



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, January 10, 2022 at 1800 hr

In-Person: 18720 Sargent Rd SW (Grand Mound station 1-1) *

Zoom virtual meeting link (for viewing only):

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

Meeting ID: 863 9943 4512

Passcode: 148054

**Per department protocols, ALL persons in attendance must wear a mask*

I. CALL TO ORDER

II. ATTENDANCE

III. ADDITIONS/DELETIONS TO AGENDA

IV. PUBLIC COMMENTS/PRESENTATIONS

V. LABOR MANAGEMENT

VI. NEW BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Expenditures Accts Payable \$ 70,566.26 Payroll \$457,522.75 TOTAL: \$528,089.01 warrants \$157,828.05 EFTs \$370,260.96	1-6 7-9	Linda S/Board	Approve/Reject
2. Meeting Minutes – December 13, 2021	10-12	Linda S/Board	Approve/Reject
3. Resolution #2022-001, Surplus	13-14	Linda S./Board	Approve/Reject

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
NONE			

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Chehalis Tribe negotiations	N/A	Chiefs Kaleiwahea/Smith	Update

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Treasurer/Fund December 2021 Reports	15-19	Linda S	Informational
2. January 2022 Budget reports	20-23	Linda S	Informational
3.			

X. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Chiefs	24-41	Chiefs Kaleiwahea/Scott/Smith	Informational
2. EMS/Public Education	42-45	Captain Dyer	Informational
3. Commissioner Meetings	N/A	BOFC	Informational

XI. GOOD OF THE ORDER

XII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:34 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
220101001 911 Supply	88	01/10/2022	Claims	6700	182.50	INV-2-15434	
Invoice # Rcvd Date Due Date Description Amount							
INV-2-15434 01/06/2022 01/10/2022 Pants (J. Nelson)					182.50		
220101002 ArchiveSocial	89	01/10/2022	Claims	6700	2,988.00	20207	
Invoice # Rcvd Date Due Date Description Amount							
20207 12/21/2021 01/10/2022 2022 Annual Social Media Archiving Pckg					2,988.00		
220101003 Bigfoot Pest Management	90	01/10/2022	Claims	6700	459.00	10581, 10577, 10579, 10580, 10582	
Invoice # Rcvd Date Due Date Description Amount							
10581 01/06/2022 01/10/2022 1-6 Maytown Pest Control					91.80		
10577 01/06/2022 01/10/2022 1-1 Grand Mound Pest Control					91.80		
10579 01/06/2022 01/10/2022 1-3 Rochester Pest Control					91.80		
10580 01/06/2022 01/10/2022 1-2 Littlerock Pest Control					91.80		
10582 01/06/2022 01/10/2022 1-4 Scott Lake Pest Control					91.80		
220101004 Board For Volunteer Firefighters	91	01/10/2022	Claims	6700	450.00	2022 Annual Pension & Disability	
Invoice # Rcvd Date Due Date Description Amount							
2022 DISABILITY 01/07/2022 01/10/2022 2022 Annual Pension & Disability					450.00		
220101005 Brightwire Networks LLC	92	01/10/2022	Claims	6700	4,006.60	20157, 20296	
Invoice # Rcvd Date Due Date Description Amount							
20157 12/21/2021 01/10/2022 AC Power Cable					19.88		
20296 12/21/2021 01/10/2022 Monthly Srv					3,986.72		
220101006 Capital Business Machines Inc	93	01/10/2022	Claims	6700	254.94	84974, 84975, 84976	
Invoice # Rcvd Date Due Date Description Amount							
84974 01/07/2022 01/10/2022 1-1 Grand Mnd Copies					67.60		
84975 01/07/2022 01/10/2022 1-2 Littlerock Copies					168.98		
84976 01/07/2022 01/10/2022 1-6 Maytown Copies					18.36		
220101007 Carefirst Bluecross Blueshield Payment Administrator	94	01/10/2022	Claims	6700	222.00	213390007874	
Invoice # Rcvd Date Due Date Description Amount							
213390007874 12/21/2021 01/10/2022 Harris Medical Premium					222.00		
220101008 Centralia OK Tire Inc	95	01/10/2022	Claims	6700	774.43	1093932	
Invoice # Rcvd Date Due Date Description Amount							
1093932 12/21/2021 01/10/2022 A24 New Tires (x4)					774.43		
220101009 Citi Cards	96	01/10/2022	Claims	6700	2,283.78		
Invoice # Rcvd Date Due Date Description Amount							
AMAZON 01/06/2022 01/10/2022 Captain Cell Phone Cases (x4)					116.12		
AMAZON 01/06/2022 01/10/2022 Traction Cleats (x29)					565.24		
AMAZON 01/06/2022 01/10/2022 1-2 Littlerock Office Supply (packing tape)					14.46		
AMAZON 01/06/2022 01/10/2022 Apparatus Sun Visor (x1)					12.73		
AMAZON 01/06/2022 01/10/2022 1-2 Littlerock Office Supply (heater for L. Shea)					31.74		
BREWERY CITY 01/06/2022 01/10/2022 Xmas Decorating Meal					121.72		
CHEVRON 01/06/2022 01/10/2022 A70 Fuel					49.55		
CHEVRON 01/06/2022 01/10/2022 A70 Fuel					79.91		
COSTCO 01/06/2022 01/10/2022 1-6 Maytown Cache Supplies (ziplock baqs)					47.50		
COSTCO 01/06/2022 01/10/2022 1-6 Maytown Cache Supplies (laundry/dish soap)					94.98		
HARBOR FREIGHT 01/06/2022 01/10/2022 1-2 Littlerock Facility Camera/Motion Detector					58.21		
LOWES 01/06/2022 01/10/2022 1-1 Grand Mound, 1-2 Littlerock Ceiling Tiles, Rake					127.31		
LOWES 01/06/2022 01/10/2022 36 Parade Enqine Xmas qarland					100.56		
LOWES 01/06/2022 01/10/2022 Return Rake					-19.67		
MECONI'S 01/06/2022 01/10/2022 Lt. Testing Meals					89.24		
OFFICE DEPOT 01/06/2022 01/10/2022 1-2 Littlerock Office Supply (paper)					139.29		
OLYMPIA CARD 01/06/2022 01/10/2022 A23 Fuel (Ch. K)					58.72		
OLYMPIA CARD 01/06/2022 01/10/2022 A23 Fuel (Ch. K)					51.76		
ONLINE STORES 01/06/2022 01/10/2022 1-1 Grand Mound Flaqpole rope					37.51		
SOURCE FUELING 01/06/2022 01/10/2022 1-2 Littlerock Diesel Tank Flow Meter					167.38		

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:34 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
WA STATE SECRETARY	01/06/2022	01/10/2022	WTFLS Annual Report Filing		10.00	
WEBSTAURANTSTORE	01/06/2022	01/10/2022	Fire Investigator Googles (x4)		90.17	
WIX.COM	01/06/2022	01/10/2022	Annual Subscription		223.17	
ZOOM	01/06/2022	01/10/2022	Mnthly communications Service		16.18	
220101010 City Of Olympia	97	01/10/2022	Claims	6700	2,029.47	10403/14426
Invoice # Rcvd Date Due Date Description Amount						
10403/14426	12/22/2021	01/10/2022	A08 Annual Service		903.63	
10403/14426	12/22/2021	01/10/2022	A11 Repair Discharge Water Leak		158.34	
10403/14426	12/22/2021	01/10/2022	A19 Repair Solenoid		504.98	
10403/14426	12/22/2021	01/10/2022	A20 Parts Only Marker Lights		26.83	
10403/14426	12/22/2021	01/10/2022	A21 Siren Stuck- Replaced Solenoid		435.69	
220101011 City Sanitary Inc	98	01/10/2022	Claims	6700	159.00	14865459, 14865307
Invoice # Rcvd Date Due Date Description Amount						
14865459	01/06/2022	01/10/2022	1-1 Grand Mound Recycle		137.00	
14865307	01/06/2022	01/10/2022	1-3 Rochester Recycle		22.00	
220101012 Comcast	99	01/10/2022	Claims	6700	1,302.67	1030
Invoice # Rcvd Date Due Date Description Amount						
1030	12/22/2021	01/10/2022	1-3 Rochester Phone/Cable		180.15	
1030	12/22/2021	01/10/2022	1-4 Scott Lake Phone/Cable		204.38	
1030	12/22/2021	01/10/2022	1-1 Grand Mound Phone/Cable		330.95	
1030	12/22/2021	01/10/2022	1-6 Maytown Phone/Cable		238.61	
1030	12/22/2021	01/10/2022	1-2 Littlerock Phone/Cable		348.58	
220101013 DE Lage Landen	100	01/10/2022	Claims	6700	279.72	74984881
Invoice # Rcvd Date Due Date Description Amount						
74984881	01/06/2022	01/10/2022	1-2 Littlerock Copier Lease		279.72	
EFT Department Of Revenue	79	01/10/2022	Claims	6700	1,179.24	Use Tax, LET For Q4 2022
220101014 ESO Solutions, Inc.	101	01/10/2022	Claims	6700	628.47	69162
Invoice # Rcvd Date Due Date Description Amount						
69162	01/06/2022	01/10/2022	Feb 22 Srvcs		628.47	
220101015 Eric T. Quinn, P.S.	102	01/10/2022	Claims	6700	500.00	24
Invoice # Rcvd Date Due Date Description Amount						
24	01/06/2022	01/10/2022	December Legal Fees		500.00	
220101016 First Choice Health Network	103	01/10/2022	Claims	6700	166.60	0102768
Invoice # Rcvd Date Due Date Description Amount						
0102768	01/06/2022	01/10/2022	EAP Srvcs Dec 21		166.60	
220101017 Home Depot Credit Services	104	01/10/2022	Claims	6700	160.10	
Invoice # Rcvd Date Due Date Description Amount						
12/14/2021	12/22/2021	01/10/2022	A73 U1-2 Ice Scraper		4.35	
12/14/2021	12/22/2021	01/10/2022	Boxes for Santa Project		40.09	
01/03/2022	12/22/2021	01/10/2022	Facility Maintenance Item (shop towels, broom)		19.65	
01/04/2022	12/22/2021	01/10/2022	Ice Melt		96.01	
220101018 Joes Refuse Inc	105	01/10/2022	Claims	6700	176.69	14862178, 14862034
Invoice # Rcvd Date Due Date Description Amount						
14862178	01/06/2022	01/10/2022	1-1 Grand Mound Refuse		137.53	
14862034	01/06/2022	01/10/2022	1-3 Rochester Refuse		39.16	
220101019 John's Plumbing and Pumps Inc	106	01/10/2022	Claims	6700	748.44	18379783
Invoice # Rcvd Date Due Date Description Amount						
18379783	12/21/2021	01/10/2022	1-2 Littlerock Pump House Leak Investigation		748.44	
220101020 LN Curtis & Sons Inc	107	01/10/2022	Claims	6700	56.20	554599

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:34 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
Invoice # 554599	Rcvd Date 12/27/2021	Due Date 01/10/2022	Description A22 E1-3 Strut Pin Replacement		Amount 56.20	
220101021 Lincoln Creek Lumber	108	01/10/2022	Claims	6700	64.29	411845, 412423
Invoice # 411845	Rcvd Date 12/21/2021	Due Date 01/10/2022	Description Window Flashing, Oil		Amount 57.08	
412423	12/21/2021	01/10/2022	Silicone		7.21	
220101022 Mountain Mist Water	109	01/10/2022	Claims	6700	251.92	029585
Invoice # 029585	Rcvd Date 01/06/2022	Due Date 01/10/2022	Description 1-2 Littlerock Water		Amount 79.18	
029585	01/06/2022	01/10/2022	1-6 Maytown Water		41.38	
029585	01/06/2022	01/10/2022	1-1 Grand Mnd Water		89.98	
029585	01/06/2022	01/10/2022	1-3 Rochester Water		38.14	
029585	01/06/2022	01/10/2022	1-4 Scott Lake Water		3.24	
220101023 Netduty Software LLC	110	01/10/2022	Claims	6700	2,190.96	Wthurston-11
Invoice # WTHURSTON-11	Rcvd Date 12/21/2021	Due Date 01/10/2022	Description 2022 Annual Premium		Amount 2,190.96	
220101024 Nisqually Towing Service Inc	111	01/10/2022	Claims	6700	712.80	22-77114
Invoice # 22-77114	Rcvd Date 01/06/2022	Due Date 01/10/2022	Description Winch and Stand By Time for Aid and Engine		Amount 712.80	
220101025 Northwest Water Systems	112	01/10/2022	Claims	6700	330.70	21-08667, 21-08675
Invoice # 21-08667	Rcvd Date 12/21/2021	Due Date 01/10/2022	Description 1-1 Grand Mound Water Svcs		Amount 165.35	
21-08675	12/21/2021	01/10/2022	1-2 Littlerock Water Svcs		165.35	
220101026 Olympia Multi-Specialty Clinic LLP	113	01/10/2022	Claims	6700	585.00	
Invoice # 195710	Rcvd Date 01/06/2022	Due Date 01/10/2022	Description C. Linn, T. Fitzgerald		Amount 300.00	
1-80634.0-10	01/06/2022	01/10/2022	Treadmill Test (R. Smith)		285.00	
220101027 On-Hold Concepts Inc	114	01/10/2022	Claims	6700	19.95	561070
Invoice # 561070	Rcvd Date 01/06/2022	Due Date 01/10/2022	Description On Hold Svcs Jan22		Amount 19.95	
220101028 Pacific Fire and Security, Inc.	115	01/10/2022	Claims	6700	324.00	82812
Invoice # 82812	Rcvd Date 12/27/2021	Due Date 01/10/2022	Description 1-6 Maytown Annual Fire Alarm Monitoring Svc		Amount 324.00	
220101029 Paladin Background Screening LLC	116	01/10/2022	Claims	6700	46.00	3063
Invoice # 3063	Rcvd Date 01/06/2022	Due Date 01/10/2022	Description Background Check (R. Knapp)		Amount 46.00	
220101030 Patraca Linda Ellen	117	01/10/2022	Claims	6700	98.00	Reimbursement
Invoice # MILEAGE	Rcvd Date 12/22/2021	Due Date 01/10/2022	Description Oct - Dec 2021 Mileage reimbursement		Amount 98.00	
220101031 Pilot Travel Centers LLC	118	01/10/2022	Claims	6700	214.98	530984630
Invoice # 530984630	Rcvd Date 01/06/2022	Due Date 01/10/2022	Description A70 Fuel		Amount 26.02	
530984630	01/06/2022	01/10/2022	A24 Fuel		188.96	
220101032 Pioneer Fire And Security Inc	119	01/10/2022	Claims	6700	97.20	104902
Invoice # 104902	Rcvd Date 12/22/2021	Due Date 01/10/2022	Description 1-1 Grand Mound QR1 2022 Fire Alarm Monitoring		Amount 97.20	

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:34 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 4

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220101033 Propane Northwest	120	01/10/2022	Claims	6700	11,838.65	1505403506, 1505711543, 1505722083
Invoice # Rcvd Date Due Date Description Amount						
1505403506 12/21/2021 01/10/2022 1-2 Littlerock Propane (1300.8 gal)					3,784.23	
1505711543 12/21/2021 01/10/2022 1-1 Grand Mnd Propane (1595.9 gal)					4,640.92	
1505722083 12/21/2021 01/10/2022 1-6 Maytown Propane (1173.1 gal)					3,413.50	
220101034 Puget Sound Energy	121	01/10/2022	Claims	6700	3,609.00	
Invoice # Rcvd Date Due Date Description Amount						
200017639499 12/21/2021 01/10/2022 1-1 Grand Mnd Nov21					1,471.00	
220025935044 12/21/2021 01/10/2022 1-2 Littlerock Dec21					618.00	
220025936018 12/21/2021 01/10/2022 1-3 Rochester Nov21					396.00	
220025935051 12/21/2021 01/10/2022 1-4 Scott Lake Dec21					219.00	
220025935069 12/21/2021 01/10/2022 1-6 Maytown Nov21					803.00	
220006625754 12/21/2021 01/10/2022 1-7 Old Hwy 99 Nov21					102.00	
220101035 Radia Inc PS	122	01/10/2022	Claims	6700	93.00	
Invoice # Rcvd Date Due Date Description Amount						
Z8UNFUB 12/23/2021 01/10/2022 NFPA Chest X-Ray (G. Parker)					93.00	
220101036 Rochester Lumber	123	01/10/2022	Claims	6700	236.54	1169740, 1171076, 1169600
Invoice # Rcvd Date Due Date Description Amount						
1169740 12/22/2021 01/10/2022 Facility Maintenance - Garbage bags					39.33	
1169600 12/22/2021 01/10/2022 1-7 Old Hwy 99 Supplies (raqs, paint, tape)					158.10	
1171076 12/22/2021 01/10/2022 Pipe Repair Supplies					39.11	
220101037 Rochester Water Association	124	01/10/2022	Claims	6700	77.03	100100
Invoice # Rcvd Date Due Date Description Amount						
100100 01/06/2022 01/10/2022 1-3 Rochester Water					77.03	
220101038 Scott Lake Maintenance Co C/O Northwest Water Syst	125	01/10/2022	Claims	6700	103.28	2165
Invoice # Rcvd Date Due Date Description Amount						
2165 01/06/2022 01/10/2022 1-4 Scott Lake Water Srvc					103.28	
220101039 Sound Guard Security Systems Inc	126	01/10/2022	Claims	6700	223.56	183787
Invoice # Rcvd Date Due Date Description Amount						
183787 01/06/2022 01/10/2022 1-3 Rochester QR4 2021 Alarm Monitoring Srvc					223.56	
220101040 Springbook Holding Company LLC	127	01/10/2022	Claims	6700	5,163.77	INV-B000551
Invoice # Rcvd Date Due Date Description Amount						
INV-B000551 12/21/2021 01/10/2022 2022 Hosting Fee, Payroll & Financial Essentials					5,163.77	
220101041 Stanley Convergent Security Solutions DbA Alarm Center	128	01/10/2022	Claims	6700	85.47	6002026704
Invoice # Rcvd Date Due Date Description Amount						
6002026704 12/22/2021 01/10/2022 1-2 Littlerock QR1 2022 Fire Alarm Monitoring					85.47	
220101042 Stericycle Inc	129	01/10/2022	Claims	6700	152.19	3005826233, 3005846526, 3005847336
Invoice # Rcvd Date Due Date Description Amount						
3005826233 12/21/2021 01/10/2022 1-3 Rochester Hazo Waste					64.86	
3005846526 12/21/2021 01/10/2022 1-2 Littlerock Hazo Waste					66.61	
3005846526 12/21/2021 01/10/2022 1-3 Rochester Hazo Waste					10.36	
3005847336 12/21/2021 01/10/2022 1-6 Maytown Hazo Waste					10.36	
220101043 Systems Design West LLC	130	01/10/2022	Claims	6700	2,135.00	20212514
Invoice # Rcvd Date Due Date Description Amount						
20212514 12/21/2021 01/10/2022 Nov Transports (x85), MVA Billing (x1)					2,135.00	
220101044 Targetsolutions LLC	131	01/10/2022	Claims	6700	9,841.36	INV38029

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:34 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 5

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
Invoice # Rcvd Date Due Date Description Amount						
INV38029 12/21/2021 01/10/2022 2022 Annual Membership 9,841.36						
220101045 Travers Electric Inc	132	01/10/2022	Claims	6700	244.23	145401
Invoice # Rcvd Date Due Date Description Amount						
145401 12/22/2021 01/10/2022 1-2 Littlerock Replace Exterior Lighting 244.23						
220101046 True North Emergency Equipment, Inc	133	01/10/2022	Claims	6700	2,554.01	002821
Invoice # Rcvd Date Due Date Description Amount						
002821 01/06/2022 01/10/2022 A30 E1-2 Install Opticom, Roto Beam Lights 2,554.01						
220101047 Tumwater Family Practice LLC	134	01/10/2022	Claims	6700	859.00	
Invoice # Rcvd Date Due Date Description Amount						
483284 12/22/2021 01/10/2022 1582 Physical, Flu Shot (A. Kondrack) 338.00						
484120 12/22/2021 01/10/2022 1582 Physical (R. Santee) 309.00						
484837 12/22/2021 01/10/2022 1582 Physical (T. Fox) 212.00						
220101048 Tumwater Printing	135	01/10/2022	Claims	6700	136.75	122316
Invoice # Rcvd Date Due Date Description Amount						
122316 01/06/2022 01/10/2022 Business Cards (N. Drake) 136.75						
220101049 Verizon Wireless	136	01/10/2022	Claims	6700	1,245.83	9894886315, 9895802847
Invoice # Rcvd Date Due Date Description Amount						
9894886315 12/23/2021 01/10/2022 Apparatus Cells 195.15						
9895802847 12/23/2021 01/10/2022 Chief Cells 83.72						
9895802847 12/23/2021 01/10/2022 Captain Cells 126.46						
9895802847 12/23/2021 01/10/2022 Modems 840.50						
220101050 Washington Fire Chiefs	137	01/10/2022	Claims	6700	1,800.00	302
Invoice # Rcvd Date Due Date Description Amount						
302 12/21/2021 01/10/2022 2022 Annual Membership Fees 1,800.00						
220101051 Washington Fire Comm Assn	138	01/10/2022	Claims	6700	2,830.00	300000494
Invoice # Rcvd Date Due Date Description Amount						
300000494 12/21/2021 01/10/2022 2022 Annual Membership Dues 2,830.00						
220101052 Wells Fargo Financial Leasing	139	01/10/2022	Claims	6700	159.84	5018062103
Invoice # Rcvd Date Due Date Description Amount						
5018062103 12/22/2021 01/10/2022 1-1 Grand Mound Copier Lease 159.84						
220101053 Wilcox & Flegel	140	01/10/2022	Claims	6700	2,874.76	0671905-IN, 0672826-IN, CL14882
Invoice # Rcvd Date Due Date Description Amount						
0671905-IN 12/27/2021 01/10/2022 1-2 Littlerock Diesel (164 gal) 524.23						
0672826-IN 12/27/2021 01/10/2022 1-1 Grand Mound Diesel (184 gal) 588.17						
CL14882 12/27/2021 01/10/2022 A71 STAFF-2 18.29						
CL14882 12/27/2021 01/10/2022 A20 A1-6 115.09						
CL14882 12/27/2021 01/10/2022 A19 A1-3 375.97						
CL14882 12/27/2021 01/10/2022 A63 E1-1 78.02						
CL14882 12/27/2021 01/10/2022 A14 CH1-1 150.48						
CL14882 12/27/2021 01/10/2022 A76 A1-2 150.98						
CL14882 12/27/2021 01/10/2022 A73 U1-2 229.34						
CL14882 12/27/2021 01/10/2022 A22 E1-3 155.25						
CL14882 12/27/2021 01/10/2022 A24 BN1-6 356.84						
CL14882 12/27/2021 01/10/2022 A25 CH1-3 132.10						
220101054 Witmer Associates Inc The Fire Store	141	01/10/2022	Claims	6700	359.34	E2133064.001
Invoice # Rcvd Date Due Date Description Amount						
E2133064.001 12/21/2021 01/10/2022 New Engine Vertical Bracket 359.34						

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

10:54:34

Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 6

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
55 Vouchers:					70,566.26	

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

10:55:33 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220101055 Aflac	142	01/10/2022	Payroll	6700	762.32	Pay Cycle(s) 01/31/2022 To 01/31/2022 - Suppl Disability Ins
220101111 Arroyo-Lopez Ronald David	12	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
220101056 Benefit Solutions Inc-WSCFF	143	01/10/2022	Payroll	6700	16,029.85	Pay Cycle(s) 01/31/2022 To 01/31/2022 - MERP; Pay Cycle(s) 01/31/2022 To 01/31/2022 - MERP - Buy Out
EFT Bennett Matthew Shaun	1	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Bennett Matthew Shaun	41	01/31/2022	Payroll	6700		Jan 2022 pay
220101112 Berryman Thomas A	13	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Betts Brandon John	42	01/31/2022	Payroll	6700		Jan 2022 pay
220101113 Brown Curtis Daniel	14	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Brownell Scott Lee	15	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Christenson Brian David	43	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Cooke Hans Robert	44	01/31/2022	Payroll	6700		Jan 2022 pay
220101115 Cookston Jonathon Wayne	16	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Dahl Calvin	17	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Dean Sarah Linnea	45	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Department Of Retirement Services Deferred Comp	80	01/10/2022	Payroll	6700	36,050.18	Pay Cycle(s) 01/12/2022 To 01/12/2022 - Deferred Comp; Pay Cycle(s) 01/31/2022 To 01/31/2022 - Deferred Comp; Pay Cycle(s) 01/31/2022 To 01/31/2022 - Deferred Comp %
EFT Department Of Retirement Systems Retirement	81	01/10/2022	Payroll	6700	43,139.41	Pay Cycle(s) 01/12/2022 To 01/12/2022 - PERS 2; Pay Cycle(s) 01/31/2022 To 01/31/2022 - PERS 2; Pay Cycle(s) 01/31/2022 To 01/31/2022 - LEOFF 2
EFT Department Of The Treasury	82	01/10/2022	Payroll	6700	48,782.27	941 Deposit for Pay Cycle(s) 01/14/2022 - 01/14/2022; 941 Deposit for Pay Cycle(s) 01/12/2022 - 01/12/2022; 941 Deposit for Pay Cycle(s) 01/31/2022 - 01/31/2022
EFT Dept Of Labor & Industries	83	01/10/2022	Payroll	6700	22,620.94	4TH Quarter L&I: 10/01/2021 - 12/31/2021
EFT Devert Brent Nathaniel	46	01/31/2022	Payroll	6700		Jan 2022 pay
220101057 Dimartino Associates	144	01/10/2022	Payroll	6700	2,722.20	Pay Cycle(s) 01/31/2022 To 01/31/2022 - Disability
220101117 Douglass Jeremy	18	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Drake Leah Noel	19	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Drake Nathan Tyler	47	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Dreyer Glenn Michael	20	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Dyer Lanette R	48	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Elkins Ben M	21	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Employment Security Department	84	01/10/2022	Payroll	6700	152.87	4th Quarter Unemployment: 10/01/2021 - 12/31/2021
EFT Employment Security Dept PFMLA	85	01/10/2022	Payroll	6700	2,540.45	Pay Cycle(s) 10/01/2021 To 12/31/2021 - PFMLA
220101121 Fitzgerald Thomas J	22	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Frasl Kenneth E	23	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
220101058 GET Program	145	01/10/2022	Payroll	6700	137.00	Pay Cycle(s) 01/31/2022 To 01/31/2022 - GET
EFT Garza Isaac Wayne	2	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Garza Isaac Wayne	49	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Giordano Susan Linda	24	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
220101059 HRA VEBA Trust	146	01/10/2022	Payroll	6700	6,475.00	Pay Cycle(s) 01/31/2022 To 01/31/2022 - HRA VEBA

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

10:55:33 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Hall Aaron David	3	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Hall Aaron David	50	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Heilman Chris Douglas	25	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Heilman Chris Douglas	51	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Howe Joshua Jason	52	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Hull Nathan S	26	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Hull Nathan S	53	01/31/2022	Payroll	6700		Jan 2022 pay
220101060 IAFF Local 3825 Treasurer	147	01/10/2022	Payroll	6700	5,544.54	Pay Cycle(s) 01/31/2022 To 01/31/2022 - Union Dues
EFT Josselyn Jesse West	27	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Kaleiwahea Blake William	4	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Kaleiwahea Blake William	54	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Kaleiwahea Russell Edward	5	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Kaleiwahea Russell Edward	55	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Kondrack Andrew Joseph	56	01/31/2022	Payroll	6700		Jan 2022 pay
220101127 Linn Catherine Louise	28	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Lyon Colby Wayne	6	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Lyon Colby Wayne	57	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Manor Kathryn Joan	29	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Maser Robert Charles	30	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Matson Collin	31	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT McGeary Michael C	32	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Miller Devann Munroe	58	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Morales Michael Lawrence	59	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Nelson Jacob Matthew	33	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Oregon Dept of Revenue	86	01/10/2022	Payroll	6700	1,263.00	Pay Cycle(s) for OR Tax: 10/01/2021 - 12/31/2021
EFT Palmerson Erik Morgan	7	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Palmerson Erik Morgan	60	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Panuska Miranda Marie	61	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Parker Gregory Jerel	8	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Parker Gregory Jerel	62	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Patraca Linda Ellen	63	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Peoples Michael William	64	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Pethia David C	34	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
220101134 Ricks John Rual	35	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Santee Ricardo Leon	65	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Scott Robert William	66	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Sexton Thomas Edward	67	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Shea Linda Marie	68	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Shea Michael John	36	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Singleton Charles Ed	69	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Smith Eric David	9	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Smith Eric David	70	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Smith Rob Dean	71	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Spiegelberg John Steven	37	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Stone Gary Reece	38	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Stone Kathleen Lynne	39	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Stone Roger Lee	72	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Swecker Joel Anthony	10	01/14/2022	Payroll	6700		Jan 2022 draw
EFT Swecker Joel Anthony	73	01/31/2022	Payroll	6700		Jan 2022 pay
220101139 Teitzel Steven David	40	01/12/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Trautman Alexander Paul	74	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Trott Thomas John	75	01/31/2022	Payroll	6700		Jan 2022 pay

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

10:55:33 Date: 01/12/2022

01/10/2022 To: 01/10/2022

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220101061 Trusteed Plans	148	01/10/2022	Payroll	6700	54,777.46	Pay Cycle(s) 01/12/2022 To 01/12/2022 - Basic Life; Pay Cycle(s) 01/31/2022 To 01/31/2022 - PPO 100; Pay Cycle(s) 01/31/2022 To 01/31/2022 - Dental; Pay Cycle(s) 01/31/2022 To 01/31/2022 - Basic Life;
EFT Vavrinec Christian Kalil	76	01/31/2022	Payroll	6700		Jan 2022 pay
EFT Washington State Support Registry	87	01/10/2022	Payroll	6700		Pay Cycle(s) 01/31/2022 To 01/31/2022 - Child Support
EFT Weinstein Andrew Chase	77	01/31/2022	Payroll	6700		Jan 2022 pay
220101062 West Thurston Fire - House Funds	149	01/10/2022	Payroll	6700	259.00	Pay Cycle(s) 01/31/2022 To 01/31/2022 - House Funds
EFT White Christopher Charles	78	01/31/2022	Payroll	6700		Jan 2022 pay
93 Vouchers:					<u>457,522.75</u>	



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



December 13, 2021 – Governing Board Business Meeting at Littlerock Rd (Littlerock 1-2) station

Call to Order/Attendance: Commissioner Dahl called the meeting to order at 18:00 hours. Commissioners Culleton, Elkins (via Zoom, until 18:48), Jernigan, Pethia and Ricks, Chiefs Kaleiwahea, Scott, R. Smith, and R. Stone (via Zoom), Captains Drake, Dyer and Smith, FF Spiegelberg, Admin Volunteer S. Giordano, Admin Assistant Linda Patraca, and Secretary Linda Shea were present. Union Representative Garza was absent.

Additions/Deletions to the Agenda: Chief Kaleiwahea requested to add *Acting Chief Contract* under Unfinished Business.

Public Comments/Presentations: Linda S. administered the Oath of Office to re-elected Commissioners Dahl and Ricks. She also presented Commissioner Dahl with a 15-year service pin.

Labor Management: No report.

New Business:

1. Expenditure Approval. Commissioner Pethia moved to approve the expenditures of \$767,443.73. Commissioner Ricks seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Pethia moved to approve the general board minutes of November 8, 2021. Commissioner Jernigan seconded the motion. Motion carried 6-0.
3. Board Chair. Commissioner Ricks noted that past practice has been to nominate the next position up for election as the board chair, from district #11 (since current board is from district #1). Commissioner Pethia is up for re-election in 2023 (District #11) so the board elected him to be the board chair for 2022.
4. Policy #1012, Volunteer Reimbursement. Linda S. presented an update to policy #1012, updating volunteer reimbursement rates to correspond to increased state per diem rates, and to incentivize participation. Commissioner Jernigan moved to approve the updated policy. Commissioner Pethia seconded the motion. Motion carried 6-0.
5. Resolution #2021-019, Surplus Property. Linda S. presented Resolution #2021-019 to surplus excess property, noting that station 1-3's washer and dryer were added to the final resolution. Commissioner Culleton moved to approve Resolution #2021-019. Commissioner Jernigan seconded the motion. Motion carried 6-0.
6. Finance Package for SCBA purchase. Linda S. presented Resolution #2021-020, Authorizing Resolution and a Certificate Designating Authorized Agency Representatives, required documents to complete the financing of the recent SCBA purchase. Commissioner Pethia moved to approve the finance documents. Commissioner Jernigan seconded the motion. Motion carried 6-0.
7. Transport Rate Review. Linda S. presented a report on comparable transport rates in the county.
 - a. Linda S. recommended no increase to the department's transport rate since the board agreed in 2020 to tie transport rates to the GEMT process, and the GEMT rate did not significantly change in the SFY2021 cost report. Commissioner Jernigan moved to maintain transport rates at the same level (\$750.00 base, \$18.00 per mile). Commissioner Elkins seconded the motion. Motion carried 6-0.

- b. A discussion was held on adding a separate rate for transports of non-residents. The board agreed a non-resident transport rate was beneficial in reducing overall costs to in-district residents. Commissioner Pethia moved to approve a non-resident base rate of \$1,000.00 and non-resident mileage rate of \$20.00. Commissioner Jernigan seconded the motion. Motion carried 6-0.
8. MOU – Extension of temporary backfill. Chief Smith presented an MOU with the union to approve the extension of a backfill for M. Peoples through December 2021. Commissioner Jernigan moved to approve the extension. Commissioner Pethia seconded the motion. Motion carried 6-0.
9. 2022 Authorized Signature List. Linda S. notified the board that she would be passing out the 2022 Authorized Signature List for all members to sign, for the county records.

Unfinished Business (action items): Chief Kaleiwahea presented a contract for the new Acting Chief position starting January 1, 2022. Discussion was held on the proposed salary. Commissioner Dahl requested the discussion be continued in executive session following the general board meeting.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. No update.
2. Maytown well. No update.

Communications:

1. Thurston County Treasurer November 2021 reports were presented as per RCW 52.16.050(4).
2. December 2021 budget reports were presented, along with a summary of total spending-to-budgeted plus revenue-to-date, which resulted in slightly over \$1M more in the ending fund balance than originally projected.
3. 2022 Levy Certification Revisions. Linda S. presented copies of revised levy certifications for Districts #1 and #11, noting that state property values came in after the board approved the original amounts.
4. Crisis Care Team SOG. Chief Kaleiwahea presented the new guidance document developed for the Crisis Care team, to help define the roles and allow reimbursement.
5. TCSO lease extension. Linda S. presented the recent Thurston County Sheriff Office lease extension for space at station 1-1, noting that a clause was added to increase the lease amount annually based on CPI.

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

1. Chief Kaleiwahea distributed a 2020 report on BLS Response times across the county, noting that WTRFA is outstanding in its performance, given its large response area. He also informed the board of the January 12 meeting with the Citizens Advisory Council (CAC).
2. Chief Scott noted that supply chain issues are holding up the mower, tender and brush truck deliveries. He also noted that station 1-2 continues to experience leaking issues when it rains; Chris H. is working on repairs as the leaks occur.
3. Chief Smith reported on the two fire academy recruits (graduation on Dec 19 at SPSCC). He also noted the department just completed lieutenant testing, with nine members being placed on the acting list and the finalist being Erik Palmerson.
4. Captain Dyer reported on the success of the recent boot drive (\$2,200 collected), the Santa Sleigh visits to the neighborhoods, and the AWB donation to be received on December 17.

Commissioner Reports:

1. Commissioner Pethia reported that the county is holding an emergency management council meeting at the same time as tonight's board meeting and hopes to have a recording of the meeting to share soon.
2. Commissioner Ricks noted that the Medic One director (Hardin) has been appointed as the new county public health director.

Good of the Order:

1. Linda S. reported on the recent change in the email extension (from westthurstonfire.org to wtrfa.org) which may have caused issues with accessing Outlook.
2. Captain Dyer reported on a meeting she had with DNR on a potential long-term lease of the Old 99 station for response purposes.

The board recessed at 19:13 to hold the BVFF and individual district meetings to allow interested parties to leave. The board reconvened the general board meeting at 19:20.

Executive Session: Commissioner Dahl called a twenty-minute executive session at 19:20 to discuss the proposed contract for the Acting Chief (RCW 42.30.110(g)). The board adjourned the executive session at 19:40 with no formal action taken.

Additional Business: The board approved a starting salary for the Acting Chief of \$11,062/month on January 1, 2022, with an agreement to review comparable salaries during the first six-month period for consideration of a future increase.

Adjournment: The board adjourned the general meeting at 19:48 hours.

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



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

RESOLUTION NO. 2022-001

A RESOLUTION OF THE GOVERNING BOARD OF THE
WEST THURSTON REGIONAL FIRE AUTHORITY (“RFA”)
DECLARING CERTAIN ITEMS OF PROPERTY AS
SURPLUS AND AUTHORIZING THEIR DISPOSAL

WHEREAS, the “RFA” has certain items which are no longer of use to the “RFA”; and
WHEREAS, it would be appropriate to surplus the property and dispose of it through appropriate sale or
donation, if the property is found to have little or no value.

NOW, THEREFORE, THE WEST THURSTON REGIONAL AUTHORITY GOVERNING BOARD
HEREBY RESOLVES AS FOLLOWS:

Section 1. That the property identified in Exhibit 1, attached hereto and incorporated herein by
reference, is declared to be surplus, and the Fire Chief of the Authority, or designee, is authorized to
dispose of and convey such property through appropriate sale or donation, if the property is found to
have little or no value.

Section 2. That the Fire Chief of the “RFA”, or designee, is authorized to implement such
administrative procedures as may be necessary to carry out this directive.

Section 3. That this Resolution shall take effect and be in full force upon passage and signatures hereon.

Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this 10th
day of January 2022, the following majority of commissioners being present and voting:

**West Thurston Regional Fire Authority
Board of Commissioners**

Tom Culleton, Commissioner

Calvin Dahl, Commissioner

David Pethia, Commissioner

Ben Elkins, Commissioner

John Ricks, Commissioner

Jeff Jernigan, Commissioner

Linda Shea, Secretary

EXHIBIT 1 – Surplus Property Addendum to Resolution #2022-001

Item	Value*	Minimum Bid <i>(if value exceeds \$500)</i>	Serial/ID #	Tag #	Reason	Disposition
Bookcase, 3 shelf metal	\$20	N/A	N/A	N/A	No longer needed	Will sell on Public Surplus
Laminate flooring					Out of date	Will sell on Public Surplus
Motorola 1250 mobile radio	N/A	N/A	103TBA7521	355	Unable to locate during 2021 annual inventory	
Motorola Minitor VI pager	N/A	N/A	1365US0195	339	Unable to locate during 2021 annual inventory	
Motorola XTS 1500 portable radio	N/A	N/A	687CMM3843	034	Unable to locate during 2021 annual inventory	

**If value is estimated to exceed \$500, minimum bid must be established and approved by chief.*



Thurston County Treasurer
December 2021 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Page 1 of 5

Cash Activity

Date	Description	Amount	Notes
12/01/2021	Beginning Cash Balance	\$6,790,769.51	
	Receipts/Deposits/Refunds:		
12/01/2021	District Deposit \$1,820.07 / 6701	1,820.07	
12/02/2021	District Deposit \$2,644.66 / 6701	2,644.66	
12/03/2021	Credit Card Deposit \$25.00 / 6701	25.00	
12/03/2021	District Deposit \$1,736.90 / 6701	1,736.90	
12/03/2021	District Deposit \$2,192.40 / 6701	2,192.40	
12/03/2021	District Deposit \$2,690.71 / 6701	2,690.71	
12/03/2021	Interest on Tax Refunds	(0.03)	✓
12/06/2021	District Deposit \$2,379.29 / 6701	2,379.29	
12/07/2021	District Deposit \$1,304.00 / 6701	1,304.00	
12/07/2021	Interest on Tax Refunds	(34.70)	✓
12/08/2021	District Deposit \$442.59 / 6701	442.59	
12/08/2021	District Deposit \$931.71 / 6701	931.71	
12/09/2021	District Deposit \$22,903.81 / 6701	22,903.81	
12/10/2021	District Deposit \$2,189.81 / 6701	2,189.81	
12/13/2021	District Deposit \$2,287.31 / 6701	2,287.31	
12/13/2021	District Deposit \$953.40 / 6701	953.40	
12/14/2021	District Deposit \$299.91 / 6701	299.91	
12/15/2021	District Deposit \$51.88 / 6701	51.88	
12/15/2021	District Deposit \$880.57 / 6701	880.57	
12/16/2021	District Deposit \$493.64 / 6701	493.64	
12/17/2021	District Deposit \$403.51 / 6701	403.51	
12/17/2021	District Deposit \$488.81 / 6701	488.81	
12/17/2021	District Deposit \$996.56 / 6701	996.56	
12/17/2021	Payment in Lieu of Tax	727.09	✓
12/20/2021	District Deposit \$232.18 / 6701	232.18	
12/20/2021	District Deposit \$602.73 / 6701	602.73	
12/22/2021	District Deposit \$806.97 / 6701	806.97	
12/23/2021	Credit Card Deposit \$250.00 / 6701	250.00	
12/23/2021	District Deposit \$2,050.64 / 6701	2,050.64	
12/23/2021	Interest on Tax Refunds	(1.83)	✓
12/24/2021	District Deposit \$1,445.85 / 6701	1,445.85	
12/27/2021	District Deposit \$25,435.24 / 6701	25,435.24	
12/27/2021	District Deposit \$50,225.68 / 6701	50,225.68	
12/28/2021	District Deposit \$1,395.17 / 6701	1,395.17	
12/28/2021	District Deposit \$2,461.20 / 6701	2,461.20	
12/28/2021	District Deposit \$35,777.17 / 6701	35,777.17	
12/30/2021	District Deposit \$1,502.50 / 6701	1,502.50	
12/30/2021	District Deposit \$17,384.04 / 6701	17,384.04	
12/31/2021	District Deposit \$600.00 / 6701	600.00	
12/31/2021	Tax & Assessment Receipts	13,393.10	✓
12/31/2021	Interest Paid	3,626.25	✓
	Total Deposits	\$205,995.79	
	Warrant Issues & Voids/Fees/ACH/Wires:		
12/01/2021	Transfer	(82,825.86)	✓ to Bond Debt Fund for COP's
12/15/2021	Electronic Disbursement	(38,191.57)	✓
12/15/2021	Issued Warrants	(424,696.20)	✓
12/30/2021	Electronic Disbursement	(304,555.96)	✓
	Total Warrants and Electronic Disbursements	(\$850,269.59)	

Reviewed by *[Signature]*



Thurston County Treasurer
 December 2021 Statement
 West Thurston Regional Fire Authority
 Fund 67A0 - W THURSTON RFA GENERAL FUND

12/31/2021	Ending Cash Balance	\$6,146,495.71	

Warrant Activity

12/01/2021	Beginning Warrants Outstanding	\$7,651.88
	Total Warrants Issued	424,696.20
	Total Warrants Redeemed	(403,071.94)
	Total Warrants Voided	-
12/31/2021	Ending Warrants Outstanding	\$29,276.14

Investment Activity

12/01/2021	Beginning Interest Receivable	\$7,911.19
	Interest Earned	3,246.02
	Cash Paid	(3,626.25)
12/31/2021	Ending Interest Receivable	\$7,530.96

TCIP Yield (used to calculate interest earnings)	0.59%
LGIP Yield (budget benchmark)	0.09%



Thurston County Treasurer
December 2021 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Page 3 of 5

Cash Activity

Date	Description	Amount	Notes
12/01/2021	Beginning Cash Balance	\$781,177.70	
	Receipts/Deposits/Refunds:		
12/01/2021	Transfer	82,825.86	✓
12/17/2021	Payment in Lieu of Tax	78.31	✓
12/31/2021	Tax & Assessment Receipts	1,143.26	✓
12/31/2021	Interest Paid	383.11	✓
	Total Deposits	\$84,430.54	
	Warrant Issues & Voids/Fees/ACH/Wires:		
12/01/2021	Debt Payment	(374,950.86)	✓
	Total Warrants and Electronic Disbursements	(\$374,950.86)	
12/31/2021	Ending Cash Balance	\$490,657.38	*

Warrant Activity

12/01/2021	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
12/31/2021	Ending Warrants Outstanding	\$0.00

Investment Activity

12/01/2021	Beginning Interest Receivable	\$934.19
	Interest Earned	244.55
	Cash Paid	(383.11)
12/31/2021	Ending Interest Receivable	\$795.63

TCIP Yield (used to calculate interest earnings) 0.59%
LGIP Yield (budget benchmark) 0.09%

* #1 = \$356,258.81

#11 = \$134,398.58



Thurston County Treasurer
December 2021 Statement
West Thurston Regional Fire Authority
Fund 67A3 - W THURSTON RFA CAPITAL PROJ

Page 4 of 5

Cash Activity

Date	Description	Amount	Notes
12/01/2021	Beginning Cash Balance	\$0.00	
	Receipts/Deposits/Refunds:		
	No Activity		
	Total Deposits	\$0.00	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
12/31/2021	Ending Cash Balance	\$0.00	

Warrant Activity

12/01/2021	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
12/31/2021	Ending Warrants Outstanding	\$0.00

Investment Activity

12/01/2021	Beginning Interest Receivable	\$0.00
	Interest Earned	-
	Cash Paid	-
12/31/2021	Ending Interest Receivable	\$0.00

TCIP Yield (used to calculate interest earnings)	0.59%
LGIP Yield (budget benchmark)	0.09%



Thurston County Treasurer
December 2021 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Page 5 of 5

Cash Activity

Date	Description	Amount	Notes
12/01/2021	Beginning Cash Balance	\$754,009.00	
	Receipts/Deposits/Refunds:		
12/31/2021	Interest Paid	455.02	
	Total Deposits	\$455.02	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
12/31/2021	Ending Cash Balance	\$754,464.02	

Warrant Activity

12/01/2021	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
12/31/2021	Ending Warrants Outstanding	\$0.00

Investment Activity

12/01/2021	Beginning Interest Receivable	\$1,023.03
	Interest Earned	376.98
	Cash Paid	(455.02)
12/31/2021	Ending Interest Receivable	\$944.99

TCIP Yield (used to calculate interest earnings) 0.59%
LGIP Yield (budget benchmark) 0.09%

West Thurston Regional Fire Authority
Budget Report as of:

Jan-22

8% of Year Expended

Title	January	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
GENERAL FUND									
Beg Bal-Unresv GF 67A0			-	2,067,496		2,067,496	2,067,496		
Beg Bal-Oper Res 67A0			-	3,179,000		3,179,000	3,179,000		
Beg Bal-Wildland Res 67A0			-			-	-		
Beg Bal-GEMT Res 67A0			-	400,000		400,000	400,000		
Beg Bal-SCBA Res 67A0			-			-	-		
Beg Bal-Facility Res 67A0			-	250,000		250,000	250,000		
Beg Bal-Apparatus Res 67A0			-	250,000		250,000	250,000		
Beg Bal-Petty Cash						-	-		
BEGINNING BALANCES	-		-	6,146,496	-	6,146,496	6,146,496		
Property Tax			-				-		
Property Tax-Regular District #1			-	1,694,207		1,694,207	1,694,207		
Property Tax-M&O #1 6615			-	1,192,481		1,192,481	1,192,481		
Property Tax-Regular District #11			-	1,671,999		1,671,999	1,671,999		
Property Tax-M&O #11 6715			-	1,245,533		1,245,533	1,245,533		
Property Tax-M&O			-			-	-		
Sale of Tax Title Property GF			-			-	-		
COVID-19 Nongrant Assistance			-			-	-		
GEMT			-	700,000		700,000	700,000		2,980,452
State Grant-Military Dept			-			-	-		
State Grant - DNR Wildland			-			-	-		
State Grant-Dept Of Health			-	1,200		1,200	1,200		
State Grant-Other			-			-	-		
Interlocal Grants (incl. Timber Harvest/DNR Timber Trust Tax & Medic 1 BLS support)			-	60,000		60,000	60,000		
Printing & Duplicating Services			-			-	-		
Mobilizations			-			-	-		
Intergov't/Tribal			-	151,693		151,693	151,693		
Ambulance & Emer Aid Fees			-	360,000		360,000	360,000		
Other Interest			-	20,000		20,000	20,000		
Space & Fac Leases (short and long-term)			-	54,524		54,524	54,524		
Contributions And Donations From Private Sources (XX)			-			-	-		
Sale Of Surplus			-			-	-		
Misc Revenue - Incident Cost Recovery			-	8,000		8,000	8,000		
Misc Revenue - Prior Year			-			-	-		
Misc Revenue - Fuel Tax Refunds			-			-	-		
Misc Revenue - Other			-			-	-		

Title	January	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
Other-Sales Tax			-			-	-		
Suspense (cancelled warrants, pending deposits)			-			-	-		
Long Term Debt Issuance			-			-	-		
Premiums on Bonds			-			-	-		
Sale Of Assets			-			-	-		
Insurance Recovery			-			-	-		
Transfers In			-			-	-		
TOTAL REVENUE	-		-	7,159,637	-	7,159,637	7,159,637	0%	
TOTAL FUNDS AVAILABLE				13,306,133	-	13,306,133	13,306,133		
Admin-Salaries-Commissioner	917	-	917	27,648		27,648	26,731	3%	
Admin-Salaries-Admin	59,393	-	59,393	852,191		852,191	792,798	7%	
Admin-Salaries-Temporary Adm	3,190	-	3,190	22,199		22,199	19,009	14%	
Admin-Benefits-Commissioner	79	-	79	2,306		2,306	2,227	3%	
Admin-Benefits-Admin	19,398	-	19,398	335,167		335,167	315,769	6%	
Admin-Benefits-Temporary Adm	542	-	542	1,830		1,830	1,288	30%	
Admin-Office & Oper Supplies	185	-	185	3,000		3,000	2,815	6%	
Admin-Minor Equip (noninv)	459	-	459	17,560		17,560	17,101	3%	
Admin-Small & Attractive Assets (inventoria	-	-	-	21,000		21,000	21,000	0%	
Admin-Software	18,064	-	18,064	53,993		53,993	35,929	33%	
Admin-Prof Services	9,656	-	9,656	145,075		145,075	135,419	7%	
Admin-Communication	104	-	104	1,236		1,236	1,132	8%	
Admin-Advertising	-	-	-	500		500	500	0%	
Admin-Insurance	167	-	167	79,805		79,805	79,638	0%	
Admin-Equipment Maint	255	-	255	2,660		2,660	2,405	10%	
Admin-Misc-Commissioner	17	-	17	9,748		9,748	9,731	0%	
Admin-Misc-Admin	334	-	334	6,790		6,790	6,456	5%	
Admin-Dues & Membership	4,630	-	4,630	13,890		13,890	9,260	33%	
Admin-Elections	-	-	-	63,560		63,560	63,560	0%	
Suppr-Salaries-Career FF	253,221	-	253,221	3,016,313		3,016,313	2,763,092	8%	
Suppr-Salaries-Vol Pts	4,709	-	4,709	100,000		100,000	95,292	5%	
Suppr-Salaries-Mobe OT	-	-	-			-	-		
Suppr-Salaries-Training OT	700	-	700	25,680		25,680	24,980	3%	
Suppr-Salaries-COVID 19 OT	2,404	-	2,404			-	(2,404)		
Suppr-Benefits-Career FF	106,895	-	106,895	1,260,418		1,260,418	1,153,523	8%	
Suppr-Benefits-Volunteer	489	-	489	13,716		13,716	13,227	4%	
Suppr-Benefits-Mobe OT	-	-	-			-	-		
Suppr-Benefits-Training OT	46	-	46	1,733		1,733	1,687	3%	Total Payroll (Salary/Benefits/Vol/FI)
Suppr-Benefits-COVID 19 OT	123	-	123			-	(123)		5,665,761
Suppr-Bunker Gear/PPE	-	2,507	2,507	49,776		49,776	47,269	5%	

Title	January	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
Suppr-Uniforms	183	-	183	25,000		25,000	24,818	1%	
Suppr-Rehab Supplies	-	-	-	1,000		1,000	1,000	0%	
Suppr-COVID 19 PPE Supplies	-	-	-			-	-		
Suppr-Small Tools (hand tools)	40	-	40	5,000		5,000	4,960	1%	
Suppr-Minor Equipment (apparatus)	662	-	662	46,000		46,000	45,338	1%	
Suppr-Health & Wellness Equip	-	-	-	5,000		5,000	5,000	0%	
Suppr-Small & Attractive Assets (inventoriak	116	-	116			-	(116)		
Suppr-EMS Supplies	-	-	-	2,000		2,000	2,000	0%	
Suppr-Wildland tools/gear	-	-	-			-	-		
Suppr-Comm/Modems	1,162	-	1,162	14,400		14,400	13,238	8%	
Suppr-Advertising	-	-	-	500		500	500	0%	
Medical Costs	1,987	-	1,987	48,500		48,500	46,513	4%	
Medical Costs - COVID-19	-	-	-			-	-		
Suppr-Miscellaneous	21	-	21	17,580		17,580	17,559	0%	
Fire Inv-Salaries	1,002	-	1,002	6,000		6,000	4,998	17%	
Fire Inv-Benefits	87	-	87	560		560	473	16%	
Fire Prev-Pub Ed (public)	222	-	222	4,600		4,600	4,378	5%	
Fire Inv-Professional Svcs	90	-	90	7,563		7,563	7,473	1%	
Fire Inv-Small & Attractive Assets (inventoriak	-	-	-			-	-		
Training-Supplies	-	-	-	8,000		8,000	8,000	0%	
Training-Pub Ed/EMS (dept)	-	-	-	1,500		1,500	1,500	0%	
Training-Travel/Registrations (Fire)	31	-	31	46,400		46,400	46,369	0%	
Training Reimb-Residents	-	-	-	25,000		25,000	25,000	0%	
Training-Travel/Registrations (EMS)	-	-	-	4,000		4,000	4,000	0%	
Training-Travel/Registrations (Peer Support,	-	-	-	8,000		8,000	8,000	0%	
Facilities-Operating Supplies General	148	-	148	22,690		22,690	22,542	1%	
Facilities Station 1-1 Kitchen	-	-	-	250		250	250	0%	
Facilities Station 1-2 Kitchen	-	-	-	250		250	250	0%	
Facilities Station 1-3 Kitchen	-	-	-	250		250	250	0%	
Facilities Station 1-4 Kitchen	-	-	-	250		250	250	0%	
Facilities Station 1-6 Kitchen	-	-	-	250		250	250	0%	
Facilities COVID 19	-	-	-			-	-		
Facilities-Heating Fuels	11,839	-	11,839	37,800		37,800	25,961	31%	
Facilities-Water	432	-	432	6,300		6,300	5,868	7%	
Facilities-Phone/Cable	1,303	-	1,303	16,380		16,380	15,077	8%	
Facilities-Electricity	3,609	-	3,609	50,400		50,400	46,791	7%	
Facilities-Garbage	488	-	488	5,040		5,040	4,552	10%	
Facilities-Repairs & Maint	3,236	-	3,236	232,017		232,017	228,781	1%	
Vehicle & Equip-Fuel	3,426	-	3,426	55,550		55,550	52,124	6%	
Vehicle & Equip-Repairs & Maint	6,568	-	6,568	232,260		232,260	225,692	3%	

Title	January	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
Refunds/Fund Bal Adjusts	-	-	-			-	-		
Payroll Clearing	4,407	-	4,407			-	(4,407)		
Payroll Draw Clearing	-	-	-			-	-		
Debt Related Costs	-	-	-			-	-		
Capital Expenditures (incl. financed equipment)	-	79,352	79,352	327,000		327,000	247,648	24%	
Transfers-Out - Other Costs Allocations	-	-	-	237,392		237,392	237,392	0%	
TOTAL GF EXPENDITURES/OTHER	527,034	81,859	608,892	7,628,476	-	7,628,476	7,019,584	8%	
GENERAL FUND ENDING BALANCE	5,619,462								
EMERGENCY RESERVE FUND									
Beg Bal-Emerg Res 67A4				754,464		754,464	754,464		
Other Interest-Emergency Res			-	10,000		10,000	10,000		
Transfers In-Emergncy Rsrv			-			-	-		
Property Tax-M&O			-			-	-		
EMERGENCY RESERVE ENDING BALANCE	-		-	764,464	-	10,000			
BOND DEBT FUND									
Beg Bal-Reserved Debt Srv				490,657		490,657	490,657		
Property Tax-Bond Debt			-	327,727		327,727	327,727		
Property Tax-Bond Debt - IAGs			-			-	-		
Sale of Tax Title Property Debt Svc			-			-	-		
Interlocal Grants (includes DNR Timber Trust)			-			-	-		
Other Interest-Debt Srv			-	5,000		5,000	5,000		
Transfers In-Debt Svc			-	237,392		237,392	237,392		
Debt Svcs-Principal Debt Srv Fund			-	485,491		485,491	485,491		
Debt Svc-Interest And Other Debt Srv Fund			-	93,201		93,201	93,201		
Transfers Out-Debt Svc			-			-	-		
BOND DEBT ENDING BALANCE	-	-	-	482,085	-	482,085			

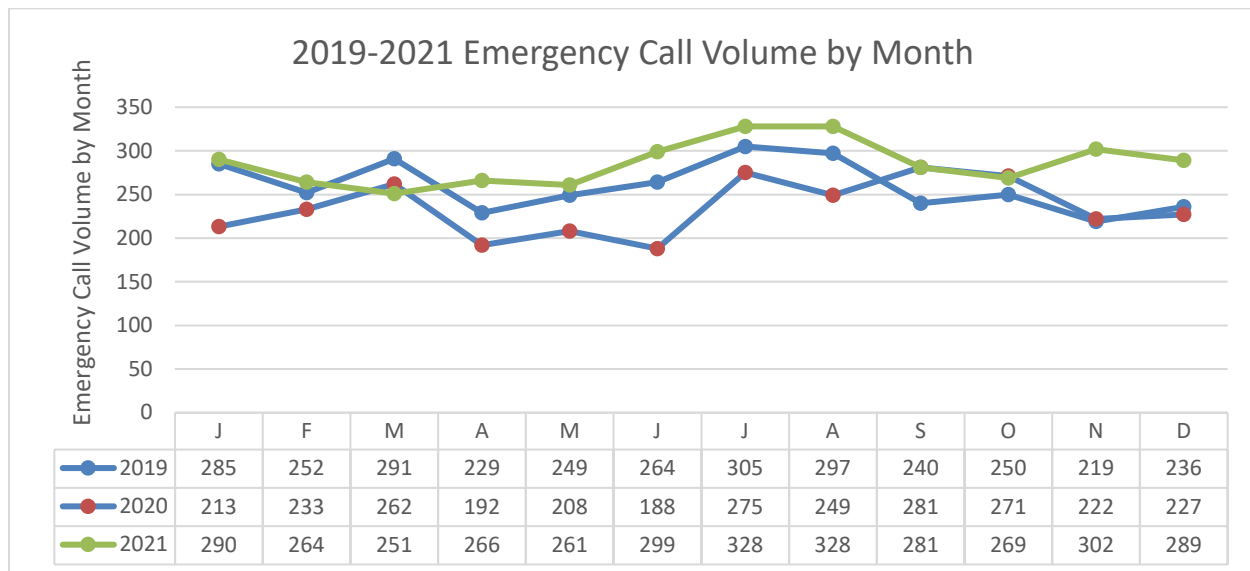


WEST THURSTON REGIONAL FIRE AUTHORITY

CHIEF'S REPORT- DECEMBER 2021

INCIDENT VOLUME BY TYPE – MONTH / YTD

	CALL	EMS				MUTUAL	WTRFA	
MONTH	VOLUME	RESCUE	FIRE	OTHER	VOLUME	AID	TRANSPORTS	TRANSPORTS
JAN	290	211	4	75	290	12	76	96
FEB	264	203	4	57	264	11	58	77
MAR	251	200	7	44	251	6	67	93
APR	266	203	7	56	266	14	70	97
MAY	261	200	8	53	261	11	77	99
JUN	299	222	9	68	299	9	72	95
JUL	328	206	33	89	328	16	68	102
AUG	328	240	20	68	328	21	79	108
SEP	281	206	18	57	281	17	71	96
OCT	269	198	6	65	269	13	56	84
NOV	302	222	11	69	302	11	78	102
DEC	289	212	9	68	289	14	71	92
YEAR	3428(3)	2523	136	769	3428 (3)	158	843	1141



Agreements, Resolutions, Contracts & Leases:

- Fire Investigation-Inter local agreements

Budget & Finance/Planning:

- See L. Shea Budget Reports

Expenditure Planning:

- N/A

Development Services (New Construction) Tracking

- N/A

Fire Investigation and Fire Loss Reports:

- Dec. 21st, 2021-RO210003308 Investigator Lt. Bob Maser submitted a supplemental report associated with a commercial vehicle fire (2021 Freightliner M2) that extended to other exposures (Dairy box truck, County vacuum truck, and Bayview lumber truck). Two of the vehicles (2021 & 2015 Freightliners) were destroyed while two other sustained fire damage. The cause of the fire was found undetermined/accidental. Total loss of \$375,000.

Health & Safety Activities (also see Safety Officer Report)

- WTRFA is conducting SCBA fit tests and referring interested members to TFP for NFPA 1582 physicals ongoing.
- Capt. Dyer has secured enough rapid COVID tests, with the intent of testing all active members. She has also secured PCR testing equipment to expedite the potential lab delay associated with return-to-work tests that may be recommended by the CDC.

Accidents, Incidents, and Injury

- WTRFA has one work related injury and three non-workplace related injuries to responder personnel that has/will result in lost work hours.
- We have had four COVID (non-workplace) time loss illnesses in the past 2 weeks.

IT/Web Development:

- Email and website domain name added WTRFA.ORG

Labor Management Report

- WTRFA has begun the process of establishing a new hire list.
- MOU to maintain Temp.

Human Resources/ Personnel & Internal Affairs:

- COVID illness and injuries continue to impact the workplace, contingency planning is ongoing.
- Annual personnel evaluation completed.

Legal Issues:

- E. Quinn review of response protocols

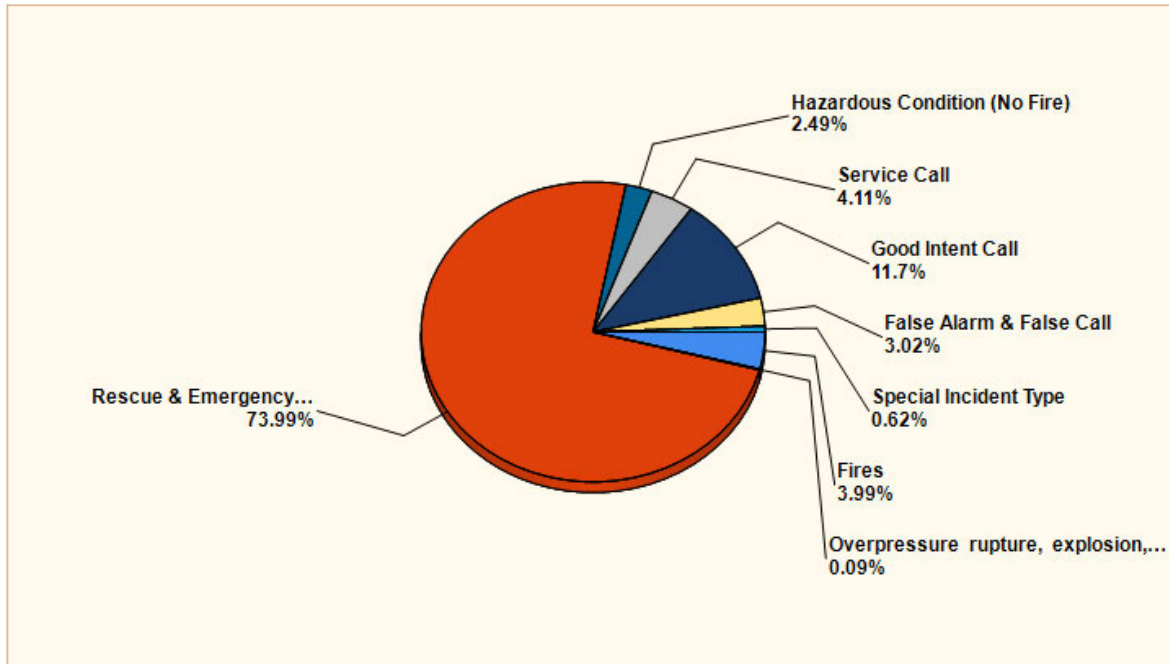
Policy/ Procedures & Guidelines:

- On duty injury guidelines (pending)

Action/ Review/ Discussion Items:

- N/A

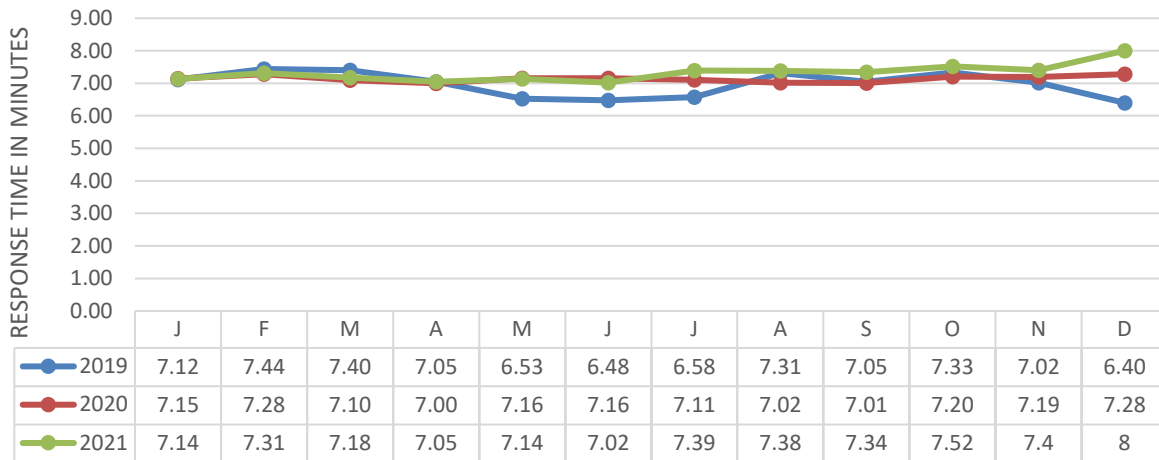
ALL INCIDENTS BY TYPE (MONTH):



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	136	3.99%
Overpressure rupture, explosion, overheating - no fire	3	0.09%
Rescue & Emergency Medical Service	2523	73.99%
Hazardous Condition (No Fire)	85	2.49%
Service Call	140	4.11%
Good Intent Call	399	11.7%
False Alarm & False Call	103	3.02%
Special Incident Type	21	0.62%

2021 was a record year; WTRFA responded to 3431 incidents

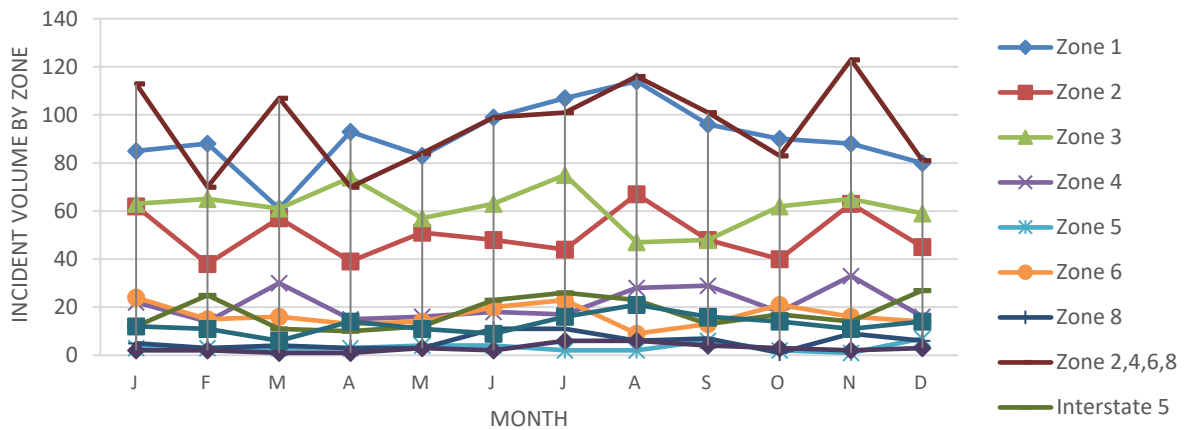
2019-2021 Average Response Time by Month



Average Response Time (Month): 8:00 Minutes

Initial unit arrival-priority incidents-primary zones

2021 STATION/ZONE UTILIZATION



WEST THURSTON INCIDENT RESPONSE SUMMARY:

INCIDENT TYPE	INCIDENT VOLUME -MONTH	INCIDENT VOLUME- YTD
EMERGENCY MEDICALS/RESCUE	212	2523 (73.5%)
FIRE/EXPLOSION	9	136 (4%)
OTHER	68	769(22%)
TOTAL	271/18 = 289	3428/2 = 3431
WEST THURSTON PATIENT TRANSPORTS	71	(33%) of EMS

TRIBAL PROPERTY LOCATION	INCIDENT VOLUME-MONTH	INCIDENT VOLUME-YTD
Lucky Eagle (12888) 188 th Ave. SW	03	60
Eagles Landing (12840) 188 th Ave SW	02	29
Great Wolf Lodge (20500) Old HWY 99	04	86
Fairfield Inn (6223) 197 th Way SW	01	08
Burger Claim/ CFN (20320) Old HWY 99	00	01
End of Trails (20330) Old HWY 99	00	05
Distillery (19770) Sargent Rd SW	00	02
End of Trail (19615) Elderberry St. SW	00	16
Starbucks complex (19725) Old HWY 99	00	01
Jack-in-the-Box (19715) Old HWY 99	00	00
Burger King (9619) 197 th Ave SW	00	00
Dutch Bros. (19623) Elderberry St SW	00	00
Casino RV Park (18120) Anderson Rd. SW	00	01
Total Tribal Property Call Volume	10 (1)	209
% of Total WTRFA	3.4 %	6.0%
% of Total GM/Rochester	7.19%	11.2%

AID UNIT PT. TRANSPORTS	MONTH	YTD	TRANSPORT DESTINATION	MONTH	YTD
Aid 1-1 – App 05	26	274	SPH	44	631
Aid 1-2 – App 06	23	286	PHC	36	417
Aid 1-3 – App 03	22	266	CMC	12	93
Aid 1-6 – App 55	00	20	MAMC	0	1
Aid 1-4	00	00	Harborview	0	2
TOTAL WTRFA	71	841	Mary Bridge	0	0
Transported ALS	18	256	Other	0	1
Airlift	00	03	TOTAL	92	1145
Private Ambulance	00	22	ALS	18	-
Other FD	03	17	BLS	74	-
TOTAL PT's TRANSPORTED	92	1139	TOTAL	92	-

ZONE-STATION	MONTH	RESPONSE TIME-MONTH	*YTD	% YTD
1 – Grand Mound	80	6:53	1092	32%
2 – Littlerock	45 (81)	7:40	606 (1132)	18% (33%)
3 – Albany	59	7:58	739	22%
4 – Scott Lake- Sta. 1-2	16	8:50	259	7%
5 – Michigan Hill- Sta.1-3	07	11:54	40	1%
6 – Maytown – Sta. 1-2	14	10:05	198	6%
8 – Bordeaux–Sta.1-2	06	12:39	69	2%
I-5 1-1	10	13:06	90	2.6%
I-5 1-2	01	-	31	<1.0%
I-5 1-6	16	8:07	92	2.6%

Capitol Forest	03	13:46	36	1%
Mutual Aid	14	N/A	141	4.1%
TOTAL	289	8:00	3428 (3)	100%
<i>Average response time for first arriving unit-priority-primary zones; (ER report #1605)</i>				

OPERATIONS-TRAINING REPORT:

Notable operational issues:

- Ongoing L&I workplace COVID procedures and testing.
- Capt. Dyer has secured enough rapid COVID tests, with the intent of testing all active members. She has also secured PCR testing equipment to expedite the potential lab delay associated with return-to-work tests that may be recommended.

Notable Fire Incidents:

- Dec. 21st, 2021-RO210003308: Commercial vehicle fire (2021 Freightliner M2) that extended to other exposures (Dairy box truck, County vacuum truck, and Bayview lumber truck). Two of the vehicles (2021 & 2015 Freightliners) were destroyed while two other sustained fire damage. The cause of the fire was undetermined/accidental. Total loss of \$375,000.

See attached Chief Smith-Operation Training Report

FLEET, FACILITIES, LOGISTICS & PROJECT STATUS REPORT:

Maytown Water: Awaiting report from Insight Geologic Inc.– **Ongoing**

HAM radio training:

Replacement Battalion 1-6 unit – no update on delivery as of yet - **Ongoing**

New Tender Build – We have a chassis! It is due for delivery to Fouts Brothers in the next 8 weeks with build time and potential delivery time to us in July. – **In Progress**

Kubota Mower –Still no update on this – it was on order to the vendor as of last month– **In Progress**

New Brush Truck – Chassis has been procured from a dealership in Idaho – vehicle being forwarded to Utah for build out – **In Progress**

Thurston County Radio Systems – No update on the arrival of new radio equipment for the County system switchover scheduled to start sometime in 2022. - **Pending**

Public Education/ Public Relations Activities:

- See Captain Dyer - Pub Ed./ PR and EMSO Report attached

DECEMBER 31, 2021



WEST THURSTON REGIONAL FIRE AUTHORITY

MONTHLY OPERATIONS REPORT

ROB SMITH
ACTING OPERATIONS CHIEF

TABLE OF CONTENTS

1	OPERATIONS	2
1.1	Monthly Call Data	2
1.2	Resident & Volunteer Program and Recruit Academy.....	4
1.3	Fire Investigation Program.....	4
1.4	Wildland Program	4
1.5	NFPA 1582 Medical/Physical	4
1.6	Proclamation 21-14.....	4
1.7	Internal Communications & Employee Engagement.....	5
1.8	Labor / Management	5
1.9	Operations / Equipment Committee	5
1.10	Emergency Events/Incidents.....	5
1.11	Safety Division Report.....	6
1.12	Training Division Report.....	8
2	COUNTY PROJECTS & LEGISLATIVE IMPACTS	9
2.1	Thurston Communications (TCERN).....	9
2.2	HB 1310.....	9
2.3	County HIRL Drill	9
3	STRATEGIC PLANNING	10
4	LEVY PLANNING / LEVY CAMPAIGN	11

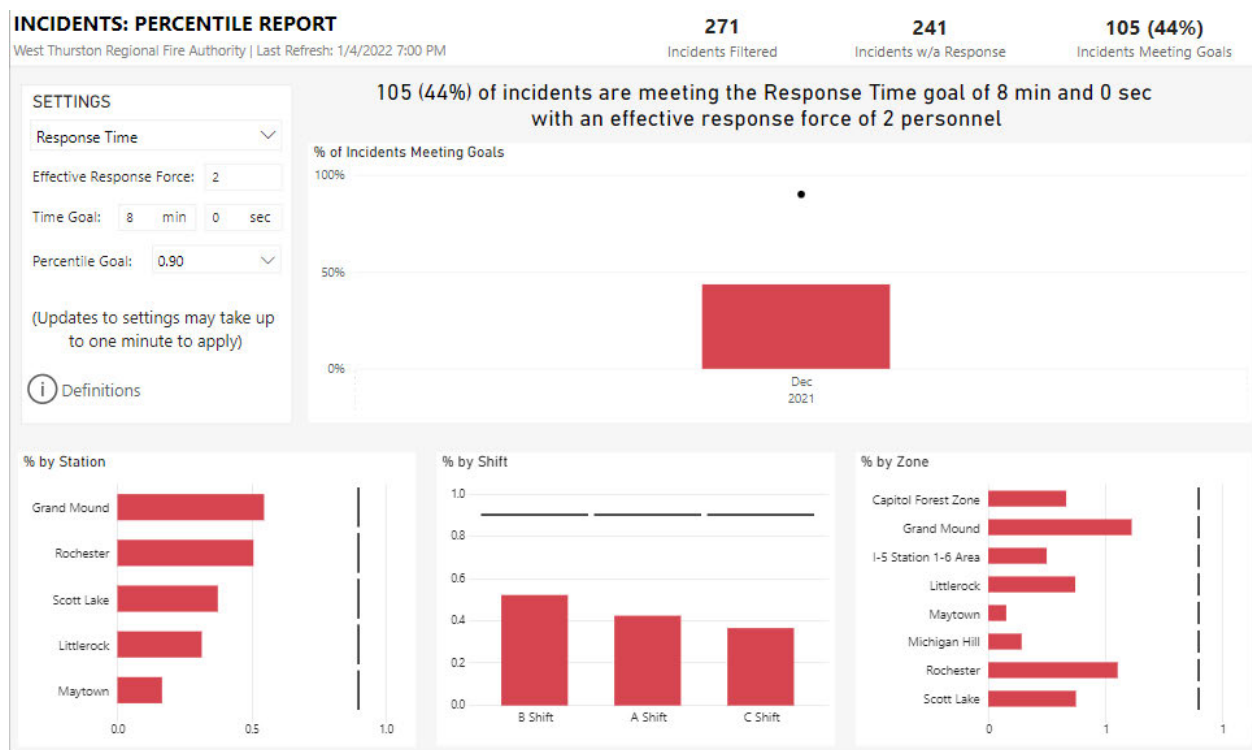
1 OPERATIONS

1.1 Monthly/Annual Call Data

Summary: For the month of December 2021 (compared to total Annual), here are incident category details

Monthly Update:

- 289 responses in December (*ER Incidents entered in system)
- 3431 Total calls for 2021
- 601 total responses over PYTD (21.24% increase over PYTD overall)

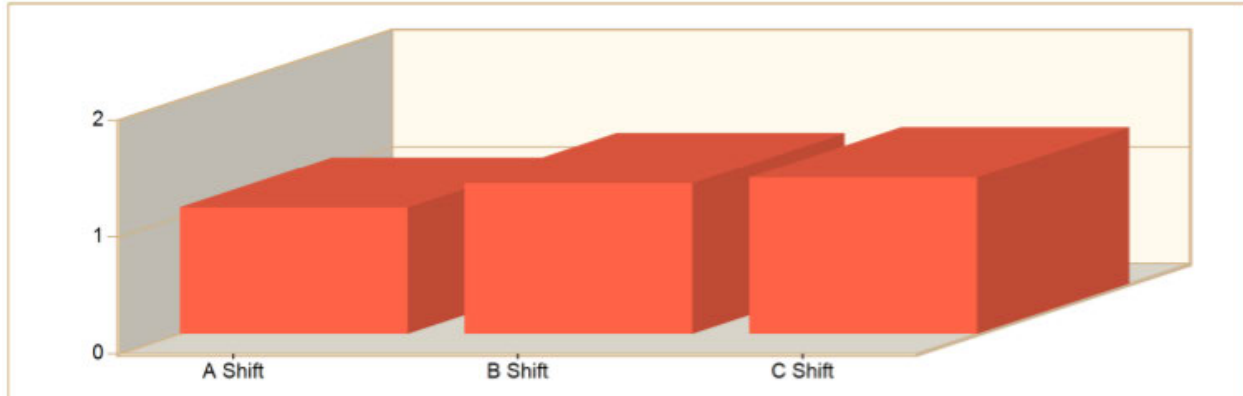


*271 represents reviewed calls. Total call volume is 289.

December Details (ER 654)

Average Turnout Time per Shift for Date Range

Start Date: 12/01/2021 | End Date: 12/31/2021



SHIFT	AVERAGE TURNOUT TIME as MM:SS (Dispatch to Enroute)
A Shift	1:05
B Shift	1:18
C Shift	1:20

Mutual Aid and Overlapping Calls (ER 1645)

MUTUAL AID	
Aid Type	Total
Aid Given	12
Aid Received	5
OVERLAPPING CALLS	
# OVERLAPPING	% OVERLAPPING
111	38.41

1.2 Resident & Volunteer Program and Recruit Academy

Summary: Current status

Monthly Update:

- Anticipate 2 Fire Recruit Academy Candidates / 1 EMT School Candidate from WTRFA
- Chief R. Smith - Recruit Academy Advisory Board –Lead Instructor selected and will start January 1, 2022.
- New Recruit Orientation will be conducted by Captain Nathan Drake January 6, 2021

1.3 Fire Investigation Program

Summary: Bolstering and building out the team into the future

Monthly Update:

- December 21, 2021 Commercial Vehicle Fire – Freightliner, Maytown (2 tractor/trailers)
- December 22, 2021 Commercial Structure Fire – Yelm, WA
- ILA for Fire Investigation Services presented to SEFTA (EOFD/Yelm) and TCFD #4 – waiting signature
- Current Fire Investigation team build out in process. 1 additional member in process; 1 of interest

1.4 Wildland Program

Summary: Planning, preparation and deployment

Monthly Update:

- C. Lyon originally applied for a \$17,322.00 Grant (\$8,661 is 50% of the Department match) through DNR to obtain funding for PPE and equipment which was initially denied, but repurposed into another grant application for the same amount with more favorable funding terms (10% or \$1,732.20 would the Department match; should hear by 1Q 2022.
- Will kick-off annual wildland refresher training in January 2022.

1.5 NFPA 1582 Medical/Physical

Summary: Employee Health and Well Being activities

Monthly Update:

- Medical/Physical appointments have maintained – in progress
- Continue securing contracts with providers referred from our Department Physician

1.6 Proclamation 21-14

Summary: Impacts to staffing - minimal

Monthly Update:

- Transitioned the oversight of testing to Shift Officers starting in early November

1.7 Internal Communications & Employee Engagement

Summary: Activities

Monthly Update:

- Planning for Banquet Awards began – target end of January or February .
- Quarterly All-Staff Meeting will be held 1Q 2022 – date pending
- Volume 1, Addition 2 internal January “Flashover News!” published December 31st.
- Shift Officers continue regularly for monthly Shift Meetings (Tuesdays)

Upcoming Notes:

- Beginning to work on an inventory of communications and align a strategy around improving timely and complete communications within the organization.

1.8 Labor / Management

Summary: Work to maintain a positive and transparent relationship between labor and management.

Monthly Update:

- Lieutenant Promotional Testing Completed. List of 9 Acting Lieutenant established for 1 year (option to extend)
- Erik Palmerson promoted to C Shift Lieutenant effective January 1, 2022.

Upcoming Notes:

- Partnering to ensure labor is supportive of levy campaign approach and actively participating at the table on the committee
- Contract negotiations for 2023+ to start January 11, 2022

1.9 Operations / Equipment Committee

Summary: Committee responsible for researching, testing and recommending new equipment. Committee meets monthly and welcomes new members at any time.

Monthly Update:

- No updates

1.10 Emergency Events/Incidents

Summary: Significant Events

Monthly Update:

Upcoming Notes:

- None noted/see HIRL Drill notes

1.11 Safety Division Report

Safety Officer, Lt. J. Swecker

Monthly Update:



P.O. Box 879
Rochester WA 98579
360.273.5582

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: BC R. Smith
From: Lt. Joel Swecker- Safety Officer
Subject: September 2021 Safety Report
Date: 1/6/2022
CC: Chief R. Kaleiwahea

Chief(s),

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

Accident/Injury Reports-

2 Injury reports- Dates and specific details not available at this time secondary to late submittal. Both injury reports were minor and did not sustain in definitive care sought or loss or work. Details will be given at the next safety meeting in January.

Monthly Safety Topic-

1. Driving conditions and dynamics - ON-Spot usage and policy review of inclement weather operations.

Safety Committee

- Next Safety Committee meeting scheduled for January 6th, however is being rescheduled secondary weather/flood event and heightened Covid concerns.

Ongoing

Inspections-

- Will be completing/updating Station Inspection forms to reflect several recent changes and arranging to have put to ERS with a first-of-the-month prompt to on-duty crews for completion and submission for better record keeping and on-line [log](#) **still ongoing**

FIIRE Safety (L&I) Program

- Meeting December 2nd with L&I speaker [in regard](#) to focus of programs within fire department to promote safety and an accident-free workplace. 4 Safety Committee

members present, all gave good feedback and positivity to the presentation. Will be seeking same presentation at upcoming all department meeting.

- Completion of the first calendar year of involvement with the program. Will be working on the End of the Year Report as requested by L&I, to be completed within the next 1 or 2 weeks. Report will also be posted to department safety boards.

Upcoming-

1. Probationary Firefighter (S. Dean) continual work on Probationary Safety Sign-Off Book.
2. New career member (Nathan Hull) safety [debrief](#) and book sign-offs.
3. Ongoing focus for injury free workplace.
4. Quarterly Reports- Quarterly Meeting power-point
5. OSHA 300 Form, to be completed before or by February 19th.
6. 4th Quarter Safety meeting (TBD)

Respectfully Submitted,

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

Upcoming Notes:

- Safety Officer and Safety Committee will continue review of the FIIRE Program VAP Risk Assessment Report recommendations dated September 27th during their next monthly meeting and recommend training topic to deliver for the All Department Briefing/Safety Meeting 1Q 2022.

1.12 Training Division Report

Prepared and submitted by Captain N. Drake



WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock RD SW, Olympia WA [98512 \(360\) 352-1614](tel:3603521614) • Fax: (360) 352-1696

December 2021

Monthly Training Report

	December 2021	2021 Total
Total Training Hours	305 hours	3588 hours

Training Events in December 2021

- Shift Drill – Water Rescue Awareness
- December Safety Meeting
- Finished Firefighter 2 Class (FF Dean & FF Broumley)
- Wildland Fire Academy Virtual Classes
 - o S-230 Engine Boss FF Panuska
 - o S-131 Squad Boss FF Santee
- Make up of annual training requirements

Upcoming training Events

- Shift Drill – New SCBA Training and Fit Test
- Make up training for completion of Annual requirements (By January 31st)
- Amateur Radio Class offered by local radio club (January 15th at Station 1-2)
- New Volunteer Orientation January 6th (2 members)
- Initial EVIP class (TBD)

Training Projects in the Works

- Finalize Hose Drill for “Water Forward”
- Draft 2022 training plan with annual and quarterly drill merged together
- Task Book in Target Solutions for easy tracking progress
- Assist with planning Lt promotional testing process taking place December 6th and 7th
- Training Plan for non-response personnel (Support and Admin)

2 COUNTY PROJECTS & LEGISLATIVE IMPACTS

2.1 Thurston Communications (TCERN)

Summary: New County wide radio system integration

Monthly Update:

- We understand there will be a moderate cost impact to our agency for installation and ancillary equipment required to hardware. Highest cost estimated at \$25,000, but should be revised downward substantially
- Hardware installs scheduled to begin 4Q of 2021 and be completed by 2023
- We are currently exploring cost saving measures to bring costs down substantially

2.2 HB 1310

Summary: Understanding the impacts of limited Law Enforcement responses to emergency calls

Monthly Update:

- Information gathered from TCSO during County Fire Chief Association meeting December 15th
- Updated Responder Safety Operations Directive December 29, 2021

2.3 County HIRL Drill

Summary: County Wide Drills

Monthly Update:

- No report

3 STRATEGIC PLANNING

Summary: Key Strategic Categories

Operations	<ul style="list-style-type: none">WTRFA is a blend of outstanding professionals combined with resource/equipment that leverage their skills in a wide variety of situations in our all-risk response model. Work to ensure strategic resource and placement models are flexible and consistent with response needs and goals of the community.
Administrative Management & Planning	<ul style="list-style-type: none">Be a good steward of public funds and organizational resources.Take a bullish approach to establishing mutually beneficial partnerships and/or secure funding via alternative sources to expand service delivery using cost effective strategies.
Facilities & Apparatus	<ul style="list-style-type: none">Proactively manage facilities and apparatus to prevent unnecessary damage and expenses.Develop a plan to modernize facilities when cost feasible- air handling, HVAC systems, exhaust recovery systems.Assess and manage apparatus replacement schedules.
Public Education & Relations	<ul style="list-style-type: none">Enhance the quality-of-service delivery to our community through diversified and transparent communications, training opportunities, partnerships and outreach to citizens.
Professional Development & Succession Planning	<ul style="list-style-type: none">Enrich the workplace by providing personnel with the necessary support, encouragement, opportunities, skills and tools for safe and effective job performance.Grow skill-sets across the organization to established standards by promoting professional development.
Employer of Choice	<ul style="list-style-type: none">Provide for a healthy, enthusiastic, engaged and empathetic workplace.Practice and encourage open, honest and transparent communication at all levels within the organization.Retain, reward, recognize and attract talent.

The Strategic Plan will serve as a living document and is a work in progress, subject to change under evolving circumstances as well as internal and external feedback.

The process to date for developing this draft plan consisted of the following: review of the previous plan, engaging WTRFA personnel, drawing on personal knowledge of the organization's opportunities and strengths, as well as incorporating emerging risks and concerns.

Further reviews with WTRFA personnel, the Board of Commissioners, and community members will inform changes to this draft with the goal of publishing a final plan in early 2022.

Monthly Update:

- Plan to present draft to Citizens Advisory Committee January 12, 2022

Upcoming Notes- Over the next several months (November – February):

- Share with department leaders and committees, Citizens Advisory Committee, January 12, 2022.
- Listen; incorporate changes.
- Apply revisions and work to add additional details; For all goals, continue to build out implementation details to include critical tasks, timeframes, assignees, performance measures and funding
- Finalize the plan and present to the Board of Commissioners for adoption in early 2022.

4 LEVY PLANNING / LEVY CAMPAIGN

Summary: We will be establishing a committee to build a plan of communication to the public for support.

Monthly Update:

- Planning getting underway
- Director Shea has reached out to Ken Riddle, Public Consulting Group (PCG) for cost estimates for potential consulting work

Upcoming Notes:

- January 22: Form a committee internally in 1Q 2022
- January 12, 2022: Begin discussions with the Citizens Advisory Board
- Key 2022 Milestones:
 - January-February: Continue Community Council discussions
 - March: Community Council to approve levy rates for 2023-2026
 - April: BOFC to approve M&O levy on ballot
 - May: M&O Levy on ballot- Levy resolution due to Auditor for August primary
 - August: August Primary
 - December: 2020-2022 Levy end

captain lanette dyer

WEST THURSTON FIRE

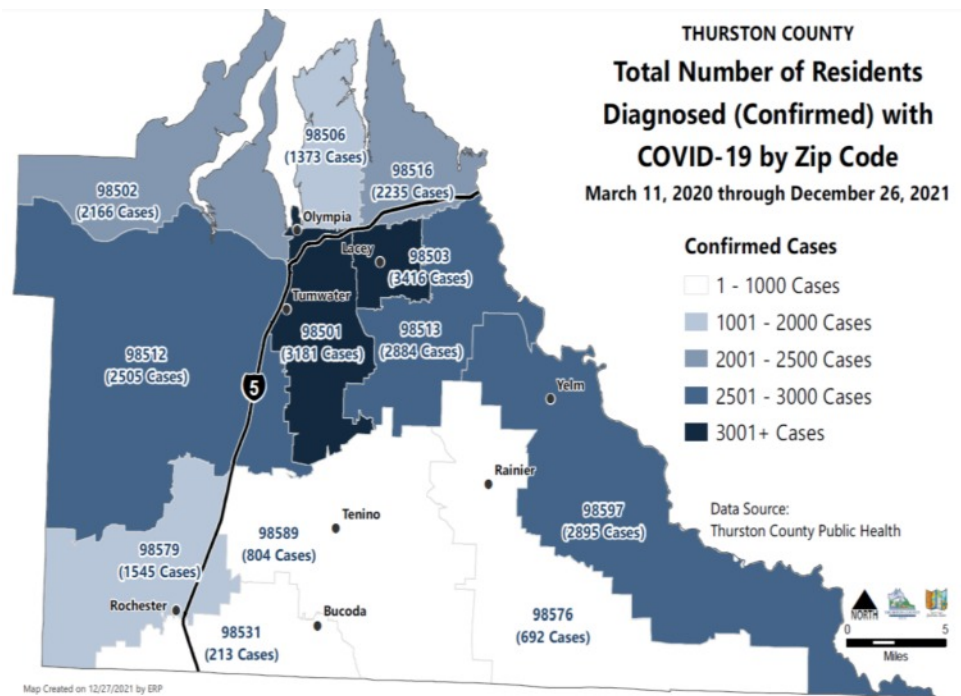
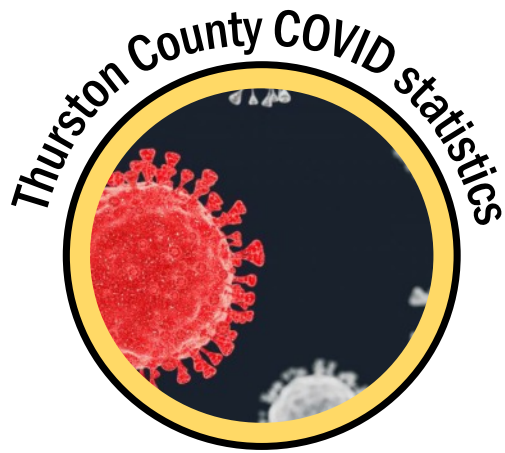
ems.pio.public education report



PPE 1918
PHOTO FROM WASHINGTON STATE ARCHIVES

DECEMBER 2021





As of January 3, **77.6%*** of the population 5 and up has **received at least one dose** and **70.6%*** is **fully vaccinated**.

*This percent includes aggregate data from the Department of Defense and Department of Veterans Affairs and is higher than the DOH data dashboard.

As of January 3, 77.6% of Washingtonians 5 and older have received at least one dose of COVID-19 vaccine and 70.6% of people 5 and older are fully vaccinated. This number is higher than the DOH data dashboard because it includes state Immunization Information System (IIS) data, as well as aggregate data from the Department of Defense (DoD) and Veterans Affairs (VA):

5,595,805 people with at least one dose (5,433,548 IIS + 162,257 DoD and VA)
 7,207,070 (Population 5 and older, 2020 Office of Financial Management estimates)

5,090,003 people are fully vaccinated (4,941,108 IIS + 148,895 DoD and VA)
 7,207,070 (Population 5 and older, 2020 Office of Financial Management estimates)

COVID-19 IN WASHINGTON STATE Cases, Hospitalizations, Deaths and Vaccinations by County

DATA AS OF 01/04/2022 11:59PM PT

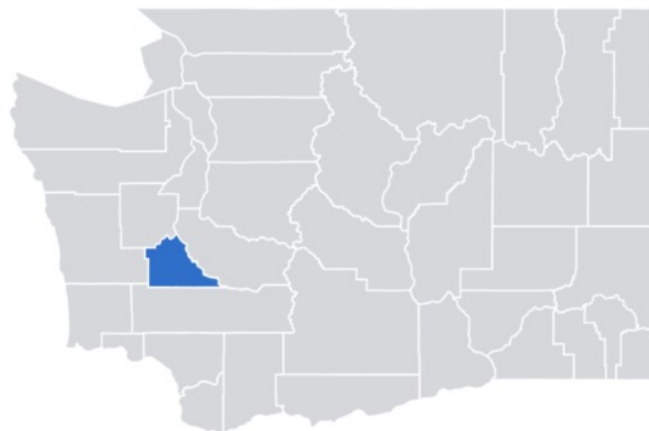
Confirmed cases are individuals with a positive molecular test for COVID-19. Probable cases are individuals with a positive antigen test for COVID-19 and no positive molecular test. Hospitalizations and deaths are reported among confirmed and probable cases. Number of vaccine doses given includes all COVID-19 vaccine doses given and reported in Washington facilities. [Learn More](#)

SELECT COUNTIES

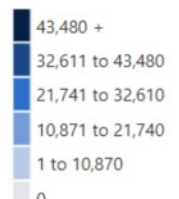
- Search
- ☐ Mason County
 - ☐ Okanogan County
 - ☐ Pacific County
 - ☐ Pend Oreille County
 - ☐ Pierce County
 - ☐ San Juan County
 - ☐ Skagit County
 - ☐ Skamania County
 - ☐ Snohomish County
 - ☐ Spokane County
 - ☐ Stevens County
 - ☒ Thurston County
 - ☐ Unassigned
 - ☐ Wahkiakum County
 - ☐ Walla Walla County
 - ☐ Whatcom County
 - ☐ Whitman County
 - ☐ Yakima County

Confirmed Cases	23,742
Probable Cases	4,536
Total Cases	28,278
Hospitalizations	1,623
Deaths	270
Percent of Deaths (deaths/total cases)	1.0%
Total Molecular Tests	255,436
Total Molecular+ Antigen Tests	280,224
Statewide ICU Occupancy by COVID-19 Patients	20.0%
Number of Vaccine Doses Given	465,269

CASES BY COUNTY



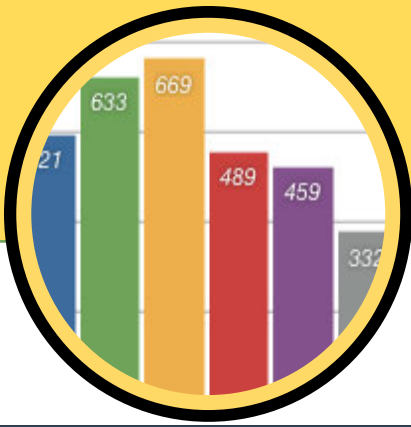
Legend



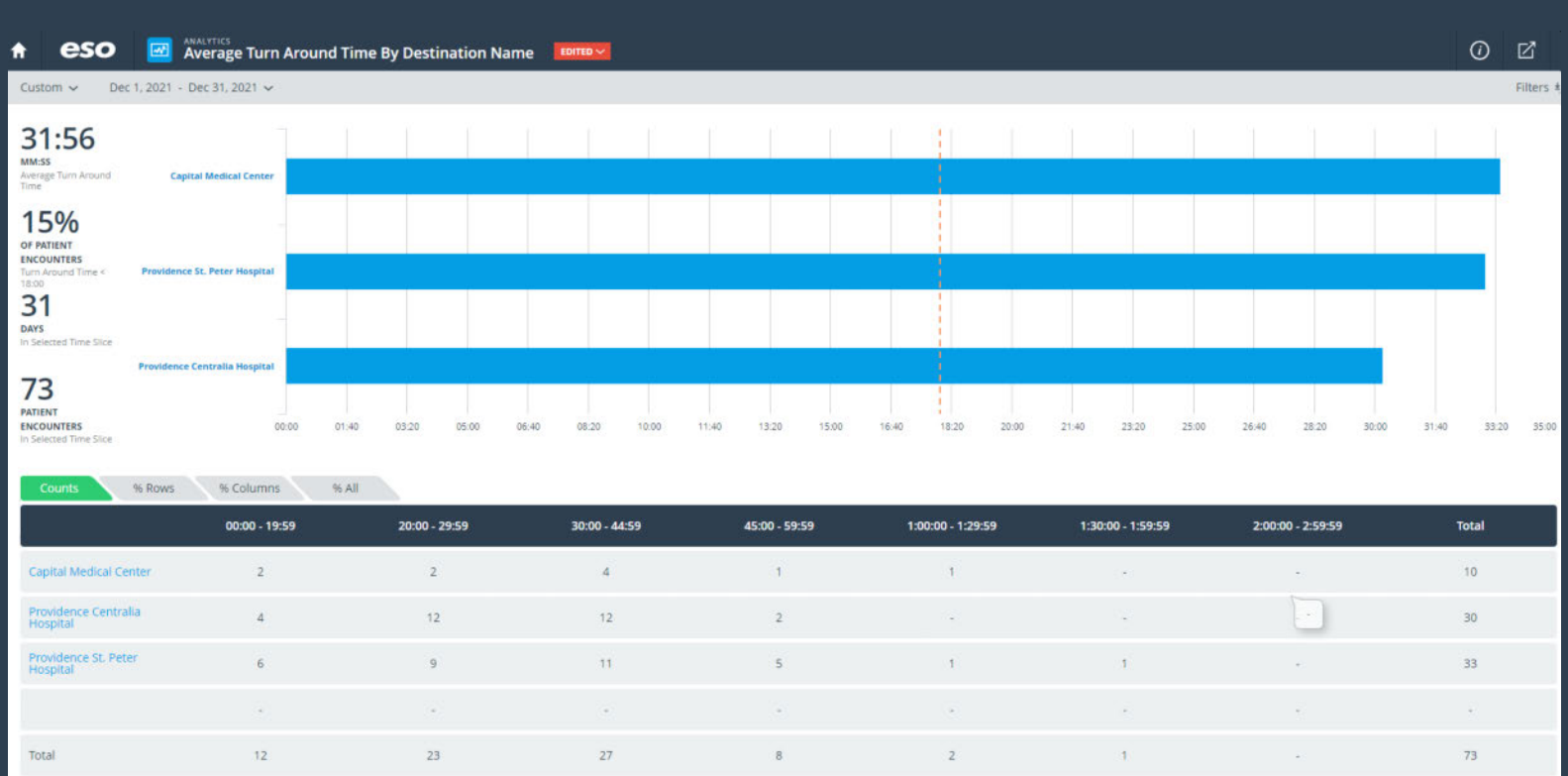
Tabular View

Please click "[Learn More](#)" for more information.

1,784 of 899,036 cases do not have an assigned county



LOCAL HOSPITAL TURN-A-ROUND STATS



West Thurston Fire
Posted by Lanette Dyer
Dec 23, 2021 · 🌐

Cuento De Nochebuena: The Night Before Christmas Spanish Edition read by our own Firefighter Santee and directed, edited and filmed by Chief Robert Scott

YOUTUBE.COM
Cuento De Nochebuena

See Insights Boost post

👍 You and 44 others 2 Comments 10 Shares

👍 Like 💬 Comment ➦ Share



West Thurston Fire
Posted by Lanette Dyer
Dec 22, 2021 · 🌐

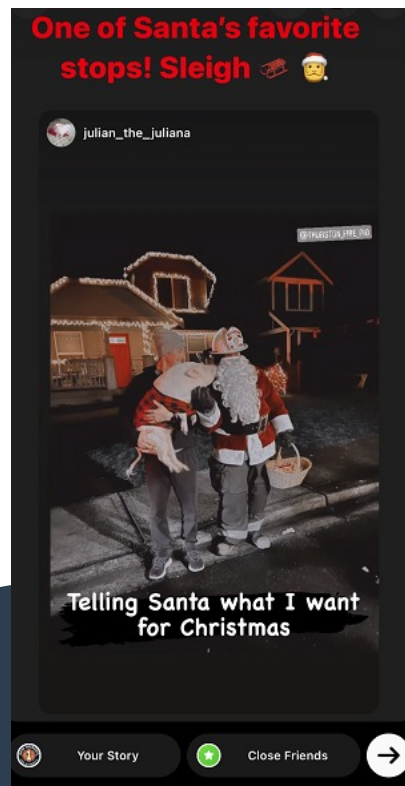
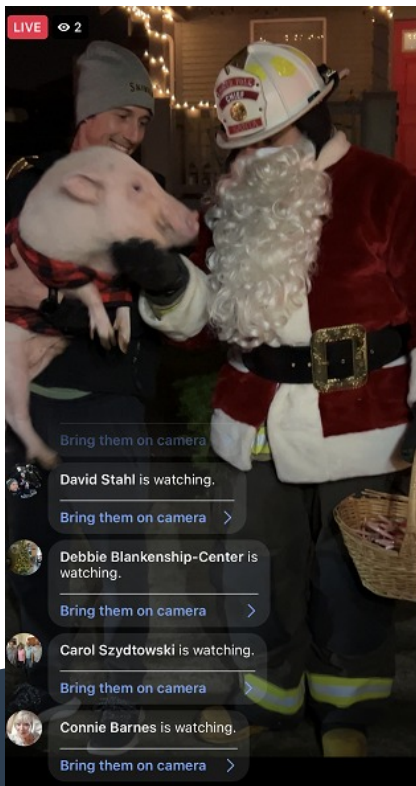
'Twas the night before Christmas story read by our own Lt. Mike Morales and directed, edited and filmed by Chief Robert Scott

YOUTUBE.COM
West Thurston Fire - Christmas Storytime - "Night Before Christmas"

See Insights Boost post

👍 60 2 Comments 14 Shares

👍 Like 💬 Comment ➦ Share



Social Media Going Live on FB JULIAN THE PIG

3 Santas this year!
Chief Fitzgerald
FF Brown
Chris Heilman

December 17th is AWB donation to the fire assoc

