



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

April 12, 2021 – Governing Board Business Meeting at Littlerock Rd station and via Zoom virtual meeting.

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

Additions/Deletions to the Agenda: None.

Public Comments/Presentations: None.

Labor Management Team Report: Chief Smith reported they have been working on the open Training Officer position, which was recently posted.

New Business:

1. Expenditure Approval. Commissioner Elkins moved to approve the expenditures of \$496,874.00. Commissioner Ricks seconded the motion. Motion carried 5-0.
2. Meeting Minutes. Commissioner Pethia moved to approve the General board meeting minutes of 3/8/2021. Commissioner Ricks seconded the motion. Motion carried 5-0.
3. Resolution #2021-006, Surplus Property. Linda S. presented Resolution #2021-006 to surplus various miscellaneous items. She noted that two additions have been made to the resolution (one chain saw, one FEPP air gauge). Commissioner Pethia moved to approve Resolution #2021-006. Commissioner Culleton seconded the motion. Motion carried 5-0.
4. Cost Recovery Expansion. Linda S. discussed the effort to increase the department's ability to bill for non-emergent services not assumed in the department budget for personnel coverage, including utility failure responses, repeat false alarms and burn ban offenders, multiple patient assists at assisted living/nursing facilities and funeral homes. She presented three documents for approval:
 - a. Resolution #2021-007, Cost Recovery services. Commissioner Pethia moved to approve Resolution #2021-007. Commissioner Elkins seconded the motion. Motion carried 5-0.
 - b. Policy #1004, Service Fees. Commissioner Elkins moved to approve the updates to Policy #1004. Commissioner Pethia seconded the motion. Motion carried 5-0.
 - c. Systems Design Amendment #5 for Cost Recovery Expansion. Commissioner Pethia moved to approve Amendment #5. Commissioner Culleton seconded the motion. Motion carried 5-0.

Unfinished Business (action items): None.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea presented the proposal received by the tribe. He will present a counter proposal which incorporates more current costs for the base year. If the tribe does not wish to negotiate, he will recommend proceeding with mediation. The board will discuss options at the May meeting.
2. Weyerhaeuser agreement. Chief Kaleiwahea reported that Weyerhaeuser was amenable to the option of a long-term lease of the parcel to the department; Weyerhaeuser will research further and get back to the chief.
3. Maytown well. Chief Kaleiwahea reported that Chief Scott has been working with John's Plumbing on the installation of a water-filtration system rather than going with the reverse osmosis option. A proposal should be ready by the May board meeting.

Communications:

1. Thurston County Treasurer March 2021 reports were presented as per RCW 52.16.050(4). Linda S. pointed out the \$80,258 transfer from General Fund to the Emergency Reserve fund to bring that fund up to the new \$750,000 minimum balance as approved by the board.
2. April 2021 budget reports were presented.
3. LEOFF 1/Harris long term care annuity statement for the year was presented.
4. WHA Insurance Marketing Plan. Linda S. presented the marketing plan as proposed by Jeff Griffin from WHA, noting that the building appraisals have been completed (up about 9%), and comprehensive inspections of all department properties would be performed over the summer.

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

1. Chief Kaleiwahea noted that postcards have been mailed to District #1 residents informing them of the bond pay-off.
2. Chief Kaleiwahea also commented on the COVID outbreak amongst personnel (contracted at an offsite event.)
3. Chief Kaleiwahea commended Chris Heilman for the landscape projects he has completed at the Littlerock station 1-1.
4. Chief Smith noted that more drills and training will be conducted now that the weather is improving.
5. Chief Scott reported on facility evaluations which are in the process of being completed for project prioritization.
6. Chief Scott reported he is working on getting fuel quotes from dealers to obtain a lower bid on fuel costs for the department.
7. Captain Dyer reported the Scott Lake Fishing Derby has been cancelled.

Commissioner Reports:

1. Commissioner Ricks reported that Medic One is working on a proposal to hire an ALS coordinator. He noted the EMS Council is working on budget proposals in case the levy doesn't pass, which would most likely impact BLS funding available for the department.
2. Commissioner Ricks reported on the Strength of Purpose meeting where firefighter medical exams were discussed (as prompted by Commissioner Pethia's letter asking for support.)
3. Commissioner Pethia reported he attended both an Employment Law seminar and a Pipeline Safety training.
4. Commissioner Pethia noted he sent a letter to all commissioners in the county regarding the medical insurance coverage of exams for firefighters.

Good of the Order:

1. Commissioner Dahl pointed out the citizen donation that was recently received.
2. Chief Kaleiwahea suggested adding a “Commissioner’s Corner” to the newsletter. Captain Dyer will follow up with the board.
3. Commissioner Dahl would like to host an August workshop at his house, more details to follow.
4. Commissioner Ricks recommended a letter of appreciation be sent to Chris Heilman in recognition of the outstanding work he has done in facility upkeep. Linda S. will send a draft for the board to review.

Adjournment: The board adjourned the meeting at 18:50 hours.

Submitted for Board approval by:

Linda Shea

Linda Shea, Secretary

Thomas Culleton

Tom Culleton, Board Member

Dave Pethia

Dave Pethia, Board Member

John Ricks

John Ricks, Board Member

Calvin dahl

Calvin Dahl, Board Member

N/A

Ben Elkins, Board Member

Jeff Jernigan

Jeff Jernigan, Board Member

Signature: 
John Ricks (May 14, 2021 09:07 PDT)

Email: jandricks@comcast.net

Signature: 

Email: dave.pethia@westthurstonfire.org

Signature: 
Thomas Culleton (May 19, 2021 14:24 PDT)

Email: tom.culleton@westthurstonfire.org

Signature: 
Calvin dahl (May 19, 2021 15:56 PDT)

Email: calvin.dahl@westthurstonfire.org

Signature: 
Ben M. Elkins (May 20, 2021 06:45 PDT)

Email: ben.elkins@westthurstonfire.org

Signature: 
Jeff Jernigan (May 20, 2021 07:13 PDT)

Email: jeff.jernigan@westthurstonfire.org

Signature: 
LINDA SHEA (May 20, 2021 07:35 PDT)

Email: linda.shea@westthurstonfire.org












MINUTES 041221 - RESEND


Final Audit Report

2021-05-20


Created:	2021-05-14
By:	WTRFA Admin (purchasing@westthurstonfire.org)
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