



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



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

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June 14, 2021 – Governing Board Business Meeting at Littlerock Rd station.

**Call to Order/Attendance:** Commissioner Dahl called the meeting to order at 18:00 hours. Commissioners Culleton, Elkins (via Zoom), Jernigan, Pethia and Ricks, Chiefs Kaleiwahea, Scott, R. Stone, and R. Smith, Captain Dyer, Admin Assistant Linda Patraca and Secretary Linda Shea were present. Union Representative Garza was absent (excused).

**Additions/Deletions to the Agenda:**

1. Chief Kaleiwahea noted an additional document that was distributed, related to the Chehalis Tribe negotiations under Unfinished Business.
2. Commissioner Jernigan requested an addition under New Business related to the Medic One levy.

**Public Comments/Presentations:** None.

**New Business:**

1. Expenditure Approval. Commissioner Pethia asked about the IFSAC evaluator payments, the fuel tank costs, and the payments to John's Plumbing. Commissioner Pethia moved to approve the expenditures of \$512,822.06. Commissioner Jernigan seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Pethia moved to approve the minutes of May 10, 2021. Commissioner Ricks seconded the motion. Motion carried 6-0.
3. Resolution #2021-009, Surplus Property. Linda S. presented Resolution #2021-009 to surplus expired bunker gear, outdated tools and old computer equipment. She noted that one more item was added at the last minute (Samsung tablet tag #128 from station 1-3.) Commissioner Jernigan moved to approve Resolution #2021-009 with the addition. Commissioner Culleton seconded the motion. Motion carried 6-0.
4. Resolution #2021-010, Cancellation of Outstanding Warrants. Linda S. presented Resolution #2021-010, for cancellation of outstanding warrants as of June 30, 2019. Commissioner Jernigan moved to approve Resolution #2021-010. Commissioner Ricks seconded the motion. Motion carried 6-0.
5. Policy #2007, Uniforms. Chief Scott presented a change to Policy 2007, adding a section which defines when a volunteer would be eligible for department-paid duty boots. Commissioner Jernigan noted that section 2.7, prohibiting personnel from wearing uniforms at non-department events where alcohol is served, could cause issues with the wearing of Class A uniforms at funerals and other events where alcohol is typically served. Chief Kaleiwahea assured the board that the department would not discipline personnel in these circumstances. Commissioner Pethia moved to approve the update to Policy #2007. Commissioner Ricks seconded the motion. Motion carried 6-0.
6. Designation of Labor Contract Negotiations team member. Chief Smith reported that labor negotiations will begin soon, and requested the board delegate one of their members to participate. The board unanimously agreed that Commissioner Jernigan would represent the board in the labor negotiations.
7. Hydrogeologic Quote – Maytown. Chief Kaleiwahea presented a quote from Insight Geologic, Inc. to evaluate and recommend suitable locations for a new water supply at the Maytown station. Commissioner

Jernigan moved to approve the contract with Insight Geologic. Commissioner Pethia seconded the motion. Motion carried 6-0.

8. Purchase Requests. Chief Scott presented the following purchase requests:

- a. Station 1-1 outbuildings moisture/air control. Chief Scott reported, after talking further with Commissioner Dahl, the best solution would be to install propane heaters in the outbuildings. He will bring a quote to the next meeting.
- b. Station 1-3 roof. Chief Scott explained this proposal replaces the current roof with a similar-styled “torch-down” roof. Commissioner Jernigan approved the purchase. Commissioner Pethia seconded the motion. Motion carried 6-0.
- c. Station 1-3 readerboard. Chief Scott explained this was to install an electronic readerboard/sign. After further discussion with the admin team, it was determined this was a “nice-to-have” purchase that would be re-considered in the event the department received unanticipated funds. He rescinded his request for this purchase, and noted that they would look into the purchase of a wood sign or a refurbishing of the current sign.

Chief Scott provided an update on the roofs for stations 1-1 and 1-2, reporting they purchased replacement screws that will be installed and will hopefully address the leak issues.

9. Medic One Levy support.

- a. Commissioner Jernigan asked the board to publicly endorse the upcoming Medic One EMS levy. Commissioner Pethia moved to support the levy effort. Commissioner Ricks seconded the motion. Motion carried 6-0. Commissioner Jernigan agreed to draft the letter of endorsement.
- b. After further discussion later in the meeting, it was determined a resolution would be the best way to endorse the Medic One EMS levy effort. Resolution #2021-011 was presented for board approval. Commissioner Jernigan moved to approve Resolution #2021-011. Commissioner Ricks seconded the motion. Motion carried 6-0.

**Unfinished Business (action items):**

1. Purchase Request – Commercial Mower. Chief Scott reported an order had been placed for a diesel-fueled commercial mower at J&I, following the board’s direction at the May meeting (and as verbally approved by Commissioner Dahl.) He reported the final cost was \$14,099, and requested formal board approval of the purchase. Commissioner Pethia moved to approve the purchase. Commissioner Ricks seconded the motion. Motion carried 6-0.
2. August workshop date/agenda. The board discussed dates for their August workshop, to be held on Commissioner Dahl’s boat – final date of August 25, 2021 starting at 5:00 PM.

**Unfinished Business (nonaction items):**

1. Chehalis Tribe negotiations. Chief Kaleiwahea presented communications with the tribe regarding mediation, and their agreement to move forward with the department’s recommended mediator. He reported the mediation process would begin in July, with costs split between the department and the tribe.
2. Weyerhaeuser agreement. Chief Kaleiwahea reported no update.

**Communications:**

1. Thurston County Treasurer May 2021 reports were presented as per RCW 52.16.050(4).
2. June 2021 budget reports were presented.
3. Extrication Tool donations. Chief Kaleiwahea presented a request by Whitman Fire District #11 to obtain the surplus Hurst extrication set, along with a comparable value for the Hurst set as pulled from the Public Surplus site (\$265). He reported that both the Hurst and the TNT sets of surplus extrication tools have now been donated, as approved by the board.



4. TCFCA Letter of Endorsement. Chief Kaleiwahea presented a draft letter of endorsement by the Thurston County Fire Chief's Association (TCFCA) to the WA Fire Commissioners Association (WFCA) in support of the WFCA adopting a more comprehensive firefighter-specific standard for annual medical physicals and screening.
5. 2021 WFCA Wage and Benefit Survey. Linda S. presented the department's response to the annual WFCA Wage and Benefit survey.
6. Future board meetings. Commissioner Dahl asked the board to consider standards they might want to establish for future board meeting (maximum virtual attendance by a board member; maximum number of excused meeting absences; in-person public attendance only.) He asked the board to think about options and be prepared to discuss at the July meeting.

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

1. Chief Scott reported on the following:
  - a. The new fuel tanks should be delivered in a couple of weeks.
  - b. The new engine has been delivered, and should be road-ready by mid- to late July.
  - c. The new tender pre-construction conference was completed, with delivery anticipated in January 2022.
  - d. DOC work crews are back, working twice a week to help Chris Heilman with projects.
2. Chief Smith reported on the following:
  - a. The department has four new red-card wildland certified firefighters.
  - b. Congratulations to Captain Eric Smith who recently passed the Fire Officer 1 and 2 exams.
3. Captain Dyer reported on the following:
  - a. Created a video to support firefighter behavioral health.
  - b. Hospital turnaround times.

**Commissioner Reports:**

1. Commissioner Pethia reported on the WFCA webinar about lessons learned from the pandemic, and also spoke about the next steps in moving forward the annual physical and screening initiative.
2. Commissioner Ricks reported on the continued work by the EMS council on the Medic One budget.
3. Commissioner Dahl noted that given the supply shortages that are occurring, the department should consider stocking up on necessary supplies.

**Good of the Order:** Linda S. reported that LNI has communicated information about their new pilot program created to reduce firefighter injury and illness (Firefighter Injury and Illness Reduction, FIIRE) which she and Chief Smith will be reviewing.

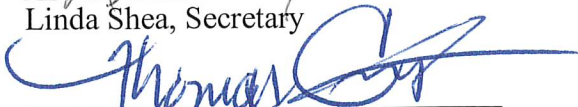
**Executive Session:** Commissioner Dahl called for a fifteen-minute executive session at 7:24 to discuss the sale of the Beaver Creek property (RCW 42.30.110(a)(c).) The board reconvened back into the general board meeting at 7:39 with no formal action taken during the executive session.

**Adjournment:** The board adjourned the meeting at 19:42 hours.


Submitted for Board approval by:

  
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Linda Shea, Secretary

  
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Tom Culleton, Board Member

  
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Dave Pethia, Board Member


  
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John Ricks, Board Member

  
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Calvin Dahl, Board Member

Ben Elkins, Board Member

  
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Jeff Jernigan, Board Member