



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



**AUTHORITY**

10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

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February 12, 2024 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia St. 1-2

**Call to Order/Attendance:** Commissioner Dahl called the meeting to order at 17:30 hours.

**Commissioners:** Scott, Merryman, Ricks, Culleton, Reed

**Chief:** R. Smith,

**Battalion Chief:** R. Stone

**Captains:** B. Christenson, N. Drake, E. Smith

**Lieutenants:** M. Morales

**Firefighters:** J. Hoskinson, C. White, B. Cooper

**Volunteer:** J. Spiegelberg (Zoom)

**Admin:** Admin Svcs Director/Secretary S. Hemminger, Recruit and Retention Coordinator A. Reynoldson

**Union Representative:** A. Trautman

**Guests:** Michelle Reed, Dave Pethia, Isaac Garza (Zoom), Linda Shea (Zoom), Diana Balsam (Zoom), Emily Morales (Zoom)

**Additions/Deletions to the Agenda:** Commissioner Dahl recognized former Commissioner Dave Pethia for his years of service with WTRFA. Chief Smith presented a Hose and Nozzle replacement quote. Commissioner Scott moved to approve the hose and nozzle replacement for \$52,284.17. Commissioner Merryman seconded the motion. Motion carried 6-0.

**Public Comments/Presentations:** None

**Labor Management:** A. Trautman – Capt. Drake now on days as Training Officer, E. Singleton out on surgery leave, T. Trott due to return from injury leave in March 2024.

**New Business:**

1. Expenditure Approval. Commissioner Ricks moved to approve the total expenditure amount of \$523,803.55. Commissioner Scott seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Merryman moved to approve the January 8, 2024, meeting minutes. Commissioner Ricks seconded the motion. Motion carried 6-0.
3. Commissioner Scott inquired about the assault to a crew member by a patient. Chief Smith briefed the Commissioners on the situation. Commissioner Scott recommended that all safety and physical incidents get reported to the Board Chair immediately.
4. Commissioner Scott requested maintenance check exterior lighting at all the stations for staff and citizen safety.

**Unfinished Business (action items):** None

**Unfinished Business (non-action items):** None

### **Communications:**

1. January 2024 Thurston County Treasurers report presented.
2. Real Estate & Equipment Financing for Local Governments: Commissioner Merryman spoke to the program and possible benefits for WTRFA in considering new purchases. Handouts were provided for all Commissioners.
3. Commissioner Merryman inquired about how often the Volunteer Advisory Board meetings and how can more citizens be involved. In addition, could the authority revisit the cost to the volunteer for sending them to the academy, Chief Smith agreed to revisit the fee. Capt. Drake suggested forming a citizen's advisory board. Recruit and Retention Coordinator Andrea Reynoldson will schedule a VAB meeting towards the end of February 2024 to discuss further.

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

January 2024, crews responded to 293 calls (an average of 9.45 calls a day), and **39.25% of the time crews were managing more than one call**. Crews responded to 7 fire calls: 215 EMS, 12 Hazardous Conditions, 17 Service Calls, 29 Good Intent Calls, 12 False Alarms/False Call, 1 Severe Weather & Natural Disaster Call.

**Recruit & Retention Coordinator Update:** One event held on Monday, February 12, 2024, at the Rochester High School for career day, five applicants for volunteer and more events scheduled throughout the year.

**Commissioner Reports:** Commissioner Merryman reported on attendance at the Fire Commissioner and Fire Chiefs Legislation Day on January 23, 2024.

**EXECUTIVE SESSION. THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (g) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT **45 MINUTES** BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.**

The Executive Session began at 1850 hours.

The Executive Session was extended by 15 minutes at 1920 hours.

The Executive Session concluded at 1935 hours with no action taken.

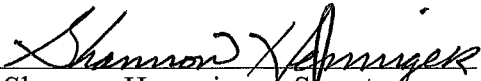
The regularly scheduled Commissioner Meeting reconvened at 1935 hours to advise no action was taken during the Executive Session.

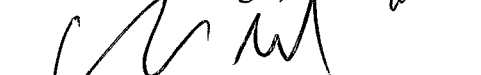
**Good of the Order:** Commissioner Merryman confirmed the RFA's participation in the Swede's Day Event and Recruit and Retention Coordinator Andrea Reynoldson confirmed she will have a vendor booth set up promoting the volunteer program.

Commissioner Dahl recommended a workshop meeting to discuss future needs regarding apparatus, facility, M & O, Bond and Old Hwy 99 building. The workshop date was set for February 29, 2024, at 5:30pm at Commissioner Dahl's property.

**Adjournment:** The board adjourned the meeting at 19:04 hours.

Submitted for Board approval by:

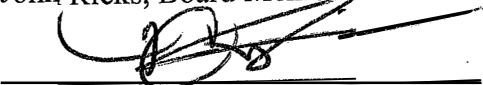
  
Shannon Hemminger, Secretary

  
Calvin Dahl, Board Member

  
Robert Scott, Board Member

  
Jeff Merryman, Board Member

  
John Ricks, Board Member

  
Tom Culleton, Board Member

  
Mike Reed, Board Member