



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



May 9, 2022 – Governing Board Business Meeting at 18720 Sargent Rd SW (Grand Mound 1-1 station)

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

Additions/Deletions to the Agenda:

1. Chief Smith requested an executive session to discuss employee performance (RCW 42.30.110(g)), at the end of the general meeting.
2. Linda S. requested the chairman's signature on a thank-you letter to the Great Wolf Lodge, for their donation of hotel/water park passes which were raffled off at the last All-Department meeting.

Public Comments/Presentations: Captain Dyer reported that no submissions had been received for the video contest. She noted this was an attempt to find someone internal in the department to assist with Pub Ed activities in lieu of hiring an additional person to assist.

Labor Management: Lt. Garza reported on several items:

1. The labor contract would be passed during the meeting around for review and board signatures. He highlighted the major changes in the contract, including: salary increases based on CPI, full insurance coverage for dependents, and the contract length (3 years with language to extend for one year.)
2. An MOU is in the process of getting appropriate signatures to allow for the hiring of temporary firefighters to backfill behind an injured firefighter (Sexton.)
3. Lt. Garza recognized the efforts of FF Trautman, who raised funds to replace the bike of one of the department's "honorary" members whose bike was recently damaged in an incident.
4. The union membership is gearing up to work on levy campaign activities.
5. The union approved the banners that will be placed at Hoss Field, thanks to the efforts of FF Singleton.

New Business:

1. Expenditure Approval.
 - a. Linda S. distributed a corrected copy of the Voucher Approval Transmittal, to reflect the correct invoice amount for Bud Clary Ford. She noted the payment amount was correct, it was only the invoice amount that was in error, so the total amount of warrant vouchers being approved did not change.
 - b. Commissioner Ricks moved to approve the expenditures of \$673,727.13. Commissioner Jernigan seconded the motion. Motion carried 5-0.
2. Meeting Minutes. Commissioner Elkins moved to approve the general board minutes of April 11, 2022. Commissioner Culleton seconded the motion. Motion carried 5-0.
3. Policy #2021, Career Member Benefits, Leave, Disability and Shared Leave Bank update. Linda S. presented updates to Policy #2021, noting that the main change was the removal of the section referring to

disability leave, which was moved to a new policy. Commissioner Jernigan moved to approve the changes to Policy #2021. Commissioner Ricks seconded the motion. Motion carried 5-0.

4. NEW Policy #2023, Disability and Worker's Compensation. Linda S. presented a new Policy #2023, which provides guidance on pay and benefits for employees who are on disability leave, in accordance with state laws and rules. She noted the policy is similar to other districts in the county and has been reviewed by the department attorney. Commissioner Elkins moved to approve the new policy. Commissioner Jernigan seconded the motion. Motion carried 5-0.
5. Policy 1019.2 Confidentiality of Patient Information & Staff Verification update. Linda S. presented updates to Policy #1019.2, which provides guidance on how employees can obtain patient outcome reports. This policy also requires employees to sign and verify they understand the policy. Commissioner Culleton moved to approve the updates to Policy #1019.2. Commissioner Jernigan seconded the motion. Motion carried 5-0.
6. Resolution #2022-04, Surplus Property. Linda S. presented Resolution #2022-04 to surplus equipment including the Dodge Durango (BN-1, Apparatus #66). She noted that an Apple I-Phone was added to the surplus list after publication. Commissioner Jernigan moved to approve Resolution #2022-04 with the addition of the phone. Commissioner Elkins seconded the motion. Motion carried 5-0.
7. Updated Authorized Signature List. Linda S. distributed an Authorized Signature List for the board to sign, which lists all authorized signers for county EFT and fund transfers (which had not been updated since 2014).

Unfinished Business (action items): None.

Unfinished Business (nonaction items): None.

Communications:

1. Thurston County Treasurer April 2022 reports were presented.
2. May 2022 budget reports were presented.
3. WTRFA 2021 Annual Financial Report (draft). Linda S. presented a draft version of the 2021 annual financial report, encouraging the board to review and contact her with any questions. The report will be submitted to the State Auditor next week, in time for the May 31 deadline.
4. Commendation Program. Linda S. presented the program guidelines for the revived Commendation program, noting that Captain Christenson was behind the movement to resurrect the program.
5. OPMA changes. Linda S. presented a notice from the Snure Law Office and the governor's Proclamation 20-28.16, highlighting the changes recently enacted to the Open Public Meetings Act.
6. Washington D.C. flag appreciation. Chief Smith presented a flag sent from Congresswoman Strickland and the accompanying letter, noting the flag would be flown at a yet-to-be designated station.

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

Commissioner Reports:

1. Commissioner Ricks reported the EMS Council is considering a two-year term for its council chair and co-chair positions. Ben Miller-Todd was nominated as Keith Hardin's replacement on the EMS Council. Negotiations are at an impasse with the ALS agencies over contract language.
2. Commissioner Elkins reported that Sheriff Snaza spoke at the commissioner meetings and referenced the staff exodus that is occurring at the TC Sheriff's office.

Good of the Order: Commissioner Jernigan requested a motion be made to approve the IAFF labor contract. Commissioner Elkins moved to approve the contract. Commissioner Ricks seconded the motion. Motion carried 5-0.

The board recessed for a short five-minute break at 18:49. The board returned at 18:54 and announced it would be going into an executive session for 15 minutes to discuss an employee performance issue. The board reconvened into general session at 19:09 with no formal action taken in executive session.

Chief Smith offered a recommendation for West Thurston Fire to separate Mike Peoples from employment with the department, to be effective June 5, 2022, as a non-disciplinary separation. Commissioner Elkins moved to accept Chief Smith's recommendation. Commissioner Culleton seconded the motion. Motion carried 5-0. Chief Smith will arrange for a meeting with Mike Peoples, along with Lt. Garza.

Adjournment: The board adjourned the general meeting at 19:14 hours.

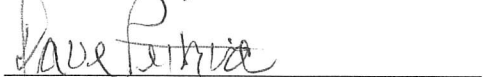
Submitted for Board approval by:



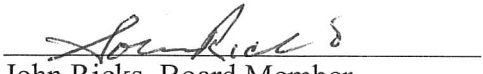
Linda Shea, Secretary



Tom Culleton, Board Member



Dave Pethia, Board Member



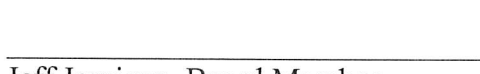
John Ricks, Board Member



Calvin Dahl, Board Member



Ben Elkins, Board Member



Jeff Jernigan, Board Member

