/04/2020	A1-2	13:57
2020-0002632	12/04/2020	CH1-1	4:26
2020-0002621	12/02/2020	A1-2	8:50
2020-0002619	12/02/2020	BN1-6	3:39
2020-0002615	12/02/2020	E1-2	4:14
2020-0002605	12/01/2020	BN1-6	13:47
2020-0002604	12/01/2020	A1-2	7:19
		Number of Calls: 41	**Avg Response Time: 8:14**
Maytown			
2020-0002826	12/31/2020	A1-2	7:59
2020-0002794	12/26/2020	A1-1	10:44
2020-0002785	12/25/2020	BN1-6	10:19
2020-0002775	12/23/2020	A1-2	14:34
2020-0002729	12/17/2020	A1-2	2:08
2020-0002719	12/16/2020	A1-6	3:33
2020-0002702	12/13/2020	BN1-6	15:28
2020-0002681	12/09/2020	A1-2	9:23
2020-0002672	12/09/2020	E1-2	10:27
2020-0002667	12/09/2020	A1-6	12:30
2020-0002641	12/05/2020	BN1-6	10:13
		Number of Calls: 11	**Avg Response Time: 9:45**
Michigan Hill			
2020-0002606	12/01/2020	A1-3	12:01
		Number of Calls: 1	**Avg Response Time: 12:01**
Rochester			
2020-0002823	12/31/2020	A1-3	4:41
2020-0002821	12/30/2020	A1-3	3:23
2020-0002818	12/30/2020	A1-3	0:00
2020-0002809	12/28/2020	A1-3	8:58
2020-0002808	12/28/2020	A1-3	6:10
2020-0002802	12/27/2020	A1-3	3:41
2020-0002800	12/27/2020	A1-3	5:17
2020-0002789	12/25/2020	A1-3	1:52
2020-0002784	12/24/2020	A1-3	4:46
2020-0002783	12/24/2020	E1-1	9:34
2020-0002781	12/24/2020	E1-3	5:36
2020-0002767	12/22/2020	A1-3	4:33

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number	Date	Apparatus	Response Time
2020-0002760	12/22/2020	E1-3	5:48
2020-0002758	12/22/2020	E1-3	8:53
2020-0002757	12/21/2020	A1-3	6:47
2020-0002734	12/18/2020	A1-3	3:54
2020-0002732	12/18/2020	E1-3	7:41
2020-0002731	12/18/2020	A1-3	6:02
2020-0002730	12/17/2020	E1-1	6:09
2020-0002728	12/17/2020	A1-3	5:16
2020-0002726	12/17/2020	A1-3	7:22
2020-0002722	12/16/2020	E1-3	5:20
2020-0002712	12/15/2020	E1-3	5:12
2020-0002711	12/15/2020	A1-3	14:31
2020-0002708	12/14/2020	A1-3	5:49
2020-0002700	12/12/2020	A1-3	3:28
2020-0002699	12/12/2020	E1-3	5:23
2020-0002698	12/12/2020	A1-3	4:46
2020-0002696	12/11/2020	A1-3	6:03
2020-0002693	12/11/2020	A1-3	4:46
2020-0002690	12/11/2020	A1-3	2:54
2020-0002679	12/09/2020	E1-1	6:10
2020-0002676	12/09/2020	A1-3	4:31
2020-0002655	12/06/2020	A1-3	8:06
2020-0002653	12/06/2020	A1-3	5:52
2020-0002649	12/05/2020	A1-3	8:46
2020-0002643	12/05/2020	A1-3	8:31
2020-0002642	12/05/2020	A1-3	4:03
2020-0002636	12/04/2020	A1-3	3:21
2020-0002634	12/04/2020	E1-1	5:07
2020-0002633	12/04/2020	A1-3	3:33
2020-0002631	12/04/2020	A1-3	5:58
2020-0002630	12/03/2020	A1-1	8:13
2020-0002629	12/03/2020	A1-3	7:12
2020-0002611	12/01/2020	A1-3	10:09
2020-0002607	12/01/2020	A1-1	6:23
		Number of Calls: 46	**Avg Response Time: 5:52**
Scott Lake			
2020-0002825	12/31/2020	A1-2	6:21
2020-0002819	12/30/2020	A1-2	8:09
2020-0002811	12/29/2020	E1-2	11:51
2020-0002778	12/24/2020	A1-2	9:10
2020-0002770	12/23/2020	BN1-6	12:41

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number	Date	Apparatus	Response Time
2020-0002735	12/18/2020	A1-2	8:20
2020-0002647	12/05/2020	A1-2	8:41
2020-0002646	12/05/2020	A1-2	14:47
2020-0002627	12/03/2020	CH1-3	5:34
2020-0002623	12/03/2020	A1-2	10:58
2020-0002614	12/02/2020	E1-2	10:21
		Number of Calls: 11	**Avg Response Time: 9:43**
		Total Number of Calls: 151	**Total Avg Response Time: 7:28**

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

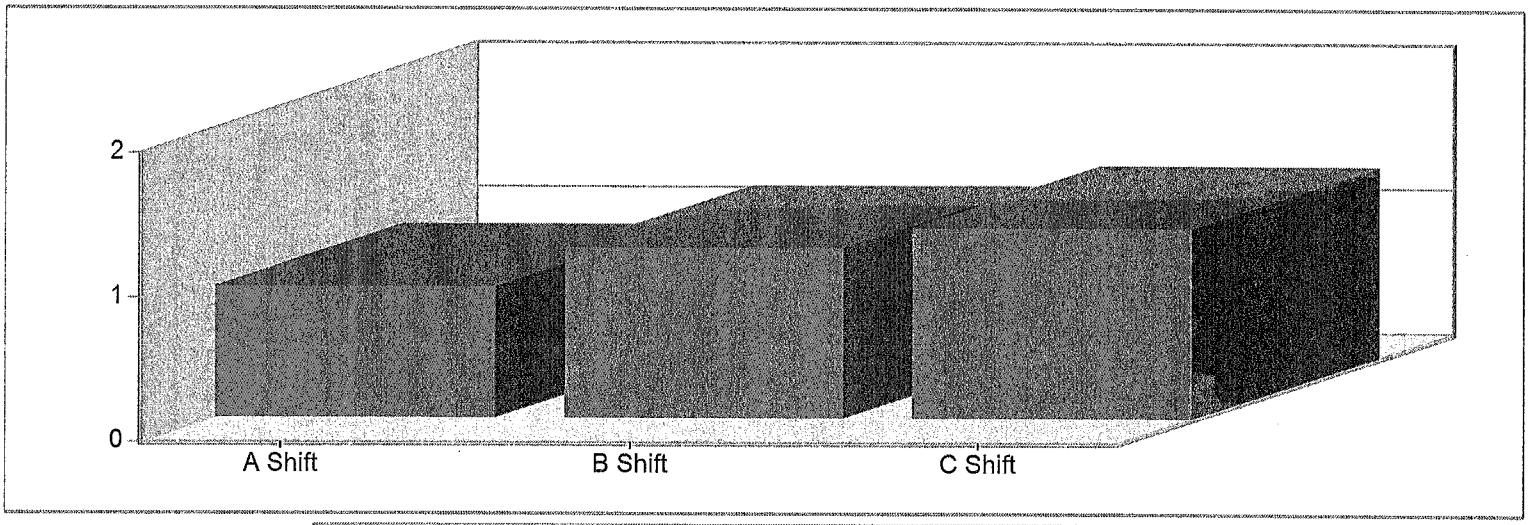
West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 1/5/2021 9:29:12 AM

Average Turnout Time per Shift for Date Range

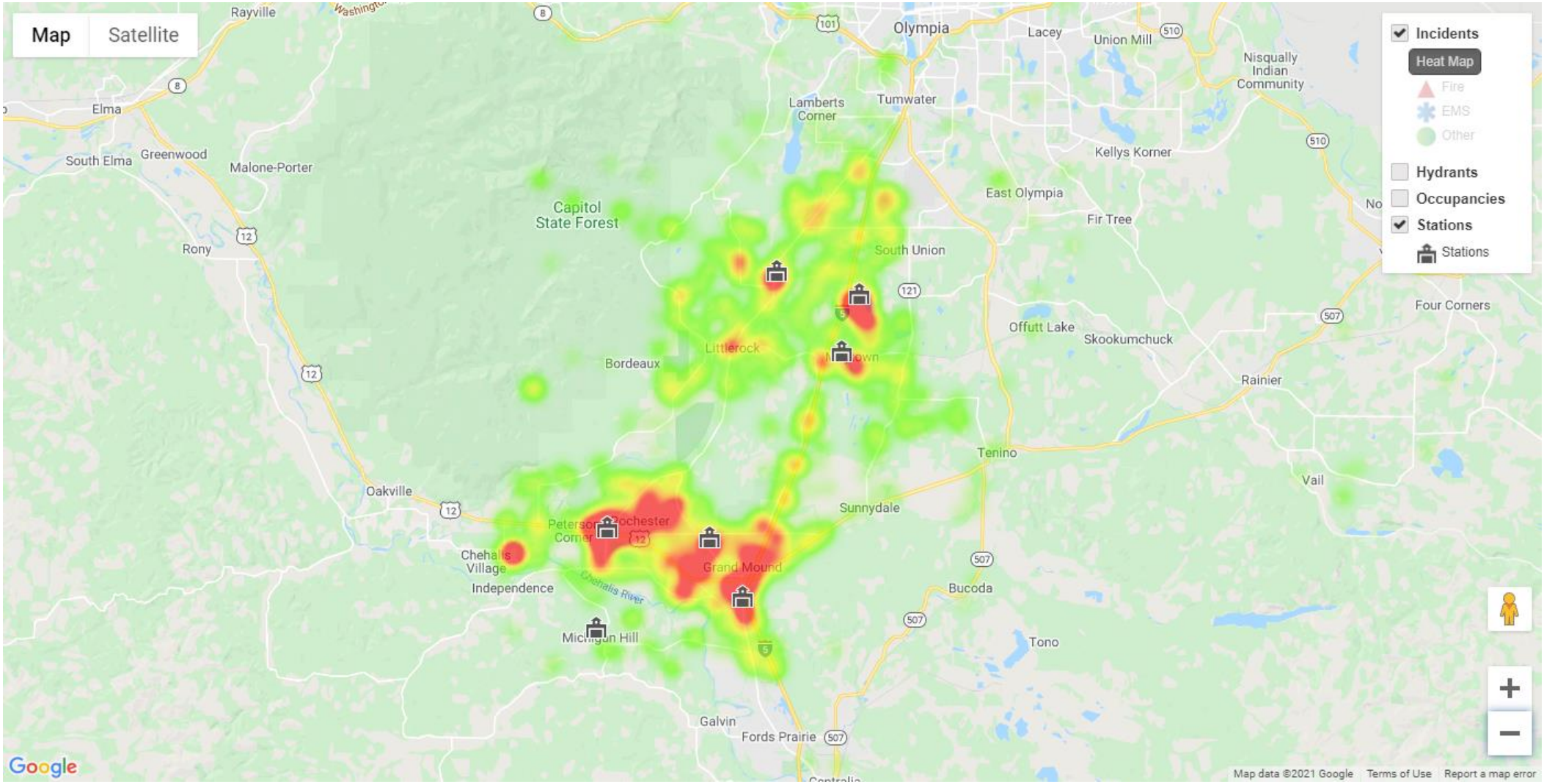
Start Date: 12/01/2020 | End Date: 12/31/2020



SHIFT	AVERAGE TURNOUT TIME as MM:SS (Dispatch to Enroute)
A Shift	0:55
B Shift	1:11
C Shift	1:19

Committed time (minutes) is the difference between the DISPATCH and ENROUTE time of Basic Info 4. Only REVIEWED incidents included.

West Thurston Fire – Heat Map 2020 – All Incident Types



West Thurston Regional Fire Authority
2021 Annual Operating Plan

Prepared by AC Rob Smith

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Title	Objectives	Lead	Actions / Comments
	Administrative / Management		
Planning	Annual review and revision of strategic plan- track progress with dept heads, groups	Kaleiwahea-Scott	Ongoing- Completed Q3; consider assignment of 2020-2025
Annual Ops Plan	Review, revise and implement 2021 AOP	R. Smith	Assign/Re-assign projects/Monitor
Admin P/P/G-HIPPA, Risk MGMT P/P/G	Review and revision of P/P/G	Shea-Kaleiwahea	Annual review and revise
Evaluations	Provide performance evaluations for all subordinate career staff and volunteers	Chief's-Officers-Mentors	Consider web-based calendar and form and or/revisions
Evaluation-Placement	Lieutenants manage mentor, provide vol. placement guidance	Kaleiwahea-R. Smith	Establish expectation
Shift Work Assignments	Provide work assignments and representatives on committees & groups within the agency, safety operations, logistics, supply, maintenance, new vehicle specs	Chiefs-Shift Officers	Ensure crew members are assigned work projects
Facility/App Calendar	Facilities/Apparatus & Equipment Maintenance Schedule	Scott	Outlook calendar completed
Career Scheduling	Provide up to date scheduling of staff	Delegated to Shift Officers	Scott-Monitor/Mentor
Safety Compliance	Develop system to schedule and track monthly safety meetings	Kaleiwahea-Swecker	Swecker Monitor compliance
Health & Safety	Develop Behavioral health Program-peer support team	Kaleiwahea	Ongoing
Job description	Develop job description/expectations for Senior Firefighter	Scott	Pending
Sustainable contracts	Reduce overtime costs and inconsistency to operational strength	R. Smith-Scott	Labor contract
Paperless Office	Develop web-based forms, calendars, pre-fire etc.	Patraca	Ongoing
Admin- COOP	Research and develop Continuity of Operation Plan	Kaleiwahea	Research & Development
IT management	Maintain reliable IT support system	Brightwire	Shea - department liaison
Work orders	Develop, train and enforce workorder process for cost reporting	Shea-Patraca	Ongoing
Funding	M & O planning	Board-Admin/Ops	ID-lead/ form for/against committees
Admin-Records	Develop electronic record storage and complete archive	Patraca	In flight
Admin	Train current Admin Staff to ensure redundancy in critical tasks	Shea-Patraca	Shea training Patraca -payroll/voucher
Communications	Enhance utilization of Zoom conference system	Kaleiwahea-Officers	Consider adding station 1-3
Budget	Budget Development Committee	Shea	Annual in August
Employment Contract	Review/revise/update Admin & Labor Contracts	Kaleiwahea/Scott/Shea	Before June 2021
Grants	Seek funding through Grants	Scott-Shea	Kaleiwahea to mentor
Staffing-Move-up	Identify strategy for covering/move-up North Battalion to preserve response times	Scott-Smith-Ops Committee	By 4Q 2021
Chaplain Prog/Critical Support	Utilize County Program to enhance coverage	Kaleiwahea	Consider relabeling as Critical Support Services

Title	Objectives	Lead	Actions / Comments
	Logistics- PPE/Uniform/SCBA & Equipment Programs		
Standards Committee	Establish Standards Committee-shift rep.- Uniform/PPE/Gear	Kaleiwahea	Palmerson,B. Kaleiwahea,Pannuska,Singleton, Trautman, Vavrinec
Bunker Gear/PPE	Bunker gear inspection once per quarter	All Officers-lead firefighter	To be completed each quarter; Chief Scott- Confidence Tests
Uniforms & Equipment	Issue standard uniform/gear and maintain inventory, budget	Panuska-Howe	schedule standards committee
Bunker Gear/PPE	5 -10 yr. replacement of gear, identify budget replacement needs and schedule order	Panuska-Howe	schedule standards committee
Wildland	Maintain wildland tools/equipment inventory, budget, purchase	Standards Committee	Who is issuing-budgeting?
Bunker Gear/PPE	Provide for cleaning equipment and PPE storage	Standards Committee	schedule standards committee
Clothing/Uniforms	Identify schedule for replacement/purchase	Standards Committee	schedule standards committee
Clothing/Uniforms	Identify existing list of inventory and sizes of members.	Standards Committee	schedule standards committee
PPE & Equipment	Maintain record of PPE/uniform/equipment issued	Panuska-Howe	schedule standards committee
MSA/SCBA's	Schedule flow/pass test for packs and masks annually	Devert-Degagne	Contracted to LN Curtis
MSA/SCBA's	Schedule fit testing prior to assignment and annually (all respirators)	R. Smith-Degagne-White-Weinstein	Qualitative or quantitative as needed in-house
MSA/SCBA's	Identify and schedule hydro testing of all SCBA cylinders up for 3yr cycle	Devert-Degagne	Contracted to LN Curtis
MSA/SCBA's	Perform SCBA inventory and provide copies to inventory personnel annually	Devert-Degagne	To be completed by the end of January of each year
MSA/SCBA's	Identify and train on cleaning procedures for SCBA masks	Safety orientation	Safety orientation P/P/G
MSA/SCBA's	Provide for quarterly air samples for systems	Devert-Degagne	Contracted to LN Curtis

Title	Objectives	Lead	Actions / Comments
	Inventory		
Inventory	Complete an annual inventory of all agency inventoried items	Lyon-Shea	Shea working with Lyon to ID process
Inventory	Review and revise inventory practice define P/P/G	Lyon-Shea	Shea working with Lyon
Inventory	Conduct a quarterly random inspection of 5 inventory items.	Lyon-Shea	Report findings
Inventory/distribution	Identify a process to inventory before distribution	Lyon-Shea	Completed
Inventory/surplus	Collect data post surplus items for sale	Sexton	Aid Unit- State Chiefs Site up and running
Inventory/surplus	Identify, document and forward surplus list- minimum quarterly	Lyon-Shea	Completed
Inventory/surplus	Establish regular schedule for sale of surplus	Sexton	Seek monthly sale schedule

Title	Objectives	Lead	Actions / Comments
	Computer/IT Systems/Website		
Reporting Database	Conduct Emergency Reporting (ER) training as needed	Drake	Ongoing
NFIRS	Submit NFIRS report-maintain reporting compliance	Drake - Trautman	Ongoing
Website - IT Systems	Act as website and IT liaison	Shea	WIP
NetDuty	Schedule and conduct training as needed	Shea	Ongoing
Active 911	Act as Active 911 liaison train,track and maintain accounts	Dyer	Ongoing
Revise web-content	Budget & Funding, fire investigation, pub ed research	Dyer	
Facility Security	maintain door security and access.	Trautman	Ongoing

Title	Objectives	Lead	Actions / Comments
	Facility Management		
Facilities Mgmt.	Maintain a resource list for approved facility/apparatus repairs	Shea-Patraca	Completed-revise as needed
Facilities Mgmt.	Develop and maintain capital projects list	Kaleiwahea-Scott-Shea	Completed 3 year -revise annual
Facilities Mgmt.	Compile an annual facility cost report	Shea-Patraca	Pending
Facilities Mgmt.	Establish and maintain door lock program	Trautman	Ongoing
Facilities Mgmt.	Consider Facilities/apparatus manager/coordinator	Kaleiwahea	hire or delegate 2021
Facilities Mgmt.	Develop alerting calendar of annual required preventative maint.	Scott	Completed

Title	Objectives	Lead	Actions / Comments
	Fleet & Tool Management		
Fleet Administration	Develop apparatus cost per mile report	Scott-Shea	To be completed by the end of Q4
Fleet Administration	Identify replacement schedule for brakes, tires, batteries, etc.	Scott - Oly Shops	Forward schedule-to be added to calendar
Fleet Administration	Identify replacement schedule for small tools & equipment.	Palmerson-White-Trautman	Forward schedule-to be added to calendar
Fleet Administration	Provide a monthly report that has a detailed description of all equipment maintenance, expenditures, and status of work orders	Scott	Collaborate with Admin. Shea
Fleet Maintenance	Complete annual calendar for service of fleet	Scott	Patraca to back-up
Tools & Equipment	Provide an annual service of power tools and power equipment including nozzles	Palmerson-White	Ongoing? Schedule?
Tools & Equipment	Standardize equipment and placement on all department first out apparatus	Hall	Monitor at Committee level

Title	Objectives	Lead	Actions / Comments
	Pre-Fire Planning - Hydrant Maintenance		
Pre-fire Planning	Maintain pre-fire survey program for all commercial and target occupancies	Kaleiwahea-E. Smith-	Panuska/Cooke/Weinstein
Pre-fire Planning	Assign occupancy survey list, monitor progress	E. Smith	Delegated to new Lt's
Pre-fire Planning	Develop onsite data capture program/process	E. Smith-Spiegelberg	Spiegelberg maintain- web form
Pre-fire Planning	Design and develop usable viewing platform and train shifts on viewing platform implementation	E. Smith-Spiegelberg	Spiegelberg-Google Drive - Training shifts; Cooke,Panuska,Weinstein
Inspection/review	Develop plan with Chehalis tribe to review codes, test systems	E. Smith-Kaleiwahea	Proposal to tribe
Hydrant Testing	Flow test, maintain & record all fire hydrants in the region.	Betts	Recorded in ER
Hydrant Testing	Manage and report on hydrant maintenance	Betts	CCCC to assist - Heilman
Hydrant Testing	Input all hydrant data into Active 911 program.	Scott-Betts	completed
Hydrant Program	Discuss/review contract with Water Dept.	Kaleiwahea-Scott	Pending

Title	Objectives	Lead	Actions / Comments
	Operations - ECC/EOC		
App. Spec. Committee	Continue equipment specifications committee for app replacement in the future	Scott	Specification Committee- Scott, White, Bennett, Cooke, Hall, R. Smith, Devert, Vavrinec, Morales
Apparatus replace	Identify status and replacement of Apparatus	Kaleiwahea-Scott	See apparatus replacement plan in
Plan	review & revise apparatus replacement schedule	Scott	strategic plan
Fire Ground P/P/G	Review, revise and ensure standards compliance with all 4000 series operations P/P/G; add/delete as needed	R. Smith-Officers	Monthly review at officers meeting
Run cards	Complete run card revisions	Scott-Officers	
Knox Box	Ensure occupancies and FD apparatus are properly keyed	Morales	Monitor, report needs
EMS development	Community based/ mobile clinic resource development	Kaleiwahea-Dyer	Research
Disaster Preparedness	Develop emergency disaster plan/budget and acquire resources to sustain operational personnel & equipment for two weeks	Garza	Document plan, train staff
Disaster Preparedness	Review- revise RFA-P/P/G & TC- Comprehensive Emergency Plan	Garza- Lyon	Review train staff
Readiness Inspection	Ensure apparatus has a list of necessary tools and equipment	Vavrinec	Maintain compliance, report needs
Readiness Inspection	Ensure compliance of apparatus inspections	Officers	Ongoing
Apparatus Inspection	Review monthly apparatus inspection documents	Stone	Pending
Wildland	Develop written deployment P/P/G	Cooke-Scott	Pending
Wildland	Manage list and credentials of mobilization personnel	Cooke	Ongoing
Wildland	Provide annual cost/benefit mobilization report	Scott-Cooke	
Ladders	Ensure compliance of ladder inspections	Parker	Maintain compliance, report needs

Title	Objectives	Lead	Actions / Comments
	Fire-Rescue Training		
Training Plan	Establish annual training standards/requirements	R. Smith	Ensure compliance, report findings and needs
Training Schedule	Schedule quarterly shift and quarterly training activities including Multi-Company Operations	R. Smith-TO	Ensure proficiency, compliance, report findings and needs
Compliance	Ensure 100% WA. State mandated minimum training compliance	R. Smith-TO	Report findings and needs
Compliance	Provide monthly compliance report to shift officers	R. Smith-TO	Monthly
Policy Quiz	Revise annual policy quiz ensure compliance	R. Smith-TO	Revise/update quiz 1q per P/P/G
Training Tower	Remodel/enhance equipment associated with tower	R. Smith- Committee	Using allocated revenue
EOC/ECC	Deliver annual training program for operation of EOC/ECC	Drake-Scott	Schedule

Title	Objectives	Lead	Actions / Comments
	EMS Training / Supplies		
Defib Program	Provide annual maintenance inspection of all AED's	Dyer-Kondrack	In conjunction w/ inventory
EMS Supply	Maintain BLS supply program, track usage, orders and balance maintain min/max supply in stock and apparatus	Dyer-Kondrack	Monthly
EMS Supply	Establish a 30 day EMS disaster supply cache	Dyer-Kondrack	Complete - ongoing
EMS needs	Monitor equipment needs and propose funding	Dyer-Kondrack	Ongoing
ESO super users	Maintain super user per shift	Drake, Panuska, Cooke	Provide training and trouble shooting
OTEP/EMS- Training	Schedule annual training requirements	Dyer	Ongoing
Support-Compliance	Ensure 100% WA. State mandated minimum training compliance	Dyer-Giordano	FA/CPR
OTEP-Compliance	Provide monthly compliance report to shift officers	Dyer	Monthly
EMS Run Review	Compile EMS run review findings in a regular report to shift office	Dyer	Ongoing
Public outreach	Maintain list of community based social services	Dyer	publish-train staff
QA/QI	Improve proper reporting to enhance reimbursement for transport	Dyer	Ongoing
MCI	Ensure apparatus have updated MCI kits	Kondrack-Dyer	Completed
MCI	Act as liaison with Medic One for MCI training	Kaleiwahea	Monitor MCI committee

Title	Objectives	Lead	Actions / Comments
	Public Education / Relations		
Public Education	Publish PE/PR events in Net Duty 2 week notification	Dyer	Communicate needs with shift officers
Public Education	Plan, schedule and coordinate agency PE/PR activities/events	Dyer	Evaluate effectiveness
Newsletter	Develop Agency Quarterly Newsletter	Dyer	WIP
Public outreach	Establish social media P/P/G - records management plan	Dyer-Kaleiwahea	Completed
Media PR-Why?	Why? Video Campaign Re-rating December- Awards, M&O levy campaign etc.	Kaleiwahea-Dyer	Pending

Title	Objectives	Lead	Actions / Comments
	Safety		
Safety Officer	Consult L&I for Safety Audit every 2 years (ongoing 12/2018)	Swecker	Correct deficiencies-report findings
Safety Officer	Ensure facility safety inspection compliance	Swecker	Correct deficiencies-report findings
Safety Officer	Coordinate and conduct safety committee meetings.	Swecker	Report findings
Safety Officer	Present or delegate safety topic monthly/quarterly safety meeting	Swecker	Monitor compliance
Safety Officer	Establish a formal review & reporting process of injury/accident	Swecker	Swecker report findings
Safety P/P/G	Review & revise P/P/G as needed; add/delete	Swecker	L&I review ongoing
Safety Committee	Review & revision of WTRFA Respiratory Program	Swecker	Report findings
Safety Officer	Document, distribute and post safety meeting minutes/rosters & safety information including OSHA 300 reports	Swecker	Ensure L&I/OSHA compliance
Scene Safety	Ensure apparatus have proper safety equipment to maintain industry scene safety standards.	B. Kaleiwahea-Swecker	Maintain compliance, report needs
Scene Safety	Ensure that traffic vests on apparatus are meet standards.	B. Kaleiwahea-Swecker	Maintain compliance, report needs
HazCom	Ensure comprehensive SDS program	Singleton	Review-Update
Respirator Cert.	Maintain medical respirator certification program that meets WAC standards	Dyer	Ongoing
Exposure Control	Annually review & update exposure control P/P/G	Dyer	Coordinate w/ Medic One plan
Exposure Control	Provide annual required training for Exposure/Infection control and monitor/report compliance	Dyer - Officers	Coordinate w/ Medic One plan
Health & Wellness	Maintain annual wellness compliance with WAC 296-305 / Develop Hearts & Backs fitness prog.	Dyer / Morales	Ongoing, report needs to improve overall fitness/health

Title	Objectives	Lead	Actions / Comments
	Communications Equipment		
Radio Equipment	Conduct an annual inventory of all communications equipment.	Drake-Bennett	Report findings/needs
Radio Equipment	Establish a spreadsheet showing age of communications equip., budget and recommend replacement. Integrate new County digital radio system in 2021	Drake-Bennett	Annual. Ensure smooth rollout-report findings/needs
Radio Equipment	Maintain, program and issue radios/pagers	Drake-Bennett	Consider Comprehensive Logistics
Radio Equipment	Replace and condition batteries	Drake-Bennett	Ongoing
Emergency Evac.	Develop emergency evacuation process/procedure	Kaleiwahea-Dyer	Train Commanders

Title	Objectives	Lead	Actions / Comments
	SORT - Special Operations Rescue Team		
SORT	Act as liaison with SORT Operations Board for coordination.	Drake	Ongoing
SORT	Provide awareness training for staff on SORT operations.	Drake	Ongoing
SORT	Provide budget request for SORT program	Drake	by August 2021

Title	Objectives	Lead	Actions / Comments
	Mentor Program / Resident Program		
Resident Program	Coordinate, manage, evaluate, mentor and build-to 9 residents	Drake, Morales, Lyon	Maintain workbooks, regular evaluations - R. Smith monitor

captain lanette dyer

WEST THURSTON FIRE

ems and public education report

COURAGE . COMMUNITY . COMPASSION

CHRISTMAS CANCELED 2020

DECEMBER 2020

COVID comparison from last month

COVID STATS AS OF 12/9/2020

Here is your update for today, December 9, 2020 Thurston County COVID-19 data:

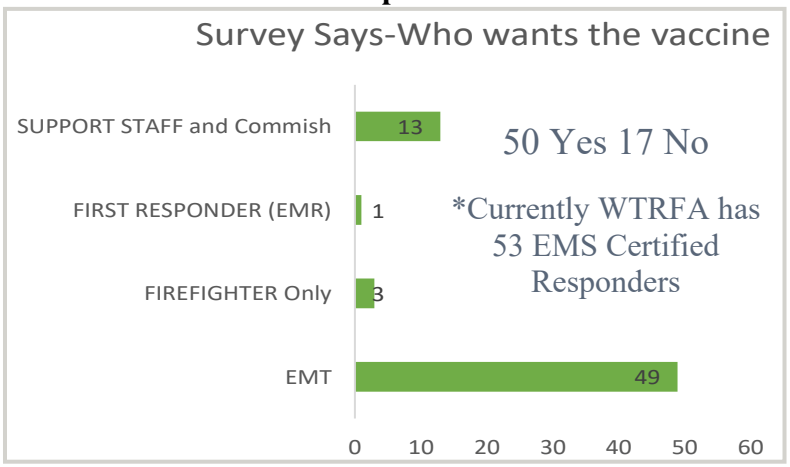
- Confirmed new cases today = 69
- Total number of confirmed cases = 3,743
- Hospitalizations (accumulation, not all are currently hospitalized) = 228
- Deaths = 49
- Recovered = 2,130
- Outbreaks in congregate care settings =13 (ongoing), 32 (total to date)
- Number of COVID-19 cases in past 7 days = 395
- Hospitalizations in past 7 days = 9
- Deaths in past 7 days = 2

COVID STATS AS OF 1/6/2021

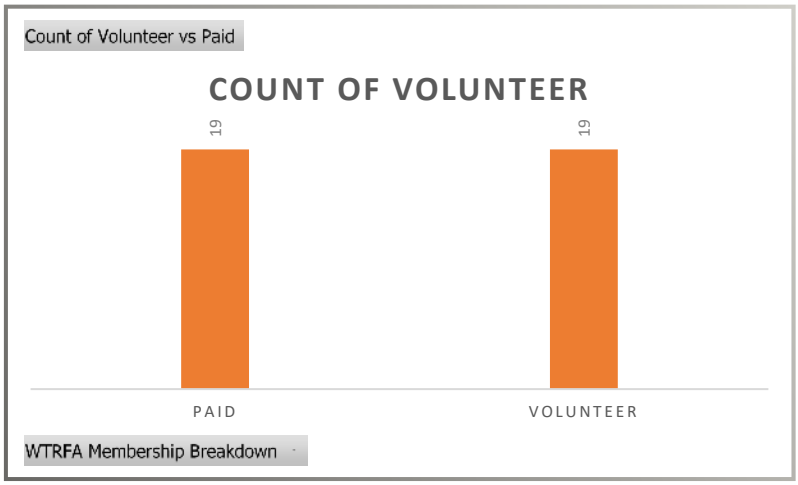
Here is your update for January 6, 2021 Thurston County COVID-19 data:

- Confirmed new cases = 52
- Total number of confirmed cases = 5,107
- Hospitalizations (accumulation, not all are currently hospitalized) = 304
- Deaths = 56
- Recovered = 4,112
- Outbreaks in congregate care settings = 5 (ongoing), 40 (total to date)
- Number of COVID-19 cases in past 7 days = 393
- Hospitalizations in past 7 days = 18
- Deaths in past 7 days = 2

67 WTRFA Members took the Medic 1 Covid Vaccine Survey
-membership breakdown-



Of the 50 who said Yes-38 actually took the 1st dose.
Of that: 19/38 were paid & admin
-The other 19 were Volunteer staff members-



How did the first vaccine shot go? Thing went very well. Little waste was reported as only 2 people in the entire fire service that signed up for the vaccine were a "no show" This was much better than prepared for! (Everyone from WTRFA showed up on time with paperwork ready to go.)

How about Side effects? Moderna proved to be fairly mild in their side effect profile and most people having symptoms resolve in 24 hours. People reported consistently a sore arm and fatigue with a few reporting headaches as well.

When is the 2nd dose scheduled? It is in the planning phase, but we are shooting for: January 30th – February 5th 08:00 – 10:00 TFD and Station 34 will be our 2 sites again

What about that other 12 people that said yes to the vaccine, but didn't sign up for it? There may be a strong opportunity to "start" those waiting during the first round to begin their 1st dose, while others were getting their 2nd dose at the same clinic. This offers that "12" as well as anyone (I'm sorry with the exception of our Fire Commissioners) to change their minds and start the 2 shot series with Moderna.

Opening Washington will be in Phases and will open using the Inslee Road Map & Metrics

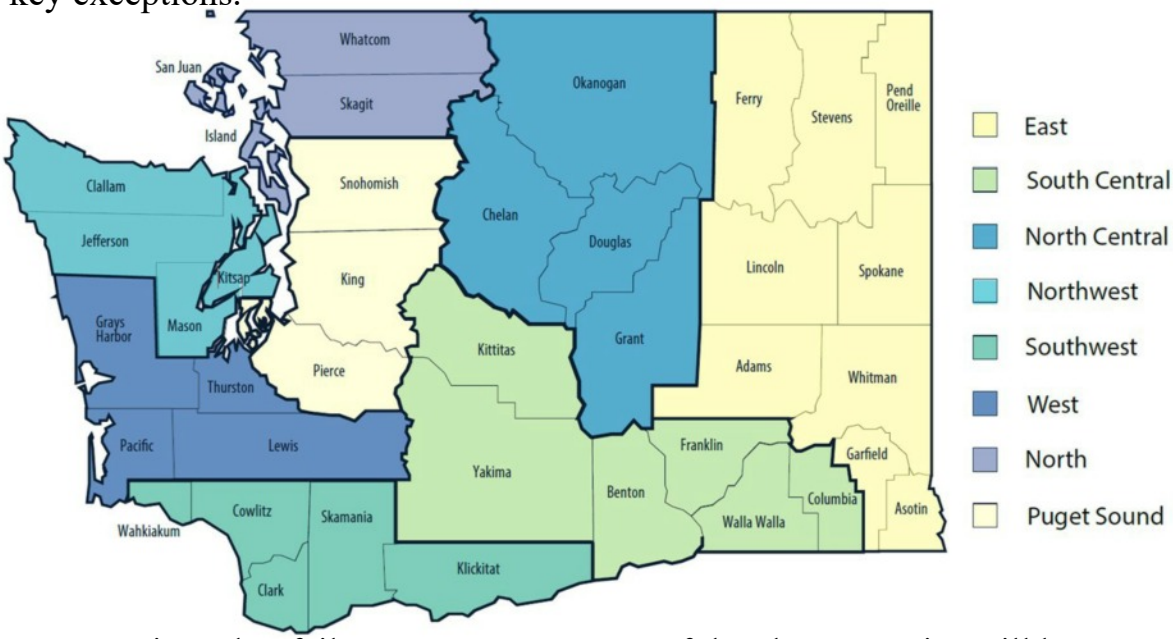
On January 11th 2021, regions will begin Inslee's road Map to Recovery. DOH will do a final PHASE analysis Friday January 8th for each region and will be effective that January 11th target. Thurston County is in "West Region".

Phase 1, for the most part, aligns with restrictions current in place for most counties today, with a few key exceptions.

Healthy Washington - Roadmap to Recovery

Activities	Phase 1	Phase 2
Social and At-Home Gathering Size — Indoor	Prohibited	Max of 5 people from outside your household, limit 2 households
Social and At-Home Gathering Size — Outdoor	Max of 10 people from outside your household, limit 2 households	Max of 15 people from outside your household, limit 2 households
Worship Services	Indoor maximum 25% capacity	Indoor maximum 25% capacity
Retail Stores (includes farmers' markets, grocery and convenience stores, pharmacies)	Maximum 25% of capacity, encourage curbside pick-up	Maximum 25% of capacity, encourage curbside pick-up
Professional Services	Remote work strongly encouraged, 25% capacity otherwise.	Remote work strongly encouraged, 25% capacity otherwise.
Personal Services	Indoor maximum 25% capacity.	Indoor maximum 25% capacity.
Eating and Drinking Establishments (establishments only serving individuals 21+ and no food remain closed)	Indoor dining prohibited. Outdoor dining, 11 PM close, maximum 6 per table, limit 2 households per table	Indoor dining available 25% capacity, 11 PM close. Outdoor dining available, maximum 6 per table, limit 2 households per table
Weddings and Funerals	Ceremonies are limited to a total of no more than 30 people. Indoor receptions, wakes, or similar gatherings in conjunction with such ceremonies are prohibited.	Ceremonies and indoor receptions, wakes, or similar gatherings in conjunction with such ceremonies are permitted and must follow the appropriate venue requirements. If food or drinks are served, eating and drinking requirements apply. Dancing is prohibited.
Indoor Recreation and Fitness Establishments (includes gyms, fitness organizations, indoor recreational sports, indoor pools, indoor K-12 sports, indoor sports, indoor personal training, indoor dance, no-contact martial arts, gymnastics, climbing)	Low risk sports (including dance, no-contact martial arts, gymnastics, and climbing) permitted for practice and training only in stable groups of no more than 5 athletes. Appointment based fitness/training; 45-minute max session, no more than 1 customer/athlete per room or per 500/sq. ft. for large facilities.	Low and moderate risk sports competitions permitted (no tournaments). Fitness and training maximum 25% capacity.
Outdoor Sports and Fitness Establishments (outdoor fitness organizations, outdoor recreational sports, outdoor pools, outdoor parks and hiking trails, outdoor campsites, outdoor K-12 sports, outdoor sports, outdoor personal training, outdoor dance, outdoor motorsports)	Low and moderate risk sports permitted for practice and training only (no tournaments). Outdoor guided activities, hunting, fishing, motorsports, parks, camping, hiking, biking, running, snow sports, permitted.	Low, moderate, and high-risk sports competitions allowed (no tournaments), maximum 200 including spectators.
Indoor Entertainment Establishments (includes aquariums, indoor theaters, indoor arenas, indoor concert halls, indoor gardens, indoor museums, indoor bowling, indoor trampoline facilities, indoor cardrooms, indoor entertainment activities of any kind, indoor event spaces)	Private rentals/tours for individual households of no more than 6 people permitted. General admission prohibited.	Maximum 25% capacity. If food or drinks are served, eating and drinking requirements apply.
Outdoor Entertainment Establishments (includes zoos, outdoor gardens, outdoor aquariums, outdoor theaters, outdoor stadiums, outdoor event spaces, outdoor arenas, outdoor concert venues, rodeos)	Ticketed events only: Groups of 10, limit 2 households, timed ticketing required.	Groups of 15, limit 2 households per group, maximum 200 including spectators.

NOTE: Live entertainment is no longer prohibited but must follow guidance above for the appropriate venue. Long-term Care facilities, professional and collegiate sports remain governed by their current guidance/proclamations separate from this plan.



The regions are mostly based on EMS regions used for evaluating healthcare services. There will be eight regions of four or more counties, divided according to available health care services based on metrics such as hospitalizations, case data and disease mobility. I anticipate based on West Region numbers we will start in Phase 1.

Regions that fail to meet two or more of the above metrics will be moved back to Phase 1.

Washington State Department of Health (DOH) released guidance for the next phase of COVID-19 vaccination. The department worked closely with the Governor's Office to finalize prioritization for phase 1B, and is now able to share eligible groups for this next phase of vaccination. This phase is broken up into four separate tiers. You can see the guidance graphic here.

Reuter's also reported that there is a 2 month study being done to see is the Moderna doses can be cut in 1/2 leaving quicker opportunity to get vaccine's to more people. See article here.

Age might just be a number, but the age of your EMT card is kind of like a fine wine.

Top 10 Oldest EMT Cards

Name	Credential #
Berryman, Thomas A	EMT.ES.00102310
Frasl, Kenneth E	EMT.ES.00109704
Christenson, Brian D	EMT.ES.00115598
Smith, Eric D	EMT.ES.00118068
Stone, Roger Lee	EMT.ES.00119600
Dyer, Lanette R	EMT.ES.00120079
Kaleiwahea, Russell E	EMT.ES.00121275
Scott, Robert W	EMT.ES.00129045
Peoples, Mike W	EMT.ES.00129212
Devert, Brent N	EMT.ES.00130024

*Oldest to newest

Chris made these beautiful signs when he realized that Braun NW was going to throw away the leftover apparatus lettering. He made handy work when he applied them to left over flooring planks, raised his magic skill saw (and other secret skills) and created the unique and one of a kind signs. Chris then donated them to the station to be admired by all.
Big thank you to Chris for his vision and gift!

WHAT HAPPENED in DECEMBER

all the stockings were hung

Community partners:
Cammy Jones Berteaux of Advanced Drainage Systems
Doctor Rodriguez of Sutton Chiropractor
Connie McGuire organized help from Jackson Rentals, Seco Ranch and Bay Vista Accounting Services
Mike Peoples of Baskin & Robbins
Thomas Sexton
United Methodist Church
Cliff Mack
Shea, Stone and Fralick families adopted kids
And International Association of Firefighter Union Local #3825 Coats for Kids Program and in addition, gift cards to grocery stores for additional food.
And Christy Upton through the Tumwater Lions Club -Holiday Kids Program and Lee Giske from Littlerock Elementary was the contacts for our yearly Giving Tree program.

53 Kids
Christmas Kids
Served
Thank you!

And **The countless donations that came in anonymously and through Go Fund Me!**

Eric Rosa
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Olympia, WA 98512
Ph: 360.790.4869
info@erosbordeauxstables.com
www.erosbordeauxstables.com

November 26, 2020

Eros Bordeaux Stables, LLC

Eric Rosa and Randy Sorum

14030 Vue St. SW

Olympia, WA 98512

Re: Firefighters/Bordeaux Ranch Fire

We would like to send a special THANK YOU! to all of you who were involved in fighting the unexpected, rapidly moving fire that ravaged the Bordeaux Ranch community on September 8, 2020. It is thanks to all of you that many homes and lives were saved. We are especially thankful to all of you who saved our horse boarding facility buildings and the many horses that were boarding at our facility, EBS. We were able to evacuate all of the horses off the premises safely with no injuries. We could not have done that without all of your hard work fighting this fire. We hope you and your families have a safe and joyful Holiday Season! We can't express in words are true appreciation for all that you do!

Thanks Again,

Eric Rosa, Randy Sorum and Staff at Eros Bordeaux Stables, LLC

#60.00 donation

Thank you so much for your act of kindness! Please have lunch on me!
It is people like you who bring me joy!

Collette!

2294 Blvd
Granada SW
Atlanta, GA
30311-3345

EMTs come back to finish lawn work for injured man

60 Lunch

When 88-year-old Harold Storelee of Rochester, Washington, was cutting his grass one morning last week, he fell and broke his hip. Three emergency responders from the West Thurston Regional Fire Authority took Storelee to a hospital.

That evening, as things calmed down, firefighter EMT Alexander Trautman asked his two co-workers whether they would be up for going back to Storelee's house to finish his lawn.

"There was no hesitation from anybody," said Trautman, who has worked for the West Thurston department, near Olympia, for about 10 years. "We talked to our lieutenant and captain, and they were 100% behind it."

So he and fellow firefighter EMTs Miranda Panuska and Garrett Bromley spent about an hour mowing, sweeping and tidying up, Trautman said.

"We knew he'd be down for a while," Trautman said. "We figured the least we could do was go back and help out."

— WASHINGTON POST

Merry Christmas and Happy New Year

About 1 month ago I was at an accident (I was not involved) on Littlerock Rd. While waiting for an ambulance to arrive it started to rain and using my umbrella we kept the paitient dry, as well as we could anyways. I know most of the time rescue personal are busy and dont have time to be holding an umbrella at the scene, but I thought if regulations would allow and you found yourselves needing one, here are some umbrellas that you can carry on the rigs. If you already have or can't use please feel free to use them for personal use or donate them whatever you wish.

Thank you for all of your continued service to our community!

May you and yours

have a very merry and blessed season.