THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

Board of Fire Commissioners General Meeting

Monday, November 14, 2022 at 1700 hr

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

Zoom virtual meeting link:
https://us02web.zoom.us/j/86399434512?pwd=di9qSHIzVk5OSjByM1lPY3UyM2RQQT09
Meeting ID: 863 9943 4512
Passcode: 148054

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 $ 95,913.63 Payroll $455,268.81 **TOTAL: $551,182.44** *Warrants $167,483.75* *EFTs $383,698.69*	1-6 7-8	Linda S/Board	Approve/Reject
2) Meeting Minutes a) September 6, 2022 workshop b) October 10, 2022 general meeting	9-10 11-14	Linda S/Board	Approve/Reject
3) Budget Resolutions: a) #2022-013, Levy Increase b) ~~*#2022-014, Adoption of 2023 Budget*~~ *hold for workshop*	15	Linda S/Board	Approve/Reject
4) Budget request – A77 new battalion overage	16	Linda S/Board	Approve/Reject
5) WFCA Insurance Enrollment for 2023	17-20	Linda S/Board	Approve/Reject
6) Annual Rate review	21-23	Linda S/Board	Approve/Reject
7) Posting of board meeting recordings	N/A	Linda S/Board	Approve/Reject

8) Policy 4007, Technical Rescue correction	24-25	Chief Smith/Board	Approve/Reject
9) Resolution #2022-012, Surplus Tender 1-1	26-27	Linda S/Board	Approve/Reject
10) Fire Chief job description/salary discussion/recruitment plan	28-32	Linda S/Board	Approve/Reject
11) Tribal service area (formal adoption under TCFD #1)	N/A	Linda S/Board	Recommendation
12) Proposed immediate operating changes	33	Chief Scott/Board	Approve/Reject
13) 2023 budget considerations – workshop date	N/A	Linda S/Board	Date scheduled

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
NONE			

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
NONE			

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Treasurer/Fund October 2022 Reports	34-37	Linda Shea	Informational
2) November 2022 Budget reports	38-40	Linda Shea	Informational
3) Open Facility Work Orders report	41-46	Chief Scott	Informational
4) ATG Complaint – Shannon Brady	47-49	Linda Shea	Informational

X. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Chiefs/Training/Safety	50-61	Chiefs Scott/Smith	Informational
2) EMS/Public Education	62-65	Captain Dyer	Informational
3) Commissioner Meetings	N/A	BOFC	Informational

XI. GOOD OF THE ORDER

a. BVFF meeting to follow

XII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:38:29 Date: 11/16/2022

11/14/2022 To: 11/14/2022 Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101001	1st Security Bank	1986	11/14/2022	Claims	6700	541.50	

Invoice #	Rcvd Date	Due Date	Description	Amount
CHEVRON	11/07/2022	11/14/2022	A61 T1-1 Nakia Creek Mobe	143.00
CHEVRON	11/07/2022	11/14/2022	A61 T1-1 Nakia Creek Mobe	50.00
CHEVRON	11/07/2022	11/14/2022	A61 T1-1 Nakia Creek Mobe	78.50
CHEVRON	11/07/2022	11/14/2022	A61 T1-1 Nakia Creek Mobe	127.00
CHEVRON	11/07/2022	11/14/2022	A61 T1-1 Nakia Creek Mobe	140.00
1ST SECURITY	11/07/2022	11/14/2022	Interest	3.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101002	Amerizorb Recovery LLC	1987	11/14/2022	Claims	6700	2,142.47	

Invoice #	Rcvd Date	Due Date	Description	Amount
14151	11/04/2022	11/14/2022	Throw & Go Abosorbent (x75 bags)	2,142.47

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101003	BW Printworks	1988	11/14/2022	Claims	6700	147.43	

Invoice #	Rcvd Date	Due Date	Description	Amount
IN004878/2022	10/31/2022	11/14/2022	2023 Shift Calendars (x7)	147.43

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101004	Batteries Plus	1989	11/14/2022	Claims	6700	186.80	

Invoice #	Rcvd Date	Due Date	Description	Amount
P55746167	10/17/2022	11/14/2022	1-6 Maytown Cache Facility Supplies (AA batteries)	186.80

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101005	Bigfoot Pest Management LLC	1990	11/14/2022	Claims	6700	513.50	

Invoice #	Rcvd Date	Due Date	Description	Amount
11756	11/07/2022	11/14/2022	1-2 Littlerock Pest Control	102.70
11758	11/07/2022	11/14/2022	1-3 Rochester Pest Control	102.70
11757	11/07/2022	11/14/2022	1-1 Grand Mound Pest Control	102.70
11759	11/07/2022	11/14/2022	1-6 Maytown Pest Control	102.70
11760	11/07/2022	11/14/2022	1-4 Scott Lake Pest Control	102.70

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101006	Brightwire Networks LLC	1991	11/14/2022	Claims	6700	4,007.40	

Invoice #	Rcvd Date	Due Date	Description	Amount
22236	11/04/2022	11/14/2022	Nov 2022 Mnthly Srvcs	4,007.40

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101007	Brookfield Group, The	1992	11/14/2022	Claims	6700	5,834.57	

Invoice #	Rcvd Date	Due Date	Description	Amount
63808	10/24/2022	11/14/2022	New ViOP Phone System (50% down)	5,834.57

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101008	Capital Business Machines Inc	1993	11/14/2022	Claims	6700	337.57	

Invoice #	Rcvd Date	Due Date	Description	Amount
125480	11/07/2022	11/14/2022	1-6 Maytown Copies	23.76
125478	11/07/2022	11/14/2022	1-1 Grand Mound Copies	70.14
12479	11/07/2022	11/14/2022	1-2 Littlerock Copies	243.67

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101009	Carefirst Bluecross Blueshield Payment Administrator	1994	11/14/2022	Claims	6700	248.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
222790006132	10/24/2022	11/14/2022	Harris Medical Premium	248.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101010	Cedar Creek Correction Center	1995	11/14/2022	Claims	6700	334.79	

Invoice #	Rcvd Date	Due Date	Description	Amount
CCCC210.1466	11/07/2022	11/14/2022	Oct 2022 Work Crews	334.79

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101011	Citi Cards	1996	11/14/2022	Claims	6700	3,277.08	

Invoice #	Rcvd Date	Due Date	Description	Amount
AMAZON	11/08/2022	11/14/2022	Office Supplies (Office Chair Mat, Under desk heater)	59.05
AMAZON	11/08/2022	11/14/2022	Office Supplies (Power Strip, Velcro) S. Hemminger	30.71
AMAZON	11/08/2022	11/14/2022	1-6 Maytown Cache Facility Supplies (creamer)	38.97
CAMPBELLS	11/08/2022	11/14/2022	2022 Fire Prevention Institute Training (L. Dyer)	109.07
COSTCO	11/08/2022	11/14/2022	Halloween Pub Ed Event	283.84
COSTCO	11/08/2022	11/14/2022	Disaster Prepardness Pub Ed Event	99.41
FRED MEYER	11/08/2022	11/14/2022	Disaster Prepardness Pub Ed Event	27.47

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
	FRED MEYER	*11/08/2022*	*11/14/2022*	*Peoples Service Recognition Event*		*92.13*	
	FRED MEYER	*11/08/2022*	*11/14/2022*	*1-2 Littlerock Facility Dorm Shower Curtains*		*25.15*	
	MRSC	*11/08/2022*	*11/14/2022*	*Purchasing Training (L. Patraca)*		*70.00*	
	OFFICE DEPOT	*11/08/2022*	*11/14/2022*	*2023 Office Calendars*		*352.95*	
	OFFICE DEPOT	*11/08/2022*	*11/14/2022*	*2023 Office Calendars*		*18.37*	
	PILOT	*11/08/2022*	*11/14/2022*	*A70 STAF-1 Fuel*		*56.11*	
	SAFEWAY	*11/08/2022*	*11/14/2022*	*A70 STAF-1 Fuel*		*51.85*	
	SAFEWAY	*11/08/2022*	*11/14/2022*	*A70 STAF-1 Fuel*		*47.56*	
	STAPLES	*11/08/2022*	*11/14/2022*	*Office Chair (S. Hemminger)*		*140.64*	
	SUBWAY	*11/08/2022*	*11/14/2022*	*All Dept. Safety Meeting Meals*		*281.02*	
	WPSG/FIRESTORE	*11/08/2022*	*11/14/2022*	*A08 E1-1 Tools (bolt cutters, wheel chocks, halligan*		*1,476.58*	
	ZOOM	*11/08/2022*	*11/14/2022*	*Mnthly communications Service*		*16.20*	
221101012	City Of Olympia	1997	11/14/2022	Claims	6700	6,491.85	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	10403/17256	*10/31/2022*	*11/14/2022*	*A14 CH1-2 Annual Service, Tune Up*		*2,063.43*	
	10403/17256	*10/31/2022*	*11/14/2022*	*A25 CH1-2 Annual Service*		*806.52*	
	10403/17256	*10/31/2022*	*11/14/2022*	*A25 CH1-2 Tune Up*		*220.30*	
	10403/17256	*10/31/2022*	*11/14/2022*	*A30 E1-2 Road Call, Check Transmission, Opticom,*		*2,784.94*	
	10403/17256	*10/31/2022*	*11/14/2022*	*A68 B1-2 Repair Choke Cable on Pump*		*528.53*	
	10403/17256	*10/31/2022*	*11/14/2022*	*A77 New Battalion Fuel*		*88.13*	
221101013	City Sanitary Inc	1998	11/14/2022	Claims	6700	183.00	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	16057340S188	*11/04/2022*	*11/14/2022*	*1-1 Grand Mound Recycle*		*157.00*	
	16057150S188	*11/04/2022*	*11/14/2022*	*1-3 Rochester Recycle*		*26.00*	
221101014	Comcast	1999	11/14/2022	Claims	6700	1,680.36	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	1030	*10/25/2022*	*11/14/2022*	*1-2 Littlerock Phone/Cable*		*449.02*	
	1030	*10/25/2022*	*11/14/2022*	*1-6 Maytown Phone/Cable*		*286.36*	
	1030	*10/25/2022*	*11/14/2022*	*1-1 Grand Mound Phone/Cable*		*445.18*	
	1030	*10/25/2022*	*11/14/2022*	*1-4 Scott Lake Phone/Cable*		*281.79*	
	1030	*10/25/2022*	*11/14/2022*	*1-3 Rochester Phone/Cable*		*218.01*	
221101015	DE Lage Landen	2000	11/14/2022	Claims	6700	279.98	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	78055695	*11/04/2022*	*11/14/2022*	*1-2 Littlerock Copier Lease*		*279.98*	
221101016	Department of Corrections Attn: Sheridan Sutherby	2001	11/14/2022	Claims	6700	31,294.38	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	REFUND	*10/17/2022*	*11/14/2022*	*Refund DOC QR3 Fire Protection Srvcs - Overpayment*		*31,294.38*	
221101017	Drake Nathan Tyler	2002	11/14/2022	Claims	6700	368.26	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	REIMBURSEMENT	*10/31/2022*	*11/14/2022*	*Mileage, Meals, Travel Expense (Blue Card Training*		*368.26*	
221101018	ESO Solutions, Inc.	2003	11/14/2022	Claims	6700	629.04	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	93883	*11/04/2022*	*11/14/2022*	*Dec 2022 Monthly Srvcs*		*629.04*	
221101019	Eric T. Quinn, P.S.	2004	11/14/2022	Claims	6700	500.00	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	1159	*11/04/2022*	*11/14/2022*	*October 2022 Legal Srvcs*		*500.00*	
221101020	First Choice Health Network	2005	11/14/2022	Claims	6700	141.12	
	Invoice #	***Rcvd Date***	***Due Date***	***Description***		***Amount***	
	0108478	*11/04/2022*	*11/14/2022*	*Oct 2022 EAP Srvcs*		*141.12*	
221101021	Fitness Machine Technicians	2006	11/14/2022	Claims	6700	464.83	

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo

Invoice #	Rcvd Date	Due Date	Description	Amount
26987-2	10/25/2022	11/14/2022	Semi-Annual Gym Equipment Mainteance	464.83

221101022 Grindstaffs Northwest Champion — 2007 — 11/14/2022 — Claims — 6700 — 8.76

Invoice #	Rcvd Date	Due Date	Description	Amount
35645	10/17/2022	11/14/2022	Name Plate (S. Hemminger)	8.76

221101023 Home Depot Credit Services — 2008 — 11/14/2022 — Claims — 6700 — 89.94

Invoice #	Rcvd Date	Due Date	Description	Amount
5160241	10/20/2022	11/14/2022	1-3 Maytown Sign Paint	18.52
5160241	10/20/2022	11/14/2022	A73 U1-2 Oil	15.25
161810	10/20/2022	11/14/2022	1-4 Scott Lake Sign Refurbishement (paint, posts)	56.17

221101024 IMS Alliance — 2009 — 11/14/2022 — Claims — 6700 — 13.40

Invoice #	Rcvd Date	Due Date	Description	Amount
22-2867	10/17/2022	11/14/2022	Name Tags (Hoskison)	13.40

221101025 Joes Refuse Inc — 2010 — 11/14/2022 — Claims — 6700 — 176.69

Invoice #	Rcvd Date	Due Date	Description	Amount
16053777S188	11/04/2022	11/14/2022	1-3 Rochester Refuse	39.16
16053924S188	11/04/2022	11/14/2022	1-1 Grand Mound Refuse	137.53

221101026 Knight Fire Protection Inc — 2011 — 11/14/2022 — Claims — 6700 — 755.62

Invoice #	Rcvd Date	Due Date	Description	Amount
75614	11/04/2022	11/14/2022	1-4 Scott Lake Repair of Failed Backflow Assembly	755.62

221101027 LN Curtis & Sons Inc — 2012 — 11/14/2022 — Claims — 6700 — 545.48

Invoice #	Rcvd Date	Due Date	Description	Amount
637646	10/17/2022	11/14/2022	Service Kit Bags for Air Samples (x2)	429.75
646585	10/17/2022	11/14/2022	Hazardous Materials for First Responders Book (B.	107.08
645798	10/17/2022	11/14/2022	Name Tag	8.65

221101028 Leco Supply, Inc. — 2013 — 11/14/2022 — Claims — 6700 — 964.90

Invoice #	Rcvd Date	Due Date	Description	Amount
204832	10/17/2022	11/14/2022	1-6 Maytown Cache Facility Supplies (bleach, towels,	964.90

221101029 Lighthouse Uniform Co Inc — 2014 — 11/14/2022 — Claims — 6700 — 476.35

Invoice #	Rcvd Date	Due Date	Description	Amount
A-309675	10/24/2022	11/14/2022	Class A Jackets & Collar Pins (Drake, Sexton,	476.35

221101030 Little Rock Autobody — 2015 — 11/14/2022 — Claims — 6700 — 2,614.94

Invoice #	Rcvd Date	Due Date	Description	Amount
888637	10/20/2022	11/14/2022	A63 E1-1 Right Cargo Compartment Door Repairs	2,398.74
888637	10/20/2022	11/14/2022	A63 E1-1 Labor	216.20

221101031 Mallory Safety and Supply LLC — 2016 — 11/14/2022 — Claims — 6700 — 194.58

Invoice #	Rcvd Date	Due Date	Description	Amount
5473016	10/31/2022	11/14/2022	Maltese Cross Bars (x12)	194.58

221101032 McLane Black Lake Fire Dept — 2017 — 11/14/2022 — Claims — 6700 — 612.40

Invoice #	Rcvd Date	Due Date	Description	Amount
716	10/24/2022	11/14/2022	SORT Equipment (Helmet, decals, name tags) Drake,	612.40

221101033 Mountain Mist Water — 2018 — 11/14/2022 — Claims — 6700 — 279.73

Invoice #	Rcvd Date	Due Date	Description	Amount
029585	11/04/2022	11/14/2022	1-4 Scott Lake Water	4.32
029585	11/04/2022	11/14/2022	1-3 Rochester Water	46.22
029585	11/04/2022	11/14/2022	1-1 Grand Mound Water	105.40
029585	11/04/2022	11/14/2022	1-6 Maytown Water	55.68
029585	11/04/2022	11/14/2022	1-2 Littlerock Water	68.11

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:38:29 Date: 11/16/2022

11/14/2022 To: 11/14/2022 Page: 4

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101034	Northwest Signworks Inc	2019	11/14/2022	Claims	6700	151.69	

Invoice #	Rcvd Date	Due Date	Description	Amount
2011286	10/31/2022	11/14/2022	New Tender WTRFA Decals (x2)	151.69

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101035	Northwest Water Systems	2020	11/14/2022	Claims	6700	411.60	

Invoice #	Rcvd Date	Due Date	Description	Amount
22-07590	10/20/2022	11/14/2022	1-2 Littlerock Water Srvs plus Coliform	205.80
22-07674	10/20/2022	11/14/2022	1-1 Grand Mound Water Srvs plus Coliform	205.80

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101036	On-Hold Concepts Inc	2021	11/14/2022	Claims	6700	19.95	

Invoice #	Rcvd Date	Due Date	Description	Amount
587345	11/04/2022	11/14/2022	Mnthly On Hold Srvcs	19.95

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101037	Pilot Travel Centers LLC	2022	11/14/2022	Claims	6700	759.48	

Invoice #	Rcvd Date	Due Date	Description	Amount
575888202	11/04/2022	11/14/2022	A68 B1-2	35.00
575888202	11/04/2022	11/14/2022	A54 B1-6	147.00
575888202	11/04/2022	11/14/2022	A70 STAF-1	31.98
575888202	11/04/2022	11/14/2022	A23 TO1-3	129.49
575888202	11/04/2022	11/14/2022	A25 CH1-2	157.31
575888202	11/04/2022	11/14/2022	A24 BN1-6	258.70

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101038	Propane Northwest	2023	11/14/2022	Claims	6700	3,610.36	

Invoice #	Rcvd Date	Due Date	Description	Amount
1508190210	10/31/2022	11/14/2022	1-6 Maytown Propane (806 gal)	1,889.58
1508254394	10/31/2022	11/14/2022	1-2 Littlerock Propane (733.98 gal)	1,720.78

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101039	Puget Sound Energy	2024	11/14/2022	Claims	6700	3,973.81	

Invoice #	Rcvd Date	Due Date	Description	Amount
200017639499	10/25/2022	11/14/2022	1-1 Grand Mound Sep 2022	1,679.00
220025935044	10/25/2022	11/14/2022	1-2 Littlerock Oct 2022	711.00
220025936018	10/25/2022	11/14/2022	1-3 Rochester Sep 2022	428.00
220025935051	10/25/2022	11/14/2022	1-4 Scott Lake Oct 2022	334.00
220025935069	10/25/2022	11/14/2022	1-6 Maytown Sep 2022	765.00
220006625754	10/25/2022	11/14/2022	1-7 Old Hwy 99 Sep 2022	56.81

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101040	Quest Diagnostics	2025	11/14/2022	Claims	6700	116.99	

Invoice #	Rcvd Date	Due Date	Description	Amount
40285089	10/31/2022	11/14/2022	CPT Code: 182949 (T. Fitzgerald)	116.99

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101041	Rochester Lumber	2026	11/14/2022	Claims	6700	381.80	

Invoice #	Rcvd Date	Due Date	Description	Amount
1192223	10/20/2022	11/14/2022	1-3 Rochester Front Apron Repairs (Crack Sealer,	34.58
1192274	10/20/2022	11/14/2022	Facility Maintenance (door sweeps, shower cleaner,	57.76
1192116	10/20/2022	11/14/2022	Facility Maintenance (caulking)	57.88
1192596	10/20/2022	11/14/2022	Facility Maintenance (caulking, moss out, blades)	43.74
1192680	10/20/2022	11/14/2022	1-6 Maytown Guide Wire Hardware	35.64
1193654	10/20/2022	11/14/2022	1-1 Grand Mound Dorm Room Repairs, Door Sweep	67.09
1192158	10/20/2022	11/14/2022	1-1 Grand Mound Bay Door Sensor Project	30.79
1193658	10/20/2022	11/14/2022	1-1 Grand Mound Bay Door Sensor Project	58.40
1193296	10/20/2022	11/14/2022	1-1 Grand Mound Bay Door Sensor Project	1.93

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101042	Rochester Water Association	2027	11/14/2022	Claims	6700	48.02	

Invoice #	Rcvd Date	Due Date	Description	Amount
100100	10/25/2022	11/14/2022	1-3 Rochester Water Srvcs	48.02

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101043	Scott Lake Maintenance Co C/O Northwest Water Syst	2028	11/14/2022	Claims	6700	133.28	

Invoice #	Rcvd Date	Due Date	Description	Amount
2165	11/04/2022	11/14/2022	1-4 Scott Lake Water	133.28

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:38:29 Date: 11/16/2022

11/14/2022 To: 11/14/2022 Page: 5

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101044	Scott Timothy	2029	11/14/2022	Claims	6700	100.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
REFUND	10/31/2022	11/14/2022	Pt. Refund 115-220540085:1	100.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101045	Stericycle Inc	2030	11/14/2022	Claims	6700	51.80	

Invoice #	Rcvd Date	Due Date	Description	Amount
3006231377	11/04/2022	11/14/2022	1-6 Maytown Hazo Waste	10.36
3006230586	11/04/2022	11/14/2022	1-3 Rochester Hazo Waste	10.36
3006230586	11/04/2022	11/14/2022	1-2 Littlerock Hazo Waste	10.36
3006247958	11/04/2022	11/14/2022	1-3 Rochester Hazo Waste	20.72

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101046	Stewart Twylla	2031	11/14/2022	Claims	6700	418.01	

Invoice #	Rcvd Date	Due Date	Description	Amount
REFUND	10/31/2022	11/14/2022	Pt. Refund 115-201810580:1	418.01

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101047	Stryker Sales Corp	2032	11/14/2022	Claims	6700	836.33	

Invoice #	Rcvd Date	Due Date	Description	Amount
3914601	11/07/2022	11/14/2022	2 Yr. EMS PM Only Maintenance (x3 power loads, 1 cot)	836.33

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101048	Systems Design West LLC	2033	11/14/2022	Claims	6700	1,698.26	

Invoice #	Rcvd Date	Due Date	Description	Amount
20222147	10/31/2022	11/14/2022	September 2022 Transports (x66)	1,698.26

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101049	Thurston Co Solid Waste	2034	11/14/2022	Claims	6700	36.00	

Invoice #	Rcvd Date	Due Date	Description	Amount
2193141	10/20/2022	11/14/2022	Solid Waste Disposal (10-18-2022)	18.00
2190478	10/20/2022	11/14/2022	Solid Waste Disposal (11-08-2022)	18.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101050	Thurston County Auditor - Elections	2035	11/14/2022	Claims	6700	7,624.47	

Invoice #	Rcvd Date	Due Date	Description	Amount
10726-10729	10/25/2022	11/14/2022	2022 August Primary Election (Littlerock)	3,526.19
10722-10725	10/25/2022	11/14/2022	2022 August Primary Election (Rochester)	4,098.28

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101051	Trott Thomas John	2036	11/14/2022	Claims	6700	1,424.05	

Invoice #	Rcvd Date	Due Date	Description	Amount
REIMBURSEMENT	10/31/2022	11/14/2022	IAAI 2022 Annual Membership	140.00
REIMBURSEMENT	10/31/2022	11/14/2022	Fire Investigator I Course - Mileage	81.25
REIMBURSEMENT	10/31/2022	11/14/2022	Fire Investigator I Course - lodging, meals, class course	1,202.80

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101052	Valley Freightliner Inc	2037	11/14/2022	Claims	6700	8.88	

Invoice #	Rcvd Date	Due Date	Description	Amount
303100194:01	10/24/2022	11/14/2022	A61 T1-2 Headlight	8.88

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101053	Verizon Wireless	2038	11/14/2022	Claims	6700	401.84	

Invoice #	Rcvd Date	Due Date	Description	Amount
9917987952	10/25/2022	11/14/2022	Apparatus Cell Phones	119.41
9918955145	10/25/2022	11/14/2022	Chief Cell	41.77
9918955145	10/25/2022	11/14/2022	Captain Cells	160.64
9918955145	10/25/2022	11/14/2022	Modems	80.02

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101054	Wells Fargo Financial Leasing	2039	11/14/2022	Claims	6700	159.99	

Invoice #	Rcvd Date	Due Date	Description	Amount
5022223054	10/25/2022	11/14/2022	1-1 Grand Mound Copier Lease	159.99

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101055	Wilcox & Flegel	2040	11/14/2022	Claims	6700	6,490.82	

Invoice #	Rcvd Date	Due Date	Description	Amount
0714863-IN	10/17/2022	11/14/2022	1-1 Grand Mound Diesel (175 gal)	937.53
0741869-IN	10/17/2022	11/14/2022	1-2 Littlerock Diesel (140 gal)	750.02
0744983-IN	10/17/2022	11/14/2022	1-1 Grand Mound Diesel (275 gal)	1,337.17
0744986-IN	10/17/2022	11/14/2022	1-2 Littlerock Diesel (170 gal)	826.61

VOUCHER APPROVAL TRANSMITTAL

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
CL55076		*10/17/2022*	*11/14/2022*	*A19 A1-3*			*155.82*
CL55076		*10/17/2022*	*11/14/2022*	*A68 B1-2*			*37.33*
CL55076		*10/17/2022*	*11/14/2022*	*A14 CH1-1*			*199.17*
CL55076		*10/17/2022*	*11/14/2022*	*A73 U1-2*			*158.81*
CL55076		*10/17/2022*	*11/14/2022*	*A22 E1-3*			*89.35*
CL55076		*10/17/2022*	*11/14/2022*	*A24 BN1-6*			*425.74*
CL55076		*10/17/2022*	*11/14/2022*	*A25 CH1-3*			*67.49*
CL55076		*10/17/2022*	*11/14/2022*	*A07 E1-7*			*46.50*
074824-IN		*10/17/2022*	*11/14/2022*	*1-1 Grand Mound Diesel (195 gal)*			*964.62*
0748431-IN		*10/17/2022*	*11/14/2022*	*1-2 Littlerock Diesel (100 gal)*			*494.66*
221101056	Wilson Parts Corp	2041	11/14/2022	Claims	6700	719.48	

Invoice #	***Rcvd Date***	***Due Date***	***Description***	***Amount***
253-9586608	*10/25/2022*	*11/14/2022*	*A24 BN1-6 Wipers (x2)*	*30.10*
253-9588517	*10/25/2022*	*11/14/2022*	*DEF (40 boxes)*	*648.17*
253-9570134	*10/25/2022*	*11/14/2022*	*Oil, Fuel Stabilizer, Fuel Mix*	*41.21*

56 Vouchers: 95,913.63

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 13:10:50 Date: 11/16/2022

11/14/2022 To: 11/14/2022 Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
221101057	Aflac	2042	11/14/2022	Payroll	6700	642.07	Pay Cycle(s) 11/30/2022 To 11/30/2022 - Suppl Disability Ins
221101058	Benefit Solutions Inc-WSCFF	2043	11/14/2022	Payroll	6700	2,250.00	Pay Cycle(s) 11/30/2022 To 11/30/2022 - MERP
EFT	Bennett Matthew Shaun	1901	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Bennett Matthew Shaun	1936	11/30/2022	Payroll	6700		Nov 2022 pay
221101102	Berryman Thomas A	1916	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Betts Brandon John	1937	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
221101103	Brown Curtis Daniel	1917	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Brownell Scott Lee	1918	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Christenson Brian David	1938	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Cooke Hans Robert	1939	11/30/2022	Payroll	6700		Nov 2022 pay
EFT	Dahl Calvin	1919	11/16/2022	Payroll	6700		Vol/Temp/Comm pay
EFT	Dean Sarah Linnea	1940	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Department Of Retirement Services Deferred Comp	1982	11/14/2022	Payroll	6700	33,773.65	Pay Cycle(s) 11/30/2022 To 11/30/2022 - Deferred Comp; Pay Cycle(s) 11/30/2022 To 11/30/2022 - Deferred Comp %
EFT	Department Of Retirement Systems Retirement	1983	11/14/2022	Payroll	6700	48,545.95	Pay Cycle(s) 11/30/2022 To 11/30/2022 - PERS 2; Pay Cycle(s) 11/30/2022 To 11/30/2022 - LEOFF 2
EFT	Department Of The Treasury	1984	11/14/2022	Payroll	6700	58,797.14	941 Deposit for Pay Cycle(s) 11/15/2022 - 11/15/2022; 941 Deposit for Pay Cycle(s) 11/16/2022 - 11/16/2022; 941 Deposit for Pay Cycle(s) 11/30/2022 - 11/30/2022
EFT	Devert Brent Nathaniel	1941	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
221101059	Dimartino Associates Brown & Brown of WA, Inc	2044	11/14/2022	Payroll	6700	2,332.15	Pay Cycle(s) 11/30/2022 To 11/30/2022 - Disability
EFT	Drake Nathan Tyler	1942	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Dyer Lanette R	1943	11/30/2022	Payroll	6700		Nov 2022 pay
EFT	Elkins Ben M	1920	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
221101107	Fitzgerald Thomas J	1921	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Fox Timothy Andrew	1922	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Frasl Kenneth E	1923	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
221101060	GET Program	2045	11/14/2022	Payroll	6700	287.00	Pay Cycle(s) 11/30/2022 To 11/30/2022 - GET
EFT	Garza Isaac Wayne	1902	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Garza Isaac Wayne	1944	11/30/2022	Payroll	6700		Nov 2022 pay
221101061	HRA VEBA Trust	2046	11/14/2022	Payroll	6700	7,675.00	Pay Cycle(s) 11/30/2022 To 11/30/2022 - HRA VEBA
EFT	Hall Aaron David	1903	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Hall Aaron David	1945	11/30/2022	Payroll	6700		Nov 2022 pay
EFT	Heilman Chris Douglas	1924	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Heilman Chris Douglas	1946	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Hemminger Shannon Marie	1947	11/30/2022	Payroll	6700		Nov 2022 pay
EFT	Hoskison Jordan Tyler	1925	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Howe Joshua Jason	1948	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Hull Nathan Scott	1949	11/30/2022	Payroll	6700		Nov 2022 pay
221101062	IAFF Local 3825 Treasurer	2047	11/14/2022	Payroll	6700	5,452.58	Pay Cycle(s) 11/30/2022 To 11/30/2022 - Union Dues
221101112	Jernigan Jeff M	1926	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Josselyn Jesse West	1927	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Kaleiwahea Blake William	1950	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Kondrack Andrew Joseph	1951	11/30/2022	Payroll	6700		Nov 2022 pay
221101114	Linn Catherine Louise	1928	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 13:10:50 Date: 11/16/2022

11/14/2022 To: 11/14/2022 Page: 2

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT	Lyon Colby Wayne	1904	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Lyon Colby Wayne	1952	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Matson Collin Reid	1953	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	McGeary Michael C	1929	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Miller Devann Munroe	1954	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Morales Michael Lawrence	1955	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Nelson Jacob Matthew	1930	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Palmerson Erik Morgan	1905	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Palmerson Erik Morgan	1956	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Panuska Miranda Marie	1957	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Parker Gregory Jerel	1906	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Parker Gregory Jerel	1958	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Patraca Linda Ellen	1931	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Patraca Linda Ellen	1959	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Pethia David C	1932	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
221101119	Ricks John Rual	1933	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Santee Ricardo Leon	1960	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Scott Robert William	1961	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Sexton Thomas Edward	1962	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Shea Linda Marie	1963	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Singleton Charles Ed	1964	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Smith Eric David	1907	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Smith Eric David	1965	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Smith Rob Dean	1966	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Spiegelberg John Steven	1934	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Stone Roger Lee	1967	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Swecker Joel Anthony	1908	11/15/2022	Payroll	6700	[redacted]	Nov 2022 draw
EFT	Swecker Joel Anthony	1968	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
221101121	Teitzel Steven David	1935	11/16/2022	Payroll	6700	[redacted]	Vol/Temp/Comm pay
EFT	Trautman Alexander Paul	1969	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Trott Thomas John	1970	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
221101063	Trusteed Plans	2048	11/14/2022	Payroll	6700	50,791.13	Pay Cycle(s) 11/16/2022 To 11/16/2022 - Basic Life; Pay Cycle(s) 11/30/2022 To 11/30/2022 - PPO 100; Pay Cycle(s) 11/30/2022 To 11/30/2022 - Dental; Pay Cycle(s) 11/30/2022 To 11/30/2022 - Basic Life;
EFT	Vavrinec Christian Kalil	1971	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
EFT	Washington State Support Registry	1985	11/14/2022	Payroll	6700	768.66	Pay Cycle(s) 11/30/2022 To 11/30/2022 - Child Support
221101064	West Thurston Fire - House Funds	2049	11/14/2022	Payroll	6700	211.00	Pay Cycle(s) 11/30/2022 To 11/30/2022 - House Funds
EFT	White Christopher Charles	1972	11/30/2022	Payroll	6700	[redacted]	Nov 2022 pay
		77 Vouchers:				455,268.81	

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

September 6, 2022 – Governing Board Workshop at 10828 Littlerock Rd SW (Littlerock 1-2 station)

Call to Order/Attendance: Commissioner Pethia called the meeting to order at 17:00 hours. Commissioners Culleton, Dahl, Elkins, Jernigan, and Ricks, Chiefs Scott, R. Smith and R. Stone, Captains Christenson, Drake, and Dyer, Volunteer BC Frasl, Union Representative Lt. Garza, Lt. Palmerson, FFs Dean, Hall, Kondrack, Matson, Santee (via Zoom), and Vavrinec, Admin Assistant Linda Patraca, Secretary Linda Shea and guests Terry Blankenship, Shannon Hemminger (via Zoom), Emily Morales (via Zoom), and Trish Santee (via Zoom).

Additions/Deletions to the Agenda: None.

Public Comments/Presentations: None.

Old Business: Linda S. presented a 2023 budget assuming the levy passes in February 2023 (see handout). There was discussion on when lay-off notices would have to be distributed if the November levy doesn't pass, with Lt. Garza reminding the board that the union has 90 days to negotiate the layoff impacts. He was partial to one of the options presented at an earlier meeting which provided for a tiered layoff schedule. The board also discussed what options the department has if one district's levy passes, and the other district's levy fails. It was confirmed that the department can collect the revenue but must ensure the individual district's levy funds are reported and spent separately so there are no subsidization issues. This also raised the question of whether cross-staffing the stations could still occur under that scenario. The board mentioned concerns about maintaining the three closed stations without a maintenance technician. After the discussions, the board agreed the budget as presented was acceptable under the scenario of a levy passage in February 2023.

Terry Blankenship commented on the need to get a clear, concise message to the citizens, and to "get in their face" to help them understand the importance of the levy.

The board called for a 5-minute recess prior to convening an executive session.

Executive Session: It was announced that the board would be convening a 45-minute executive session at 17:54, to discuss employee performance (RCW 42.30.110(g)). The board adjourned the executive session at 18:39, with no action taken.

Good of the Order: None.

Adjournment: The board adjourned the general meeting at 18:41 hours.

Submitted for Board approval by:

_____
Linda Shea, 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

DRAFT

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

October 10, 2022 – Governing Board Business Meeting at 10828 Littlerock Rd SW (Littlerock 1-2 station)

Call to Order/Attendance: Commissioner Pethia called the meeting to order at 17:00 hours. Commissioners Culleton, Dahl, Elkins, Jernigan and Ricks, Chiefs Scott and Smith, Captains Christianson (Zoom), Drake, Dyer and E Smith (Zoom), Union Representative Lt. Garza, Lts. Palmerson and Swecker (via Zoom), FFs Dean (via Zoom) and Trautman, Volunteer BCs Fitzgerald and Frasl, Vol. Spiegelberg, Admin Assistant L. Patraca, incoming Admin Svcs Director S. Hemminger, Secretary L. Shea, special guests Mike and Sara Peoples, and guests Teri Blankenship, Terry Frasl, Jeff Merryman, Robert Maser, and Emily Morales. Chief R. Stone was absent (incident response.)

Additions/Deletions to the Agenda: Linda S. confirmed that no board members would be attending the WFCA conference in October; therefore, no WFCA proxy authorization will be added to the agenda.

Public Comments/Presentations:

1. It was confirmed that Shannon Brady was not in attendance, so this item was struck from the agenda.
2. Jeff Merryman passed out copies of the department's policy 2003, Volunteer Membership and WAC 491-03-030 governing volunteer firefighter participation requirements. He believes the department is over-regulating the volunteer program and would like to see changes made that would allow younger volunteers and possibly increase volunteer participation. The board agreed to take his suggestion under consideration.
3. Former firefighter Mike Peoples was recognized for his 19 ½ years of service to the department.

The board called for a 15-minute recess at 17:23, and reconvened at 17:37.

4. Linda S. presented the draft 2023 budget and asked for public comment. No comments were received. Linda S. noted that the final budget along with the required resolutions will be presented at the November board meeting for approval.

Labor Management: Representative Garza presented the temporary MOU to fill behind FF Hall, who is on extended leave. He commented on the struggles the department is having in getting temporary positions to fill behind these absences. Commissioner Dahl moved to approve the MOU. Commissioner Elkins seconded the motion. Motion carried 6-0.

New Business:

1. Swearing-In of new Admin Services Director. Linda S. presented Shannon Hemminger, the new Admin Services Director in-training. Commissioner Pethia administered the Board Secretary-Oath of Office to Shannon.
2. Expenditure Approval. Commissioner Dahl moved to approve the total expenditure amount of $902,966.17 (which included the purchase of the new tender for $389,105.66.) Commissioner Ricks seconded the motion. Motion carried 6-0.

DRAFT

3. Meeting Minutes. Commissioner Ricks moved to approve the board meeting minutes from September 12, 2022. Commissioner Dahl seconded the motion. Motion carried 6-0.
4. Purchase Requests.
    a. Linda S. presented a request to replace the soon-to-be-obsolete phone system, and recommended the department contract with The Brookfield group for the project as they submitted the lowest bid over the 3-year period, and they are our current telephone system service provider. Commissioner Dahl moved to approve the purchase of a new phone system. Commissioner Elkins seconded the motion. Motion carried 6-0.
    b. Chief Scott presented the final purchase cost for the new tender for station 1-1, including a $35,500 change order that was authorized by him to include upgraded lighting, plymovent flanges, and other necessary changes. It was noted that the funds for the tender are coming from the TCFD #1 bond debt surplus, with the sale proceeds from the old tender covering the balance. Commissioner Jernigan moved to approve the additional change order costs. Commissioner Elkins seconded the motion. Motion carried 6-0.
    c. Captain Dyer presented an estimate from Stryker to replace an old manual cot with a power cot. Costs of the new cot will be covered by BLS/OTEP funding provided by Medic One. Commissioner Dahl moved to approve the purchase of a new power cot. Commissioner Jernigan seconded the motion. Motion carried 6-0.
5. Resolution #2022-011, Surplus. Linda S. presented Resolution #2022-011 to surplus equipment, noting that the manual cot that is being replaced is being traded-in on the new power cot purchase, and will be added to the resolution that the board will sign. Commissioner Dahl moved to approve Resolution #2022-011. Commissioner Jernigan seconded the motion. Motion carried 6-0.
6. Petty Cash Update. Linda S. requested board approval to add Shannon Hemminger as an authorized signer on the account (Key Bank requires approved board minutes before Shannon can be added to the account.) Commissioner Elkins moved to approve adding Shannon to the petty cash account. Commissioner Culleton seconded the motion. Motion carried 6-0.

Unfinished Business (action items):
1. Board station tours. Discussion was held on the recent station tours made by the commissioners. Linda P. noted that she had reports for stations 1-2, 1-4 and 1-6. Commissioner Dahl will write up the follow-up items needed for station 1-1. Pethia will forward the report for the action items for station 1-3.
2. Donation of surplused SCBA masks/packs. Chief Smith reported that the SCBA masks and packs that were officially surplused several months ago have not been picked up by any other fire district and requested approval to donate them to the Portland Bomberos group. Commissioner Dahl moved to approve the donation. Commissioner Culleton seconded the motion. Motion carried 6-0.
3. Assistant Chief Recruitment. Commissioner Pethia requested this item be moved to later in the meeting (under *Executive Session*.)

Unfinished Business (nonaction items): None.

Communications:
1. Thurston County Treasurer September 2022 reports were presented.
2. October 2022 budget reports were presented.
3. Open Facility Work Orders report. Linda S presented this new report, asking if the board wanted to see these on a regular basis, to which there was general agreement to continue. Chief Scott updated the board on how Chris Heilman's time is utilized in addressing these issues. The group discussed ways to address the older issues and get them taken care of in a timelier manner. The board also discussed the need to trim the trees at station 1-3 that are overhanging the fence between the station and Shannon Brady's neighboring

DRAFT

property. Chief Smith will confirm with legal counsel that we can trim without legal repercussions. The board recommending obtaining bids from professional tree trimmers so the work can be done appropriately.

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

1. Chief Smith reported that response times are good, and we had two wildland mobilizations in September.
2. Chief Scott reported on the tender project status and noted that the Washington Surveying and Rating Bureau (WSRB) has reached out to schedule time for the district's fire protection class re-rating next year.
3. Captain Dyer reported we have one volunteer who is in the EMT class (auditing only due to age restrictions.)

Commissioner Reports:

1. Commissioner Ricks reported the EMS Council approved the ALS contracts to move forward to the county commissioners for approval (which included an increase in costs.) He also reported that the council did not select any of the applicants for the EMS Director position, and the current EMS Director continues to work under contract at the county health department.
2. Commissioner Pethia reported the county fire commissioners' concerns echo the EMS council's concerns about the EMS Director position.
3. Commissioner Dahl reported the county commissioners have reported they have a $4M surplus for which they are asking for public input on ways to spend.

Good of the Order:

1. Commissioner Ricks requested that future board meeting tables be arranged up so the board can face the public and visitors.
2. Commissioner Dahl asked if we purchased a drone, or if we have purchased property (of which neither has occurred.) He was concerned that the statement submitted as the rebuttal in the voter's pamphlet stated that the department had wasted money by purchasing drones and excess property.

The board recessed at 18:45 to conduct the BVFF and individual district meetings prior to moving into Executive Session (to allow the volunteer representative to leave.)

Executive Session: It was announced that the board would convene an Executive Session at 19:00 hours for thirty minutes, to discuss the performance of an employee (RCW 42.30.110(g)). At 19:30, it was announced the session would extend for 5 more minutes, and a final announcement was made that the session would extend for 10 additional minutes. In the executive session, Commissioner Dahl made a motion to postpone the Assistant Chief recruitment (as discussed at the August 22, 2022 workshop), since this position should be hired by the new Fire Chief, for which the department will start actively recruiting after the November election. Commissioner Elkins seconded the motion. Motion carried 6-0.

The board reconvened into general session at 19:45 and announced the decision to postpone the Assistant Chief recruitment until after the new Fire Chief is appointed.

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

DRAFT

Submitted for Board approval by:

_____
Linda Shea, 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

DRAFT

Department of Revenue
Washington State

Ordinance / Resolution No. 2022-013

RCW 84.55.120

WHEREAS, the WTRFA BOFC of West Thurston Regional Fire Authority has met and considered its budget for the calendar year 2023; and,

WHEREAS, the district's actual levy amount from the previous year was $0 and,

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

BE IT RESOLVED by the governing board of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected under the individual Thurston County Fire Protection Districts #1 and #11 instead of the WTRFA.

The dollar amount of the increase over the actual levy amount from the previous year shall be $0 which is a percentage increase of .0% due to the property tax being levied under the individual TCFD #1 and TCFD #11. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 14th day of November, 2022.

_____
Commissioner Tom Culleton

_____
Commissioner Calvin Dahl

_____
Commissioner Ben Elkins

_____
Commissioner Jeff Jernigan

_____
Commissioner Dave Pethia

_____
Commissioner John Ricks

Apparatus #77 BN1-6 Costs

Amount	Vendor	Notes	TransDate
$ 952.57	Kent D Bruce	Side Mount Pckg, Under Dash Console, Charger	11/8/2021
$ 1,239.63	Kent D Bruce	New Battalion Lighting Equipment	10/11/2021
$ 7,716.30	Motorola	All Bank MP Mobile Radio/equipment	11/8/2021
$ 95.19	Motorola	Antenna, Mount, Connector	11/8/2021
$ 7,440.01	Kent D Bruce	LED Lightbars/mounting, Console & Computer Mounting, Charging Equipment	2/14/2022
$ 41,115.85	Bud Clary	New Battalion	5/9/2022
$ 1,840.35	**Kent D Bruce**	**Traffic Advisor, brackets, spotlight**	**7/11/2022**
$ 1,053.37	**NW Signs**	**Placards, logos**	**7/11/2022**
$ 7,297.40	**Extreme Auto Outfitters**	**Canopy and bed slide**	**7/11/2022**
$ 206.35	**Kent D Bruce Co LLC**	**Tunnel Mount assembly**	**8/8/2022**

$ 68,957.02	Total Costs-to-date
$ 80,000.00	Budgeted (2022)
$ 11,042.98	**Available Budget as of August 2022**
$ 25,000.00	City shop cost (per Adam 10-31-22)
$ 1,000.00	Center seat to replace console
$ 483.09	Chevron Striping (assumes full tailgate)
$ 500.00	Consumables cost
$ 500.00	Unforeseen costs
$ (16,440.11)	*Overage*
$ 10,003.69	Costs paid in 2021
$ (6,436.42)	**Overage in 2022**

(7,450.00) *overage from initial estimate*

Note: Costs for utility truck were $13,700 in 2020

related to City of Olympia overage

WASHINGTON FIRE COMMISSIONERS ASSOCIATION
HEALTH CARE PROGRAM
2023 - Employer Application and Eligibility/Contribution Form

PLEASE CHECK APPROPRIATE BOX:

- ☒ Renewal January 1
- ☐ New Organization
- ☐ Add Additional Line of Coverage
- ☐ Change in Program
- ☐ Organization Name Change
- ☐ Eligibility Change
- ☐ Address Change
- ☐ Other _____

I. ORGANIZATION INFORMATION **Employer Tax ID Number:** 27-1405540

Fire Service Organization: West Thurston Regional Fire Authority **TPSC Case #**

County: Thurston

Street Address: 10828 Littlerock Rd SW City: Olympia State: WA ZIP: 98512

P.O. Box: City: State: ZIP:

Organization Contact: Name: Shannon Hemminger Title: Admin. Services Director Phone: 360-352-1614

Email: Shannon.hemminger@wtrfa.org Fax: 360-352-1696 Chief: Smith, Acting

II. MEDICAL BENEFIT SECTION

Medical administered by TPSC, PO Box 1894, Tacoma, WA 98401-1894

Vision administered by Vision Service Plan, 333 Quality Drive, Rancho Cordova, CA 95670.

Vision is included in all self-funded medical plans

MEDICAL/VISION ☒ Yes ☐ No ***If "Yes"**: check all the medical plans you wish to have available to eligible people in your organization*

- ☐ Traditional Plan (LEOFF I ONLY)

Combo Plans· Active LEOFF I Dependent(s) only:

- ☐ Combo PP0-100 Plan
- ☐ Combo *PPO-Plus Plan
- ☐ Combo PP0-300 Plan
- ☐ Combo PPO-750 Plan
- ☐ Combo HD Plan

- ☒ PP0-100 Plan
- ☒ *PPO·Plus Plan
- ☒ PP0-300 Plan
- ☒ HD Plan
- ☒ PP0-750 Plan

Insured Medical/Vision Options: offered and underwritten by:

- ☒ Kaiser Foundation Health Plan of Washington 1300 SW 27th Street Renton, WA 98057
- ☐ Kaiser Foundation Health Plan of the Northwest 500 NE Multnomah St. Suite 100. Portland. OR 97232·5398

** Enrollment in the PPO Plus Plan is only available to organizations that were enrolled in the PPO Plus Plan before 1/1/2021*

III. DENTAL BENEFIT SECTION Dental administered by: Delta Dental of Washington, 9706 4th Ave NE, Seattle, WA 98115

DENTAL ☒ Yes ☐ No ***If "Yes", choose only one (1)** of the following Dental plans for all eligible people in your organization:*

- ☒ PPO INCENTIVE PLAN With Orthodontia
- ☐ PPO BASIC PLAN With Orthodontia
- ☐ PPO INCENTIVE PLAN Without Orthodontia
- ☐ PPO BASIC PLAN Without Orthodontia

IV. LIFE and AD&D BENEFIT SECTION - Available if organization enrolls in Medical and/or Dental

Plan offered and underwritten by: Standard Insurance Company, 1100 SW 6th Ave, Portland, OR 97204

1. CORE LIFE AND AD&D PLAN: $2,000 per employee -automatic for employees and commissioners enrolled in the Traditional, PP0-100, PP0-300, PPO-750 *PPO-Plus, HD. or Combo medical plans.
2. **BASIC LIFE / AD&D for employees and commissioners** ☒ Yes ☐ No

   If "Yes", choose employee/commissioner amount:

   ☐ $5,000 ☐ $10,000 ☐ $25,000 ☒ $50,000 ☐ $75,000 ☐ $100,000
3. **BASIC LIFE / AD&D for volunteers** (paid by employer) ☐ Yes ☒ No

   If "Yes", Choose Volunteer amount: ☐ $5,000 ☐ $10,000

Fire Organization: West Thurston Regional Fire Authority

V. ELIGIBILITY

1. Total number of employees on your payroll: 39

   (Include full time, union, part-time, temporary people, LEOFF I employees. Do not include volunteers, retirees, or commissioners)

2. Number TO BE COVERED: 37

2.a. Total number of LEOFF I employees in above figure: 0

2.b. Total number of LEOFF II employees in above figure: 33

2.c. Total number of PERS employees in the above figure: 4

2.d. Total number of LEOFF I Retirees to be covered: 0

2.e. Total number of Non-LEOFF I Retirees to be covered: 0

2.f. Total number of Commissioners to be covered: 0

2.g. Total number of Former Commissioners to be covered: 0

3. TOTAL NUMBER OF ELIGIBLE ENROLLEES TO BE COVERED:

   (2a + 2b + 2c + 2d + 2e + 2f + 2g) 37

VI. DOMESTIC PARTNER ELIGIBILITY SECTION

WASHINGTON STATE REGISTERED DOMESTIC PARTNERS ARE TREATED THE SAME AS A SPOUSE

In addition, Organizations can choose to cover other domestic partners (as described on the WFCA Affidavit of Domestic Partnership)

Do you want to add Domestic Partner Coverage, in addition to State Registered Domestic Partners? ❒ Yes ☒ No

If "Yes", choose one of the following:

❒ Same-sex only*

❒ Opposite-sex only*

❒ Both Same-sex and Opposite-sex

**The Washington State Human Rights Commission may consider same-gender only or opposite-gender only selections to be discriminatory.*

***Washington State Domestic Partner Registry is only applicable when at least one partner is age 62 or older*

VII. 2023 ELIGIBILITY & EMPLOYER CONTRIBUTION LEVELS

Notes for completing this form:

1. Fire Service Organization's contributions for an employee's coverage under Medical and Dental must be noted below (either as a dollar amount or as a percentage of premium). Organization contributions can be any amount (including $0)*; however, all eligible employees must be enrolled (i.e. the employee cannot waive coverage).

   IMPORTANT: The Organization's contribution for an employee's coverage under either the Kaiser Foundation Health Plan of Washington medical plan or the Kaiser Foundation Health Plan of the Northwest medical plan must be at least 50% and contributions must be non-discriminatory.

2. Organization contributions for dependents' coverage under Medical and Dental must be noted below (either as a dollar amount or as a percentage of premium). Organization contributions can be any amount (including $0).

3. Organization contributions for an employee's coverage under Basic Life must be 100% of the premium.

All Employees	**Eligibility**	**Employer Contribution** (Employee / Dependent) **Medical**	**Dental**
☒ Full-time employees**	30 Minimum hours per week* (Maximum of 30 hours / week (Fire service organization can choose hourly requirements ranging from 20 to 30 hours per week))	100 / 100	100 / 100
☒ Qualified Volunteers‡ (Qualified volunteers must complete the volunteer affidavit)			
❒ Employer contributes towards the premium		/	N/A
☒ Self-Pay Basis		0% / 0%	N/A
☒ Part-time employees	From ____ To ____ Hours per week (No less than 20 hours and no more than 29 hours per week)		
❒ Employer contributes towards the premium**		/	/
☒ Self-Pay Basis‡		0% / 0%	N/A

* The Affordable Care Act (ACA) defines full-time employment for purposes of health care coverage as working an average of 30 hours or more per week. Should fire service organizations wish to provide health care coverage to an employee working less than 30 hours per week, the employee must work no less than 20 hours per week to be eligible for WFCA health care coverage.

** For employees covered under either Kaiser Foundation Health Plan of Washington or Kaiser Foundation Health Plan of the Northwest, the organization contribution must be at least 50%.

‡ Volunteers and Part-time employees on a self-pay basis are only eligible for the PPO-300, PPO-750 and HD Plans.

Fire Organization: West Thurston Regional Fire Authority

APPLICATION AGREEMENT

To Become a Participating Member of the Washington Fire Commissioners Association Employee Benefit Program:

The undersigned applicant hereby applies for membership in the Washington Fire Commissioners Association Employee Benefit Program and hereby adopts such Program in accordance with the terms, conditions, and representations set forth herein and in the insurance or service contracts. The WFCA health care committee has oversight of the account (the IRSRA) established for purposes of this Program. Trusteed Plans Service Corporation, herein called "Administrator" is hereby requested to approve this application for participation and to request the insurer or service providers to effect desired coverage, subject to group underwriting rules of the insurer, and subject to any required underwriting for employees, including dependents under individual applications for insurance or service which may be submitted by or on behalf of the applicant, its owners, officers and employees, including their dependents.

Applicant hereby represents, covenants, warrants, and agrees as follows:

1) Applicant is a member in good standing of the Washington Fire Commissioners Association. Applicant agrees that at such a time as the preceding statement is no longer true, participation in the program shall automatically terminate without notice, as shall all insurance or other coverage provided through the plans of the Program for the Applicant, its employees and its employees' dependents.

2) Any rights of the Applicant, its employees, or employee's dependents, and the beneficiaries of any of them or any person claiming by or through such person to any insurance, self-funded benefits, or service benefits shall be subject *to* the terms and conditions, including any future modification thereof, of the standard operating procedures of the Administrator, the self-funded plan document, and of any insurance policy or service contract issued by an insurer or service provider.

3) Any organization enrolling in the Washington Fire Commissioners Association self-funded medical plan accepts that the program is subject to audit by the Office of the State Auditor and review by the Department of Enterprise Services Risk Management Division.

4) Applicant adopts the Washington Fire Commissioners Association Program and appoints Trusteed Plans Service Corporation of Tacoma, WA as Administrator. The Administrator shall have total and exclusive administrative control over the Program. The Administrator may directly bill and collect premiums, self-funded plan rates, contributions, and fees from members. The Administrator shall provide administrative, accounting, and other services as required for the Program. The Administrator is appointed the agent of the Washington Fire Commissioners Association and shall be held harmless by it for any Liability arising out of the performance of its duties, except liability arising out of its own negligence or willful misconduct. It is understood that all computer hardware and software, programs, are the exclusive property of Trusteed Plans. The data and other records are the sole and exclusive property of The Washington Fire Commissioners Association.

5) No coverage shall be in force until the inter-local agreement, this membership application and the individual applications for coverage have been approved, notice of the effective date of each individual's coverage has been furnished *to* them by the Administrator in writing, and the full premium, self-funded plan rates, and administrative fees has been received by the Administrator or Insurer.

6) Washington Fire Commissioners Association, in its sole discretion, for what it deems the overall benefit of the Program and a majority of the participating members, may accept, deny, and terminate membership in the Program.

7) Applicant will at its own expense provide any and all information and documentation that may be required for the purposes of providing information to comply with an insurer's underwriting rules or the terms of any contract.

8) Applicant will distribute *to* eligible individuals and/or participants all applicable plan materials and documents as required by Washington Fire Commissioners Association or the Administrator.

9) If dependent children are covered, they are covered through the age of 25 regardless of marital status, student status, or eligibility for coverage under another plan.

10) Applicant agrees that it will submit an individual application for each person as he/she becomes eligible as a member of a covered classification, and the amount of coverage once in force on an insured or covered individual will not change until written application for the change has been made and approved by the insurer or the Administrator and the proper premium has been paid *to* the Administrator.

Application Continued on Next Page

Fire Organization: West Thurston Regional Fire Authority

11) To control premium costs *to* applicant, applicant agrees *to* immediately submit the appropriate notice *to* the Administrator as soon as the Applicant is aware that a person is no longer eligible under any of the benefit plans.

12) Applicant shall pay all premiums, self-funded plan rates, contributions, and administrative fees billed to it by the Administrator or its agent on or before the due date. Applicant understands that its failure, or the failure on the part of any member firm, to make proper payments on or before the due date could jeopardize the plan for all covered individuals as there would not be sufficient funds *to* submit the premium *to* the insurer. Consequently, Applicant understands that coverage will cease retroactively on the due date for all individuals of the Applicant and their dependents if payment is not in the hands of the Administrator or its representatives **ON OR BEFORE THE TENTH OF THE MONTH IN WHICH IT IS DUE**. In order to eliminate any possibility of lapse of coverage due to inadvertent failure to make timely payment, the Administrator will accept two monthly payments initially and bill one month in advance in the future upon your checking "Yes" below.

    ☐ Yes, we desire to make two monthly payments initially and be billed one month in advance in the future. (If you choose this option, your organization would make a two month initial premium payment. This will ensure that your plan eligibility is always up-to-date and will reduce on-line eligibility delays for your employees, since eligibility is based on payment.)

    ☑ No, we do not desire to make two monthly payments initially.

13) Applicant certifies that it has established policies and procedures to secure protected health information (PHI), in accordance with the HIPAA privacy and security rules, codified at 45 C.R.F. Parts 160- 164 as it pertains to the Washington Fire Commissioners Association plan.

14) Applicant certifies that it has taken affirmative action by resolution or by ordinance of the local board to adopt the required interlocal agreement in accordance with RCW 48.62.031(2) and RCW 39.34.

15) Upon offering a HSA, HRA, FSA or any other method of contribution, Applicant agrees to sign and adhere to the Association's Certificate of Compliance requirements consistent with Internal Revenue Rules and Regulations found in IRS Publication 969 and WFCA Polices.

16) Applicant acknowledges that it is a crime to knowingly provide false, incomplete, or misleading information to the WFCA for the purposes of defrauding the Healthcare Program. Penalties include imprisonment, fines, and denial of employee health and welfare benefits.

17) It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits

AUTHORIZED SIGNATURE _____ **DATE** _____

PRINT COMMISSIONER NAME AND TITLE Dave Pethia, Board Chair

MAIL COMPLETED and SIGNED FORM TO:

TPSC, PO Box 1894,
Tacoma, WA 98401-1894

West Thurston Regional Fire Authority
Receivables Billing and Fee Schedule
Effective: 1/1/2022

Service Provided	Payor	Rate	Billing Cycle	Authority/Reference	Last Rate Update
Admin Fee for Cost Recovery/Transport billings *(retained by Systems Design)*	Liable/responsible party	False Alarms - $25 Illegal Burn - $25 Hazardous Materials - $25 plus 2% of payments MVA (non-resident) $65 Patient Transport/Assists - $23.50 Response Rescue - $25 Utility Assistance - $20	As billed by Systems Design (upon submittal of info by WTRFA)	Systems Design Amendment 5 Apr2021	6/1/2021
Cell tower lease	Crown Castle (CC Holdings)	Increases every five years (begin 2018). Refer to Crown Castle Lease spreadsheet (Crown Castle Annual Lease.xls)	Paid automatically annually in September (no billing required)	V:\Agency Management\Contracts-Agreements\Lease-Rental Agreements\Crown Castle amendment 4 Jun2018.pdf	Contract 2018 - 2065
EMT wellness/immunization reimbursements	TC Medic One	TC Medic One rates	As bills from medical provider/annual wellness clinic are paid	V:\Financial Management\Accounting-Banking\Receivables\Medic One\Attachment 'A' - Immunizations Rates Reimb 2017.doc	10/1/2017
Event Standby	Event holder	Personnel: Current salary and benefit hourly rate for each rank (FF, LT, CAPT, BC, Chief) PLUS Equipment: Wa State Wage & Equipment Rates (one hour minimum)	Per Event	Policy #1004, Service Fees	Based on current salary/equip rates
Facility Lease - Long-term	TC Medic One TC Sheriff's office	Refer to contract	Quarterly	V:\Agency Management\Contracts-Agreements\Lease-Rental Agreements\Medic One Lease Aug2020 extension and rate increase.pdf V:\Agency Management\Contracts-Agreements\Lease-Rental Agreements\TCSO Leased space Amd#2 2020.pdf	8/1/2020 (CPI increase every Jan) 1/1/2022 (CPI increase every Jan)
Facility Use - One-time	Tier Two/Three parties (per policy)	$70/day without kitchen OR $140/day with kitchen PLUS $35/cleaning deposit PLUS $50/hour for Attendant	Upon reservation	Policy #1013, Facility Use	2/1/2017
Fire Protection Services for governmental (non-taxed) agencies	Dept of Corrections Dept of Nat'l Resources Dept of Transportation Wa State Parks Wa State Patrol Rochester School Dist Tumwater School Dist Chehalis Tribe	State Agencies: Based on most current assessed value (AV) X levy rates (see spreadsheet at V:\Financial Management\Accounting-Banking\Receivables\Fire Protection Service rates for IAGs.xlsx) School Districts: Based on per student rate as established by OSPI (https://www.k12.wa.us/policy-funding/school-apportionment/safs-report-api Select appropriate year/Apportionment/ESD/Capital Region ESD113/Olympia School District/Apportionment for July (Littlerock is 40% of Tumwater's appnt.) Tribal: Per Contract	Quarterly: DOC, Tribe Annually in June: DNR, DOT, Parks, WSP Annually in August/September: Schools (for past school year)	Public Agencies: RCW 52.30.020 Districts: WAC 392-121-460 pending negotiations School Chehalis Tribe -	Annually based on latest tax or apportionment rates (excl. tribe)
Fire Suppression/Burn Ban Noncompliance services	Liable/responsible party	Personnel: Current salary and benefit hourly rate for each rank PLUS Equipment: Wa State Wage & Equipment Rates PLUS Preparedness Fee if applicable	As billed by Systems Design (upon submittal of info by WTRFA)	Policy #1004, Service Fees	Based on current salary/equip rates

Service Provided	Payor	Rate	Billing Cycle	Authority/Reference	Last Rate Update
First Aid/CPR instruction (dept members to public)	TC Medic One	$25.94/hour 4 hr max for instructors 2 hr max for co-instructors	As department members provide instruction to public (Must provide # of people trained and number of classes held as documentation)	TC Medic One SOP - Occupational Health Vaccinations & Immunizations	2015
Hazardous Material Spills	Liable/responsible party	Personnel: Current salary and benefit hourly rate for each rank PLUS Equipment: Wa State Wage & Equipment Rates PLUS $25 System Design Fee PLUS Preparedness Fee if applicable	As billed by Systems Design (upon submittal of info by WTRFA)	Policy #1004, Service Fees	Based on current salary/equip rates
Mobilization Reimbursements	DNR/WSP	Per WA State Wage & Equipment Rate Guide	As personnel submit OF288 and Equipment Use forms after mobe	V:\Financial Management\Accounting-Banking\Receivables\Mobilization Requests\2022-WA-State-Wage-and-Equipment-Rates.pdf	1/1/2022
Motor Vehicle Accidents (non-resident)	Liable/responsible party	Personnel: Current salary and benefit hourly rate for each rank PLUS Equipment: Wa State Wage & Equipment Rates PLUS $50-$100 Systems Design fee PLUS Preparedness Fee if applicable	As billed by Systems Design (upon submittal of info by WTRFA)	Policy #1004, Service Fees	Based on current salary/equip rates
Non-Emergency Cost Recovery Services (repeat false alarms/patient assists; utility line failures; rescues)	Liable/responsible party	Personnel: Current salary and benefit hourly rate for each rank PLUS Equipment: Wa State Wage & Equipment Rates PLUS Preparedness Fee if applicable	As billed by Systems Design (upon submittal of info by WTRFA)	Policy #1004, Service Fees	Based on current salary/equip rates
Preparedness Fee	Nonresident liable party	$250 per incident	As billed by Systems Design (upon submittal of info by WTRFA)	Policy #1004, Service Fees	6/1/2021
Public Records Requests	Requestor	$0.15 per page plus actual cost of postage, envelope, CD, etc. No charge for documents sent electronically - cost to produce an invoice is not offset by the revenue received	As requested	Policy #1014 and RCW 42.56.120	RCW update 2017
Storage Leases (Old 99 station)	Leasee	36X15 - $120 plus LET 27X15 - $100 plus LET 23X15 (2) - $100 plus LET Utilities - $25/month	Monthly per contract unless otherwise agreed	Contracts saved at V:\Agency Management\Contracts-Agreements\Lease-Rental Agreements\WTRFA Boat RV Auto Storage Lease - Old Hwy 99	2015
Transports	Patient's Insurance/Patient	Residents: Base Fee $750 plus $18 per mile, plus $3,889 GEMT for Medicaid patients (effec. Jan 2021). Non-Residents: Base fee $1,000 plus $20 per mile plus GEMT (effec. Jan 2022)	As billed by Systems Design (upon submittal of info by WTRFA)	Policy #1004, Service Fees. Note that board agreed to tie transport rate increases to GEMT increases, in 2020 (see Dec2020 minutes)	Base/mileage: 1/1/2021 NonResident: 1/1/2022
Volunteer physical examinations (reimbursement basis)	Board for Volunteer Firefighters (BVFF)	$100 total per volunteer	As bills from medical provider are paid	https://bvff.wa.gov/procedures-manual/physical-requirements-members	Set by BVFF

Wst Thurston Regional Fire Authority
Dec2022 BLS Transport Rate Review

Fire District	BLS-E Res	BLS-E NR	Mileage Res	Mileage NR	Effective Date	SFY2020 Per Transport Rate (GEMT)	SFY2021 Per Transport Rate (GEMT)	SFY2022 Per Transport Rate (GEMT)	*% Change from prior year*
SE Thurston Fire Authority	$ 550.00		$ 15.00		5/1/2016				*0%*
Thurston 6-E Olympia	$ 750.00		$ 16.00		1/1/2020				*0%*
Thurston 9-McLane	$ 750.00	$ 850.00	$ 16.00	$ 18.00	6/1/2018				*0%*
Thurston 12-Tenino	$ 850.00		$ 18.00		11/1/2018				*0%*
Thurston 17-Yelm	$ 974.00		$ 18.00		10/1/2021				*76%*
West Thurston RFA	**$ 750.00**	**$ 1,000.00**	**$ 18.00**	**$ 20.00**	**1/1/2022**	**$ 6,368**	**$ 6,112**	**$ 5,632**	***-8%***
Average	**$ 770.67**	**$ 925.00**	**$ 16.83**	**$ 19.00**					
	3%	*% over/under WTRFA*							

		% over/under WTRFA		% over/under WTRFA			
Mason (average)	$ 758.57	1%	$ 16.19	-10%			*0%*
Lewis (average)	$ 916.10	22%	$ 17.90	-1%			*8%*
Riverside	$ 875.00	17%	$ 20.00	11%	1/1/2019		*0%*
AMR	$ 1,268.00	69%	$ 31.75	76%	1/1/2022		*0%*
Olympic	$ 1,218.80	63%	$ 25.36	41%	1/1/2021		*0%*
Falck NW	$ 2,133.00	184%	$ 38.02	111%	1/1/2022		
ALL Systems Design clients (250+)	$ 966.66	29%	$ 18.62	3%			

Reimbursement rates:

Medicare	$ 383.06	-49%	$ 7.63	-58%	2021	*(Note, Medicare is proposing approx. 8.7% increase for 2023)*
Medicaid *(suppl by GEMT)*	$ 115.34	-85%	$ 5.08	-72%	4/17/2020	

Recommendation:

Intent is to tie transport rate changes to GEMT. Since SFY2022 rate went down from SFY2021, recommend no change to transport rates.

Because only 19% of our transports are paid by commercial Insurance, we would see approximately $0.19 per $1.00 increase in transport rate (all other payors are limited in what they can pay out, i.e. Medicare/Medicaid.)

WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Operations –Technical Space Rescue Operations

Policy: 1.4007

Effect Date: 1/1/10

Rev. Date: January 2020, November 2022

TECHNICAL RESCUE OPERATIONS

1.0 PURPOSE:

1.1 West Thurston Regional Fire Authority and its members recognize that Emergency Services is inherently dangerous for the first responder. The Department is committed to maintaining the safest possible working environment by training and educating its members in established Policies, Procedures, and Standard Operating Guidelines (SOG).

2.0 POLICY:

2.1 WTRFA does not provide technical rescue services nor maintain a technical rescue team. The highest-ranking Department Officer on scene shall establish a unified command system and call for *Local Resources (dispatched by CAPCOM) - Thurston County Special Rescue Operations Team – SORT.* All members who may encounter a technical rescue incident shall be trained to an awareness level to recognize technical rescue situations during emergency scene operations and takes no offensive action.

2.2 Thurston County Special Rescue Operations Teams (SORT) will provide a technician level response for rescue involving:

- Structural Collapse
- Rope
- Confined Space
- Trench
- Water
- Tree Rescue
- Animal Rescue

2.3 Department Members shall approach technical rescue incidents with extreme caution. Direct supervision is required of all members and all safety precautions and procedures shall be strictly enforced. Operations shall be conducted in a manner which avoids premature commitment to unknown risks.

2.4 The Department Incident Commander (IC) may permit Department personnel to assist at a technical rescue incident only after evaluating the situation and only under the direct supervision of properly trained and qualified personnel.

2.5 Department members recognize their responsibility to complete mandatory training. They shall understand and operate within their level of training and within the established Policies, and utilize procedures and guidelines as needed.

2.6 The Department shall attempt to identify and list contact information of local sources to conduct technical rescue operations. If the Department enters into a contract with any outside rescue service, at least one of the contract individuals shall be able to read and speak the English language.

2.7 It shall be the policy of the Department to deny entry to any and all Department Members into any unsafe trench or excavation or technical rescue situation.

2.8 Only members trained to the Technician Level will supervise any technical rescue operation.

2.9 The Department will employ the following methods of shore-based water rescue.

A. Reach or Throw – Don PFD, helmet, and other safety PPE (Do not use bunker gear)
B. "Don't Go" – No entry into water

3.0 DEFINITIONS:

3.1 Confined Space: A space that is large enough and so configured that an employee can bodily enter to perform assigned work, has a limited means of entry and egress, and is not designed for continuous occupancy.
3.2 Trench: A type of excavation or depression in the ground that is generally deeper than it is wide, and narrow compared to its length

TRANSFER ENTIRE GUIDELINES SECTION TO SOG

4.0 REFERENCE:

*Reference: WAC 296-305-*05101

WAC 296-305-05113

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

RESOLUTION NO. 2022-012

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 14th day of November 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 #2022-012

Item	Value*	Minimum Bid *	Serial/ID #	Tag #	Reason	Disposition
2002 T300 Kenworth Tender (T1-1, App 11)	$129,000	$129,000	VIN# 2NKML29X42M891394 License #59290C	N/A	Replaced with newer tender	To be sold through public auction – HEARING REQUIRED PER RCW 39.33.020 (see attached RCW)

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

Section: Job Descriptions

Policy:

Effect Date: November 1, 2022

Rev. Date:

FIRE CHIEF (Administration Chief)

NATURE OF WORK

This position serves as the chief executive officer (CEO) of the department, and is responsible for planning, organizing and directing the department and personnel to meet its mission, goals and objectives. This position answers directly to the Regional Fire Authority Governing Board and is expected to take accountability for the actions of subordinate department personnel. The Fire Chief is a FLSA Exempt employee.

GENERAL DUTIES

The duties and responsibilities of the Fire Chief will include but are not limited to:

1. Serving as the administrative head and have complete control of all activities of the Fire Department consistent with the laws of the State of Washington and the policies of the Department.
2. Develops and designs strategic plan, and annual report.
3. Guides the preparation and management of the department budget for review and approval by the Regional Fire Authority Governing Board.
4. Participates in establishing, implementing, enforcing, reviewing and updating policies and procedures that will guide the department in its daily operations.

5. Develops and recommends number and location of personnel, facility and equipment necessary to meet the mission, goals and objectives of the department.
6. Guides and mentors personnel responsible for development and maintenance of a comprehensive health and safety program for personnel.
7. Develops necessary fiscal resources to accomplish mission, goal and objectives of the department.
8. Acts as department liaison with local, State and Federal fire officials, law enforcement and other agencies as necessary.
9. Ensures compliance with all applicable federal, state and local laws, rules and other guiding policies.
10. Performs risk management analysis on community's needs.
11. Acts as liaison with civic and community organizations and the public.
12. Unless delegated, acts as the department public information officer.
13. Attends all meetings called by the BOFC, Thurston County Fire Chiefs Association and others associated with current and future actions concerning the department.
14. Manages, maintains and submits information and records as required by the State of Washington.
15. Manages, maintains, directs and supervises department activities and systems in the following areas;
    a. Administration
    b. Fiscal management
    c. Personnel Management
    d. Facility and Apparatus Management
    e. EMS and Transport Program
    f. Safety Program
    g. Fire Investigation and Inspections
    h. Legal issues
    i. Mergers/contracts/IGAs/Labor Management
    j. Public Education

k. Records management
l. IT systems
m. Web site design
n. Property/Lease issues
o. Volunteer services
p. Organizational Risk management

16. Delegates authority where appropriate.
17. Responds as needed to fires and emergency calls as part of an incident management team.
18. Attends conferences, school, seminars, meetings and other such functions as necessary to keep current of the new developments in the fire service.
19. Communicates regularly and consistently to ensure personnel are informed of decision, actions, requirements, and status of attaining established levels of service.
20. Oversees the recruitment and conducts the selection of personnel of the department.
21. Reprimand, suspend or dismiss from the department for cause, any member of the department in such a manner as is provided by the department's disciplinary procedures.
22. Supervises all paid and volunteer staff.
23. Will participate in the Battalion on-call/standby rotation as scheduled
24. Perform other related duties, responsibilities and project activities that may be assigned by the Board of Fire Commissioners.

KNOWLEDGE, SKILLS and ABILITIES

1. Incident command and control strategy
2. Principles of public administration and fire protection
3. Ability to provide leadership promoting the department's mission, vision and values.
4. Ability to motivate, coordinate, and lead personnel.

5. Strong fiscal management skills.
6. Maintain current knowledge of applicable laws and regulations.
7. Outstanding communication skills (verbal and written.)
8. Ability to deal with sensitive issues in a diplomatic, professional manner.
9. Political acumen and sensitivity to be effective within a broad range of community settings.
10. Ability to understand and follow confidentiality rules.
11. Considerable background in labor relations and labor law.
12. Strong personnel management skills which provide positive motivation and encouragement at all levels of the department.

VALUES

1. Honesty and Integrity. Demonstrates fairness; is straightforward, since truthful, ethical and trustworthy.
2. Teamwork: Demonstrates a helpful and respectful demeanor with colleagues and subordinates; receptive to the sharing of differing ideas and opinions.
3. Professionalism: Displays confidence in self and encourages others; is open, loyal, and patient; holds a high degree of personal accountability and takes pride in work; committed to quality, growth and learning; refrains from negative comments about people or organizations; provides constructive criticism.
4. Health and Safety: Displays and maintains physical and mental well-being and watches out for all members' safety.

REQUIRED EDUCATION AND EXPERIENCE

1. A minimum of eight (8) years full-time experience with a paid or combination fire department.
2. Five to seven years' experience in a senior level fire service capacity in a department of similar size.
3. A bachelor's degree in Public Administration, Fire Science, Emergency Services Management, Business Management, or closely related field.

4. IFSAC Firefighter 1, 2 and Fire Officer 1.
5. Extensive experience with EMS and structural/wildland interface fire suppression.
6. Valid Washington State driver's license with good driving history.
7. Current Washington State Emergency Medical Technician and Thurston County Medic One protocol certification (required to obtain within 3 months of appointment).
8. Blue Card certified within one year of appointment.
9. Appropriate experience may substitute for all or part of the education requirements.

DESIRABLE QUALIFICATIONS

1. Completion or enrolled in the National Fire Academy Executive Fire Officer program, or other certificated managerial training programs.
2. Chief Fire Officer designation from The Center for Public Safety Excellence
3. Knowledge of government finance specific to property tax levies, benefit charges, and bond issues.
4. Proven experience in interagency coordination with structural and wildland protection agencies.
5. Proven experience working with districts, cities, counties and other governmental agencies.

SALARY: *pending*

From:	Robert Scott
To:	Robbie Smith; Linda Shea; Brian Christenson; Roger Stone
Subject:	Ideas for changes
Date:	Thursday, November 10, 2022 11:38:02 AM

Brian and I had a discussion today regarding some immediate changes that we are recommending to move forward to address the changes needed in light of the levy failure.

Immediate

Cancel all non-priority calls

Trees down with no hazard (Refer to CoRoads and WSDOT)

Burn complaints (refer to ORCAA)

Smoke investigations outside of wildland season (refer to ORCAA)

December 1st

Close Stations 3, 4, 6

Reduce heat in stations to 50 degrees

Turn off water to stations affected

Move all apparatus from closed stations to other staffed facilities

Sale of surplus equipment (extra staff vehs., man-lift, sign trailer, utility trailers, support unit, tender, brush trucks, surplus)

Place banner at each station saying "Effective immediately, this station will be closed due to funding limitations. For any emergencies call 911"

Liquidate properties (Beaver Creek, Grand Mound, cel. tower)

Evaluate bay space at 1-1 and 1-2 for additional apparatus

Consider moving Medic 14 out of facility to account for FD1 personnel moving in and needing apparatus space

Let me know your thoughts – I think we need to take a hard hitting look to show reaction to the vote and make them understand the importance once you run again in February.
RS

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2022 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
10/01/2022	**Beginning Cash Balance**	**$6,270,271.63**	
	Receipts/Deposits/Refunds:		
10/03/2022	District Deposit $2,525.89 / 6701	2,525.89	
10/04/2022	District Deposit $198.41 / 6701	198.41	
10/04/2022	District Deposit $512.42 / 6701	512.42	
10/04/2022	District Deposit $856.55 / 6701	856.55	
10/05/2022	District Deposit $1,360.94 / 6701	1,360.94	
10/05/2022	District Deposit $254.30 / 6701	254.30	
10/06/2022	District Deposit $1,750.18 / 6701	1,750.18	
10/06/2022	District Deposit $413.72 / 6701	413.72	
10/07/2022	Credit Card Deposit $50.00 / 6701	50.00	
10/07/2022	District Deposit $2,759.49 / 6701	2,759.49	
10/07/2022	District Deposit $451.36 / 6701	451.36	
10/07/2022	State Forest - Purchase/Other	0.64	
10/07/2022	State Forest - Transfer/Other	0.42	
10/11/2022	Interest on Tax Refunds	(0.11)	
10/12/2022	District Deposit $3,091.40 / 6701	3,091.40	
10/12/2022	District Deposit $3,146.21 / 6701	3,146.21	
10/12/2022	District Deposit $31,294.38 / 6701	30,420.23	
10/13/2022	District Deposit $194.11 / 6701	194.11	
10/13/2022	District Deposit $419.70 / 6701	419.70	
10/14/2022	District Deposit $1,787.72 / 6701	1,787.72	
10/14/2022	District Deposit $31,294.38 / 6701	30,420.23	
10/14/2022	District Deposit $4,648.87 / 6701	4,648.87	
10/14/2022	District Deposit $50,000.00 / 6701	50,000.00	
10/17/2022	District Deposit $118.00 / 6701	118.00	
10/17/2022	District Deposit $6,628.80 / 6701	6,628.80	
10/18/2022	District Deposit $1,240.60 / 6701	1,240.60	
10/18/2022	District Deposit $2,786.40 / 6701	2,786.40	
10/19/2022	District Deposit $1,115.73 / 6701	1,115.73	
10/19/2022	District Deposit $1,242.56 / 6701	1,242.56	
10/19/2022	District Deposit $832.82 / 6701	832.82	
10/19/2022	Interest on Tax Refunds	(34.75)	
10/20/2022	District Deposit $276.56 / 6701	276.56	
10/24/2022	District Deposit $29,931.52 / 6701	29,931.52	
10/24/2022	District Deposit $315.18 / 6701	315.18	
10/25/2022	District Deposit $3,821.09 / 6701	3,821.09	
10/25/2022	Transfer	360,975.72	
10/26/2022	District Deposit $2,949.81 / 6701	2,949.81	
10/26/2022	District Deposit $538.58 / 6701	538.58	
10/27/2022	District Deposit $7,317.72 / 6701	7,317.72	
10/28/2022	District Deposit $56.00 / 6701	56.00	
10/31/2022	District Deposit $19,596.27 / 6701	19,596.27	
10/31/2022	District Deposit $504.79 / 6701	504.79	
10/31/2022	State Forest - Interest	0.35	
10/31/2022	Tax & Assessment Receipts	2,196,738.02	
10/31/2022	Interest Paid	4,121.09	
	Total Deposits	**$2,776,335.54**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
10/12/2022	Electronic Disbursement	(12,791.27)	

Reviewed by:

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2022 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

10/12/2022	Issued Warrants	(535,010.09)	
10/14/2022	Electronic Disbursement	(9,524.13)	
10/31/2022	Electronic Disbursement	(345,640.68)	
	Total Warrants and Electronic Disbursements	**($902,966.17)**	
10/31/2022	**Ending Cash Balance**	**$8,143,641.00**	

Warrant Activity

10/01/2022	**Beginning Warrants Outstanding**	**$10,774.65**
	Total Warrants Issued	535,010.09
	Total Warrants Redeemed	(149,086.63)
	Total Warrants Voided	-
10/31/2022	**Ending Warrants Outstanding**	**$396,698.11**

Investment Activity

10/01/2022	**Beginning Interest Receivable**	**$15,372.65**
	Interest Earned	6,656.72
	Cash Paid	(4,121.09)
10/31/2022	**Ending Interest Receivable**	**$17,908.28**

TCIP Yield (used to calculate interest earnings)	1.27%
LGIP Yield (budget benchmark)	2.92%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2022 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
10/01/2022	**Beginning Cash Balance**	**$667,760.76**	
	Receipts/Deposits/Refunds:		
10/07/2022	State Forest - Purchase/Other	0.07	
10/07/2022	State Forest - Transfer/Other	0.04	
10/11/2022	Interest on Tax Refunds	(0.01)	
10/12/2022	District Deposit $31,294.38 / 6701	874.15	
10/14/2022	District Deposit $31,294.38 / 6701	874.15	
10/31/2022	State Forest - Interest	0.03	
10/31/2022	Tax & Assessment Receipts	123,831.83	
10/31/2022	Interest Paid	395.66	
	Total Deposits	**$125,975.92**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
10/12/2022	Fiscal Agent Fees	(300.00)	- #11
10/25/2022	Transfer	(360,975.72)	#1
	Total Warrants and Electronic Disbursements	**($361,275.72)**	
10/31/2022	**Ending Cash Balance**	**$432,460.96**	

Warrant Activity

10/01/2022	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
10/31/2022	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

10/01/2022	**Beginning Interest Receivable**	**$1,475.65**
	Interest Earned	639.38
	Cash Paid	(395.66)
10/31/2022	**Ending Interest Receivable**	**$1,719.37**

TCIP Yield (used to calculate interest earnings)	1.27%
LGIP Yield (budget benchmark)	2.92%

#1 - 332.68

#11 - 432,128.29

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
October 2022 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
10/01/2022	**Beginning Cash Balance**	**$758,375.47**	
	Receipts/Deposits/Refunds:		
10/31/2022	Interest Paid	478.75	
	Total Deposits	**$478.75**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	**$0.00**	
10/31/2022	**Ending Cash Balance**	**$758,854.22**	

Warrant Activity

10/01/2022	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
10/31/2022	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

10/01/2022	**Beginning Interest Receivable**	**$1,738.90**
	Interest Earned	820.28
	Cash Paid	(478.75)
10/31/2022	**Ending Interest Receivable**	**$2,080.43**

TCIP Yield (used to calculate interest earnings)	1.27%
LGIP Yield (budget benchmark)	2.92%

West Thurston Regional Fire Authority
Budget Report as of: **11/1/222**

Title	January	February	March	April	May	June	July	August	Sept	October	November	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
																92%	of Year Expended		
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	939	600	73	8	564	112	(179)	1,300	4	-			**3,419**				**(3,419)**		
Property Tax-Regular District #1	5,294	59,350	76,945	672,522	128,890	5,510	7,007	7,998	20,489	633,604			**1,617,608**	1,694,207		**1,694,207**	**76,598**	*95%*	
Property Tax-M&O #1 6615	2,996	40,862	51,879	471,437	89,256	2,533	4,573	5,352	13,720	445,912			**1,128,520**	1,192,481		**1,192,481**	**63,961**	*95%*	
Property Tax-Regular District #11	8,927	49,281	56,401	662,805	134,155	(2,481)	3,288	6,439	15,766	646,246			**1,580,826**	1,671,999		**1,671,999**	**91,173**	*95%*	
Property Tax-M&O #11 6715	6,294	34,774	39,531	481,163	97,036	(2,079)	2,273	3,429	11,049	470,976			**1,144,444**	1,245,533		**1,245,533**	**101,089**	*92%*	
Property Tax-M&O	-	3	-	-	-	-	-	56	-	-			**59**			-	**(59)**		
Sale of Tax Title Property GF	99	-	-	-	-	-	-	-	-	-			**99**			-	**(99)**		
COVID-19 Nongrant Assistance	-	-	-	19,688	-	-	-	-	-	-			**19,688**			-	**(19,688)**		
GEMT	29,584	52,730	24,044	27,154	81,061	403,034	23,750	21,957	58,220	46,299			**767,832**	700,000		700,000	**(67,832)**	*110%*	**3,748,284**
State Grant-Military Dept	-	-	-	-	-	-	7,478	-	2,493	-			**9,971**			-	**(9,971)**		
State Grant - DNR Wildland	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
State Grant-Dept Of Health	-	-	-	-	-	1,125	-	-	-	-			**1,125**	1,200		**1,200**	**75**	*94%*	
State Grant-Other	-	-	-	5,585	-	-	-	-	-	-			**5,585**			-	**(5,585)**		
~~DNR Timber Trust 2 - State Forest~~	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
~~DNR PILT NAP/NRCA~~	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
Interlocal Grants *(incl. Timber Harvest/DNR Timber Tr*	-	26,229	6	545	79,317	1	300	1,548	11,655	1			**119,603**	60,000	11,654	**71,654**	**(47,949)**	*167%*	
~~Printing & Duplicating Services~~	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
Mobilizations	55,275	3,616	59,640	3,636	-	-	-	-	25,163	9,415			**156,746**			-	**(156,746)**		
Intergov't/Tribal	34,390	50,000	34,390	50,000	-	-	85,075	26,440	372	113,254			**393,920**	151,693		**151,693**	**(242,227)**	*260%*	
Ambulance & Emer Aid Fees	36,766	41,995	43,010	20,633	27,945	36,203	16,942	15,601	34,191	36,278			**309,565**	360,000		360,000	**50,435**	*86%*	
Other Interest	3,932	2,027	1,526	1,882	3,994	5,795	5,245	5,236	3,311	4,086			**37,036**	20,000		**20,000**	**(17,036)**	*185%*	
Space & Fac Leases (short and long-term)	4,621	1,100	400	1,046	5,049	5,894	300	1,000	27,820	5,249			**52,478**	54,524		54,524	**2,046**	*96%*	
Contributions And Donations From Private S	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
Sale Of Surplus	1,246	411	-	-	900	-	-	145	(59)	198			**2,841**			-	**(2,841)**		
Misc Revenue - Incident Cost Recovery	-	747	-	118	-	1,218	271	775	-	-			**3,128**	8,000		**8,000**	**4,872**	*39%*	
Misc Revenue - Prior Year	-	-	1,992	138	663	265	9,335	-	-	(265)			**12,128**			-	**(12,128)**		
Misc Revenue - Fuel Tax Refunds	-	187	-	-	131	-	71	-	-	-			**388**			-	**(388)**		
Misc Revenue - Other	-	112	50	141	48	-	-	3	-	-			**354**			-	**(354)**		
Other-Sales Tax	(1,017)	1,004	51	(154)	51	77	(167)	128	39	(991)			**(978)**			-	**978**		
Suspense (cancelled warrants, pending dep	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
Long Term Debt Issuance	-	-	282,629	-	-	-	-	-	-	-			**282,629**	-	282,629	282,629	**(0)**		
Premiums on Bonds	-	-	30,663	-	-	-	-	-	-	-			**30,663**		30,663	30,663	**0**		
Sale Of Assets	-	-	-	-	27,400	-	-	-	-	-			**27,400**			-	**(27,400)**		
Insurance Recovery	-	-	-	-	-	-	-	-	-	-			**-**			-	**-**		
Transfers In	-	-	-	-	-	-	-	-	-	360,976			**360,976**			-	**(360,976)**		
TOTAL REVENUE	**189,347**	**365,027**	**703,230**	**2,418,346**	**676,459**	**457,207**	**165,559**	**97,409**	**224,232**	**2,771,238**	**-**		**8,068,054**	**7,159,637**	**324,946**	**7,484,583**	**(583,471)**	**108%**	
TOTAL FUNDS AVAILABLE														**13,306,133**	**324,946**	**13,631,079**	**5,563,025**		
Admin-Salaries-Commissioner	936	1,301	3,349	1,941	2,197	1,664	2,473	1,301	2,069	2,965	1,557	-	**21,750**	**27,648**		**27,648**	**5,898**	*79%*	
Admin-Salaries-Admin	60,109	59,393	59,553	59,653	59,714	59,653	65,015	47,952	47,952	53,550	68,211	-	**640,756**	**852,191**		**852,191**	**211,435**	*75%*	
Admin-Salaries-Temporary Adm	3,195	347	313	279	876	343	324	716	428	66	126	-	**7,012**	**22,199**		**22,199**	**15,187**	*32%*	
Admin-Benefits-Commissioner	79	100	256	159	168	127	200	100	158	237	119	-	**1,703**	**2,306**		**2,306**	**603**	*74%*	
Admin-Benefits-Admin	19,735	20,287	19,066	27,531	18,641	18,180	31,464	14,832	14,825	16,457	16,982	-	**217,998**	**335,167**		**335,167**	**117,169**	*65%*	
Admin-Benefits-Temporary Adm	542	43	24	57	67	26	34	55	33	15	10	-	**905**	**1,830**		**1,830**	**925**	*49%*	
Admin-Office & Oper Supplies	185	200	43	257	68	-	357	286	42	-	602	-	**2,041**	**3,000**		**3,000**	**959**	*68%*	
Admin-Minor Equip (noninv)	459	1,163	440	1,094	511	440	2,240	440	692	883	440	-	**8,801**	**17,560**		**17,560**	**8,759**	*50%*	
Admin-Small & Attractive Assets (inventoria	-	-	2,355	-	-	-	-	-	-	-	-	-	**2,355**	**21,000**		**21,000**	**18,645**	*11%*	
Admin-Software	18,064	2,693	645	1,709	6,343	1,137	2,969	678	645	645	645	-	**36,173**	**53,993**		**53,993**	**17,820**	*67%*	
Admin-Prof Services	9,656	6,544	11,150	6,125	6,134	6,417	26,544	7,240	6,478	14,619	6,206	*6,451*	**113,562**	**145,075**		**145,075**	**31,513**	*78%*	

Title	January	February	March	April	May	June	July	August	Sept	October	November	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
Admin-Communication	104	104	104	104	104	20	104	29	62	62	5,896	-	**6,691**	**1,236**		**1,236**	**(5,455)**	*541%*	
Admin-Advertising	-	-	-	-	-	-	-	-	-	-	-	-	**-**	**500**		**500**	**500**	*0%*	
Admin-Insurance	167	141	141	141	542	719	411	444	141	9,319	141	-	**12,307**	**79,805**		**79,805**	**67,498**	*15%*	
Admin-Equipment Maint	255	320	385	291	349	271	491	415	181	389	338	-	**3,685**	**2,660**		**2,660**	**(1,025)**	*139%*	
Admin-Misc-Commissioner	17	37	35	18	81	60	-	27	189	448	31	-	**943**	**9,748**		**9,748**	**8,805**	*10%*	
Admin-Misc-Admin	334	4,155	471	301	447	1,429	921	107	142	394	82	-	**8,782**	**6,790**		**6,790**	**(1,992)**	*129%*	
Admin-Dues & Membership	4,630	-	-	3,500	240	-	-	-	-	-	-	-	**8,370**	**13,890**		**13,890**	**5,520**	*60%*	
Admin-Elections	-	9,462	-	-	-	-	-	-	-	-	7,624	-	**17,087**	**63,560**	**10,000**	**73,560**	**56,473**	*23%*	
Suppr-Salaries-Career FF	260,367	248,454	255,595	240,507	252,885	255,670	243,583	258,499	243,954	245,973	287,171	-	**2,792,659**	**3,016,313**		**3,016,313**	**223,654**	*93%*	
Suppr-Salaries-Vol Pts	4,709	4,405	4,061	4,958	4,078	4,034	4,250	3,141	4,036	2,568	2,881	-	**43,121**	**100,000**		**100,000**	**56,879**	*43%*	
Suppr-Salaries-Mobe OT	-	-	-	-	-	-	-	-	10,969	7,219	2,831	-	**21,019**			**-**	**(21,019)**		
Suppr-Salaries-Training OT	700	-	-	2,648	1,385	987	638	108	925	1,138	1,074	-	**9,604**	**25,680**		**25,680**	**16,076**	*37%*	
Suppr-Salaries-OTEP Instructor OT									-	-	-	-	**-**		**11,654**	**11,654**	**11,654**	*0%*	
Suppr-Salaries-COVID 19 OT	2,404	17,384	-	-	-	-	2,357	-	3,387	3,713	-	-	**29,245**			**-**	**(29,245)**		
Suppr-Benefits-Career FF	106,711	77,121	76,857	100,680	79,636	77,596	97,609	75,972	70,760	96,240	76,378	-	**935,561**	**1,260,418**		**1,260,418**	**324,857**	*74%*	
Suppr-Benefits-Volunteer	489	387	377	446	378	375	841	306	375	262	286	-	**4,522**	**13,716**		**13,716**	**9,194**	*33%*	
Suppr-Benefits-Mobe OT	-	-	-	-	-	-	-	-	718	475	186	-	**1,379**			**-**	**(1,379)**		
Suppr-Benefits-Training OT	46	-	-	175	90	64	60	7	60	78	70	-	**650**	**1,733**		**1,733**	**1,083**	*38%*	
Suppr-Benefits-OTEP Instructor OT									-	-	-	-	**-**			**-**	**-**		
Suppr-Benefits-COVID 19 OT	158	1,136	-	93	-	-	154	-	221	256	-	-	**2,017**			**-**	**(2,017)**		
Suppr-Bunker Gear/PPE	-	2,603	-	2,525	3,279	1,065	450	3,972	6,337	28	-	*14,953*	**35,212**	**49,776**		**49,776**	**14,564**	*71%*	
Suppr-Uniforms	183	121	1,605	2,536	1,011	(9)	5,419	1,167	1,488	947	1,305	-	**15,773**	**25,000**		**25,000**	**9,227**	*63%*	
Suppr-Rehab Supplies	-	156	221	-	-	-	-	109	165	12	-	-	**663**	**1,000**		**1,000**	**337**	*66%*	
Suppr-COVID 19 PPE Supplies	-	1,559	-	-	-	-	-	-	-	-	-	-	**1,559**			**-**	**(1,559)**		
Suppr-Small Tools (hand tools)	40	-	500	40	-	-	42	-	13	-	-	-	**635**	**5,000**		**5,000**	**4,365**	*13%*	
Suppr-Minor Equipment (apparatus)	662	382	-	1,156	-	-	13,386	107	769	-	1,477	*15,003*	**32,942**	**46,000**		**46,000**	**13,058**	*72%*	
Suppr-Health & Wellness Equip	-	-	2,268	172	244	28	-	-	-	-	-	-	**2,712**	**5,000**	**2,778**	**7,778**	**5,066**	*35%*	
Suppr-Small & Attractive Assets (inventoria	116	581	-	-	248	971	1,169	-	-	-	-	-	**3,085**			**-**	**(3,085)**		
Suppr-EMS Supplies	-	-	-	-	-	233	-	-	-	-	-	-	**233**	**2,000**		**2,000**	**1,767**	*12%*	
Suppr-Wildland tools/gear	-	-	-	-	421	-	-	2,349	1,435	-	-	-	**4,205**			**-**	**(4,205)**		
Suppr-Comm/Modems	1,162	1,204	1,220	1,158	1,305	78	277	436	438	382	360	-	**8,021**	**14,400**		**14,400**	**6,379**	*56%*	
Suppr-Advertising	-	-	-	-	-	-	-	-	-	-	-	-	**-**	**500**		**500**	**500**	*0%*	
Medical Costs	1,937	1,409	541	1,043	356	-	61	-	413	370	17	-	**6,147**	**48,500**		**48,500**	**42,353**	*13%*	
Medical Costs - COVID-19	-	-	-	-	-	-	-	-	-	-	-	-	**-**			**-**	**-**		
Suppr-Miscellaneous	21	2,116	174	237	1,657	2,902	184	352	429	128	809	-	**9,009**	**17,580**		**17,580**	**8,571**	*51%*	
Fire Inv-Salaries	1,015	782	473	175	188	85	377	382	315	194	616	-	**4,602**	**6,000**		**6,000**	**1,398**	*77%*	
Fire Inv-Benefits	87	60	36	24	13	6	36	29	24	22	45	-	**384**	**560**		**560**	**176**	*69%*	
Fire Prev-Pub Ed (public)	222	103	420	-	458	-	211	1,155	84	127	411	-	**3,190**	**4,600**		**4,600**	**1,410**	*69%*	
Fire Inv-Professional Svcs	90	249	20	54	150	-	-	78	28	45	1,424	-	**2,138**	**7,563**		**7,563**	**5,425**	*28%*	
Fire Inv-Small & Attractive Assets (inventori	-	-	-	-	-	-	-	-	-	-	-	-	**-**			**-**	**-**		
Training-Supplies	-	294	-	169	-	-	-	177	97	-	107	-	**844**	**8,000**		**8,000**	**7,156**	*11%*	
Training-Pub Ed/EMS (dept)	-	-	-	-	125	-	107	-	-	-	-	-	**232**	**1,500**		**1,500**	**1,268**	*15%*	
Training-Travel/Registrations (Fire)	31	2,326	600	350	1,275	3,635	25	5,867	2,025	3,445	582	-	**20,161**	**46,400**		**46,400**	**26,239**	*43%*	
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**	**1,000**	**9,000**	**9,000**	*0%*	
Facilities-Operating Supplies General	148	1,327	675	683	332	1,920	2,470	862	-	828	4,236	-	**13,481**	**22,690**		**22,690**	**9,209**	*59%*	
Facilities Station 1-1 Kitchen	-	-	-	-	54	-	-	-	-	-	-	-	**54**	**250**		**250**	**196**	*22%*	
Facilities Station 1-2 Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	**-**	**250**		**250**	**250**	*0%*	
Facilities Station 1-3 Kitchen	-	-	9	-	-	-	-	-	-	-	-	-	**9**	**250**		**250**	**241**	*3%*	
Facilities Station 1-4 Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	**-**	**250**		**250**	**250**	*0%*	
Facilities Station 1-6 Kitchen	-	-	-	-	54	-	-	-	-	-	-	-	**54**	**250**		**250**	**196**	*22%*	
Facilities COVID 19	-	-	-	-	-	-	-	-	-	-	-	-	**-**			**-**	**-**		
Facilities-Heating Fuels	11,839	15,257	4,588	6,481	2,523	2,945	-	-	2,720	-	3,610	-	**49,963**	**37,800**		**37,800**	**(12,163)**	*132%*	
Facilities-Water	432	503	431	457	352	567	511	507	647	468	461	-	**5,337**	**6,300**		**6,300**	**963**	*85%*	
Facilities-Phone/Cable	1,303	1,322	1,487	1,373	1,322	1,371	1,371	1,377	1,379	1,487	1,680	-	**15,470**	**16,380**		**16,380**	**910**	*94%*	
Facilities-Electricity	3,609	3,625	3,655	3,703	3,795	4,771	5,110	5,285	3,978	3,550	3,974	-	**45,055**	**50,400**		**50,400**	**5,345**	*89%*	
Facilities-Garbage	488	401	435	549	403	542	394	398	450	409	447	-	**4,917**	**5,040**		**5,040**	**123**	*98%*	
Facilities-Repairs & Maint	3,236	22,190	5,786	6,172	7,235	8,394	6,161	3,460	12,473	9,714	2,206	-	**87,026**	**232,017**		**232,017**	**144,991**	*38%*	
Vehicle & Equip-Fuel	3,426	5,584	3,471	5,061	5,119	6,933	5,012	6,703	7,418	5,515	8,032	-	**62,277**	**55,550**		**55,550**	**(6,727)**	*112%*	
Vehicle & Equip-Repairs & Maint	6,568	24,204	6,003	7,567	(4,857)	29,677	8,850	29,043	26,249	17,224	10,750		**161,279**	**232,260**		**232,260**	**70,981**	*69%*	
Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-	-	-	-	-	**-**			**-**	**-**		

Title	January	February	March	April	May	June	July	August	Sept	October	November	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
Payroll Clearing	(3,681)	(3,647)	(3,334)	7,393	(3,297)	(3,413)	7,000	(2,864)	(2,924)	5,895	(3,167)	-	**(6,039)**			-	**6,039**		
Payroll Draw Clearing	-	-	-	-	-	-	-	-	-	-	-	-	**-**			-	**-**		
Debt Related Costs	-	-	1,661	-	-	-	-	-	-	-	-	-	**1,661**		**1,661**	1,661	**0**		
Capital Expenditures - *CASH OUTLAYS*	-	7,440	2,026	14,500	209,038	5,100	16,081	41,758	-	389,106	-	-	**685,049**	**327,000**	**137,979**	464,979	**(220,070)**	*147%*	
Capital Expenditures - *FINANCED*	-		311,631								-		**311,631**		**311,631**	311,631	**-**	*100%*	
Transfers-Out - Other Costs Allocations	-	-	-	-	-	86,921	-	-	-		-	-	**86,921**	**237,392**		237,392	**150,471**	*37%*	
TOTAL GF EXPENDITURES/OTHER	**526,984**	**547,327**	**781,819**	**516,244**	**667,734**	**583,936**	**557,744**	**515,364**	**475,889**	**897,869**	**519,270**	***36,406***	**6,626,585**	**7,628,476**	**476,703**	**8,105,179**	**1,478,594**	**82%**	
GENERAL FUND ENDING BALANCE	**5,808,859**	**5,626,560**	**5,547,970**	**7,450,072**	**7,458,797**	**7,332,069**	**6,939,884**	**6,521,929**	**6,270,272**	**8,143,641**	**7,624,371**					**5,525,900**			
EMERGENCY RESERVE FUND																			
Beg Bal-Emerg Res 67A4														754,464		754,464	**754,464**		
Other Interest-Emergency Res	492	257	199	248	488	673	588	588	378	479			**4,390**	10,000		10,000	**5,610**		
Transfers In-Emrgncy Rsrv													**-**			-	**-**		
Property Tax-M&O													**-**			-	**-**		
EMERGENCY RESERVE ENDING BALANCE	**754,956**	**755,214**	**755,413**	**755,661**	**756,149**	**756,822**	**757,410**	**757,998**	**758,375**	**758,854**	**758,854**		**4,390**	**764,464**	**-**	**10,000**			
BOND DEBT FUND																			
Beg Bal-Reserved Debt Srv														490,657		490,657	**490,657**		
Property Tax-Bond Debt	2,067	9,361	10,723	126,337	28,347	(457)	945	1,685	2,821	123,832			**305,659**	327,727		327,727	**22,068**		
Property Tax-Bond Debt - IAGs	3,690		3,690				(1,065)	2,847		1,748			**10,911**			-	**(10,911)**		
Sale of Tax Title Property Debt Svc													**-**			-	**-**		
Interlocal Grants *(includes DNR Timber Trust)*		3,015	1	58	1,321	0	32	1,754	0	0			**6,182**			-	**(6,182)**		
Other Interest-Debt Srv	388	191	143	178	369	530	478	487	318	396			**3,478**	5,000		5,000	**1,522**		
Transfers In-Debt Svc						86,921							**86,921**	237,392		237,392	**150,470**		
Debt Svcs-Principal Debt Srv Fund						62,729							**62,729**	485,491		485,491	**422,762**		
Debt Svc-Interest And Other Debt Srv Fund						47,342				300			**47,642**	93,201		93,201	**45,559**		
Transfers Out-Debt Svc										360,976	874		**361,850**			-	**(361,850)**		
BOND DEBT ENDING BALANCE	**496,802**	**509,370**	**523,926**	**650,500**	**680,536**	**657,459**	**657,849**	**664,622**	**667,761**	**432,461**	**431,587**	-	**(59,071)**	**482,085**	**-**	**482,085**			

Location	Step	Issue	Created	Initial Comments	Comments	Priority Level	1 = safety/essential 2 = nonessential 3 = funding required
Station 1-1	In Progress	Epoxy Repair to prevent further damage - Bay Floor	Feb 10, 2020	Chief station tour project - CCCC Crew to complete this project	Chris began project Jan 2022. RFQ is needed, holding for funding	2	
~~Station 1-1~~		~~Bay Door sensors need to be moved up~~	~~Jan 29, 2021~~	~~Chief Scott has requested that the sensors on the bay doors at 1-1 be moved up - please see chief for specific details.~~	~~02-22-2021: Quote for $4335. was revd 2/4, however that is to expensive. Per Ch. Scott we will hold off for a couple of weeks on this project (it still needs to be done) and will research some more to see if it is something that may be done internally. - Holding for funding~~	~~3~~	Chris began project 11-4-2022, completed 11-7-2022
~~Station 1-1~~		~~De-humidification for dorm room~~	~~Jan 26, 2021~~	~~Chris H. needs to tear out old sheet rock and replace with new and replace any damaged boards. and repaint. ~~	~~02-09-2021: Received call from Fitzgerald, he had been out and looked at this room last week. He had called Chief Scott and talked with him. The room does not need any drying out or de-humidification, it simply needs to be fixed. All new sheet rock needs to be put in - this is a job for Chris H.~~	~~2~~	Chris has almost completed this project as of 11-4-22, completed 11-7-2022
~~Station 1-1~~		~~Pole Light by Flag Pole not working~~	~~Jun 17, 2021~~	~~The LED pole light is half burnt out - Travers has ordered another LED for us and will replace when it comes in~~	~~Check to see if still out~~	~~2~~	Closed 10-21-2022 - Per Duty Crew, lights all work
Station 1-1	Reported	Refit electrical panel	Feb 11, 2021	Refit electrical panel cover under wall covering- trim out as needed.		3	
Station 1-1		Repair seams and Linoleum	Feb 10, 2020	All Admin and Dorm Sides bathrooms and locker rooms need repairing Chief station tour project - CCCC Crew to complete this project	Holding for funding	3	
~~Station 1-1~~		~~Repair/replace/seal/door threshold~~	~~Feb 11, 2021~~	~~Repair/replace/seal door threshold.~~		~~3~~	completed 11-2-2022
~~Station 1-1~~		~~Replace cabinet door~~	~~Feb 11, 2021~~	~~Replace cabinet door in work room.~~		2	completed 11-2-2022

Station 1-1		Replace worn linoleum Floor Time in Watch Office	Feb 10, 2020	Consider replacing worn tile in watch office and other locations as needed Chief station tour project - CCCC Crew to complete this project 	Holding for funding	3	
Station 1-2	In Progress	Replace or Repair Insulation in Apparatus Bay	Jul 17, 2020	Chief station tour project - CCCC crew to complete this project Per Chief K, this is a level 3 (low priority repair)	RFQ Needed - holding for Funding	2	
Station 1-2		Add sensors on all bay doors, replace frayed cable on bay door #3	Feb 9, 2021	Per DH Pace technician, the sensors on the bay doors are too high (above 6" from ground) which is noncompliant with UL325 - recommends adding new sensors which are lower. Also, cable on bay door #3 has damage and should be replaced.	Holding for funding - Cable on door 3 was fixed	3	
Station 1-2	Reported	Remove Rust and Repaint Pillars and Exterior Doors	Feb 10, 2020	Chief station tour project - CCCC Crew to complete this project in Spring 	03-23-2022: will be doing this in a month or two weather requirements.	2	
Station 1-2		Repair Curb Damage	Jul 17, 2020	Chief station tour project - CCCC crew to complete this project	Holding for funding and Spring/Summer weather	2	
Station 1-2		Replace training tower vent	Feb 11, 2021	Replace training tower vent.	holding for funding and advice from Training Officer	2	
Station 1-2		Chair rails	Feb 16, 2021	Chair rails- install throughout station		3	
Station 1-2		Dorm Doorway Needs Paint	Sep 21, 2022	During Commissioner Station Tour - Inside of East Dorm doorway is in need of paint		2	
~~Station 1-2~~		~~Hang picture in small board room~~	~~Oct 10, 2022~~	~~Hang "patch map" on wall in board room (currently on floor in board room)~~			Completed by Chris 10-20-2022

Station 1-2		Mens Restroom Shower Stalls	Sep 21, 2022	During Commissioner Station Tour - recommend replacing shower stalls in the mens restroom on dorm side		3	
Station 1-2		Reseal Voids at base of Siding	Sep 21, 2022	During Commissioner Station Tour - reseal all voids at the base of the siding due to corrosion to protect agains insect invation.	Chris is working on this when time allows	3	
Station 1-2		Clean and repainting	Feb 11, 2021	Clean and repaint hose bibs		3	
~~Station 1-3~~		~~Air Leak~~	~~Feb 28, 2022~~	~~Air compressor need to be maintananced, small leaks from fittings causing compressor to leak and run constantly. ~~	~~Chris to look into this and fix~~	~~1~~	Chris refit the fittings, put tephlon tape on. No leaks. 10-21-2022
Station 1-3		Prep & Paint Fascia Boards, Replace as needed	Feb 10, 2020	Chief station tour project - CCCC Crew to complete this project in Summer	holding for funding and to complete in Spring	2	
Station 1-3	Reported	Replace damaged limoleum tiles as needed	Feb 10, 2020	Chief station tour project - CCCC Crew to complete this project	holding for funding, will need RFQ	3	
~~Station 1-3~~	~~In Progress~~	~~Door Sweeps Needed for Entry Way Doors~~	~~Mar 10, 2022~~	~~It has been suggested by our Pest Control vendor to have door sweeps put on the bottom of the entry doors of the building, especially the door on the West side of the building. There is to large of a gap for critters to get in.~~		~~2~~	Completed by Chris 10-21-2022
~~Station 1-3~~	~~Reported~~	~~Emergency Lighting Station 3~~	~~May 27, 2021~~	~~Removal of emergency lighting boxes and replaced with commercial white receptacle covers following approval of the Thurston County Fire Marshal’s Office (Bobby Lemay). Contact Lt. J. Swecker with any questions.~~		~~2~~	Completed by Chris 10-21-2022

Station 1-3		Extractor outflow and water line connection	Oct 13, 2022	Per Chief Scott, it's possible we can route the extractor outflow into a drywell gravel sump (done by Chris) - still will need a waterline to connect to extractor. Please discuss with Chris to confirm outflow project can be handled by him, then reach out to contractors to obtain bids to connect water line.	Holding for funding	3	
~~Station 1-4~~		~~Scott Lake Sign~~	~~Mar 9, 2020~~	~~The sign on station 1-4 has suffered minor surface damage. ~~	~~completed~~	~~2~~	completed by Chris 10-28-2022
~~Station 1-4~~	~~Reported~~	~~Station 1-4 Roof Repair - Interior~~	~~Mar 9, 2020~~	~~The roof leak appears to be resolved, but the roof on the inside needs to be repaired. This will require a contractor and possibly multiple sheets of drywall. Paint for the repair is available already. ~~	~~Chris to look into this and repair if possible or decide if contractor is needed. No leak found, no need for repairs. Will Monitor.~~	~~1~~	No leak found, no need for repairs. Will Monitor.
Station 1-5		Bay door with damage- lower panels pushed out.	Feb 11, 2021	Bay door with damage- lower panels pushed out. Covers for insulation in door missing.		3	
Station 1-5		Extra room at one point housed a washer and dryer.	Feb 11, 2021	Extra room at one point housed a washer and dryer. Units removed but still open space in walls that are uncovered. Room is partially carpet and partial vinyl. Walls are metal foil backboards. Consider update.		3	
Station 1-5		Outdated paneling on the vinyl flooring.	Feb 11, 2021	Outdated paneling on the vinyl flooring, fluorescent lighting is outdated, fixtures with no covers, consider update.		3	
Station 1-5		Pressure tank and hot water are dated.	Feb 11, 2021	Pressure tank and hot water tank are dated-potable water filtration system is old and outdated. Consider update.		3	
Station 1-5		Repair dry rot on bay trim	Feb 11, 2021	Repair dry rot on bay trim.		3	

Station 1-5		Replace bent metal panels as well as dry rot	Feb 11, 2021	Replace bent metal panels as well as dry rot on underlayment.		3	
Station 1-5		Replace entryway into bathroom	Feb 11, 2021	Replace entryway into bathroom- threhold is missing.		3	
Station 1-5		Replace floor at some point but is not matching completly.	Feb 11, 2021	Replace floor at some point but is not matching completely. Walls are faux paneling. Door is hard to open as it scrapes on the floor. Consider update.		3	
Station 1-5		Vinyl flooring is in need of updating or thorough cleaning.	Feb 11, 2021	Vinyl flooring is in need of updating or thorough cleaning.		3	
Station 1-6		Clean and Repaint Exterior Doors as needed	Feb 10, 2020	Chief station tour project - CCCC Crew to complete this project - or contractor required (?)	Weather permitted	2	
Station 1-6	Reported	Exhaust Fans in all Restrooms	Oct 29, 2021	Per Captain Smith, the exhaust fans do not (and have never worked) in all the restrooms at station 6. Unsure if they are connected, if there really is any there or what the issue is.		2	
Station 1-6		Office Chairs Need Replaced	Sep 21, 2022	During Commissioner Station Tour - it was noted the office chairs are in poor condition due to fabric failure - replace when able	Holding for funding	3	
~~Station 1-6~~		~~Place Seal on Outside Door~~	~~Sep 21, 2022~~	~~During Commissioner Station Tour – North outside door to dorm needs new seal at bottom of door to prevent critter invasion ~~	~~completed~~	~~2~~	completed 10-28-2022
Station 1-6		Replace Ceiling Tiles	Sep 21, 2022	During Commissioner Station Tour – ceiling panels are missing in the living area.		2	
Station 1-6		Soap Dispensers - Re-attach	Aug 19, 2021	It has been noticed some of the soap dispensers are falling off the walls - need to check all and re-attach		2	

~~Station 1-6~~	~~Guide Wires~~		~~Guide wires for cell phone attenae need tightened down. Antanae is blowing in the wind.~~		~~2~~	completed 10-31-2022
Station 1-6	Domestice Water Line Leak	11/4/2022	1. The domestic water line running through the ceiling in the day room at Station 1-6 is starting to crystalized at one of the joints and concern is failure in the near term. The pictures display the joint and carpet damage directly below it. It can be viewed through the opening in the ceiling tile in the day room.	Johns plumbing to look at issue on 11-7-2022 with Chief Smith Quote received to replace 5 ft section for hot water line and fittings, $1,183.70.	1	
~~Station 1-6~~	~~HVAC Pipe Leaking~~	~~11/4/2022~~	~~1. HVAC pipe leak in the apparatus bay on the north end (near stairway and sprinkler room). There is evidence of leak on the bay floor.~~	~~Olympia Sheet Metal to look at issue on 11-4-2022 Per Andy with OSM, this is not an HVAC leak, it is the vent on the roof. Per Chief Smith, The leak is onto the bay floor and it seems only to be when we have heavy rain, so priority wise it's not the highest on the list. It may just be the volume of rain overloading the vent cap, so we can prioritize as needed. Chris H will be taking a look at this and seal if possible.~~	~~2~~	Sealed the vents (x2) - completed by Chris 11-8-2022
Station 1-6	Hot Water Tank Failure	4-Nov	No hot water	Johns plumbing to look at issue on 11-7-2022 with Chief Smith. Per John's Plumbing 11-7-2022, the heat exchanger in tank has completely quit and has corrosion on it. Suggested to replace whole tank with a more robust kind. Quote will be forthcoming. Quote for $5,030.97 to replace hot water tank. Pending approval.	1	

Bob Ferguson
ATTORNEY GENERAL OF WASHINGTON
800 Fifth Avenue, Suite 2000• Seattle, WA 98104-3188• (206) 464-6684
November 4, 2022

West Thurston Fire Board of Commissioners
10828 Littlerock Rd SW
Olympia, WA 98512

RE: Shannon Brady
File #: 628978

Dear West Thurston Fire Board of Commissioners:

Enclosed, please find information our office received as a consumer complaint. We are forwarding this to you to process in accordance with your agency's procedures.

We notified the complainant that we forwarded a copy of their correspondence to your agency.

We will retain a copy of the consumer complaint and referral information as a public record. If you have questions our email address is CRC@ATG.WA.GOV. Please include the complaint number given above on any complaint correspondence.

Sincerely,

RUTH E HOLBROOK
Consumer Resource Center Unit Supervisor
Consumer Protection Division
1-800-551-4636 for in-state callers
1-206-464-6684 for out-of-state callers

Enclosure(s)

COMPLAINT SUMMARY

Consumer Information

Name:
Shannon Brady

Address:
18340 Albany St SW
Rochester, WA 98579

Day Phone:
(360) 701-8988

Evening Phone:

E-mail Address:
murphyelliesuri@gmail.com

Age Group (optional):
50-59

Are you a member or former member of the U.S. Armed Forces, Guard, Reserves or a dependent? (optional):
No

If English is not your first language, what is your first language?

Do you want the Attorney General's Office to send this business a copy of your complaint?

Yes

Business Information

Name of business that I am complaining about:
West Thurston Fire Department

Address:
10828 Littlerock Rd SW
Olympia, WA 98512

Phone:

Email:
Names and contact information of any other businesses involved in your complaint:
Thurston County
2000 Lakeridge Dr SW
Olympia, WA 98502

About Your Complaint

Amount in Dispute:

House

Transaction Date:

Explain your complaint in detail:
The fire department (upstream neighbor), illegally filled in the drainage retention field on their property without a permit and completed the job about 1997 a year after 1996 when the Supreme Court ruled that redirecting and filling in an existing drainage field and ditch was illegal. (I have aireal photos as proof from 1935 to 2015)
My house was built in 1901, easement was signed by the county in 1972, fire department built 1976 and flooded for years. Next permit pulled 2000 to rebuild the fire station. My Property has been flooding since the fire department filled in the field in 1997 illegally and redirected all drainage onto my property. Fire department nor Public works will correct the flooding and have basically condemned my home and property due to yearly flooding (photo proof provided to both county agencies). After 11 years of fighting Public works they told me outright they will no longer communicate with me. Fire department said its Public works issue and they also will no longer communicate with me. I need to have the drainage ditch on my property culverted to prevent additional flooding. The county engineers have said the ditch does not have the capacity to contain the flow and it would have to be over 20 feet wide to contain the flow but they're not going to do anything about it.
I'm in the center of Rochester less than a block from the street light. My home is the original house in town so of course now it's in a bowl as the town has literally been built up around it. Because this is a low income area they aren't going to do anything about it. Please help so I can save my home.

SIGNATURE
I acknowledge that my complaint and attachments, once submitted, become public records and may be disclosed to others in response to a Public Records Request. Complaint information received by this office will be exported into the FTC's database, Consumer Sentinel, a secure online database. This data is then made available to thousands of civil and criminal law enforcement authorities worldwide.

I declare, under penalty of perjury under the laws of the State of Washington, that the information contained in this complaint is true and accurate, and that any documents attached are true and accurate copies of the originals.

I authorize the Washington State Attorney General's Office to contact the party(ies) against which I have filed this complaint in an effort to reach an amicable resolution. I authorize the party(ies) against which I have filed this complaint to communicate with and provide information related to my complaint to the Washington State Attorney General's Office. By selecting NO below, I acknowledge that the Attorney General's Office will not contact the party (ies) named in my complaint and will not attempt to facilitate resolution of my complaint with the party(ies). My complaint will be kept by the Attorney General's Office for informational purposes.
Signature Shannon Brady **Date** 10-22-22
Received via the Internet
City and State where signed Rochester, WA

WEST THURSTON REGIONAL FIRE AUTHORITY

CHIEF REPORT | October 2022

Interim Chief R. Smith, CFO

CHIEF'S RECAP

October proved to be a busy month for the crews. They responded to 283 calls (an average of 9+ calls a day), and 36.75% of the time they were managing more than one call. Crews responded to 16 fire calls, of which 7 were residential structure fires, along with 198 EMS calls, and 69 others (details can be found on page 3).

At end of the month, on October 27th, career and volunteer staff came together for an All-Department Operations and Safety Meeting where recognition awards were given to several department members for live saving efforts over recent months. It was nice to get together in person and recognize team members.

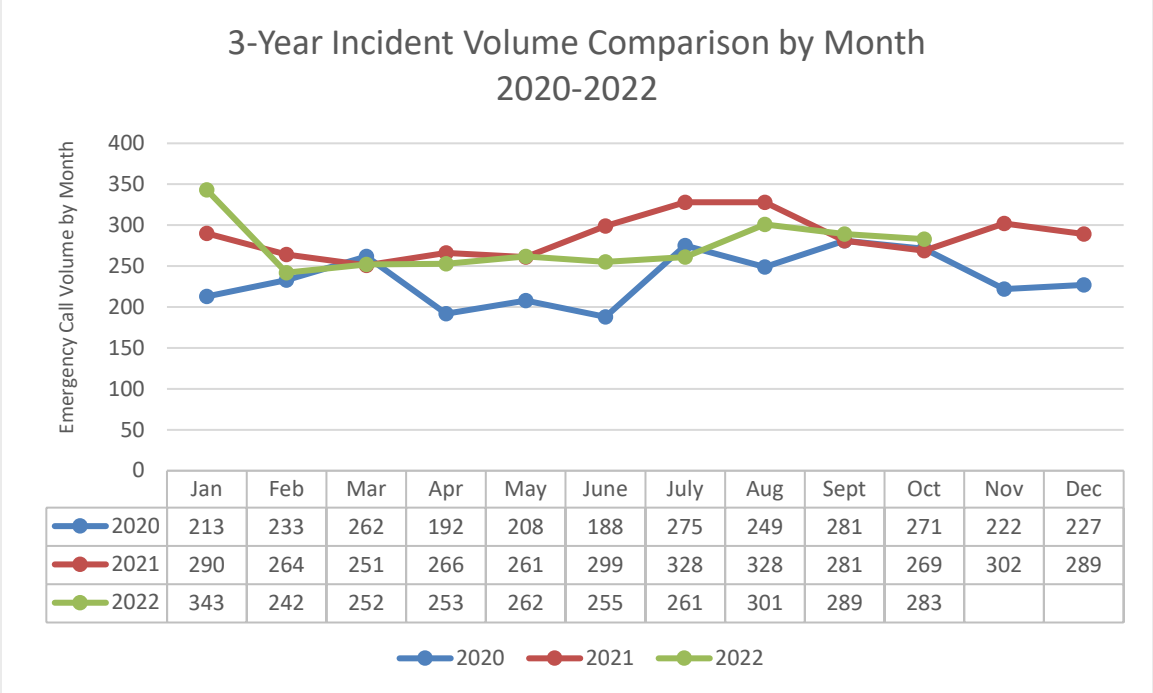
As most of you are aware, and at the time of this report publication on 11/09/22, the success of our levies is looking somewhat doubtful, especially in the north end (Littlerock). Although very disappointing, we plan to employ the contingency plans discussed in previous board meetings to maintain staffing through February. Other funding options, such as a levy lid lift, should be considered as an alternative in February as well as a revised M&O ask for the general election in 2023. Immediate contingency plans will require belt-tightening and very judicious spending over the next year, including the shut-down of some stations, but staffing is expected to remain at the current level at least through February.

We will continue to emphasize to staff and citizens the importance the department has placed on retaining as many positions as possible. To meet that, we will be forced to make some changes to our infrastructure that may include the reduction of some programs and limiting responses to certain types of calls, but we remain committed to the mission of providing the best service to our community by retaining the best Fire/EMS professionals in our department.

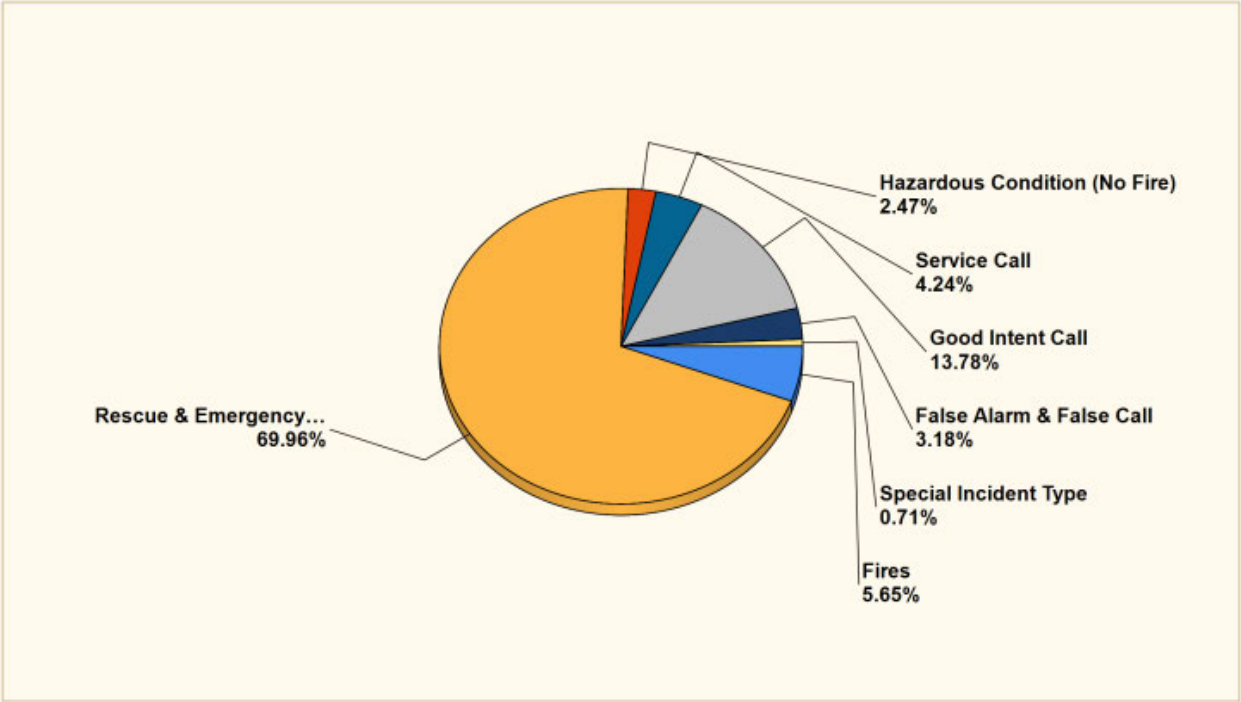
Finally, as the year winds down, the department is beginning to prepare for Chief Robert Scott's 35-year retirement, effective 12/31/22. Robert has been a valuable member of this department and community for many years and we are looking forward to celebrating him in the coming weeks. In preparation for Chief Scott's departure, Fleet/Facilities has temporarily been assigned to Battalion Chief Stone and both Chief Scott and Chief Stone will work together in the coming weeks to ensure a smooth transition.

INCIDENT VOLUME BY TYPE – MONTH / YTD / YRLY COMPARISON

	CALL	EMS			TOTAL	MUTUAL	WTRFA	TOTAL
MONTH	**VOLUME**	**RESCUE**	**FIRE**	**OTHER**	**VOLUME**	**AID**	**TRANSPORTS**	**TRANSPORTS**
JAN	**343**	**267**	**08**	**68**	**343**	**22**	**84**	**113**
FEB	**242**	**184**	**10**	**48**	**585**	**14**	**65**	**83**
MAR	**252**	**198**	**07**	**47**	**837**	**17**	**68**	**86**
APR	**253**	**201**	**05**	**47**	**1090**	**12**	**59**	**83**
MAY	**262**	**210**	**05**	**47**	**1352**	**12**	**80**	**107**
JUN	**255**	**195**	**05**	**55**	**1607**	**07**	**60**	**79**
JUL	**305**	**199**	**17**	**89**	**1912**	**17**	**69**	**82**
AUG	**302**	**203**	**21**	**78**	**2214**	**28**	**63**	**94**
SEP	**289**	**193**	**15**	**81**	**2503**	**16**	**66**	**88**
OCT	**283**	**198**	**16**	**69**	**2786**	**14**	**66**	**84**
NOV								
DEC								
YEAR	**2786**	**2048**	**109**	**629**	**2786**	**148**	**649**	**841**

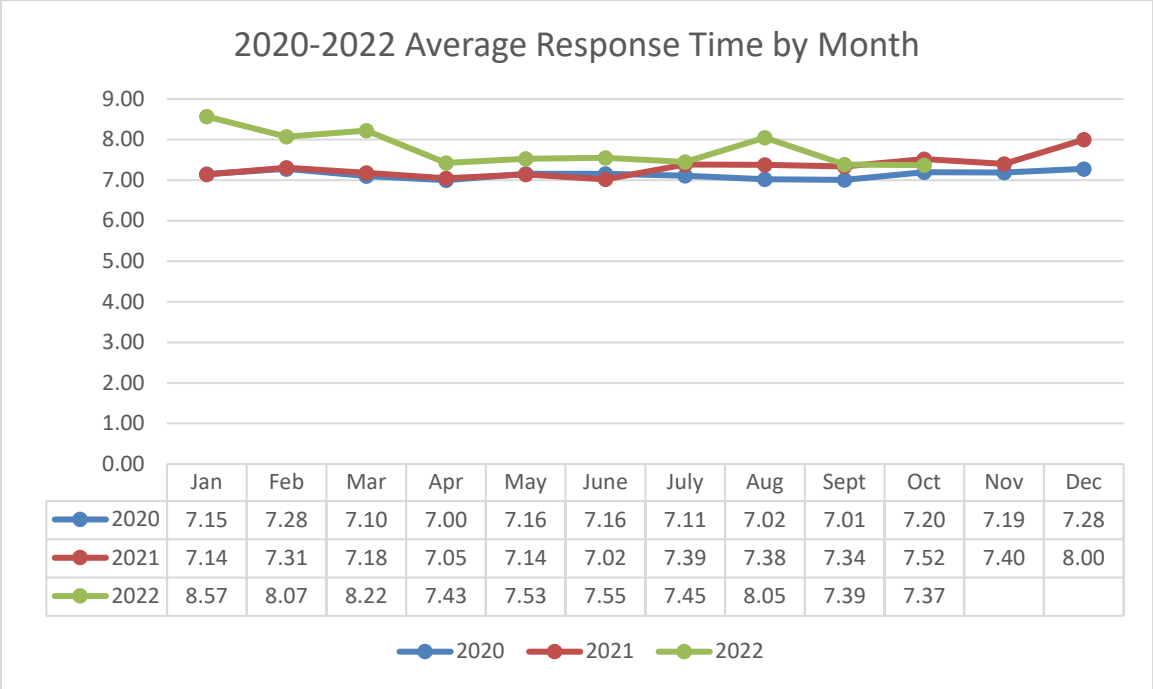


ALL INCIDENTS BY TYPE – MONTH



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	16	5.65%
Overpressure rupture, explosion, overheat - no fire	0	0.00%
Rescue & Emergency Medical Service	198	69.96%
Hazardous Condition (No Fire)	7	2.47%
Service Call	12	4.24%
Good Intent Call	39	13.78%
False Alarm & False Call	9	3.18%
Special Incident Type	2	0.71%
TOTAL	283	100%

WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH



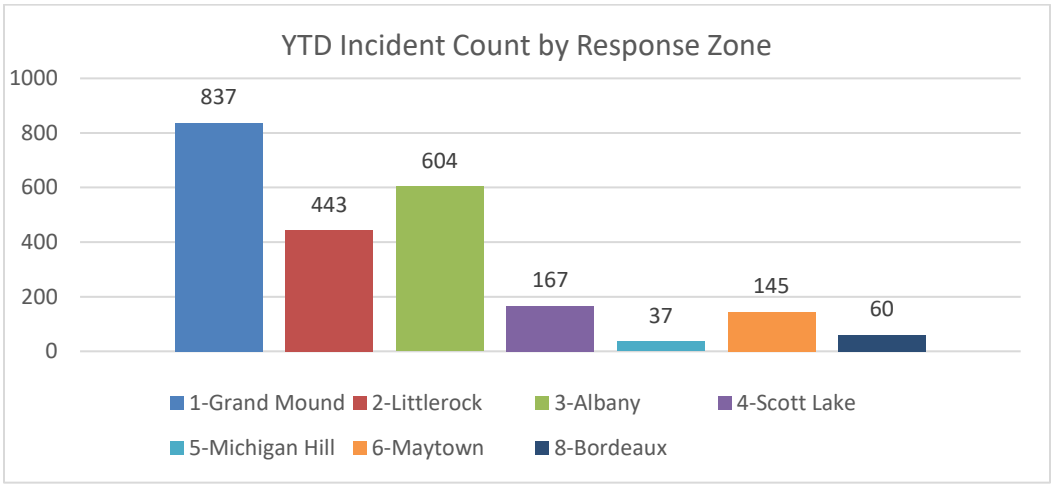
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2020	7.15	7.28	7.10	7.00	7.16	7.16	7.11	7.02	7.01	7.20	7.19	7.28
2021	7.14	7.31	7.18	7.05	7.14	7.02	7.39	7.38	7.34	7.52	7.40	8.00
2022	8.57	8.07	8.22	7.43	7.53	7.55	7.45	8.05	7.39	7.37		

Average Response Time (Month): 7:37 Minutes

**ER1645 Initial unit arrival-priority incidents-primary zones 1-6*

Monthly Call Volume and Response Time Comments*reviewed incident counts

- 2789 Incidents YTD (Jan-Oct 2022 compared to Jan-Oct 2021)
- 2882 Incidents Prior YTD
- -93 over PYTD
- - 3% over PYTD
- Overlapping calls occurred 36.75% of the time during Oct (104 calls) *ER1120



WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH DETAIL

INCIDENT TYPE	INCIDENT VOLUME -MONTH	INCIDENT VOLUME- YTD
EMERGENCY MEDICALS/RESCUE	198	2048
FIRE/EXPLOSION	16	109
OTHER	69	629
TOTAL	283	2786
WEST THURSTON PATIENT TRANSPORTS	66	844

TRIBAL PROPERTY LOCATION	INCIDENT VOLUME-MONTH	INCIDENT VOLUME-YTD
Lucky Eagle (12888)	08	49
Eagles Landing (12840)	02	22
Great Wolf Lodge (20500)	08	63
Fairfield Inn (6223)	00	05
Burger Claim (20320)	00	00
Distillery (19770) Sargent Rd	00	02
End of Trail (19615) Elderberry	01	12
Starbucks complex (19725)	01	02
Jack-in-the-Box (19715)	00	01
Total Tribal Property Call Volume	**20**	**156**
% of Total WTRFA	**7.1%**	**7.2%**
% of Total GM/Rochester	**12.6%**	**10.8%**

AID UNIT PT. TRANSPORTS	MONTH	YTD
Aid 1-1 – App 05	22	249
Aid 1-2 – App 06	13	211
Aid 1-3 – App 03	25	197
Aid 1-6 – App 55	01	06
Aid 1-4	00	00
TOTAL WTRFA	**61**	**598**
Transported ALS	18	210
Airlift	00	03
Private Ambulance	01	11
Other FD	3	22
TOTAL PT's TRANSPORTED	**83**	**844**

TRANSPORT DESTINATION	MONTH	YTD
SPH	32	430
PHC	38	392
CMC	13	96
MAMC	0	0
Harborview	0	2
Mary Bridge	0	1
Other	0	2
TOTAL	**88**	**840**

Average response time for first arriving unit-priority-primary zones-all response modes; (ER #1605/1415)*

ZONE-STATION	MONTH	RESPONSE TIME-MONTH	*YTD	% YTD
1 – Grand Mound	95	6:47	837	30.04%
2 – Littlerock	38	6:55	443	15.90%
3 – Albany	64	6:28	604	21.68%
4 – Scott Lake- *Sta. 1-2*	12	9:11	167	6.36%
5 – Michigan Hill- *Sta.1-3*	7	13:53	37	1.33%
6 – Maytown – *Sta. 1-2*	12	8:38	145	5.20%
8 – Bordeaux–*Sta.1-2*	4	8:05	60	2.15%
I-5 1-1	3	7:00	67	2.40%
I-5 1-2	2	5:01	17	0.61%
I-5 1-6	6	6:02	59	2.12%
Capitol Forest	5	18:31	23	0.83%
Mutual Aid	3	12:29	41	1.47%
Other	21	N/A	276	9.91%
TOTAL	**283***	**8:12**	**2786**	**100%**

WEST THURSTON STATION UPTIME- MONTH

STATION UPTIME REPORT	OCTOBER 2022
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	0 resident(s)
Station 6	**Staffing of 2 = 3%**
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked OCTOBER 2022
(31) Career-Union	Regular Hours 4866; Overtime Hours: 471; Sick Leave Hours; 457 (includes paternity and FMLA); Kelly Day Hours: 984; Vacation Hours 700; Personal Leave: 96; Training OT: 20; Other OT: 0 Bereavement 0; Mob:41, Mob Backfill; 12
(26) Volunteer Responders (13) PACT	335 Regular Hours
(06) Residents/Temp/ PT	421 Regular Hours
(01) Maintenance/Logistics FT	92 Regular Hours

WEST THURSTON ADMINISTRATION AND OPERATIONS UPDATES

Agreements, Resolutions, Contracts & Leases:

- Weyerhaeuser Land Donation Agreement – needs follow-up by Chief R. Smith
- Medic One Lease Agreement – 2023-2024 – board approval and signature (postpone)

Budget & Finance/Planning/Levy:

- **SAFER Grant** for nine (9) Firefighters submitted February 3, 2022 to fully fund $3,499,911.00 for three years (36-month performance period) by Chief Smith -(award notifications 5/30/22 – no notification to-date).
- **AFG for Training** $21,500.00 (FEMA Grant) submitted January 21, 2022, by Chief Smith (award notifications 4/30/22 – no notification to-date)
- **FIIRE (L&I) Grant** submitted March 1, 2022, for $8335.32 (2:1 $5584.66 paid by L&I with match -dept to cover 33% of cost or $2750.65) for extractor by Linda Shea (***awarded 3/24/22***)
- **M & O Levy 2022** - Explanatory Statement(s), and Resolution, For/Against Committee Appointments/For Committee Statements/Rebuttals -completed. Opposition rebuttal statement – filed/completed
  Key Dates: **11/8/22 – Election Day**

Expenditure Planning:

- No update (on hold)

Development Services (New Construction) Tracking:

- No update

Fire Investigation and Fire Loss Reports (highlights):

- October 1 – Res Structure Fire, Black River Ranch (no report completed)
- October 9 – Multi-family Res Struct Fire, Meadows Apts (no report complete)
- October 9 – Res Structure Fire, Prine Drive (no report completed)
- October 16 – Res Structure Fire, 198th Ave SW (report completed)
- October 23 – Res Structure Fire, Littlerock Rd SW (report completed)
- October 25 – Outbuilding Structure Fire, 211th Ave SW (no report completed)
- October 30 – Res Structure Fire, Whispering Wood MHP (report completed)

Health & Safety Activities (See Safety Officer Report)

- L & I FIIRE Program –quarterly report filed 10/24/22
- No injuries/accidents reported
- 14 career and 7 volunteers have conduct NFPA 1582 physicals in 2022. $6,236.20 paid to-date. 36% participation rate for career, around 25% participation rate for volunteers

Accidents, Incidents, and Injury

- No reports for October

Labor Management Report

- Temporary MOU revisions – two temporary positions have been secured to replace on "C" shift (Nelson for Sexton and Hoskison for Weinstein); "B" shift has one temporary position secured to replace FF Hall (Fox for Hall) out for 3 months (October 4 through January 4 approx.) starting November 16, 2022.

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

- Shannon Hemminger started October 10 as new Administrative Services Director
- Volume 1, Addition 12 internal November "Flashover News!" published
- Fleet/Facilities temporarily assigned to Chief Stone as we transition with Chief Scott retirement at the end of the year.
- All Department Safety Meeting & Debrief October 27 @Station 1-1; recognition awards to several department members for live saving efforts.
- Recruitment for Volunteer Rehab Unit Coordinator – 9/21/22. Anticipate filling role by 12/1/22.
- Fire Chief Position job description build and recruitment announcement – *in progress*

Legal Issues:

- No Update

Policy/ Procedures & Guidelines:

- 4007 Technical Rescue Operation – minor revision in progress
- 2010 Personnel – Equipment Use and Replacement – revision in progress

Action/ Review/ Discussion Items:

- Arrange workshop with Board late November to discuss RFA structure following November Levy

Risk Management:

- Proclamation 21-14-2 – Vaccination Requirement. Effective October 31, 2022 the state mandate expires. Federal Requirements and some State Employers (WSP) requirements for vaccination remains in place. The reasonable accommodations expire same date.

Public Education/ Public Relations Activities (see PIO Report):

- Grand Mound/Rochester Chamber of Commerce Candidate Forum @Swede Hall – Levy presentation October 5 at 6:00pm.
- Littlerock Elementary Trunk or Treat October 28
- Haunted Buses Rochester Bus Barn October 28
- Disaster Preparedness Fair hosted at Station 1-2 October 29
- Rochester (Applegate) & Littlerock (Field of Dreams) "Operation Glow Stick" October 31

Training (See Training Officer Report): See report

Emergency Weather or Natural Disaster Events/Incidents:

- No incidents

Recruitment and Retention:

- 1 Firefighter Garrett Glenn in Fall Recruit Academy 2022-2 at SPSCC
- Enacted a reduction new member financial obligation to $600 to increase interest effective July 1, 2022.

Wildland Program: (Mobilizations)

- Nakia Creek Fire 10/17-20 – C. Lyon (T1-2)
- Pierce County Fire 10/20 – C. Lyon (T1-2)

County Projects & Legislative Impacts:

- Wild Fire Ready Neighbors Program Meeting with Thurston County Conservation District (spin off of County Hazard Mitigation planning with DNR) October 5 @1-2
- County Hazard Mitigation Workgroup –October 24
- Assisted Fire Districts 2, 4 & 6 with Training Captain Assessment Center – October 28 @Station 6-1
- Recruit Academy Oversight Committee Meeting – October 31 @SPSCC

FLEET, FACILITIES, LOGISTICS & PROJECT STATUS REPORT:

Chief R. Scott

New Tender Spec Build – Fouts Brothers – Due to staffing issues, we will complete the acceptance inspection at West Thurston. The vendor will transit the apparatus over the Pass in the coming weeks. The goal is to have it ready for service by January 1st. **– In Process**

New Command Truck – Chassis is at Oly Shop in preparation for outfitting unit. Captain E. Smith has been handed this project. Anticipated delivery end of 4Q. **– In Progress**

Thurston County Radio System Upgrades –we have been issued test radios and new brush unit has a new radio installed in the unit **– In Progress**

Thurston County Hazard Mitigation – Last updated meeting we discussed the wildland parameters and mapping for the region and how that data will be compiled and moved forward to ensure we have an accurate count for threat and response **– In Progress.**

Telephone Replacement – Meetings with Olympic Telephone/The Brookfield Group (several over past week) **– In Progress**

CellPhone Repeater Systems – Placed on Hold

Maytown Water – Placed on Hold

Fleet/Facilities undergoing transition assignment to Battalion Chief Stone. Will work with Chief Stone in the coming weeks to ensure a smooth transition. *See open facility workorders priority list attached. **– In Progress**

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

October 2022

Monthly Training Report

	September 2022	2022 Total
Total Training Hours	**379 hours**	**3831 hours**

Training Events in July 2022

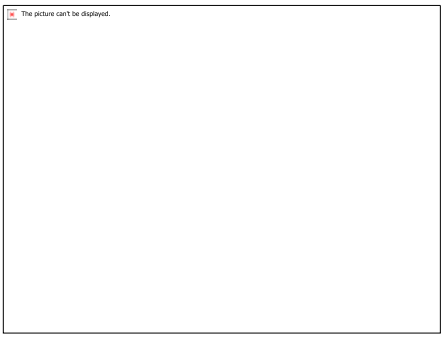
- October Safety Meeting – Firefighter Wellness
- 1 Recruit currently attending Thurston Co Fire Academy – Complete FF Testing
- Make-up 3 Quarter Training – Vehicle Stabilization and Lifting
- Attended Blue Card Train-the-Trainer Course in Phoenix, AZ
- Blue Card Refresher Training – Chief Scott, Chief Smith, FF Cooke
- OTEP – Splining / 4th quarter defib

Upcoming training Events

- November Safety Meeting –
- Blue Card ICS Review – Strip Malls
- County HIRL / EOC Shift Drill – November 2nd
- Mayday / RIT Operation Shift Drill
- Hose Drills: Chimney Fire, Monitor Forward
- Technical Rescue Review: Policy and SORT Review

Planned and Ongoing Training Projects

- Produce Hose Drill / training videos
- Possible Practice Burn Houses – Waiting on Owner Permitting
- Task Book in Target Solutions for easy tracking progress
- Training Plan for non-response personnel (Support and Admin and Investigators)
- New SORT Member training with FF Aaron Hall



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

P.O. Box 879
Rochester WA 98579
360.273.5582

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

To: BC R. Smith
From: Lt. Joel Swecker- Safety Officer
Subject: October 2022 Safety Report
Date: 11/3/2022
CC: Chief R. Smith

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

Accident/Injury Reports-

******No Injury/ or Accident Reports*****

Monthly Safety Topic-

October- IDLH Zones and Air Monitoring
November – Winter Driving and Apparatus Operations

Safety Committee

- Next Safety Committee meeting TBD

- Inspections-
  All Stations inspected by me personally vs. crews for the month of October with only a few small modifications/repairs needed as follows:
  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- Grinder wheels need to have covers
  4. Station 4- No needs
  5. Station 6- No needs/concerns

FIIRE Safety (L&I) Program

- 3rd quarter report completed by Linda S. and submitted- Ongoing

Upcoming-

1. Ongoing focus for injury free workplace.

2. Review and re-wording New Member Task Book Safety section(s)
3. Quarterly Reports
4. 2022 OSHA 300 Form compiling.

Completed-

- 3rd Quarter All Department Meeting: Topic- 'Lifestyle of a Firefighter'- health and PTSD awareness.
- 3rd Quarter FIIRE report

Respectfully Submitted,

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

captain lanette dyer

West Thurston Fire

ems.pio.public education report

Field of Dreams "Operation Glowstick" Oct 31, 2022

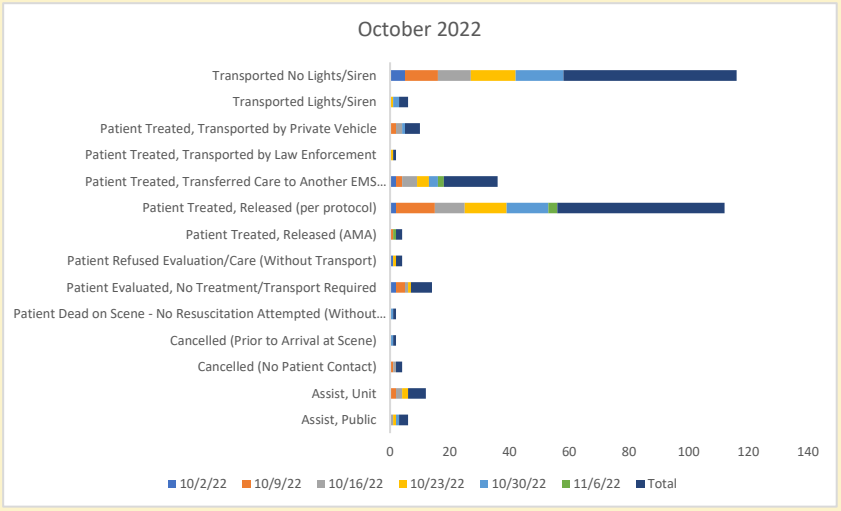
September 2022

Thurston County Covid Count

	Total Cases Over One Week	Total Confirmed Cases	Ever Hospitalized	Total Deaths	Recovered / Recovering Cases	% of COVID-19 Positive Tests over one week	Total Tests Over One Week
Aug	206	56847	2793	426	56465	9.6%	2815
Sept	203	57443	2858	444	56949	8.3%	2,276
Oct	151	58509	2949	456	58227	6.7%	1945

Total Record Volume By Disposition by week in October 2022

Month of October 2022

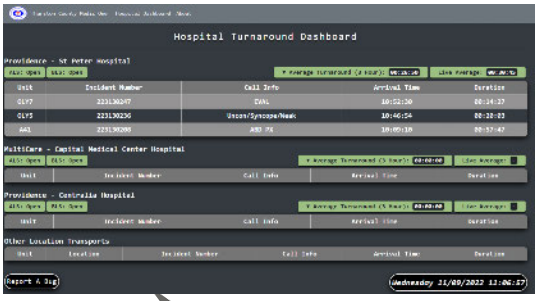


Aug 2022	Sept 2022	Oct 2022
37% TRANSPORTS Percentage of Patient Encounters	39% TRANSPORTS Percentage of Patient Encounters	37% TRANSPORTS Percentage of Patient Encounters
40% NON TRANSPORTS Percentage of Patient Encounters	40% NON TRANSPORTS Percentage of Patient Encounters	44% NON TRANSPORTS Percentage of Patient Encounters
23% OTHER DISPOSITIONS Percentage of Patient Encounters	21% OTHER DISPOSITIONS Percentage of Patient Encounters	19% OTHER DISPOSITIONS Percentage of Patient Encounters
175 RECORDS In Selected Time Slice	171 RECORDS In Selected Time Slice	165 RECORDS In Selected Time Slice

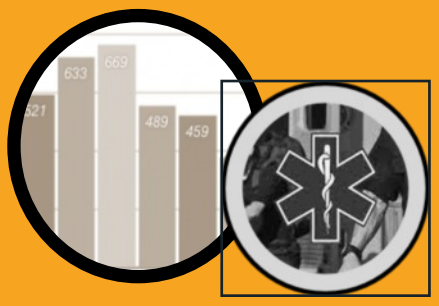
Fire & EMT Graduation will be held at SPSCC on 12/18/22 at 1700.

EMT Class Update:
NO EMT Students from WTRFA are enrolled in EMT Class.
Grace Blocher is “auditing the class”.

Medic One Hospital Turnaround Dashboard

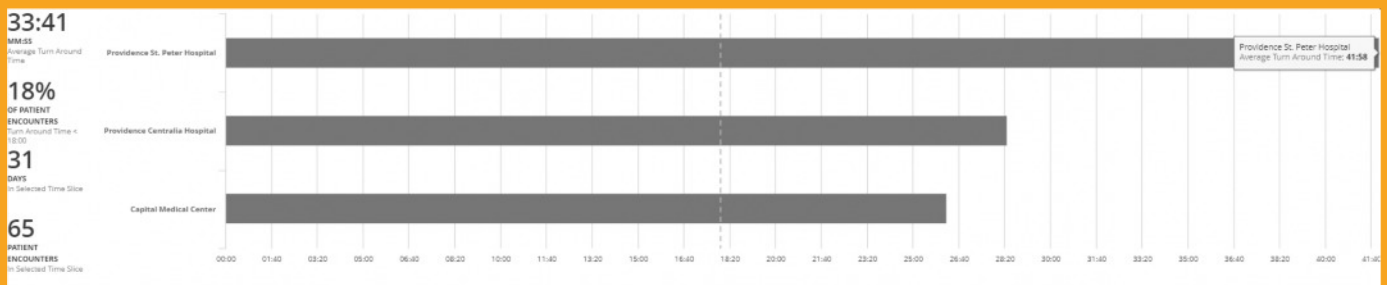


Try the Link → http://dashboard.medic.one/



Local Hospital Turn-a-round
Aug, Sept & Oct 2022

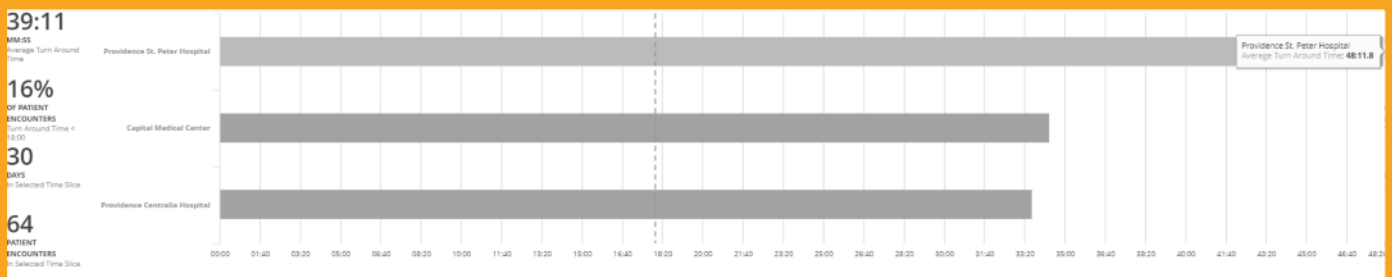
Aug



Counts | % Rows | % Columns | % All

	00:00 - 19:59	20:00 - 29:59	30:00 - 44:59	45:00 - 59:59	1:00:00 - 1:29:59	1:30:00 - 1:59:59	2:00:00 - 2:59:59	Total
Capital Medical Center	5	3	1	2	-	-	-	11
Providence Centralia Hospital	7	12	4	3	1	-	-	27
Providence St. Peter Hospital	4	8	7	4	-	4	-	27
	-	-	-	-	-	-	-	-
Total	16	23	12	9	1	4	-	65

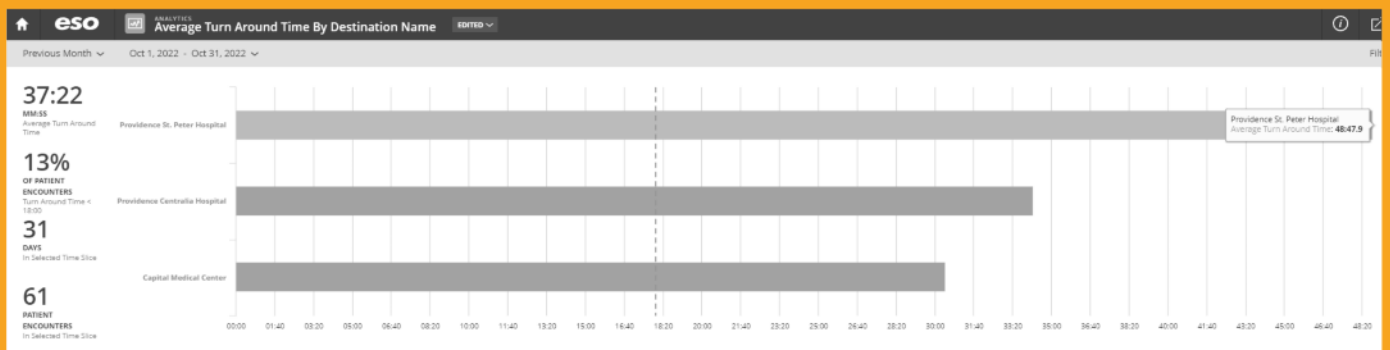
Sept



Counts | % Rows | % Columns | % All

	00:00 - 19:59	20:00 - 29:59	30:00 - 44:59	45:00 - 59:59	1:00:00 - 1:29:59	1:30:00 - 1:59:59	2:00:00 - 2:59:59	Total
Capital Medical Center	2	-	3	3	-	-	-	8
Providence Centralia Hospital	6	9	13	2	1	-	1	32
Providence St. Peter Hospital	3	4	7	7	-	1	2	24
	-	-	-	-	-	-	-	-
Total	11	13	23	12	1	1	3	64

Oct



as | at | be | by

Counts | % Rows | % Columns | % All

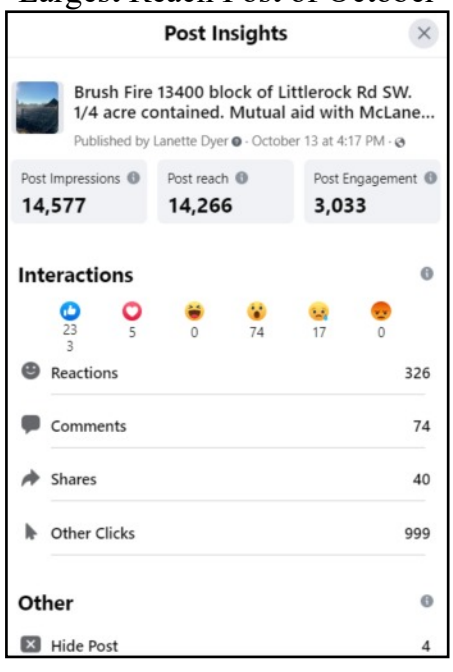
	00:00 - 19:59	20:00 - 29:59	30:00 - 44:59	45:00 - 59:59	1:00:00 - 1:29:59	1:30:00 - 1:59:59	2:00:00 - 2:59:59	Total
Capital Medical Center	3	1	1	2	-	-	-	7
Providence Centralia Hospital	7	14	14	1	1	1	1	39
Providence St. Peter Hospital	1	2	5	-	7	-	-	15
	-	-	-	-	-	-	-	-
Total	11	17	20	3	8	1	1	61

West Thurston Fire

SOCIAL MEDIA, OUTREACH & EDUCATION

October

October Events

10/1/22 Breast Cancer Awareness Month
10/14/22 Titus Make a Wish
10/28/22 Littlerock Elementary
10/28/22 RHS Football Game
10/28/22 Haunted Buses
12/29/22 Disaster Prep Fair
10/30/22 Rochester FAST Trunk or Treat
10/30/22 Rochester Church Trunk or Treat

Largest Reach Post of October