



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



August 22, 2022 – Governing Board Business Meeting at 10828 Littlerock Rd (Littlerock 1-2 station)

Call to Order/Attendance: Commissioner Pethia called the meeting to order at 16:00 hours. Commissioners Culleton, Elkins (16:49), and Ricks, Chiefs Scott, R. Smith and R. Stone, Captains Christenson, Drake, Dyer and E. Smith, Volunteer BCs Fitzgerald and Frasl (via Zoom), Union Representative Lt. Garza, Lts. Morales and Palmerson, FFs Bennett, Cookston (via Zoom), Dean, Hall, Howe (via Zoom), Kaleiwahea (via Zoom), Kondrack, Matson, Santee, Sexton, Trautman, Vavrinec and White (via Zoom), Volunteer Captain Berryman (via Zoom), former Chief Kaleiwahea, and Secretary Linda Shea were present. Commissioners Dahl and Jernigan were absent (excused.)

Additions/Deletions to the Agenda: Commissioner Pethia requested that Resolution #2022-009 be moved to a later slot to allow for a quorum of commissioners to be present.

Public Comments/Presentations: Chief Scott thanked everyone who attended the meeting today and remarked on their willingness to participate and be involved in the process.

New Business:

1. 2023-2026 Levy Plan. Chief Smith reported that a plan for the levy campaign has been developed and shared with key players. He noted that language in the ballot title that was found to be disagreeable to some citizens has been changed. He asked the board about proceeding with a levy in the special election, if necessary, to which all board members present were in agreement. Chief Kaleiwahea emphasized that a levy should be run as many times as it takes to get it passed, with consideration given to running both a levy lid life and a lower M&O levy request. The group also discussed ways to focus on, and polish up, a campaign, and ways to communicate better to the public. All agreed of the need to appoint someone to oversee the campaign. Dean, Hall and Drake volunteered to help, while Sexton volunteered to work with one person on each shift (since he is on light duty). Chief Smith will work with Tom Fitzgerald on nominating a point person (a “delegator”). Levy campaign suggestions included:
 - a. A flyer explaining the need for an M&O and cost comparisons between current M&O and new one.
 - b. A written letter from the chief for mailing to all voters in the district.
 - c. Fact sheets for members to reference which cover current rate, new rate, consequences of levy failure, and impacts to insurance premiums.
 - d. Obtaining a registered voter list for phone bank calling.
 - e. Doorbell ringing, sign-waving.
 - f. Radio and television ads (union-sponsored.)
 - g. Reaching out to tribe to restart discussions of their contribution level.

Chief Smith will send out a PDC document which describes clearly what the department can and cannot do for levy campaigning.

continued

2. 2023 Budget options. Chief Smith presented three potential options for department staffing and operations in the event the November levy is not a success:
- Option 1: Assumes the levy passes in the February 2023 Special Election at the lower rate (with no new staff.) Allows department to maintain all 31 firefighters, but must reduce Admin by four positions, spend down all reserves (with the exception of the 5-month operating reserve), and delay all discretionary spending and capital projects until 2024.

The board recessed for a 7-minute break at 17:50, returning at 17:57.

2023 Budget options continued

- Option 2: Assumes levy fails in both November and February elections, and no other attempts are made. Requires layoff of 16 firefighters and 4 Administrative staff, and closure of stations 1-3, 1-4, and 1-6. Allows department to maintain a minimal unreserved fund balance by the end of 2026.
- Option 3: Assumes levy fails in both November and February elections, and no other attempts are made. Delays layoff of 1 Administrative staff and 9 firefighters until May 2023. Results in no unreserved fund balance by the end of 2026.

Discussion was held on making this information available to the public and to department members – the board agreed to hold off on sharing publicly until all board members have had a chance to review it. The board was asked about a deadline for a decision on layoffs. The board agreed to hold another workshop to establish a more defined plan (workshop scheduled for August 30 at 1600 hours.) Lt. Garza clarified for the board that once layoff notices are sent out, the union has the option to re-negotiate sections of the CBA which might allow reducing the number of layoffs.

Unfinished Business (action items):

- Resolution #2022-009, Regularly Scheduled Board Meetings. Linda presented Resolution #2022-009, at the request of Commissioner Pethia who asked the board to consider an earlier time for its regularly scheduled monthly meetings. The two working commissioners agreed that a 5:00 PM start time would work for them. Commissioner Ricks moved to approved Resolution #2022-009, changing the start time to 1700 hours. Commissioner Culleton seconded the motion. Motion carried 4-0.

Good of the Order: None.

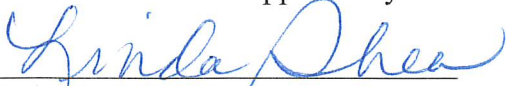
Executive Session: Commissioner Pethia called for a 15-minute executive session at 17:58 to evaluate Chief R. Smith's performance (RCW 42.30.110(g).) The session was announced as extended for another 15 minutes at 18:13. The session was announced as ended at 18:28.

The board reconvened the general meeting at 18:30 and announced the decision to extend Chief R. Smith's contract up to 6 months to allow time for further evaluation and consideration of a recruitment plan after levy results are known, given the current uncertain environment. Chief R. Smith accepted the offer of a contract extension.


Adjournment: The board adjourned the general meeting at 18:37 hours.


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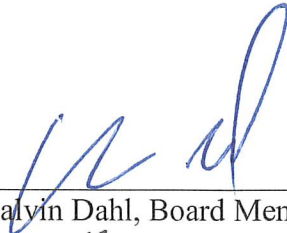
Submitted for Board approval by:


Linda Shea, Secretary

Tom Culleton, Board Member


Dave Pethia, Board Member


John Ricks, Board Member



Calvin Dahl, Board Member


Ben Elkins, Board Member

Jeff Jernigan, Board Member

