



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, August 11, 2025, at 1730 hr.

In-Person: 10828 Littlerock Rd SW, Olympia, WA St. 1-2

Zoom virtual meeting link:

<https://us02web.zoom.us/j/81557573777?pwd=3aGrolaQYzwwaaXCB79Xb030AR3Ua.1>

Meeting ID: 815 5757 3777

Passcode: 242611

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ATTENDANCE:**
- IV. ADDITIONS/DELETIONS TO AGENDA:**
- V. PUBLIC COMMENTS/PRESENTATIONS**
- VI. LABOR MANAGEMENT**
- VII. NEW BUSINESS (ACTION ITEMS)**

| ITEM | Page(s) | RESPONSIBLE | OUTCOME |
|--|---------|-------------|---------------|
| 1) Expenditures: Accts. Payable \$86,572.46 Payroll \$483,711.44 TOTAL: \$570,283.90 Warrants \$164,052.74 EFTs \$406,231.16 | 1-9 | Shannon | Accept/Reject |
| 2) Meeting Minutes a) July 14, 2025, General Meeting b) July 31, 2025, Workshop | 10-13 | Shannon | Accept/Reject |
| 3) Resolution 2025-005 Surplus Misc Items | 14-17 | Shannon | Accept/Reject |
| 4) Transport Collections | | Shannon | Accept/Reject |

VIII. UNFINISHED BUSINESS (ACTION ITEMS)

| ITEM | Page(s) | RESPONSIBLE | OUTCOME |
|------|---------|-------------|---------|
| 1) | | | |

IX. UNFINISHED BUSINESS (NONACTION ITEMS)

| ITEM | Page(s) | RESPONSIBLE | OUTCOME |
|------|---------|-------------|---------------|
| 1) | | | Informational |

X. COMMUNICATIONS (NONACTION ITEMS)

| ITEM | Page(s) | RESPONSIBLE | OUTCOME |
|----------------|---------|-------------|---------------|
| 1) RFQ Results | 18-28 | Chief Drake | Informational |

XI. DEPARTMENT REPORTS

| ITEM | Page(s) | RESPONSIBLE | OUTCOME |
|---|---------|-------------------|---------------|
| 1) Chief/Safety/Training Reports/Shift | 29-44 | Chief Drake | Informational |
| 2) Recruit & Retention Coordinator Report | 45 | Andrea Reynoldson | Informational |
| 3) Commissioner Meetings | | BOFC | Informational |

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

XII GOOD OF THE ORDER:**XIII ADJOURNMENT:**

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

09:41:17 Date: 08/13/2025

08/11/2025 To: 08/11/2025

Page: 1

| Voucher | Claimant | Trans | Date | Type | Acct # | Amount | Memo |
|-----------|-------------------|-------|------------|--------|--------|----------|------|
| 250801001 | 1st Security Bank | 1391 | 08/11/2025 | Claims | 6700 | 2,879.69 | |
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VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 09:41:17 Date: 08/13/2025

08/11/2025 To: 08/11/2025

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| Voucher Claimant | Trans | Date | Type | Acct # | Amount | Memo |
|---|------------------|-----------------|--|-----------------------------------|---------------|--|
| 251871004352 | 07/22/2025 | 08/11/2025 | | Harris Medical Premium - Aug 2025 | 286.00 | |
| 250801005 Cedar Creek Correction Center | 1395 | 08/11/2025 | Claims | 6700 | 90.72 | 2507 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 2507 | 08/06/2025 | 08/11/2025 | July Work Crew | | 90.72 | |
| 250801006 Citi Cards | 1396 | 08/11/2025 | Claims | 6700 | 2,541.82 | |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| AMAZON | 08/04/2025 | 08/11/2025 | 1-6 Maytown Cache Facility Supplies (ziplock baqs) | | 119.60 | |
| AMAZON | 08/04/2025 | 08/11/2025 | 1-1 Grand Mound Battery Backup & Surge Protector | | 101.22 | |
| COSTCO | 08/04/2025 | 08/11/2025 | 1-6 Maytown Cache Facility Supplies (disinfectant) | | 113.66 | |
| GODADDY.COM | 08/04/2025 | 08/11/2025 | WTRFA.ORG website Domain 2 yr Renewal | | 90.86 | |
| IFSTA | 08/04/2025 | 08/11/2025 | EBook FF Essentials and Hazmat books (x6) | | 965.60 | |
| NETC | 08/04/2025 | 08/11/2025 | National Fire Academy Meal Ticket (N. Drake) | | 314.23 | |
| NEWTEC | 08/04/2025 | 08/11/2025 | A61 T1-1 Engine Fan Repairs | | 172.47 | |
| OFFICE DEPOT | 08/04/2025 | 08/11/2025 | Office Chair (S. Hemminger) | | 309.86 | |
| OFFICE DEPOT | 08/04/2025 | 08/11/2025 | Office Supplies (copy paper) | | 146.17 | |
| ZOOM | 08/04/2025 | 08/11/2025 | Mnthly communications Service | | 17.32 | |
| CITICARD | 08/04/2025 | 08/11/2025 | Interest | | 151.83 | |
| CITICARD | 08/04/2025 | 08/11/2025 | Late Fee | | 39.00 | |
| 250801007 City Of Olympia | 1397 | 08/11/2025 | Claims | 6700 | 14,388.37 | |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A09 B1-6 Replace Fuel Pump on Honda motor, Misc | | 1,076.76 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A09 B16 Annual Srvc | | 1,479.18 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A14 Mobe Qrtly Srvc | | 1,375.54 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A14 Mobe Replace tires (x4) | | 1,550.98 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A19 A1-3 Annual Srvc | | 1,343.25 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A19 A1-3 Check Brakes & AC | | 2,902.10 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A75 a1-1 Annual Srvc | | 2,024.58 | |
| JUNE 2025 | 08/03/2025 | 08/11/2025 | A80 T1-1 Qrtly Srvc | | 2,635.98 | |
| 250801008 City Sanitary Inc | 1398 | 08/11/2025 | Claims | 6700 | 230.13 | 20005509S188, 20005326S188 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 20005509S188 | 08/03/2025 | 08/11/2025 | 1-1 Grand Mound Recycle | | 198.15 | |
| 20005326S188 | 08/03/2025 | 08/11/2025 | 1-3 Rochester Recycle | | 31.98 | |
| 250801009 Clearfly | 1399 | 08/11/2025 | Claims | 6700 | 232.86 | 734990 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 734990 | 08/03/2025 | 08/11/2025 | Aug 2025 SIP Trunk Srvc | | 232.86 | |
| 250801010 Comcast | 1400 | 08/11/2025 | Claims | 6700 | 1,327.36 | 1030 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 1030 | 07/24/2025 | 08/11/2025 | 1-2 Littlerock Phone/Cable | | 235.37 | |
| 1030 | 07/24/2025 | 08/11/2025 | 1-6 Maytown Phone/Cable | | 256.41 | |
| 1030 | 07/24/2025 | 08/11/2025 | 1-1 Grand Mound Phone/Cable | | 297.10 | |
| 1030 | 07/24/2025 | 08/11/2025 | 1-4 Scott Lake Phone | | 261.47 | |
| 1030 | 07/24/2025 | 08/11/2025 | 1-3 Rochester Phone/Cable | | 277.01 | |
| 250801011 Crystal Springs | 1401 | 08/11/2025 | Claims | 6700 | 578.29 | 24732674071625, 24729765071625, 24708222071625 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 24732674071625 | 07/22/2025 | 08/11/2025 | 1-3 Rochester Water | | 106.20 | |
| 24729765071625 | 07/22/2025 | 08/11/2025 | 1-1 Grand Mound Water | | 178.39 | |
| 24708222071625 | 07/22/2025 | 08/11/2025 | 1-2 Littlerock Water | | 143.95 | |
| 24708222071625 | 07/22/2025 | 08/11/2025 | 1-6 Maytown Water | | 68.05 | |
| 24708222071625 | 07/22/2025 | 08/11/2025 | 1-4 Scott Lake Water | | 81.70 | |
| 250801012 DE Lage Landen | 1402 | 08/11/2025 | Claims | 6700 | 285.66 | 591234970 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 591234970 | 08/03/2025 | 08/11/2025 | 1-2 Littlerock Copier Lease (8/15-9/14/2025) | | 285.66 | |

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 09:41:17 Date: 08/13/2025

08/11/2025 To: 08/11/2025

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| Voucher Claimant | Trans | Date | Type | Acct # | Amount | Memo |
|--|------------------|-----------------|--|--------|---------------|--|
| 250801013 DH Pace Company Inc. | 1403 | 08/11/2025 | Claims | 6700 | 5,440.40 | 152532, 152533, 152534, 152537, 152535, 152536 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 152532 | 08/03/2025 | 08/11/2025 | 1-1 Grand Mound Semi-Annual Bay Door Maintenance | | 1,754.46 | |
| 152533 | 08/03/2025 | 08/11/2025 | 1-2 Littlerock Semi-Annual Bay Door Maintenance | | 714.78 | |
| 152534 | 08/03/2025 | 08/11/2025 | 1-3 Rochester Semi-Annual Bay Door Maintenance | | 406.13 | |
| 152537 | 08/03/2025 | 08/11/2025 | 1-3 Rochester Replace Springs on Bay Door 2 | | 1,677.57 | |
| 152535 | 08/03/2025 | 08/11/2025 | 1-4 Scott Lake Semi-Annual Bay Door Maintenance | | 481.33 | |
| 152536 | 08/03/2025 | 08/11/2025 | 1-6 Maytown Semi-Annual Bay Door Maintenance | | 406.13 | |
| 250801014 Dept Of Labor & Industries | 1404 | 08/11/2025 | Claims | 6700 | 127.20 | 390260 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 390260 | 07/22/2025 | 08/11/2025 | 1-4 Scott Lake Boiler Inspection | | 31.80 | |
| 390260 | 07/22/2025 | 08/11/2025 | 1-2 Littlerock Boiler Inspection | | 95.40 | |
| 250801015 Eric T. Quinn, P.S. | 1405 | 08/11/2025 | Claims | 6700 | 600.00 | 2128 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 2128 | 08/04/2025 | 08/11/2025 | July Legal Svcs | | 600.00 | |
| 250801016 Fidelity Solutions | 1406 | 08/11/2025 | Claims | 6700 | 17,267.51 | 215, 2126, 2127, 2128, 2129 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 2125 | 08/05/2025 | 08/11/2025 | 1-1 Grand Mound Base Station Radio Materials | | 5,875.50 | |
| 2126 | 08/05/2025 | 08/11/2025 | 1-2 Littlerock Base Station Radio Materials | | 2,715.42 | |
| 2127 | 08/05/2025 | 08/11/2025 | 1-3 Rochester Base Station Radio Materials | | 3,092.73 | |
| 2128 | 08/05/2025 | 08/11/2025 | 1-4 Scott Lake Base Station Radio Materials | | 2,868.44 | |
| 2129 | 08/05/2025 | 08/11/2025 | 1-6 Maytown Base Station Radio Materials | | 2,715.42 | |
| 250801017 First Choice Health Network | 1407 | 08/11/2025 | Claims | 6700 | 141.12 | 0127766 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 0127766 | 08/04/2025 | 08/11/2025 | July 2025 EAP Svcs | | 141.12 | |
| 250801018 Harris, Mike | 1408 | 08/11/2025 | Claims | 6700 | 56.78 | Reimbursement |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| REIMBURSEMENT | 07/22/2025 | 08/11/2025 | RX: Fred Meyer | | 56.78 | |
| 250801019 Intelligent Technical Solutions, LLC | 1409 | 08/11/2025 | Claims | 6700 | 4,292.78 | 184086 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 184086 | 07/22/2025 | 08/11/2025 | IT Svcs July 2025 | | 4,322.78 | |
| 184086 | 07/22/2025 | 08/11/2025 | Credit | | -30.00 | |
| 250801020 Joes Refuse Inc | 1410 | 08/11/2025 | Claims | 6700 | 180.24 | 20001688S188, 20001556S188 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 20001688S188 | 08/03/2025 | 08/11/2025 | 1-1 Grand Mound Refuse | | 140.31 | |
| 20001556S188 | 08/03/2025 | 08/11/2025 | 1-3 Rochester Refuse | | 39.93 | |
| 250801021 Johnson & Johnson Overhead Doors | 1411 | 08/11/2025 | Claims | 6700 | 43.32 | 682 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 682 | 07/23/2025 | 08/11/2025 | 1-1 Grand Mound Bay Door (front medic) Track | | 43.32 | |
| 250801022 LN Curtis & Sons Inc | 1412 | 08/11/2025 | Claims | 6700 | 10,965.06 | 968564, 965507, 968175, 974170 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| 968564 | 07/22/2025 | 08/11/2025 | Gas Detectors (x15) | | 4,264.31 | |
| 965507 | 07/22/2025 | 08/11/2025 | Annual 2025 SCBA Testing | | 5,753.98 | |
| 968175 | 07/22/2025 | 08/11/2025 | Helmet Front Passport Front (x2) | | 442.68 | |
| 974170 | 07/22/2025 | 08/11/2025 | New Helmet (Morales) | | 504.09 | |
| 250801023 Munsell Barbara | 1413 | 08/11/2025 | Claims | 6700 | 101.00 | July 24, 2025 |
| Invoice # | Rcvd Date | Due Date | Description | | Amount | |
| JULY 24, 2025 | 07/24/2025 | 08/11/2025 | Sew on Patches & Stripes (x33) | | 101.00 | |

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 09:41:17 Date: 08/13/2025

08/11/2025 To: 08/11/2025

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| Voucher Claimant | Trans | Date | Type | Acct # | Amount | Memo | |
|--|-------|------------|--------|--------|----------|--------------------------------|--|
| 250801024 Northwest Water Systems | 1414 | 08/11/2025 | Claims | 6700 | 618.45 | 15853, 15345, 15985 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 15853 07/22/2025 08/11/2025 1-1 Grand Mound Water Svcs | | | | | 206.15 | | |
| 15345 07/22/2025 08/11/2025 1-2 Littlerock Water Svcs | | | | | 206.15 | | |
| 15985 07/22/2025 08/11/2025 1-6 Maytown Water Svcs | | | | | 206.15 | | |
| 250801025 On-Hold Concepts Inc | 1415 | 08/11/2025 | Claims | 6700 | 19.95 | 676528 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 676528 08/03/2025 08/11/2025 Mnthly On Hold Svc | | | | | 19.95 | | |
| 250801026 Parr Lumber Company | 1416 | 08/11/2025 | Claims | 6700 | 103.88 | 544656, 566126, 598754, 602751 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 544656 07/22/2025 08/11/2025 1-1 Grand Mound Armor Connector for Drop Cord | | | | | 11.99 | | |
| 566126 07/22/2025 08/11/2025 Facility Maintenance (paint and supplies) | | | | | 51.12 | | |
| 598754 07/22/2025 08/11/2025 Facility Maintenance (bulk fasteners) | | | | | 4.83 | | |
| 602751 07/22/2025 08/11/2025 Facility Maintenance (paint) | | | | | 35.94 | | |
| 250801027 Patraca Linda Ellen | 1417 | 08/11/2025 | Claims | 6700 | 75.90 | Reimbursement | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| AMAZON 08/05/2025 08/11/2025 Printer Ink Reimbursement | | | | | 75.90 | | |
| 250801028 Power Shop Inc | 1418 | 08/11/2025 | Claims | 6700 | 153.04 | 463294 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 463294 08/03/2025 08/11/2025 A78 B1-3 Pump Repair | | | | | 153.04 | | |
| 250801029 Propane Northwest | 1419 | 08/11/2025 | Claims | 6700 | 1,777.05 | 1518141665 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 1518141665 07/23/2025 08/11/2025 1-6 Maytown Propane (856.20 gal) | | | | | 1,777.05 | | |
| 250801030 Puget Sound Energy | 1420 | 08/11/2025 | Claims | 6700 | 9,154.05 | | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 200017639499 07/23/2025 08/11/2025 1-1 Grand Mound Bdqt Plan Jun 2025 | | | | | 5,090.50 | | |
| 220025935044 07/23/2025 08/11/2025 1-2 Littlerock Bdqt Plan Jul 2025 | | | | | 1,060.85 | | |
| 220025935051 07/23/2025 08/11/2025 1-4 Scott Lake Bdqt Plan Jul 2025 | | | | | 234.00 | | |
| 220025935077 07/23/2025 08/11/2025 1-5 Michiqan Hill May 2025 | | | | | 71.27 | | |
| 220025935069 07/23/2025 08/11/2025 1-6 Maytown Jun 2025 | | | | | 1,570.85 | | |
| 220006625754 07/23/2025 08/11/2025 1-7 Old Hwy 99 Jun 2025 | | | | | 559.58 | | |
| 220033813829 07/23/2025 08/11/2025 1-3 Rochester Bdqt Plan Jul 2025 | | | | | 567.00 | | |
| 250801031 Rochester Water Association | 1421 | 08/11/2025 | Claims | 6700 | 110.38 | 100100 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 100100 08/03/2025 08/11/2025 1-3 Rochester Water Svcs | | | | | 110.38 | | |
| 250801032 Scott Lake Maintenance Co C/O OrgSupport | 1422 | 08/11/2025 | Claims | 6700 | 123.56 | 1599 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 1599 08/06/2025 08/11/2025 1-3 Rochester Water Svc | | | | | 123.56 | | |
| 250801033 South Sound Radiology | 1423 | 08/11/2025 | Claims | 6700 | 186.00 | ZDPXUNL, ZDP3IQF | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| ZDPXUNL 07/23/2025 08/11/2025 CPT Code 71046 (S. Gonzalez) | | | | | 93.00 | | |
| ZDP3IQF 07/23/2025 08/11/2025 CPT Code 71046 (M. Morin) | | | | | 93.00 | | |
| 250801034 Stericycle Inc | 1424 | 08/11/2025 | Claims | 6700 | 65.75 | 8011523303 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 8011523303 08/04/2025 08/11/2025 1-3 Rochester Hazo Waste | | | | | 65.75 | | |
| 250801035 Systems Design West LLC | 1425 | 08/11/2025 | Claims | 6700 | 1,791.09 | 20252489 | |
| Invoice # Rcvd Date Due Date Description Amount | | | | | | | |
| 20252489 08/03/2025 08/11/2025 June Transports (x65) | | | | | 1,791.09 | | |

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 09:41:17 Date: 08/13/2025

08/11/2025 To: 08/11/2025

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| Voucher | Claimant | Trans | Date | Type | Acct # | Amount | Memo |
|-----------|-----------------------------------|--------------------------------|-------------------------------|--|--------|---------------------------|---|
| 250801036 | Travers Electric Inc | 1426 | 08/11/2025 | Claims | 6700 | 601.65 | 152357 |
| | Invoice # 152357 | Rcvd Date 08/03/2025 | Due Date 08/11/2025 | Description 1-2 Littlerock Water Reservoir Float Repairs | | Amount 601.65 | |
| 250801037 | Verizon Wireless | 1427 | 08/11/2025 | Claims | 6700 | 368.45 | 6118298443, 6119333267 |
| | Invoice # 6118298443 | Rcvd Date 07/24/2025 | Due Date 08/11/2025 | Description Apparatus Cells | | Amount 50.79 | |
| | 6119333267 | 07/24/2025 | 08/11/2025 | Chief, R&R Coordinator Cell | | 78.91 | |
| | 6119333267 | 07/24/2025 | 08/11/2025 | BC, LT Cells | | 158.73 | |
| | 6119333267 | 07/24/2025 | 08/11/2025 | Modems | | 80.02 | |
| 250801038 | Wells Fargo Financial Leasing | 1428 | 08/11/2025 | Claims | 6700 | 160.28 | 5035088423 |
| | Invoice # 5035088423 | Rcvd Date 07/23/2025 | Due Date 08/11/2025 | Description 1-1 Grand Mound Copier Lease (07/07-08/06) | | Amount 160.28 | |
| 250801039 | West Thurston Reg Fire PETTY CASH | 1429 | 08/11/2025 | Claims | 6700 | 13.00 | |
| | Invoice # PETTY CASH | Rcvd Date 08/03/2025 | Due Date 08/11/2025 | Description Repayment ACH Fees (Jun 2025) | | Amount 13.00 | |
| 250801040 | Wilcox & Flegel | 1430 | 08/11/2025 | Claims | 6700 | 8,232.73 | 0961107-IN, 0961199-IN, 0963920-IN, 0964149-IN, CL84584, 0966986-IN, 0967147-IN |
| | Invoice # 0961107-IN | Rcvd Date 07/23/2025 | Due Date 08/11/2025 | Description 1-1 Grand Mound Diesel (215 qal) | | Amount 1,099.95 | |
| | 0961199-IN | 07/23/2025 | 08/11/2025 | 1-2 Littlerock Diesel (240 qal) | | 1,227.83 | |
| | 0963920-IN | 07/23/2025 | 08/11/2025 | 1-1 Grand Mound Diesel (165 qal) | | 824.55 | |
| | 0964149-IN | 07/23/2025 | 08/11/2025 | 1-2 Littlerock Diesel (225 qal) | | 1,124.40 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A25 CH1-2 | | 147.87 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A14 SU1-8 | | 87.93 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A54 B1-4 | | 126.99 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A68 B1-2 | | 33.61 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A22 E1-3 | | 63.41 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A77 BN16 | | 483.93 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A24 BN1 | | 262.19 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A78 B1-3 | | 71.19 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A73 U1-2 | | 427.35 | |
| | CL84584 | 07/23/2025 | 08/11/2025 | A07 E1-7 | | 179.64 | |
| | 0966986-IN | 07/23/2025 | 08/11/2025 | 1-1 Grand Mound Diesel (190 qal) | | 915.49 | |
| | 0967147-IN | 07/23/2025 | 08/11/2025 | 1-2 Littlerock Diesel (240 qal) | | 1,156.40 | |
| 250801041 | Wilson Parts Corp | 1431 | 08/11/2025 | Claims | 6700 | 12.78 | 032256, 032285 |
| | Invoice # 032285 | Rcvd Date 07/23/2025 | Due Date 08/11/2025 | Description Autolite | | Amount 2.21 | |
| | 032256 | 07/23/2025 | 08/11/2025 | Apparatus/Tools - Carb Cleaner, Starter Fluid | | 10.57 | |

41 Vouchers:

86,572.46

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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| Voucher | Claimant | Trans | Date | Type | Acct # | Amount | Memo |
|-----------|---|-------|------------|---------|--------|-----------|------|
| 250801042 | Aflac | 1432 | 08/11/2025 | Payroll | 6700 | 563.81 | |
| | EFT Ainsworth Weston David | 1347 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Bennett Matthew Shaun | 1301 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Bennett Matthew Shaun | 1311 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Berryman Thomas A | 1348 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Betts Brandon John | 1312 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Broumley Gavin Jon | 1349 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Brownell Scott Lee | 1350 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Calica Reece Lewis | 1351 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Christenson Brian David | 1313 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Cooke Hans Robert | 1314 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Cooper Bailey Andrew | 1315 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Crabb William Nicholas | 1316 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Culleton Thomas P | 1352 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Davis Dustin James | 1317 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Dean Sarah Linnea | 1318 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Department Of Retirement Services Deferred Comp | 1387 | 08/11/2025 | Payroll | 6700 | 40,926.87 | |
| | EFT Department Of Retirement Systems Retirement | 1388 | 08/11/2025 | Payroll | 6700 | 49,706.23 | |
| | EFT Department Of The Treasury | 1389 | 08/11/2025 | Payroll | 6700 | 60,164.80 | |
| 250801043 | Dimartino Associates Brown & Brown of WA, Inc | 1433 | 08/11/2025 | Payroll | 6700 | 2,615.09 | |
| | EFT Drake Nathan Tyler | 1319 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Ehlig Daniel Ryan | 1353 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Fox Rebeka Ann | 1354 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Fox Timothy Andrew | 1302 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Fox Timothy Andrew | 1320 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Frasl Katy J | 1355 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Frasl Terry L | 1356 | 08/13/2025 | Payroll | 6700 | | |
| 250801044 | GET Program | 1434 | 08/11/2025 | Payroll | 6700 | 287.00 | |
| | EFT Garcia Stephanie Ashlyn | 1357 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Garza Isaac Wayne | 1303 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Garza Isaac Wayne | 1321 | 08/29/2025 | Payroll | 6700 | | |
| 250801045 | HRA VEBA Trust | 1435 | 08/11/2025 | Payroll | 6700 | 8,075.00 | |
| | EFT Hall Aaron David | 1304 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Hall Aaron David | 1322 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Harding Arthur James William | 1358 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Hays John Michael | 1359 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Heilman Chris Douglas | 1323 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Hemminger Shannon Marie | 1324 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Hoskison Jordan Tyler | 1325 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Hull Nathan Scott | 1326 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Hull Shawwna Noel | 1360 | 08/13/2025 | Payroll | 6700 | | |
| 250801046 | IAFF Local 3825 Treasurer | 1436 | 08/11/2025 | Payroll | 6700 | 6,689.16 | |
| 250801047 | IAFF MERP Trust Office | 1437 | 08/11/2025 | Payroll | 6700 | 2,325.00 | |
| | Benefits Programs Adm BPA | | | | | | |
| | EFT Josselyn Jesse West | 1361 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Kaleiwahea Blake William | 1327 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Kautz Austin Robert | 1362 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Kondrack Andrew Joseph | 1328 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Lohse Ryan Jacob | 1329 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Loofbourow Josh Kenneth | 1363 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Lyon Colby Wayne | 1305 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Lyon Colby Wayne | 1330 | 08/29/2025 | Payroll | 6700 | | |
| | EFT McCutcheon Kelly Renea | 1364 | 08/13/2025 | Payroll | 6700 | | |

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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| Voucher | Claimant | Trans | Date | Type | Acct # | Amount | Memo |
|--------------|---------------------------------------|-------|------------|---------|--------|------------|------|
| | EFT McGeary Michael C | 1365 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Miller Devann Munroe | 1331 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Morales Emily Ann | 1366 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Morales Michael Lawrence | 1332 | 08/29/2025 | Payroll | 6700 | | |
| 250801114 | Morin Molly Ann | 1367 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Palmerson Erik Morgan | 1306 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Palmerson Erik Morgan | 1333 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Parker Gregory Jerel | 1307 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Parker Gregory Jerel | 1334 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Patraca Linda Ellen | 1335 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Ramos-Vargas Crystal Diane | 1368 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Reed Michael David | 1369 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Reynoldson Andrea Gail | 1336 | 08/29/2025 | Payroll | 6700 | | |
| 250801117 | Ricks John Rual | 1370 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Ruiz Steve Shane | 1337 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Santee Ricardo Leon | 1338 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Santee Trisha Leann | 1371 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Scott Robert William | 1372 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Sexton Thomas Edward | 1339 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Singleton Charles Ed | 1340 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Smith Eric David | 1341 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Spiegelberg John Steven | 1373 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Stone Roger Lee | 1342 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Swecker Joel Anthony | 1308 | 08/15/2025 | Payroll | 6700 | | |
| | EFT Swecker Joel Anthony | 1343 | 08/29/2025 | Payroll | 6700 | | |
| 250801121 | Teitzel Steven David | 1374 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Trautman Alexander Paul | 1344 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Trott Thomas John | 1345 | 08/29/2025 | Payroll | 6700 | | |
| 250801048 | Trusted Plans | 1438 | 08/11/2025 | Payroll | 6700 | 55,207.31 | |
| | EFT Vaughn Catcher Nathan | 1375 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Vavrinec Christian Kalil | 1346 | 08/29/2025 | Payroll | 6700 | | |
| | EFT Visser Miranda Louise | 1376 | 08/13/2025 | Payroll | 6700 | | |
| | EFT Washington State Support Registry | 1390 | 08/11/2025 | Payroll | 6700 | 768.66 | |
| 250801049 | West Thurston Fire - House Funds | 1439 | 08/11/2025 | Payroll | 6700 | 255.00 | |
| | EFT White Christopher Charles | 1377 | 08/13/2025 | Payroll | 6700 | | |
| 87 Vouchers: | | | | | | 483,711.44 | |



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



July 14, 2025 – Governing Board Business Meeting at 18720 Sargent Rd SW, Rochester, WA St. 1-1

Call to Order/Attendance: Commissioner Culleton called the meeting to order at 17:30.

Commissioners: Ricks, White, Scott, Reed (Zoom), Merryman-Excused

Chief: N. Drake

Battalion Chief: R. Stone, E. Smith (Zoom)

Captain:

Lieutenants: I. Garza

Firefighters: S. Dean, R. Lohse, R. Santee, B. Crabb,

Volunteer: R. Calica, J. Spiegelberg (Zoom)

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

Union Representative: A. Trautman

Guests: Linda Shea

Additions/Deletions to the Agenda: None

Public Comments/Presentations: None

Labor Management: A. Trautman reported two people out on medical.

New Business:

1. Expenditure Approval – Commissioner Scott moved to approve the total expenditure amount of \$606,930.10. Commissioner Ricks seconded the motion. Roll taken, motion carried 5-0.
2. Meeting Minutes – Commissioner White moved to approve the June 9, 2025, meeting minutes. Commissioner Ricks seconded the motion. Roll take, motion carried 5-0.
3. Resolution 2025-004 Warrant Cancellation – Commissioner Scott moved to approve the cancellation of unclaimed warrants. Commissioner Ricks seconded the motion. Roll taken, motioned carried 5-0
4. Policy Revision Final Review 2013 Resident Firefighter Program – Commissioner Ricks moved to approve the 2013 Resident Firefighter Program Policy. Commissioner White seconded the motion. Roll taken, motion carried 5-0.

Unfinished Business (action items):

1. Base Station Install Additional Quote – Chief Drake provided a second quote from Fidelity Solutions. Discussion was had and request for both quotes, one from Day Wireless and one from Fidelity Solutions, be compared in a summary report. Item is tabled until the Board Workshop on July 31, 2025.
2. Lexipol – An updated quote was provided for consideration in the 2025 budget. Item is tabled until the Board Workshop on July 31, 2025.

Unfinished Business (non-action items): None

Communications: None

Department Reports:

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

Recruit & Retention Coordinator Update: Refer to printed report.

Commissioner Reports: Commissioner Ricks reported on Medic One and Thurston County Fire Commissioner meetings.

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

Executive Session Began: 1830

Executive Session Ended: 1854

No actions taken.

An offer to purchase the cell tower lease located at 20411 Old Hwy 99 was presented for consideration and discussed during the Executive Session. Commissioner Ricks moved to forward the offer to the current lease hold for first right of refusal per current contract language. Commissioner Scott seconded the motion. Roll taken, motion carried 5-0.

Good of the Order: None

Adjournment: The board adjourned the meeting at 1857 hours.

Submitted for Board approval by:

Shannon Hemminger, Secretary

Tom Culleton, Board Member

Robert Scott, Board Member

John Ricks, Board Member

Jeff Merryman, Board Member

Mike Reed, Board Member

Chris White, Board Member



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



July 31, 2025 – Governing Board Workshop at 10828 Littlerock Rd SW, Olympia WA St. 1-2

Call to Order/Attendance: Commissioner Culleton called the meeting to order at 17:41.

Commissioners: Ricks, White, Scott, Reed, Merryman

Chief: N. Drake

Battalion Chief: R. Stone,

Captain:

Lieutenants:

Firefighters:

Volunteer:

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

Union Representative: A. Trautman

Guests: Linda Shea, Chris Thomas

Additions/Deletions to the Agenda: None

Public Comments/Presentations: None

Labor Management: None

New Business:

1. 2026 Budget Planning 1st Review – Admin Services Director gave a brief overview of the current 2025 Budget spending. Discussion was had that the RFA and IAFF Union are in contract negotiations and until that is complete, a full picture of the 2026 Budget is premature at this point.
2. 2026 M & O Levy – Discuss was had that moving forward with an M & O Levy in 2025 is not feasible at this time due to budget uncertainties. Commissioner Merryman move to not run an M & O Levy in 2025. Commissioner Scott seconded the motion. Roll was taken Commissioner Culleton – Yes, Commissioner Ricks – No, Commissioner Reed – Yes, Commissioner White – No. Motion carried to not run an M & O Levy in 2025, 4-2.
3. Base Station Radio Install – Installation quotes were reviewed and discussed for Day Wireless and Fidelity Solutions. Commissioner White moved to approve Fidelity Solutions to install the base station radios. Commissioner Reed seconded the motion. Roll taken, motioned carried 5-1, Commissioner Scott abstained.

Unfinished Business (action items): None

Unfinished Business (non-action items): None

Communications: None

Department Reports: None

Chief/Training/EMS/Shift Reports:

Recruit & Retention Coordinator Update: None

Commissioner Reports: None

Good of the Order: None

Adjournment: The board adjourned the meeting at 1938 hours.

Submitted for Board approval by:

Shannon Hemminger, Secretary

Tom Culleton, Board Member

Robert Scott, Board Member

John Ricks, Board Member

Jeff Merryman, Board Member

Mike Reed, Board Member

Chris White, 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. 2025-005

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 August 2025, the following majority of commissioners being present and voting:

**West Thurston Regional Fire Authority
Board of Commissioners**

Tom Culleton, Commissioner

John Ricks, Commissioner

Mike Reed, Commissioner

Robert Scott, Commissioner

Jeff Merryman, Commissioner

Chris White, Commissioner

EXHIBIT 1 – Surplus Property
Resolution #2025-005

| Item | Serial / Model # | Tag # | Reason | Disposition |
|--|--------------------------|-------|------------------|------------------------------|
| Dell Portable Projector | CN-0MJ817-S0081-81U-1015 | 320 | Unable to locate | Unable to locate |
| Westinghouse 26" Digital TV | 5030G74000693 | NA | No longer in use | To be sold on Public Surplus |
| Quickloc Mounting Plates (x13) | NA | NA | No longer in use | To be sold on Public Surplus |
| SCBA Bottle Brackets (x60) | NA | NA | No longer in use | To be sold on Public Surplus |
| Samsung 52" Plasma Flat Screen TV | AUMJ3CQZ114680D | 159 | No longer in use | To be sold on Public Surplus |
| Dual Desktop Monitor Mount | NA | NA | No longer in use | To be sold on Public Surplus |
| Samsung Vesa Mini Wall Mount | NA | NA | No longer in use | To be sold on Public Surplus |
| Holmes Clip On Fan | NA | NA | No longer in use | To be sold on Public Surplus |
| Clip On Lights (x3) | NA | NA | No longer in use | To be sold on Public Surplus |
| Conair Smooth Shaver | NA | NA | No longer in use | To be sold on Public Surplus |
| Infinity 11" Speakers | NA | NA | No longer in use | To be sold on Public Surplus |
| HP Officejet 150 Mobile All-In-One Printer | NA | NA | No longer in use | To be sold on Public Surplus |
| Euroboom Microphone Stand | NA | NA | No longer in use | To be sold on Public Surplus |
| HP USB Wired Keyboards (x3) | NA | NA | No longer in use | To be sold on Public Surplus |
| Epson 730HD Projector | TW6K3X00947 | 149 | No longer in use | To be sold on Public Surplus |
| Insignia 8' HDMI Cable | NA | NA | No longer in use | To be sold on Public Surplus |
| Laptop Bags (x2) | NA | NA | No longer in use | To be sold on Public Surplus |
| Dell Monitors (x7) | NA | NA | No longer in use | To be disposed of by ITS |
| HP Monitors (x2) | NA | NA | No longer in use | To be disposed of by ITS |

| | | | | |
|--|------------------------|------------------------------|------------------|------------------------------|
| Lenovo M725s Desktop Computer | MJ097T2N | 447 | No longer in use | To be disposed of by ITS |
| Epson 3D Glasses (x2) | NA | NA | No longer in use | To be sold on Public Surplus |
| Sigtronics Headset Motorola XTS1500 Portable Radio | NA | NA | No longer in use | To be sold on Public Surplus |
| Garmin Nuvi 780 GPS Unit | 1CG200312 | NA | No longer in use | To be sold on Public Surplus |
| MSA Calibration Kit | NA | NA | No longer in use | To be sold on Public Surplus |
| Misc. HDMI - Monitor - Computer Cables (box) | NA | NA | No longer in use | To be sold on Public Surplus |
| Dell PP29L Laptop | YX075A00 | 404 | No longer in use | To be disposed of by ITS |
| Lenovo Z370 Laptop | QB04196477 | 113 | No longer in use | To be disposed of by ITS |
| HP Elite 745 G6 Notebook | 5CG9425YJS | 4585 | No longer in use | To be disposed of by ITS |
| Dell Inspiron 15 Laptop | 40ZZM52 | 112 | No longer in use | To be disposed of by ITS |
| Acer Aspire ZRQ Laptop | MXMEFAA002339015247600 | 131 | No longer in use | To be disposed of by ITS |
| Motorola XTS 1500 Portable Radios (x5) | NA | 0073, 0062, 0060, 0027, 0059 | No longer in use | To be sold on Public Surplus |
| Motorola XTS 1500 Portable Radio 110v Desk Charger | NA | NA | No longer in use | To be sold on Public Surplus |
| Motorola HT1250 Portable Bank Charger (x2) | NA | old tag 07-00107 | No longer in use | To be sold on Public Surplus |
| Streamlight Right Angle Flashlight | NA | Old tag 0753 | No longer in use | To be sold on Public Surplus |
| Bendix King AA Clam Shell Pack (x2) | NA | NA | No longer in use | To be sold on Public Surplus |
| Motorola XTS 1250 Portable Radios (x2) | NA | 384, 0007 | No longer in use | To be sold on Public Surplus |
| Motorola Minitor 2 Radio Pager | 646BYQ2325 | NA | No longer in use | Broken – to be disposed of |

| | | | | |
|--|---------------------------------------|-------------------------|-------------------|---------------------------------|
| Motorola XTS 3000 Portable Radio | 620CDN1707 | old tag 07- 00011 | No longer in use | To be sold on Public Surplus |
| Motorola XTS 1500 Lapel Mic | NA | NA | No longer in use | To be sold on Public Surplus |
| Vizio 42" HDTV Flatscreen | LTLPIBAL3101904, Model E421VA | NA | No longer in used | Broken – to be disposed of |
| Motorola Impress 6- Bay Charger Station | | | No longer in used | To be sold on Public Surplus |
| HP Ultrastim Docking Stations (x3) | 5CG649ZD06, 5CG5132Z64, 2TK940X13P | NA | No longer in used | To be sold on Public Surplus |

**If value is estimated to exceed \$500, minimum bid must be established and approved by chief.*



**West Thurston Regional Fire Authority
Governing Board**

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: As per the request of the Board of Commissioners and the length of time since last RFQ (circa 2019), a request for quote was sent out June 23, 2025 with a response date of July 21, 2025. The request was sent to qualified vendors that could provide Semi-Annual Bay Door Maintenance. The RFQ was sent to 12 (including the current vendor) vendors, with four (4) that have provided a response.

1. Automatic Door and Gate Co
2. Davis Door Service, Inc
3. Lewis River Doors Inc
4. Metro Overhead Door, Inc.
5. Cressy Door Company
6. Entrance Controls
7. Johnson & Johnson Overhead Doors
8. Olympia Overhead Doors
9. Honest Garage Doors
10. Hung Right Doors (received quote 1 day after response date, can not accept)
11. Zip Garage Door and Gate Repair
- 12. DH Pace Door Services (current vendor)**

| Contractor | Proposal | Warranty/Service included | Cost (excl. tax) | Notes |
|--------------------|--|--|---|---|
| DH Pace | <ul style="list-style-type: none"> Planned maintenance service and inspection on 34 sectional doors and operators Provide as-needed service response and repairs, prompt service | <ul style="list-style-type: none"> 1 yr warranty on material & labor or manufacturer standard warranty on full unit replacements 90 day warranty on labor-only repairs | <ul style="list-style-type: none"> \$3,285 + tax semi-annually | <ul style="list-style-type: none"> Quote provided for up to 5 years, with small increase in rates after year 2 |
| Davis Door Service | <ul style="list-style-type: none"> Inspection /adjustment of doors, minor repairs, lube doors as needed | <ul style="list-style-type: none"> No charge for scissor lift – only charged for “rental” | <ul style="list-style-type: none"> \$14,070.00 + tax semi-annually | |

| | | | | |
|------------------------|--|---|--|---|
| Olympia Overhead Doors | <ul style="list-style-type: none"> • Complete inspection of all doors and operators • Identification of worn, damaged, failing components • Lube all moving and metal-on-metal parts • Necessary adjustments | <p>equipment if required</p> <ul style="list-style-type: none"> • 90 day labor warranty • 1 yr parts warranty | <ul style="list-style-type: none"> • \$210 hrly rate per technician • \$350 per use for scissor lift • \$120 admin fee per visit, if applicable • Estimated total \$6,090.00 + tax & admin fee | <p>Didn't have time to do walk-through, not able to provide exact amounts per station</p> |
|------------------------|--|---|--|---|

Recommendation: DH Pace Door Service

- Current vendor
- Lowest bidder
- Continues to provide quality service and quick response



**West Thurston Regional Fire Authority
Governing Board**

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: As per the request of the Board of Commissioners and the length of time since last RFQ (circa 2019), a request for quote was sent out June 23, 2025 with a response date of July 21, 2025. The request was sent to qualified vendors that could provide Annual Generator Maintenance. The RFQ was sent to 9 (including the current vendor) vendors, with three (3) that have provided a response.

1. D Square Energy, LLC
2. Pacific Power Group
3. Exodus Electric, LLC
4. CRU Electric LLC
5. General Mechanical, Inc
6. Pacific Electrical Services LLC
7. Tacoma Diesel and Equipment
8. Allied Electric
9. **Cummins (current vendor)**

| Contractor | Proposal | Warranty/Service included | Cost (excl. tax) | Notes |
|---------------|--|---|--|---|
| Cummins | <ul style="list-style-type: none"> System inspections: batteries, controls, fuel/cooling/intake and exhaust systems Oil & coolant: clean filters, change oil 2 hr Load bank testing (optional) Transfer switch & switchgear inspection | <ul style="list-style-type: none"> Extended warranties available 90-day labor warranty 1 yr parts warranty | <ul style="list-style-type: none"> \$5,657.53 + tax – full service only \$5,495.22 + tax – Load bank \$11,152.75 + tax to include load bank testing | <ul style="list-style-type: none"> Quote provided for up to 5 years, with no increase in rates |
| Tacoma Diesel | <ul style="list-style-type: none"> New engine oil, replace filters, inspect & tighten drive belts, inspect air filters, check all fluids, | <ul style="list-style-type: none"> 90-day labor warranty | <ul style="list-style-type: none"> \$7,223.50 + tax -full Service only | |

| | | | | |
|---------------------|--|--|---|--|
| Pacific Power Group | <ul style="list-style-type: none"> inspect air intake and exhaust system, test batteries, check gauges and indicators, check generator output voltage Complete system operation testing including transfer to emergency generator 2 hr Load bank testing (optional) Inspection of oil levels, air filters, coolant levels, fuel system & quality, charging and starting system, exhaust system, fluid leaks, control faults, AC voltage 1.5 hr load bank testing (optional) | | <ul style="list-style-type: none"> \$5,625.00 + tax – Load bank \$12,848.50 + tax total annually \$9,368.00 + tax – full service only \$11,658.00 + tax – Load bank \$21,026.00 + tax to include load bank testing | |
|---------------------|--|--|---|--|

Recommendation: Cummins

- Current vendor
- Lowest bidder
- Continues to provide quality service and quick response

Notes:

2024 – load testing was completed on only station 4 & 6 generator

2025 – load testing was completed at all stations

Load testing is not required annually however is recommended



West Thurston Regional Fire Authority
Governing Board

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: As per the request of the Board of Commissioners and the length of time since last RFQ (March 2022), a request for quote was sent out June 23, 2025 with a response date of July 21, 2025. The request was sent to qualified vendors that could provide Semi-Annual Gym Equipment Maintenance. The RFQ was sent to 7 (including the current vendor) vendors, with one (1) that has provided a response.

1. Clear Scape LLC
2. Glofi General Construction, Inc.
3. Jam West Construction, Inc.
4. Molecular Inc.
5. Prevalence Retail Services
6. TMG Services, Inc.
7. **Fitness Machine Technicians (current vendor)**

| Contractor | Proposal | Warranty/Service included | Cost (excl. tax) | Notes |
|-----------------------------|--|---|--|--|
| Fitness Machine Technicians | <ul style="list-style-type: none">• Inspect, test, lubricate, diagnose, calibrate, replace parts and clean equipment (see proposal for specific equipment details)• | <ul style="list-style-type: none">•• | <ul style="list-style-type: none">• \$516.00 semi-annually• \$1,032.00 annually | <p>Cost is up by \$172.00 from 2022</p> <p>Non-PM rates \$110 p/hr plus \$55 travel charge per visit</p> |

Recommendation: Fitness Machine Technicians

- Current vendor
- Only vendor to respond to request
- Not too many vendors locally to provide requested service



**West Thurston Regional Fire Authority
Governing Board**

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: As per the request of the Board of Commissioners and the length of time since last RFQ (2017 & 2021), a request for quote was sent out June 23, 2025 with a response date of July 21, 2025. The request was sent to qualified vendors that could provide Semi-Annual HVAC, Boiler and Diesel Exhaust Maintenance. The RFQ was sent to 12 (including the current vendor) vendors, with one (1) that has provided a response.

1. Mills Northwest Heating and Pump
2. Molecular Inc
3. Northwest Thermal Hydronics LLC
4. Totter & Morton Facility Services
5. West Coast Mechanical Solutions
6. Capital Heating and Cooling, Inc.
7. Air Handlers, Inc
8. Americacool Heating & Air
9. Black Hills, Inc.
10. G & G Heating & Air
11. ARP Heating and Air LLC
- 12. Olympia Sheet Metal (current vendor)**

| Contractor | Proposal | Warranty/Service included | Cost (excl. tax) | Notes |
|---|---|--|---|--|
| <ul style="list-style-type: none"> Olympia Sheet Metal | <ul style="list-style-type: none"> <u>HVAC Services:</u> inspect, lubricate, check coils and drains, make adjustments, change/clean filters, check belts and pulleys, temperature/electrical/pressure checks <u>Diesel Exhaust Services:</u> inspect, lubricate, check coils and drains, make adjustments, change/clean filters, check belts and pulleys, temperature/electrical/pressure checks <u>Boiler Services:</u> inspect, lubricate, check coils and drains, | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> \$2,100.00 + tax semi-annually for Full Service (additional for filter services \$160.00 + tax semi-annually \$550.00 + tax semi-annually (additional | <ul style="list-style-type: none"> Prices have not changed since 2019 |

| | | | | |
|--|---|--|------------------------|--|
| | make adjustments, change/clean filters, check belts and pulleys, temperature/electrical/pressure checks | | for filter service) | |
|--|---|--|------------------------|--|

Recommendation: Olympia Sheet Metal

- Current vendor
- Only vendor to respond to request
- Continues to provide quality service and quick response



**West Thurston Regional Fire Authority
Governing Board**

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: As per the request of the Board of Commissioners and the length of time since last RFQ (September 2021), a request for quote was sent out June 23, 2025 with a response date of July 21, 2025. The request was sent to qualified vendors that could provide pest control/management. The RFQ was sent to ten (10 -including the current vendor) vendors, with four (4) that have provided a response.

1. Molecular Inc
2. Sprague Pest Solutions
3. Wolbert's Inc.
4. Pointe Pest Control
5. Pest Stop
6. Venables Pest Control
7. Olympia Pest Management
8. Antman Pest Control
9. What's Buggin You Pest Control

10. Bigfoot Pest Management

| Contractor | Proposal | Warranty/Service included | Cost (excl. tax) | Notes |
|---|--|---|--|--|
| <ul style="list-style-type: none"> Bigfoot Pest Management | <ul style="list-style-type: none"> maintenance includes treatment, inspection and preventative rodent and insect services. Insect service consists of spider sweeps, exterior perimeter treatments and interior monitoring. Rodent service includes monitoring and inspection of exterior and interior traps. | <ul style="list-style-type: none"> Includes prevailing wage Every Other Mnth - Rodent Svc, Insect Srv = 5 exterior bait stations, 6 interior tincat traps | <ul style="list-style-type: none"> \$95.00 per station – total of \$475.00 + tax | <ul style="list-style-type: none"> Prices have not increased since 2021 |
| <ul style="list-style-type: none"> Sprague Pest Solutions | <ul style="list-style-type: none"> Maintenance includes site inspection, chemical applications, inspect monitors, service report provided, follow up treatments if necessary | <ul style="list-style-type: none"> Every other mnth svc for: rodents, non-wood destroying ants, cockroaches, earwigs, spiders | <ul style="list-style-type: none"> \$125.00 per station – total of \$625.00 + tax | |

| | | | | |
|---|---|---|---|--|
| <ul style="list-style-type: none"> • What's Bugging You Pest Control | <ul style="list-style-type: none"> • Maintenance includes site inspection, chemical applications, inspect monitors, service report provided, follow up treatments if necessary | <ul style="list-style-type: none"> • Every other mnth srvc for: rodents, ants, yellow jackets, spiders | <ul style="list-style-type: none"> • \$145.00 + tax – Grand Mound • \$125.00 + tax – Littlerock • \$115.00 + tax – Rochester • \$95.00 + tax – Scott Lake • \$115.00 + tax – Maytown • \$595.00 + tax total | |
| <ul style="list-style-type: none"> • Pest Stop | <ul style="list-style-type: none"> • Maintenance includes site inspection, chemical applications, inspect monitors, service report provided, follow up treatments if necessary | <ul style="list-style-type: none"> • Every other mnth srvc for: rodents, ants, yellow jackets, spiders, earwigs. | <ul style="list-style-type: none"> • \$190.00 + tax – Grand Mound – Initial set up \$850 • \$152.00 + tax – Littlerock – initial set up \$720 • \$65.72 + tax – Rochester- initial set up \$303.60 • \$34.98 + tax – Scott Lake – initial set up \$139.92 • \$97.50 + tax – Maytown – initial set up \$450 • \$540.2.00 total – Initial set up \$2,463.52 | |

Recommendation: BigFoot Pest Control

- Current vendor
- Lowest bidder
- Continues to provide quality services and is very responsive



**West Thurston Regional Fire Authority
Governing Board**

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: As per the request of the Board of Commissioners and the length of time since last RFQ (August 2019), a request for quote was sent out June 23, 2025, with a response date of July 21, 2025. The request was sent to qualified vendors that could provide water treatment/management to three (3) of the stations (Grand Mound, Littlerock, Maytown.) The RFQ was sent to 11 (including the current vendor) vendors, with one (1) that has provided a response.

1. American Pump and Drilling
2. Baker Underground & Construction
3. Betshart Electric Co., Inc.
4. Blackwater Industries
5. Control Systems International, LLC
6. Dirty Deeds LLC
7. Washington Pure Water Products
8. Water Doctor of Washington
9. Clarkes Pump Service
10. Advanced Drilling
11. Northwest Water Systems

| Contractor | Proposal | Warranty/Service included | Cost (<i>excl. tax</i>) | Notes |
|---|---|--|--|--------------------------------------|
| <ul style="list-style-type: none">Northwest Water Systems | <ul style="list-style-type: none">Site visit schedule monthlySource meter readingReservoir hatch, vent, screen inspectionStatic water level measurementCheck well pump operationClean & inspect interior & exterior of pumphousePressure tank checkRecharge tanksWater treatment options: filtration, change filters, supplies (salt/chloring, filters) | <ul style="list-style-type: none"> | <ul style="list-style-type: none">\$206.15 monthly fee | Prices have not increased since 2019 |

Recommendation: Northwest Water Systems

- Current vendor
- Only vendor to respond to request



WEST THURSTON REGIONAL FIRE AUTHORITY

CHIEF REPORT | July 2025

Fire Chief N. Drake

CHIEF'S RECAP

Staffing

We had two firefighters out due to injury or illness this month. Sick leave usage increased to 585 hours (up from 528), though we saw a decrease in shift overtime to 239 hours (down from 303). There was no mandatory overtime required this month.

Two temporary firefighters—approved by the union—continue to support coverage during short shifts for those two positions on sick leave. This has helped us maintain lower overtime hours.

Volunteer Designated Aid Unit

Staffing for the volunteer-run Designated Aid Unit remained steady. In July, the unit was operational for three (3) 12-hour shifts and seven (7) 24-hour shifts, totaling 204 staffed hours—a decrease from 324 hours in June.

The unit was fully staffed 27% of the month and completed 17 patient transports to the hospital. These transports allowed our primary units to remain in their service areas. I want to extend a sincere thank you to all the dedicated volunteers supporting this important service.

State Mobilization

WTRFA deployed to four state fire mobilizations in July:

1. B1-1 responded to the Toonerville Fire in Mason County (July 9–12) and the Belgian Fire in Jefferson County (July 12–13).
2. T1-1 and an STL were deployed to the Hope Fire in Stevens County (July 8–22).
3. B1-1 was also deployed to the Burdoin Fire in Klickitat County (July 18–26).

We are still in the early part of fire season, and activity is showing no signs of slowing down.

Fire Chief Training – National Fire Academy

I attended the New Executive Chief Officer training at the National Fire Academy (NFA) in Emmitsburg, Maryland from July 20–26. This course covered a wide range of topics including: -Leadership and management -Political navigation and strategic planning -Legal liability and HR management -Financial management and capital asset planning -Community engagement.

It was an excellent opportunity to collaborate with Fire Chiefs from across the country. All travel and training costs were covered by the NFA, with the exception of meals.

Call Volume

July brought a noticeable increase in call volume and fire activity. Historically, July is our busiest month, and this year was no exception.

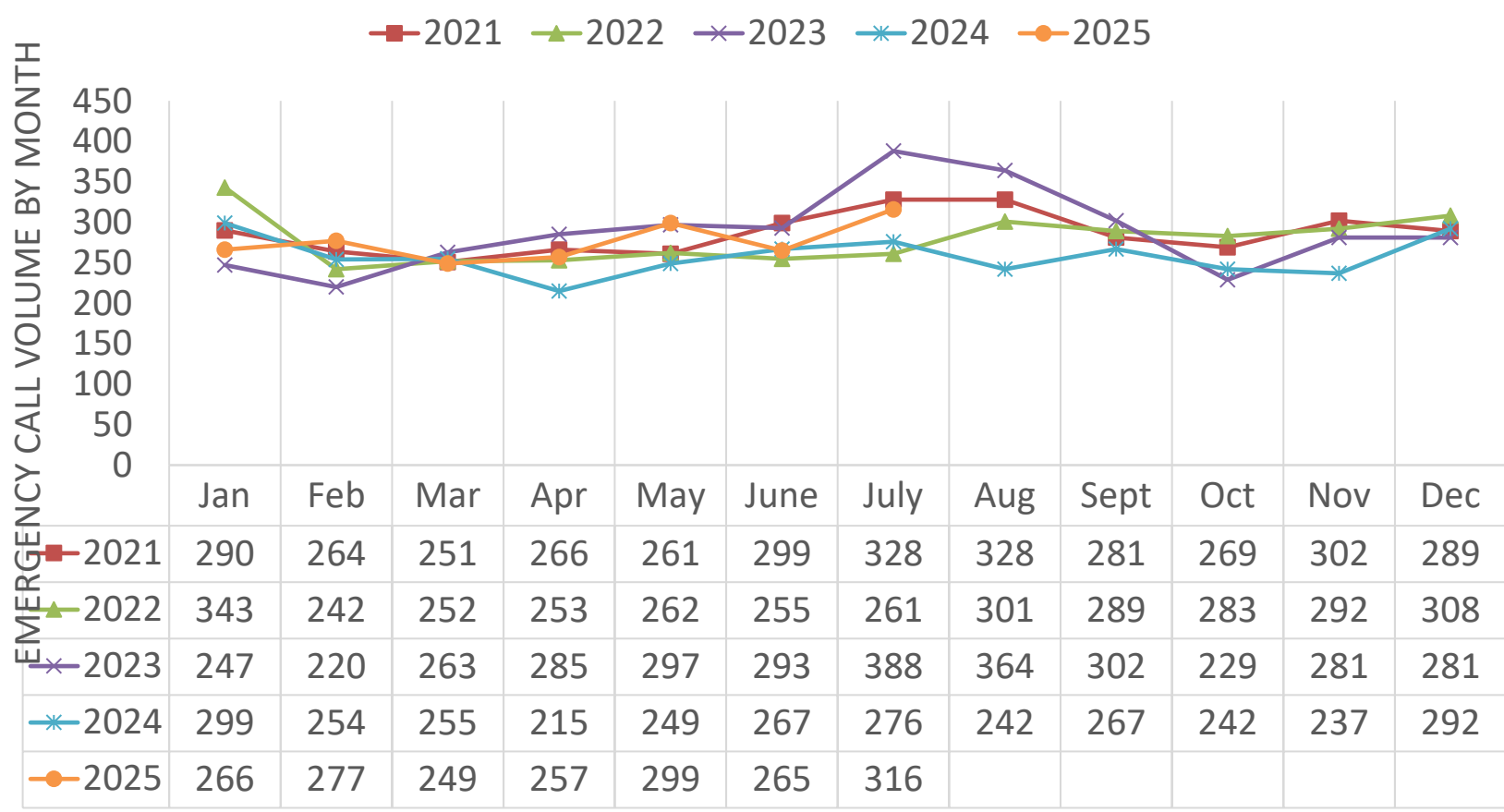
- **Total calls:** 316 (highest in the past two years)
- **Fire-related calls:** 35 (11% of total calls, up from the usual 5%). The majority of fires were small brush or grass fires, each under an acre in size. Although we did have had a few fires over 2 acres.

WEST THURSTON REGIONAL FIRE AUTHORITY

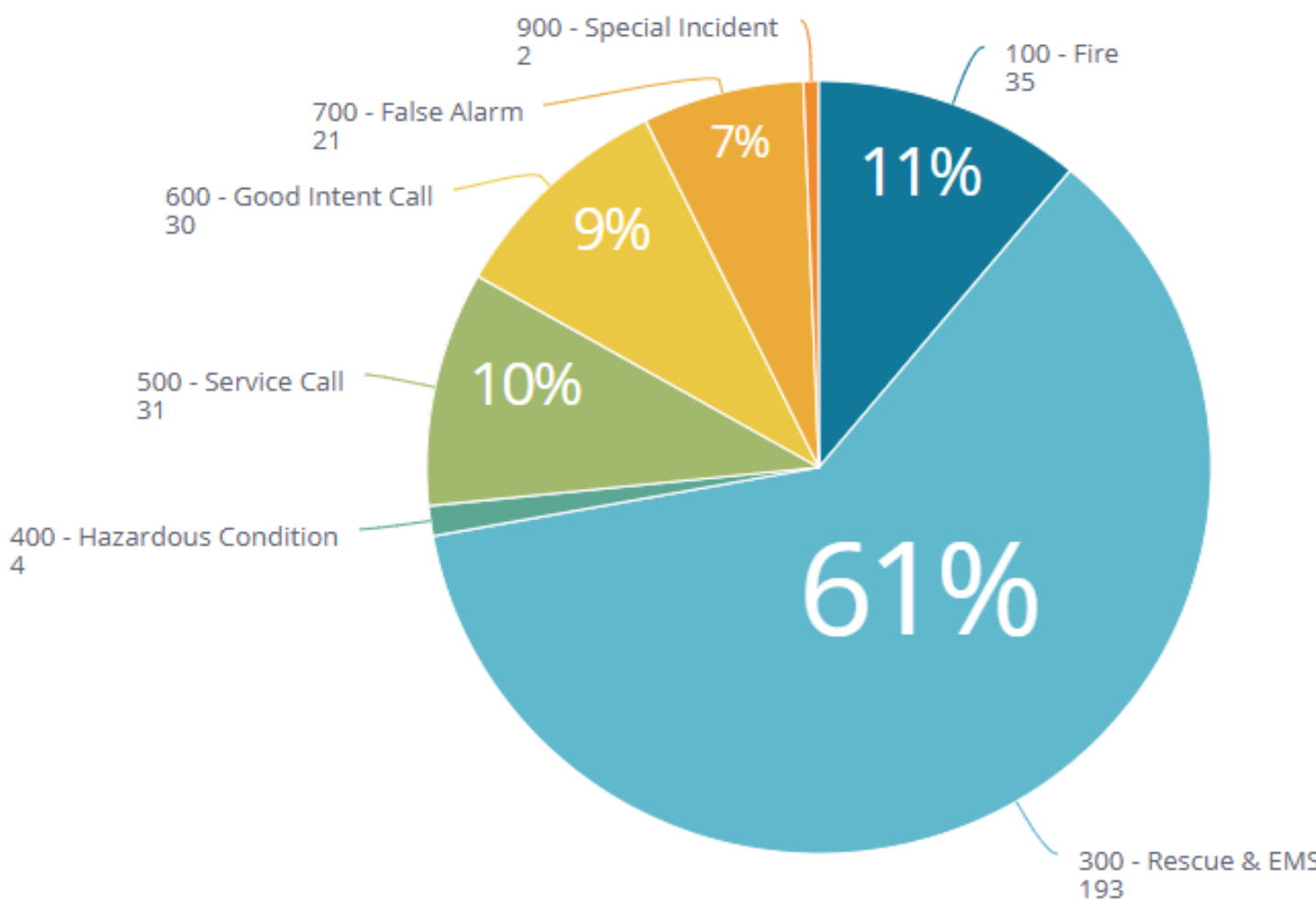
2025 BY THE NUMBERS – Monthly Report July 2025
Chief Nathan Drake



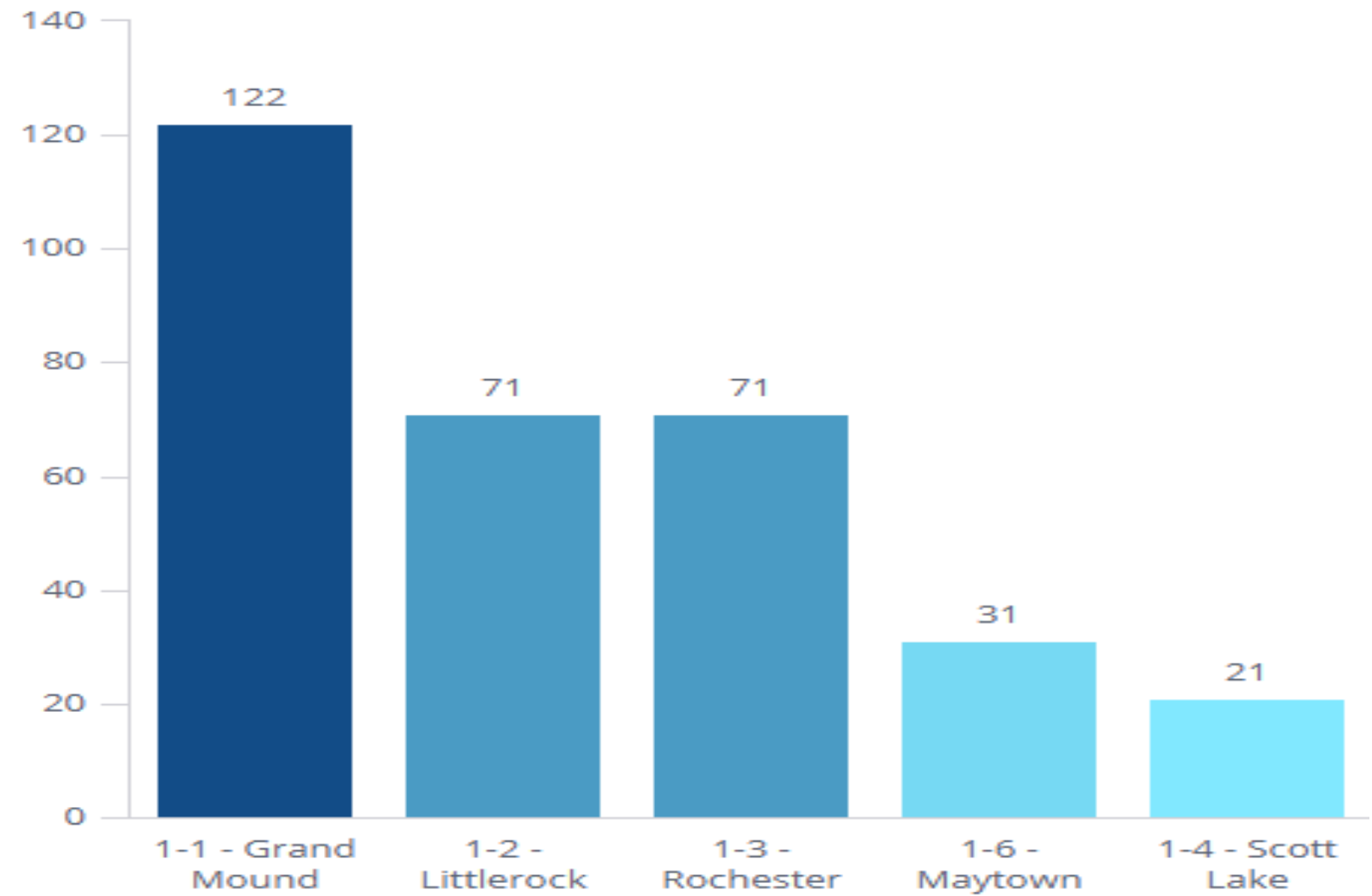
4-YEAR INCIDENT VOLUME COMPARISON BY MONTH
2021-2025



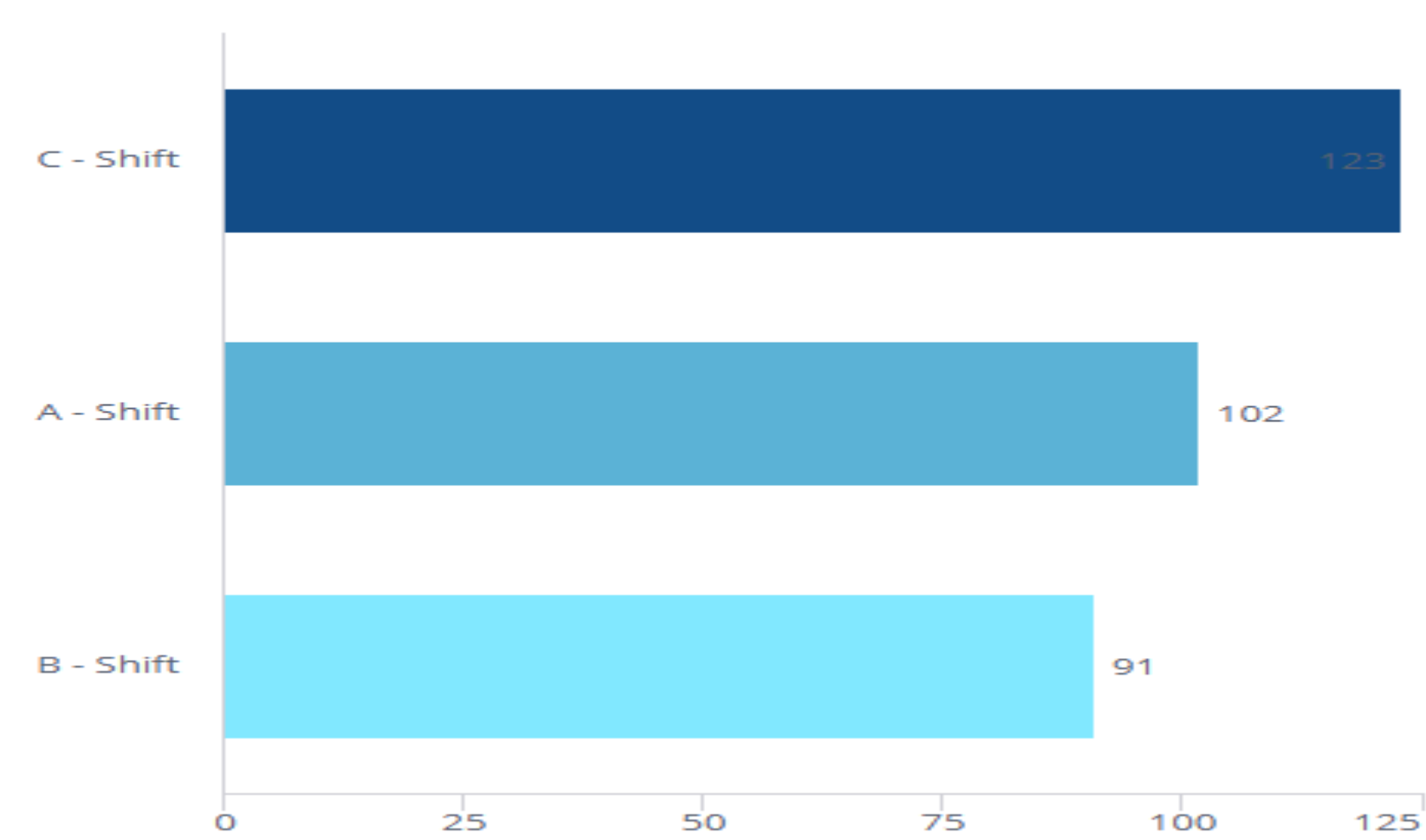
Percent of Incident Responses by Incident Type



Incident Count by Station



Incident Count by Shift



1,923

2025 Total

1,815

2024 To Date Total

+108

CHANGE PYTD

+6%

% PYTD

JULY AVERAGE PRIMARY RESPONSE TIME 8:47

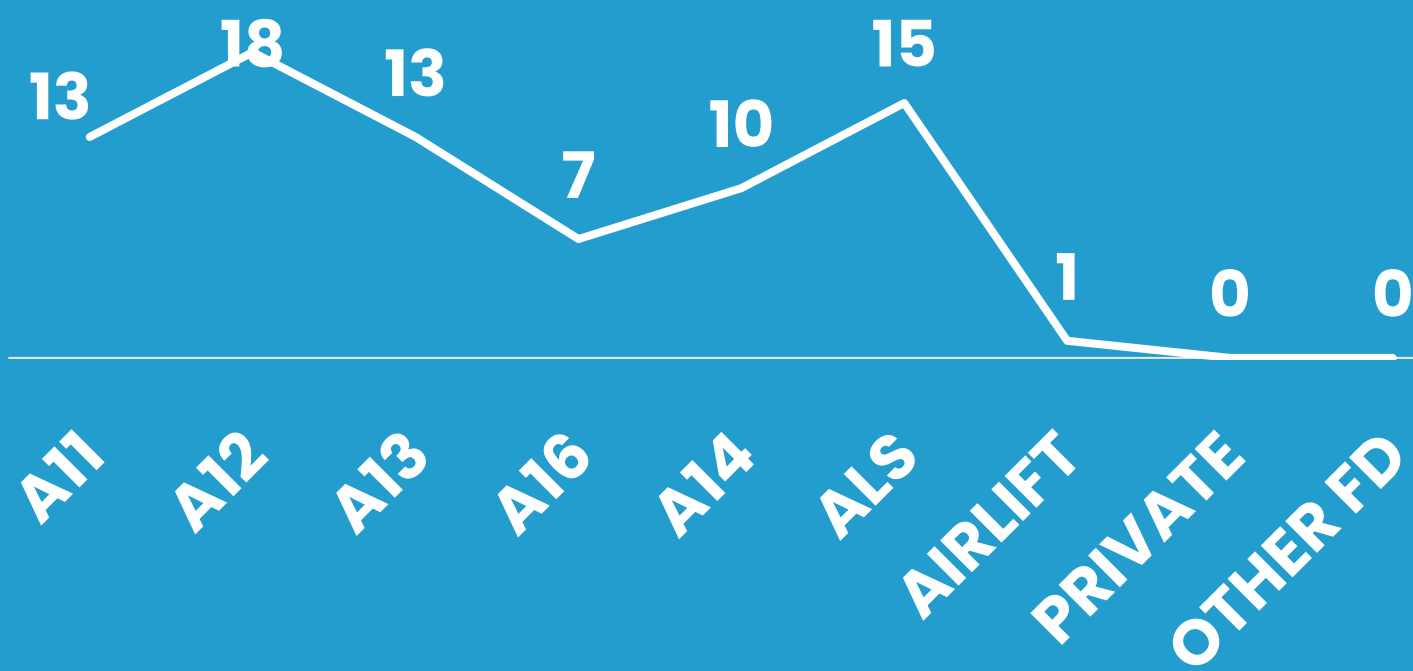
July CALLS = 316

32% OVERLAPPING CALLS (103) IN JULY

WTRFA INCIDENT RESPONSE SUMMARY

PATIENT TRANSPORTS

WTRFA AID UNIT TRANSPORTS – JULY



YTD WTRFA TRANSPORTS



509

JULY WTRFA TRANSPORTS



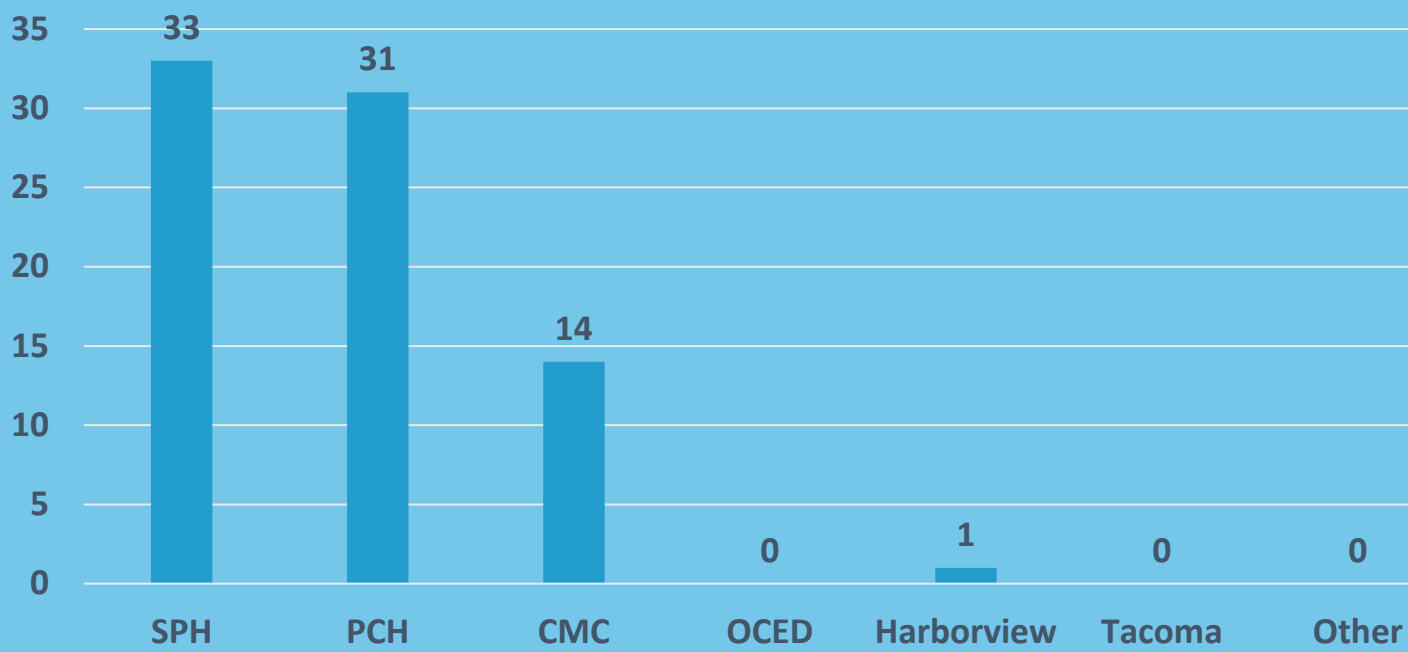
61

Total Transports YTD

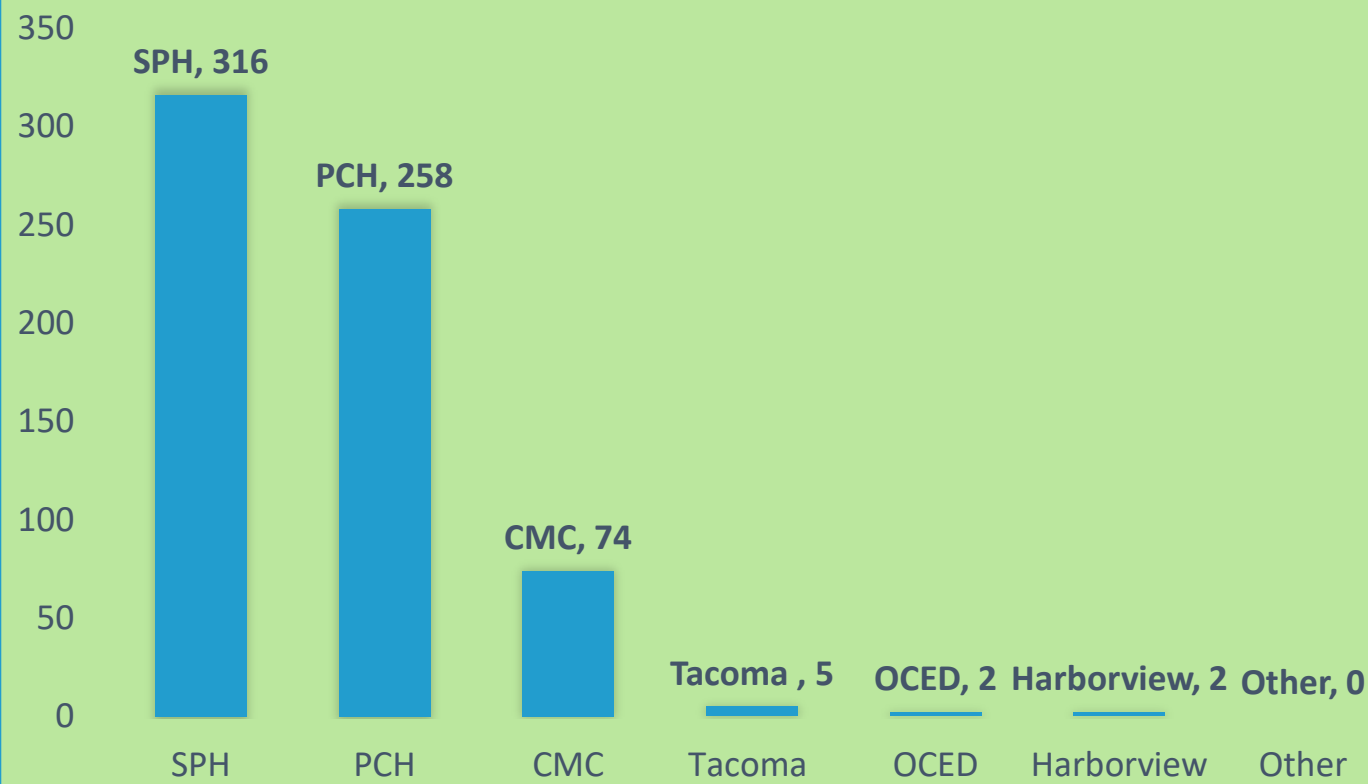


ALS = 123
BLS = 515

TRANSPORT DESTINATION – JULY



DESTINATION – YTD



MUTUAL AID/AUTO AID FOR JULY



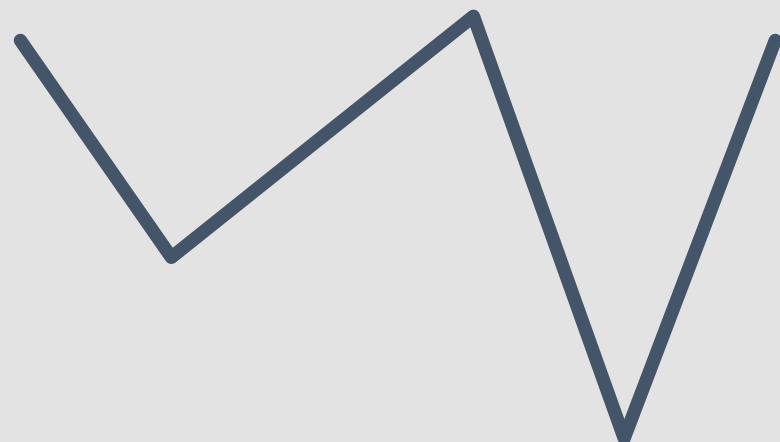
AID GIVEN: 38
AID RECEIVED: 30

Average Response Time
COMPLIANCE YTD

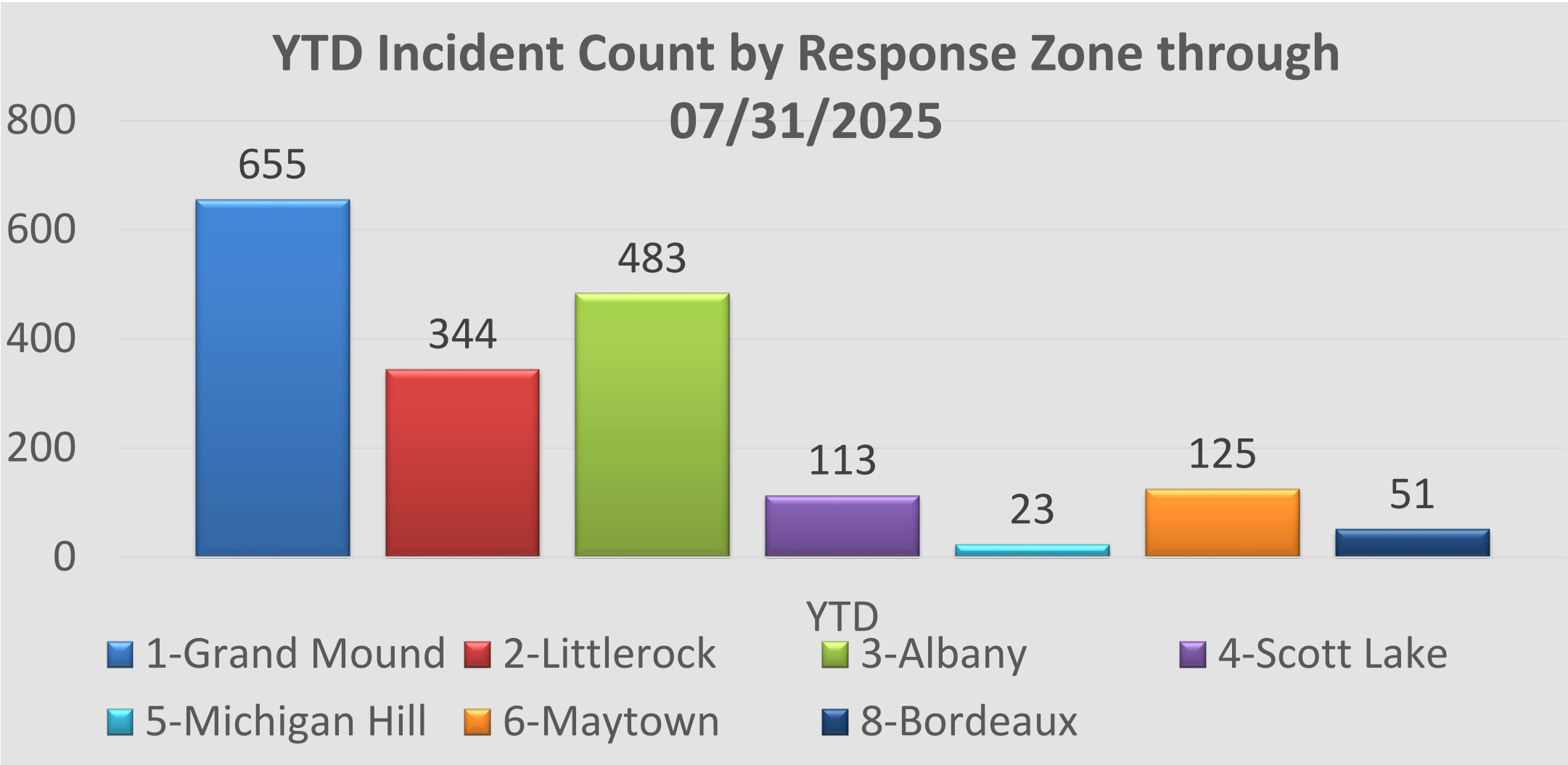


8:52 Initial Unit Arrival
in Primary Zones
1,2,3,4

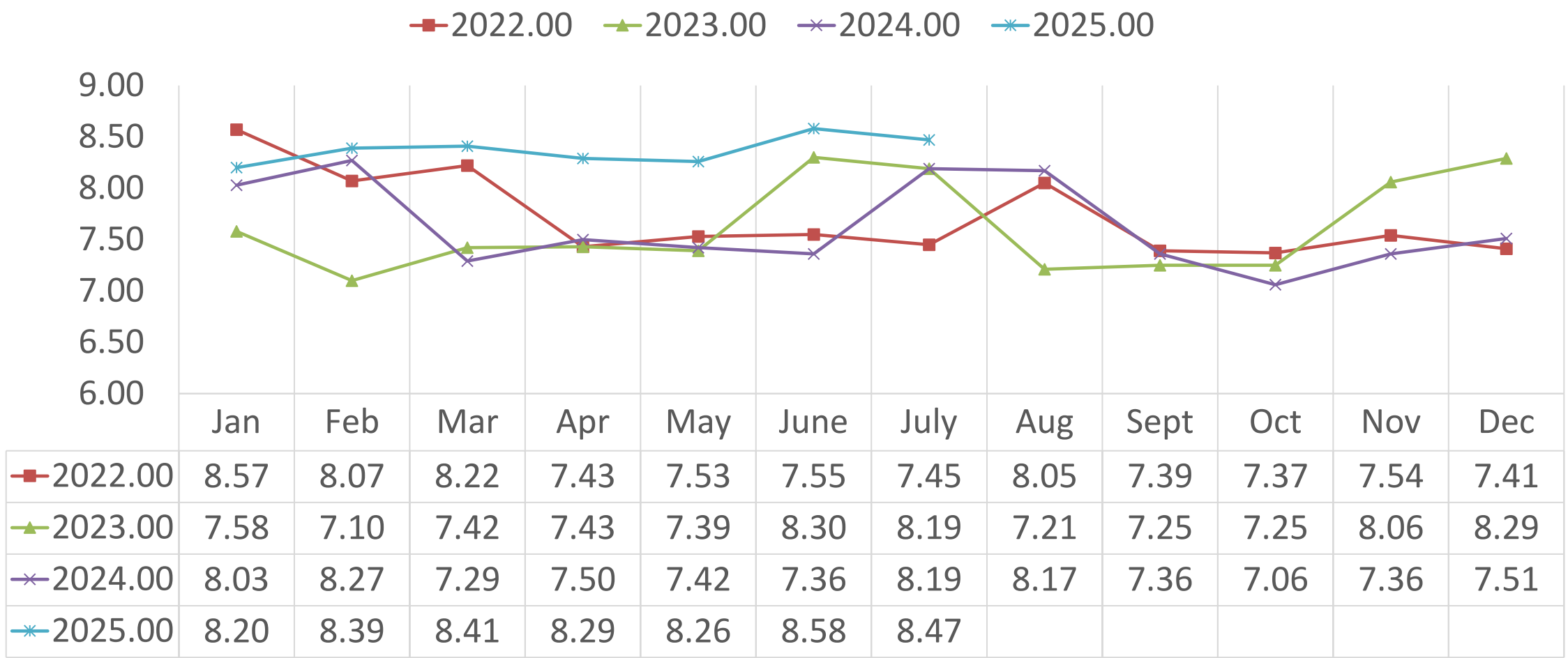
30% Overlapping
Calls (578) YTD



YTD Incident Count
By Response Zone

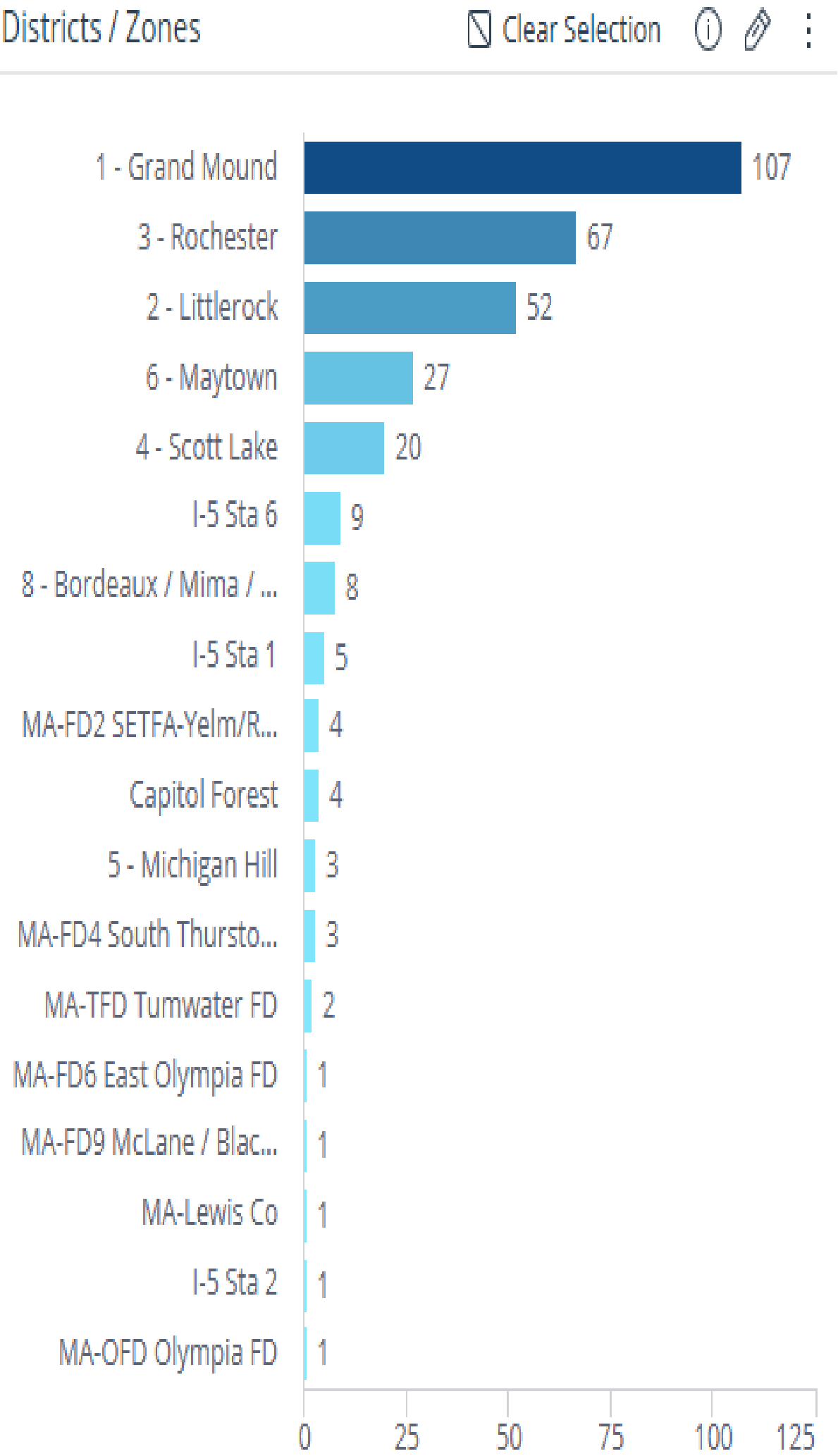


2022-2025 AVERAGE RESPONSE TIME BY MONTH

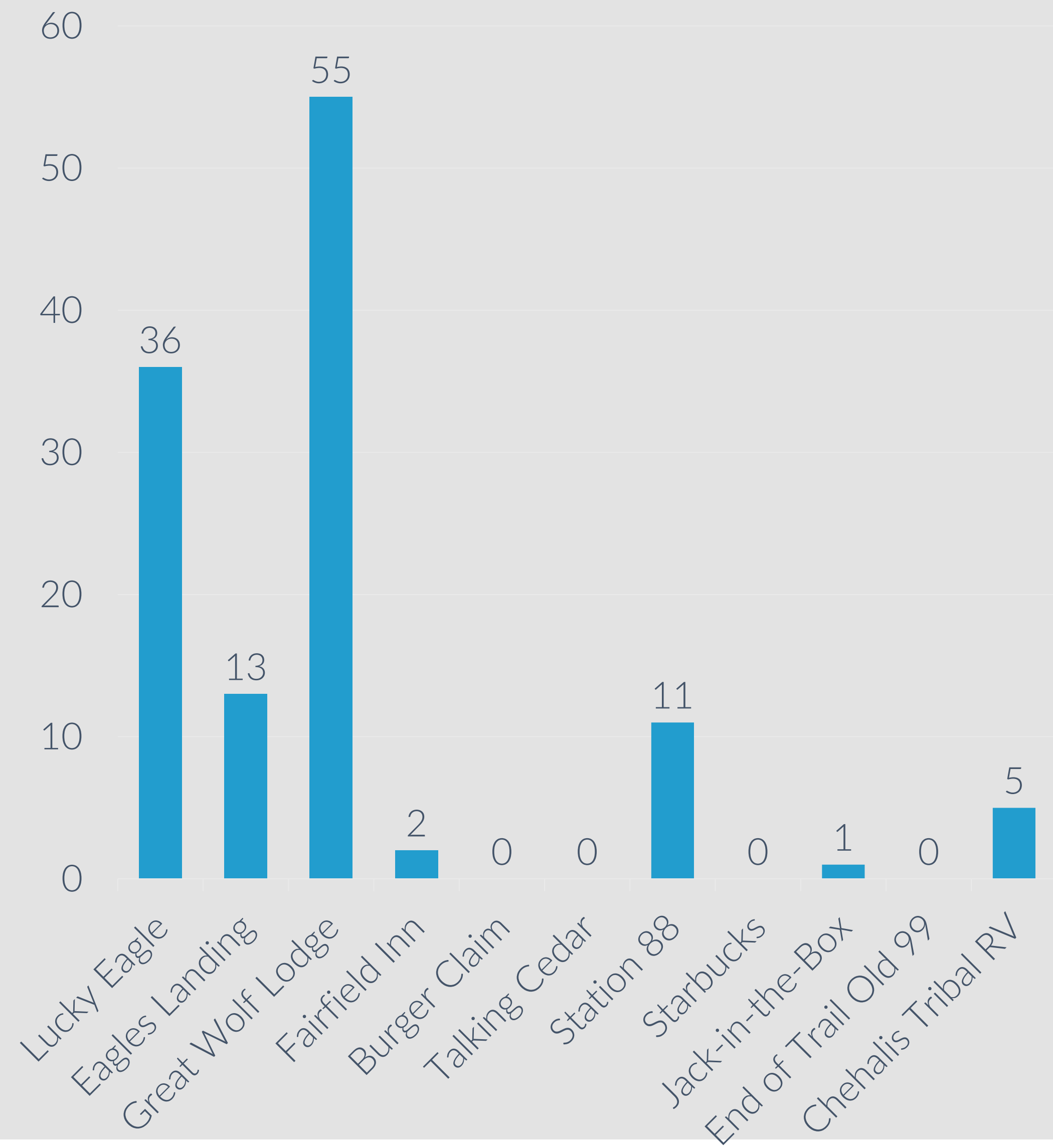


Average Response Time
By Month

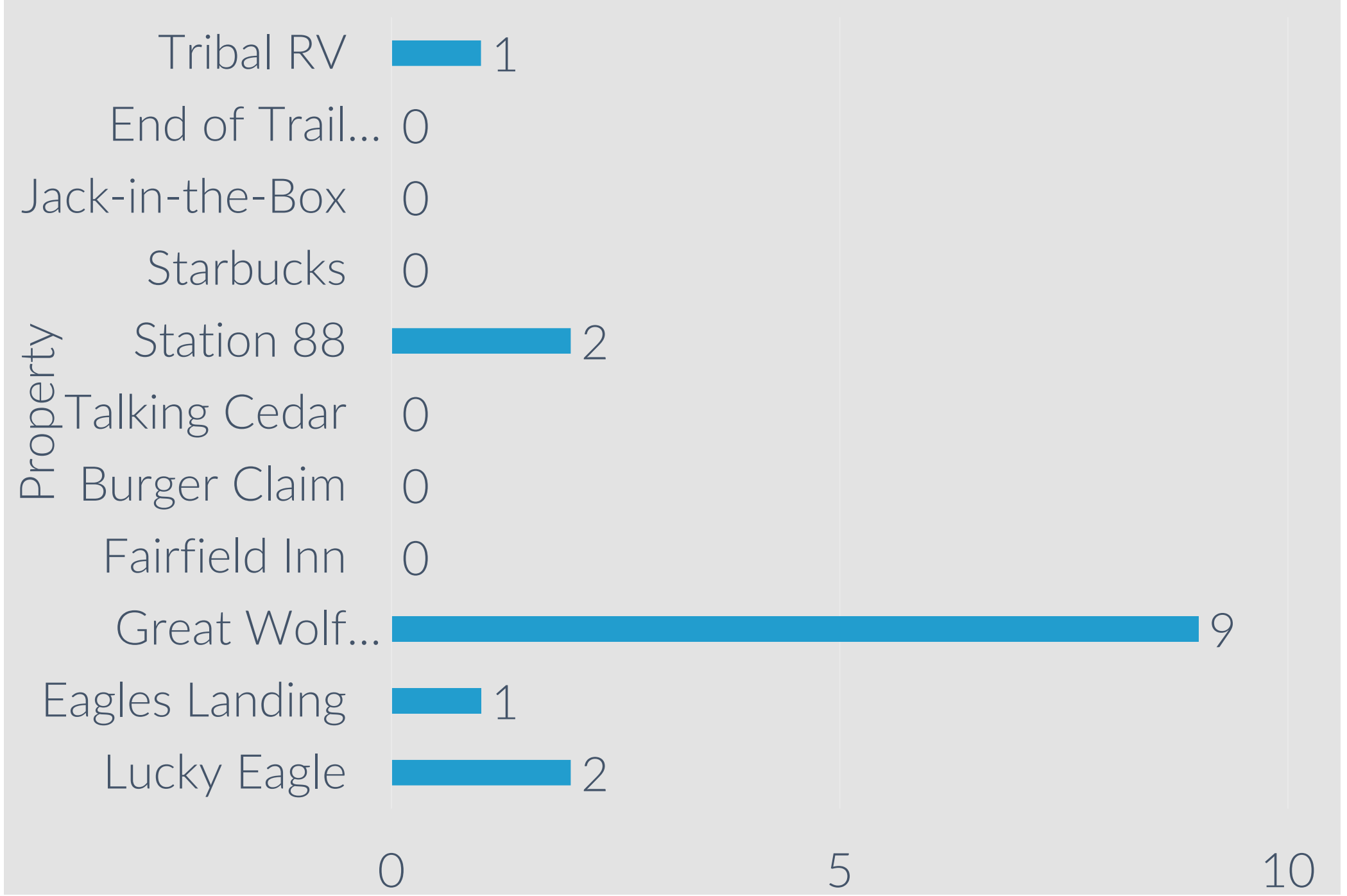
Breakdown per Zone July



TRIBAL PROPERTY RESPONSES – YTD



TRIBAL PROPERTY RESPONSES – JULY



Total Time for July
6,182 Career Hours
1,601 Volunteer Hours

239 Shift Overtime Hours
July

585 Sick Leave Hours
July

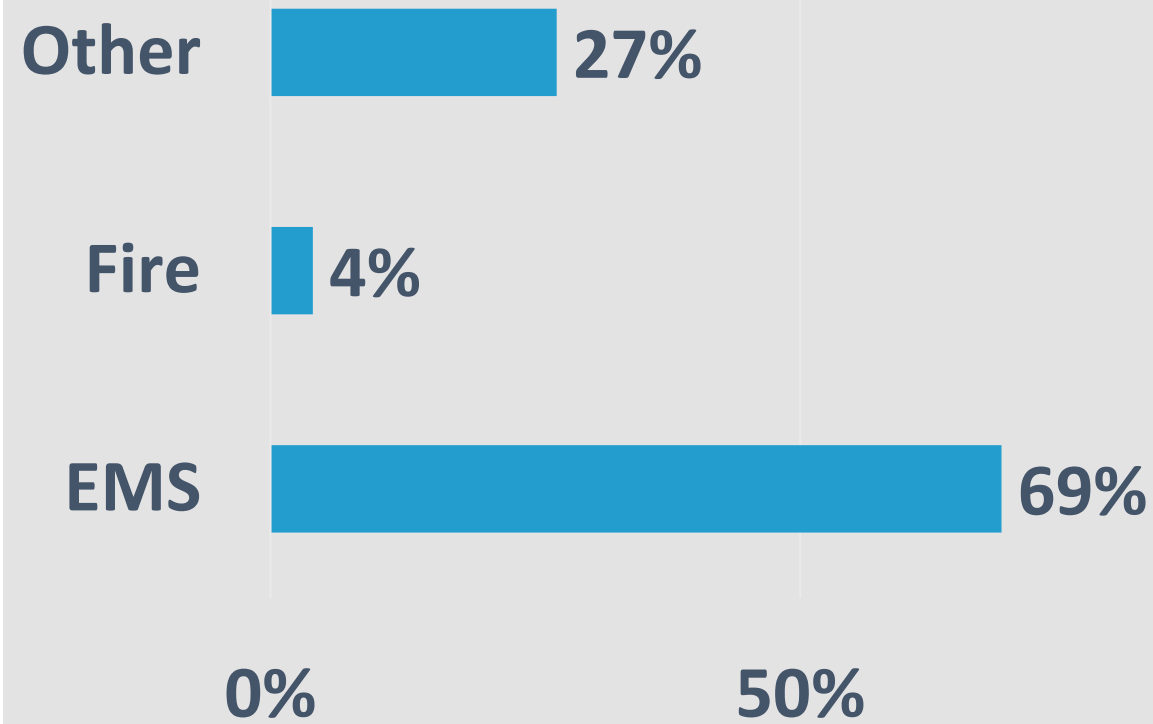
Call Volume over Time



Busiest Days in July

7/2 – 14 Calls
7/4 – 19 Calls
7/9 – 18 Calls
7/15 – 14 Calls
7/29 – 14 Calls

2025 Incidents by Category



69%

EMS calls make up
the largest
percentage of
calls

Average Turnout Time Per Shift For July



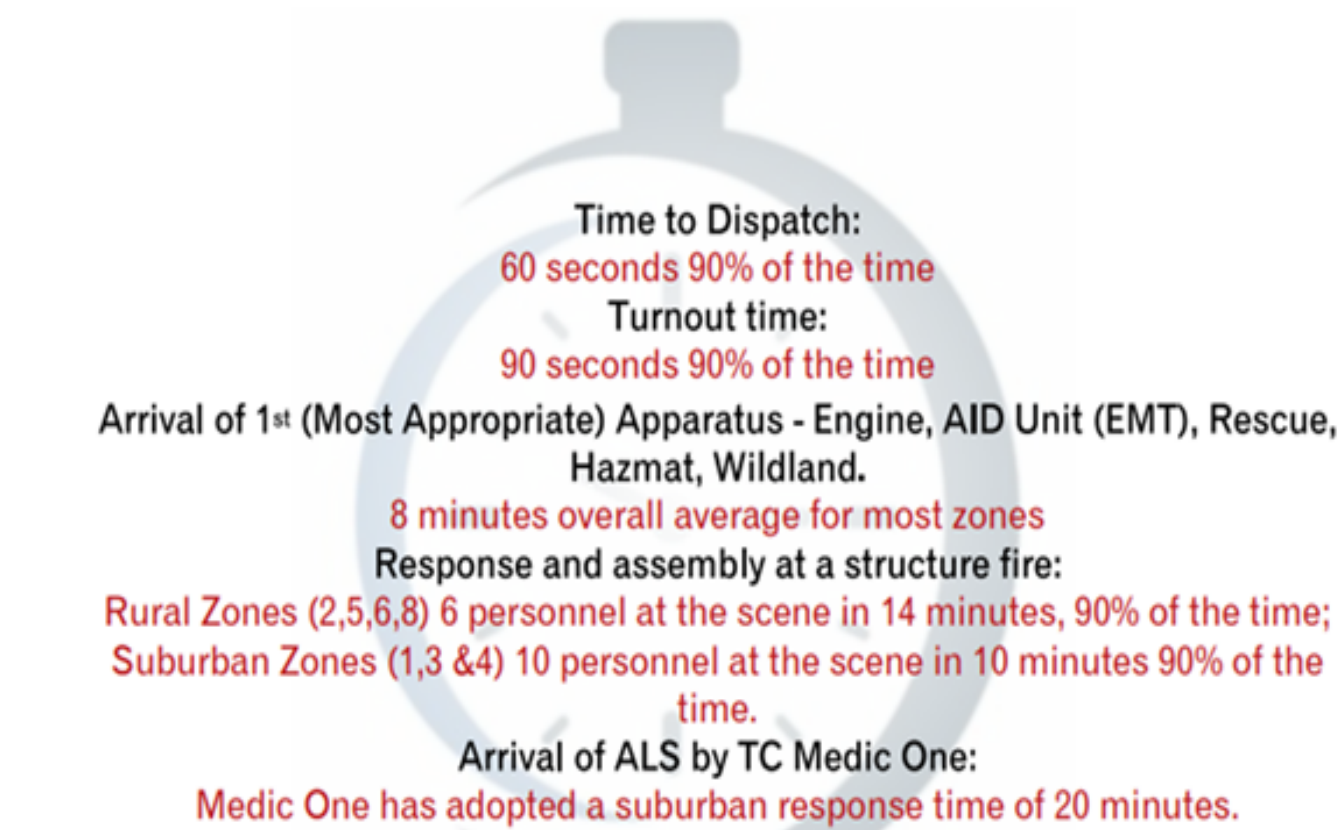
OUR MISSION AND VISION/ RESPONSE STANDARDS/PERFORMANCE MEASUREMENTS

MISSION

It shall be the mission of West Thurston Regional Fire Authority to develop, operate and manage resources granted by the people of the region to preserve lives and property in our communities by providing services directed toward prevention, management and mitigation of fire, emergency medical, rescue, and disaster incidents.

VISION

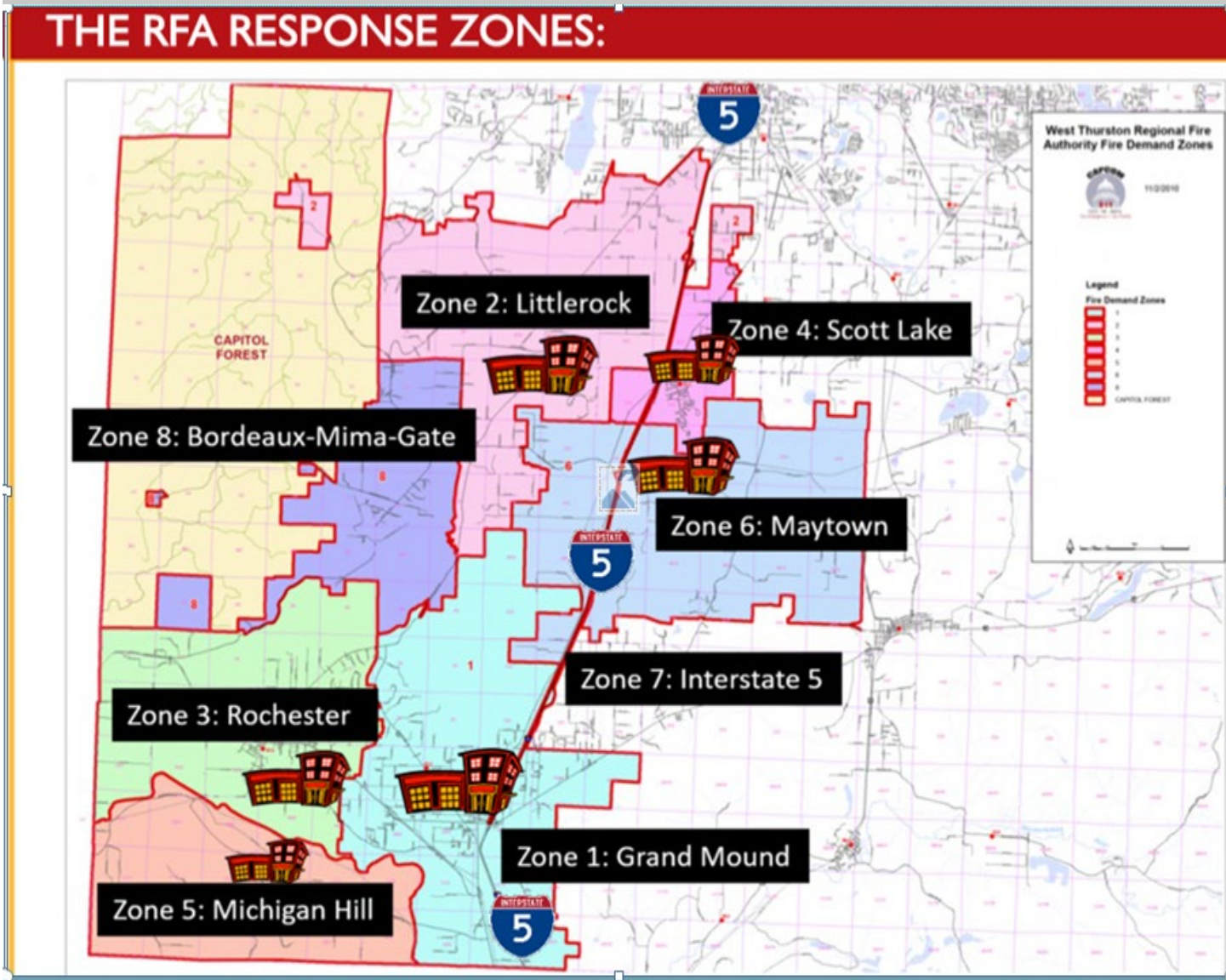
To be recognized by our community as an agency that is responsive to the community’s needs and concerns, we must be a model of excellence in providing services through education, prevention and mitigation in addition to fostering an environment of involvement, trust and cohesion: West Thurston should be a community service leader.



Population Served 25,000

Communities Served 9

OUR DISTRICT



A-Shift July 2025 Month End Report

By BC Stone

Greater Alarms

- 1.) ALS injury motor vehicle accident on 1-5 at the onramp from Hwy12. Pt. was flown to Harborview from Scatter Creek Rest Area.
- 2.) Cardiac arrest call off of Case Extension Rd.
- 3.) Cardiac arrest call off of 114Th Way S.W. and Trevue Ave S.W. *This ended up being a complete save! II*
- 4.) Ten acre wildfire off of Hobson Rd. at the county line. Multi agency response with Riverside, Fire DNR, and ourselves.
- 5.) Worked Railroad fire at Case Rd with DNR involving all three of our shift for several days in a row. On scene time wasn't necessarily too bad. We just had to keep going back for hot spots and small fires burning along the green belted area.



Support

Shannon, Andrea, and I spent two hours with Miles Mcknight. (News Director for KITI Radio) We went over several topics ranging from volunteer promotion programs, Summer Bash, our Internal School Drive, Burn Bans, and what is available for getting word out in any of our upcoming M&O Proposals.

Training

- 1.) Third quarter computer based training schedule has been sent out to all members.
- 2.) Hands on training is consisting of more training with brush trucks operations. Plus ground ladders operations has been introduced for this 3rd quarter.
- 3.) Third quarter OTEPs & D-Fibs have started for this month.

Apparatus/Projects

- 1.) Al-1 has returned from having engine work completed under warranty done by Shelton Dodge.
- 2.) TI-2 was at the shop having post Mobe servicing work done when an issue

involving the PTO became a concern. Luckily, they were able to remove the PTO without having to remove the transmission. Also, a hose controlling the Turbo is needing changed out.

- 3.) All units returning from Mobes have had their post mobe services completed.
- 4.) Still working on regular servicing to our fleet of aid units and utility truck.

Shift concerns

- 1.) Several members being sent out on Mobes without creating any concerns of having shifts backfilled.

B Shift July 2025

BC Brian Christenson

Greater Alarms:

- On the morning of 7/6/25 we were called for a unique horse rescue/extrication. While traveling to an event the horse had been kicking his hind legs against the inner wheel well and at some point broke the weld creating a large split.



After that, the horse unfortunately got its lower leg caught in this gap. After our arrival we coordinated with Tom Berryman and some local individuals to devise a plan to safely conduct the extrication that included an emergency vet to sedate the very agitated animal. One of the locals drove to NAPA and commandeered a 12 ton bottle jack. As the plan came together we were just waiting to execute the plan after sedation.



After the vet did his part we lifted the entire trailer and cribbed it as we went, taking the wheels off the trailer to give us better access to

its leg. After that we widened the gap with our jaws so the crew inside with Berryman could pull the leg out.



Unfortunately shortly after the horse was removed from the trailer it was decided that the damage to the leg was too severe to fix.

The silver lining to sad outcome was how the local community members, TCSO, and our fire department all came together to accomplish this difficult task. Department members involved were: Captain Berryman, Captain Teitzel, Lieutenant Garza, Firefighter Trott, Firefighter Ruiz, Firefighter Fox, Firefighter Cooper, and myself.

- Some shift members were sent out as part of state mobilization fires. Some of the fires were here on the west side Mason County and one in Klickitat County.

Personnel and Projects:

- Medic 14 had a minor incident with its bay door and was temporally fixed on the spot, after Chris got to looking at it he went and got the railing from a garage door outfit nearby and had it fixed permanently for only \$40! Great job Chris!
- Last month we had a CPR save at the Scatter Creek rest area. On July 10th we received a letter from his daughter thanking us and also updating us on his recovery. Great job to Lieutenant Garza, Firefighter Fox, Firefighter Trautman, and Firefighter Cooper! See attached letter.

Good Morning Shannon,

On Tuesday, June 24 my dad (William “Bill” Myers) was at the Scatter Creek Rest Stop when he had a heart attack. He is a member of the Seafair Boat Club and the club had been at the rest stop serving coffee to travelers. They were finished with their time and packed up their equipment when my dad had the heart attack. A gentleman with him knew CPR and administered it immediately. I was told West Thurston Fire responded to the scene and took care of my father, transporting him to Providence St. Peters. My dad had a quad bypass surgery and was able to go home on Monday, July 7. He is doing well and is working through his recovery.

With this note, I wanted to share the news that my dad is going to be good, we are sincerely thankful. Thank you to your team for your response and care with my father. We were told your response was immediate and wonderful. I did speak to a paramedic when I had called my dad’s phone, and he was very kind towards me. Please pass along our gratitude to your team. Thank you for assisting in saving my dad’s life.

Respectfully,

Erin M. T. Myers

Program Analyst

U.S. Food and Drug Administration (FDA)

OO | OFBA | Office of Budget (OB)

Division of Reorganizations and Delegations of Authority (DRDA)

August 6, 2025

Chief Nathan Drake,

The following is a brief synopsis C-shift and pre-fire plan activities for July 2025.

Major events-

On July 4th we responded to 22 incidents. No “major” calls, just a busy night with a majority of firework related brush fires.

On July 7th we responded to a 2 acre brush fire on Erskine and 133rd. One shed was lost but crews were able to save three structures and keep the fire from jumping Erskine Rd. One structure that was saved had fire burning under a deck and up the side of the exterior walls. Several air drops from a DNR helicopter that was a great assistance.

On July 16th we responded to a 2 acre brush fire on Waddell Creek RD. The fire was contained to pasture areas. T1-2 was contracted to DNR for two days for water support during mop up.

On July 22nd we responded to a ½ acre brush fire on 178th Ave near Applegate St. Crews were able to stop the fire before it threatened a multi-million dollar Cell phone tower.

Pre-fire plan/preparation-

We have been working to schedule business walk through and fire alarm panel familiarization within the district.

Training-

Crews are working on third quarter training requirements.

We still have one shift member out on non-work related injury.

Thank you and please contact me with any questions.

Battalion Chief Eric Smith

July 2025

Monthly Training Report

| | July 2025 | 2025 Total |
|----------------------|--------------|----------------------|
| Total Training Hours | 129.5 | 1946.25 hours |

Training Events in July 2025

- July Safety Meeting
- Ongoing EVIP for volunteers
- Ongoing PACT Training for Volunteer Firefighter.
- OTEP/CAR
- Quarterly drills/EMS Training/Open Gym Fire Training
- Thuston County Volunteer Academy applications started Candidates/Instructors
- Blue Card cert lab planning

Upcoming training Events in August

- Safety Meeting
- Attend Thurston County Training Officer Meeting
- Blue Card county committee established
- Riverside Vertical Vent
- Standpipe
- Lifting/moving
- Great Wolf elevator

Other Projects

- Extrication drills/Eco Blocks
- In district Blue Card sims
- AFA/Elevator training
- Ongoing training/requests
- Build Burn Cell/Training tower revamp
- MCO Live Fire opportunities
- OPS Committee-Budget started



P.O. Box 879
Rochester WA 98579
360.273.5582

THURSTON COUNTY FIRE PROTECTION DISTRICT'S 1 & 11
WEST THURSTON FIRE RESCUE
"Serving Better Together"



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

To: Chief N. Drake & Board of Commissioners
From: Lt. Joel Swecker- Safety Officer
Subject: July 2025 Safety Report
Date: 8/3/2025
CC: 2025 Safety File

Chief Drake & Board of Commissioners,

The following report is a recap of June's safety topics, concerns, reported accident/injuries/ near misses, and completed tasks/assignments.

Accident/Injury Reports-

1. **July-** Accurate date is still being investigated- Accident involving damage to Aid 1-3 (Apparatus #19). No accident report or admission of occurrence received. Information given to HSO at later date about cause, being investigated at this time. Damage with repair costs are minor.

Monthly Safety Topic-

- Scene stabilization and rehabilitation considerations (Target Solutions).

Safety Committee.

- Next meeting in August- Date TBD (covering 2nd quarter 2025).
 - 2025 FIIRE SIP implantation ideas and fulfillment

Station Safety Inspections

1. Station 1- No Issues currently.
2. Station 2- No Issues currently.
3. Station 3- No issue currently
4. Station 4-Padlock being installed on gate to generator/septic area by maintenance.
5. Station 6- No issues currently

FIIRE Safety (L&I) Program

1. 3rd Quarter online meeting completed with L&I-Required.
2. Met with Pam W/L&I FIIRE for quarterly department meeting topics, and SIP review, 7/8/25 @Station 1-2.
3. 3rd Quarter L&I FIIRE report due August 22nd, 2025.
4. PPE grant was received and given to WTRFA for Flash Hood replacements to conform with new NFPA standards.

Upcoming-

1. Ongoing focus for injury free workplace.
2. Implementation of 2025 department SIP.
3. Ordering and receiving flash hoods through grant- turned over to quartermaster/ LT. B. Kaleiwahea.
4. 3rd quarter FIIRE report due.
5. Quarterly Safety Officers Report (to be posted at Stations).

Completed-

1. 2025 annual FIIRE SIP submitted.
2. Grant process- credit to T. Sexton and Lt. B. Kaleiwahea.

Respectfully Submitted,

Lt. J. Swecker – HSO
8/3/2025
West Thurston Regional Fire Authority



WEST THURSTON REGIONAL FIRE AUTHORITY
10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

August 2025

Recruit and Retention Coordinator Report

July:

- **PACT Training:** 6 volunteers are preparing for the Fire Academy. And 4 prepping for EMT class.
- **Fire Academy:** 6 Volunteers were accepted into the Thurston County Fire academy. They will spend the next month at PACT training getting hands on with all the skills, they were given access to their IFSTA fire 1 books.
- **Transport Shifts:** 8 24-hour shifts and 3 12-hour shifts were completed on the designated transport unit. Down a little from last month, to be expected in the summer months.
- **Mobe:** We have started our wildland mobe season, and we have been able to have volunteers join our career staff who are trained and willing to leave at a drop notice.
- **Scott Lake 4th of July Bike Parade.**
- **Rochester Alumni Pancake Feed and potluck.** We were asked to speak about our current volunteer program and how the department has grown the last few years.
- **VAC Meeting:** We discussed what retention is going to look like as we continue to recruit volunteers. What additional “enhancements” can we provide for our volunteers to retain them. Fall focus is to schedule drill nights for the volunteers the first and third Tuesday of each month with planned out drills. October 15th will be the next round of interviews, we currently have 10 applications.
- **Miles Mcknight Radio Interview.** Live 95. We talked about Volunteer recruitment, Summer bash event and Wildfire Prevention.
- **Capital Metro Girls Camp.** August 1st -3rd. Multiple department members were involved with Thurston County Agencies in Girls Camp.
- **Tacoma Trail Cruisers.** Stand by EMT, and recruitment event.
- **Social Media:** Continues to grow with good positive feedback and interactions on posts. We are seeing a huge increase with positive public interaction as well.

August and September (Upcoming Events):

- **SWW Fair August 14th and 16th**
- **Both Fire Academy and EMT** will start end of august for volunteers.
- **Summer Bash Recruitment Event (August):** Another recruitment event planned. Hoping to have DNR, Airlift Northwest and Kona ice join us.
- **DOC Family Day.**
- **Back to School for Rochester and Littlerock**
- **Starting to plan Fire Prevention and Fire Safety education for Fire prevention week in October.** We will see Transitional kindergartner, 2nd grade and 5th grade.