



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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March 8, 2021 – Governing Board Business Meeting at Sargent Rd station and via Zoom virtual meeting.

**Call to Order/Attendance:** Commissioner Dahl called the meeting to order at 18:00 hours. Commissioners Culleton (18:12), Elkins, Jernigan, Pethia and Ricks, Chiefs Kaleiwahea, Scott, R. Stone, and R. Smith, Captain Dyer, Union Representative Lt. Garza, Admin Assistant Linda Patraca and Secretary Linda Shea were present.

**Additions/Deletions to the Agenda:** None.

**Public Comments/Presentations:** None.

**Labor Management Team Report:** Lt. Garza reported the union and management are working together on a plan to quickly fill the upcoming vacancy as a result of FF Degagne's resignation. Commissioner Elkins asked about exit interviews, which will be provided to FF Degagne by Chief Kaleiwahea. The union and management are also working on a process to fill the Training Officer position (acting). Chief Kaleiwahea reported that the plan to emphasize the resident program will enable the department to create a hiring list of qualified firefighters that can be readily accessed for future vacancies.

**New Business:**

1. Expenditure Approval.
  - a. Commissioner Pethia asked about the period being paid for the energy bills, which Linda S. explained can be delayed due to the billing cycle. Commissioner Dahl asked Linda S. to research options in which bills can be paid in a more timely fashion to avoid late fees.
  - b. Commissioner Elkins moved to approve the expenditures of \$478,003.72. Commissioner Pethia seconded the motion. Motion carried 6-0.
2. Meeting Minutes.
  - a. Commissioner Pethia moved to approve the Special board meeting minutes of 2/8/2021. Commissioner Jernigan seconded the motion. Motion carried 6-0.
  - b. Commissioner Pethia moved to approve the General board meeting minutes of 2/8/2021. Commissioner Elkins seconded the motion. Motion carried 6-0.
3. Resolution #2021-005, Surplus Property. Linda S. presented Resolution #2021-005 to surplus three (3) outdated chainsaws. Commissioner Elkins moved to approve Resolution #2021-005. Commissioner Jernigan seconded the motion. Motion carried 6-0.

**Unfinished Business (action items):**

1. Tender 1-1 replacement. Chief Scott reported the proposed upgrade to a bigger engine which was discussed at the last meeting would have added additional length to the tender, which is outside of the Operations Team recommendation. Given that the tender is not used extensively (approx. 1,000 miles/year), the T440 model presented at the February meeting is adequate. Commissioner Pethia moved to approve the purchase of the tender. Commissioner Jernigan seconded the motion. Motion carried 6-0.

2. Use of remaining District #1 bond funds. Chief Kaleiwahea discussed the need to ensure any remaining funds (after the purchase of the tender) are committed to improving the Grand Mound station. The board asked him to present a recommended list of projects at the next board meeting.

**Unfinished Business (nonaction items):**

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported he spoke with Chief Edwards, who said the tribe is drafting a letter proposing a methodology to support the tribe's annual payment to the department for emergency services.
2. Weyerhaeuser agreement. Chief Kaleiwahea reported that the county has denied the pre-submission plan for the donation of the Weyerhaeuser parcel to the department because it is under one acre. He will continue researching to see if leasing is a viable option.
3. Maytown well. Chief Kaleiwahea reported the county rejected the department's request for drilling, so the department is now looking at a possible solution through reverse osmosis.

**Communications:**

1. Thurston County Treasurer February 2021 reports were presented as per RCW 52.16.050(4).
2. March 2021 budget reports. Linda S. noted the \$80,258 transfer from General Fund to the Emergency Reserve Fund to increase the reserve to the board-approved \$750,000 balance.

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

1. Chief Scott pointed out the new Fleet and Facilities YTD Completed report which will be included in future packets.
2. Chief Scott thanked the board for approving the purchase of the boom lift, noting it had already been used in several facility maintenance projects by Chris Heilman.
3. Chief Smith reported on the new resident program that was launched last week, noting the goal of recruiting up to nine residents.
4. Chief Smith noted the Acting Training Officer position is in the process of being recruited, and will remain on a 24-hour shift until the end of the year.
5. Captain Dyer noted upcoming vaccination clinics coming up that will be open to the general population.

**Commissioner Reports:**

1. Commissioner Ricks reported the EMS council is working on two budget scenarios, one with and one without the proposed levy.
2. Commissioner Pethia reported that new officers were sworn in for the Thurston County Fire Commissioners' board.

**Good of the Order:** None.

**Adjournment:** The board adjourned the meeting at 18:49 hours.

Submitted for Board approval by:

**Linda Shea**

Linda Shea, Secretary

**Thomas Culleton**

Tom Culleton, Board Member

**Dave Pethia**

Dave Pethia, Board Member

**John Ricks**

John Ricks, Board Member

**Calvin dahl**

Calvin Dahl, Board Member

**Ben M. Elkins**

Ben Elkins, Board Member

**NA**

Jeff Jernigan, Board Member

**Signature:**   
John Ricks (Apr 13, 2021 12:36 PDT)

**Email:** john.ricks@westthurstonfire.org

**Signature:** 

**Email:** dave.pethia@westthurstonfire.org

**Signature:**   
Thomas Culleton (Apr 13, 2021 18:47 PDT)

**Email:** tom.culleton@westthurstonfire.org

**Signature:**   
Calvin dahl (Apr 13, 2021 18:50 PDT)

**Email:** calvin.dahl@westthurstonfire.org

**Signature:** *NA*  
NA (Apr 14, 2021 08:41 PDT)

**Email:** jeff.jernigan@westthurstonfire.org

**Signature:**   
Ben M. Elkins (Apr 14, 2021 16:49 PDT)

**Email:** ben.elkins@westthurstonfire.org

**Signature:**   
LINDA SHEA (Apr 15, 2021 07:09 PDT)

**Email:** linda.shea@westthurstonfire.org












# MINUTES 030821


Final Audit Report

2021-04-15


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