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, November 9, 2026, at 1730 hr.

In-Person: 18720 Sargent Rd SW, Rochester St. 1-1

Zoom virtual meeting link:

https://us02web.zoom.us/j/81557573777?pwd=3aGrolaqQYzwwaaXCB79Xb030AR3Ua.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 $104,715.99 Payroll $548,523.79 **TOTAL: $653,239.78** *Warrants $190,394.97* *EFTs $462,844.81*	*1-6*	Shannon	Accept/Reject
2) Meeting Minutes a) October 12, 2026, General Board Meeting b) October 19, 2026, Workshop	*7-9*	Shannon	Accept/Reject
3) Resolution 2026-008 2027 Budget Approval	*10-11*	Shannon	Accept/Reject
4) Resolution 2026-009 2027 Levy Certification	*12*	Shannon	Accept/Reject
5) 2027-2028 Collective Bargaining Agreement	*13-71*	Chief Drake	Accept/Reject

VIII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1)			

IX. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1)			

X. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Oct 2026 TAP	*72-76*	Shannon	Informational
2) 2026 Wildfire Season Summary	*77-78*	Chief Drake	Informational
3) Medic One Lease Agreement – Redlined	*79-88*	Chief Drake	Informational
4) 2027 Bond Measure Update		Chief Drake	Informational

XI. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Chief/Safety/Training Reports/Shift	*89-102*	Chief Drake	Informational
2) Recruit & Retention Coordinator Report	*103*	Andrea Reynoldson	Informational
3) Commissioner Meetings		BOFC	Informational

XII GOOD OF THE ORDER: Schedule Strategic Plan Workshop

XIII ADJOURNMENT:

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:26:57 Date: 11/11/2026

11/09/2026 To: 11/09/2026 Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
261101001	1st Security Bank	2035	11/09/2026	Claims	6700	422.98	
261101041	Aflac	2075	11/09/2026	Payroll	6700	626.83	Pay Cycle(s) 11/11/2026 To 11/11/2026 - Suppl Disability Ins; Pay Cycle(s) 11/30/2026 To 11/30/2026 - Suppl Disability Ins
261101002	Caliber Armor Double Tap Industries LLC	2036	11/09/2026	Claims	6700	6,414.72	16551
261101003	Carefirst Bluecross Blueshield Payment Administrator	2037	11/09/2026	Claims	6700	325.00	262781006300
261101004	Cedar Creek Correction Center	2038	11/09/2026	Claims	6700	187.49	2610.0185
261101005	Citi Cards	2039	11/09/2026	Claims	6700	3,182.08	
261101006	City Of Olympia	2040	11/09/2026	Claims	6700	44,187.23	CINV-26-003096
261101007	City Sanitary Inc	2041	11/09/2026	Claims	6700	243.93	21794590S188, 21794415S188
261101008	Clearfly	2042	11/09/2026	Claims	6700	238.22	868032
261101009	Comcast	2043	11/09/2026	Claims	6700	1,836.74	
261101010	Culligan Quench	2044	11/09/2026	Claims	6700	297.02	119126121
261101011	DE Lage Landen	2045	11/09/2026	Claims	6700	280.76	599245478
261101042	Dimartino Associates Brown & Brown of WA, Inc	2076	11/09/2026	Payroll	6700	2,828.60	Pay Cycle(s) 11/30/2026 To 11/30/2026 - Disability
261101012	First Choice Health Network	2046	11/09/2026	Claims	6700	141.12	0136762
261101013	Fitness Machine Technicians	2047	11/09/2026	Claims	6700	512.24	I36816239, I36816251, I36816243, I36816246
261101043	GET Program	2077	11/09/2026	Payroll	6700	150.00	Pay Cycle(s) 11/30/2026 To 11/30/2026 - GET
261101044	HRA VEBA Trust	2078	11/09/2026	Payroll	6700	8,075.00	Pay Cycle(s) 11/30/2026 To 11/30/2026 - HRA VEBA
261101014	Harris, Mike	2048	11/09/2026	Claims	6700	242.25	Reimbursement
261101015	Home Depot Credit Services	2049	11/09/2026	Claims	6700	102.56	2524571, 513173
261101045	IAFF Local 3825 Treasurer	2079	11/09/2026	Payroll	6700	6,861.34	Pay Cycle(s) 11/30/2026 To 11/30/2026 - Union Dues
261101046	IAFF MERP Trust Office Benefits Programs Adm BPA	2080	11/09/2026	Payroll	6700	2,325.00	Pay Cycle(s) 11/30/2026 To 11/30/2026 - MERP
261101016	Int'l Assoc Of Arson Investigation	2050	11/09/2026	Claims	6700	459.00	150599, 150600, 150601
261101017	Intelligent Technical Solutions, LLC	2051	11/09/2026	Claims	6700	1,461.42	221848, 218347
261101018	Joes Refuse Inc	2052	11/09/2026	Claims	6700	216.62	21790497S188, 27190625S188
261101019	LN Curtis & Sons Inc	2053	11/09/2026	Claims	6700	28.51	1120126
261101110	Linn Catherine Louise	1979	11/11/2026	Payroll	6700	67.41	Mid Month Oct Pay
261101020	MES Service Company LLC Dba SeaWestern	2054	11/09/2026	Claims	6700	4,227.59	IN2615604
261101021	MRSC Rosters Inc	2055	11/09/2026	Claims	6700	475.00	83853
261101022	McLane Black Lake Fire Dept	2056	11/09/2026	Claims	6700	4,444.40	1662, 1669
261101023	Munsell Barbara	2057	11/09/2026	Claims	6700	71.00	Oct
261101024	NEXTmsp	2058	11/09/2026	Claims	6700	733.27	81706
261101025	Northwest Water Systems	2059	11/09/2026	Claims	6700	936.56	09548, 09682, 09818
261101026	Olympia Sheet Metal Inc	2060	11/09/2026	Claims	6700	8,384.74	73446, 73447, 73529
261101027	Parr Lumber Company	2061	11/09/2026	Claims	6700	13.07	1470359
261101028	Propane Northwest	2062	11/09/2026	Claims	6700	1,559.84	1523375820, 1523536055
261101029	Puget Sound Energy	2063	11/09/2026	Claims	6700	6,243.93	
261101117	Ricks John Rual	1986	11/11/2026	Payroll	6700	1,817.76	Mid Month Oct Pay
261101030	Rochester Water Association	2064	11/09/2026	Claims	6700	63.00	100100
261101031	Scott Lake Maintenance Co	2065	11/09/2026	Claims	6700	128.11	2267600
261101032	Service Saw WorkWears, Inc.	2066	11/09/2026	Claims	6700	326.19	4318

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:26:57 Date: 11/11/2026

11/09/2026 To: 11/09/2026 Page: 2

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
261101033	Snure Seminars	2067	11/09/2026	Claims	6700	54.20	181
261101034	State Auditors Office	2068	11/09/2026	Claims	6700	3,386.40	L177860, L177903, L177722
261101035	Stericycle Inc	2069	11/09/2026	Claims	6700	138.08	8015850837, 8015807822
261101036	Systems Design West LLC	2070	11/09/2026	Claims	6700	2,394.45	2026254
261101122	Teitzel Steven David	1991	11/11/2026	Payroll	6700	340.16	Mid Month Oct Pay
261101047	Trusteed Plans	2081	11/09/2026	Payroll	6700	62,319.88	Pay Cycle(s) 11/30/2026 To 11/30/2026 - PPO 100; Pay Cycle(s) 11/30/2026 To 11/30/2026 - Dental; Pay Cycle(s) 11/30/2026 To 11/30/2026 - Basic Life
261101037	Verizon Wireless	2071	11/09/2026	Claims	6700	368.65	6155586184, 6156572386
261101038	Wells Fargo Financial Leasing	2072	11/09/2026	Claims	6700	160.43	5040493389
261101048	West Thurston Fire - House Funds	2082	11/09/2026	Payroll	6700	267.00	Pay Cycle(s) 11/30/2026 To 11/30/2026 - House Funds
261101039	West Thurston Reg Fire PETTY CASH	2073	11/09/2026	Claims	6700	1,612.15	
261101040	Wilcox & Flegel	2074	11/09/2026	Claims	6700	8,215.04	1055822-IN, 1055820-IN, 1058671-IN, 1058688-IN, CL41293
			51 Vouchers:			190,394.97	

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

Secretary _____ Date _____

Commissioner _____ Commissioner _____

Commissioner _____ Commissioner _____

Commissioner _____ Commissioner _____

Chief _____

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:38:43 Date: 11/11/2026

11/09/2026 To: 11/09/2026 Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
261101041	Aflac	2075	11/09/2026	Payroll	6700	626.83	
EFT	Employee Paycheck	1961	11/11/2026	Payroll	6700	226.26	
EFT	Employee Paycheck	1962	11/11/2026	Payroll	6700	227.18	
EFT	Employee Paycheck	1954	11/13/2026	Payroll	6700	1,528.41	
EFT	Employee Paycheck	1994	11/30/2026	Payroll	6700	6,136.12	
EFT	Employee Paycheck	1963	11/11/2026	Payroll	6700	434.04	
EFT	Employee Paycheck	1995	11/30/2026	Payroll	6700	10,671.24	
EFT	Employee Paycheck	1964	11/11/2026	Payroll	6700	249.34	
EFT	Employee Paycheck	1965	11/11/2026	Payroll	6700	118.20	
EFT	Employee Paycheck	1966	11/11/2026	Payroll	6700	143.14	
EFT	Employee Paycheck	1996	11/30/2026	Payroll	6700	6,237.01	
EFT	Employee Paycheck	1997	11/30/2026	Payroll	6700	10,846.38	
EFT	Employee Paycheck	1998	11/30/2026	Payroll	6700	8,941.13	
EFT	Employee Paycheck	1999	11/30/2026	Payroll	6700	5,379.99	
EFT	Employee Paycheck	2000	11/30/2026	Payroll	6700	4,808.49	
EFT	Employee Paycheck	1967	11/11/2026	Payroll	6700	583.31	
EFT	Employee Paycheck	2001	11/30/2026	Payroll	6700	5,411.19	
EFT	Employee Paycheck	2002	11/30/2026	Payroll	6700	8,045.98	
EFT	Employee Paycheck	1968	11/11/2026	Payroll	6700	193.93	
EFT	Department Of Retirement Services Deferred Comp	2031	11/09/2026	Payroll	6700	41,978.58	
EFT	Department Of Retirement Systems Retirement	2032	11/09/2026	Payroll	6700	57,594.45	
EFT	Department Of The Treasury	2033	11/09/2026	Payroll	6700	72,079.67	
261101042	Dimartino Associates Brown & Brown of WA, Inc	2076	11/09/2026	Payroll	6700	2,828.60	
EFT	Employee Paycheck	1969	11/11/2026	Payroll	6700	46.17	
EFT	Employee Paycheck	2003	11/30/2026	Payroll	6700	14,129.11	
EFT	Employee Paycheck	1970	11/11/2026	Payroll	6700	263.20	
EFT	Employee Paycheck	1955	11/13/2026	Payroll	6700	1,781.86	
EFT	Employee Paycheck	2004	11/30/2026	Payroll	6700	5,173.43	
261101043	GET Program	2077	11/09/2026	Payroll	6700	150.00	
EFT	Employee Paycheck	1971	11/11/2026	Payroll	6700	192.08	
EFT	Employee Paycheck	1956	11/13/2026	Payroll	6700	1,752.54	
EFT	Employee Paycheck	2005	11/30/2026	Payroll	6700	11,066.91	
261101044	HRA VEBA Trust	2078	11/09/2026	Payroll	6700	8,075.00	
EFT	Employee Paycheck	1972	11/11/2026	Payroll	6700	191.80	
EFT	Employee Paycheck	1973	11/11/2026	Payroll	6700	304.75	
EFT	Employee Paycheck	2006	11/30/2026	Payroll	6700	3,752.80	
EFT	Employee Paycheck	2007	11/30/2026	Payroll	6700	6,243.45	
EFT	Employee Paycheck	2008	11/30/2026	Payroll	6700	6,496.21	
EFT	Employee Paycheck	1974	11/11/2026	Payroll	6700	69.26	
EFT	Employee Paycheck	2009	11/30/2026	Payroll	6700	6,758.06	
EFT	Employee Paycheck	1975	11/11/2026	Payroll	6700	22.16	
261101045	IAFF Local 3825 Treasurer	2079	11/09/2026	Payroll	6700	6,861.34	
261101046	IAFF MERP Trust Office Benefits Programs Adm BPA	2080	11/09/2026	Payroll	6700	2,325.00	
EFT	Employee Paycheck	1976	11/11/2026	Payroll	6700	55.41	
EFT	Employee Paycheck	1977	11/11/2026	Payroll	6700	1,362.64	
EFT	Employee Paycheck	2010	11/30/2026	Payroll	6700	7,638.62	
EFT	Employee Paycheck	2011	11/30/2026	Payroll	6700	5,149.64	
EFT	Employee Paycheck	2012	11/30/2026	Payroll	6700	6,962.19	
EFT	Employee Paycheck	1978	11/11/2026	Payroll	6700	313.99	
261101110	Employee Paycheck	1979	11/11/2026	Payroll	6700	67.41	
EFT	Employee Paycheck	2013	11/30/2026	Payroll	6700	6,856.34	
EFT	Employee Paycheck	1957	11/13/2026	Payroll	6700	1,065.66	

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT	Employee Paycheck	2014	11/30/2026	Payroll	6700	8,327.43	
EFT	Employee Paycheck	1980	11/11/2026	Payroll	6700	304.75	
EFT	Employee Paycheck	1981	11/11/2026	Payroll	6700	466.37	
EFT	Employee Paycheck	2015	11/30/2026	Payroll	6700	5,581.96	
EFT	Employee Paycheck	1982	11/11/2026	Payroll	6700	22.16	
EFT	Employee Paycheck	2016	11/30/2026	Payroll	6700	9,935.58	
EFT	Employee Paycheck	1983	11/11/2026	Payroll	6700	189.32	
EFT	Employee Paycheck	1958	11/13/2026	Payroll	6700	985.50	
EFT	Employee Paycheck	2017	11/30/2026	Payroll	6700	9,264.13	
EFT	Employee Paycheck	1959	11/13/2026	Payroll	6700	689.85	
EFT	Employee Paycheck	2018	11/30/2026	Payroll	6700	10,126.59	
EFT	Employee Paycheck	1984	11/11/2026	Payroll	6700	146.34	
EFT	Employee Paycheck	2019	11/30/2026	Payroll	6700	4,809.46	
EFT	Employee Paycheck	1985	11/11/2026	Payroll	6700	292.67	
EFT	Employee Paycheck	2020	11/30/2026	Payroll	6700	4,342.31	
261101117	Employee Paycheck	1986	11/11/2026	Payroll	6700	1,817.76	
EFT	Employee Paycheck	2021	11/30/2026	Payroll	6700	5,391.11	
EFT	Employee Paycheck	1987	11/11/2026	Payroll	6700	249.34	
EFT	Employee Paycheck	2022	11/30/2026	Payroll	6700	8,747.13	
EFT	Employee Paycheck	1988	11/11/2026	Payroll	6700	22.16	
EFT	Employee Paycheck	1989	11/11/2026	Payroll	6700	585.10	
EFT	Employee Paycheck	2023	11/30/2026	Payroll	6700	9,857.64	
EFT	Employee Paycheck	2024	11/30/2026	Payroll	6700	7,121.30	
EFT	Employee Paycheck	2025	11/30/2026	Payroll	6700	10,766.64	
EFT	Employee Paycheck	1990	11/11/2026	Payroll	6700	101.13	
EFT	Employee Paycheck	2026	11/30/2026	Payroll	6700	10,022.90	
EFT	Employee Paycheck	1960	11/13/2026	Payroll	6700	934.70	
EFT	Employee Paycheck	2027	11/30/2026	Payroll	6700	7,939.89	
261101122	Employee Paycheck	1991	11/11/2026	Payroll	6700	340.16	
EFT	Employee Paycheck	2028	11/30/2026	Payroll	6700	8,253.81	
261101047	Trusteed Plans	2081	11/09/2026	Payroll	6700	62,319.88	
EFT	Employee Paycheck	2029	11/30/2026	Payroll	6700	6,531.46	
EFT	Washington State Support Registry	2034	11/09/2026	Payroll	6700	768.66	
261101048	West Thurston Fire - House Funds	2082	11/09/2026	Payroll	6700	267.00	
EFT	Employee Paycheck	1992	11/11/2026	Payroll	6700	585.10	
		87 Vouchers:				548,523.79	

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

October 12, 2026 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia, WA St. 1-2

Call to Order/Attendance: Commissioner Scott called the meeting to order at 17:30.
Commissioners: Ricks, Culleton, White, Reed, Merryman
Chief: N. Drake
Battalion Chief: E. Smith
Captain:
Lieutenants: I. Garza
Firefighters:
Volunteer:
Admin: S. Hemminger, A. Reynoldson
Union Representative: A. Trautman
Chehalis Tribe: T. Trott
Guests: Chris Thomas
Guests Zoom: Michael Miller

Additions/Deletions to the Agenda: None

Public Comments/Presentations:

Labor Management: A Trautman reported the RFA conducted 20 Entry Level FF/EMT Interviews, and actively working through the CBA negotiations.

New Business:
1. Expenditure Approval –Commissioner Ricks moved to approve the total expenditure amount of $628,460.38. Commissioner Merryman seconded the motion. Roll taken, motion carried 6-0.
2. Meeting Minutes – Commissioner Culleton moved to approve the September 14, 2026, meeting minutes. Commissioner Reed seconded the motion. Roll taken, motion carried 6-0.
3. RFQ HVAC Replacement**:** Commissioner Merryman moved to approve the RFQ HVAC Replacement bid from Olympia Sheet Metal for $24,390.00. Commissioner Ricks seconded the motion. Roll taken, motion carried 6-0.
4. Resolution 2026-007 Misc. Surplus Items: Commissioner White moved to approve Resolution 2026-007 Misc. Surplus items. Commissioner Reed seconded the motion. Toll take, motion carried 6-0.

Unfinished Business (action items): None

Unfinished Business (non-action items): None

Communications:
1. September 2026 TAP report provided in the Board Packet.
2. Strategic Plan – Chief Drake passed out the final rough draft and requested a November 2026 workshop after the elections.
3. Medic One Contract and Lease: Chief Drake gave an update on the meetings taking place between the RFA and Medic One regarding the contract and lease agreement. Commissioner Merryman is participating in

talks with Chief Drake and Medic One regarding the 2% Tribal Gaming Community Contributions, as well as the portion that is also going to the Thurston County Commissioners. More to follow.

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 holding town hall meetings scheduled for; Swede Hall 10-27-2026 9am, and Stone City Events Center 11-04-2026 6:30pm.

Commissioner Merryman reported on meeting with Medic One to further discussions about the contract.

CLOSED MEETING – THE PURPOSE OF THIS CLOSED MEETING IS PURSUANT TO RCW 42.30.140(4)(A) COLLECTIVE BARGAINING AND LABOR NEGOTIATIONS. THE DURATION OF THE CLOSED MEETING IS SET AT 15 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 CLOSED MEETING.

In: 1833
Out: 1848

Good of the Order:

Adjournment: The board adjourned the meeting at 1849 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

October 19, 2026 – Special Board Meeting at 10828 Littlerock Rd SW, Olympia, WA St. 1-2

Call to Order/Attendance: Commissioner Scott called the meeting to order at 17:30.
Commissioners: Ricks, Culleton, Merryman, White, Reed
Chief: N. Drake
Battalion Chief:
Captain:
Lieutenants:
Firefighters:
Volunteer:
Admin: Admin Svcs Director/Secretary S. Hemminger,
Union Representative:
Guests:
Guests Zoom:

New Business:

1. **2027 Budget Review:** 2027 Budget discussed, further follow up after the November 2026 elections and Union contract negotiations.

Good of the Order: None

Adjournment: The board adjourned the meeting at 1930 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

WEST THURSTON REGIONAL FIRE AUTHORITY
RESOLUTION NO. 2026-008

A RESOLUTION of the Governing Board of West Thurston Regional Fire Authority (aka Thurston County Fire Protection Districts 1 & 11), Thurston County, Washington, Adopting a Budget for the Year 2027

WHEREAS, the Thurston County Assessor has notified the Commissioners of West Thurston Regional Fire Authority (aka Thurston County Fire Protection Districts 1 & 11) that the combined assessed valuation of real properties lying within the boundaries of said Districts for the tax year of 2027 is approximately $6,509,823 RFA.

NOW, THEREFORE, BE IT RESOLVED THAT:

- The 2027 Operating Expenditure Budget (for the General Fund) of West Thurston Regional Fire Authority will be approximately $9,114,468.

The Honorable County Assessor of Thurston County, Washington has been hereby requested to make property tax levies for 2026, collected in 2027, for the RFA, to be used for the benefit of West Thurston Regional Fire Authority as follows:

a) WTRFA: Regular Property Tax Levy, including new construction and state assessed property, in an amount of $6,509,823. which is the highest lawful regular property tax levy.

The County Auditor of Thurston County, Washington has been hereby authorized and directed to deposit and sequester the monies received from the collection of the tax levies specified in the preceding paragraphs (above) in the approximated amounts and funds specified below:

a) $6,509,823. (a above) Regular Levy under the WTRFA to the current General Expense Fund 67A0 of WTRFA.

Additionally, the West Thurston Regional Fire Authority expects to receive the following estimated amounts from the specified revenue source(s) for deposit to the current General Expense Fund 67A0 of WTRFA:

a) $69,000.00 local/federal grants;
b) $608,470.00 fire protection service contracts;
c) $700,000.00 basic life support (BLS) transport program; and
d) $500,000.00 miscellaneous revenue.

Levy certification forms shall be delivered to the Clerk of the Board of County Commissioners of Thurston County, Washington no later than November 30, 2026.

ADOPTED by the Governing Board of West Thurston Regional Fire Authority, Thurston County, Washington, at a regular meeting this 9th day of November 2026.

Tom Culleton, Board Chairman	Robert Scott, Board Member
John Ricks, Board Member	Jeff Merryman, Board Member
Mike Reed, Board Member	Chris White, Board Member

Department of Revenue Washington State

Ordinance / Resolution No. 2026-009

RCW 84.55.120

WHEREAS, the WTRFA of West Thurston Regional Fire Authority has met and considered its budget for the calendar year 2027; and,

WHEREAS, the district's actual levy amount from the previous year was $6,446,785; and,

WHEREAS, the population of this district is [x] more than or [ ] less than 10,000; and now, therefore,

BE IT RESOLVED by the governing board of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2027 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be $386,807 which is a percentage increase of 6.000000006205% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Commented [SH1]: Levy Limit worksheet row 79, amt in "plus resolution increase amount)

Commented [SH2]: From Levy Limit Worksheet page 2 top of page, "Calculated % increase"

Adopted this 9th day of November 2026.

Tom Culleton, Board Member	Robert Scott, Board Member
John Ricks, Board Member	Jeff Merryman, Board Member
Mike Reed, Board Member	Chris White, Board Member

AGREEMENT BETWEEN

WEST THURSTON REGIONAL FIRE AUTHORITY (WTRFA)

And the

INTERNATIONAL ASSOCIATION OF FIREFIGHTERS

THURSTON COUNTY PROFESSIONAL FIRE FIGHTERS LOCAL 3825

WEST THURSTON BARGAINING UNIT

January 1, 2027 through December 31, 2028

TABLE OF CONTENTS

Article 1	**Preamble**
Article 2	**Recognition and Union Membership**
Article 3	**Duration**
Article 4	**Management Rights**
Article 5	**Non-Discrimination**
Article 6	**Probationary Period**
Article 7	**Work Schedule**
Article 8	**Minimum Staffing**
Article 9	**Working out of classification**
Article 10	**Wages**
Article 11	**Overtime Pay**
Article 12	**Group Insurance**
Article 13	**Vacation**
Article 14	**Holidays**
Article 15	**Sick/Parental Leave**
Article 16	**Temporary Employees**
Article 17	**Leave of Absence**
Article 18	**Grievance Procedures**
Article 19	**No Strikes or Lockouts**
Article 20	**Severability and Savings Clause**
Article 21	**Mergers, Acquisitions, Alliances, Contracts, or Consolidations**
Article 22	**Discipline**
Article 23	**Union Business and Bulletin Board**
Article 24	**Definition of Seniority**
Article 25	**Personnel Reduction**
Article 26	**Uniform and Clothing**
Article 27	**Educational Opportunities and Training**
Article 28	**MERP**
Article 29	**Authority Policy & Procedure Manual**
Article 30	**Wellness and Physical Fitness**
Article 31	**Miscellaneous**
Article 32	**Description of Work**
Article 33	**Mobilization**
Article 34	**Term of Agreement**
APPENDIX A	**Wage Scales**
APPENDIX B	**Drug Abuse Guideline**

ARTICLE 1
PREAMBLE

Section 1.1:
This agreement is entered into January 01, 2027 between the International Association of Fire Fighters Local Number 3825, hereafter referred to as the "Union", and West Thurston Regional Fire Authority, hereafter referred to as the "Authority".

The purpose of this agreement is to set forth the mutual understanding of the parties regarding wages, hours, and conditions of employment of those employees for whom the Authority has recognized the Union as the exclusive collective bargaining representative.

Section 1.2:
The Authority and the Union recognize the need to provide efficient service to the public and continue to enhance the quality of service. Further, both parties agree to the need for establishing and maintaining a sound labor-management relationship and mutually agree to continue working towards this goal. Each party has been afforded the opportunity to put forth all its proposals and to bargain in good faith and both parties agree that this Agreement expresses the results of their negotiations. Here fore, to ensure the stability of this Agreement, no new provisions will be proposed during the term of this Agreement, unless provided for elsewhere in this Agreement or such specific proposal is entertained by mutual agreement of both parties.

ARTICLE 2
RECOGNITION AND UNION MEMBERSHIP

Section 2.1:
The Authority recognizes the Union as the sole and exclusive bargaining agent for all regular, full-time uniformed Fire and Emergency Medical Service employees of West Thurston Regional Fire Authority (herein referred to as the "bargaining unit") for the purpose of negotiating wages, hours, and working conditions. This agreement *excludes* executive supervisors, confidential employees, and non-uniformed employees. Authority positions covered by this agreement include:

- Career Firefighter/EMT
- Career Lieutenant/EMT
- Career Captain/EMT
- Battalion Chief/EMT

Section 2.2:
Consistent with *Janus v. AFSCME* (2018), Union membership is voluntary and is not required as a condition of employment. The Authority will remain neutral regarding Union membership.

The parties recognize that the Union's ability to effectively negotiate, administer, and enforce this Agreement depends upon the strength and solidarity of its membership. The Union believes that membership is the most effective means by which employees preserve and improve wages, benefits, retirement security, safe working conditions, and job security. Accordingly, all eligible employees are strongly encouraged to become and remain Union members in good standing throughout their employment.

Employees will advise the Authority of their Union membership status within thirty-one (31) calendar days of hire.

Should a subsequent decision of the United States Supreme Court supersede *Janus* regarding union membership, the parties agree to reopen this Article for negotiations.

Section 2.3:
The parties agree that new employees may attend up to four (4) hours of Union orientation during their first week of employment with a designated Union representative to receive a complete explanation of the rights, responsibilities, and benefits of Union membership.

Employees desiring to become and/or remain members of the Union will submit the Union's membership authorization ("opt-in") form authorizing payroll deduction of regular Union dues. Employees choosing to discontinue Union membership will notify the Authority in accordance with applicable law.

Section 2.4:
Upon receipt of a valid membership authorization, the Authority will deduct regular Union dues from the wages of participating employees and remit such deductions to the Union each month.

The Union will indemnify, defend, and hold the Authority harmless against any claims or actions arising from the administration of Union dues deductions. Changes to the number of Union dues will become effective January 1 and July 1 of each year, unless otherwise agreed by the parties. The Union will reimburse the Authority for any amount deducted in error upon presentation of proper documentation.

Section 2.5:
The Union will provide, upon request, one electronic (PDF) copy of this Agreement to each employee in the bargaining unit and to each newly hired employee covered by this Agreement.

The Union will provide the Authority with a current list of its officers and designated representatives and will promptly notify the Authority in writing of any changes. The Authority will recognize such officers and representatives within ten (10) calendar days after receiving written notice of their names and positions.

Union officers, representatives, and members will conduct Union business in accordance with the provisions of this Agreement.

Section 2.6:
The Union recognizes the continued value and contributions of the Authority's volunteer members and is committed to fostering a professional, cooperative relationship that supports their development and mentorship while maintaining the integrity of the bargaining unit.

ARTICLE 3
DURATION

This Agreement will be effective January 1, 2027 and will remain in effect through December 31, 2028. There will be an option for a one-year extension through December 31, 2029 with wages and benefits being opened prior to 2029. The Union and Authority agree to notify the other party by April 30th in the year of expiration to begin negotiations as it pertains to modifying, amending, or changing this agreement for subsequent years.

ARTICLE 4
MANAGEMENT RIGHTS

Section 4.1:
All the functions, rights, powers and authority that are not specifically abridged, delegated or modified by this Agreement are recognized by the Union as being retained by the Authority. These rights include but are not limited to the following:

Section 4.1.1:
To maintain efficiency and to make, alter and enforce reasonable rules and regulations to be observed by employees, provided such rules and regulations are not contrary to the terms and conditions set forth in this agreement.

Section 4.1.2:
To direct, hire, promote, demote, transfer, and for just cause, suspend (except probationary employees), discipline or dismiss employees.

Section 4.1.3:
To evaluate jobs, classify positions, establish qualifying requirements of Employees and specific employee duties.

Section 4.1.4:
To manage and operate the service in all respects and without restricting the generality of the foregoing, to determine the number and location of establishments, the services to be rendered, the methods, the work procedures, the kinds and locations of instruments and equipment to be used; to select, control, and direct the use of all materials required in the operation of services to be provided and performed; to schedule work assignments and locations; to make, alter and enforce regulations governing the use of materials, equipment and services as may be deemed necessary by the Authority, provided that such regulations are not contrary to the terms and conditions set forth in this Agreement or RCW 41.56.

Section 4.2:
The rights, powers, authority and functions of management will remain exclusively vested in the Authority, except in so far as expressly and specifically surrendered or limited by the express provisions of the Agreement or RCW 41.56.

ARTICLE 5
NON-DISCRIMINATION

Section 5.1:
The Authority and the Union will not unlawfully discriminate against any individual with respect to hiring, compensation, terms or conditions of employment in accordance with RCW 49.60. Unless it is based on a bona-fide occupational qualification, nor will they limit, segregate or classify employees in any way to deprive any individual employee of their employment opportunities, except as such may be a bona-fide occupational qualification.

Section 5.2:
Wherever words denoting a specific gender are used in this Agreement, they are intended and will be construed so as to apply equally to either gender.

Section 5.3:
No employee will be discriminated against for upholding Union principles nor will any employee who serves as an officer or on a committee of the Union, lose their job or be discriminated against for such reasons.

ARTICLE 6
PROBATIONARY PERIOD

Section 6.1: Length of Probationary Period – Entry Level
No person will be finally appointed to a position until they have satisfactorily served a probationary period. The probationary period for employees covered by this Agreement will be twelve (12) calendar months.

Section 6.2: Re-Hires, Promotions
The probationary period for re-hires (from established Rif list) and promotions to positions covered by this Agreement with different job descriptions (including demotions) will be six (6) calendar months.

Section 6.3: Lateral Transfers
The probationary period for lateral transfers covered by this Agreement will be between six (6) and twelve (12) months.

Section 6.4: Requirements during Probationary Period
The Employee will be provided with, in writing by the Fire Chief, the requirements set forth by the Authority of the Employee to successfully complete the probationary period. The Authority will make available to the employee any mandatory training or educational programs required of the Employee to complete their probationary period.

Section 6.5: Termination during Probationary Period
During the probationary period, the Fire Chief or designee, at their discretion, may terminate the employment of a probationary employee. Such probationary employee will not have recourse to the grievance procedure of this Agreement. The probationary employee reserves all rights of Union representation and recourse afforded by State and Federal law.

Section 6.6: Employee Evaluations
Upon completion of probation, the Fire Chief or his designee will provide the employee with written confirmation of completion including performance evaluation(s). Thereafter, the Employee's supervisor or designee will evaluate the performance of the employee at least annually.

Section 6.7: Employees on Probation
Employees on probation will receive a monthly evaluation from their supervisor or designee during their probationary employment.

ARTICLE 7
WORK SCHEDULE

Section 7.1:
The Union and the Authority recognize that employees covered by this Agreement will be designated as either shift employees or daytime employees.

Section 7.2:
Except as indicated in Section 7.4, the normal work week for shift employees will be 48 hours per week (annualized), consisting of twenty-four (24) consecutive hours of work followed by forty-eight (48) consecutive hours off duty. Hours of work will be 0730 until 0730 the following day.

Section 7.3: Shift Schedule
Shift employees will have one scheduled shift off (Kelly Day) every 21 calendar days. No more than two personnel will be allowed Kelly leave per shift. Shift employees will have an opportunity to choose their designated Kelly day based on seniority. All Kelly Days must be taken within a 21-day cycle. The Authority may designate some employees as "floaters" to cover Kelly Days.

Section 7.4: Day Shift
The normal work week for daytime employees covered by this agreement will be 40 hours per week, consisting of either five (5) 8-hour days or four (4) 10-hour days. The Fire Chief or designee will schedule day shift employees' hours of work and will notify the employee of the work schedule at least 2 weeks in advance or less if mutually agreed upon by the Authority and the Union.

Section 7.5:
Employees may be required to work beyond their regular scheduled hours of work up to a maximum of forty-eight (48) hours straight with twenty-four (24) hours minimum off before their next scheduled shift. This requirement may be waived in the event of a declared or perceived natural or man-made emergency or disaster, or any other circumstance that it is mutually agreed upon by the Authority and Union. The Union and the Authority agree that in such circumstances, it is in the best interests of the Authority and the employees that off-duty personnel agree to come back to work when called in order to relieve personnel on extended shifts.

Section 7.6: Shift Trades
Shift trades are the sole responsibility of the Union Employee and will not cause pay changes or overtime situations where the regular shift did not. Trades will not interfere with the operations of the Authority and will be the responsibility of the employee to track. If the scheduled employee cannot fulfill the trade, they will contact all other eligible employees to cover shift. If failing to cover shift as scheduled, the employee who was originally scheduled to work on the day will report to work or be charged vacation leave at the rate of time and one half (1.5). If the employee does not have vacation, personal leave will be used. If the employee does not have vacation or personal leave, the employee will be placed on leave without pay.

Section 7.7: Light Duty

Employees who are temporarily unable to perform their regular duties due to pregnancy or a work-related injury or illness will be offered a light-duty assignment, provided the employee is medically qualified to perform the assigned duties and has provided appropriate medical documentation identifying any work restrictions. The Authority will determine the nature and location of the light-duty assignment. The duration of the assignment will be based upon the employee's medical restrictions, recovery progress, and anticipated return-to-work timeline.

Employees assigned to light duty will be expected to perform all assigned duties within their medical restrictions in a satisfactory, productive, and professional manner and will remain subject to all applicable attendance, conduct, and performance standards associated with the assignment. Light-duty assignments are intended to provide productive work and are not intended to serve as paid leave or reduced-work obligations. Continued participation in a light-duty assignment will be contingent upon satisfactory performance of assigned duties, compliance with medical restrictions, and adherence to departmental policies and procedures. Employees who fail to satisfactorily perform assigned duties, refuse work within documented restrictions, misrepresent their ability to perform assigned work, or otherwise misuse the light-duty assignment may be removed from the light-duty assignment and returned to the status otherwise applicable to their medical condition.

Employees with off-duty injuries, illnesses, or conditions may be offered a light-duty assignment at the sole discretion of the Authority.

ARTICLE 8
MINIMUM STAFFING

Section 8.1:
A minimum of one (1) Career Fire Officer (Rank of Lieutenant or above) and six (6) Career Fire Fighters will be on duty at all times, with the exception of emergent circumstances in which no career firefighter is available. The minimum staffing plan will coincide with the Fire Authority policy regarding minimum staffing levels.

ARTICLE 9
ACTING/WORKING OUT OF CLASSIFICATION

Section 9.1:
An Acting Battalion Chief will be a current officer and meet the requirements of the Battalion Chief position they are filling. When an Officer is assigned to serve as an Acting Battalion Chief for more than twelve (12) hours, they will be compensated at 110% of their current hourly rate, not to exceed the bottom-step Battalion Chief hourly wage.

Section 9.2:
A Firefighter will be assigned to serve as an Acting Lieutenant only at stations staffed by career firefighters where no Lieutenant or other company officer is on duty and assigned to that station. To be eligible, the Firefighter will be at the top step of the Firefighter pay scale and meet all department qualifications and requirements for the Acting Lieutenant role. When the acting assignment exceeds twelve (12) hours, the Firefighter will be compensated at 105% of their current hourly rate, not to exceed the bottom-step Lieutenant hourly wage. In the absence of a qualified Acting Lieutenant to fulfill the role as a duty assignment, the Battalion Chief or designee will determine and assign a Firefighter to serve in the Acting Lieutenant role for that shift.

Section 9.3:
For any vacancy in an officer position exceeding six (6) months, except in cases of workforce reduction, the Authority will assign an eligible employee who meets the requirements of the position to fulfill the acting role for the duration of the vacancy or operational need.

This article will not be interpreted as eliminating, reducing, or replacing the Authority's obligation to maintain minimum staffing levels.

ARTICLE 10
WAGES

Section 10.1:
The wages of the employees governed by this Agreement are set forth in Appendix "A", which is attached and incorporated by this reference.

Section 10.2:
All employees not at top step of their current job class will advance up one (1) step on the first day of the month in which their individual anniversary date falls, in accordance with the wage matrix in Appendix "A".

Section 10.3:
New hires will be paid according to the annual step determined by the Authority. New non-lateral hires without prior full-time firefighting experience will receive Step 1 as identified in the salary schedule in Appendix A.

Section 10.4:
Employees that are promoted to a different job classification, i.e. Lieutenant to Captain, will be paid according to the appropriate wage scale and start at Step 1 of the new job classification, as long as the wage is at least 5% higher than their previous wage before promotion.

Section 10.5:
A matching deferred compensation plan will be available for participation by the employee. Effective the first full month following ratification, the Authority will match the employees' contribution to a maximum of 6.2% of the employee's base wage.

Section 10.6:
Employees with ten (10) consecutive full-time years of service with the Authority are eligible for a longevity incentive of 2% of the employee's annual base wage, 3% at fifteen (15) years, 4% at twenty (20) years and 5% at twenty-five (25) years. The employee will receive longevity incentive compensation once per year in November or at separation of service.

ARTICLE 11
OVERTIME PAY

Section 11.1:
All work in excess of the normally scheduled shifts will be compensated at the rate of time and one half of the employee's normal rate.

Section 11.2:
All overtime except holidays, late calls, and emergencies must be approved in advance. The overtime rate will be one and one half (1½) times the regular rate.

Section 11.3:
If an employee is called back for unscheduled duty, they will be compensated at the rate of one-half time. A minimum of two (2) hours will be paid for callback. Union employees are authorized to return to duty for incidents requiring additional manpower if so requested according to the Authority policies and procedures.

Section 11.4:
The Union will track each member's overtime in a calendar year and make reasonable efforts to distribute overtime opportunities for bargaining unit members on an equitable basis. All overtime opportunities will first be offered to members of the bargaining unit before being offered to any non-bargaining unit member.

Section 11.5:
An employee will not be eligible for overtime if they call out sick on their last scheduled shift.

ARTICLE 12
GROUP INSURANCE

Section 12.1:
Effective the first full month following ratification of 2027, the Authority will pay 100% medical coverage for employees and 95% for eligible dependents based on the premium for the IAFF PPO 100E base plan. The Authority will pay 100% of the premium for dental w/orthodontia and vision for all full-time employees and 95% for eligible dependents.

Starting January 1, 2028 the Authority will pay 100% medical coverage for employees and 90% for eligible dependents based on the premium for the IAFF PPO 100E base plan. The Authority will pay 100% of the premium for dental w/orthodontia and vision for all full-time employees and 90% for eligible dependents.

Section 12.2:
The Union and the Authority recognize that increases in health care premiums may create a financial burden for the Authority in the future and may adversely affect the Authority's ability to maintain career staffing levels and provide services to the community. Accordingly, the Union and the Authority agree that, during the term of this Agreement, either party may reopen Article 12 for the limited purpose of negotiating the impact of increases in health care premiums. Any such reopening shall be limited to Article 12.

Section 12.3:
An employee may elect to voluntarily move to an alternate plan offered by the Authority to provide more comprehensive coverage; however, the employee is responsible for all additional costs associated with the alternate coverage.

Section 12.4:
Employees will have the option to receive $400 per month payment to their Medical Savings Account for Public Service Employees (MED VEBA) in lieu of the Authority's Dependent Medical Coverage. Employees who elect to opt out of family medical coverage (only with other qualifying coverage) and single employees with no dependents will receive $400 per month applied to a VEBA account. The employee may not elect to cover one dependent and choose VEBA for another dependent. Eligible dependents are lawful husband or wife; child(ren) (unmarried dependent) up to age 26 who are primarily dependent on employee for support.

Section 12.5:
Employees must provide the Authority with proof of other qualifying dependent medical coverage and opt out of dependent coverage on the Trusteed Plan Form annually in order to be eligible for the MED VEBA option.

Section 12.6:
Eligibility and continued employee and dependent participation in any group insurance or other financially based benefit plan will be in accordance with the applicable Group Insurance Plan Document or Master Plan Agreement.

Section 12.7:
Any proposed change (under the control of the Authority and Union) in medical, dental, vision insurance or VEBA coverage will be bargained with the Union prior to implementation.

Section 12.8:
The Authority agrees to pay for Long-term insurance for all LEOFF 2 employees.

Section 12.9
The Authority agrees to pay for Ready Rebound premiums for all employees.

ARTICLE 13
VACATIONS

Section 13.1:
For all shift Employees in the bargaining unit, the annual leave will accrue monthly based upon the following schedule:

0-6 years	8 shifts/192 hours	(16 hr./month)
7-9 years	9 shifts/216 hours	(18 hr./month)
10-14 years	10 shifts/240 hours	(20 hr./month)
15-19 years	11 shifts/264 hours	(22 hr./month)
20+ years	12 shifts/288 hours	(24 hr./month)

One shift = 24 hours

Annual Leave allowance will be applied to full months of service.

Daytime employees will accrue leave based upon the following schedule:

0-6 years	8 shifts/168 hours	(14 hr./month)
7-9 years	9 shifts/180 hours	(15 hr./month)
10-14 years	10 shifts/192 hours	(16 hr./month)
15-19 years	11 shifts/216 hours	(18 hr./month)
20+ years	12 shifts/240 hours	(20 hr./month)

Section 13.2:
Requests for leave will be considered and granted on a seniority basis when submitted for approval on or prior to December 31st of each preceding year. All requests for leave submitted on or after January 1st will be considered on a first come first served basis.
Vacation requests should be made at least fourteen (14) calendar days in advance; however, the Fire Chief or designee may approve vacation requests with less notice when necessary. Vacation schedules will be authorized by the Fire Chief or designee as to not cause significant hardship on the Authority. Vacations authorized by the Fire Chief or designee may be covered by overtime personnel.

Section 13.3:
Any regular permanent Employee who is in a vacation status and becomes incapacitated through illness, accident, or hospitalization will have the right to revert to sick leave status.

Section 13.4:
If separated from service, the Employee will be compensated hour-for-hour to a maximum of 240 hours, at the hourly rate in effect for shift employees (does not include sick leave).

Section 13.5:
The vacation leave bank may exceed seven hundred twenty (720) hours during the calendar year; however, any accrued balance in excess of seven hundred twenty (720) hours will be forfeited on January 1 of each year. On January 1, the employee's vacation leave balance will be reduced to a maximum accrual of seven hundred twenty (720) hours. Any hours in excess of seven hundred twenty (720) hours will be lost and will not be eligible for compensation or payout.

ARTICLE 14
HOLIDAYS

Section 14.1:
The following will be designated as holidays for all Employees in the bargaining unit:

New Year's Day	January 1st
Martin Luther King Jr. Day	3rd Monday in January
President's Day	3rd Monday in February
Memorial Day	As observed in the State of Washington
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	As observed in the State of Washington
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving	4th Friday in November
Christmas Eve Day	December 24th (in lieu of Juneteenth)
Christmas Day	December 25th

Section 14.2:
The Authority will pay all Employees holiday pay at the rate of time and one half. Employees working overtime on a holiday will be paid at the rate of two times their normal rate.

Section 14.3:
The Authority will compensate bargaining unit members with two (2) shifts of paid personal leave per calendar year. Personal leave must be used in the current calendar year and may not be carried over into the next calendar year. One (1) shift must be used by June 30 or will be cashed out at straight time rate of pay. The second shift must be used by the end of the calendar year or will be forfeited without compensation. Separation from service will not require hourly compensation for any unused personal time. Personal leave may be used by the employee in any increments of 12 or 24 hours and must be authorized by the Fire Chief or Shift Officer. Personal leave may be used in the same manner as sick leave and cannot be denied. Personal leave may be covered by overtime personnel.

Section 14.4:
Day-time personnel holidays are as observed in Section 14.1.

ARTICLE 15
SICK/PARENTAL LEAVE

Section 15.1:
Employees will accrue sick leave pursuant to Section 15.8 monthly beginning on their start date with a maximum of 1200 hours accrual. If separated from service for any reason other than retirement, the Employee will not be compensated for unused sick leave.

Section 15.2:
Sick leave may be used in accordance with applicable state and federal laws.

Section 15.3:
The Authority and the Union both recognize the possible need for employees to donate earned sick leave in the event of a chronic or long-term illness of a member of the bargaining unit. Employees have the right to donate their earned sick leave to a fellow employee in need, provided that they have at least 500 hours remaining after the donation. A member being separated from service will not have this right.

Before such donation of sick leave can be made, the employee(s) wishing to request sick leave donations must formally request in writing as such to the Union designee. Upon approval of the Union, the request will be forwarded to the Fire Chief for approval of the employee to receive and use donations.

Section 15.4: Parental Leave
Immediately following the birth, adoption or foster placement of a child, employees may use up to eight (8) 24 hour shifts or four (4) 40 hour work weeks, as it pertains to day shift staff, of sick leave to tend to their family provided that the employee has given the Authority notice thirty (30) calendar days in advance of the due date or, as soon as practicable, of an adoption or foster placement. Additional sick leave may be used by employees, subject to a doctor's note, when a spouse/domestic partner on file with the Authority experiences an extended period of physical limitations following childbirth. Employees may request parental leave in accordance with FMLA. All reasonable requests will be accommodated. Leave may include sick, vacation, personal or leave without pay.

All of the employee rights and privileges will be protected in accordance with the Family and Medical Leave Act (FMLA) and Family Leave Act (FLA).

Section 15.5: Maternity and Work During Pregnancy

Full Duty - An employee is not required to accept a light duty assignment pursuant to Section 7.7 of this contract but is encouraged to do so because of the unpredictable nature of emergency response. A pregnant employee will be permitted to work in a full-duty capacity with no restrictions, in accordance with her physician's recommendations.

Paid Leave - The employee will be granted paid leave during the pregnancy, up to six months following the date of delivery or up to one year if medical complications arise due to

pregnancy or birth. Paid leave will be used in the following order: sick, vacation, then personal.

Leave without Pay - At any time during the pregnancy, the employee will be granted leave of absence without pay. This leave will be granted up to fifty-two (52) weeks following the end of her pregnancy. The employee will continue to accumulate seniority and be entitled to medical benefits as prescribed by the Agreement during her leave. The Authority will support the employees' continued training during the leave period by providing reasonable access to required training. It will be the responsibility of the employee to maintain all required certifications, licenses, and qualifications necessary for the employee's position prior to returning to duty. Failure to maintain required certifications or qualifications will affect the employee's ability to return to their full duties.

Return to Work – In no case will an employee return to work sooner than six (6) weeks following the birth, or termination of pregnancy, unless a shorter time is requested by the employee and approved by the attending physician. All employees will provide a written release from the attending physician stating that she is physically able to return to full-duty work. The employee will return to her former classification/position without loss of seniority.

Section 15.6:
Retiring employees will have the option to use 25% of accrued sick leave towards their VEBA/MERP account upon separation of service. This lump sum payment to VEBA/MERP will have no cash value option for the employee.

Section 15.7:
Members may convert sick leave to MERP as follows: In January of each year, and at no other time, employees with at least 1200 (24 hours shift employees) or 1000 (day shift employees) hours of accrued sick leave may elect to convert any portion of sick leave hours earned in the previous 12 month period, minus those hours used during that period, directly to MERP from the Authority at the rate of 25% (twenty-five percent) and will be based on the employee's current salary.

Section 15.8: Sick Leave Accrual

Work Week	**0-12 Months**	**1-3 Years**	**4-6 Years**	**7+ Years**
48 Hour	12 Hours	16 Hours	20 Hours	24 Hours
40 Hour	8 Hours	12 Hours	16 Hours	20 Hours

ARTICLE 16
TEMPORARY EMPLOYEES

Section 16.1:

Temporary Firefighter/EMT employees may be allowed under the following four conditions:

1. Any leave of absence which will be in excess of 8 consecutive shifts by a full-time career employee
2. When the Authority and Union agree on the need for a temporary position. The Authority will not hire temporary or casual labor employees to increase staffing without the express written consent of the Union on a case-by-case basis.
3. Each temporary hire will be agreed upon by a memorandum of understanding (MOU).
4. The term of employment for any temporary position will not exceed 10 work periods (280 days).

Section 16.2:

The temporary and seasonal hire will be paid at a rate of no less than state minimum wage and will not exceed 75% of Step 1 Firefighter wage as outlined in Appendix A. The Temporary and Seasonal class will be used only for the circumstances described in this section. Temporary and Seasonal positions do not receive paid leave or benefits.

ARTICLE 17
LEAVE OF ABSENCE

Section 17.1: Bereavement Leave
In the event of a death, the Employee will be granted up to 72 consecutive hours of paid bereavement leave for any death within their immediate family. The employee will receive time off without charge to vacation or sick balances

17.1.1: For the purposes of this Article, immediate family will include spouse, domestic partner, child, parent, sibling, grandchild, grandparent, stepparent, and any child legally adopted or made a legal ward of the employee. The Fire Chief or designee may approve exceptions to this definition on case-by-case basis.

17.1.2:
Bereavement leave is intended to allow the employee time to address matters related to the death, arrange for, and attend funeral services. Sick leave may be used for the actual date of the funeral service, in addition to bereavement leave, with approval of the Fire Chief or designee. The Authority may allow the employee to use additional vacation leave when circumstances warrant.

17.1.3: Employees notified of a death in the family while on duty will be immediately excused from work for the balance of the shift if it is necessary to address the situation. Employees working overtime who are excused from duty under this provision will be compensated only for hours actually worked.

Section 17.2: Military Leave
Employees enlisting or entering the military service of the United States pursuant to the provisions of the Military Selection Service Act of 1967, as amended, will be granted all rights and privileges provided by the Act. Employees fulfilling their obligations with respect to the National Guard or reserve status of the armed forces will be granted a leave of absence without pay for such purpose as provided by law.

Section 17.3: Jury Duty
An employee summoned for jury duty will be granted administrative leave for such service and will be paid by the Authority their regular wage. Any compensation received from the court for jury service will be returned to the Authority. An employee who is released from jury duty on the date of their assigned shift will return to work for the remainder of their scheduled shift.

Section 17.4: Civil Witness
Leave with pay, travel time included, will be granted for attendance in court cases in connection with the Employee's officially assigned duties. Leave of absence with pay will also be granted for an appearance connected with an employee's official duties before any legislative committee or judicial or quasi-judicial body as a witness in response to a subpoena or at the direction of proper authority. The above leave of absence will be counted as hours worked and subject to the overtime provisions of this Agreement. Remuneration received for such duty will be remitted to the Authority.

Section 17.5: Family and Medical Leave
Family and Medical Leave will be granted pursuant to state and federal laws regarding the FMLA (Family and Medical Leave Act) in effect at the time that family and medical leave are requested.

Section 17.6: Maintenance of Employment Status
Seniority and service credit will continue to accrue while the permanent employee is on approved leave of absence status. When the permanent employee returns to work, they will return to their previous rank and position.

The Authority will support the employees' continued training during the leave period by providing reasonable access to required training. It will be the responsibility of the employee to maintain all required certifications, licenses, and qualifications necessary for the employee's position prior to returning to duty. Failure to maintain required certifications or qualifications will affect the employee's ability to return to their full duties.

ARTICLE 18
GRIEVANCE PROCEDURES

Section 18.1:
It is understood and agreed between the parties to this agreement that this grievance procedure is the only grievance procedure applicable to members of this bargaining unit. This is the only procedure agreed to by the Authority and Employees to settle their disputes or grievances under this contract. For the purpose of this article, days will be defined as Monday through Friday, 0800 -1600 with an exception for paid holidays. On paid holidays, the next regular business day (Monday – Friday) will be used.

Section 18.2:
A grievance is defined as an alleged misapplication or violation of the Authority rules and regulations, or the contract clauses of this Agreement. An aggrieved person is the individual Employee who is making claim that their rights have been violated or believes that they have received inequitable treatment because of some conditions of their employment in the areas indicated above, or the Union on behalf of its membership. Any aggrieved Employee may personally, or with the assistance of their Union representative, seek relief through this procedure. The process identified in this article will only apply to union members.

Section 18.3:
In the presentation of grievances at all levels, Employees will be safe from restraint, interference, discrimination, or reprisal.

Section 18.4:
Only individual Employees, or groups of Employees, or their Union representatives will have the right to file grievances under this article except as provided under paragraph 18.15 and provided further that the grievance is filed in compliance with other criteria established under this article.

Section 18.5:
Individual Employees or groups of Employees will have the right to present grievances in person or with the assistance of the Union representative provided that any settlement reached is not inconsistent with the provisions of this agreement and that the grievance has been properly filed and adjudicated according to the established procedure as set forth in this article.

Section 18.6:
If a grievance hearing extends beyond the Employee's normal shift, no overtime will be paid for this time beyond the Employee's normal hours of work. Extension of time for hearing a grievance beyond that indicated may be secured, provided that both parties are in agreement. This extension must be in writing and signed by the appropriate representatives of the Authority and personally by the Employee, or their Union representative.

Section 18.7:
If a grievance is pursued to arbitration, the arbitration board or arbitrator will have no power to add to, subtract from or modify any of the terms of this Agreement, or any supplement thereof, or add to, subtract from, or modify any arbitration submission agreed to by the parties involved in this Agreement.

Section 18.8: Submission to Arbitration
Upon receipt of a written request for arbitration, the Authority and the Union will attempt to prepare a submission to be signed by the Union and the Authority setting forth the issue in dispute. If the Authority and the Union cannot agree upon the submission for arbitration, each party, at least two (2) days in advance of the hearing, will submit to the other a statement of the issues it considers in dispute. The arbitrator or arbitrators will determine, at or before the hearing, the issue or issues to be arbitrated. All issues in dispute must be arbitral under the terms of this agreement. Such questions of arbitrariness must be ruled on by the arbitrator or arbitrators prior to hearing the issues of the case provided they are found to be arbitrable.

Section 18.9:
The grievance procedure provided below will be exclusive and will replace any other grievance procedure for adjustment of any disputes arising from the application and interpretation of this Agreement.

Section 18.10:
Field or full-time Union business representatives who wish to investigate a grievance on Authority time must secure permission from the Fire Chief or his designee prior to their investigation.

Section 18.11:
Prior to filing of a formal written grievance, an Employee must discuss the problem with their immediate supervisor. If the problem cannot be solved at this level, the Employee or their representative may submit their grievance to the Fire Chief.

Section 18.12:
STEP 1 – FIRE CHIEF: If an Employee, or the Union, has not been satisfied during oral presentation of their grievance to the Fire Chief, the Employee, or their representative, may present it to the Fire Chief in writing. Such grievance will be addressed to the Authority Administrative Office and/or hand delivered to the Chief Administrative Officer or by registered U.S. Mail. A grievance must be filed with ten (10) days of when the alleged grievance occurred. The grievant should state the reasons for their grievance, the time (date) that the grievance occurred, relief sought and the article and clause of the contract, which has been misapplied. The grievance must be heard within ten (10) working days after it is received by the Fire Chief. It is the responsibility of the Fire Chief to attempt to resolve the grievance. They must make formal written answer to the Employee within ten (10) working days after the grievance hearing is completed. If the Employee feels the matter is not resolved, then the grievance may be filed into the second step.

Section 18.13:
STEP 2 – BOARD OF FIRE COMMISSIONERS: If the Employee wishes to pursue the grievance, the Employee must submit their request in writing within fifteen (15) working days after receipt of the written answer. The grievance will be submitted to the Board of Fire Commissioners with a copy to the Fire Chief, after which a hearing will be held within fifteen (15) working days of its receipt.

The Board of Fire Commissioners will provide a written answer within fifteen (15) working days after the hearing has been completed. If the Employee is not satisfied with the answer given by the Board of Fire Commissioners and if they wish to pursue the grievance, they may, within five (5) working days after receipt of the answer in step 2, request mediation of the grievance

MEDIATION PROCEDURES: If the employee requests mediation, the Union or the Board of Fire Commissioners will forward a request to the Public Employees Relations Commission (PERC) to assign a mediator from the PERC staff. Upon designation of the mediator, the parties will make every attempt to schedule a date for mediation within fifteen (15) days.

a) Proceedings before the mediator will be confidential and informal in nature. No transcript or other official record of the mediation conference will be made.
b) The mediator will attempt to ensure that all necessary facts and considerations are revealed. The mediator will have the authority to meet jointly and/or separately with the parties and gather such evidence as deemed necessary.
c) The mediator will not have the authority to compel resolution of the grievance. If the mediator is successful in obtaining agreement between the parties, they will reduce the grievance settlement in writing. Said settlement will not constitute a precedent unless both parties agree.
d) If the parties to the dispute mutually agree that the mediation is not producing a resolution or the mediator concludes that further proceedings will not be productive, the mediation will be ended.
e) If the mediation fails to settle the dispute, the mediator may not serve as arbitrator in the same matter nor appear as a witness for either party. None of the statements or offers of compromise made in mediation can be used in any future arbitration as evidence against the Authority or the Employee.

Section 18.14:
STEP 3 – ARBITRATION: If the employee does not choose to pursue mediation, they may, within five (5) working days after receipt of the answer at step 2, file their grievance in writing to a board or arbitration of two members, one representing the Authority and one representing the Union. If said board cannot agree within five (5) days upon mutual consent of both parties, a third member, who must be a disinterested party, will be selected from a list of arbitrators supplied by the Federal Mediation and Conciliation Service, or the State Public Employees Relation Commission (PERC) and the decision of the board of arbitration will be binding. It is further agreed by both parties hereto that during such arbitration there will be no suspension of work. It is further understood and agreed that said arbitration board is not vested with power to change this agreement in any of its parts, but only to interpret the same. All

differences submitted by either party or arbitration will be settled within fifteen (15) days following notice being served on the arbitration board.

Section 18.15:
Any issues that are raised by the Authority or the Union which are of general concern regarding application or interpretation of this Agreement may be initiated in arbitration after the Fire Chief, or their designated representative, and the chief business agent for the Union, or their designee, have had the opportunity to discuss and investigate the issue. Decisions reached in this type of issue are not subject to retroactivity, but subject only to future application or interpretation of the specific article or paragraph of this contract in question.

ARTICLE 19
NO STRIKES OR LOCKOUTS

Section 19.1:
The Authority and the Union recognize that the public interest requires the efficient and uninterrupted performance of all Authorities' services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective.

Section 19.2:
During the term of this Agreement, the Union will not cause or condone any work stoppage, strike, slowdown or other interference with the Authority functions by employees under this Agreement, and should it occur, the Union will take all steps to end such interference immediately. Employees who engage in any of the previously referenced actions may be subject to disciplinary action up to and including discharge. The Authority will not lock out any employee during the life of this Agreement.

ARTICLE 20
SEVERABILITY AND SAVINGS CLAUSE

Should any provision(s) of this Agreement be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance or enforcement of any provision(s) should be restrained by such tribunal pending a final determination as to its validity, the remainder of this Agreement as it relates to persons or circumstances other than those to which it has been held invalid will not be affected thereby. In the event that any provision of this Agreement is held invalid or enforcement of or compliance with has been restrained, as hereinafter set forth, the Authority and the Union will enter into immediate collective bargaining negotiations upon the written request of either party for the purpose of arriving at a mutually satisfactory replacement for such provision during the period of invalidity or restraint. Said negotiations will be confined to the provision(s) held to be invalid unless mutually agreed to by the Authority and the Union.

ARTICLE 21
MERGERS, ACQUISITIONS, ALLIANCES, CONTRACTS, OR CONSOLIDATIONS – SUCCESSOR AGREEMENTS

Section 21.1:
In the event the Authority elects to merge, combine, consolidate, or acquire any Fire or EMS services during the term of this Agreement, the Authority will negotiate the effects of such action(s) with the Union pertaining to wages, hours, and working conditions. This is to include any consolidations, annexations, and relinquishment of services, acquisitions, mergers or contracts with any agency.

Section 21.2:
In the event the Authority elects to relinquish control, merge, combine, annex, consolidate or contract with any Fire or EMS services during the term of this Agreement, the Authority agrees to the following terms and conditions:

Section 21.2.1
The Authority will make every attempt to negotiate with the agency they are relinquishing control, merging, consolidating, or contracting with to unconditionally accept and continue employment of all bargaining unit positions and the employees in those positions. The Authority agrees to make every effort to protect its employees in the event of any relinquishment of control, contract, combination, merger, annexation, or consolidation, excluding any legal or financial action unless approved by the Board of Fire Commissioners.

Section 21.2.2
The Authority will negotiate any such action(s) with the Union pertaining to bargaining unit members obtaining comparable positions, wages, hours, protection, and working conditions under the terms of the contract, combination, merger, annexation, consolidation, or relinquishment of Fire and EMS services to any agency.

ARTICLE 22
DISCIPLINE

Section 22.1:
Employees may be disciplined or discharged for just cause. Discipline will be applied at progressive and escalating levels to allow the employee proper notice of misconduct and an opportunity to improve performance. The level or degree of discipline imposed will be appropriately based on the employee's prior record of service, length of service, severity of offense, and prior record of discipline.

Section 22.2:
Prior to the imposition of a Personal Improvement Plan (PIP), suspension without pay, demotion, or discharge, the employee will be provided with a copy of the alleged violation(s) and all relevant documents the Authority has in its possession. In addition, the Authority will hold a pre-disciplinary hearing no sooner than ten (10) days from the time the employee was notified of the alleged violation(s). At this hearing, the employee will be given an opportunity to present their side of the issue.

Section 22.3:
The employee will be entitled to have Union and/or legal representation present at any meeting held with the Authority to discuss potential disciplinary action against them.

Section 22.4:
The Authority may suspend an employee with pay pending the final decision as to the appropriate discipline or the overturning of the discipline by the appropriate authority. Suspension with pay may be imposed without any previous steps without a pre-hearing. However, a hearing will be held within ten (10) days of the suspension to modify or sustain the suspension.

Conviction of a felony offense may result in discharge of the Employee.

Section 22.5:
Disciplinary action or measures may include oral reprimand, written warning, Personal Improvement Plan (PIP), suspension, demotion or discharge.

Section 22.6:
All discipline (except as applied to probationary employees) will be subject to the grievance procedure.

ARTICLE 23
UNION BUSINESS AND BULLETIN BOARD

Section 23.1:
Employees will be allowed to trade shifts as outlined in section 7.6 of this agreement for the purpose of conducting union business.

Section 23.2:
Union employees will not transact union business while working on shift which in any way interferes with the operations or normal routine of the Authority unless authorized by the Fire Chief or designee.

Section 23.3:
The Union may be authorized to hold its regular monthly meetings at Fire Authority facilities. With approval of the Fire Chief or designee, on duty personnel may attend the meeting and will remain in service and be alarm ready.

Section 23.4:
The Authority will provide suitable space for a Union furnished bulletin board at each station location in an area frequented by all employees within the bargaining unit. The Union will limit its posting of notices and bulletins to such bulletin boards.

ARTICLE 24
DEFINITION OF SENIORITY

Section 24.1:
Seniority will be determined by permanent, non-broken, full-time service with the Authority from more recent date of hire. Seniority will be broken by voluntary resignation, by discharge for just cause, by retirement, or by a lay-off of more than two (2) years.

Section 24.2:
Employees with the same hire date will be assigned to the appropriate seniority list in order of their ranking on the hiring list. A separate seniority list will be established for each rank (e.g., Firefighter, Lieutenant, Captain, Battalion Chief). The hiring list used to establish seniority order will be the final ranked eligibility list established and certified by the Fire Chief upon completion of the interview and selection process. A seniority list will be provided to the Union upon establishment

ARTICLE 25
PERSONNEL REDUCTION

Section 25.1:
The Authority will notify the Union of the need to reduce the number of employees who are on the payroll within the bargaining unit at least ninety (90) calendar days before the effective date of layoff. Such notice will be given in writing, addressed to the Union and hand delivered to a Union officer or by registered U.S. Mail. The notice will disclose the number of positions affected and the rank of each person affected. Immediately after issuing the notice, the Authority will give the Union a reasonable period of time, of no less than ten (10) calendar days within which to meet and confer with the Union to discuss such action. The Authority will respond to any proposals which the Union may make in response to the subject of notice.

Section 25.2:
Each employee who is to be reduced in rank or laid off as a consequence of a reduction in force will be given written notice, at least ninety (90) calendar days before such action is to occur, of the date, purpose and nature of the action that is to be taken with regard to them. The notice will also state the reason for the action and any rights the employee may have under this Agreement with regard to employment. A copy of the notice will be delivered timely to the Union within the ninety (90) calendar day notification period.

Section 25.3:
All reductions in force will be established by seniority in the Authority within the ninety (90) day notification period. Seniority in rank will be established from the date that the employee was promoted into the rank which they currently occupy.

Section 25.4:
In the event of a tie in seniority, the tie will be broken by the seniority list on the employment or promotional exam.

Section 25.5:
In the event a reduction in force is necessary, the reduction will proceed in the following order:

> Section 25.5.1:
> Employees will be laid off in reverse order of the Authority seniority list; the least senior employee in the Authority will be laid off first without regard to rank or classification.
>
> Section 25.5.2:
> In the event a reduction in force results in the need for a redistribution of employees to a lesser rank, such reduction in rank will be accomplished by reducing in rank those employees with the least tenure in the affected rank counting from the employee's date of promotion.

Section 25.5.3:
An employee who is laid off will be paid for all accrued vacation leave time, based on the employee's straight-time rate of pay as of the date of separation. Sick Leave may not be cashed out.

Section 25.5.4:
All employees who are reduced in rank or laid off will not suffer any loss in benefits or entitlement accrued prior to the date of the action, e.g. holiday, vacation, personal leave, pension, and overtime earned, accumulated and unused at the time of reduction in rank or layoff.

Section 25.6:
If an employee is reduced in rank due to redistribution in force, that employee will receive the maximum salary for the lower grade. This lower grade maximum salary will not be higher than the original salary.

Section 25.7:
The Authority will maintain a list, known as the "re-hire list", of all persons who are reduced in rank or laid off. In the event that vacancies occur within the Department while people remain on the re-hire list, the order of the recall will be determined by reference to the re-hire list. The re-hire list(s) will remain in effect for thirty-six (36) calendar months after the date of layoff, unless extended by the Board of Commissioners and will be used to offer employment that may become available, by seniority, to all persons who have been reduced in rank or laid off, before any employees are promoted from one rank to another. No person may be hired while any person in that rank remains in a reduced rank or on the re-hire list. Any persons who are returned to their former positions will be placed in the pay grade of their former rank, restored to the straight-time rate of pay that they would have received had they not been reduced in rank or placed on a re-hire list. Employees will receive no service credit for any period of time while on layoff status.

Section 25.7.1:
Notice of recall to the employee's former position will be given to the employee in writing at their last known mailing address. It is the responsibility of the employee to notify the Authority of any change in address while on layoff status. The notice will be by certified mail, return receipt requested. The employee will be given thirty (30) calendar days to accept an offer of reinstatement, in which case written acceptance will be sufficient if filled in any form with the Authority.

Section 25.7.2:
Any employee who fails to return to work upon official notice by the Authority will be removed from the re-hire list.

Section 25.7.3:
Any employee who upon recall fails to meet the minimum qualifications for the position will be removed from the re-hire list and not re-employed by the Authority.

Section 25.7.4:

Upon an employee's layoff and placement on the rehire list, the Department will support the maintenance of all required training and certifications necessary for the employee to remain eligible for recall and rehire, including, but not limited to, Emergency Medical Technician (EMT) certification, provided such training is required for the position from which the employee was laid off.

ARTICLE 26
UNIFORMS AND CLOTHING

Section 26.1:
The Authority will furnish and there after maintain at no cost to the employee all respiratory apparatus, gloves, helmets, protective clothing and other protective equipment necessary to preserve and protect the safety and health of Firefighters and EMS workers. At time of purchase, all protective clothing and equipment will meet or exceed the minimum acceptable State and Federal standards.

Section 26.2:
Each member will be supplied with uniforms/clothing as authorized by the Standards Committee.

Section 26.3:
In addition, the Authority will provide those employees who have successfully completed their probationary period a complete "Class A" formal uniform.

Section 26.4:
Quartermaster system – In lieu of an annual clothing allowance, the Authority will provide uniform/clothing items to employees under a quartermaster system. The quartermaster system is defined as when an employee needs a new uniform/clothing item due to a current uniform/clothing item being in disrepair or beyond its reasonable service life, the Authority will provide a new comparable uniform/clothing item. Under the quartermaster system, the employee will submit a request for new uniform/clothing item to the Fire Chief or designee when a replacement item is necessary due to serviceability, safety, or appearance.

The Authority will provide duty boots as needed with an allowance of up to $450 every 3 years and $75 for station shoes every 3 years

Section 26.5:
All initial issue and replacement uniform items and vendor(s) will be approved in advance by the Fire Chief or designee.

Section 26.6:
All uniforms and equipment issued by the Authority to each employee will remain the property of the Authority.

Section 26.7:
Union members will wear Authority approved uniform items only while on duty.

Section 26.8:
The Authority agrees to provide all uniform or equipment required to maintain membership or certification in technical assignments such as SORT/Technical Rescue Group, SCBA Technician, Fire Investigation and other assignments made by the Authority.

ARTICLE 27
EDUCATIONAL OPPORTUNITIES AND TRAINING

Section 27.1:
The Authority recognizes the need to provide all regular, full-time employees with adequate continuing education and training opportunities annually. The Authority recognizes the need to provide employees with training and education that provides for personal and professional growth. In addition, the Authority recognizes the need to provide employees with specialized training due to the unique role of employees supervising, directing, and instructing firefighters. All paid continuing education or training requests must be approved in advance by the Fire Chief or designee. The Union agrees that all continuing education and training requests will be reasonable and justifiable.

Section 27.2:
In consideration of section 27.1, the Authority agrees to provide each employee with the option to attend continuing education or training in the areas of fire suppression, fire tactics, emergency medical services, supervision, or specialized training related to response activities within the Authority, as the budget allows and agency approval. For purposes of this section, approved training is defined as time spent in training during scheduled shift hours. The Authority will pay for actual approved training hours only. Actual training hours are defined as hours the Employee is actively involved in training activities. The Authority and the Union agree that Employees will be guaranteed pay for their normal work hours if the approved training prevents them from returning to shift. The Authority agrees to cover all direct expenses related to approved outside continuing education and training.

Section 27.3:
The Authority agrees to pay the employee overtime plus applicable registration, travel, housing and shift coverage for mandatory/required training, when such training is not provided by the Authority or obtainable by the employee while on duty.

Section 27.4:
Tuition reimbursement will be made available to Union members attending classes at an accredited College or University. The course of instruction must be in a degree field related to Fire or Emergency Medical Services. The course of instruction must be pre-approved by the Fire Chief or designee and the Authority reserves the right to require the employee to submit for approval prior to beginning course work to allow reimbursement through the annual operating budget. Unused funds will not be transferred from year to year.

To be eligible for reimbursement, the employee must attain a grade of "C", 2.0 or better. Where a grade of pass/fail is used, a "pass" grade must be attained. Tuition reimbursement will be limited to one class per quarter/semester. An additional class per quarter/semester may be authorized provided the annual budget allows.

Section 27.5:

The Authority agrees to maintain currently assigned technical assignments to include SORT/Technical Rescue, SCBA Technician, and Fire Investigator. The Authority agrees to pay the employee overtime, and training costs for additional training hours outside of the employees' work schedule if required to maintain certification and membership of said assignments. The Authority may classify Employee in an Approved Training status if time is spent in training during scheduled shift hours. The Authority will pay for actual approved training hours only.

ARTICLE 28
MEDICAL EXPENSE REIMBURSEMENT PLAN (MERP)

Section 28.1:
West Thurston Regional Fire Authority will make a monthly contribution to the WSCFF (Washington State Council of Fire Fighters) Employee Benefit Trust, in an amount equal to $75 per employee covered by this agreement. This Trust will remain separate and apart from any retiree health insurance funding program unless changed by mutual agreement of the parties to the agreement.

Section 28.2:
The Authority will be obligated to payment of contributions in the amount provided above by the end of every month for that month's contributions. The Authority will cooperate with the Trust in allowing a payroll audit to ascertain if the proper amounts of contributions have been made, and will pay interest at a rate of 8% for late contributions.

ARTICLE 29
AUTHORITY POLICY AND PROCEDURE MANUAL

Section 29.1:
The Authority maintains an electronic operating and administrative Policies and Procedures Manual, which contain information, policies, and procedures important for employees. The Authority amends the manual from time to time. The Policies and Procedures Manual will apply to the employees covered by this Agreement except where this Agreement is in conflict with such provisions, in which case the Agreement will govern.

Section 29.1.1:
The Authority may adopt policies and procedures for the operation of the district and the conduct of its employees during working hours, provided such policies and procedures do not conflict with any provisions of this agreement. Policies and procedures will be presented to the Union at a monthly Labor and Management meeting no less than 60 days prior to implementation unless policy is subject to federal, state or local policy changes. Approved policies and procedures will be made available to each employee electronically or in writing 7 days prior to implementation.

Section 29.2:
Each employee will have access to the Authority Policies and Procedures and their job description.

ARTICLE 30
WELLNESS AND PHYSICAL FITNESS

Section 30.1:
The Union and Authority recognize that drug and alcohol abuse is a threat to public welfare and the safety of Authority personnel. The Union and the Authority agree to comply with policy and procedure for dealing with substance abuse issues including drug testing, as defined in Appendix B.

Section 30.2:
The Authority will participate in and provide the employees of the Authority and their immediate family members with a confidential Employee Assistance Program (EAP).

Section 30.3:
The Union and the Authority agree to promote wellness among the members of West Thurston Regional Fire Authority.

30.3.1:
All members of the Fire Fighter's Bargaining Unit are encouraged to spend one hour in physical fitness training while on shift.

30.3.2:
The Authority offers each employee an incentive premium in the amount of $200 upon the completion of an annual physical. This will be paid to the employee when the Authority receives confirmation from the employee's physician that the physical has been completed.

ARTICLE 31
MISCELLANEOUS

Section 31.1:
Refreshments-The Authority agrees to provide coffee, coffee creamer and bottled water to all members while on duty.

Section 31.2:
Awards Banquet- Upon interest from Union members, the Authority agrees to provide an annual awards banquet and dinner for all Union members and guests.

ARTICLE 32
DESCRIPTION OF WORK

Section 32.1:
The Authority and the Union recognize that certain assignments and duties fall outside of the traditional job descriptions for responding Bargaining Unit Members. The parties both agree it would be mutually beneficial for the following labor assignments to fall under the CBA.

They also understand some of the responsibilities are currently assigned and the intent of this article is not to negatively disrupt or impact the currently defined roles. Rather, proceeding in good faith, work toward a common goal of assigning these responsibilities within the scope of the Bargaining Unit and within the labor contract.

This work includes:

1. Wildland Coordinator
2. SORT Coordinator
3. Training Officer
4. Health/Safety Officer
5. SCBA Maintenance
6. Inventory Officer
7. Vehicle/Building Maintenance Coordinator
8. EMS Officer
9. Fire Investigation

Section 32.1.1:
The parties recognize that Fire Investigation is bargaining unit work. It is the intent of the parties that Fire Investigation duties be assigned to qualified bargaining unit members whenever practicable. Nothing in this section will prohibit the Authority from assigning Fire Investigation duties to non-bargaining unit personnel when required by operational necessity, legal requirements, or when no qualified bargaining unit member is available.

ARTICLE 33
MOBILIZATION

Section 33.1:
The Authority authorizes those members returning from mobilization (MOB) on their regularly scheduled shift day, AND from a mob lasting in excess of five (5) Calendar days, paid leave for the remainder of their shift. Mobs lasting less than the allotted five days, will require use of vacation or personal leave at the employees' expense.

Section 33.2:
If an employee is mobilized and not available to work a previously scheduled trade, the shift can be filled as a standard mobilization backfill. The mobilized employee is deemed to have worked the trade, and the hours worked are credited towards the trade bank.

ARTICLE 34
TERM OF AGREEMENT

Section 34.1:
The term of this agreement is January 1, 2027 through December 31, 2028.
This Agreement will remain in full force and effect during the period of negotiations of a successor Agreement until written notice of termination of this Agreement is provided.

Section 34.2:
This Agreement may be amended at any time during its effective term provided there is mutual consent of both parties in writing.

Dated this _____ day of _____, 2026, Olympia, WA

For West Thurston Regional Fire Authority:

_____
Michael Reed
WTRFA Governing Board Member

_____
Chris White
WTRFA Governing Board Member
Authority Representative during Negotiations

_____
Tom Culleton
WTRFA Governing Board Member

_____
Robert Scott
WTRFA Governing Board Member

_____
John Ricks
WTRFA Governing Board Member

_____
Jeff Merryman
WTRFA Governing Board Member

For the International Association of Fire Fighters, Local 3825:

_____
Charles Jones
President, IAFF Local 3825

_____
Alex Trautman
WTRFA Bargaining Unit Rep

"Appendix A": Wages
Starting January 1st of 2028 a Cost-of-Living Adjustment (COLA) will be added based on the June-to-June Seattle-Tacoma-Bellevue CPI with a minimum of 2.5% and a maximum of 5%. COLA increases for each additional contract year will be based on June-to-June CPI of the prior year.

Rank	**Months**	**Percent**	**2027 Wage**
Battalion Chief Top Step	12+	125%	$10,912.00
Battalion Chief Step 1	0-12	120%	$10,476.00
Captain		115%	$10,039.00
Lieutenant Top Step	12+	110%	$9,603.00
Lieutenant Step 1	0-12	105%	$9,166.00
Firefighter Top Step	24+	100%	$8,730.00
Firefighter Step 2	12-24	95%	$8,292.00
Firefighter Step 1	0-12	90%	$7,856.00

Appendix B
Substance Abuse/Drug and Alcohol Testing

The procedure outlined in this appendix/policy for drug and alcohol testing will become a part of the current labor Agreement between the Authority and the Union and be covered by all applicable articles within the Agreement.

B.1 POLICY: The Authority and the Union recognize that drug use and other substance abuse by employees would be a threat to the public welfare and the safety of department personnel. It is the policy to eliminate or absolve illegal drug usage and other substance abuse through education and rehabilitation of the affected personnel. The use or possession of alcoholic beverages or unauthorized drugs will not be permitted at the Authorities work site and/or while an employee is on duty. No employee will report for duty, or remain on duty, under the influence of alcohol or a drug(s). Employees may utilize prescription medication on duty if the subject medication: (i) has been properly prescribed to the employee by their healthcare provider; (ii) the employee is using the prescription medication in conformance with the instructions of their healthcare provider and (iii) the prescription medication does not impair the employee's ability to safely perform their job duties. In addition, employees who are directed by their healthcare provider to take prescription medication will inform the Fire Chief or designee within 24 hours or prior to their next shift (whichever is earliest) of this circumstance if there is any job limitation that such use may dictate.

For purposes of this Section B.1, the term "possession of alcoholic beverages" will not include situations where an employee unexpectedly responds to a call while off-duty and has alcoholic beverages safely stored in their vehicle (as long as the employee is not otherwise in violation of the remaining terms of this Appendix B).

The Authority and the Union further recognize that the state of Washington has enacted laws which may provide a defense to criminal charges relating to the manufacture, distribution, possession, or use of medical marijuana, and which may permit the possession and use of small amounts of marijuana for recreational use. However, all manufacture, distribution, acquisition, possession and/or use of marijuana continue to constitute a crime under federal law. As such, nothing in this Appendix B will be construed as permitting the manufacture, distribution, possession, or use of marijuana by employees.

Nothing in this Appendix B is intended, and will not be construed as, altering the Authorities right to discipline for just cause or discharge employees for violations of Authority policy, either related or unrelated to drug and/or alcohol use.

In accordance with the Drug-Free Workplace Act of 1988, and the amendments thereto, an employee who is convicted of a violation of a criminal drug statute for a violation occurring in the workplace will notify the Fire Chief no later than five (5)

days after such conviction. For purposes of this Appendix B, a "criminal drug statute" means a criminal law relating to the manufacture, distribution, dispensation use or possession of any controlled substance.

Employees have knowledge of another employee's condition/behavior that poses a potential threat to the safety of other employees and/or the public in the workplace will immediately notify their immediate supervisor who will, in turn, promptly notify the Fire Chief of this circumstance.

CB2 INFORMING EMPLOYEES ABOUT DRUG AND ALCOHOL TESTING: All employees will be fully informed of the Authority's drug and alcohol testing policy, as well as how the tests are conducted, what the test can determine and the consequence of testing positive for drug or alcohol use. All newly hired employees will be provided with this information on their initial date of hire. No employee will be tested before this information is provided to them.

Employees who voluntarily come forward and ask for assistance to deal with a drug or alcohol problem, prior to the occurrence of any work performance or misconduct issues, will not have that request for assistance used as the basis for disciplinary action by the Authority.

In addition, any employee who voluntarily notifies the Authority of an alcohol or drug abuse problem may be given the assistance offered to employees with any other illness. As with other illnesses, the Authority will allow the use of accrued sick and vacation leave (if any) and may also allow reasonable leaves of absence without pay (to the extent such unpaid leaves of absence do not constitute an undue hardship on the Authority and are otherwise determined appropriate by the Fire Chief on a case-by-case basis) for treatment and rehabilitation of drug and alcohol abuse.

The Authority and the Union acknowledge that it is the employee's ultimate responsibility to report for duty ready and able to perform their job safely and effectively, unimpaired by drugs, alcohol or any other intoxicating substance.

B.3 EMPLOYEE TESTING:

Applicants for employment with the Authority are subject to drug and alcohol testing after receiving a conditional offer of employment.

Unless otherwise required by law or authority, employees will not be subjected to random medical testing involving urine or blood analysis or other similar or related test for the purpose of discovering possible drug or alcohol abuse, except under the terms of a last chance agreement (if the Authority, in its discretion, agrees to enter such agreement). In the event of such a last chance agreement, the employee will be afforded the opportunity to have their Union representation review the agreement prior to execution. If, however, the Authority has "reasonable suspicion" to believe an employee's work performance is impaired due to drug or alcohol abuse, the Authority

will require the employee to undergo a medical test consistent with the conditions as set forth in this Appendix B.

"Reasonable suspicion", for purposes of this Appendix B, is a belief based on objective facts sufficient to lead a reasonable person to suspect that an employee is under the influence of drugs or alcohol such that the employee's ability to perform the functions of the job is impaired or that the employee's ability to perform their job safely and/or effectively is reduced. For example, any of the following, alone or in a combination, may constitute reasonable suspicion: (a) slurred speech; (b) irregular or unusual speech patterns; (c) impaired judgment; (d) alcohol or substance odor on breath or body; (e) uncoordinated walking or movement; (f) unusual or irregular behavior such as inattentiveness, listlessness, hyperactivity, hostility, or aggressiveness; (g) possession of alcohol or drugs: and/or (h) involvement in a motor vehicle accident while operating an Authority owned vehicle (or a personal vehicle being used for Authority-related business) which results in injury, a medical transport, and/or significant property damage. The foregoing list is for illustrative purposes only and will not be considered exclusive.

Employees who are required to undergo a drug and/or alcohol test will be provided with transportation to the collection facility and will also be offered transportation home by an Authority representative. If suspected of being impaired, the employee will be advised against driving themselves home or otherwise operating a motor vehicle.

B.4 SAMPLE COLLECTION: The collection and testing of samples will be performed only by a laboratory and by a physician or health care professional qualified and authorized to administer and determine the meaning of any test results. The laboratory performing the test will certified by the National Institute of Drug Abuse (NIDA). The laboratory chosen must be agreed on between the Union and the Authority. The results of employee test(s) will be made available to the Medical Review Physician.

Collection of blood, saliva, or urine samples will be conducted in a manner which provides for the highest degree of security for the sample and freedom from adulteration. Recognized strict chain of custody procedures must be followed for all samples as set by NIDA. The Union and the Authority agree that security of the samples is absolutely necessary; therefore, the Authority agrees that if the security of the sample is proven to have been compromised in any way, any positive test will be invalid and may not be used for any purpose.

Samples will be submitted as per NIDA standards. Employees have the right for Union and/or legal counsel representative to be present during the submission of the sample (but such representation will not interfere with or obstruct the testing process).

Employees will not be witnessed while submitting a urine specimen. Prior to submitting a sample, the employee will be required to sign a consent and release form (as set forth subsequently in this Appendix B).

A split sample will be reserved in all cases for an independent analysis in the event of a positive test result. All samples must be stored in a scientifically acceptable preserved manner as established by the NIDA approved facility. All positive confirmed samples and related paperwork must be retained by the laboratory for at least six (6) months or for the duration of any grievance, disciplinary action or legal proceedings, which is longer. At the conclusion of this period, the paperwork and specimen will be destroyed unless otherwise prohibited by law. Tests will be conducted in manner to ensure that an employee's legal drug use and diet does not affect the test results.

Employees required to undergo a drug and/or alcohol test will cooperate fully in the collection process and complete all required forms and documents.

If personnel at the testing facility have reason to believe that an adulterated or substitute sample has been provided (or that the employee is attempting to alter or substitute that sample or otherwise evade the testing process), the employee may be required to submit a second sample under the direct observation of a same gender collection staff member prior to leaving the collection site. The employee may also be subject to disciplinary action for just cause, up to and including termination.

Employees who fail to fully cooperate in the collection process may be subject to discipline for just cause, up to and including termination. Examples of a failure to fully cooperate include actions such as refusing to sign the necessary consent/release forms; delaying and/or obstructing the collection process; failing to provide the specimen for testing; and/or attempting to substitute or adulterate a specimen. The foregoing list is not intended to be an all-inclusive list.

B.5 DRUG TESTING: (Non-Marijuana)

The laboratory will test for only the substances and within the limits set forth below for the initial and confirmation tests as provided within NIDA standards. The initial test will use an immunoassay test procedure which meets the requirements of the Food and Drug Administration for commercial distribution. The following initial cutoff levels will be used when screening specimens to determine whether they are negative for these four (4) drugs or classes of drugs:

INITIAL TESTING

Cocaine metabolites	300ng/ml
Opiate metabolites*	300ng/ml
Phencyclidine	25ng/ml
Amphetamines	1,000ng/ml

*If immunoassay is specific for free morphine the initial test level is 25ng/ml

If initial testing results are negative, testing will be discontinued, all samples destroyed and records of the testing expunged from the employee's file unless otherwise prohibited by applicable law. Only specimens identified as positive on the initial test will be confirmed using gas chromatography/mass spectrometry (GC/MS) techniques at the following listed cutoff values.

CONFIRMATORY TESTING

Cocaine metabolites**	150ng/ml
Opiate metabolites	
Morphine	300ng/ml
Codeine	300ng/ml
Phencyclidine	25ng/ml
Amphetamines	
Amphetamine	500ng/ml
Methamphetamine	500ng/ml

** *Benzoylecgonine*

If confirmatory testing results are negative all samples will be destroyed and records of the testing expunged from the employee's file unless otherwise prohibited by applicable law.

B.6 ALCOHOL TESTING: A breathalyzer or similar equipment will be used to screen for alcohol use and, if positive, will be confirmed by a blood alcohol test performed by a qualified laboratory. This screening test will be performed by an individual properly qualified to perform the test utilizing appropriate equipment. An initial positive alcohol level will be 0.04 grams per 210 L of breath. That is, if both breaths register at 0.04 or above, that constitutes a positive test. If only one breath is at 0.04 or above and the other breath is below 0.04, the test is negative. If initial testing results are negative, testing will be discontinued, all samples destroyed and records of the testing expunged from the employee's file unless otherwise prohibited by applicable law or authority. If initial testing results are positive, the test will be confirmed using a blood test. Sample handling procedures, as described above, will apply. A positive blood alcohol level will be 0.04 grams per 100 ml of blood. If confirmatory testing results are negative, all samples will be destroyed and records of the testing expunged from the employee's file unless otherwise prohibited by applicable law or authority.

B.7 MARIJUANA TESTING: In the State of Washington, marijuana use may be legal in some circumstances, both as a prescription medication and as a drug used for recreational purposes. Nevertheless, marijuana usage and possession is illegal under federal law. It is a violation of this Appendix B and the Authority's policies for employees to be under the influence of marijuana (or otherwise impaired by marijuana) or in possession of marijuana while on duty or otherwise representing the Authority.

A saliva test will be used to screen for the psychoactive effects of marijuana use and/or marijuana impairment and, if positive, will be confirmed by a blood test performed by a qualified laboratory. This screening test will be performed by an individual properly qualified to perform the test utilizing appropriate equipment. An initial positive level will be 15 nano grams per milliliter of Delta-9-tetrahydrocannabinol. If initial testing results are negative, testing will be discontinued and all samples destroyed and records the testing expunged from the employee's file unless otherwise prohibited by applicable law. If initial testing results are positive, the test will be confirmed using a blood test. Sample handling procedures, as described above in this Appendix B, will apply. A confirmatory test will also test for the psychoactive effects or other impairment from marijuana usage. A positive blood level will be 15 nano grams per milliliter of Delta-9-tetrahydrocannabinol.

B.8 MEDICAL REVIEW PHYSICIAN: The Medical Review Physician will be chosen and agreed upon between the Union and the Authority and must be a licensed physician with knowledge of substance abuse disorders. The Medical Review Physician will be familiar with the characteristics of tests (sensitivity, specificity, and predictive value), the laboratories running the test and the medical conditions and work exposures of the employees.

The role of the Medical Review Physician will be to review and interpret the positive tests results. They must examine alternate medical explanations for any positive results. This action will include conducting a medical interview with the affected employee, review of the employee's medical history and review of any other relevant biomedical factors. The Medical Review Physician must review all relevant medical records made available by the tested employee when a confirmed positive test could have resulted from legally prescribed medication. Employees involved in this step of the process will make themselves and any requested records available to the Medical Review Physician within 96 hours after request.

B.9 LABORATORY RESULTS: The laboratory will advise only the employee and the Medical Review Physician of any positive results. The results of a positive drug or alcohol test can only be released to the Authority by the Medical Review Physician once they have completed their review and analysis of the laboratory's test.

Unless otherwise required by applicable law, the Authority will be required to keep the results confidential and the results will not be released to the general public (provided, however, the Authority may use the results in a disciplinary, administrative, and/or other legal process relating to the employee). The laboratory and/or the Medical Review Physician are also authorized to release the employee's test results to the Authority and the Union in the event of a grievance and/or other legal challenge.

If the results of the testing process set forth in this Appendix B are positive, the employee may be subject to the disciplinary action for just cause, up to and including termination.

B.10 TESTING PROGRAM COSTS: The Authority will pay for all costs involving drug and alcohol testing as well as the expenses involved of the Medical Review Physician. The Authority will also reimburse each employee for their time and expenses, including travel incurred in the testing procedure only.

B.11 REHABILITATION PROGRAM: Any employee who tests positive for a substance listed in this Appendix B may be medically evaluated, counseled and treated for rehabilitation as recommended by the Substance Abuse Professional (SAP). In that event, the Medical Review Physician is authorized to communicate the specific results and information from the testing process to the SAP overseeing the employee's treatment program. Employees who complete a rehabilitation program may be re-tested randomly once every quarter for twenty-four (24) months following completion of the rehabilitation program. If an employee tests positive during this 24-month period, they will be subject to disciplinary action for just cause by the Authority, up to and including termination.

An employee may voluntarily enter a rehabilitation program without a requirement of prior testing.

The treatment and rehabilitation will be paid for by the employee's insurance program to the extent such program provides this coverage. The treatment and rehabilitation will be paid for by the employee's insurance program. The Authority will contribute the deductible and medical out of pocket maximum for the initial (first time) treatment and rehabilitation, up to a maximum of $1,000. The employee will be responsible for expenses that are not covered by the Authority provided insurance plan for any subsequent treatment or rehabilitation following the initial treatment. Employees will be allowed to use their accrued and earned leave (if any) for the necessary time off involved in the rehabilitation program.

Employees who refuse to participate in a recommended rehabilitation program, or who fail to successfully complete a recommended rehabilitation program, will be subject to disciplinary action for just cause, up to and including termination of employment.

B.12 DUTY ASSIGNMENT AFTER TREATMENT: Once an employee successfully completes rehabilitation, they will be returned to their regular duty assignment. Once treatment and any follow-up care is completed, and three (3) years have passed since the employee entered the program (without any further incident related to drug or alcohol abuse), the employee's personnel file shale be purged of any reference to their drug or alcohol problem unless otherwise prohibited by applicable law or authority.

B.13 RIGHT TO APPEAL: The employee has the right to challenge the results of the drug or alcohol tests and any discipline imposed in the same manner that they may grieve any other Authority action under the Collective Bargaining Agreement between the Authority and the Union.

B.14 UNION HELD HARMLESS: This drug and alcohol testing program was initiated at the request of the Authority. Unless otherwise specific herein, the Authority assumes the sole responsibility for the administration of this Appendix B and will be solely liable for any legal obligations and costs arising out of its application. The Union will be held harmless for the violation of any worker rights from the administration of Appendix B, which are the fault of the Authority.

B.15 CHANGES IN THE TESTING PROCEDURES: The parties recognize that during the life of this Appendix B, there may be improvements in the technology of testing procedure which provide more accurate testing. In that event, the parties will bargain in good faith whether to amend this Appendix B to include such improvements. If the parties are unable to agree on the amendments, they will be submitted to the impasse procedures outlined in Ch. 41.56 RCW.

B.16 CONFLICT WITH OTHER LAWS: This Appendix B is in no way intended to supersede or waive any constitutional and other rights that the employee may be entitled to under Federal, State, or local statutes.

B.17 CONSENT AND RELEASE FORM: As described above in this Appendix B, every employee subject to drug and/or alcohol testing will sign a consent substantially in the form set forth below:

I acknowledge I have received a copy of, and understand, West Thurston Regional Fire Authority's drug and alcohol testing policy and procedures.

I understand:

1. That if I voluntarily come forward and request to enter a substance abuse rehabilitation program, prior to the occurrence of any work performance or misconduct issues, I will not be disciplined by the Authority for making this request.

2. How drug/alcohol tests are conducted under Authority policy and I have received answers to any questions I may have

3. That the results of the foregoing tests may be released to Medical Review Physician (MRP), who will release their conclusions to the Authority after review and interpretation. If I test positive, I agree to make any requested records and myself available to the MRP within 96 hours of such request. In that event, I also agree to provide any other records I believe are relevant to the MRP within the same 96-hour time period. The information provided to the Authority from the MRP will be limited to whether the tests were confirmed positive or negative and, if positive, type and amount of drugs and/or alcohol for which I tested positive. No other test results will be

released, except as provided herein (unless otherwise required by applicable law) without my written consent.

4. That if I tamper with, alter, substitute, or otherwise obstruct or fail to cooperate with the testing process, I will be subject to disciplinary action, up to and including termination from employment.

5. That a confirmed positive test will result in actions taken by the Authority which are consistent with the Authority's policies and practices for substance abuse testing. This may include disciplinary action, up to and including termination of employment.

6. That a confirmed positive test result may result in the requirement that I successfully complete a substance abuse rehabilitation program to retain my employment with the Authority. In this event, no disciplinary action will be taken against me unless I refuse to take a drug/alcohol test, refuse the opportunity for rehabilitation, fail to complete the rehabilitation program successfully, or test positive again for drugs/alcohol within twenty-four (24) months of completing an appropriate rehabilitation program. If required to participate in a treatment or rehabilitation program, I authorize the laboratory and MRP to release any information relating to the test and/or test results to a substance abuse professional or treatment counselor. ***My signature below represents my consent for release of this information.***

I hereby consent to the collection of a urine, blood, breath, and/or saliva sample, and the analysis thereof, pursuant to the terms and conditions of the Collective Bargaining Agreement between the Authority and my Union. By signing this consent form, I am not waiving the right to challenge any confirmed positive test result and any Authority disciplinary action based thereon. In order to pursue any challenge related to a test result, I understand that I will be required to authorize the laboratory and MRP to release to the Authority and my Union any information relating to the test and test results.

_____
Printed Name of Employee

_____
Signature of Employee

_____
Date of Employee's Signature

_____
Printed Name, Signature, and Title of Witness Date

Thurston County Treasurer
October 2026 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
10/01/2026	**Beginning Cash Balance**	**$9,650,433.03**	
	Revenues:		
10/01/2026	District Deposit	287.61	$287.61 / 6701
10/02/2026	District Deposit	2,380.99	$2,380.99 / 6701
10/02/2026	DNR Other Trust 1	0.48	
10/02/2026	DNR Other Trust 2	0.49	
10/05/2026	District Deposit	90.00	$90.00 / 6701
10/05/2026	District Deposit	283.83	$283.83 / 6701
10/05/2026	District Deposit	964.23	$964.23 / 6701
10/05/2026	District Deposit	2,081.68	$2,081.68 / 6701
10/05/2026	District Deposit	2,431.62	$2,431.62 / 6701
10/05/2026	Interest on Prop Tax Refunds	(77.74)	
10/06/2026	District Deposit	461.06	$461.06 / 6701
10/06/2026	District Deposit	472.21	$472.21 / 6701
10/06/2026	District Deposit	3,197.92	$3,197.92 / 6701
10/07/2026	District Deposit	140.00	$140.00 / 6701
10/07/2026	District Deposit	765.77	$765.77 / 6701
10/08/2026	District Deposit	591.91	$591.91 / 6701
10/08/2026	District Deposit	10,300.50	$11,605.23 / 6701
10/09/2026	District Deposit	1,923.63	$1,923.63 / 6701
10/12/2026	District Deposit	1,282.03	$1,282.03 / 6701
10/12/2026	District Deposit	2,330.17	$2,330.17 / 6701
10/12/2026	Interest on Prop Tax Refunds	(37.32)	
10/13/2026	District Deposit	342.03	$342.03 / 6701
10/13/2026	District Deposit	962.00	$962.00 / 6701
10/14/2026	District Deposit	50.00	$50.00 / 6701
10/14/2026	District Deposit	337.75	$337.75 / 6701
10/14/2026	District Deposit	338.72	$338.72 / 6701
10/14/2026	District Deposit	840.00	$840.00 / 6701
10/15/2026	District Deposit	1,835.77	$1,835.77 / 6701
10/15/2026	District Deposit	102,973.66	$102,973.66 / 6701
10/16/2026	District Deposit	444.39	$444.39 / 6701
10/16/2026	District Deposit	444.60	$444.60 / 6701
10/16/2026	District Deposit	624.87	$624.87 / 6701
10/16/2026	District Deposit	749.89	$749.89 / 6701
10/16/2026	District Deposit	4,543.68	$4,543.68 / 6701
10/20/2026	District Deposit	207.88	$207.88 / 6701
10/20/2026	District Deposit	1,068.35	$1,068.35 / 6701
10/20/2026	District Deposit	2,081.06	$2,081.06 / 6701
10/20/2026	District Deposit	2,185.98	$2,185.98 / 6701
10/20/2026	Interest on Prop Tax Refunds	(25.26)	
10/21/2026	District Deposit	121.33	$121.33 / 6701
10/21/2026	District Deposit	628.35	$628.35 / 6701
10/21/2026	District Deposit	752.66	$752.66 / 6701
10/21/2026	District Deposit	1,064.52	$1,064.52 / 6701
10/22/2026	District Deposit	334.34	$334.34 / 6701
10/22/2026	District Deposit	932.09	$932.09 / 6701
10/22/2026	District Deposit	2,369.88	$2,369.88 / 6701
10/23/2026	District Deposit	2,028.42	$2,028.42 / 6701
10/26/2026	District Deposit	113.31	$113.31 / 6701
10/26/2026	District Deposit	290.00	$290.00 / 6701

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2026 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

10/26/2026	District Deposit	45,059.56	$45,059.56 / 6701
10/27/2026	District Deposit	215.00	$215.00 / 6701
10/27/2026	District Deposit	1,010.60	$1,010.60 / 6701
10/28/2026	District Deposit	388.92	$388.92 / 6701
10/28/2026	District Deposit	666.67	$666.67 / 6701
10/28/2026	District Deposit	2,021.80	$2,021.80 / 6701
10/28/2026	District Deposit	2,164.20	$2,164.20 / 6701
10/28/2026	District Deposit	3,608.31	$3,608.31 / 6701
10/29/2026	District Deposit	4,161.89	$4,161.89 / 6701
10/29/2026	District Deposit	4,216.38	$4,216.38 / 6701
10/30/2026	District Deposit	290.00	$290.00 / 6701
10/30/2026	District Deposit	485.99	$485.99 / 6701
10/30/2026	District Deposit	602.76	$602.76 / 6701
10/30/2026	District Deposit	1,181.60	$1,181.60 / 6701
10/30/2026	District Deposit	1,576.00	$1,576.00 / 6701
10/30/2026	DNR Interest	0.02	
10/30/2026	DNR Timber Trust 2	7.63	
10/31/2026	Real & Personal Property Taxes	(142.00)	
10/31/2026	Real & Personal Property Taxes	(76.87)	
10/31/2026	Real & Personal Property Taxes	(53.54)	
10/31/2026	Real & Personal Property Taxes	2,239,277.10	
10/31/2026	Investment Interest Paid	18,624.02	
	Total Revenues	**$2,483,797.38**	
	Expenditures:		
10/14/2026	Electronic Disbursements	(7,639.70)	
10/14/2026	Electronic Disbursements	(1,659.75)	
10/14/2026	Issued Warrants	(148,379.52)	
10/15/2026	Electronic Disbursements	(8,738.52)	
10/15/2026	Electronic Disbursements	(796.51)	
10/30/2026	Electronic Disbursements	(222,018.44)	
10/30/2026	Electronic Disbursements	(89,422.12)	
10/30/2026	Electronic Disbursements	(77,884.68)	
10/30/2026	Electronic Disbursements	(51,873.97)	
10/30/2026	Electronic Disbursements	(19,278.51)	
10/30/2026	Electronic Disbursements	(768.66)	
	Total Expenditures	**($628,460.38)**	
10/31/2026	**Ending Cash Balance**	**$11,505,770.03**	

Warrant Activity

10/01/2026	**Beginning Warrants Outstanding**	**$14,052.54**
	Total Warrants Issued	148,379.52
	Total Warrants Redeemed	(148,797.64)
	Total Warrants Voided	-
10/31/2026	**Ending Warrants Outstanding**	**$13,634.42**

Investment Activity

10/01/2026	**Beginning Interest Receivable**	**$62,180.54**
	Interest Earned	32,224.46
	Cash Paid	(18,624.02)
10/31/2026	**Ending Interest Receivable**	**$75,780.98**

Thurston County Treasurer
October 2026 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

TCIP Yield (used to calculate interest earnings)	3.91%
LGIP Yield (budget benchmark)	3.76%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2026 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
10/01/2026	**Beginning Cash Balance**	**$177,540.54**	
	Revenues:		
10/08/2026	District Deposit	1,304.73	$11,605.23 / 6701
10/31/2026	Real & Personal Property Taxes	(11.85)	
10/31/2026	Real & Personal Property Taxes	(6.47)	
10/31/2026	Investment Interest Paid	304.70	
	Total Revenues	**$1,591.11**	
	Expenditures:		
	No Activity		
	Total Expenditures	**$0.00**	
10/31/2026	**Ending Cash Balance**	**$179,131.65**	

Warrant Activity

10/01/2026	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
10/31/2026	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

10/01/2026	**Beginning Interest Receivable**	**$951.31**
	Interest Earned	593.23
	Cash Paid	(304.70)
10/31/2026	**Ending Interest Receivable**	**$1,239.84**

TCIP Yield (used to calculate interest earnings)	3.91%
LGIP Yield (budget benchmark)	3.76%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2026 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
10/01/2026	**Beginning Cash Balance**	**$845,550.17**	
	Revenues:		
10/31/2026	Investment Interest Paid	1,561.52	
	Total Revenues	**$1,561.52**	
	Expenditures:		
	No Activity		
	Total Expenditures	**$0.00**	
10/31/2026	**Ending Cash Balance**	**$847,111.69**	

Warrant Activity

10/01/2026	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
10/31/2026	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

10/01/2026	**Beginning Interest Receivable**	**$5,105.96**
	Interest Earned	2,809.35
	Cash Paid	(1,561.52)
10/31/2026	**Ending Interest Receivable**	**$6,353.79**

TCIP Yield (used to calculate interest earnings)	3.91%
LGIP Yield (budget benchmark)	3.76%

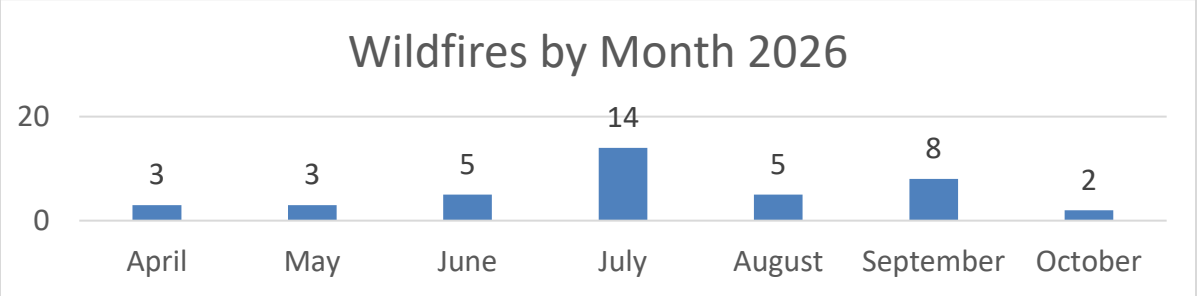
WEST THURSTON REGIONAL FIRE AUTHORITY

2026 Wildfire Season Summery

Fire Chief N. Drake

In District Wildfire Season

- April to September 39 total wildfires
  - Total of 14.52 acres burned
- Responded to 6 with Mutual Aid departments
- Most fires were small, but we had 5 fires 1 acre or more.
  - 5/07 Case Rd 1 Acres
  - 5/24 C8000 1.7 Acres
  - 7/17 Prairie Park 1.4 Acres
  - 8/08 180th Way 3.42 Acres
  - 9/21 191st Ave 3.85 Acres



Wildland Mobilization

- 5 Wildfire Deployments in 2026
- 40 total days deployed
- Average deployment time of 7 days (3 to 16 days)
- 5 Total Person participated in Mobilization

Mobilization Reimbursement

- Reimbursement request: $188,025
  - Personal: $110,657 *
    *Covers OT Cost for mobed personal and shift coverage
  - Equipment: $77,367

- Total Mobilization Costs:
  - Fuel / Other Misc. Cost: $6,122
  - Parts / Repair Cost: $2,195

- Total Equipment profit: $69,050

2026 Mobilization List

Mobilization Dates	Incident Name	Vehicle	Agency
6/14/2026 – 6/16/2026	Twin Sisters Fire	A61/T1-2	WSP
6/16/2026 – 6/19/2026	Upriver Fire	A61/T1-2	WSP
6/22/2026 – 6/26/2026	Garred Road Fire	A61/T1-2	WSP
7/31/2026 – 8/15/2026	Little Giant Fire	A74 B1-1	DNR
8/14/2026 – 8/28/2026	Little Giant Fire	A74 B1-1	DNR
8/14/2026 – 8/28/2026	Little Giant Fire	A14 STL	DNR

This agreement made in duplicate originals by and between Thurston County, hereinafter "COUNTY", a municipal corporation with its principal place of business at 2000 Lakeridge Drive, Olympia, Washington "LESSEE" and West Thurston Regional Fire Authority/Thurston County Fire District #1, hereinafter, "LESSOR", with its principal place of business at 10828 Littlerock Rd SW, Olympia, Washington.

In consideration of the rents, covenants, and conditions hereinafter contained, LESSOR does hereby lease to the COUNTY, those certain premises situated at 18720 Sargent Rd SW, Rochester, in the County of Thurston, Washington described on Attachment 1, Space/Fee Schedule:

Said leased property shall hereinafter be known as the PREMISES.

1. **BUSINESS PURPOSE**. The premises are to be used only for the purpose of PARAMEDIC UNIT STATION. Use shall also include storage of supplies and materials by the COUNTY and business related to paramedic station use. No other business or use is authorized without written consent by LESSOR. The COUNTY shall not permit the premises to be used in such a manner as to create any nuisance, waste, or fire hazard.

2. **TERM**. The term of this Lease Agreement shall commence January 1, 2027~~6~~. The term of this Lease Agreement shall end on December 31, 2031~~26~~. The COUNTY has the right to renew this Agreement for two (2) additional one-year terms by providing 180 days advanced written notice and mutual agreement to the space and costs described on Attachment 1.

a. **Termination for other grounds**. This Lease Agreement may also be terminated in whole or in part as follows:

1) By either party with the mutual consent of the other party, in which case the two parties shall devise by mutual written agreement, the conditions of termination including the effective date thereof and in case of termination in part, that portion to be ~~terminated;~~terminated.

2) By the COUNTY, if the funds allocated by the COUNTY via this Lease Agreement are from anticipated sources of revenue, and if the anticipated sources of revenue do not become available for use in purchasing said services.

3) By the COUNTY on 90 days written notice if determined to be in the best interest of the Department of Emergency Services/Thurston County Medic One.

3. **ACCEPTANCE OF PREMISES**. The COUNTY acknowledges that it has examined the premises and accepts the same.

4. **BASE RENTAL**. The COUNTY covenants and agrees to pay ~~LESSOR a~~LESSOR a base rental amount of $1,961.52 per month, in accordance with Attachment #1. The rental rate is based on the

DRAFT

COUNTY average leased space rate. The lease amount has been adjusted. In March of each year, the COUNTY shall adjust the lease amount for office space, vehicle storage, and medical supplies, per square foot, based on the US Bureau of Labor Statistics' CPI-U analysis of the Seattle/Bremerton region, and shall notify the LESSOR of any change and adjust the rate of this contract retroactive to January 1 of the year. The rate shall be calculated for each calendar year of this agreement.

5. **PARKING**. The LESSOR shall provide for paramedic parking stalls at the PREMISES for the on-duty crew and spaces during the shift change.

6. **TENANT IMPROVEMENTS**. There is no advanced agreement for tenant improvements, any improvements that creates a cost for the COUNTY must be mutually agreed upon by the LESSOR and the COUNTY in advance.

7. **UTILITIES**. LESSOR shall provide the following utilities for the premises at its sole expense: Electricity, Natural gas, Water, Sewer, Garbage, Telephone, Computer Network access and Storm-water facilities. LESSOR shall not be liable for any loss or damage arising out of the failure or interruption of utility service furnished to the premises, except where such interruption is caused by nonpayment on the part of LESSOR. Interruption or failure of utility service to the premises, except in the case of nonpayment, shall not be grounds for default and termination of this Lease Agreement.

8. **JANITORIAL SERVICES**. LESSOR shall at its sole expense maintain the Premises in a clean and sanitary condition, and shall arrange and pay for any janitorial services, for reasonable and ordinary use of the premises. Paramedics will assist in station cleaning activities as defined by an agreement between the LESSOR and the Paramedic's employer.

9. **ASSIGNMENT**. The COUNTY shall not, without the written consent of the LESSOR (which consent will not be unreasonably withheld), let or sublet the whole or any part thereof nor assign this lease or any part thereof without LESSOR'S prior approval. In the event LESSOR permits the COUNTY to assign or sublet the leased premises or any portion thereof, the COUNTY shall remain liable for the payment of rent and the performance of all other obligations required of the COUNTY under this lease, notwithstanding any such assignment or sublease.

Notwithstanding the provision above, the COUNTY shall have the right to sublet to its own or related government agencies upon written notice to LESSOR of the change. The sub-lessee shall be bound by the terms and conditions of this Lease Agreement.

10. **ENTRY BY LESSOR**. The COUNTY shall permit LESSOR, its agents or employees to have access to and enter the premises at reasonable and necessary times to inspect the premises for purposes of care, maintenance, improvement and management of the physical building. The COUNTY shall permit LESSOR access and entry into the premises at reasonable times in order to perform all work necessary for the care, maintenance, improvement and management of the physical building.

11. **POSTING OF SIGNS BY LESSOR**. LESSOR shall have the right to post signs.

12. **SUCCESSORS IN INTEREST**. This Lease Agreement shall be binding upon and inure to the benefit of the heirs, successors, assigns, and transferees of the parties hereto.

In the event LESSOR transfers, sells, or assigns any and all of its interest in the premises, except for security purposes, LESSOR shall be relieved of its obligations hereunder, provided that LESSOR promptly notifies the COUNTY in writing of said occurrence, and said transfer, sale, encumbrance or assignment specifically apprises the new owner of the existence and terms of this Lease Agreement.

13. **DEFAULT BY THE COUNTY**. The occurrence of any one or more of the following events shall constitute a material default in breach of this lease by the COUNTY:

a. Vacation, abandonment of the premises or cessation of the conduct of the COUNTY's business therein as described in paragraph 1, above, for a period in excess of thirty (30) days.

b. Failure by the COUNTY to make any payment required as and when due, where such failure shall continue for a period of sixty (60) days after due date.

c. Failure by the COUNTY to observe or perform any of the covenants, conditions or provisions of this Lease Agreement, for a period of thirty (30) days.

d. Except as expressly permitted hereunder, any attempted conveyance, assignment, mortgage, or subletting of the premises herein.

e. Upon written notice of default to the COUNTY, LESSOR shall have the right to pursue any and all remedies available to it under Washington law.

14. **DEFAULT BY LESSOR**. Should LESSOR fail to perform any of the terms and conditions required herein, the COUNTY may declare LESSOR to be in default upon thirty (30) days written notice. Upon default the COUNTY may cancel this Lease Agreement and/or pursue any and all remedies available to it under Washington law.

15. **SUBORDINATION OF LEASE AGREEMENT**. The COUNTY agrees that this Lease Agreement shall be subordinate to any mortgage or deed or trust affecting the premises, to any sale and/or leaseback agreement, to any advances made thereunder, to interest on said secured obligations, and to all renewals, modifications, consolidations, replacements, or extensions thereof. This provision shall be self-operative and no further instrument of subordination shall be required by any mortgagee or beneficiary of a deed of trust. If any mortgagee or beneficiary elects to have this Lease Agreement subordinate to its mortgage or deed of trust, and gives notice to the COUNTY of its election, then this Lease Agreement shall be superior to said interest regardless of the date of execution of this Lease Agreement or the date on which it is recorded.

16. **CONDEMNATION.** In the event a condemning governmental authority takes or condemns all of the premises, this lease shall terminate, and LESSOR shall have the sole and exclusive right to the compensation awarded or received for the taking of the premises; however, the COUNTY shall be entitled to that part of the compensation that might be awarded for the COUNTY'S interest in the lease. If only part of the premises is taken or condemned, the rent hereunder shall be reduced commensurate with the reduction value of the premises as an economic unit on account of the partial taking; provided that if the part taken or condemned renders the remainder of the premises reasonably unsuitable for the use the COUNTY was making of the premises, this lease shall terminate at the option of the COUNTY.

17. **NOTICES**. Any notice in connection with this lease shall be sent by certified mail with the requisite postage prepaid to the parties hereto at the following addresses:

LESSOR:	**COUNTY**:
WEST THURSTON RFA/	DEPARTMENT OF EMERGENCY SERVICES
THURSTON COUNTY FIRE DISTRICT #1,	THURSTON COUNTY MEDIC ONE
Attention: Chief	Attention: Director
10828 LITTLEROCK RD SW	2703 Pacific Avenue SE, Suite C
Olympia, WA 98512-8525	Olympia, Washington 98501

18. **ALTERATIONS**. The COUNTY will not make any alterations, additions or improvements in said premises without the prior written consent of LESSOR. Any alterations, additions and/or improvements made by the COUNTY shall be at the sole cost and expense of the COUNTY. Said alterations, additions and/or improvements shall become the property of the LESSOR and shall remain in and be surrendered with the premises as a part thereof at the termination of this lease, without disturbance, molestation or injury. The COUNTY agrees to hold harmless LESSOR from damage, claim, loss, or expense arising out of said alterations, additions, and/or improvements, including any liens that may be placed on the property as a result of such work.

This provision does not apply to repairs made to the premises by the COUNTY in order to render the premises in a habitable condition after notifying LESSOR as provided by Paragraph 23, herein.

19. **LANDLORD'S INSURANCE**. Landlord shall carry throughout the Term:

a. Fire and extended coverage insurance on the building and all improvements therein (other than leasehold improvements) for their full replacement value, and

b. Commercial General Liability Insurance with respect to all common areas of the building in an amount not less than a combined single limit of $1,000,000; such coverage shall be subjected to commercially reasonable deductible amounts.

20. **FIRE INSURANCE**. No use shall be made or permitted to be made of the leased premises, nor acts done, which will increase the existing rate of insurance policy covering the building, or any part thereof, nor shall the COUNTY sell, or permit to be kept, used or sold, in or about the leased premises, any article which may be prohibited by the standard form of fire insurance policies.

The COUNTY shall, at its sole cost and expense, comply with any and all requirements pertaining to the leased premises or any insurance organization or company necessary for the maintenance of reasonable fire and public liability insurance covering the leased premises, building and appurtenances.

21. **CONDITION OF PREMISES AT END OF LEASE**. The COUNTY shall leave the premises upon termination of this Lease Agreement in the same condition as it received it, except for reasonable wear and tear.

22. **LIABILITY INSURANCE**. It is understood and agreed that the COUNTY maintains general liability insurance through the Washington Counties Risk Pool and such insurance is acceptable to LESSOR.

23. **WARRANTY OF HABITABILITY**. LESSOR warrants that the premises will remain free from infestation by pests and rodents, and will be equipped at all times with adequate lighting, heat, plumbing, and electricity such that the COUNTY will be able to use the premises as specified in Paragraph 1, hereinabove.

The COUNTY shall promptly notify LESSOR (verbally or in writing) when a condition occurs which it believes renders the premises in such condition that it no longer meets said Warranty of Habitability. LESSOR shall begin repair(s) or shall take action to remedy said condition within three (3) working days after notification.

24. **CASUALTY DAMAGE**. If the Premises or the Building is damaged by a fire, explosion, or other casualty (a "Casualty"), then Landlord shall, within 30 days after such Casualty, deliver to Tenant a good faith estimate prepared by Landlord's architect (the "Damage Notice"). The good faith estimate shall include the date on which the repair of the damage caused by such Casualty will be substantially completed (such date is herein called the "Estimated Restoration Completion Date"). Basic Rental and additional rent for Operating Expenses shall be abated on a reasonable basis as of the date of the Casualty if such Casualty renders any portion of the Premises untenantable.

a. The Premises shall be deemed untenantable when tenant is prevented from conducting its business in a manner reasonably comparable to that conducted immediately before the Casualty either because of damage to the Premises or because of the unavailability of access or services to the Premises.

The Premises shall be deemed to remain untenantable with respect to such portion of the Premises until the earlier of:

1) The date when repairs to the Premises have been substantially completed and access and services to the Premises have been restored or,

2) The date on which Tenant conducts business in such portion of the Premises.

b. **Tenant's right to terminate.** If the Premises or the Building is damaged by Casualty such that Tenant is prevented from conducting its business in a material portion of the Premises in a manner reasonably comparable to that conducted immediately before such Casualty, then:

1) If the Estimated Restoration Completion Date is later than 60 days after the date of the Casualty, Tenant may terminate this Lease by delivering written notice to Landlord of its election to terminate within 30 days after the Damage Notice has been delivered to Tenant, and

2) If such damage is not substantially repaired by the Casualty Restoration Termination Date (defined below) such that Tenant may conduct business in the Premises in a manner reasonably comparable to that conducted immediately before the Casualty, then Tenant may terminate this Lease by delivering written notice to Landlord of its election to terminate before the earlier of:

a) 10 days after the Casualty Restoration Termination Date or,

b) Substantial completion of such repairs.

3) Any termination right of Tenant not timely exercised shall be deemed waived, time being of the essence with respect thereto. In case of any termination under Section (a) above, Basic Rental and additional rent for Operating Expenses shall abate in full as of the date of the Casualty. In case of any termination under Section 2 above, the portion of the Basic Rental and additional rent for Operating Expenses for the portion of the Premises affected thereby not theretofore abated shall abate as of the termination date. Unless Landlord and Tenant agree in writing otherwise, the “Casualty Restoration Termination Date” shall be the later of:

a) 60 days after the Casualty or,

b) The Estimated Restoration Completion Date; in each case, extended by the number of days of delay in achieving substantial completion of the repairs caused by events beyond the reasonable control of Landlord, up to 60 additional days.

c. **Landlord's rights.**

1) If the following three criteria are met:

a) A Casualty damages a material portion of the building,

b) Landlord makes a good faith determination to demolish the remainder of the Building or a Landlord's Mortgagee requires payment of the insurance proceeds to the indebtedness secured by its Mortgage, and

c) If the damage affects the premises, Landlord terminates all other leases in the building.

Then Landlord may terminate this Lease by giving written notice of its election to terminate within 30 days after the Damage Notice has been delivered to Tenant. In case of any such termination under this Section, Basic Rental and additional rent for Operating Expenses shall abate in full as of the date of the Casualty.

d. **Repair obligation.** If neither party elects to terminate this Lease following a Casualty, then Landlord shall, within a reasonable tine after such Casualty, commence to repair the Building and the Premises. The Landlord shall proceed with reasonable diligence to restore the Building and Premises to substantially the same condition as existed immediately before such Casualty. However, Landlord shall not be required to repair or replace any part of the furniture, equipment, fixtures, and other improvements which may have been placed in the Premises, except that Landlord shall restore the leasehold improvements in the Premises. (if and to the extent it receives funds therefore from the insurance required to be maintained by Tenant under Section or from Tenant). Landlord's obligation to repair or restore the Building or Premises shall be limited to the extent of the insurance proceeds paid for the Casualty in question, plus the amount of any deductible applicable to such casualty damage.

e. **Damage near the end of the term.**

1) If the following two criteria are met:

a) The Premises are partially destroyed or damaged during the last 12 months of the Term such that Tenant is prevented from conducting business in a material portion of the premises in a manner reasonably comparable to that conducted immediately before the Casualty and

b) Such damage cannot be substantially repaired within 30 days after the occurrence thereof.

Then either Landlord or Tenant may, at its option, terminate this Lease as of the date of the occurrence of such damage by delivering to the other party written notice thereof within 10 days after the date of the Casualty.

25. **INDEMNITY and CONTRIBUTION**. Each party hereto shall be responsible for its own wrongful and/or negligent acts or omissions, and those of its officers, agents, and employees to the fullest extent required by law. Each party hereto shall indemnify and hold harmless the other party from any claim, loss, damage, or injury arising therefrom.

In the case of wrongful or negligent acts or omissions on the part of more than one party, any damages allowed shall be levied in proportion to the percentage of fault attributable to each party. Each party hereto shall have the right to seek contribution from the other party in proportion to the percentage of negligence attributable to that other party.

26. **NON-WAIVER OF BREACH**. The failure of LESSOR to insist upon strict performance of the covenants and agreements of this lease, or to exercise any option herein conferred in any one or more instances, shall not be construed to be a waiver or relinquishment of any such, or any other covenants or agreements, but the same shall be and remain in full force and effect.

27. **COMMON AREAS**. LESSOR shall arrange for Maintenance, Repair, and Cleaning of Common Areas, including Parking areas and the entrances and exits thereof, Driveways, Sidewalks, Landscaped areas, as well as any Restrooms, Lobbies, Hallways, or Other areas and facilities provided for general use except such cleaning activities as defined by agreement between the LESSOR and the paramedic personnel employer.

28. **EXTERIOR SIGNS.** The COUNTY shall not use the outside walls or the windows of the premises, or allow signs or devices of any kind to be attached thereto or suspended therefrom, for advertising or displaying the name or nature of the COUNTY's business use of the premises, or for any purpose whatsoever, without the prior written consent of LESSOR, which permission shall not be unreasonably withheld.

29. **QUIET ENJOYMENT**. LESSOR warrants that it has full right to execute and to perform the lease and to grant the estate demised herein, and that upon payment by the COUNTY of the rents herein provided, and upon observance and performance of all the covenants, terms and conditions on the COUNTY'S part to be observed and performed, the COUNTY shall peaceably and quietly hold and enjoy the leased premises for the term hereby demised without hindrance or interruption by LESSOR or any other persons lawfully or equitably claiming by, through or under the LESSOR, subject, nevertheless, to the terms and conditions of this lease.

30. **MODIFICATION**. This Lease Agreement may only be modified upon the mutual, written agreement of the parties.

31. **TIME OF THE ESSENCE**. Time is expressly declared to be of the essence in this Lease Agreement.

32. **CHOICE OF LAW**. This Agreement has been and shall be construed as having been made and delivered within the State of Washington, and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Washington, both as to its interpretation and performance.

33. **JURISDICTION**. Any action at law, suit in equity, or judicial proceeding arising out of this Agreement shall be instituted and maintained only in any of the courts of competent jurisdiction in Thurston County, Washington.

34. **SEVERABILITY**. The parties understand and agree that if a court holds any part, term, or provision of this Agreement to be illegal, or invalid in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular invalid provision.

35. **PREVAILING PARTY**. In the event that either party hereto brings an action at law or in equity for the enforcement of any provision of this Lease Agreement, the prevailing party shall be entitled to recover all costs, fees and reasonable attorney's fees incurred both at trial and on appeal.

36. **ENTIRE AGREEMENT**. The parties agree that this Agreement is the complete expression of the terms and conditions hereunder. Any oral or written representations or understandings not incorporated herein are specifically excluded.

IN WITNESS WHEREOF, LESSOR and the COUNTY have caused this lease to be executed this _____ day of _____, 20___.

LESSOR:
WEST THURSTON RFA
THURSTON COUNTY FIRE DISTRICT #1

_____
Commissioner Jeff Merryman

_____
Commissioner Robert Scott

_____
Commissioner Chris White

_____
Commissioner John Ricks

_____
Commissioner Michael Reed

_____
Commissioner Thomas Culleton

THURSTON COUNTY:
BOARD OF COUNTY COMMISSIONERS
Thurston County, Washington

_____
Director, Emergency Services

ATTEST:

_____
Clerk of the Board

APPROVED AS TO FORM:
John Tunheim
Thurston County Prosecuting Attorney

_____
By: Karen Horowitz, Deputy Prosecuting Attorney

ATTACHMENT #1
Space/Fee Schedule

THIS AGREEMENT is made and entered into in duplicate originals by and between the County ~~Of~~of Thurston, a municipal corporation, hereinafter referred to as the 'COUNTY' and West Thurston Regional Fire Authority, a municipal corporation, hereinafter referred to as the 'AGENCY';

In consideration of the terms and conditions contained herein, the parties hereto mutually agree as follows:

I. SERVICES

A. The AGENCY shall provide, on ~~a twenty-four (24) hours~~twenty-four (24) hours a day, seven (7) days a week ~~basis, physical~~basis, physical space as described herein, to enable the provision of Advanced Life Support responses from the AGENCY'S primary response facility.

B. The COUNTY shall:

1. Reimburse the AGENCY a total of $12,055.68 ~~7,338.24~~ for 12 months (~~or,~~or $1,004.64~~611.52~~ monthly) for fire station building space dedicated to the MEDIC 14 unit and backup unit, at West Thurston Regional Fire Authority/EMS, Station 1-1. Reimbursement is based on the following formula ~~for each unit's footprint and required setbacks as follows~~: ~~392~~966 square feet (*~~18 feet by 7 feet, and 3 foot setbacks on all sides~~entire bay extending to garage doors on either end*) x $1.04~~0.78~~ per square foot ~~x 2 vehicles~~ x 12 months.
~~1.~~

2. Reimburse the AGENCY $21,6~~16,2~~00.00 annually for fire station office space, dorms, ALS supply storage, and communal space (kitchen, bathrooms, living areas, gyms, etc.). This shall encompass the costs associated with maintenance, wear and tear, and all utilities at one (1) fire stations. Reimbursement is based on the following formula: 1200~~900~~ square feet x $18.00 per square foot x 1 stations per year. CPI Escalation Clause: In March of each year, the COUNTY shall adjust the lease amount for building space and vehicle storage based on the US Bureau of Labor Statistics' CPI-U analysis of the Seattle/Bremerton region and shall adjust the rate of this Contract retroactive to January 1 of the year. The COUNTY shall notify the AGENCY of the rate change, and the rate modification shall be calculated for each calendar year of this Contract.

II. COMPENSATION AND METHOD OF PAYMENT

A. On a quarterly basis, or pro-rated monthly based on actual occupancy, the AGENCY shall submit to the Thurston County Medic One Office, invoice(s) in amounts not to exceed those specified for the above services which is $ ~~1,961.52~~2,804.64 per month or $ ~~23,538.24~~33,655.68 maximum for the one-year period.

B. COUNTY shall make payment to the AGENCY within thirty (30) days thereafter receipt of AGENCY'S original invoice(s).

Formatted: Indent: Left: 0.75", No bullets or numbering

DRAFT

WEST THURSTON REGIONAL FIRE AUTHORITY

CHIEF REPORT | October 2026

Fire Chief N. Drake

CHIEF'S RECAP

Staffing

We remained fully staffed for the month of September. Our sick leave usage was steady at 432 hours (from 445), our shift overtime stayed steady at 275 hours (from 314), with no mandatory overtime for the month.

Volunteer Designated Aid Unit

In October, our volunteer designated aid unit was operational for one 12-hour shift. We have continued to struggle with staffing the DAU. We are currently reevaluating how we can increase staffing on the DAU. This coverage is well below our goal of 30%. We are actively working to get more volunteers to sign up for DAU shifts.

Medic One Negotiation

We are currently negotiating with Medic One on BLS Contract amendment and Medic 14 Lease. Medic One has proposed additional funding for BLS agencies for funding Emergency Medical Service Officer (EMSO). We are supportive of these additional funds to our agency and continue to meet with Medic One and the BLS Fire Chiefs on an amendment of the current BLS contract. We also met with Medic One to negotiating the Medic 14 Lease Agreement for space at 1-1.

BC Retirement and Promotional Testing

BC Stone will be retiring after almost 40 years of service to our community. We will be conducting BC and LT / CPT promotional testing in the coming months. We will also be promoting training officers in the first quarter of 2027, as CPT Morales will be returning to shift work. We will be running an internal promotional process for the next 2 months for officer testing. These promotions will also require hiring off our recently established hiring list.

M & O Levy

Unofficial results from November 3rd general elections, as of 11/4 WTRFA (FD1 / FD11) are not passing. This vote requires 60% voter approval to pass.

Results as of 11/04/26

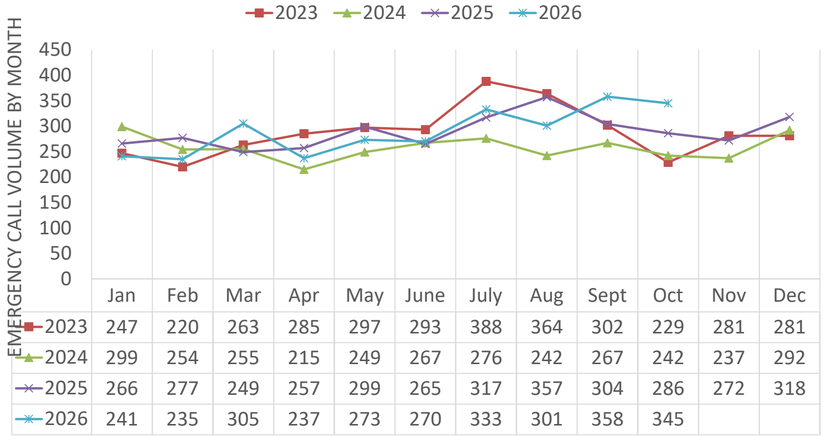
- WTRAF Prop 1 Total: YES 55% 3,383 votes / NO 45% 2,765 votes
    - WTRFA FD1 Prop 1: YES 53% 1,784 votes / NO 47% 1,596 votes
    - WTRFA FD11 Prop 1: YES 58% 1,599 votes / NO 42% 1,169 votes

WEST THURSTON REGIONAL FIRE AUTHORITY

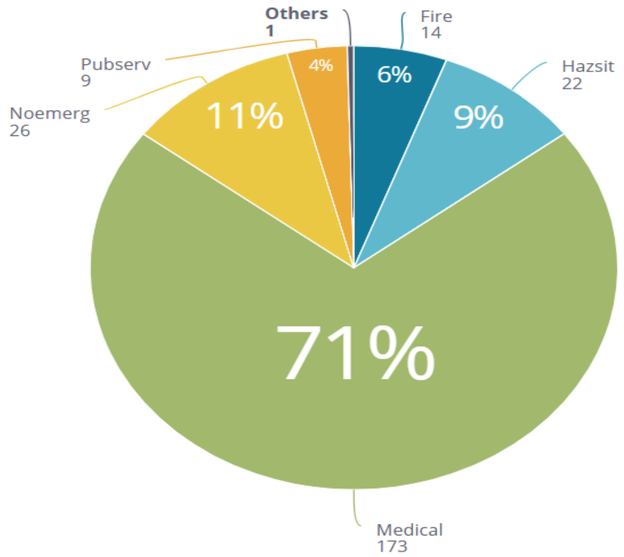
2026 BY THE NUMBERS – Monthly Report October 2026

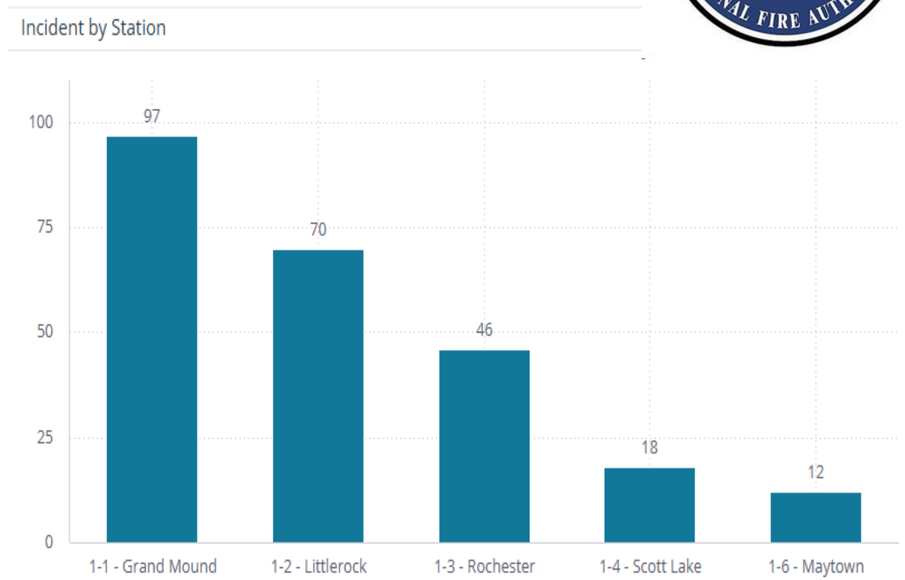
Chief Nathan Drake

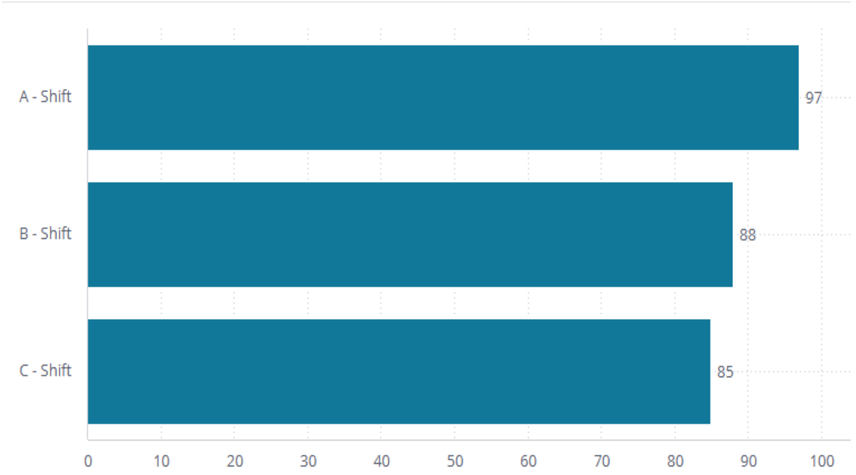
4-YEAR INCIDENT VOLUME COMPARISON BY MONTH 2023-2026



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2023	247	220	263	285	297	293	388	364	302	229	281	281
2024	299	254	255	215	249	267	276	242	267	242	237	292
2025	266	277	249	257	299	265	317	357	304	286	272	318
2026	241	235	305	237	273	270	333	301	358	345		







2,898 — **2026 Total**

2,877 — **2025 To Date Total**

+21 — **CHANGE PYTD**

+1% — **% PYTD**

October Average Primary Response Time = 7:51

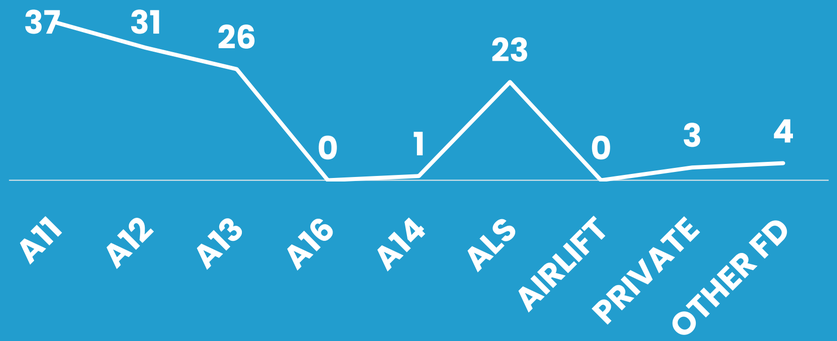
October Calls = 345

32% Overlapping Calls (112) in October

WTRFA INCIDENT RESPONSE SUMMARY

PATIENT TRANSPORTS

WTRFA AID UNIT TRANSPORTS - October



YTD WTRFA TRANSPORTS

805

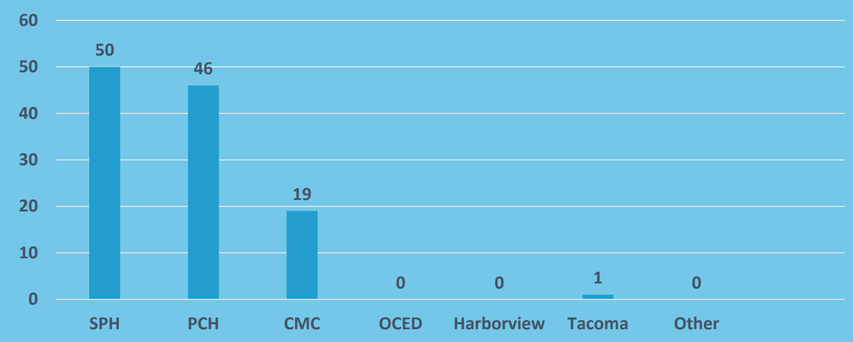
October WTRFA TRANSPORTS

95

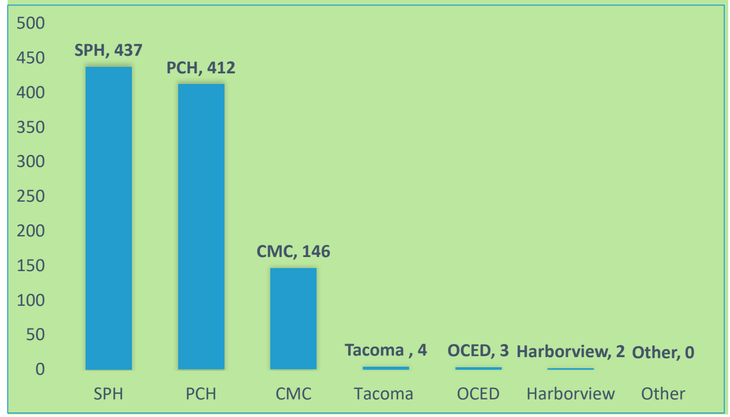
Total Transports YTD

ALS = 207
BLS = 849

TRANSPORT DESTINATION – October



DESTINATION - YTD



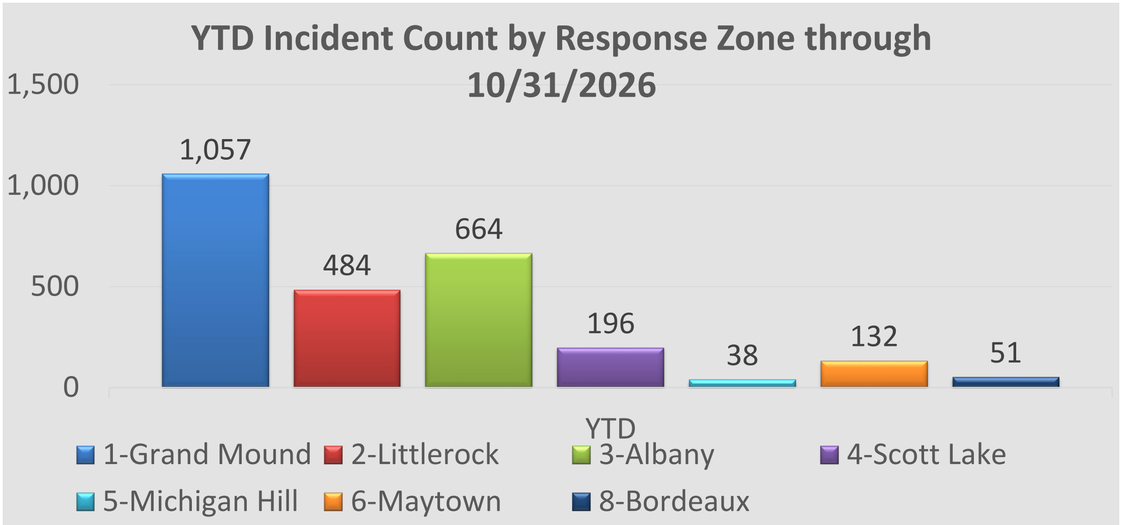
MUTUAL AID/AUTO AID FOR October

AID GIVEN: 12
AID RECEIVED: 10

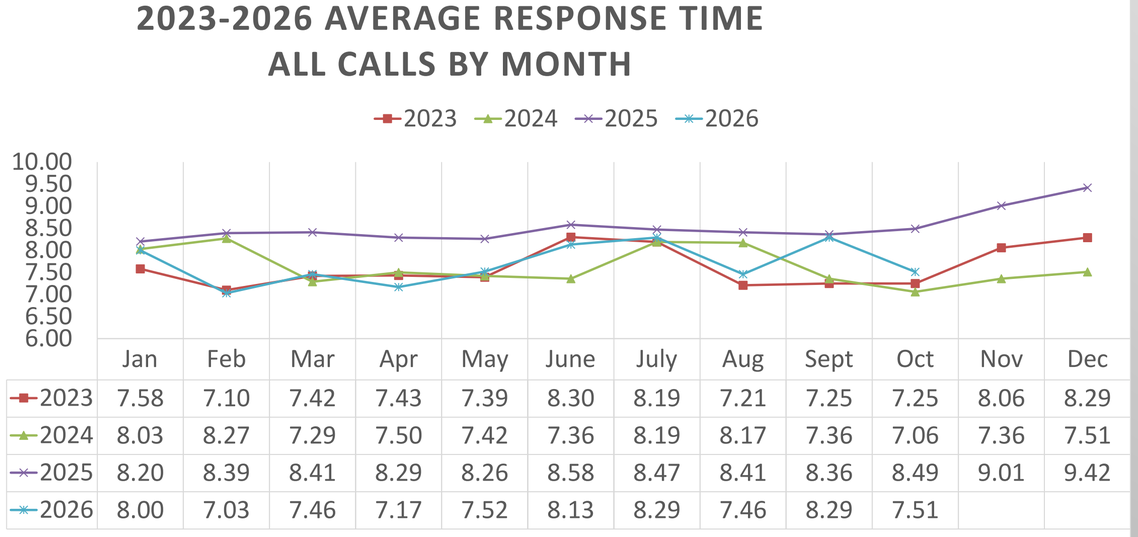
Average Response Time COMPLIANCE YTD

7:51 Initial Unit Arrival in Primary Zones 1,2,3,4,5,6

YTD Incident Count By Response Zone



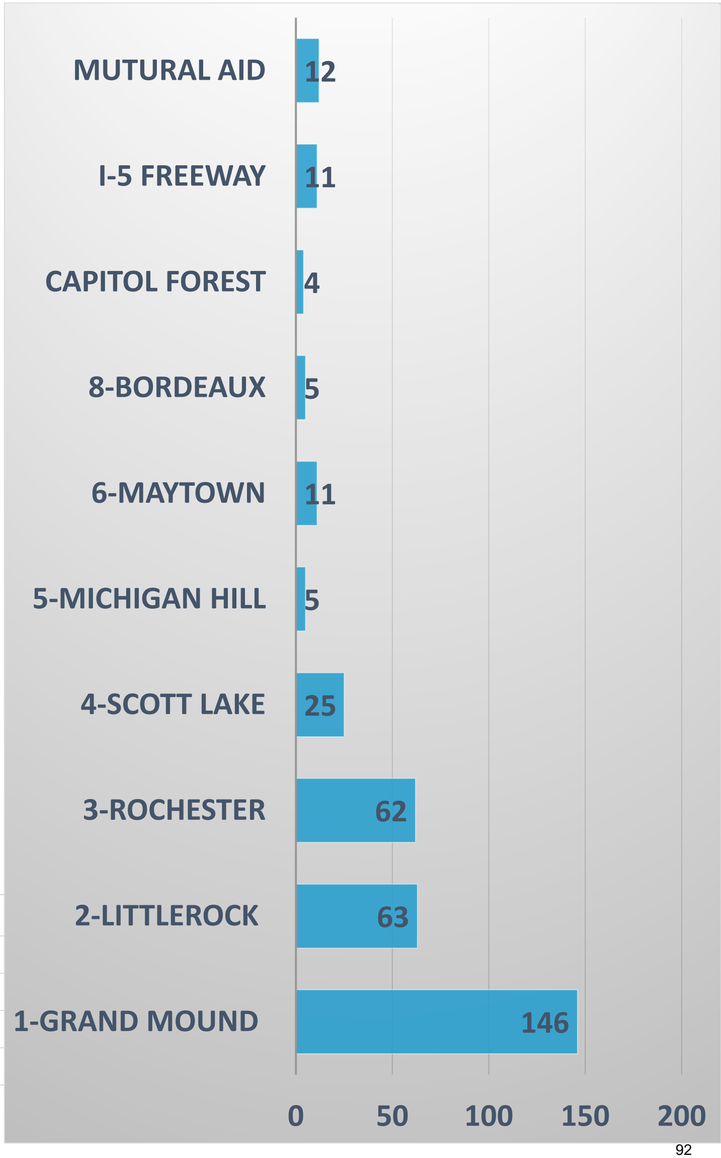
Average Response Time By Month

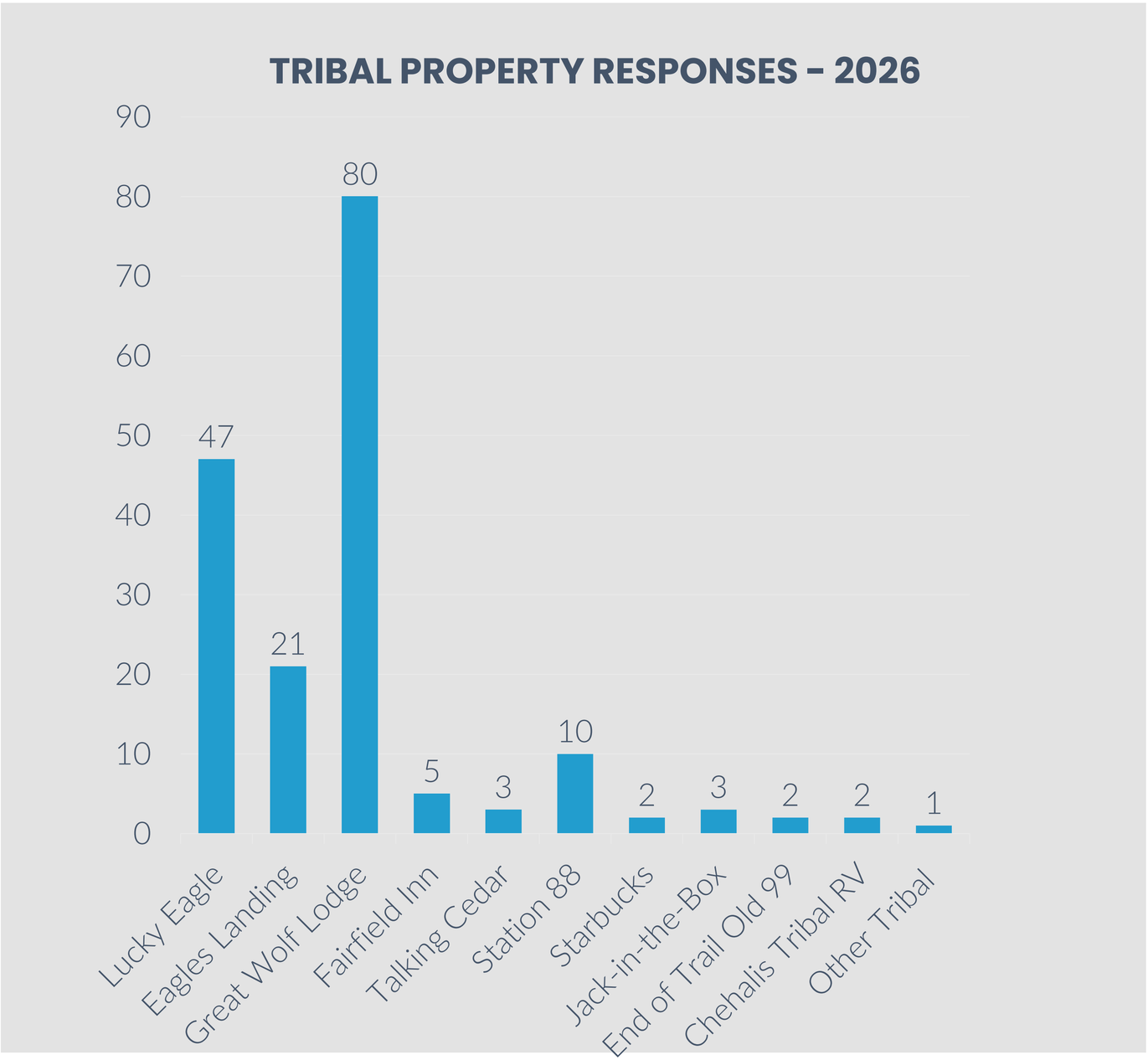


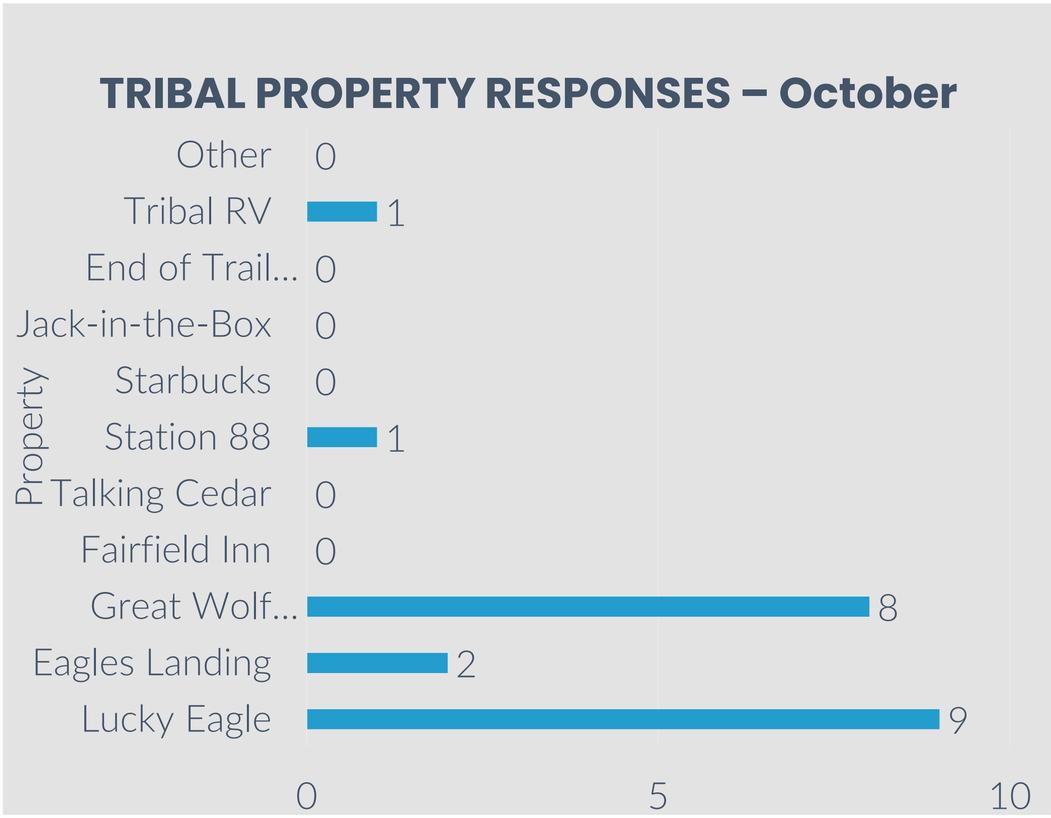
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2023	7.58	7.10	7.42	7.43	7.39	8.30	8.19	7.21	7.25	7.25	8.06	8.29
2024	8.03	8.27	7.29	7.50	7.42	7.36	8.19	8.17	7.36	7.06	7.36	7.51
2025	8.20	8.39	8.41	8.29	8.26	8.58	8.47	8.41	8.36	8.49	9.01	9.42
2026	8.00	7.03	7.46	7.17	7.52	8.13	8.29	7.46	8.29	7.51		

28% Overlapping Calls (803) YTD

Breakdown per Zone October







YTD Total Tribal Responses: 176

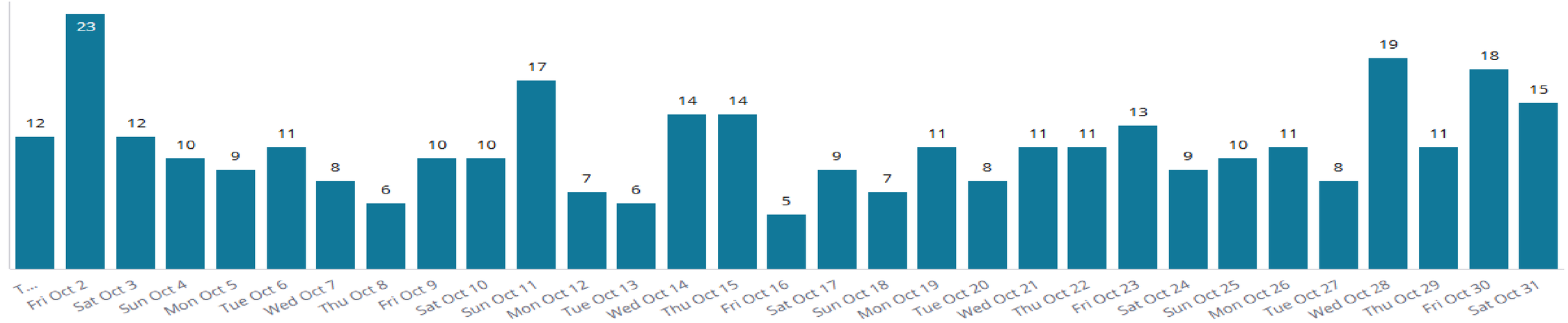
YTD Percent of WTRFA total: 6%

Total Time for October
6,894 Career Hours
1,177 Volunteer Hours

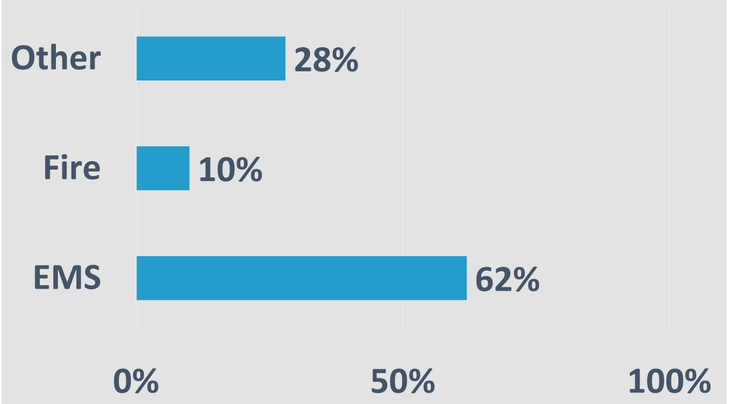
275 Shift Overtime Hours October

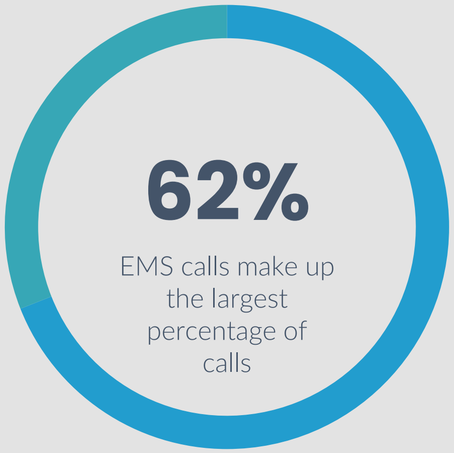
432 Sick Leave Hours October

Count of Incidents by Day

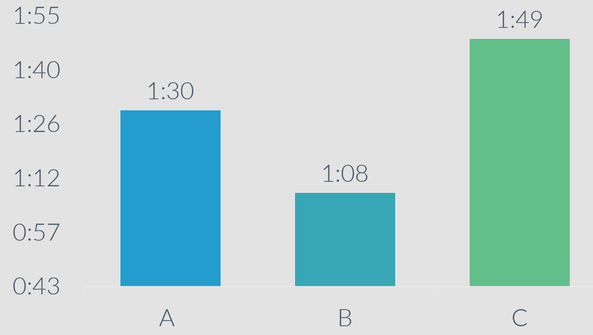


2026 Incidents by Category



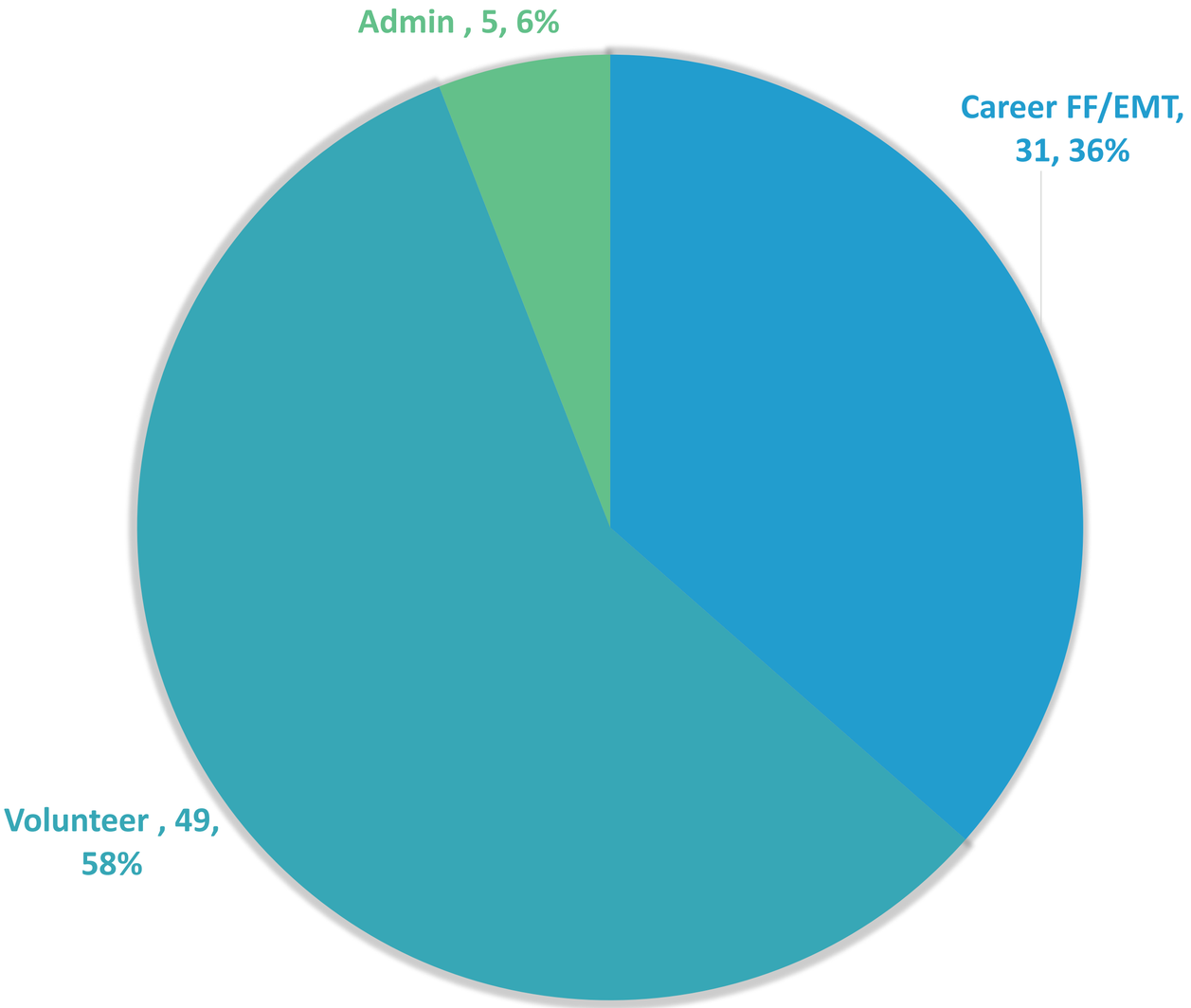


Average Turnout Time Per Shift For October

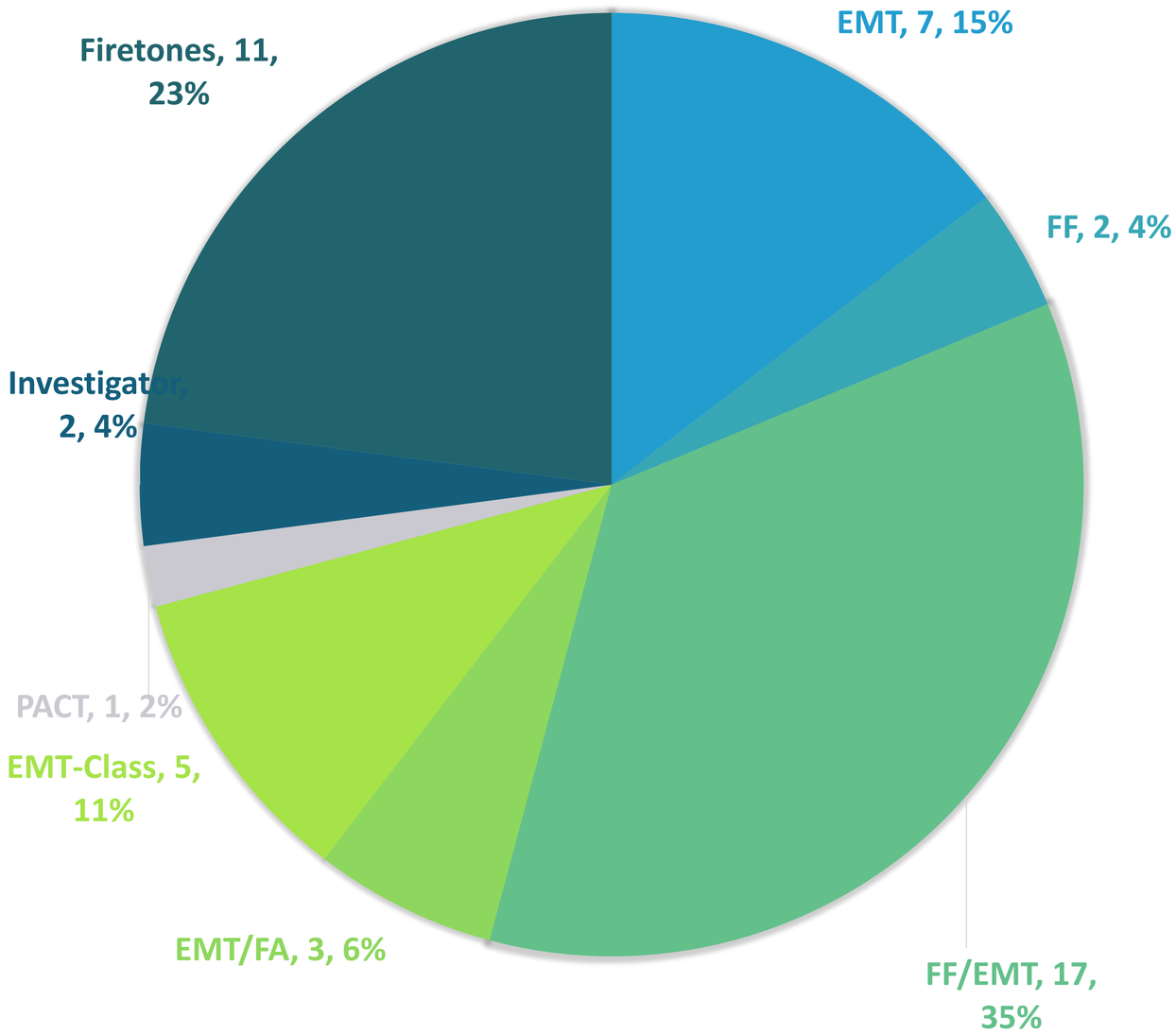


WTRFA STAFF NUMBERS

WTRFA STAFF TYPE



VOLUNTEER TRAINING LEVEL



THURSTON COUNTY FIRE PROTECTION DISTRICT'S 1 & 11

WEST THURSTON FIRE RESCUE

P.O. Box 879

Rochester WA 98579

10828 Littlerock Rd SW

Olympia WA 98512

To: Chief N. Drake & Board of Commissioners
From: Lt. Joel Swecker- Safety Officer
Subject: October 2026 Safety Report
Date: 11/03/2026
CC: 2026 Safety File

Chief Drake & Board of Commissioners,

The following report is a recap of October's safety topics, concerns, reported accident/injuries/ near misses, and completed tasks/assignments. I was absent for the latter half of the month on vacation.

Accident/Injury Reports-

- None Reported

Monthly Safety Topic-

- IDHL and SCBA air usage/requirements within working scenes according to new studies and adopted best practices.

Safety Committee.

- 3rd quarter meeting pending date.

Station Safety Inspections- Completed 1/16/2026

1. Station 1- No Issues currently.
2. Station 2- No Issues currently.
3. Station 3- No issue currently
4. Station 4-No issues currently.
5. Station 6- No issues currently

FIIRE Safety (L&I) Program

1. Final benchmark submittal along with finalization of year end goals
2. Air monitors (benchmark goal) have been ordered per Chief Drake.

Upcoming-

1. Ongoing review of WTRFA Safety Policies
2. Promote an accident/injury free workplace.

3. Placement of new grant-acquired air monitors.
4. Replacement position for HSO- explanation and written directions on position and responsibilities.

Respectfully Submitted,

Lt. J. Swecker – HSO
11/3/2026
West Thurston Regional Fire Authority

October 2026

Monthly Training Report

	October2026	2026 Total
Total Training Hours	**120.25**	**2505.25 hours**

Training Events in October 2026

- Ongoing annual EVIP Road Test's
- Ongoing PACT Training for new Volunteer Firefighter.
- Quarterly hose drills/Program roll outs
- Blue Card Sim Lab/Refreshers
- Blue Card Sim Lab
- Standpipe Drill
- Brush Truck cone course
- Vehicle Extrication

Upcoming training Events in November

- Attend Thurston County Training Officer Meeting
- Attend Blue Card Thurston County Committee
- Quarterly Drills
- Live Fire

Other Projects

- Extrication drills
- In district Blue Card sims
- Ongoing training/requests
- Water Drill
- Quad Drill
- Wildland Drill
- Smoke Machine

A-Shift Oct. 2026 Month End Report
By BC Stone

Greater Alarms

1.) The entire month went pretty much uneventful, having no greater alarms to contend with for the month of Oct.

PEER Support

The Thurston County team had their county wide quarterly meeting at the beginning of the month. West Thurston team members met on Oct 22nd to discuss a few things and talk about the future direction of the team.

Training

1.) A list has been established of the status of all members required 2026 training in Target Solutions. Appears only 50 percent of our career personnel have met the minimum training requirements for Q1, Q2, and Q3.
2.) The fourth quarter OTEP medical classes and quarterly defibs were scheduled for each shift throughout this month. Everyone had several opportunities to attend and complete their required medical training. Not exactly sure when and quarterly makeup classes are scheduled?
3.) All members needing to recert their EMT status will be starting their process beginning the first of November.

Apparatus/Projects

1.) Have been working with BC Christenson on taking over the responsibilities of equipment and apparatus. A big help is having him already well versed on the ESO Assets program we coordinate with for repairs.
2.) E1-2 had spent a couple of weeks waiting on parts for an air leak for the entire suspension.
3.) A 1-2 had a blinking check engine indicator come on and went into the limp home mode. Therefor has been has taken to the shop to be checked out. At the time of this report haven't been given an update.

Conditions Actions and Needs. CAN REPORT.

1.) Having difficulties with a constituent calling 911 for non-emergency related alarms. Contact has been made with both Adult Protective Services and Hospice to ensure he is getting appropriate services he needs.

2.) Controlled permitted burning along I-5 at the county line both to the East and West has generated a lot of call volumes for the past month.

B Shift

October 2026

BC Brian Christenson

Greater Alarms:

- No large alarms to note, however we did have a single shift early in the month with 24 calls.

Training:

- A few shift members conducted the make-up live fire training for the year.

- 10/20 B shift had its final OTEP/defib for the year. Next month a good number of our people will be turning in the last 3 years of OTEP sheets for EMT re-certification.

Personnel and Projects:

- Firefighter Bill Crabb attended a three-day animal CPR and first aid course in Colorado. He plans to develop training materials for department members, along with a separate version for public education events. The course covered wound care, choking response, CPR, and the safe capture of frightened or injured animals.

October 28, 2026

Chief Nathan Drake,

The following is a brief synopsis of C-shift and pre-fire plan activities for October 2026.

We had volunteer aid unit assistance in covering a high school football game and it was greatly appreciated.

Major events-
On October 16th we assisted Tumwater fire Department with a two alarm apartment fire on Israel Rd. E1-2 with Lt. Garza and FF Kondrack were involved in the initial attack. They spent six hours involved in fire mitigation and primary search. E1-1 with Lt. Betts and FF Dean were in staging and covered other Tumwater calls. I assisted by organizing staging and helping with logistics for fire operations. Several families were displaced in the fire and damages were in the millions of dollars.

Pre-fire plan/preparation-
We continue evaluating our Knox key boxes in our apparatus. We are conducting research to find larger and more secure key boxes. We currently can't fit all the keys we have in the smaller holders in some of the apparatus. The key boxes in some vehicles will need to hold gate keys for DNR and fish and wildlife, Knox keys and some school district keys. This will be ongoing.

Training-
We started fourth quarter training and participated in Ongoing Medical training.

I am working to obtain my Fire Investigation Technician certification through the International Arson Investigators Association.

Battalion Chief Eric Smith

WEST THURSTON REGIONAL FIRE AUTHORITY

November 2026

Recruit and Retention Coordinator Report
October Overview

EMT Program: We have 5 EMT students who have been working hard in EMT class. They are finishing up their practice scenarios and preparing for testing at the beginning of December.

Fire Academy: Fire Academy 26-02 is going great! The 3 recruits have been doing an excellent job. With more days spent on the drill ground, their skills are coming together, and we are seeing all their knowledge click. They will head to North Bend for MCO weekend in mid-November and test at the beginning of December.

Transport Shifts: A total of one 12-hour shift was completed on the designated transport unit throughout October. This is something we continue to work on now that academies are complete and members are able to dedicate more time to shift work.

October Events & Community Outreach:

- Fire Prevention Week (October 5–9): Presented to 6 different classes within Littlerock and Rochester Schools.
- Rochester Head Start Family Night at the Tribal Center.
- Non-Profit Showcase at Swede Hall.
- RPS Trunk or Treat.
- Staffed the final Rochester High School football game.
- First of two written tests completed for incoming volunteer candidates.
- Rochester Haunted Bus Barn.
- Littlerock Elementary Harvest Festival.
- Operation Glow Stick at three locations on Halloween night.

Social Media & Outreach: Engagement across our social media platforms continues to grow, with strong and positive feedback from the community. Our continued focus on community outreach, education, and engagement is helping strengthen our connection with the communities we serve.

November and Looking Ahead (Upcoming Events & Projects)

- Resident Program revamp and staffing will be a primary focus throughout November and December.
- MCO Weekend in North Bend for our Fire Academy recruits.
- Volunteer interviews in November. We currently have 29 applicants scheduled for interviews.
- Holiday event planning.
- Beginning to look ahead and plan for 2027.





