



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 July 10, 2023, at 1700 hrs.

18720 Sargent Rd SW, Rochester, WA St 1-1

Zoom virtual meeting link:

<https://us02web.zoom.us/j/86399434512?pwd=di9qSHlzVk5OSjByM1lPY3UyM2RQQT09>

Meeting ID: 863 9943 4512

Passcode: 148054

- I. CALL TO ORDER**
- II. EXECUTIVE SESSION. THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (1)(I): TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY LITIGATION OR LEGAL RISKS OF A PROPOSED ACTION OR CURRENT PRACTICE THAT THE AGENCY HAS IDENTIFIED WHEN PUBLIC DISCUSSION OF THE LITIGATION OR LEGAL RISKS IS LIKELY TO RESULT IN AN ADVERSE LEGAL OR FINANCIAL CONSEQUENCE TO THE AGENCY. THE DURATION OF THE EXECUTIVE SESSION IS SET AT 30 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 EXECUTIVE SESSION.**
- 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 \$74,543.53 Payroll \$421,307.52 TOTAL: \$ 495,851.05 <i>Warrants \$139,409.81</i> <i>EFTs \$356,441.24</i>	1-9	Shannon	Approve/Reject
2) Meeting Minutes a) June 12, 2023, General Meeting	10-11	Shannon	Approve/Reject

3) Resolution 2023-008 Levy Lid Lift General Election	12-14	Shannon	Approve/Reject
4) Asst. Fire Chief Job Posting Aug 2023		Chief	Approve/Reject

VIII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1)			

IX. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Volunteer Rate comparison		Chief Smith	

X. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Treasurers Report for June 2023	15-18	Shannon	
2) June 2023 Budget Report to Date	19-23	Shannon	

XI. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Chief/Safety/Training Reports	24-40	Chief Smith	Informational
2) Commissioner Meetings		BOFC	Informational

XII. GOOD OF THE ORDER: Jacob Nelson Badge Pinning

XIII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
230701001 1st Security Bank	1076	07/10/2023	Claims	6700	538.77	
Invoice # Rcvd Date Due Date Description Amount						
LOVES 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					38.03	
WOOD FOOD & GAS 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					63.00	
SHELL 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					62.00	
SHELL 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					30.56	
SHELL 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					38.00	
SHELL 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					54.50	
PIT STOP 06/26/2023 07/10/2023 A68 B1-2 Hansen Rd. Mobe Fuel					61.50	
COLN CREEK LUMBER 06/26/2023 07/10/2023 Propane Fill - Pub Ed Event					33.88	
CHEVRON 06/26/2023 07/10/2023 Ice - Rehab at 1-2 Littlerock (x25)					87.50	
CHEVRON 06/26/2023 07/10/2023 Ice - Rehab at 1-1 Grand Mound (x20)					69.80	
230701002 Batteries Plus	1077	07/10/2023	Claims	6700	303.11	P63217315
Invoice # Rcvd Date Due Date Description Amount						
P63217315 06/19/2023 07/10/2023 1-6 Maytown Cache Batteries (AA, AAA, C, D, 9V, 123B)					303.11	
230701003 Bigfoot Pest Management LLC	1078	07/10/2023	Claims	6700	513.50	12919, 12917, 12921, 12909, 12916
Invoice # Rcvd Date Due Date Description Amount						
12919 07/05/2023 07/10/2023 1-1 Grand Mound Pest Control					102.70	
12917 07/05/2023 07/10/2023 1-2 Littlerock Pest Control					102.70	
12921 07/05/2023 07/10/2023 1-3 Rochester Pest Control					102.70	
12909 07/05/2023 07/10/2023 1-4 Scott Lake Pest Control					102.70	
12916 07/05/2023 07/10/2023 1-6 Maytown Pest Control					102.70	
230701004 Brookfield Group, The	1079	07/10/2023	Claims	6700	616.17	67213
Invoice # Rcvd Date Due Date Description Amount						
67213 06/29/2023 07/10/2023 Voice Hosted Basic User July 2023					616.17	
230701005 Capital Business Machines Inc	1080	07/10/2023	Claims	6700	196.53	159828, 159827
Invoice # Rcvd Date Due Date Description Amount						
159828 07/06/2023 07/10/2023 1-2 Littlerock Copies					126.71	
159827 07/06/2023 07/10/2023 1-1 Grand Mound Copies					69.82	
230701006 Carefirst Bluecross Blueshield Payment Administrator	1081	07/10/2023	Claims	6700	248.00	231560016600
Invoice # Rcvd Date Due Date Description Amount						
231560016600 06/19/2023 07/10/2023 Harris Medical Premium					248.00	
230701007 Cedar Creek Correction Center	1082	07/10/2023	Claims	6700	451.88	2306.1586
Invoice # Rcvd Date Due Date Description Amount						
2306.1586 07/04/2023 07/10/2023 June Work Crews					451.88	
230701008 Citi Cards	1083	07/10/2023	Claims	6700	3,021.39	
Invoice # Rcvd Date Due Date Description Amount						
123FORM BUILDER 06/26/2023 07/10/2023 2023 Annual Subscription - Forms					492.74	
AMAZON 06/26/2023 07/10/2023 1-6 Maytown Cache Facility Supplies (laundry soap)					38.91	
AMAZON 06/26/2023 07/10/2023 Mourning Band Stripes					24.85	
AMAZON 06/26/2023 07/10/2023 Portable Harddrive					54.04	
COSTCO 06/26/2023 07/10/2023 1-2 Littlerock Vacuum					104.01	
COSTCO 06/26/2023 07/10/2023 All Dept. Safety Meeting Food					149.80	
CMS MEDICARE APP 06/26/2023 07/10/2023 Ambulance Fee For Services - Medicare Enrollment					688.00	
NCPSC 06/26/2023 07/10/2023 CPST Recertification (Linda Patraca)					55.00	
NREMT 06/26/2023 07/10/2023 EMT National Registry (Kaitlyn Skrei)					104.00	
OFFICE DEPOT 06/26/2023 07/10/2023 Copy Paper					149.15	
USFLAGS.COM 06/26/2023 07/10/2023 US Flags (x5), POW flag (x1)					359.03	
USFLAGS.COM 06/26/2023 07/10/2023 Refund - POW flag (x1)					-97.16	
USFLAGS.COM 06/26/2023 07/10/2023 POW Flag (x1)					90.26	
USFLAGS.COM 06/26/2023 07/10/2023 POW Flag (x2)					216.63	
TAGS AWARDS 06/26/2023 07/10/2023 Memorial Tag Frasl Flag					47.09	
USPS 06/26/2023 07/10/2023 Shipping for Uniform & Stamps (x8)					527.75	
ZOOM 06/26/2023 07/10/2023 Mnthly communications Service					17.29	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
230701009 City Of Olympia	1084	07/10/2023	Claims	6700	7,155.89	10403/17256
Invoice # Rcvd Date Due Date Description Amount						
10403/17256	06/29/2023	07/10/2023	A20 A1-6 Quarterly Service		930.25	
10403/17256	06/29/2023	07/10/2023	A30 E1-2 Quarterly Service		2,498.37	
10403/17256	06/29/2023	07/10/2023	A30 E1-2 Check Wheel Seals		2,640.37	
10403/17256	06/29/2023	07/10/2023	A30 E1-2 Pump Test		612.11	
10403/17256	06/29/2023	07/10/2023	A62 E1-1 Parts Only-Air Filter		474.79	
230701010 City Sanitary Inc	1085	07/10/2023	Claims	6700	205.80	17004554S188, 17004366S188
Invoice # Rcvd Date Due Date Description Amount						
17004554S188	07/05/2023	07/10/2023	1-1 Grand Mound Recycle		177.20	
17004366S188	07/05/2023	07/10/2023	1-3 Rochester Recycle		28.60	
230701011 Clearly	1086	07/10/2023	Claims	6700	223.88	528102
Invoice # Rcvd Date Due Date Description Amount						
528102	07/04/2023	07/10/2023	July SIP Trunk Svcs		223.88	
230701012 Comcast	1087	07/10/2023	Claims	6700	984.40	1030
Invoice # Rcvd Date Due Date Description Amount						
1030	06/22/2023	07/10/2023	1-2 Littlerock Phone/Cable		222.17	
1030	06/22/2023	07/10/2023	1-6 Maytown Phone		201.03	
1030	06/22/2023	07/10/2023	1-1 Grand Mound Phone/Cable		211.62	
1030	06/22/2023	07/10/2023	1-4 Scott Lake Phone		167.98	
1030	06/22/2023	07/10/2023	1-3 Rochester Phone/Cable		181.60	
230701013 DE Lage Landen	1088	07/10/2023	Claims	6700	279.98	80278397
Invoice # Rcvd Date Due Date Description Amount						
80278397	07/04/2023	07/10/2023	1-2 Littlerock Copier Lease		279.98	
230701014 DH Pace Company Inc.	1089	07/10/2023	Claims	6700	2,377.56	122637, 122640, 122816
Invoice # Rcvd Date Due Date Description Amount						
122637	06/20/2023	07/10/2023	1-2 Littlerock Bay Door 3 Repair and Replace Broken		1,649.23	
122640	06/20/2023	07/10/2023	1-1 Grand Mound Bay Door 10 Repair		254.04	
122816	06/20/2023	07/10/2023	1-1 Grand Mound Bay Door 6 Repair		474.29	
230701015 Department Of Natural Resources	1090	07/10/2023	Claims	6700	953.40	18022503
Invoice # Rcvd Date Due Date Description Amount						
18022503	06/26/2023	07/10/2023	Wildland Supplies (pocket guides, files, hoe roques)		953.40	
EFT Department Of Revenue	1068	07/10/2023	Claims	6700	160.50	QR2 2023 Excise Tax
Invoice # Rcvd Date Due Date Description Amount						
QR2 2023 EXCISE TAX	07/04/2023	07/10/2023	QR2 2023 Excise Tax		-160.50	
230701016 ESO Solutions, Inc.	1091	07/10/2023	Claims	6700	483.38	114387
Invoice # Rcvd Date Due Date Description Amount						
114387	07/04/2023	07/10/2023	Aug Svcs		483.38	
230701017 Eric T. Quinn, P.S.	1092	07/10/2023	Claims	6700	400.00	1366
Invoice # Rcvd Date Due Date Description Amount						
1366	07/04/2023	07/10/2023	June 2023 Legal Svcs		400.00	
230701018 First Choice Health Network	1093	07/10/2023	Claims	6700	141.12	
Invoice # Rcvd Date Due Date Description Amount						
JUNE	07/06/2023	07/10/2023	June 2023 EAP Svcs		141.12	
230701019 Fitzgerald Thomas J	1094	07/10/2023	Claims	6700	67.00	Reimbursement
Invoice # Rcvd Date Due Date Description Amount						
AUTOZONE	07/05/2023	07/10/2023	Reimbursement for 36 Engine Fuel Pump		67.00	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
230701020 Great Western Supply	1095	07/10/2023	Claims	6700	97.29	1-0170530	
Invoice # Rcvd Date Due Date Description Amount							
1-0170530 06/22/2023 07/10/2023 1-3 Rochester Bark					97.29		
230701021 Hall Aaron David	1096	07/10/2023	Claims	6700	840.67	Reimbursement	
Invoice # Rcvd Date Due Date Description Amount							
REIMBURSEMENT 06/26/2023 07/10/2023 CISM Training Mileage, Meal, Lodging Reimbursement					840.67		
230701022 Harris, Mike	1097	07/10/2023	Claims	6700	30.42	Reimbursement	
Invoice # Rcvd Date Due Date Description Amount							
REIMBURSEMENT 06/29/2023 07/10/2023 RX 6990829, 6990828 - Fred Meyer					30.42		
230701023 Higgins David	1098	07/10/2023	Claims	6700	3.00	Refund	
Invoice # Rcvd Date Due Date Description Amount							
REFUND 07/04/2023 07/10/2023 Pt. 115-222240617 Refund					3.00		
230701024 Home Depot Credit Services	1099	07/10/2023	Claims	6700	337.50	6164733, 9043342, 8510349	
Invoice # Rcvd Date Due Date Description Amount							
6164733 06/26/2023 07/10/2023 1-3 Rochester Fascia Board Paint					77.59		
9043342 06/26/2023 07/10/2023 1-1 Grand Mound Asphalt Crack Sealer & Maintenance					98.31		
8510349 06/26/2023 07/10/2023 1-1 Grand Mound Asphalt Crack Sealer & Light for					161.60		
230701025 IMS Alliance	1100	07/10/2023	Claims	6700	13.67	23-1714	
Invoice # Rcvd Date Due Date Description Amount							
23-1714 06/19/2023 07/10/2023 Name Tags (Means)					13.67		
230701026 Intelligent Technical Solutions, LLC	1101	07/10/2023	Claims	6700	3,876.14	128003, 127316	
Invoice # Rcvd Date Due Date Description Amount							
128003 07/05/2023 07/10/2023 July 2023 Svcs					3,928.86		
127316 07/05/2023 07/10/2023 Credit for G1 licenses					-52.72		
230701027 Joes Refuse Inc	1102	07/10/2023	Claims	6700	176.69	17001055S188, 17000910S188	
Invoice # Rcvd Date Due Date Description Amount							
17001055S188 07/05/2023 07/10/2023 1-1 Grand Mound Refuse					137.53		
1700910S188 07/05/2023 07/10/2023 1-3 Rochester Refuse					39.16		
230701028 Kroesens Uniform Co.	1103	07/10/2023	Claims	6700	674.71	74344	
Invoice # Rcvd Date Due Date Description Amount							
74344 06/26/2023 07/10/2023 Class A Uniform (C. Linn)					674.71		
230701029 LN Curtis & Sons Inc	1104	07/10/2023	Claims	6700	175.84	715278, 717546	
Invoice # Rcvd Date Due Date Description Amount							
715278 06/19/2023 07/10/2023 Class B Shirt (Means)					141.83		
717546 06/19/2023 07/10/2023 Name Tags (Means)					34.01		
230701030 Leco Supply, Inc.	1105	07/10/2023	Claims	6700	913.52	212087	
Invoice # Rcvd Date Due Date Description Amount							
212087 06/19/2023 07/10/2023 1-6 Maytown Cache Supplies (TP, Towels, can liners,					913.52		
230701031 Lighthouse Uniform Co Inc	1106	07/10/2023	Claims	6700	158.10	A-314621	
Invoice # Rcvd Date Due Date Description Amount							
A-314621 06/19/2023 07/10/2023 Class A Jacket, Cap, Chin Strap Modifications (LT for					158.10		
230701032 Lincoln Creek Lumber	1107	07/10/2023	Claims	6700	14.22	430869	
Invoice # Rcvd Date Due Date Description Amount							
430869 06/20/2023 07/10/2023 1-2 Littlerock Chair Rails Project (wood glue)					14.22		
230701033 McLane Black Lake Fire Dept	1108	07/10/2023	Claims	6700	1,158.76	822	
Invoice # Rcvd Date Due Date Description Amount							
822 07/05/2023 07/10/2023 CAD Feed - Shared Billing 05-01-2022 - 04-30-2023					1,158.76		

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230701034 Mountain Mist Water	1109	07/10/2023	Claims	6700	225.74	029585
Invoice # Rcvd Date Due Date Description Amount						
029585 07/05/2023 07/10/2023 1-2 Littlerock Water					51.47	
029585 07/05/2023 07/10/2023 1-1 Grand Mound Water					132.27	
029585 07/05/2023 07/10/2023 1-3 Rochester Water					42.00	
230701035 Northwest Water Systems	1110	07/10/2023	Claims	6700	384.50	23-05827, 23-06007
Invoice # Rcvd Date Due Date Description Amount						
23-05827 06/20/2023 07/10/2023 1-2 Littlerock Water Srvcs					192.25	
23-06007 06/20/2023 07/10/2023 1-1 Grand Mound Water Srvcs					192.25	
230701036 On-Hold Concepts Inc	1111	07/10/2023	Claims	6700	19.95	609629
Invoice # Rcvd Date Due Date Description Amount						
609629 07/05/2023 07/10/2023 Mnthly On Hold Music					19.95	
230701037 Patraca Linda Ellen	1112	07/10/2023	Claims	6700	241.11	Reimbursement
Invoice # Rcvd Date Due Date Description Amount						
REIMBURSEMENT 06/26/2023 07/10/2023 Mileage QR2 2023 (April, May, June)					241.11	
230701038 Pilot Travel Centers LLC	1113	07/10/2023	Claims	6700	181.02	611689964
Invoice # Rcvd Date Due Date Description Amount						
611689964 07/05/2023 07/10/2023 A77 BN1-6					73.05	
611689964 07/05/2023 07/10/2023 A23 BN1					43.01	
611689964 07/05/2023 07/10/2023 A24					64.96	
230701039 Pioneer Fire And Security Inc	1114	07/10/2023	Claims	6700	567.55	114217, 113900, 113898, 113897, 113899
Invoice # Rcvd Date Due Date Description Amount						
114217 06/21/2023 07/10/2023 1-1 Grand Mound QR3 2023 Monitoring					113.51	
113900 06/21/2023 07/10/2023 1-2 Littlerock QR3 2023 Monitoring					113.51	
113898 06/21/2023 07/10/2023 1-3 Rochester QR3 2023 Monitoring					113.51	
113897 06/21/2023 07/10/2023 1-4 Scott Lake QR3 2023 Monitoring					113.51	
113899 06/21/2023 07/10/2023 1-6 Maytown QR3 2023 Monitoring					113.51	
230701040 Propane Northwest	1115	07/10/2023	Claims	6700	909.04	1510488663
Invoice # Rcvd Date Due Date Description Amount						
1510488663 07/05/2023 07/10/2023 1-1 Grand Mound Propane (489.20 gal)					909.04	
230701041 Puget Sound Energy	1116	07/10/2023	Claims	6700	4,218.35	
Invoice # Rcvd Date Due Date Description Amount						
200017639499 06/19/2023 07/10/2023 1-1 Grand Mound May 2023					2,087.00	
220025935044 06/19/2023 07/10/2023 1-2 Littlerock Jun 2023					1,314.67	
220025936018 06/19/2023 07/10/2023 1-3 Rochester May 2023					347.25	
220025935051 06/19/2023 07/10/2023 1-4 Scott Lake Jun 2023					142.12	
220025935069 06/19/2023 07/10/2023 1-6 Maytown May 2023					220.71	
220006625754 06/19/2023 07/10/2023 1-7 Old Hwy 99 May 2023					106.60	
230701042 Rochester Lumber	1117	07/10/2023	Claims	6700	211.17	1206465, 1206916, 1207396, 1206416, 120585, 1205477, 1205476, 1207758
Invoice # Rcvd Date Due Date Description Amount						
1206465 06/19/2023 07/10/2023 A74 B1-1 Repair (steele elbow)					14.04	
1206916 06/19/2023 07/10/2023 1-2 Littlerock Drop Cord Plug End for Aid Unit					12.42	
1207396 06/19/2023 07/10/2023 1-3 Rochester Address Sign Hardware					16.00	
1206416 06/19/2023 07/10/2023 1-1 Grand Mound Asphalt Sealer					30.10	
1205858 06/19/2023 07/10/2023 1-1 Grand Mound Hardware					14.29	
1205477 06/19/2023 07/10/2023 1-3 Rochester Address Sign Hardware					5.82	
120576 06/19/2023 07/10/2023 1-3 Rochester Fascia Board / Roof Repair Supplies					37.75	
1207758 06/19/2023 07/10/2023 1-3 Rochester Address Sign Hardware					80.75	
230701043 Rochester Water Association	1118	07/10/2023	Claims	6700	59.35	100100
Invoice # Rcvd Date Due Date Description Amount						
100100 06/30/2023 07/10/2023 1-3 Rochester Water Srvcs					59.35	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
230701044 Scott Lake Maintenance Co C/O Northwest Water Syst	1119	07/10/2023	Claims	6700	115.00	2165
Invoice # 2165	Rcvd Date 06/29/2023	Due Date 07/10/2023	Description 1-4 Scott Lake Water Srvcs		Amount 115.00	
230701045 Service Saw WorkWears, Inc.	1120	07/10/2023	Claims	6700	104.26	308900
Invoice # 308900	Rcvd Date 07/05/2023	Due Date 07/10/2023	Description Files, Saw Tools, Chains		Amount 104.26	
230701046 Stericycle Inc	1121	07/10/2023	Claims	6700	10.36	3006534590
Invoice # 3006534590	Rcvd Date 07/05/2023	Due Date 07/10/2023	Description 1-2 Littlerock Hazo Waste		Amount 10.36	
230701047 Stryker Sales Corp	1122	07/10/2023	Claims	6700	2,351.61	3506403M, 2936780M
Invoice # 3506403M	Rcvd Date 06/19/2023	Due Date 07/10/2023	Description 4 Year EMS PM Cot Maintenance 9-20-2020 To		Amount 1,145.00	
2937680M	06/19/2023	07/10/2023	Power Cot Upgrade Kit		1,700.74	
3411833	06/19/2023	07/10/2023	Credit due to overpayment		-124.00	
3506403	06/19/2023	07/10/2023	Overpayment in 2020		-370.13	
230701048 Systems Design West LLC	1123	07/10/2023	Claims	6700	31,901.23	20231187, WAGEMT2279
Invoice # 20231187	Rcvd Date 06/19/2023	Due Date 07/10/2023	Description May 2023 Transports (x73)		Amount 1,901.23	
WAGEMT2279	06/19/2023	07/10/2023	SFY 2022 Cost Reporting Consulting Srvcs		30,000.00	
230701049 Verizon Wireless	1124	07/10/2023	Claims	6700	299.33	9937060499, 9938019595
Invoice # 9937060499	Rcvd Date 06/22/2023	Due Date 07/10/2023	Description Apparatus Cells		Amount 48.35	
9938019595	06/22/2023	07/10/2023	Captain Cells		170.96	
9938019595	06/22/2023	07/10/2023	Modems		80.02	
230701050 Wells Fargo Financial Leasing	1125	07/10/2023	Claims	6700	159.99	5025483219
Invoice # 5025483219	Rcvd Date 06/22/2023	Due Date 07/10/2023	Description 1-1 Grand Mound Copier Lease		Amount 159.99	
230701051 West Thurston Reg Fire PETTY CASH	1126	07/10/2023	Claims	6700	51.00	
Invoice # LADIN BACKGROUND	Rcvd Date 06/26/2023	Due Date 07/10/2023	Description Invoice 3950 (Hanqartner)		Amount 51.00	
230701052 Wilcox & Flegel	1127	07/10/2023	Claims	6700	4,740.18	0797780-IN, 0797776-IN, CL87049
Invoice # 0797780-IN	Rcvd Date 06/22/2023	Due Date 07/10/2023	Description 1-1 Grand Mound Diesel (310 gal)		Amount 1,249.69	
0797776-IN	06/22/2023	07/10/2023	1-2 Littlerock Diesel (120 gal)		483.75	
CL87049	06/22/2023	07/10/2023	A19 A1-3		77.25	
CL87049	06/22/2023	07/10/2023	A11 T1-1		44.83	
CL87049	06/22/2023	07/10/2023	A73 U1-2		447.33	
CL87049	06/22/2023	07/10/2023	A22 E1-3		64.63	
CL87049	06/22/2023	07/10/2023	A77 BN1-6		890.74	
CL87049	06/22/2023	07/10/2023	A25 CH1-3		190.49	
0801120-IN	06/22/2023	07/10/2023	1-1 Grand Mound Diesel (215 gal)		816.66	
0801130-IN	06/22/2023	07/10/2023	1-2 Littlerock Diesel (125 gal)		474.81	

53 Vouchers:

74,543.53

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

14:59:45 Date: 07/12/2023

07/10/2023 To: 07/10/2023

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
230701053	Aflac	1128	07/10/2023	Payroll	6700	460.85	
230701054	Benefit Solutions Inc-WSCFF	1129	07/10/2023	Payroll	6700	2,025.00	
	EFT Bennett Matthew Shaun	1007	07/14/2023	Payroll	6700		
	EFT Bennett Matthew Shaun	1037	07/31/2023	Payroll	6700		
230701100	Berryman Thomas A	1017	07/12/2023	Payroll	6700		
	EFT Betts Brandon John	1038	07/31/2023	Payroll	6700		
	EFT Christenson Brian David	1039	07/31/2023	Payroll	6700		
	EFT Cooke Hans Robert	1040	07/31/2023	Payroll	6700		
230701101	Davis Dustin James	1018	07/12/2023	Payroll	6700		
	EFT Dean Sarah Linnea	1041	07/31/2023	Payroll	6700		
	EFT Department Of Retirement Services Deferred Comp	1069	07/10/2023	Payroll	6700	30,697.17	
	EFT Department Of Retirement Systems Retirement	1070	07/10/2023	Payroll	6700	40,234.09	
	EFT Department Of The Treasury	1071	07/10/2023	Payroll	6700	46,544.17	
	EFT Dept Of Labor & Industries	1072	07/10/2023	Payroll	6700	34,436.54	
	EFT Devert Brent Nathaniel	1042	07/31/2023	Payroll	6700		
230701055	Dimartino Associates Brown & Brown of WA, Inc	1130	07/10/2023	Payroll	6700	2,182.14	
	EFT Drake Nathan Tyler	1043	07/31/2023	Payroll	6700		
	EFT Dreyer Glenn Michael	1019	07/12/2023	Payroll	6700		
	EFT Elkins Ben M	1020	07/12/2023	Payroll	6700		
	EFT Employment Security Department	1073	07/10/2023	Payroll	6700	2,028.78	
	EFT Employment Security Dept PFMLA - WALTC	1074	07/10/2023	Payroll	6700	5,297.63	
230701104	Fitzgerald Thomas J	1021	07/12/2023	Payroll	6700		
	EFT Fox Timothy Andrew	1022	07/12/2023	Payroll	6700		
230701056	GET Program	1131	07/10/2023	Payroll	6700	287.00	
	EFT Garza Isaac Wayne	1008	07/14/2023	Payroll	6700		
	EFT Garza Isaac Wayne	1044	07/31/2023	Payroll	6700		
230701057	HRA VEBA Trust	1132	07/10/2023	Payroll	6700	5,600.00	
	EFT Hall Aaron David	1009	07/14/2023	Payroll	6700		
	EFT Hall Aaron David	1045	07/31/2023	Payroll	6700		
	EFT Hangartner Robert Dean	1023	07/12/2023	Payroll	6700		
230701107	Harding Arthur James William	1024	07/12/2023	Payroll	6700		
	EFT Heilman Chris Douglas	1025	07/12/2023	Payroll	6700		
	EFT Heilman Chris Douglas	1046	07/31/2023	Payroll	6700		
	EFT Hemminger Shannon Marie	1047	07/31/2023	Payroll	6700		
	EFT Hoskison Jordan Tyler	1026	07/12/2023	Payroll	6700		
	EFT Hull Nathan Scott	1048	07/31/2023	Payroll	6700		
230701058	IAFF Local 3825 Treasurer	1133	07/10/2023	Payroll	6700	5,404.52	
	EFT Kaleiwahea Blake William	1049	07/31/2023	Payroll	6700		
	EFT Kondrack Andrew Joseph	1050	07/31/2023	Payroll	6700		
230701110	Linn Catherine Louise	1027	07/12/2023	Payroll	6700		
	EFT Lyon Colby Wayne	1010	07/14/2023	Payroll	6700		
	EFT Lyon Colby Wayne	1051	07/31/2023	Payroll	6700		
	EFT Matson Collin Reid	1052	07/31/2023	Payroll	6700		
	EFT McGeary Michael C	1028	07/12/2023	Payroll	6700		
	EFT Means Cameron Jack	1029	07/12/2023	Payroll	6700		
	EFT Miller Devann Munroe	1053	07/31/2023	Payroll	6700		
	EFT Morales Michael Lawrence	1054	07/31/2023	Payroll	6700		
	EFT Nelson Jacob Matthew	1030	07/12/2023	Payroll	6700		
	EFT Palmerson Erik Morgan	1011	07/14/2023	Payroll	6700		
	EFT Palmerson Erik Morgan	1055	07/31/2023	Payroll	6700		
	EFT Parker Gregory Jerel	1012	07/14/2023	Payroll	6700		

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Parker Gregory Jerel	1056	07/31/2023	Payroll	6700		
EFT Patraca Linda Ellen	1031	07/12/2023	Payroll	6700		
EFT Patraca Linda Ellen	1057	07/31/2023	Payroll	6700		
EFT Pethia David C	1032	07/12/2023	Payroll	6700		
230701116 Ricks John Rual	1033	07/12/2023	Payroll	6700		
EFT Santee Ricardo Leon	1058	07/31/2023	Payroll	6700		
EFT Sexton Thomas Edward	1059	07/31/2023	Payroll	6700		
EFT Singleton Charles Ed	1060	07/31/2023	Payroll	6700		
230701117 Skrei Kaitlyn Amber	1034	07/12/2023	Payroll	6700		
EFT Smith Eric David	1013	07/14/2023	Payroll	6700		
EFT Smith Eric David	1061	07/31/2023	Payroll	6700		
EFT Smith Rob Dean	1062	07/31/2023	Payroll	6700		
EFT Spiegelberg John Steven	1035	07/12/2023	Payroll	6700		
EFT Stone Roger Lee	1063	07/31/2023	Payroll	6700		
EFT Swecker Joel Anthony	1014	07/14/2023	Payroll	6700		
EFT Swecker Joel Anthony	1064	07/31/2023	Payroll	6700		
230701119 Teitzel Steven David	1036	07/12/2023	Payroll	6700		
EFT Trautman Alexander Paul	1065	07/31/2023	Payroll	6700		
EFT Trott Thomas John	1066	07/31/2023	Payroll	6700		
230701059 Trusteed Plans	1134	07/10/2023	Payroll	6700	47,559.76	
EFT Washington State Support Registry	1075	07/10/2023	Payroll	6700	768.66	
230701060 West Thurston Fire - House Funds	1135	07/10/2023	Payroll	6700	175.00	
EFT White Christopher Charles	1067	07/31/2023	Payroll	6700		
74 Vouchers:					421,307.52	



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



June 12, 2023 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia, WA St. 1-2

Call to Order/Attendance: Commissioner Elkins called the meeting to order at 17:00 hours, followed by the Pledge of Allegiance.

Commissioners: Elkins, Dahl, Culleton, Ricks, Pethia. Commissioner Jernigan excused.

Chief: R. Smith,

Battalion Chief: R. Stone

Captains: N. Drake (Zoom), E. Smith (Zoom)

Union Representative A. Trautman

Lieutenants: M. Morales (Zoom)

Firefighters: M. Bennett

Volunteer:

Admin: Admin Svcs Director/Secretary S. Hemminger, Admin Asst. L. Patraca

Guests: Emily Morales (Zoom), Jeff Merryman

Additions/Deletions to the Agenda: 2022 Annual Report – Chief R. Smith

Public Comments/Presentations:

Jeff Merryman – Volunteer reimbursement.

Labor Management: Firefighter/EMT Alex Trautman introduced himself as the new WTRFA Union Representative beginning November 2023.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the total expenditure amount of \$453,276.05. Commissioner Ricks seconded the motion. Motion carried 5-0.
2. Meeting Minutes.
 - A. Commissioner Pethia moved to approve the general board meeting minutes from May 8, 2023. Commissioner Ricks seconded the motion. Motion carried 5-0.
3. Resolution 2023-007 Warrant Cancellations – Shannon presented Resolution 2023-007, for cancellation of outstanding warrants as of the end of state fiscal year 2022. Commissioner Ricks moved to approve Resolution 2023-007. Commissioner Dahl seconded the motion. Motion carried 5-0

Unfinished Business (action items):

1. RFQ Asphalt Repair St 1-1. This item was tabled from previous Board of Commissioners meeting, with a request to have in-house maintenance work on filling the cracks. Commissioner Dahl suggested WTRFA pay for the truck to spread the sealant and utilize maintenance for the labor portion. Commissioner Dahl requested this item be tabled, and he will obtain more information on cost.

Unfinished Business (non-action items): None

Communications:

1. May 2023 Thurston County Treasurers report presented.
2. May 2023 Budget Report presented.
3. Chief Smith presented the report from PCG Consultants.

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

Chief Smith reported that crews responded to 294 calls in May (average of 9 calls per day) and 32.65% of the time they were managing more than one call at a time. The crews responded to 15 fire calls: 5 building fires, 3 vehicle/heavy equipment fires, and 7 brush fires. Crews also attended 222 EMS calls of which 15 were motor vehicle accidents, and 57 others (details can be found on page six).

Chief Smith shared a thank you letter from the Frasl Family along with Deputy Chief Ken Frasl's Obituary, there is a tentative Celebration of Life scheduled for June 18th.

Wildland Red Flag Conditions expected for July – September, expect a very active fire season this year.

Portable radio upgrades almost complete.

Propane Vendors – Three bids received; cost savings is to stay with current vendor.

Commissioner Reports: Commissioner Ricks reported that Medic One is \$1.6 million short for 2023, however Thurston County might be able to cover that with excess Covid 19 funds.

Commissioner Pethia reported that Department of Natural Resources has upgraded resources for the Thurston County area. Commissioner Pethia reported on the Hazard Mitigation review, and they have the cost analysis to complete.

Good of the Order: Swedes Day Parade – WTRFA will have five rigs along with Sparky and Smokey the Bear.

Adjournment: The board adjourned the meeting at 18:13 hours.

Submitted for Board approval by:

Shannon Hemminger, Secretary

Tom Culleton, Board Member

Calvin Dahl, Board Member

Dave Pethia, Board Member

Ben Elkins, Board Member

John Ricks, Board Member

Jeff Jernigan, Board Member



WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW Olympia WA 98512
Phone 360.352.1614 Fax 360.352.1696

RESOLUTION NO. 2023-008 Multi-Year Lid Lift

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF THE WEST THURSTON REGIONAL FIRE AUTHORITY (“AUTHORITY”) PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE AUTHORITY AT AN ELECTION TO BE HELD THEREIN ON NOVEMBER 7, 2023, OF A PROPOSITION WHICH WOULD RESTORE AUTHORITY’S REGULAR FIRE TAX LEVY RATE TO \$1.50 PER \$1,000 OF ASSESSED VALUATION FOR A ONE (1) YEAR PERIOD, AND THEN WOULD ALLOW SPECIFIC INCREASES FOR EACH OF FIVE (5) CONSECUTIVE SUCCESSIVE YEARS, IN PROPERTY TAXES COLLECTED BY THE AUTHORITY APPLICABLE TO ALL TAXABLE PROPERTY LOCATED IN THE AUTHORITY, IN EXCESS OF THE LIMITATIONS IMPOSED BY CHAPTER 84.55 OF THE REVISED CODE OF WASHINGTON AND PROVIDING THAT THE DOLLAR AMOUNT OF THE LEVY IN THE SIXTH YEAR SHALL SERVE AS THE BASE FOR ESTABLISHMENT OF FUTURE YEARS’ LEVIES; SAID LEVY SHALL PROVIDE FUNDS REQUIRED BY THE AUTHORITY FOR THE PROVISION OF FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

WHEREAS, in the judgment of the Board of Fire Commissioners of the Authority, it is essential for the protection of the public health, safety, and life, of the residents of the Authority that minimum emergency service levels be maintained; and

WHEREAS, RCW 84.55.050 authorizes the 1% limit on annual increases to be exceeded with voter approval, commonly referred to as a “lid lift” election, and

WHEREAS, a 1% limitation would restrict the Authority from levying up to its full previous voter-authorized levy rate of \$1.50 per \$1,000 of assessed valuation, resulting in an inability to maintain current levels of services and response times in a community where the demand for service (911 call volume) has increased by approximately 47% since 2013; and

WHEREAS, the electorate should be given the opportunity to decide whether the reduction in services and response times should occur or instead, whether the previous voter-authorized rate of \$1.50 per \$1,000 should be levied, waiving the 1% limit of RCW 84.55, commonly referred to as “lifting the lid”; and

WHEREAS, current statutes authorize multi-year lid lifts for up to six (6) years, with the levy dollar amount in the sixth year being used as a base for establishment of the tax levy rate in future years;

NOW THEREFORE BE IT HEREBY RESOLVED, FOUND, DETERMINED AND ORDERED, AS FOLLOWS:

Section 1. RCW 84.55 places a 1% limitation on the increase of tax revenue collected by the Authority annually. Such a 1% limitation on the increase would cause a loss of revenue to the Authority of \$2,415,628 in 2024. Such losses will necessitate a reduction in services and increase response times as enumerated in the fourth recital above. This resolution and the resultant election would give the voters

the opportunity to choose to maintain the level of services provided by waiving the 1% limit of RCW 84.55 (commonly referred to as a “lid lift”).

Section 2. The proposal set forth below, if authorized by the qualified electors of the Authority, will restore the Authority’s regular fire levy rate to \$1.50 per \$1,000 of assessed valuation for a one (1) year period, coupled with specified increases in property taxes collected in each of the five (5) consecutive successive years thereafter. There shall be submitted to the qualified electors of the Authority, for their ratification or rejection, at an election on August 1, 2023, a proposition to exceed the 1% limitation (and “lift the lid”) of RCW 84.55.010 et seq. and levy the full authorized rate of \$1.50 per \$1,000 of assessed valuation for a one (1) year period, coupled with specified increases in property taxes collected in each of the five (5) consecutive successive years thereafter, and applying a limit factor of up to 6% annually, subject to statutory and constitutional limits, which are otherwise applicable; **provided further** that the levy dollar amount in the sixth year shall be used as the base for establishment of the levy for future years' levies.

Section 3. The Board hereby requests the Auditor of Thurston County, Washington, as ex officio County Supervisor of Elections, to call and conduct such special election to be held within the Authority on November 7, 2023, and to submit to the qualified electors of the Authority the proposition in substantially the following form:

PROPOSITION NO. 1

WEST THURSTON REGIONAL FIRE AUTHORITY

PROPERTY TAX FOR FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

The Board of Fire Commissioners for the West Thurston Regional Fire Authority adopted Resolution No. 2023-008, concerning a proposition to maintain and adequately fund Authority operations. Proposition 1 would restore the Authority’s property tax levy to the previous voter-approved rate of \$1.50 per \$1,000 of assessed value for collection in 2024 and permit annual revenue increases of up to 6% for each of the succeeding five years, with the levy never exceeding the \$1.50 per \$1,000 rate limit. The dollar amount of the levy in 2029 shall serve as the base for subsequent levy limitations as provided by Chapter 84.55 RCW. Shall Proposition 1 be approved?

INSTRUCTIONS TO VOTERS:

To vote IN FAVOR of the foregoing proposition, mark a cross (X) in the “Levy, Yes” square.

To vote AGAINST the foregoing proposition, mark a cross (X) in the “Levy, No” square.

LEVY, YES ☐

LEVY, NO ☐

Section 4. The locations of the polling places, if any, shall be as specified by the Auditor of Thurston County, Washington, as ex officio County Supervisor of Elections for the Authority.

Section 5. Approval of the proposition described in Section 3 above, by a simple majority, shall be construed and interpreted as qualified elector approval of a tax increase in compliance with RCW 84.55 as amended.

Section 6. With respect to this election, the Authority shall participate in the publication of information in the Local Voters' Pamphlet, including but not limited to an explanatory statement reviewed and approved by the Authority's attorney, a Statement For, and a Statement Against, pursuant to Chapter 29.81A of the Revised Code of Washington. The Fire Chief is hereby delegated the authority to finalize the aforementioned explanatory statement and appointment of For and Against committees.

Section 7. For purposes of receiving notice of any matters related to the ballot title, as provided in RCW 29A.36.080, the Board hereby designates the Fire Chief as the individual to whom the County Auditor shall provide such notice.

Section 8. The Fire Chief is authorized to implement such administrative procedures as may be necessary to carry out the directives of this resolution, including the appointment of For and Against Committees, the preparation of Explanatory Statements with approval by legal counsel, and modifying the text of the ballot title and any other text, language and/or descriptions relative thereto necessary to conform such ballot title, text, language and/or descriptions to the intent of the parties, consistent with the objectives of this resolution.

Section 9. The Secretary to the Board is hereby directed to deliver a certified copy of this resolution to the Auditor of Thurston County, Washington, as ex officio County Supervisor of Elections for the Authority, on or before August 1, 2023.

Section 10. The Auditor of Thurston County, Washington, as ex officio County Supervisor of Elections for the Authority, is directed not to place the measure set forth at Section 3 herein on the November 7, 2023, General Election Ballot in the event that said measure is certified to have passed at the August 1, 2023, Primary Election.

Section 11. This resolution shall take effect immediately upon adoption.

ADOPTED AND APPROVED this 10th day of July 2023 at a regular meeting of the Board of Fire Commissioners for the West Thurston Regional Fire Authority.

WEST THURSTON REGIONAL FIRE AUTHORITY:

Commissioner – Ben Elkins

Commissioner – Tom Culleton

Commissioner – Calvin Dahl

Commissioner – John Ricks

Commissioner – Jeff Jernigan

Commissioner – Dave Pethia

ATTEST:

Authority Secretary – Shannon Hemminger



Thurston County Treasurer
June 2023 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
06/01/2023	Beginning Cash Balance	\$7,520,999.70	
	Receipts/Deposits/Refunds:		
06/02/2023	District Deposit \$2,371.39 / 6701	2,371.39	
06/05/2023	Credit Card Deposit \$175.00 / 6701	175.00	
06/06/2023	District Deposit \$1,153.94 / 6701	1,153.94	
06/06/2023	District Deposit \$2,410.84 / 6701	2,410.84	
06/06/2023	Interest on Tax Refunds	(1.69)	
06/07/2023	District Deposit \$113.39 / 6701	113.39	
06/09/2023	District Deposit \$2,509.87 / 6701	2,509.87	
06/12/2023	District Deposit \$22,052.90 / 6701	22,052.90	
06/13/2023	Credit Card Deposit \$114.27 / 6701	114.27	
06/13/2023	District Deposit \$631.08 / 6701	631.08	
06/13/2023	Interest on Tax Refunds	(0.37)	
06/14/2023	District Deposit \$106.87 / 6701	106.87	
06/14/2023	District Deposit \$870.73 / 6701	870.73	
06/15/2023	Credit Card Deposit \$100.00 / 6701	100.00	
06/16/2023	District Deposit \$2,125.00 / 6701	2,125.00	
06/16/2023	District Deposit \$225.68 / 6701	225.68	
06/16/2023	District Deposit \$366.12 / 6701	366.12	
06/16/2023	State Forest - Purchase/Other	0.43	
06/16/2023	State Forest - Transfer/Other	0.26	
06/20/2023	District Deposit \$2,416.85 / 6701	2,416.85	
06/20/2023	District Deposit \$20,990.07 / 6701	20,990.07	
06/21/2023	Credit Card Deposit \$280.00 / 6701	280.00	
06/21/2023	District Deposit \$2,866.21 / 6701	2,866.21	
06/23/2023	Credit Card Deposit \$197.52 / 6701	197.52	
06/23/2023	District Deposit \$228.93 / 6701	228.93	
06/23/2023	District Deposit \$565.10 / 6701	565.10	
06/27/2023	Credit Card Deposit \$75.00 / 6701	75.00	
06/27/2023	District Deposit \$554.48 / 6701	554.48	
06/29/2023	District Deposit \$316,724.57 / 6701	316,724.57	
06/30/2023	District Deposit \$1,428.04 / 6701	1,428.04	
06/30/2023	Tax & Assessment Receipts	10,224.74	
06/30/2023	Interest Paid	17,447.63	
	Total Deposits	\$409,324.85	
	Warrant Issues & Voids/Fees/ACH/Wires:		
06/14/2023	Electronic Disbursement	(29,541.70)	
06/14/2023	Issued Warrants	(130,492.95)	
06/15/2023	Electronic Disbursement	(9,524.13)	
06/16/2023	Voided Warrants	9.23	
06/16/2023	Voided Warrants	30.47	
06/16/2023	Voided Warrants	30.47	
06/16/2023	Voided Warrants	78.50	
06/30/2023	Electronic Disbursement	(283,717.27)	
	Total Warrants and Electronic Disbursements	(\$453,127.38)	
06/30/2023	Ending Cash Balance	\$7,477,197.17	

Warrant Activity



Thurston County Treasurer
June 2023 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

06/01/2023	Beginning Warrants Outstanding	\$8,186.80
	Total Warrants Issued	130,492.95
	Total Warrants Redeemed	(123,522.87)
	Total Warrants Voided	(148.67)
06/30/2023	Ending Warrants Outstanding	\$15,008.21

Investment Activity

06/01/2023	Beginning Interest Receivable	\$22,083.73
	Interest Earned	12,121.46
	Cash Paid	(17,447.63)
06/30/2023	Ending Interest Receivable	\$16,757.56

TCIP Yield (used to calculate interest earnings)	1.97%
LGIP Yield (budget benchmark)	4.94%



Thurston County Treasurer
June 2023 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
06/01/2023	Beginning Cash Balance	\$315,130.21	
	Receipts/Deposits/Refunds:		
06/06/2023	Interest on Tax Refunds	(0.29)	
06/16/2023	State Forest - Purchase/Other	0.08	
06/16/2023	State Forest - Transfer/Other	0.05	
06/30/2023	Tax & Assessment Receipts	988.09	
06/30/2023	Interest Paid	538.12	
	Total Deposits	\$1,526.05	
	Warrant Issues & Voids/Fees/ACH/Wires:		
06/01/2023	Debt Payment	(106,047.51)	
	Total Warrants and Electronic Disbursements	(\$106,047.51)	
06/30/2023	Ending Cash Balance	\$210,608.75	

Warrant Activity

06/01/2023	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
06/30/2023	Ending Warrants Outstanding	\$0.00

Investment Activity

06/01/2023	Beginning Interest Receivable	\$715.67
	Interest Earned	339.28
	Cash Paid	(538.12)
06/30/2023	Ending Interest Receivable	\$516.83

TCIP Yield (used to calculate interest earnings)	1.97%
LGIP Yield (budget benchmark)	4.94%



Thurston County Treasurer
June 2023 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
06/01/2023	Beginning Cash Balance	\$765,596.63	
	Receipts/Deposits/Refunds:		
06/30/2023	Interest Paid	1,865.51	
	Total Deposits	\$1,865.51	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
06/30/2023	Ending Cash Balance	\$767,462.14	

Warrant Activity

06/01/2023	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
06/30/2023	Ending Warrants Outstanding	\$0.00

Investment Activity

06/01/2023	Beginning Interest Receivable	\$2,415.09
	Interest Earned	1,242.15
	Cash Paid	(1,865.51)
06/30/2023	Ending Interest Receivable	\$1,791.73

TCIP Yield (used to calculate interest earnings)	1.97%
LGIP Yield (budget benchmark)	4.94%

West Thurston Regional Fire Authority
Budget Report as of: 06-01-2023

				50% of Year Expended			
Title	June	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
GENERAL FUND							
Beg Bal-Unresv GF 67A0		4,398,675	4,398,675		4,398,675	(0)	
Beg Bal-Oper Res 67A0		2,907,000	2,907,000		2,907,000	-	
Beg Bal-Wildland Res 67A0		-			-	-	
Beg Bal-GEMT Res 67A0		-			-	-	
Beg Bal-SCBA Res 67A0		-			-	-	
Beg Bal-Facility Res 67A0		-			-	-	
Beg Bal-Apparatus Res 67A0		-			-	-	
Beg Bal-Petty Cash					-	-	
BEGINNING BALANCES	-	7,305,675	7,305,675	-	7,305,675	(0)	
Property Tax - WTRFA		112				(112)	
Property Tax-Regular District #1		961,827	1,734,676		1,734,676	772,849	55%
Property Tax-M&O #1 6615		13,281	-		-	(13,281)	#DIV/0!
Property Tax-Regular District #11		947,584	1,738,402		1,738,402	790,818	55%
Property Tax-M&O #11 6715		11,913	-		-	(11,913)	#DIV/0!
Property Tax-WTRFA M&O		-			-	-	
COVID-19 Nongrant Assistance		-			-	-	
GEMT	358,180	548,131	700,000		700,000	151,869	78%
State Grant-Military Dept		8,228			-	(8,228)	
State Grant - DNR Wildland		-			-	-	
State Grant-Dept Of Health		554	1,200		1,200	646	46%
State Grant-Other		-			-	-	
Interlocal Grants (incl. Timber Harvest/DNR Timber Trust Tax & Medic 1 BLS support)		7,979	60,000		60,000	52,021	13%
Mobilizations		24,816			-	(24,816)	
Intergov't/Tribal		202,090	200,244		200,244	(1,846)	101%
Ambulance & Emer Aid Fees	23,020	198,987	360,000		360,000	161,013	55%
Other Interest		28,210	20,000		20,000	(8,210)	141%
Space & Fac Leases (short and long-term)	206	8,596	56,314		56,314	47,718	15%
Contributions And Donations From Private Sources		-			-	-	

Title	June	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
Sale Of Surplus		32,217			-	(32,217)	
Misc Revenue - Incident Cost Recovery		2,652	4,000		4,000	1,348	66%
Misc Revenue - Prior Year		20,036			-	(20,036)	
Misc Revenue - Fuel Tax Refunds		26			-	(26)	
Misc Revenue - Other	(100)	50,537			-	(50,537)	
Other-Sales Tax	19	(856)			-	856	
Suspense (cancelled warrants, pending deposits)		-			-	-	
Long Term Debt Issuance		-			-	-	
Premiums on Bonds		-			-	-	
Sale Of Assets		-			-	-	
Insurance Recovery		-			-	-	
Transfers In		-			-	-	
TOTAL REVENUE	381,325	3,066,919	4,874,836	-	4,874,836	1,807,918	63%
TOTAL FUNDS AVAILABLE			12,180,511	-	12,180,511	1,807,918	
Admin-Salaries-Commissioner	2,432	10,919	27,648		27,648	16,729	39%
Admin-Salaries-Admin	42,025	256,090	673,772		673,772	417,682	38%
Admin-Salaries-Temporary Adm	-	243	12,207		12,207	11,964	2%
Admin-Benefits-Commissioner	186	856	2,212		2,212	1,356	39%
Admin-Benefits-Admin	11,651	109,613	294,508		294,508	184,895	37%
Admin-Benefits-Temporary Adm	-	22	1,007		1,007	985	2%
Admin-Office & Oper Supplies	-	2,106	3,000		3,000	894	70%
Admin-Minor Equip (noninv)	-	30	7,560		7,560	7,530	0%
Admin-Small & Attractive Assets (inventoriable)	-	162	6,400		6,400	6,238	3%
Admin-Software	3,793	34,271	45,083		45,083	10,812	76%
Admin-Prof Services	13,926	59,543	157,508		157,508	97,965	38%
Admin-Communication (clearfly, onhold)	244	8,211	500	9,800	10,300	2,089	80%
Admin-Advertising	-	-	500		500	500	0%
Admin-Insurance	141	263	106,303		106,303	106,040	0%
Admin-Equipment Maint	406	1,491	3,494		3,494	2,003	43%
Admin-Misc-Commissioner	83	319	2,000		2,000	1,681	16%
Admin-Misc-Admin	-	3,730	5,780		5,780	2,050	65%
Admin-Dues & Membership	-	4,835	9,060		9,060	4,225	53%

Title	June	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
Admin-Elections	-	7,832	30,000		30,000	22,168	26%
Suppr-Salaries-Career FF	248,580	1,539,500	3,180,613		3,180,613	1,641,113	48%
Suppr-Salaries-Vol Pts	2,288	13,533	51,800		51,800	38,267	26%
Suppr-Salaries-Mobe OT	-	-	-		-	-	
Suppr-Salaries-Training OT	5,607	20,430	57,899		57,899	37,469	35%
Suppr-Salaries-OTEP Instructor OT	-	2,671	-		-	(2,671)	#DIV/0!
Suppr-Salaries-COVID 19 OT	(229)	3,166	-		-	(3,166)	
Suppr-Benefits-Career FF	80,124	562,541	1,397,275		1,397,275	834,734	40%
Suppr-Benefits-Volunteer	175	2,302	6,987		6,987	4,685	33%
Suppr-Benefits-Mobe OT	-	2	-		-	(2)	
Suppr-Benefits-Training OT	364	1,352	3,908		3,908	2,556	35%
Suppr-Benefits-OTEP Instructor OT		178	-		-	(178)	
Suppr-Benefits-COVID 19 OT		230	-		-	(230)	
Suppr-Bunker Gear/PPE		18,067	14,928	15,000	29,928	11,861	60%
Suppr-Uniforms		3,602	5,000		5,000	1,398	72%
Suppr-Rehab Supplies		87	1,000		1,000	913	9%
Suppr-COVID 19 PPE Supplies		-	-		-	-	
Suppr-Small Tools (hand tools)		-	5,000		5,000	5,000	0%
Suppr-Minor Equipment (apparatus)		6,872	6,550	5,838	12,388	5,516	55%
Suppr-Health & Wellness Equip		-	-		-	-	#DIV/0!
Suppr-Small & Attractive Assets (inventoriable)		-	-		-	-	
Suppr-EMS Supplies		-	2,000		2,000	2,000	0%
Suppr-Wildland tools/gear		-	-		-	-	
Suppr-Comm/Modems (verizon)	299	1,927	4,680		4,680	2,753	41%
Suppr-Advertising		-	500		500	500	0%
Medical Costs		2,125	20,000		20,000	17,875	11%
Medical Costs - COVID-19		-	-		-	-	
Suppr-Miscellaneous	269	7,589	15,700		15,700	8,111	48%
Fire Inv-Salaries		1,099	-		-	(1,099)	#DIV/0!
Fire Inv-Benefits		107	-		-	(107)	#DIV/0!
Fire Prev-Pub Ed (public)		363	1,000		1,000	637	36%
Fire Inv-Professional Svcs		143	-		-	(143)	#DIV/0!

Title	June	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
Fire Inv-Small & Attractive Assets (inventoriable)		-	-		-	-	
Training-Supplies		253	6,000		6,000	5,747	4%
Training-Pub Ed/EMS (dept)		-	-		-	-	#DIV/0!
Training-Travel/Registrations (Fire)		9,332	49,690	(2,000)	47,690	38,358	20%
Training Reimb-Residents		-	-		-	-	#DIV/0!
Training-Travel/Registrations (EMS)		-	-		-	-	#DIV/0!
Training-Travel/Registrations (Peer Support)		-	2,000	2,000	4,000	4,000	0%
Facilities-Operating Supplies General	47	4,550	18,700		18,700	14,150	24%
Facilities Station 1-1 Kitchen		-	-		-	-	#DIV/0!
Facilities Station 1-2 Kitchen		-	-		-	-	#DIV/0!
Facilities Station 1-3 Kitchen		-	-		-	-	#DIV/0!
Facilities Station 1-4 Kitchen		-	-		-	-	#DIV/0!
Facilities Station 1-6 Kitchen		-	-		-	-	#DIV/0!
Facilities COVID 19		-	-		-	-	
Facilities-Heating Fuels		17,151	44,800		44,800	27,649	38%
Facilities-Water	575	2,876	5,000		5,000	2,124	58%
Facilities-Phone/Cable	560	6,934	9,000		9,000	2,066	77%
Facilities-Electricity	4,353	23,472	45,472		45,472	22,000	52%
Facilities-Garbage	453	2,236	4,800		4,800	2,564	47%
Facilities-Repairs & Maint	2,792	43,700	125,284	33,750	159,034	115,334	27%
Vehicle & Equip-Fuel	6,036	26,324	65,300		65,300	38,976	40%
Vehicle & Equip-Repairs & Maint	28,145	125,208	185,319		185,319	60,111	68%
Refunds/Fund Bal Adjusts	-	-	-		-	-	
Payroll Clearing	(3,472)	(10,709)	-		-	10,709	
Payroll Draw Clearing	-	-	-		-	-	
Long Term Lease - Equipment	1,094	6,682	-				
Debt Related Costs		-	-		-	-	
Capital Expenditures - CASH OUTLAYS		-	12,000	25,000	37,000	37,000	0%
Capital Expenditures - FINANCED		-	-		-	-	#DIV/0!
Transfers-Out - Other Costs Allocations	87,323	87,323	240,297		240,297	152,974	36%
TOTAL GF EXPENDITURES/OTHER	540,270	3,033,752	6,977,044	89,388	7,066,432	4,039,363	43%

Title	June	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
GENERAL FUND ENDING BALANCE	7,338,842				5,114,079		
<u>EMERGENCY RESERVE FUND</u>							
Beg Bal-Emerg Res 67A4	-		761,289		761,289	761,289	
Other Interest-Emergency Res	-	4,307	10,000		10,000	5,693	
Transfers In-Emergncy Rsrv	-	-			-	-	
Property Tax-M&O	-	-			-	-	
EMERGENCY RESERVE ENDING BALANCE	765,596	4,307	771,289	-	771,289		
<u>BOND DEBT FUND</u>							
Beg Bal-Reserved Debt Srv			130,726		130,726	130,726	
Property Tax-Bond Debt		179,765	325,000		325,000	145,235	
Property Tax-Bond Debt - IAGs		1,748			-	(1,748)	
Sale of Tax Title Property Debt Svc		-			-	-	
Interlocal Grants <i>(includes DNR Timber Trust)</i>		3,257			-	(3,257)	
Other Interest-Debt Srv		1,382	5,000		5,000	3,618	
Transfers In-Debt Svc	87,323	87,323	240,297		240,297	152,974	
Debt Svcs-Principal Debt Srv Fund	65,865	65,865			-	(65,865)	
Debt Svc-Interest And Other Debt Srv Fund	40,182	40,182			-	(40,182)	
Transfers Out-Debt Svc		-			-	-	
BOND DEBT ENDING BALANCE	296,405	167,427	701,023	-	701,023		



WEST THURSTON REGIONAL FIRE AUTHORITY

CHIEF REPORT | June 2023

Chief R. Smith, CFO

CHIEF'S RECAP

Crews responded to 274 calls (an average of nine calls a day), and 45.62% of the time they were managing more than one call. They responded to 12 fire calls; 3 building fires, 1 vehicle/heavy equipment fire, and 8 brush fires. Crews also attended 202 EMS calls of which 12 were motor vehicle accidents, and 60 others (details can be found on page six).

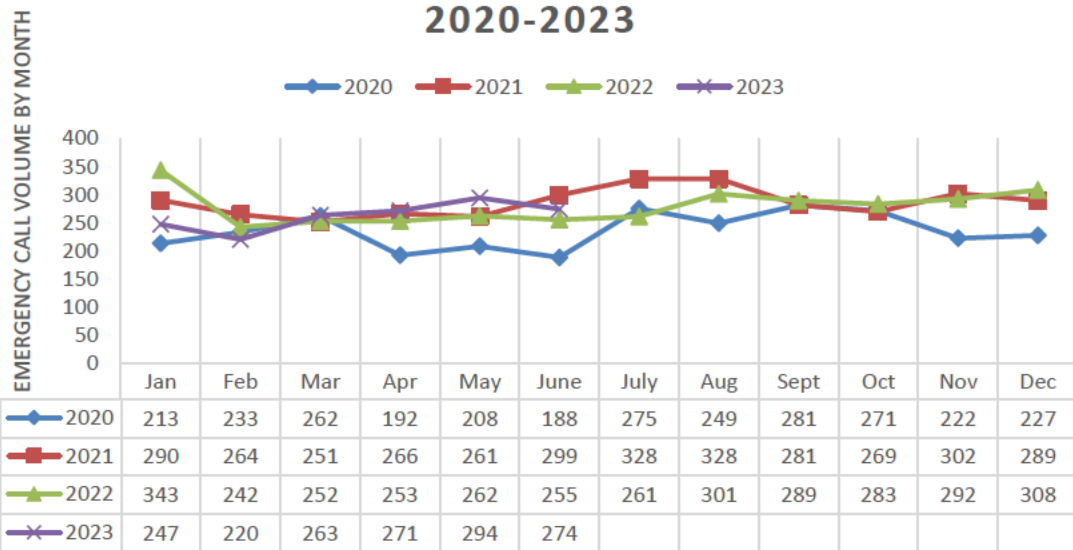
Crews have begun deployments on State Mobilizations. As of June 30, 2023 the State has already approved eight (8) State Mobilizations (3 of which we have been deployed to as of this writing). Off to an early start, this season is expected to be above average and extended. Page 8 and 9 of my report contain detailed information with the wildland fire season across the country, which will shift slowly to the Northwest (Washington State) as primary predicted ground-zero in September and October.



INCIDENT VOLUME BY TYPE – MONTH / YTD / YRLY COMPARISON

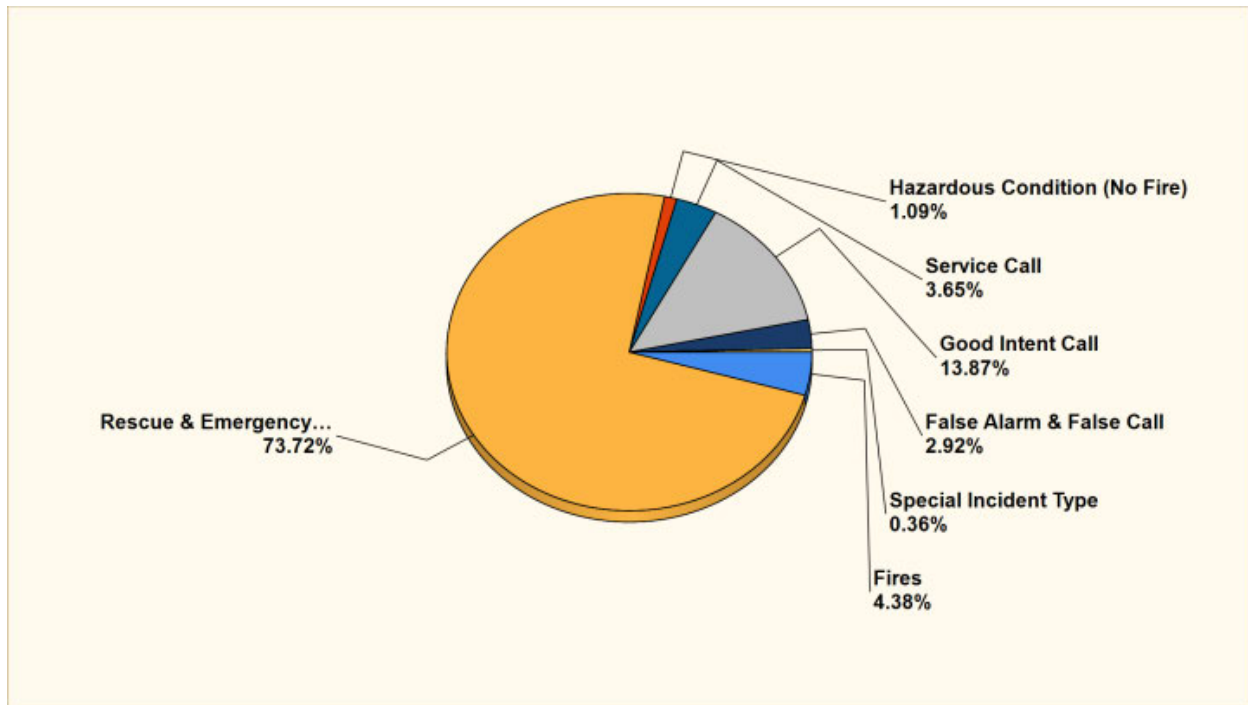
	CALL	EMS			TOTAL	MUTUAL	WTRFA	TOTAL
MONTH	VOLUME	RESCUE	FIRE	OTHER	VOLUME	AID	TRANSPORTS	TRANSPORTS
JAN	247	204	6	37	247	7	64	92
FEB	220	167	13	40	467	11	46	64
MAR	263	190	15	58	730	15	63	80
APR	285	226	9	50	1015	7	72	97
MAY	294	224	15	55	1309	12	76	102
JUN	274	202	12	60	1583	15	56	76
JUL								
AUG								
SEP								
OCT								
NOV								
DEC								
YEAR	1583	1213	70	300	1583	67	377	511

4-YEAR INCIDENT VOLUME COMPARISON BY MONTH 2020-2023





ALL INCIDENTS BY TYPE – MONTH

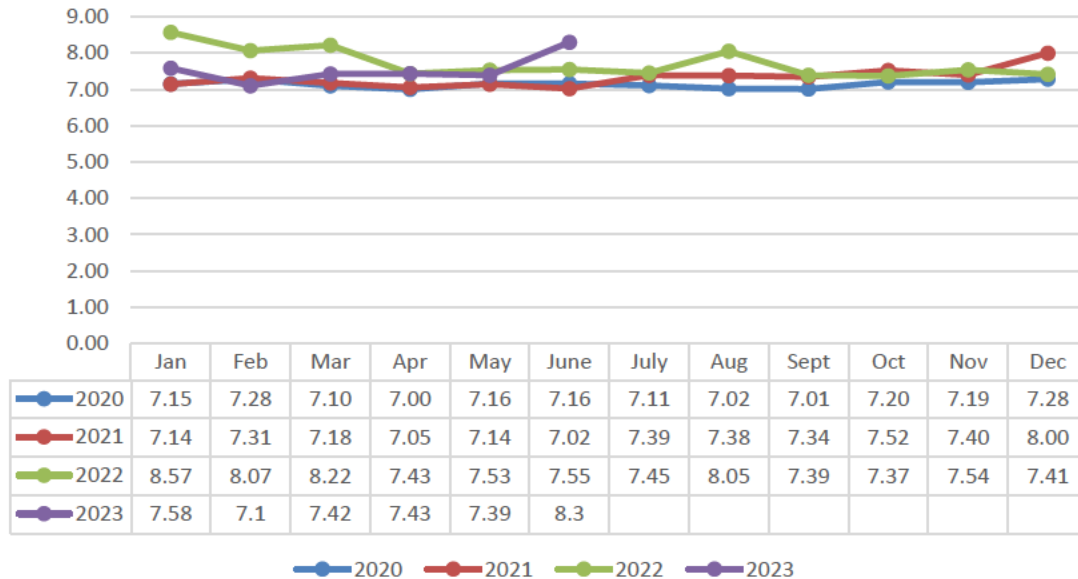


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	4.38%
Rescue & Emergency Medical Service	202	73.72%
Hazardous Condition (No Fire)	3	1.09%
Service Call	10	3.65%
Good Intent Call	38	13.87%
False Alarm & False Call	8	2.92%
Special Incident Type	1	0.36%
TOTAL	274	100%



WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH

2020-2022 Average Response Time by Month



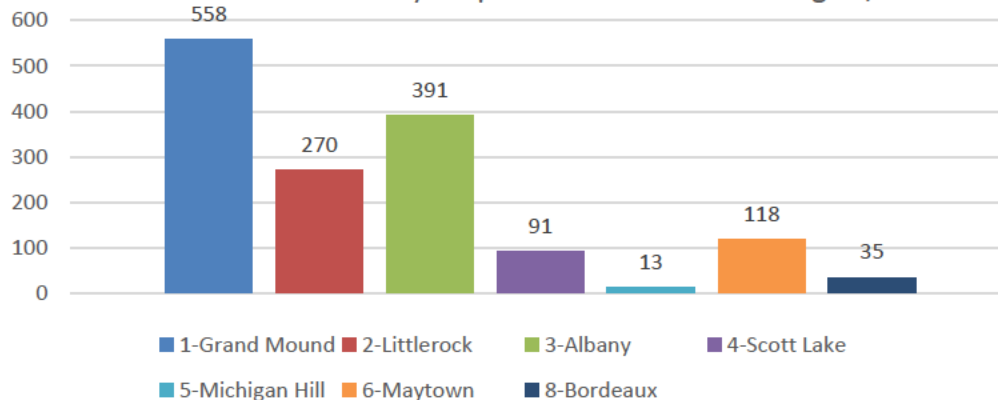
Average Response Time (Month): 8:30 Minutes

**ER1645 Initial unit arrival-priority incidents-primary zones 1,2,3,4,6*

Monthly Call Volume and Response Time Comments*reviewed incident counts

- 1586 Incidents YTD *ER553
- 1607 Incidents Prior YTD (Through June 2023 compared to June 2022)
- 21 under PYTD
- - 2% over PYTD
- Overlapping calls occurred 45.62% of the time during June (125 calls) *ER1120

YTD Incident Count by Response Zone ER#270 through 7/6





WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH DETAIL

INCIDENT TYPE	INCIDENT VOLUME -MONTH	INCIDENT VOLUME- YTD
EMERGENCY MEDICALS/RESCUE	202	1213
FIRE/EXPLOSION	12	70
OTHER	60	300
TOTAL	274	1583
WEST THURSTON PATIENT TRANSPORTS	56	377

TRIBAL PROPERTY LOCATION	INCIDENT VOLUME-MONTH	INCIDENT VOLUME-YTD
Lucky Eagle (12888)	03	27
Eagles Landing (12840)	02	20
Great Wolf Lodge (20500)	02	20
Fairfield Inn (6223)	00	03
Burger Claim (20320)	01	02
Distillery (19770) Sargent Rd	00	02
End of Trail (19615) Elderberry	01	09
Starbucks complex (19725)	00	00
Jack-in-the-Box (19715)	00	02
Chevron Gas Station (20330)	00	00
Total Tribal Property Call Volume	9	85
% of Total WTRFA	3.28%	5.4%
% of Total GM/Rochester	5.17%	9.3%

AID UNIT PT. TRANSPORTS	MONTH	YTD
Aid 1-1 – App 05	19	166
Aid 1-2 – App 06	16	114
Aid 1-3 – App 03	21	94
Aid 1-6 – App 55	0	3
Aid 1-4	00	00
TOTAL WTRFA	56	377
Transported ALS	22	118
Airlift	01	01
Private Ambulance	0	5
Other FD	2	10
TOTAL PT's TRANSPORTED	81	511

TRANSPORT DESTINATION	MONTH	YTD
SPH	35	208
PHC	25	215
CMC	15	86
MAMC	0	0
Harborview	1	1
Mary Bridge	0	0
Other	0	1
TOTAL	76	511

Average response time for first arriving unit-priority-all zones-all response modes; (ER #1605/1645/270)*

ZONE-STATION	MONTH	RESPONSE TIME-MONTH	*YTD	% YTD
1 – Grand Mound	94	6:57	534	33.35%
2 – Littlerock	45	7:24	265	16.55%
3 – Albany	80	7:28	380	23.74%
4 – Scott Lake- Sta. 1-2	18	9:52	84	5.25%
5 – Michigan Hill- Sta.1-3	3	11:34	12	0.75%
6 – Maytown – Sta. 1-2	13	11:59	109	6.81%
8 – Bordeaux–Sta.1-2	3	10:06	34	2.12%
I-5 1-1	10	12:01	41	2.56%
I-5 1-2	3	11:09	18	1.12%
I-5 1-6	2	9:57	33	2.06%
Capitol Forest	3	32:19	27	1.69%
Mutual Aid	15	17:56*	64	4.00%



TOTAL	274	8:28	1601	100%
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WEST THURSTON STATION UPTIME – MONTH DETAIL

STATION UPTIME REPORT	May 2023
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	Zero resident(s) (CLOSED)
Station 6	0 (CLOSED)
Career Battalion (Station 1)	100%

Certified Responders- Personnel Count	Personnel-Hours Worked JUNE 2023
(30) Career-Union	Regular Hours 4369; Overtime Hours: 326; Sick Leave Hours: 418 (includes paternity and FMLA); Kelly Day Hours: 888; Vacation Hours 489; Personal Leave: 168; Training OT: 36; Other OT: 0 Bereavement 0; Mob:92, Mob Backfill; 38
(18) Volunteer Responders	443 Regular Hours
(7) PACT	0
(2) Residents/Temp/ PT	675 Regular Hours
(1) Maintenance/Logistics FT	168 Regular Hours

WEST THURSTON ADMINISTRATION AND OPERATIONS UPDATES

Agreements, Resolutions, Contracts & Leases:

- 2023 General Election Resolution – Levy Lid Lift due 8/1/23.

Budget & Finance/Planning/Levy:

- EMW-2022-FG-00067 (AFG) Grant submitted 2/2/23 for \$43,860.80 (Training/CTC).
- Fiscal Year (FY) 2022 Fire Prevention and Safety (FP&S) EMW-2022-FP-00048 submitted 3/30/2023 \$43,300.00 – (Fire Education, Prevention, CRR and Investigation)
- Fiscal Year (FY) 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant
EMW-2022-FF-00556 for \$558,176.00 Grant submitted 03/10/2023 (Recruitment/Retention Coord).
- WTRFA Public Input Survey posted March 24, 2023, on FB and to Department website (97 responses as of 6/30)
- FAQ published April 21, 2023, on our website.
- All filings complete with Thurston County Elections

Development Services (New Construction) Tracking:

- No report



Fire Investigation and Fire Loss Reports (highlights):

- No fire investigation reports for June

Health & Safety Activities: (See HSO Report)

Accidents, Incidents, and Injury

- No injury reports for June

Labor Management Report:

- Temporary MOU in place – three current temporary positions have been secured to temporarily replace career positions (Nelson for Howe resignation and Hoskison for Weinstein resignation; Fox for Vavrinec resignation)
- No fill for Panuska resignation (February – shifted TO off days to line for staffing)
- Net -3 loss of FF/EMT personnel due to RIF conditions; one loss due to attrition; 31 down to 27

Human Resources/ Personnel/ Man hours served & Internal Affairs/Employee Engagement:

- Frasl Family – Celebration of Life planning 6/8; 6/13 and event 6/18.

Legal Issues:

- 6/30 – Summons & Complaint received – referred to legal

Policy/ Procedures & Guidelines:

- Policy #3024 – Exposure Control – broadens provider selection for testing – pending.
- Policy #2010 – Equipment Use and Replacement – narrows use of equipment under certain circumstances – pending.
- Policy #1.2003 Personnel – Volunteer Membership Version: 6 – under review/pending.

Action/ Review/ Discussion Items:

- No items

Risk Management:

- WSRB PC rate meeting - May 25, 2023 – all information provided, await results.

Social Media Enhancements:

- Enhanced our online presence with the community. Evident around themes and safety tips.
- See Appendix for details.

Public Education/Public Relations Activities (upcoming):

- WTRFA Public Opinion Poll – 97 responses through 6/30 – ongoing



- June 3 – Scott Lake Fishing Derby 7:00-12:00pm (Saturday)
- June 3 – Bordeaux HOA Meeting (R. Smith) 5:00pm (Saturday)
- June 7 – Stand Up For Safety – Bonneville Power – wildfire presentation 12:30-1:30 in Chehalis, WA (Fitz/Smith)
- June 10 (Saturday) – Thurston County Equine Outreach Horse Evacuation Workshop at Station 1-2 from 2:00pm-4:00pm (Smith opening comments – Saturday)
- June 12 – Thurston County Equine meeting w/TCEM and TSCO evac plan 1000-1100
- June 16 (Friday evening) – Swede Day Midsommer Coronation 6:00pm
- June 17 (Saturday)– Swede Day Parade – 1000-1200
- June 17 (Saturday) – Pub Ed Activities @Station 1-3; fire extinguisher training, information booth
- July 4 – Littlerock Parade

Training: (See TO Report)

Emergency Weather or Natural Disaster Events/Incidents:

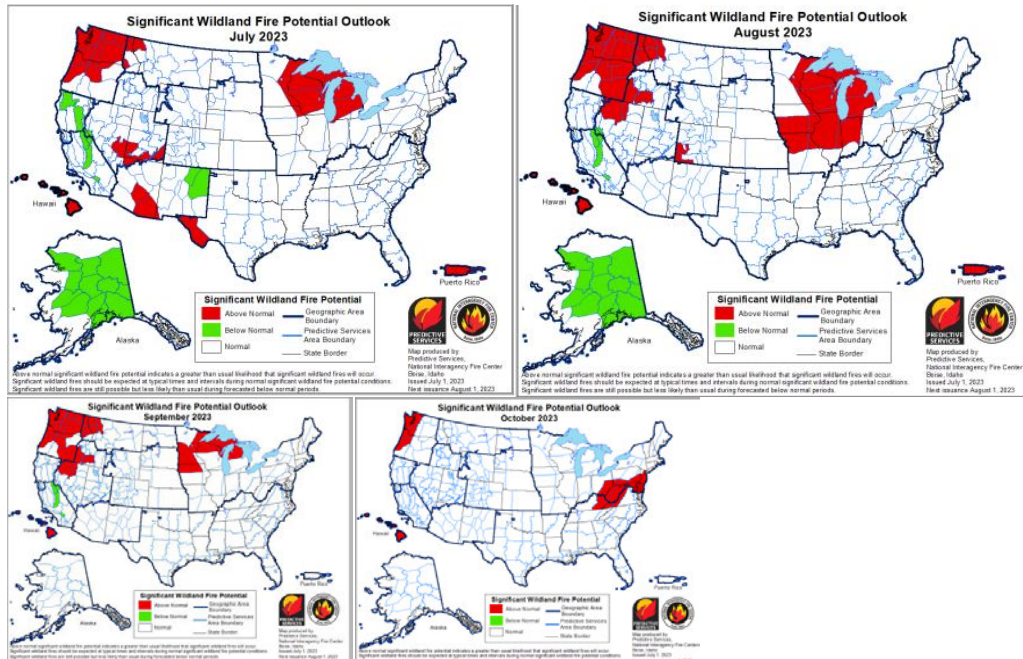
- No updates

Recruitment and Retention:

- July interviews – planned
- Grace Blocher – volunteer resigned effective 6/30/23 to attend Air Force Prep School (CO)
- FF recruits Harding and Davis finished 2023-1 Academy; EMT recruit Skrei finished EMT school 2023-1
- See Appendix for details (Volunteer plan)

Wildland Program: (Mobilizations)

- 6/13/23-6/17/23: **Benton Complex** – B12 (Lyon, White) – Hansen Road 6289 acres
- https://www.predictiveservices.nifc.gov/outlooks/monthly_seasonal_outlook.pdf
- Predictive Services has shifted their outlook for the Northwest dramatically since Last report May 1.
- Effective 7/1/2023, the Fire Danger Rating (FDRA) for the CENTRAL LOWLANDS and CENTRAL WASHINGTON CASCADES elevated to HIGH. The Industrial Fire Precautions Levels (IFPL) rose from Moderate to HIGH. Industrial Fire Precaution Levels (IFPL) are an activity closure system to reduce wildfire risk. By law, it applies to woods workers and other industrial forest users on 13 million acres of unimproved private and state forestland protected by the agency.
- The risk of significant fires in July is expected to rise above normal for all of Washington and sections of northern and western Oregon. For August, the risk for significant fires is expected to be above normal for all of Washington and sections of Oregon both east and west of the Cascades. For September, the risk for significant fires is expected to remain above normal for all of Washington and sections of Oregon both east and west of the Cascades. For October, the risk for significant fires is expected to remain above normal for much of Washington and sections of Oregon west of the Cascades.



County Projects & Legislative Impacts:

- 6/16 – Annex Plan development – meeting with Commissioner Pethia 9:00am
- 6/16 – Annex Plan Mitigation Initiatives submitted to TCPS
- 6/5 – Yelm Pride Event for 6/10 – County IAP Meeting 2:00pm
- 6/7 – Yelm Pride Event for 6/10 – County IAP Meeting 2:00pm
- 6/9 – Yelm Pride Event for 6/10 – Count IAP wrap-up @Yelm PD 9:00am
- 6/13 – FIIRE Monthly Q & A Hour with L & I – unable to attend
- 6/15 – Thurston County Operations Chief Meeting – unable to attend
- 6/28 – Annex Plan development – Mitigation Initiatives – revisions submitted
- 6/28 – Thurston County Fire Chiefs Association Meeting @Station 3-4 at 1:30pm



WEST THURSTON FLEET, FACILITIES, LOGISTICS AND PROJECT STATUS

New Tender Spec Build – Fouts Brothers – In Yakima for punchlist repairs. Ready for movement back to WTRFA– **In Process**

Thurston County Radio System Upgrades –Radio (mobile) installs – Completed.

Automated dispatch (USDD toning) started 6/1/23. The portable radios/chargers systematic installation scheduled 6/2-6/8/2023. We will need to look at the surplus of the old VHF radios– **In Progress**

Fleet/Facilities - transitioned assignment to Battalion Chief Stone temporarily with Chief Scott's retirement on December 31, 2022. – **In Progress**

E1-3 – ladder actuators failed again. Remains in service, shop working with manufacturer.

Asphalt cracks at Station 1-1 - sealing complete. Ready for paver consult.

APPENDIX – JANUARY 2023

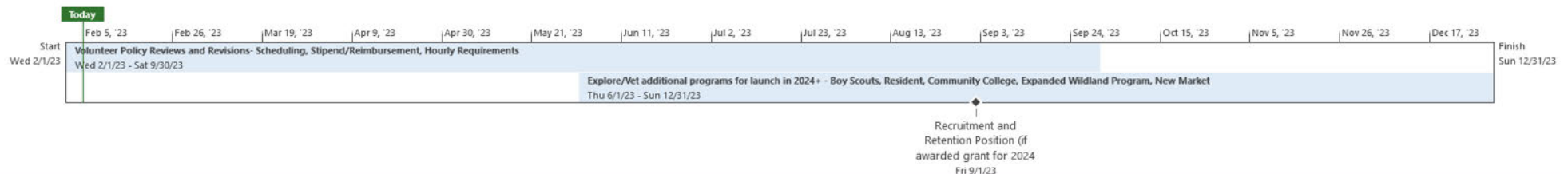
1. Recruitment and Retention (Volunteer Plan)
2. Social Media Enhancements (Monthly Themes)

**Recruitment and Retention (Volunteer Plan):**

Recruitment and Retention Volunteer Program

2023 Objectives, Approach, Timeline and Key Milestones:

- A. Actively recruit, engage and identify volunteers interested in being responders (fire and EMT candidates) for WTRFA that can participate in Recruit Academy 2023-1 (3 potential recruits to enroll) 2023-2 and 2024-1.
- B. Begin targeted outreach aimed at community members, local high school seniors/graduates and possibly New Market students.
- C. Adopt a decentralized project model (all hands-on deck) to include Volunteer Committee members, Volunteer Advisory Board (VAB) members, Fire Chief, Training Officer and Career Mentors.
- D. At the same time, the Fire Chief will lead efforts to update and refresh the agency's volunteer model and policies (scheduling, stipends/reimbursement), hourly requirements, and begin to explore additional programs for launch in 2024+.





Social Media Updates:

APPENDIX

Social Media Communications



Formal Communications and Memos

On point: Fire Chief, Assistant Chief



Monthly Updates (by Theme)

On point: A, B or C Shift – rotate monthly



Volunteer and Resident Program Comms

On point: Fire Chief and then Assistant Chief, Vol. Committee Members



WTRFA calls/incidents

On point: Shift Officer at their discretion (can share Thurston County Emergency Management messages for consistent messaging)

2023 SOCIAL MEDIA UPDATES



Monthly Updates by Theme

January

Flood Safety
[Link](#)

February

Winter Safety
[Link](#)
American Heart
Month (CPR)

March

Disaster
Preparedness
[It's not Luck Link](#)

April

Wildfire Ready

May

Stroke Awareness
Month

June

Wildfire and
Summer Safety
(Grilling, Outside
Fires, Burns)
[Link](#)

July

Fireworks Safety
[Link](#)
[Link2](#)
Wildfire Safety

August

Summer and
Extreme Heat
[Link](#)
Wildfire Safety

Sept

Resolve to be Ready
[Link](#)

October

Nat'l Fire Prevention
Day (10/9) and Week
Great Shakeout
Earthquake Drill
(10/19)

Nov

Winter Weather
Safety
Holiday Cooking
Safety

Dec

House Fires
[Link to Home Fire
Safety](#)

LINK: [SOCIAL MEDIA PREPAREDNESS TOOLKITS | READY.GOV](#)

June 2023

Monthly Training Report

	June 2023	2023 Total
Total Training Hours	205 hours	1626 hours

Training Events in March 2023

- June Safety Meeting – Shift Officer Choice
- 2 Recruit currently graduated Thurston Co Fire Academy:
 - o Congratulations to FF Dustin Davis and FF AJ Harding.
- 1 Recruit graduated EMT class.
 - o Congratulations to EMT Kaitlyn Skrei.
- EVIP annual Road test using tenders.
- TCERN Radio Installation is complete mobile and portables.
- Wildland Tactics and hose deployment
- Preparing for roll out of SGA: Waiting on final certification from State for some EMT's.
- 2023 Wildland Redcards received and delivered to personnel.
- Initial Wildland S-130 Class held at station 1-2 on June 23rd and 24th.

Upcoming training Events

- July Safety Meeting
- Hose Drills: Nurse Tender Operations
- OTEP Immobilization / Adult Cardiac Arrest Review in August
- Water Rescue Awareness
- Vehicle Lifting and Stabilization

Planned and Ongoing Training Projects

- Create Quarter 4 2023 Training Plan
- Task Book in Target Solutions for easy tracking progress (In Progress)



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THURSTON COUNTY FIRE PROTECTION DISTRICT'S 1 & 11
WEST THURSTON FIRE RESCUE
"Serving Better Together"



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

To: Chief R. Smith
From: Lt. Joel Swecker- Safety Officer
Subject: June 2023 Safety Report
Date: 07/01/2023
CC: 2023 Safety File

Chief Smith,

The following report is a recap of June's safety topics, concerns, reported accident/injuries/ near misses, and completed tasks/assignments.

Accident/Injury Reports-

*****none to report for June*****

Monthly Safety Topic-

Quarterly Safety Meeting Power-point on PFAS

Safety Committee

- Last Meeting- Safety Committee met on 4/14/23 @Station 1-1, 1830 (1st Quarter)
 - Next meeting TBD
- Creating new email within department email lists for the Safety Committee to omit and add new/old members.

Station Safety Inspections

*****Following Levy fail, Stations 3 & 6 were closed down with no responding units.**

1. Station 1- No needs/concerns.
2. Station 2- still needing electrical covers over previous exiting emergency lighting in the hallways of admin.
3. Station 3- Reopened, no issues at this time.

FIIRE Safety (L&I) Program

- Safety Improvement Plan (SIP) completed and submitted to L&I FIIRE program manager for review, 6/.
- Modified SIP plan per request of L&I secondary to 'Best Practices' review of overhaul operations and either continued use of SCBA or HEPA cartridge masks secondary to particulate inhalation hazards regarding carcinogen concerns. Modified and re-submitted on 6/28/2023
- Mandatory quarterly meeting, July 10th, 2023, via Zoom

Thurston County Safety Officers Board-(NEW as of January 2023)

- Last Meeting on June 14, 2023 @Station 81/Zoom- Unable to attend/zoom secondary to family event.
- Next Meeting TBD- Planned for July
- Topics covered and being discussed within the group/county are:
 - Covid updates
 - PFAS (bunker gear) studies and solutions
 - Department L&I SIP

Upcoming-

1. Ongoing focus for injury free workplace.
2. Modification to current policies on operational overhaul practices to reflect best practices.
3. Working with Linda Patraca on logging/input of 6 years of Safety information (reports, files, inspections, etc.) onto Shared Drive. Hard copy files submitted to L. Patraca for filing; 2017-2022.
4. FIIRE Updates and Mandatory Quarterly Mtg, July 10th, 2023 via Zoom.

Completed-

1. L&I FIIRE 2023 SIP Report Submitted

Respectfully Submitted,

Lt. J. Swecker – HSO
West Thurston Regional Fire Authority