



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, February 10, 2025, at 1730 hr.**

**In-Person: 10828 Littlerock Rd SW, Olympia St. 1-2**

*Zoom virtual meeting link:*

<https://us02web.zoom.us/j/81557573777?pwd=3aGrolaQYzwwaaXCB79Xb030AR3Ua.1>

*Meeting ID: 815 5757 3777*

*Passcode: 242611*

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ATTENDANCE:**
- IV. ADDITIONS/DELETIONS TO AGENDA:**
- V. PUBLIC COMMENTS/PRESENTATIONS**
- VI. LABOR MANAGEMENT**
- VII. NEW BUSINESS (ACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Old Hwy 99 Station – Realtor presentation and sales decision.		Shannon	Accept/Reject
2) WTRFA Dist. 1 Position #2 Commissioner Applicant Questionnaire Review		Chief Drake	Final Decision During Dist. 1 Meeting
3) Fire Academy Graduates Recognition & Lt. Promotion		Chief Drake	
4) Expenditures: Accts. Payable   \$73,710.97 Payroll           \$481,977.92 <b>TOTAL:         \$555,688.89</b> Warrants \$150,115.60 EFTs \$405,573.29	1-9	Shannon	Accept/Reject
5) Meeting Minutes a) January 13, 2025, General Meeting	10-12	Shannon	Accept/Reject

**VIII. UNFINISHED BUSINESS (ACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Repair of Facility Maintenance Vehicle		Chief Drake	Accept/Reject
2) Beaver Creek Property – Legal counsel advice and sales decision.		Chief Drake	Accept/Reject

**IX. UNFINISHED BUSINESS (NONACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1)			

**X. COMMUNICATIONS (NONACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Maytown Station		Chief Drake	Informational.
2) FF/EMT Interviews		Chief Drake	Informational

**XI. DEPARTMENT REPORTS**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Chief/Safety/Training Reports/Shift	13-26	Chief Drake	Informational
2) Recruit & Retention Coordinator Report	27	Andrea Reynoldson	Informational
3) Commissioner Meetings		BOFC	Informational

**EXECUTIVE SESSION. THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (G) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT 30 MINUTES BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.**

**XII. GOOD OF THE ORDER:****XIII. ADJOURNMENT:**

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

11:49:28 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
250201001 1st Security Bank	270	02/10/2025	Claims	6700	2,073.99	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
PILOT	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		99.18	
/EN FEATHERS TRUCK	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		100.00	
/EN FEATHERS TRUCK	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		-43.41	
LOVES	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		88.32	
FLYING J'S	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		148.12	
FLYING J'S	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		30.19	
FLYING J'S	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		101.16	
CHEVRON	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		31.98	
OASIS	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		101.31	
CHEVRON	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		49.42	
HAMPSHIRE SINCLAIR	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		119.63	
FLYING J'S	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		116.12	
LOVES	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		119.86	
PILOT	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		85.15	
PILOT	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		101.66	
/EN FEATHERS TRUCK	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		71.91	
CHEVRON	01/29/2025	02/10/2025	EMAC - CA Mobe Diesel		99.17	
SAFEWAY	01/29/2025	02/10/2025	EMAC - CA Mobe Meals		45.06	
SAFEWAY	01/29/2025	02/10/2025	EMAC - CA Mobe Meals		35.83	
MCDONALDS	01/29/2025	02/10/2025	EMAC - CA Mobe Meals		45.92	
CALABASAS	01/29/2025	02/10/2025	EMAC - CA Mobe Ice		4.37	
RED ROOF INN	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		63.00	
RED ROOF INN	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		100.00	
RED ROOF INN	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		90.44	
RED ROOF INN	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		100.00	
RED ROOF INN	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		-100.00	
RED ROOF INN	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		-100.00	
IOLIDAY INN EXPRESS	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		123.20	
IOLIDAY INN EXPRESS	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		123.20	
IOLIDAY INN EXPRESS	01/29/2025	02/10/2025	EMAC - CA Mobe Lodqing		123.20	
250201002 Blocher Grace Lynn	271	02/10/2025	Claims	6700	104.00	Reimbursement
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
NREMT	01/30/2025	02/10/2025	NREMT Reimbursement		104.00	
250201003 Brookfield Group, The	272	02/10/2025	Claims	6700	697.72	74195
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
74195	01/30/2025	02/10/2025	Voice Over Hosted Srvc Feb 2025		697.72	
250201004 Carefirst Bluecross Blueshield Payment Administrator	273	02/10/2025	Claims	6700	311.00	250061004341
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
250061004341	02/06/2025	02/10/2025	Harris Medical Premium (Feb 2025)		311.00	
250201005 Citi Cards	274	02/10/2025	Claims	6700	2,412.97	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
AMAZON	01/28/2025	02/10/2025	Station & Office Supplies (wet mops, urinal screens,		161.62	
AMAZON	01/28/2025	02/10/2025	1-6 Maytown Station Supply (kitchen light bulbs)		49.22	
AIRGAS	01/28/2025	02/10/2025	Fit Test Solutions		80.02	
EVENTBRITE	01/28/2025	02/10/2025	2025 PNW Fire Investigation Training (T. Trott)		600.00	
EVENTBRITE	01/28/2025	02/10/2025	2025 PNW Fire Investigation Training (E.Smith)		600.00	
GRINDSTAFF	01/28/2025	02/10/2025	Retirement Plaque (Dahl)		117.59	
ICICLE VILLAGE	01/28/2025	02/10/2025	2025 PNW Fire Investigation Training (E. Smith)		491.04	
OFFICE DEPOT	01/28/2025	02/10/2025	Office Supplies (white out)		4.16	
USPS	01/28/2025	02/10/2025	Stamps		292.00	
ZOOM	01/28/2025	02/10/2025	Mnthly communications Service		17.32	
250201006 City Of Olympia	275	02/10/2025	Claims	6700	5,879.63	CINV-25-001866
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
CINV-25-001866	01/24/2025	02/10/2025	A76 A1-2 Annual Service		1,693.61	

## VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:49:28 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
CINV-25-001866	01/24/2025	02/10/2025	A77 BN1-6 Replace Rear Brake Pads & Rotors		764.02	
CINV-25-001866	01/24/2025	02/10/2025	A80 T1-1 Annual Service		2,307.45	
CINV-25-001866	01/24/2025	02/10/2025	A80 T1-1 Pump Test		650.52	
CINV-25-001866	01/24/2025	02/10/2025	A80 T1-1 Misc Repairs & Writes Ups		464.03	
250201007 City Sanitary Inc	276	02/10/2025	Claims	6700	230.13	192890465188, 192892295188
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
192890465188	02/04/2025	02/10/2025	1-3 Rochester Recycle		31.98	
192892295188	02/04/2025	02/10/2025	1-1 Grand Mound Recycle		198.15	
250201008 Clearfly	277	02/10/2025	Claims	6700	233.00	683309
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
683309	02/04/2025	02/10/2025	Feb 2025 SIP Trunk Srvcs		233.00	
250201009 Comcast	278	02/10/2025	Claims	6700	1,098.55	1030
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
1030	01/28/2025	02/10/2025	1-2 Littlerock Phone/Cable		241.23	
1030	01/28/2025	02/10/2025	1-6 Maytown Phone/Cable		241.08	
1030	01/28/2025	02/10/2025	1-1 Grand Mound Phone/Cable		230.69	
1030	01/28/2025	02/10/2025	1-4 Scott Lake Phone		187.18	
1030	01/28/2025	02/10/2025	1-3 Rochester Phone/Cable		198.37	
250201010 Complete Hearing & Balance	279	02/10/2025	Claims	6700	600.00	162324, 162478, 167233
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
162324	01/24/2025	02/10/2025	CPT Codes: 92567, 99203, 92557 (T. Gutina)		200.00	
162478	01/24/2025	02/10/2025	CPT Codes: 92567, 99203, 92557 (D. Ehliq)		200.00	
162733	01/24/2025	02/10/2025	CPT Codes: 92567, 99203, 92557 (K. Bell)		200.00	
250201011 Crystal Springs	280	02/10/2025	Claims	6700	324.78	24729765012925, 24732674012925, 24708222012925
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
24729765012925	01/31/2025	02/10/2025	1-1 Grand Mound Water (Jan 2025)		139.86	
24732674012925	01/31/2025	02/10/2025	1-3 Rochester Water (Jan 2025)		74.93	
24708222012925	01/31/2025	02/10/2025	1-6 Maytown Water (Jan 2025)		3.29	
24708222012925	01/31/2025	02/10/2025	1-2 Littlerock Water (Jan 2025)		106.70	
250201012 DE Lage Landen	281	02/10/2025	Claims	6700	561.00	83462491, 83498326
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
83462491	01/28/2025	02/10/2025	1-2 Littlerock Copier Lease (1/15/25-2/14/25)		280.50	
83498326	01/28/2025	02/10/2025	1-2 Littlerock Copier Lease (2/15/25-3/14/25)		280.50	
250201013 Eric T. Quinn, P.S.	282	02/10/2025	Claims	6700	600.00	1955
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
1955	02/04/2025	02/10/2025	Jan 2025 Legal Srvcs		600.00	
250201014 FireTek DBA of Betschart Elec Inc	283	02/10/2025	Claims	6700	157.04	F-341098
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
F-341098	01/24/2025	02/10/2025	1-1 Grand Mound - install security cameras on new		157.04	
250201015 First Choice Health Network	284	02/10/2025	Claims	6700	141.12	01234304
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
01234304	02/04/2025	02/10/2025	Jan 2025 EAP Srvcs		141.12	
250201016 Harris, Mike	285	02/10/2025	Claims	6700	535.82	Reimbursement
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
REIMBURSEMENT	01/28/2025	02/10/2025	RX: 7403875 - Fred Meyer Reimbursement		15.00	
REIMBURSEMENT	01/28/2025	02/10/2025	RX: 74703912 - Fred Meyer Reimbursement		5.00	
REIMBURSEMENT	01/28/2025	02/10/2025	RX: 7404131 - Fred Meyer Reimbursement		184.28	
REIMBURSEMENT	01/28/2025	02/10/2025	RX: 7340633 - Fred Meyer Reimbursement		124.07	
REIMBURSEMENT	01/28/2025	02/10/2025	RX: 7410849 - Fred Meyer Reimbursement		207.47	

## VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:49:28 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
250201017 Home Depot Credit Services	286	02/10/2025	Claims	6700	118.62	2161546, 2123122, 4124073, 3623699
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	2161546	01/24/2025	02/10/2025	1-4 Scott Lake Septic Area Fence Project	44.21	
	2123122	01/24/2025	02/10/2025	1-4 Scott Lake Septic Area Fence Project	-98.37	
	4124073	01/24/2025	02/10/2025	Facility Supplies (thatch rake & pvc)	77.80	
	3623699	01/24/2025	02/10/2025	Facility Maintenance Items	44.99	
	FINANCE CHARGE	01/24/2025	02/10/2025	Finance/late fee charges	49.99	
250201018 Intelligent Technical Solutions, LLC	287	02/10/2025	Claims	6700	18,209.72	171843DP, 171840DP, 171967DP
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	171834DP	01/24/2025	02/10/2025	Server Renewal (03-24-2025 - 03-23-2026)	1,642.86	
	171840DP	01/24/2025	02/10/2025	Firewall Upgrades/Licenses (36 mnths)	15,076.10	
	171967DP	01/24/2025	02/10/2025	New Docking Stations/Monitors (Hemmingier, Patraca,	1,490.76	
250201019 Joes Refuse Inc	288	02/10/2025	Claims	6700	180.24	19285375S188, 19285510S188
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	19285375S188	02/04/2025	02/10/2025	1-3 Rochester Refuse	39.93	
	19285510S188	02/04/2025	02/10/2025	1-1 Grand Mound Refuse	140.31	
250201020 LN Curtis & Sons Inc	289	02/10/2025	Claims	6700	4,273.53	907771, 905407, 909222, 909149, 911156
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	907771	01/24/2025	02/10/2025	Pump Apparatus Driver/Operator Handbook (Trott)	94.65	
	905407	01/24/2025	02/10/2025	Fire & Emerqency Company Officer Handbook	157.90	
	909222	01/24/2025	02/10/2025	Fire & Emerqency Company Officer Handbook (Hull)	78.95	
	909149	01/24/2025	02/10/2025	Name Patches (E. Smith)	56.18	
	911156	01/24/2025	02/10/2025	New Helmets (x8)	3,885.85	
250201021 Munsell Barbara	290	02/10/2025	Claims	6700	51.00	Jan 2025
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	JAN 2025	01/24/2025	02/10/2025	Sew On Patches, Buttons, Strips	51.00	
250201022 National Testing Network	291	02/10/2025	Claims	6700	750.00	17423
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	17423	01/24/2025	02/10/2025	2025 Annual Renewal	750.00	
250201023 Northwest Water Systems	292	02/10/2025	Claims	6700	597.51	25-104731, 25-10572, 25-10699
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	25-10431	01/24/2025	02/10/2025	1-1 Grand Mound Water Srvc	199.17	
	25-10572	01/24/2025	02/10/2025	1-2 Littlerock Water Srvc	199.17	
	25-10699	01/24/2025	02/10/2025	1-6 Maytown Water Srvc	199.17	
250201024 Odle Cole Samuel	293	02/10/2025	Claims	6700	104.00	Reimbursement
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	NREMT	01/30/2025	02/10/2025	NREMT Reimbursement	104.00	
250201025 Olympia Sheet Metal Inc	294	02/10/2025	Claims	6700	595.65	69884
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	69884	01/24/2025	02/10/2025	1-1 Grand Mound Annual Boiler Maintenance	595.65	
250201026 On-Hold Concepts Inc	295	02/10/2025	Claims	6700	19.95	660211
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	660211	01/30/2025	02/10/2025	Mnthly On Hold Srvc	19.95	
250201027 Parr Lumber Company	296	02/10/2025	Claims	6700	60.40	192990, 204933, 212235
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	
	192990	01/24/2025	02/10/2025	Mold Armor House Wash	7.99	
	204933	01/24/2025	02/10/2025	Facility Supplies (bulk fasteners)	8.01	
	212235	01/24/2025	02/10/2025	Facility Supplies (10" hemlock outside corner)	44.40	

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:49:28 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 4

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
250201028 Propane Northwest	297	02/10/2025	Claims	6700	6,094.23	1515956628, 1515954443, 1515954395, 1515905817, 1515919722, 1516110587, 1516320476
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	1515956628	01/24/2025	02/10/2025	1-1 Grand Mound Propane (355.20 gal)		775.23
	1515954443	01/24/2025	02/10/2025	1-1 Grand Mound Propane (84.60 gal) storage shed 1		186.86
	1515954395	01/24/2025	02/10/2025	1-1 Grand Mound Propane (65.40 gal) storage shed 2		144.45
	1515905817	01/24/2025	02/10/2025	1-1 Grand Mound Propane (490.40 gal)		1,070.32
	1515919722	01/24/2025	02/10/2025	1-7 Old Hwy 99 Propane (254.60 gal)		554.13
	1516110587	01/24/2025	02/10/2025	1-2 Littlerock Propane (1152.20 gal)		2,626.82
	1516320476	01/24/2025	02/10/2025	1-7 Old Hwy 99 Propane (330.50 gal)		736.42
250201029 Puget Sound Energy	298	02/10/2025	Claims	6700	4,585.45	
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	200017639499	01/24/2025	02/10/2025	1-1 Grand Mound Bdqt Plan (Dec 2024)		1,975.00
	220025935044	01/24/2025	02/10/2025	1-2 Littlerock Bdqt Plan (Jan 2025)		772.00
	220025935051	01/24/2025	02/10/2025	1-4 Scott Lake Bdqt Plan (Jan 2025)		214.00
	220025935077	01/24/2025	02/10/2025	1-5 Michiqan Hill (Nov 2024)		71.45
	220025935069	01/24/2025	02/10/2025	1-6 Maytown Bdqt Plan (Dec 2024)		811.00
	220006625754	01/24/2025	02/10/2025	1-7 Old Hwy 99 Bdqt Plan (Dec 2024)		215.00
	220033813829	01/24/2025	02/10/2025	1-3 Rochester Bdqt Plan (Jan 2025)		527.00
250201030 Quest Diagnostics	299	02/10/2025	Claims	6700	43.45	921379952
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	921379952	01/30/2025	02/10/2025	Druq Screen (K. Bell)		43.45
250201031 Radia Inc PS	300	02/10/2025	Claims	6700	186.00	ZCXD4P2, ZCXD4P1
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	ZCXD4P2	01/24/2025	02/10/2025	CPT Code 71046 (D. Ehliq)		93.00
	ZCXD4P1	01/24/2025	02/10/2025	CPT Code 71046 (E. Garcia)		93.00
250201032 Rochester Water Association	301	02/10/2025	Claims	6700	57.30	100100
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	100100	01/28/2025	02/10/2025	1-3 Rochester Water Srvcs		57.30
250201033 Scott Lake Maintenance Co C/O Northwest Water Syst	302	02/10/2025	Claims	6700	119.20	2267600
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	2267600	02/06/2025	02/10/2025	1-4 Scott Lake Water Srvcs		119.20
250201034 Service Saw WorkWears, Inc.	303	02/10/2025	Claims	6700	57.32	321683
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	321683	01/24/2025	02/10/2025	Chain Saw Bar Oil (x2)		57.32
250201035 Sound Apparel LLC	304	02/10/2025	Claims	6700	572.64	TG5522
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	TG5522	02/06/2025	02/10/2025	Hats w/logo (x38)		572.64
250201036 Stericycle Inc	305	02/10/2025	Claims	6700	76.11	8009697894
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	8009697894	01/28/2025	02/10/2025	1-3 Rochester Hazo Waste		76.11
250201037 Systems Design West LLC	306	02/10/2025	Claims	6700	2,015.52	20250144
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	20250144	01/24/2025	02/10/2025	Dec Transports (x77)		2,015.52
250201038 Thurston County Auditor - Elections	307	02/10/2025	Claims	6700	10,113.25	120524B
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	120524B	01/24/2025	02/10/2025	2024 General Election Services		10,113.25

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:49:28 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 5

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
250201039 Tumwater Eye Center, Inc.	308	02/10/2025	Claims	6700	1,254.00	33703, 33744, 33708
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
33703	01/24/2025	02/10/2025	CPT Codes 92004, 92015, 92250 (E. Garcia)			418.00
33744	01/24/2025	02/10/2025	CPT Codes 92004, 92015, 92250 (K. Bell)			418.00
33708	01/24/2025	02/10/2025	CPT Codes 92004, 92015, 92250 (D. Ehliq)			418.00
250201040 Tumwater Family Practice LLC	309	02/10/2025	Claims	6700	3,129.00	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
TUM566609	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			433.00
TUM566244	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			368.00
TUM566063	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			431.00
TUM566267	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			321.00
TUM67959	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			368.00
TUM66708	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			368.00
TUM66826	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			445.00
TUM66857	01/24/2025	02/10/2025	CPT Codes 99395, 90715, 94010, 93000, 86580, 80061,			395.00
250201041 Verizon Wireless	310	02/10/2025	Claims	6700	386.21	6103362087, 61043681856
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
6103362087	01/28/2025	02/10/2025	Apparatus Cells			50.61
6104368156	01/28/2025	02/10/2025	Chief & R&R Coordinator Cell			84.99
6104368156	01/28/2025	02/10/2025	Modems			80.02
6104368156	01/28/2025	02/10/2025	BC/LT Cells			170.59
250201042 Walrath Landscape Supply	311	02/10/2025	Claims	6700	54.15	OL1799164
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
OL1799164	02/05/2025	02/10/2025	1-6 Maytown Decorative Rock (x4)			54.15
250201043 Wells Fargo Financial Leasing	312	02/10/2025	Claims	6700	160.28	5032829719
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
5032829719	01/24/2025	02/10/2025	1-1 Grand Mound Copier Lease (01/07/25-02/06/25)			160.28
250201044 West Thurston Reg Fire PETTY CASH	313	02/10/2025	Claims	6700	12.50	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
PETTY CASH	02/05/2025	02/10/2025	Repayment of ACH Fees (Dec 2024)			12.50
250201045 Wilcox & Flegel	314	02/10/2025	Claims	6700	3,872.99	0922799-IN, 0922796-IN, 0925928-IN, 0925931-IN, CL61379
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
0922799-IN	01/24/2025	02/10/2025	1-1 Grand Mound Diesel (240 gal)			940.90
0922796-IN	01/24/2025	02/10/2025	1-2 Littlerock Diesel (100 gal)			392.04
0925928-IN	01/24/2025	02/10/2025	1-1 Grand Mound Diesel (175 gal)			724.80
0925931-IN	01/24/2025	02/10/2025	1-2 Littlerock Diesel (130 gal)			538.42
CL61379	01/24/2025	02/10/2025	A19 A1-3			59.16
CL61379	01/24/2025	02/10/2025	A25 CH12			143.11
CL61379	01/24/2025	02/10/2025	A70 STAF-1			22.91
CL61379	01/24/2025	02/10/2025	A14 SU1-8			64.48
CL61379	01/24/2025	02/10/2025	A77 BN1-6			440.75
CL61379	01/24/2025	02/10/2025	A24 BN1			124.96
CL61379	01/24/2025	02/10/2025	A73 U1-2			315.47
CL61379	01/24/2025	02/10/2025	A07 E1-7			105.99

45 Vouchers:

73,710.97

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

11:48:18 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
250201046	Aflac	315	02/10/2025	Payroll	6700	484.51	
250201047	Benefit Solutions Inc-WSCFF	316	02/10/2025	Payroll	6700	2,250.00	
	EFT Bennett Matthew Shaun	192	02/14/2025	Payroll	6700		
	EFT Bennett Matthew Shaun	229	02/28/2025	Payroll	6700		
	EFT Berryman Thomas A	206	02/12/2025	Payroll	6700		
	EFT Betts Brandon John	230	02/28/2025	Payroll	6700		
	EFT Brownell Scott Lee	207	02/12/2025	Payroll	6700		
	EFT Calica Reece Lewis	208	02/12/2025	Payroll	6700		
	EFT Christenson Brian David	231	02/28/2025	Payroll	6700		
	EFT Cooke Hans Robert	232	02/28/2025	Payroll	6700		
	EFT Cooper Bailey Andrew	233	02/28/2025	Payroll	6700		
	EFT Crabb William Nicholas	209	02/12/2025	Payroll	6700		
	EFT Culleton Thomas P	210	02/12/2025	Payroll	6700		
	EFT Davis Dustin James	234	02/28/2025	Payroll	6700		
	EFT Dean Sarah Linnea	235	02/28/2025	Payroll	6700		
	EFT Department Of Retirement Services Deferred Comp	266	02/10/2025	Payroll	6700	36,924.08	
	EFT Department Of Retirement Systems Retirement	267	02/10/2025	Payroll	6700	50,061.09	
	EFT Department Of The Treasury	268	02/10/2025	Payroll	6700	63,225.25	
	EFT Devert Brent Nathaniel	236	02/28/2025	Payroll	6700		
250201048	Dimartino Associates Brown & Brown of WA, Inc	317	02/10/2025	Payroll	6700	2,508.84	
	EFT Drake Nathan Tyler	237	02/28/2025	Payroll	6700		
250201102	Ehlig Daniel Ryan	211	02/12/2025	Payroll	6700		
	EFT Eliason Nate Iver	212	02/12/2025	Payroll	6700		
	EFT Fox Timothy Andrew	193	02/14/2025	Payroll	6700		
	EFT Fox Timothy Andrew	238	02/28/2025	Payroll	6700		
250201049	GET Program	318	02/10/2025	Payroll	6700	287.00	
250201104	Garcia Stephanie Ashlyn	213	02/12/2025	Payroll	6700		
	EFT Garza Isaac Wayne	194	02/14/2025	Payroll	6700		
	EFT Garza Isaac Wayne	239	02/28/2025	Payroll	6700		
250201105	Guting Timothy Kainoa	214	02/12/2025	Payroll	6700		
250201050	HRA VEBA Trust	319	02/10/2025	Payroll	6700	8,475.00	
	EFT Hall Aaron David	195	02/14/2025	Payroll	6700		
	EFT Hall Aaron David	240	02/28/2025	Payroll	6700		
	EFT Harding Arthur James William	215	02/12/2025	Payroll	6700		
	EFT Heilman Chris Douglas	241	02/28/2025	Payroll	6700		
	EFT Hemminger Shannon Marie	242	02/28/2025	Payroll	6700		
	EFT Hoskison Jordan Tyler	243	02/28/2025	Payroll	6700		
	EFT Hull Nathan Scott	244	02/28/2025	Payroll	6700		
250201051	IAFF Local 3825 Treasurer	320	02/10/2025	Payroll	6700	6,344.13	
	EFT Josselyn Jesse West	216	02/12/2025	Payroll	6700		
	EFT Kaleiwahea Blake William	245	02/28/2025	Payroll	6700		
	EFT Kautz Austin Robert	217	02/12/2025	Payroll	6700		
	EFT Kondrack Andrew Joseph	246	02/28/2025	Payroll	6700		
250201109	Linn Catherine Louise	218	02/12/2025	Payroll	6700		
	EFT Lohse Ryan Jacob	247	02/28/2025	Payroll	6700		
	EFT Loofbourow Josh Kenneth	219	02/12/2025	Payroll	6700		
	EFT Lyon Colby Wayne	196	02/14/2025	Payroll	6700		
	EFT Lyon Colby Wayne	248	02/28/2025	Payroll	6700		
250201111	McCutcheon Kelly Renea	220	02/12/2025	Payroll	6700		
	EFT McGeary Michael C	221	02/12/2025	Payroll	6700		
	EFT Miller Devann Munroe	249	02/28/2025	Payroll	6700		
	EFT Morales Michael Lawrence	250	02/28/2025	Payroll	6700		
	EFT Palmerson Erik Morgan	197	02/14/2025	Payroll	6700		



VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

11:48:18 Date: 02/12/2025

02/10/2025 To: 02/10/2025

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Palmerson Erik Morgan	251	02/28/2025	Payroll	6700		
EFT Parker Gregory Jerel	198	02/14/2025	Payroll	6700		
EFT Parker Gregory Jerel	252	02/28/2025	Payroll	6700		
EFT Patraca Linda Ellen	253	02/28/2025	Payroll	6700		
250201113 Ramos-Vargas Crystal Diane	222	02/12/2025	Payroll	6700		
EFT Reynoldson Andrea Gail	254	02/28/2025	Payroll	6700		
250201114 Ricks John Rual	223	02/12/2025	Payroll	6700		
EFT Ruiz Steve Shane	255	02/28/2025	Payroll	6700		
EFT Santee Ricardo Leon	256	02/28/2025	Payroll	6700		
EFT Scott Robert William	224	02/12/2025	Payroll	6700		
EFT Sexton Thomas Edward	257	02/28/2025	Payroll	6700		
EFT Singleton Charles Ed	258	02/28/2025	Payroll	6700		
EFT Smith Eric David	259	02/28/2025	Payroll	6700		
EFT Spiegelberg John Steven	225	02/12/2025	Payroll	6700		
EFT Stone Roger Lee	260	02/28/2025	Payroll	6700		
EFT Swecker Joel Anthony	199	02/14/2025	Payroll	6700		
EFT Swecker Joel Anthony	261	02/28/2025	Payroll	6700		
250201117 Teitzel Steven David	226	02/12/2025	Payroll	6700		
EFT Trautman Alexander Paul	262	02/28/2025	Payroll	6700		
EFT Trott Thomas John	263	02/28/2025	Payroll	6700		
250201052 Trusteed Plans	321	02/10/2025	Payroll	6700	54,409.61	
EFT Vargas Julio Cesar	227	02/12/2025	Payroll	6700		
EFT Visser Miranda Louise	228	02/12/2025	Payroll	6700		
EFT Washington State Support Registry	269	02/10/2025	Payroll	6700	768.66	
250201053 West Thurston Fire - House Funds	322	02/10/2025	Payroll	6700	245.00	
				78 Vouchers:		481,977.92



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



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

---

January 13, 2025 – Governing Board Business Meeting at 18720 Sargent Rd SW, Rochester St. 1-1

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

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

**Chief:** N. Drake

**Battalion Chief:** R. Stone, E. Smith. B. Christenson

**Captain:**

**Lieutenants:** I. Garza, B. Kaleiwahea (Zoom)

**Firefighters:** S. Ruiz, D. Miller (Zoom), J. Hoskison (Zoom),

**Volunteer:** Ainsworth

**Admin:** Admin Svcs Director/Secretary S. Hemminger, Admin Asst. L. Patraca, Recruit & Retention Coord. A. Reynoldson,

**Union Representative:** A. Trautman

**Guests:** Chris White (Zoom), Tyler Mason, Kathy Hangartner, Ben Elkins, Tim Benner, Calvin & Marybeth Dahl.

**Additions/Deletions to the Agenda:** Old Hwy 99 and Beaver Creek Properties

**Public Comments/Presentations:** None

**Labor Management:** A. Trautman, 1 FF/EMT vacancy to be filled next month and 1 FF/EMT still out with injury.

**New Business:**

1. Recognized Commissioner Dahl's retirement, 26 years with WTRFA.
2. Expenditure Approval – Commissioner Scott moved to approve the total expenditure amount of \$633,224.80. Commissioner Merryman seconded the motion. Motion carried 6-0.
3. Meeting Minutes – Commissioner Scott moved to approve the December 9, 2024, meeting minutes. Commissioner Ricks seconded the motion. Motion carried 6-0.
4. Brady Tort Claim – Chief Drake presented legal counsel and insurance risk management's recommendation of denial based on no merit. Commissioner Scott moved to deny the Brady Tort Claim. Commissioner Ricks seconded the motion. Motion carried 6-0.
5. Facility Maintenance Vehicle – Commissioner Merryman had requested repair quotes for the facility maintenance vehicle, one with a standard bumper and one with a lift-gate. Chief Drake presented an estimate for body damage repair and a new rear bumper totaling \$8,000, and a separate estimate for just a lift-gate at \$5500.00. Discussion was had and Commissioner Merryman made a motion to obtain more quotes for the lift-gate installation and an update on the carryover from 2024 to 2025 fleet budget for the February 10<sup>th</sup>, 2025, meeting. Commissioner Scott seconded the motion. Motion carried 5-0 with Commissioner Ricks holding a nay vote.

6. Conflict of Interest – Admin Services Director serving as Board Secretary – Commissioner Merryman has requested a legal opinion on the Admin Services Director serving as the Board Secretary. Chief Drake will reach out to legal counsel.
7. Property Damage Accountability Policy – Commissioner Merryman concerned with recent incidents involving apparatus and holding staff accountable. Commissioner Merryman feels there is an “oh well” culture when accidents happen. Commissioner Scott is concerned about gross negligence and bad actors. Chief Drake addressed the Commissioner’s concerns with reassurance that the RFA has policies in place, and he is holding those accountable when policy is not followed.

**Unfinished Business (action items):** Beaver Creek Property – revisit legal counsels recommended process in selling this property without the use of a realtor. Old Hwy 99 Property – request to reach out to realtor regarding sales commission and if he is available to attend the February 10<sup>th</sup>, 2025, Board Meeting to answer questions and go over the process.

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

**Communications:** Chief Drake shared a letter he wrote to Thurston County Planning and Development regarding a proposed lithium-ion battery storage facility located at the corner of 183<sup>rd</sup> and Sargent Rd. The letter stated the RFA’s safety concerns for the citizens, fire risk, emergency response readiness and the impact on fire suppression infrastructure.

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

**Recruit & Retention Coordinator Update:** Refer to printed report.

**Commissioner Reports:** Commissioner Ricks passed out Medic One’s new bylaw changes. Commissioner Ricks shared that Thurston County Commissioner Gary Edwards has retired from the board and Sheriff Sanders presented the Sheriff’s Dept. budget during the meeting.

**Good of the Order:** Chief Drake reported on the progress of the new ESO report and how future reports will look different. He also reported that the Association made roughly \$3,000 during the Santa Breakfast and were able to support 15 families this year.

**Adjournment:** The board adjourned the meeting at 1908 hours.

Submitted for Board approval by:

---

Shannon Hemminger, Secretary

---

Tom Culleton, Board Member

---

Robert Scott, Board Member

---

John Ricks, Board Member

---

Jeff Merryman, Board Member

---

Mike Reed, Board Member

---

Board Member



# WEST THURSTON REGIONAL FIRE AUTHORITY

## CHIEF REPORT | January 2025

### *Fire Chief N. Drake*

#### CHIEF'S RECAP

##### Staffing

We still had one firefighter out for long term injury. Also had 1 FF out on Paternity leave and saw several other sick days due to illness, it was going around. Due to that we did see an increase in sick time use to 469 hours (from 408) but we saw our shift OT decrease to 109 (from 247). In addition, we did have OT for the California mobilization of 571 Mob Deployed and 120 Mob Back-Fill, but this will be reimbursed completely by the state. We continued to have no mandatory OT for the month. We did have 2 temporary FF that continued to work and cover short shifts to keep OT hours low.

##### California Mobilization

E1-3 with a crew of 3 (Lt Lyon, Capt Morales and FF Davis) deployed as part of Central Region Taskforce to the Palisades Fire in Malibu, California. They were deployed on January 9<sup>th</sup> and returned on January 25<sup>th</sup>. They primary were assigned to structure protection during this deployment. The department will be paid for the Engine at a day rate of \$3,724 and will be reimbursed for all personal costs including deployed crew OT and back-fill OT. The vehicle returned needing only very minor repairs and service that has already been completed and is back in service at Station 1-3.

##### New Hire Testing

We had a total of 203 test scores submitted by Nation Testing Network for an open Firefighter position and to establish an eligibility list. We brought 20 candidates in for an interview on February 4<sup>th</sup> and 5<sup>th</sup>. Using this list, we will fill one immediate opening on March 1<sup>st</sup> and establish a hiring list that will be used for any additional opening in 2025.

##### BLS Contract

After that last few months of working with our other FD and Medic One to finalize the new BLS Contract we have a completed contract. It has been reviewed by legal counsel and addressed our concerns of not being a mutually beneficial contract.

##### Hazard Mitigation Plan

I have been having several meetings to discuss and finalize a Community Wildfire Protection Plan (CWPP). This CWPP is in response to Thurston County updated Hazard Mitigation Plan that received funding to have a consulting group focus on a CWPP for South Thurston County. This plan will provide a better assessment of wildfire risk in South Thurston County with resources and funding sources to better protect the community.

##### Apparatus Maintenance

1. App 30 (E1-2) has been repaired and will be picked up in OR on Friday February 7<sup>th</sup>.

##### Facility Maintenance

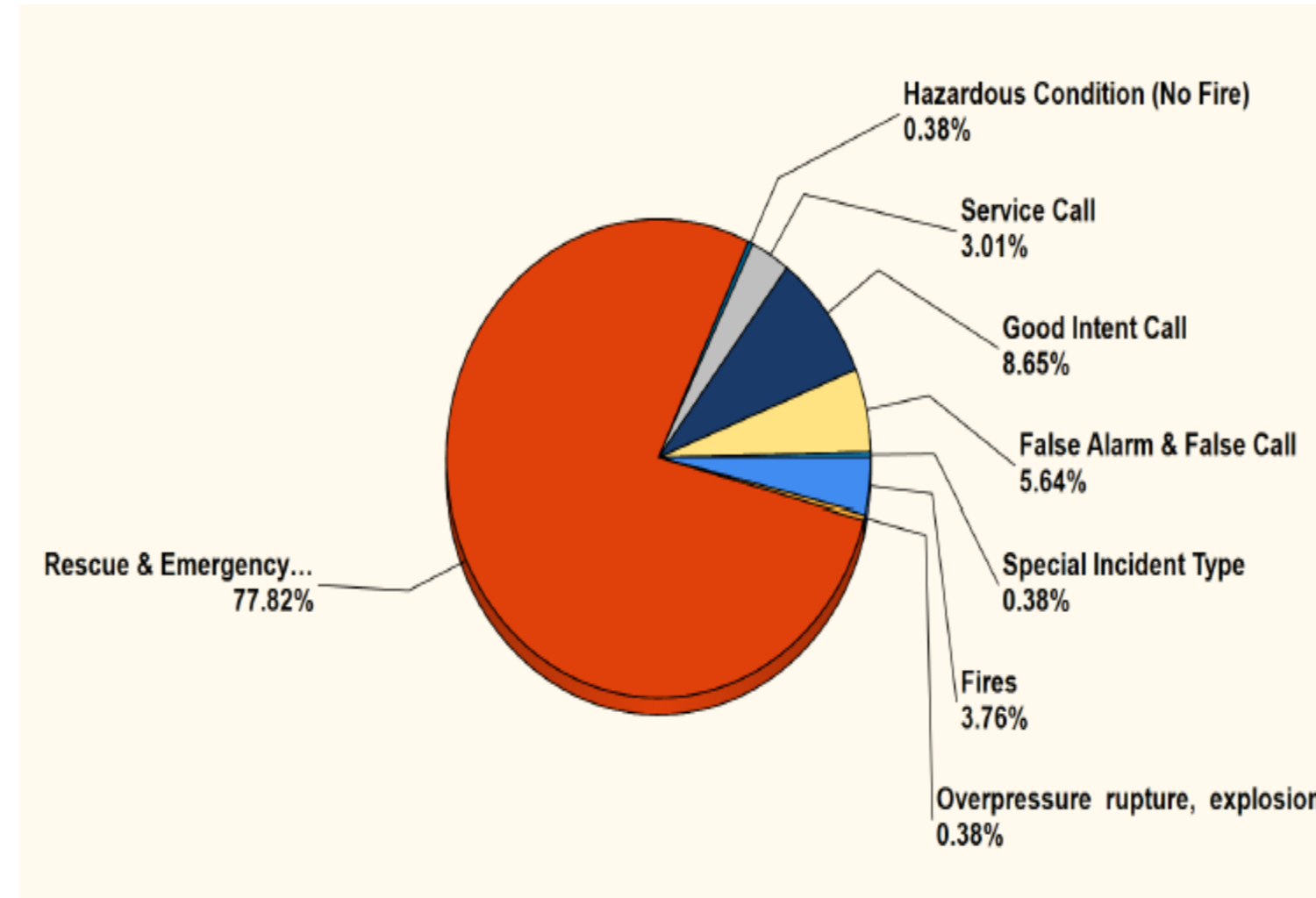
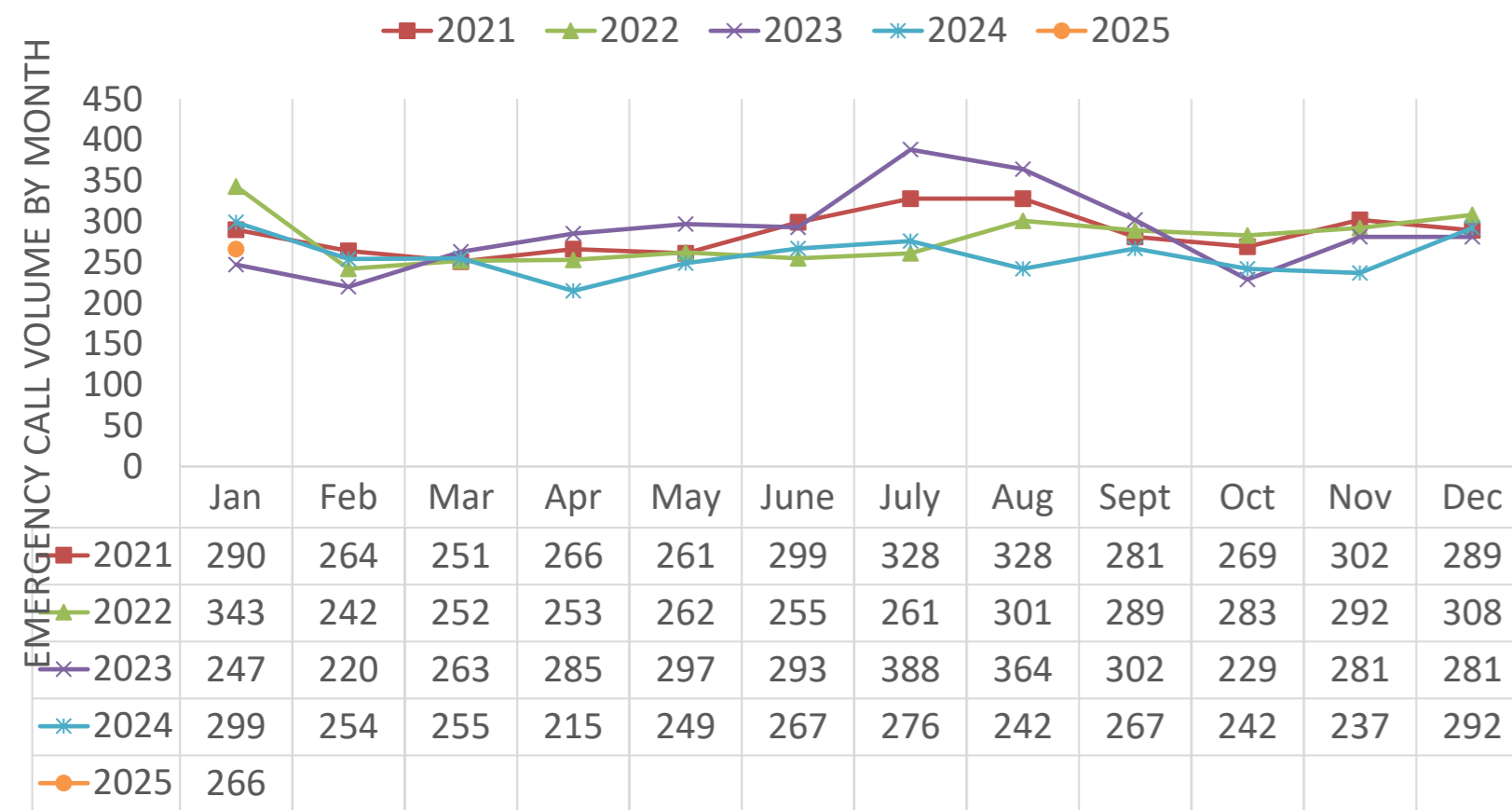
1. Radio Install – Working with daywireless to check coax cable.
2. Dispatch toning issue at 1-1 – Working with TCOM to address this issue.

# WEST THURSTON REGIONAL FIRE AUTHORITY



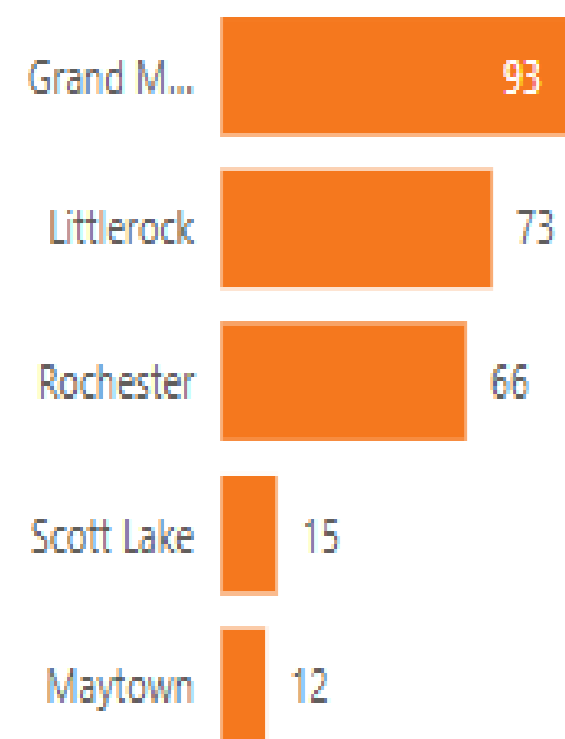
2025 BY THE NUMBERS – Monthly Report January 2025  
Chief Nathan Drake

4-YEAR INCIDENT VOLUME COMPARISON BY MONTH  
2021-2025

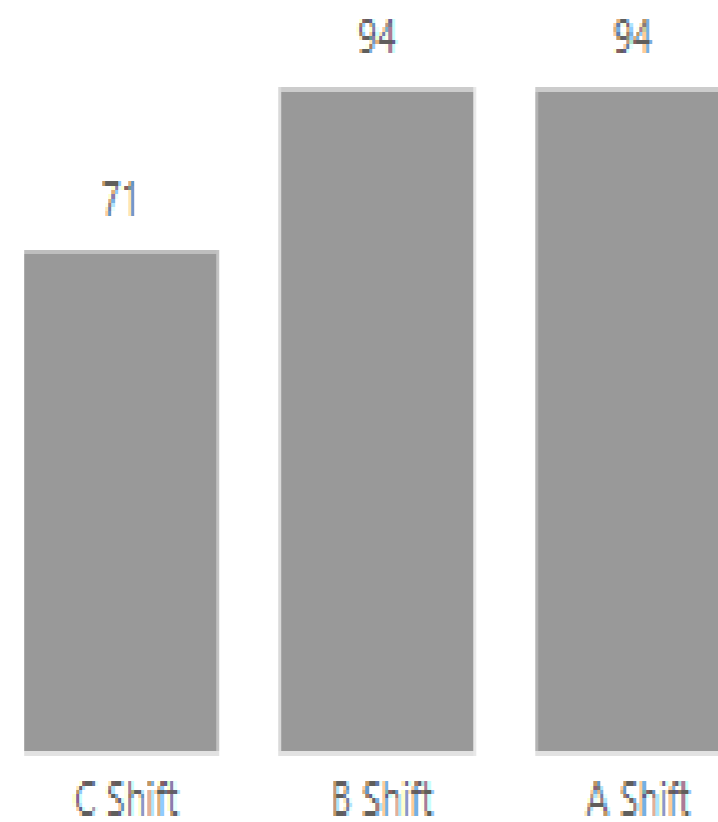


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	3.76%
Overpressure rupture, explosion, overheating - no fire	1	0.38%
Rescue & Emergency Medical Service	207	77.82%
Hazardous Condition (No Fire)	1	0.38%
Service Call	8	3.01%
Good Intent Call	23	8.65%
False Alarm & False Call	15	5.64%
Special Incident Type	1	0.38%
<b>TOTAL</b>	<b>266</b>	<b>100%</b>

Top Stations by # of Incidents



# of Incidents by Shift



266

2025 Total

299

2024 To Date Total

-33

CHANGE PYTD

-12%

% PYTD



JANUARY AVERAGE PRIMARY RESPONSE TIME 8:20



JANUARY CALLS = 266

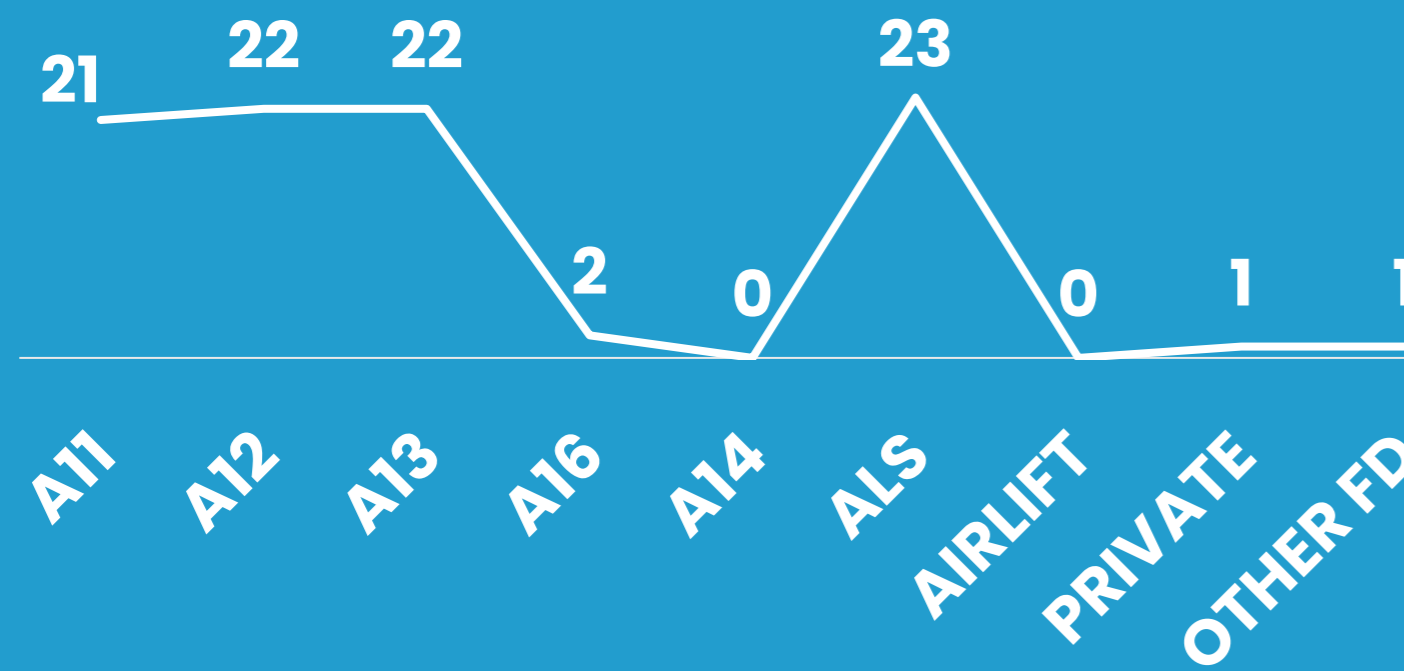


41% OVERLAPPING CALLS (110) IN JANUARY

# WTRFA INCIDENT RESPONSE SUMMARY

## PATIENT TRANSPORTS

### WTRFA AID UNIT TRANSPORTS – JANUARY



### YTD WTRFA TRANSPORTS



67

### JANUARY WTRFA TRANSPORTS



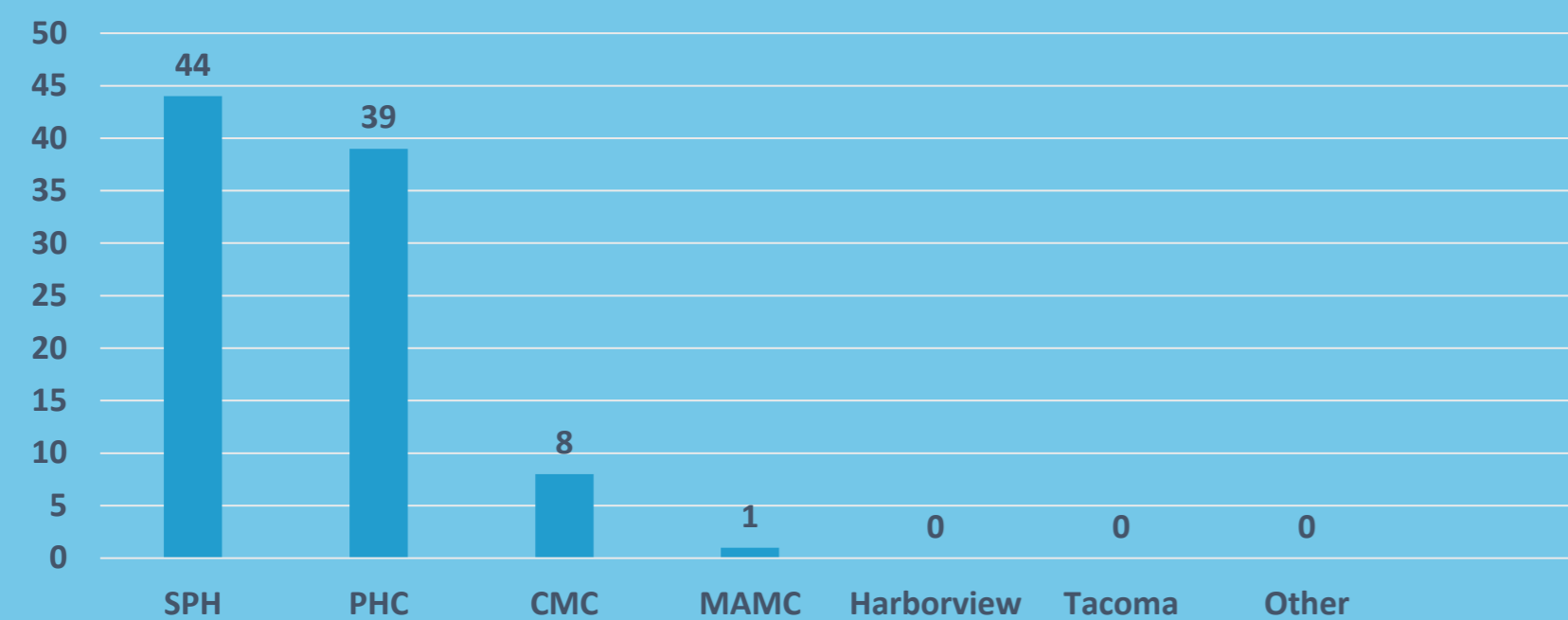
67

### Total Transports YTD

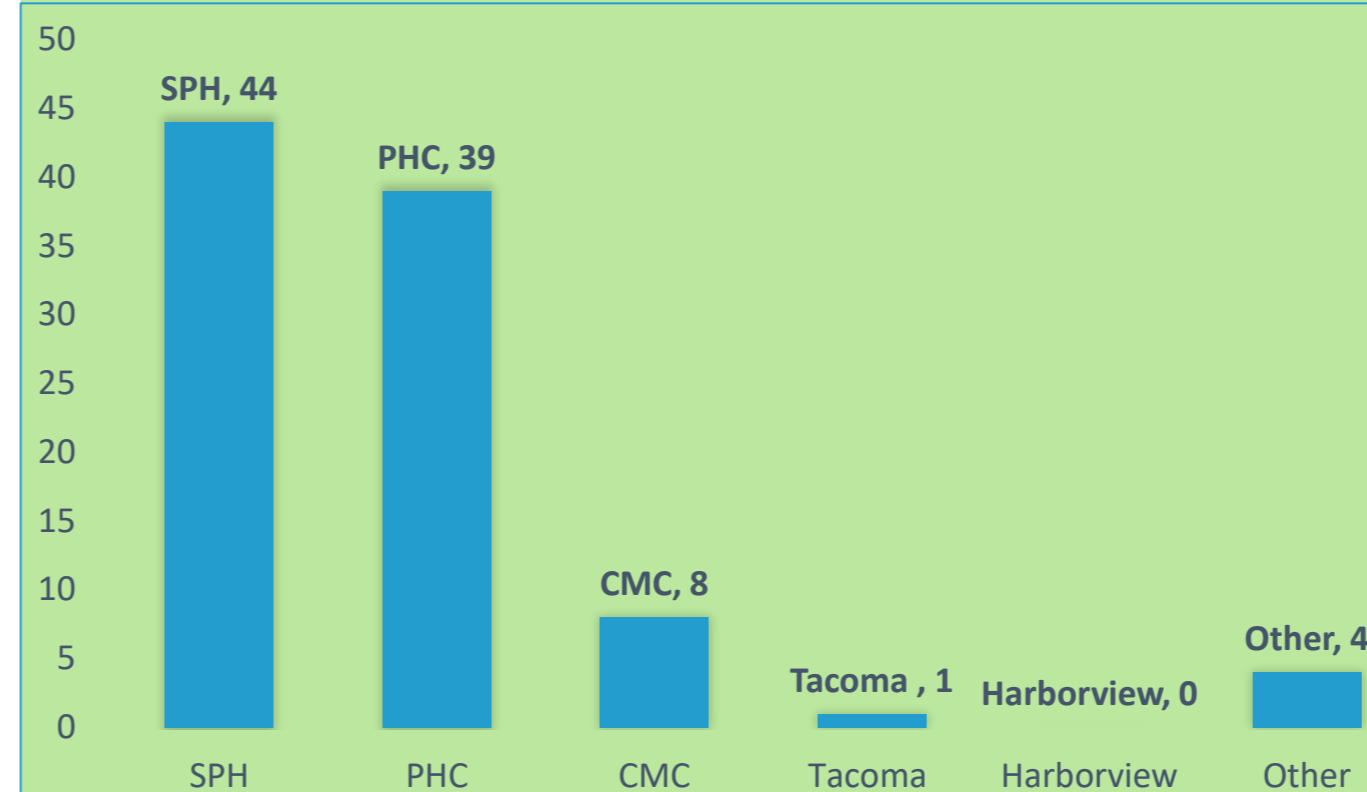


ALS = 23  
BLS = 69

### TRANSPORT DESTINATION – JANUARY



### DESTINATION – YTD



### MUTUAL AID/AUTO AID FOR JANUARY



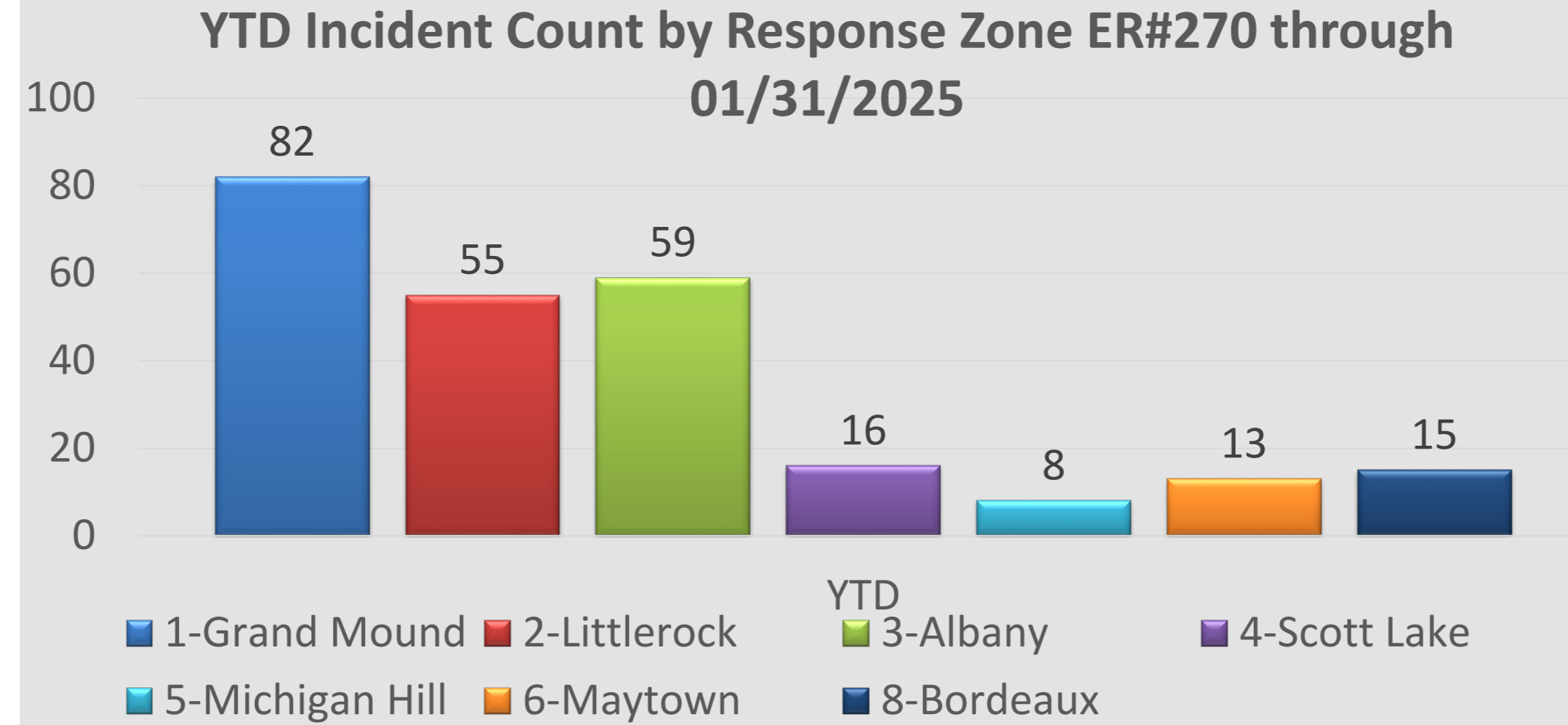
AID GIVEN: 3  
AID RECEIVED: 2

## Average Response Time COMPLIANCE YTD



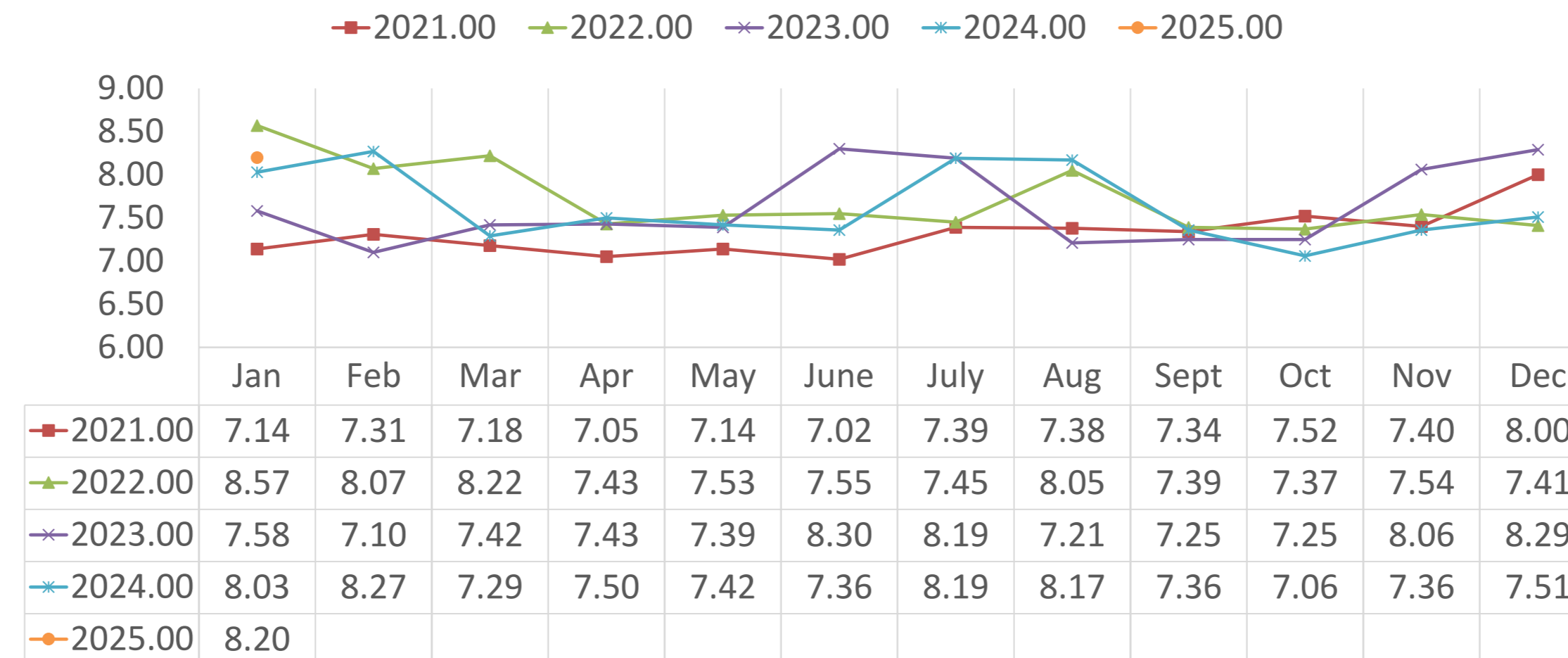
8:20 \*ER1645 Initial Unit Arrival in Primary Zones 1,2,3,4,6

## YTD Incident Count By Response Zone



## Average Response Time By Month

### 2021-2025 AVERAGE RESPONSE TIME BY MONTH

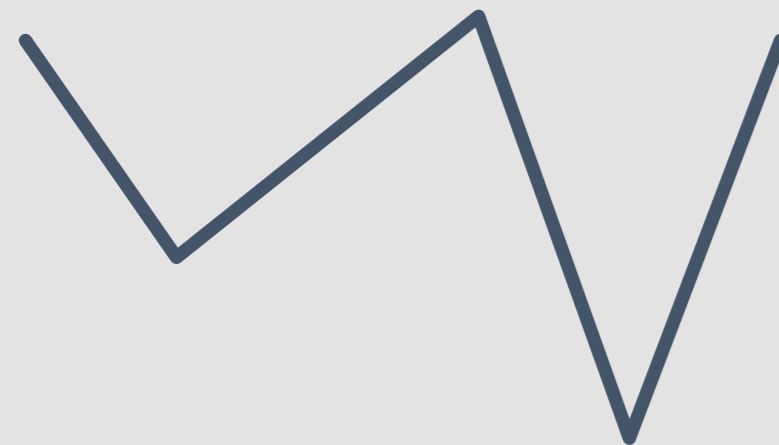


## Breakdown per Zone January

ZONE	# INCIDENTS
1 - Grand Mound	82
2 - Littlerock	55
3 - Rochester	59
4 - Scott Lake	16
5 - Michigan Hill	8
6 - Maytown	13
8 - Bordeaux / Mima / Gate	15
Capitol Forest - Capitol Forest Zone	1
I-5 Sta 1 - I-5 Station 1-1 Area	10
MA-FD 4 - TCFD 4 - Tenino	3
MA-FD 9 - TCFD 9 - McLane / Black Lake	1
MA-OFD - Olympia FD	1
MA-TFD - Tumwater FD	2

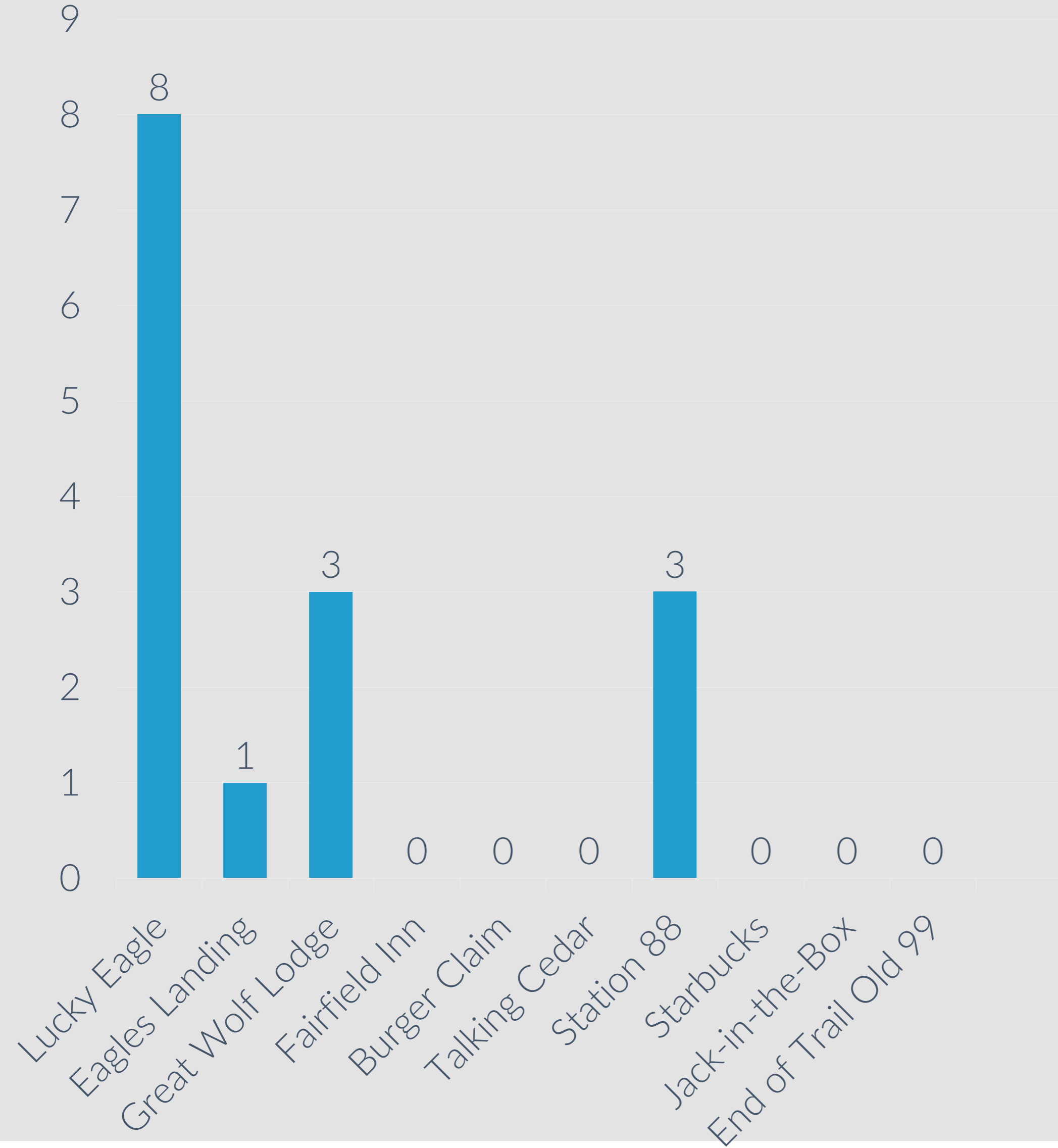
**TOTAL: 266**

## 41% Overlapping Calls (110) YTD

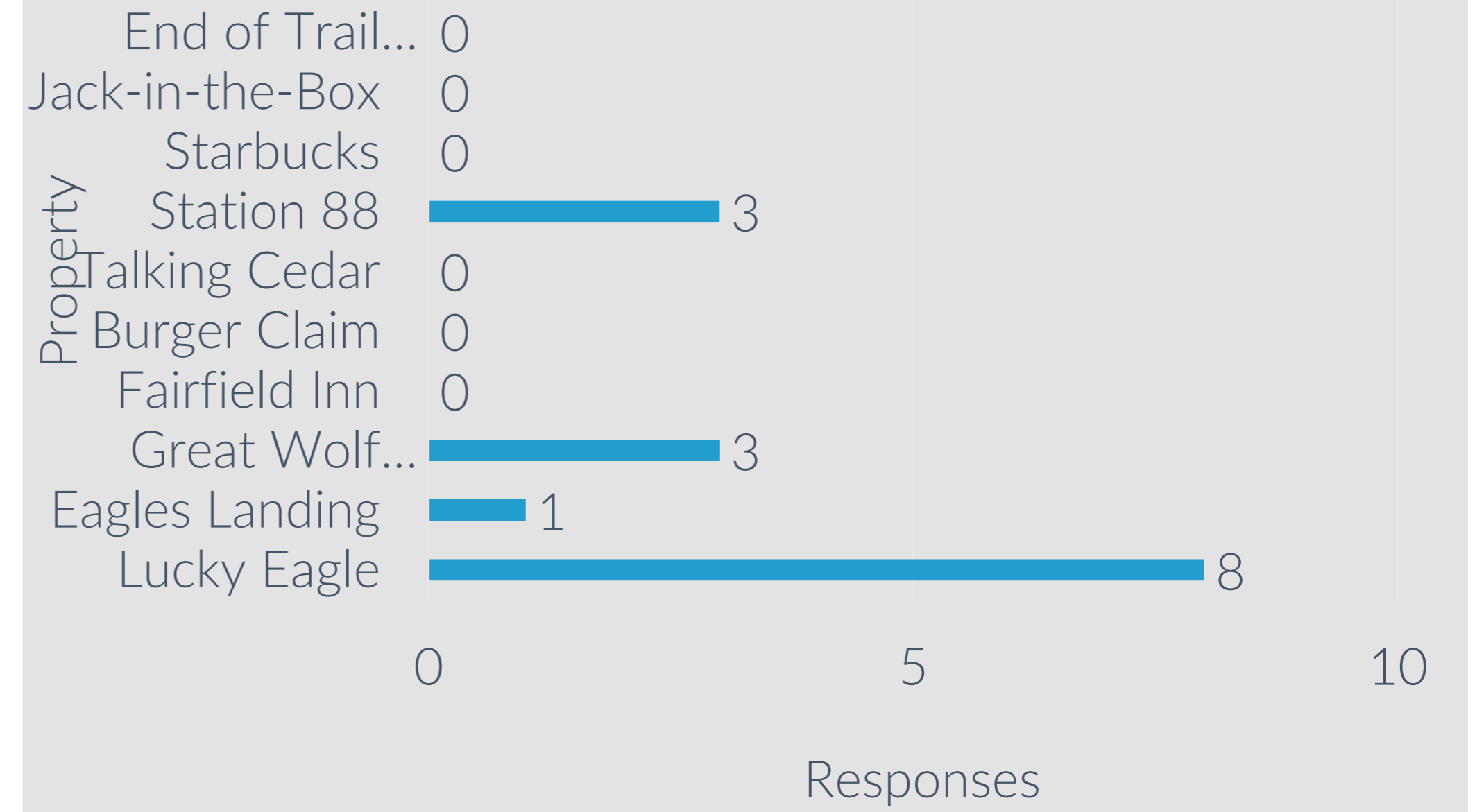




### TRIBAL PROPERTY RESPONSES – YTD



### TRIBAL PROPERTY RESPONSES – JANUARY



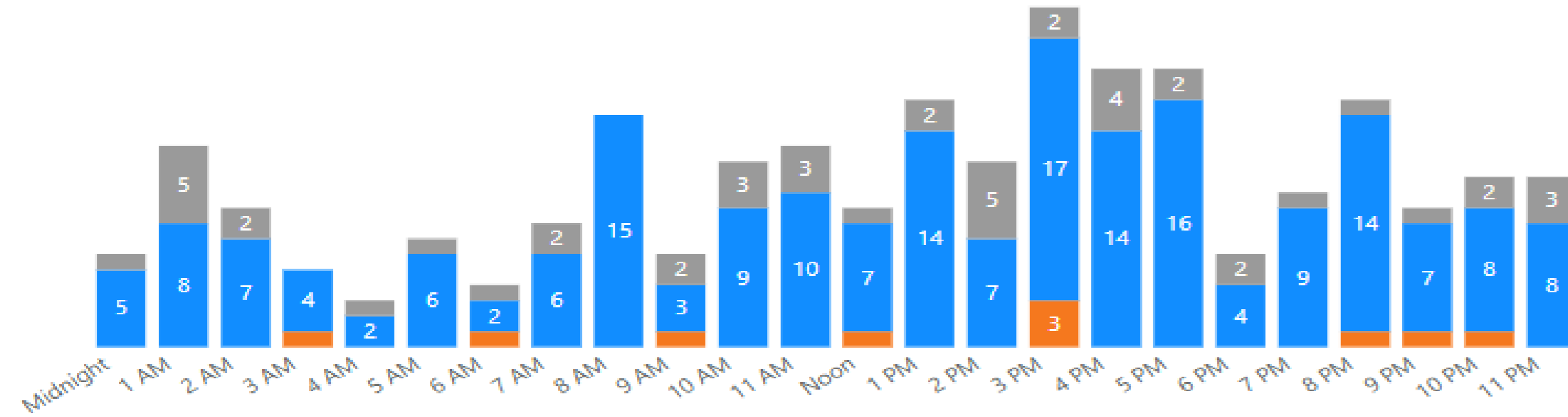
**7,496** Total Personnel Hours  
January  
(Includes all volunteer  
and career time)

**109** Shift Overtime Hours  
January

**469** Sick Leave Hours  
January

# of Incidents by Hour of the Day

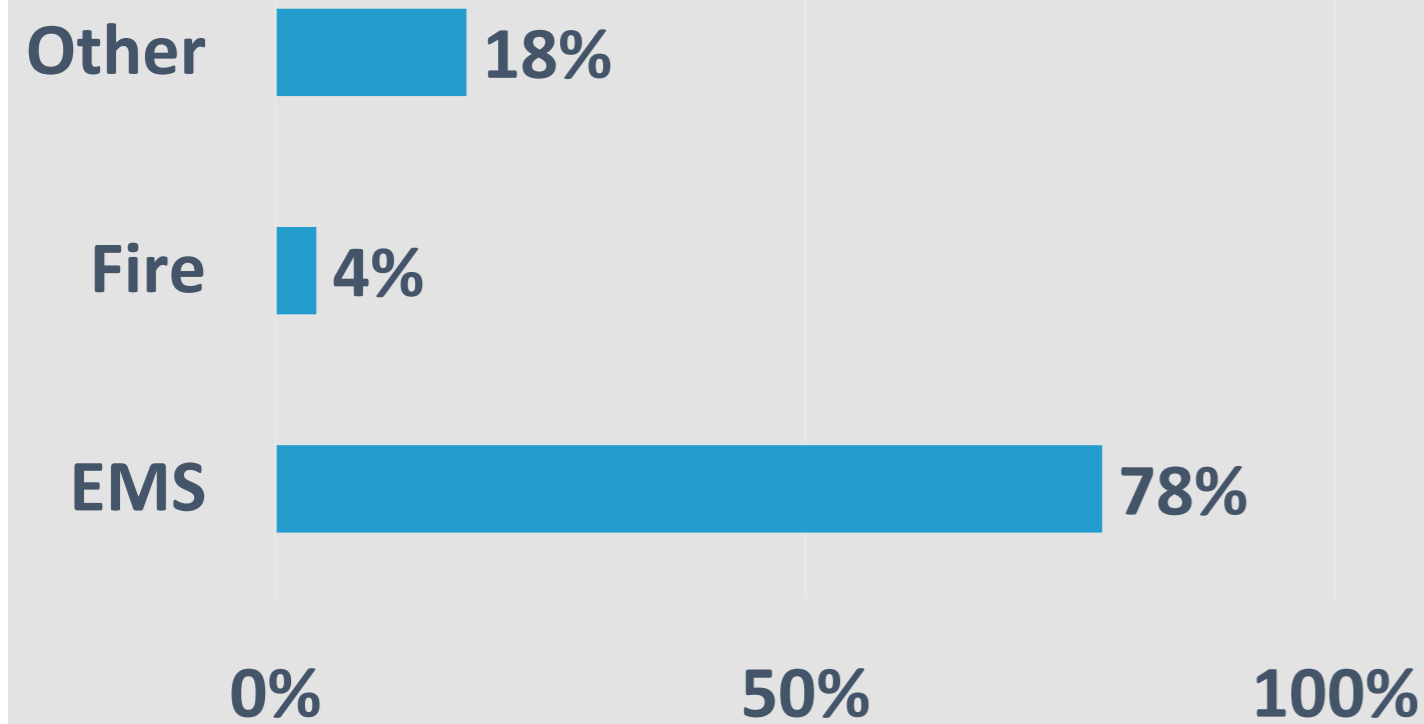
Incident Category ● Fire ● EMS ● Other



Busiest Days of the  
Week for January

**Wednesday**

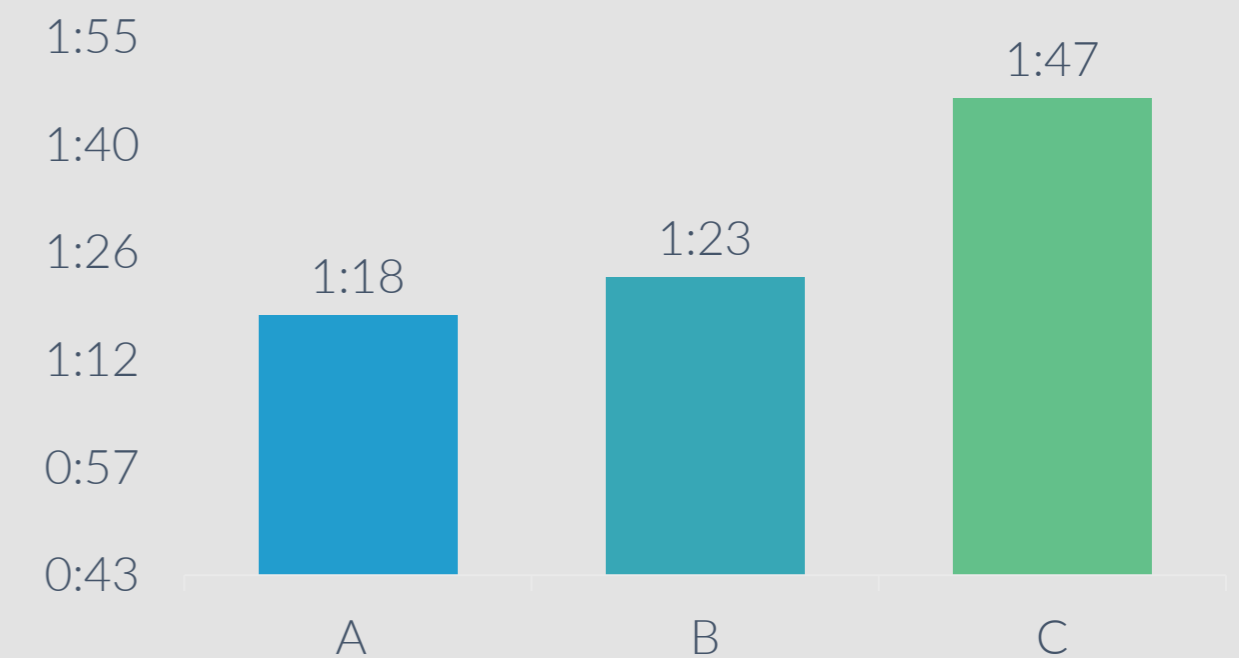
2024 Incidents by Category



**78%**

EMS calls make up  
the largest  
percentage of  
calls

Average Turnout Time Per Shift  
For January



# OUR MISSION AND VISION/ RESPONSE STANDARDS/PERFORMANCE MEASUREMENTS

## MISSION

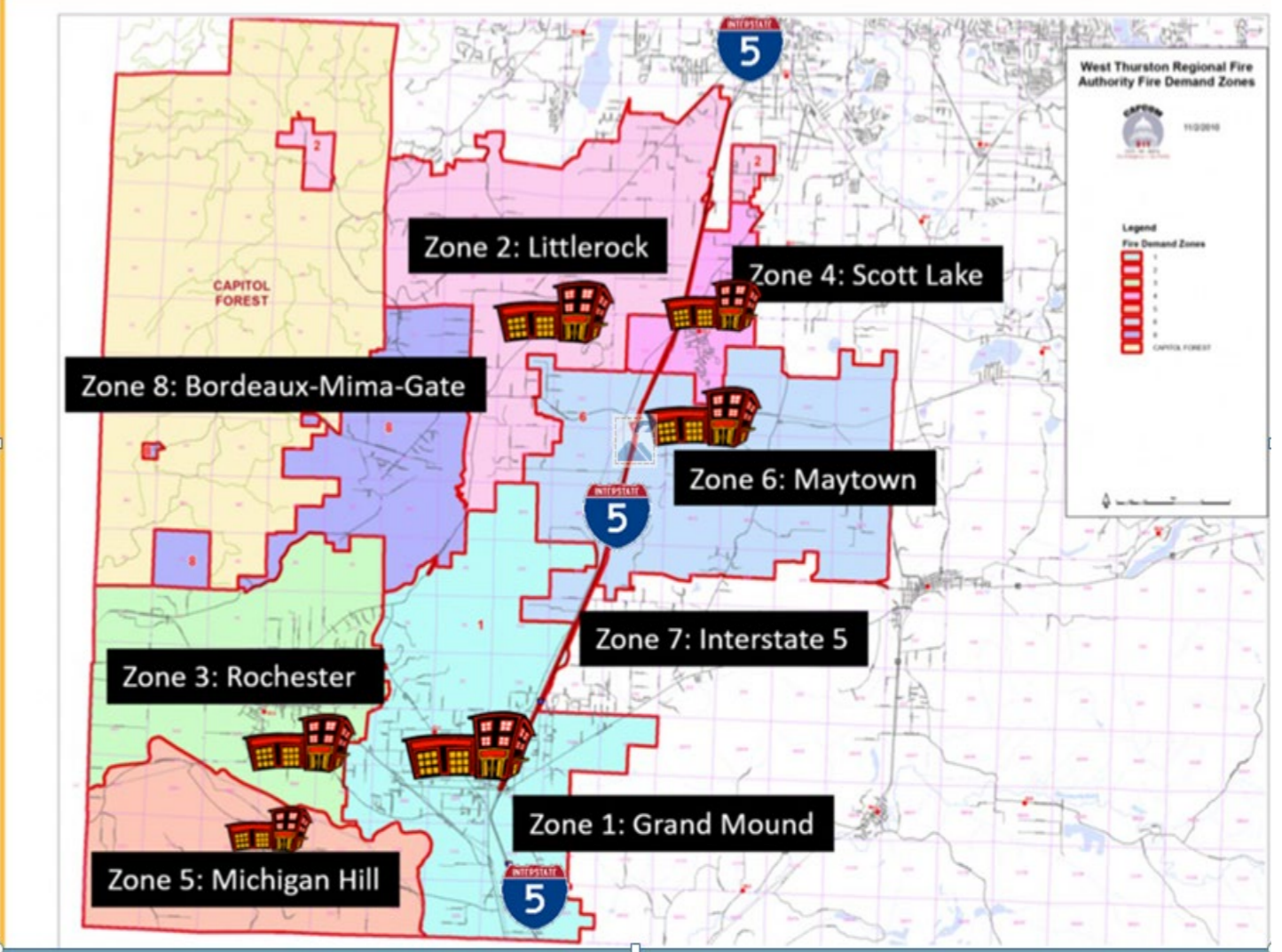
It shall be the mission of West Thurston Regional Fire Authority to develop, operate and manage resources granted by the people of the region to preserve lives and property in our communities by providing services directed toward prevention, management and mitigation of fire, emergency medical, rescue, and disaster incidents.

## VISION

To be recognized by our community as an agency that is responsive to the community's needs and concerns, we must be a model of excellence in providing services through education, prevention and mitigation in addition to fostering an environment of involvement, trust and cohesion: West Thurston should be a community service leader.

## OUR DISTRICT

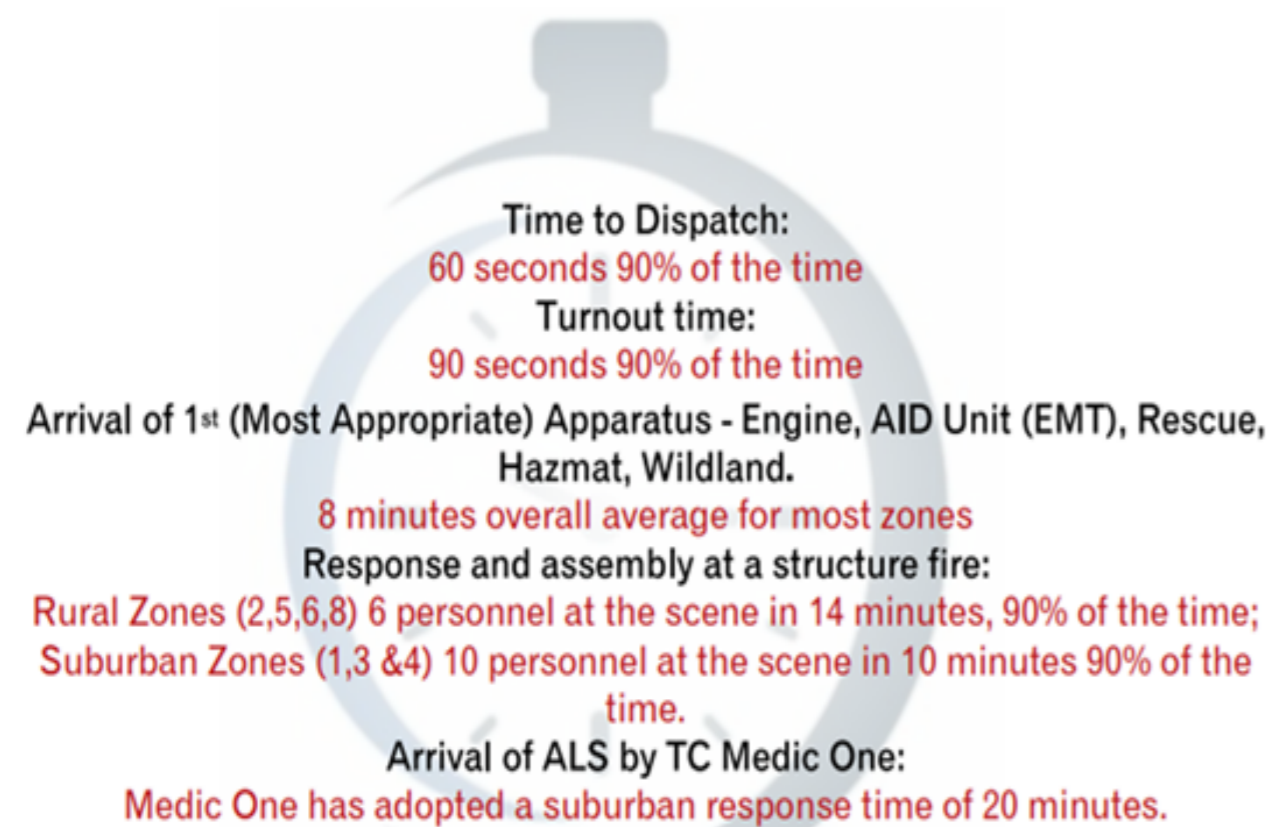
### THE RFA RESPONSE ZONES:



## OUR COMMUNITIES



- Population Served 25,000
- Communities Served 9



### Cardiac Arrest Survival



- 0 Minutes**  
BREATHING STOPS; THE HEART WILL SOON STOP BEATING
- 4-6 Minutes**  
POSSIBILITY OF LONG-TERM BRAIN DAMAGE
- 6-10 Minutes**  
HIGH PROBABILITY OF LONG-TERM BRAIN DAMAGE
- Over 10-15 Minutes**  
CERTAIN IRREVERSIBLE BRAIN DAMAGE RESULTING IN DEATH



P.O. Box 879  
Rochester WA 98579  
360.273.5582

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



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

To: Chief N. Drake & Board of Commissioners  
From: Lt. Joel Swecker- Safety Officer  
Subject: January 2025/ End of the Year Safety Report  
Date: 1/30/2025  
CC: 2024 Safety File

Chief Drake & Board of Commissioners,

The following report is a recap of January's safety topics, concerns, reported accident/injuries/near misses, and completed tasks/assignments, along with an end of the year report with comparative statistics to the previous year and trends.

### **Accident/Injury Reports-**

1. **12/15/24- Accident Report:** Damage occurred to rear 'beauty ring' wheel-well trim of apparatus #63 (Engine1-1) on driver's side. Damage occurred secondary to a tight backing maneuver during on scene operations of a motor vehicle accident call for service. The focus of the driver was at the directions of the backer (being used per policy) who was watching a mailbox at the front of the engine. Contact was made with a guard-rail end cap, causing minor denting to the trim piece, no damage to main box/body of engine. No violations of policy were accounted for secondary to accident.

### **Monthly Safety Topic-**

- Online/Target Solutions.

### **Safety Committee**

- Next meeting February 20<sup>th</sup> (Thursday @Station1-1, 1800).

### **Station Safety Inspections**

1. Station 1- No Issues at this time.
2. Station 2- No Issues at this time.
3. Station 3- Outlet covers fixed, no issues at this time.

4. Station 4-Need of padlock to the fence surrounding generator system. No other issues
5. Station 6- No issues at this time

**FIIRE Safety (L&I) Program**

- Unable to attend January 6<sup>th</sup>, 2025; 1<sup>st</sup> quarter meeting (scheduling conflict).
- Completion of 4<sup>th</sup> quarter review and year-end review- ongoing through December

**Upcoming-**

1. Ongoing focus for injury free workplace.
2. Quarterly Safety Reports.
3. Start of 2025 Safety SIP (Safety Improvement Plan) considerations.

**Completed-**

1. WTFRA OSHA 300 report (see below for further).
2. 2024 SIP completed; final decontamination bags distributed to all structural engines.

**End of Year Safety Report-Comparison to 2023**

2024- 6 Injury reports/ 79,435.70 Hour Total.	2023- 8 Injury Reports/ 75,585.30 Hours Total
2024- 4 Accident Reports, 2 Damage Reports	2023- 3 Accident Report, 1 Damage Report
2024- DART Incidence Rate=7.55%	2023- DART Incident Rate= 7.94%
2024- Total Recordable Case Rate=17.62	2023- Total Recordable Case Rate= 23.81
2024- Days from work due to injury= 35	2023- Days away from work due to injury=38
2024- Light duty secondary to Injury- 54	2023- Light duty secondary to Injury= 0

**Trends- 2024**

1. Accidents/vehicle damage secondary to not using a backer or spotter (addressed with Chief N. Drake).
2. Longer off work time secondary to injuries

**Q & A???????**

Respectfully Submitted,

Lt. J. Swecker – HSO  
1/30/2025  
West Thurston Regional Fire Authority



# WEST THURSTON REGIONAL FIRE AUTHORITY

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

## January 2025

### Monthly Training Report

	January 2025	2025 Total
Total Training Hours	<b>217.75</b>	<b>217.75 hours</b>

#### Training Events in January 2025

- January Safety Meeting
- Ongoing annual EVIP Road Test's
- Ongoing PACT Training for new Volunteer Firefighter.
- OTEP Instructor workshop
- HAZMAT- OPS test prep
- B Shift Quarterly drill

#### Upcoming training Events in February

- February Safety Meeting
- Attend Thurston County Training Officer Meeting
- Attend Thurston County Protocol Meeting
- Blue Card ICS Quarterly CE
- OTEP's roll out soon
- Fire Officer One class
- A and C shift drill Pre-connect/Advance hose training tower evolutions

#### Other Projects

- Extrication drills
- In district Blue Card sims
- Ongoing training/requests
- Instructor One, Instructor Two, Incident Safety Officer

# **A-Shift January 2025 Month End Report**

**(This report is from the 1<sup>st</sup> thru 24<sup>th</sup>)**

**By BC Stone**

## **Greater Alarms**

- 1.) Fortunately again no greater alarms to report during the month of January. We had multiple incidents where the South divisions have covered back to back calls up North, and just the opposite of the North backing up the South divisions.

## **PEER Support**

- 1.) Regular scheduled meeting with our Critical Stress Debriefing Team is Feb 11, 2025.

## **Training**

- 1.) OTEP'S. Nothing new to report. New yearly OTEPS have not been posted yet
- 2.) 1st Quarter computer based training has started this month. Also Captain of training Morales has started live multi company operation drills.

## **Apparatus/Projects**

- 1.) For the most part all units have been found in good working order.
- 2.) True North advised the two trim pieces for the rollup door were to be arriving on Wed. Jan. 16<sup>th</sup> and are expecting the engine to be done by the end of the month.
- 3.) The regular scheduled work to be done is for the Tahoe to have a windshield replaced, door hinges replaced, some seat work, and a few smaller refurbished item address.
- 4.) Back in 2020 A1-6 received a partial repair to the turbo. This month another partial repair was done to the turbo's main shaft. At some point down the road we'll need to replace an entire turbo.

## **Shift concerns**

- 1.) Still have one individual completely out on medical leave.
- 2.) Another is on paternity leave.

- 3.) Lt. Lyon went down to the mobe in California. His shift coverage will be successfully covered with mobe reimbursement funds.
- 4.) Blake Kaleiwahea has been promoted to Lt of B Shift. In the meantime any shift staffing shortages have been covered with temporary employees. As they are covered up the latest MOU's for a couple more months.
- 5.) Testing process for new fire fighter will begin the first of Feb.



## **B Shift January 2025**

### **BC Brian Christenson**

#### **Greater Alarms:**

- On 1/31/25 units were called to an ALS MVA on Highway 12 and Pecan where a pickup ran the stop sign and hit another vehicle. Driver of the pickup ran from the scene and the occupant of the other vehicle was evaluated and transported to SPH via Medic 14.

#### **Training:**

- Captain Morales organized a hands on Engine Company training. All on duty crews and an equal amount of volunteers and recruits were rotated through the evolution at station 1-2 training tower. This was a 2 man engine company drill that required them to do a size up, force a door, and advance a hose line to the second floor and locate a victim.

#### **Personnel and Projects:**

- A security issue at Station 1-6 was pointed out in were the front door was not locking and all a person needed to do is pull on the door to open it. Chris located the operation manuals and was able after a few attempts to get the door to lock again. The electronic locks that we have on most of our buildings are showing signs of age. These locks are very complex and are extremely expensive. As these exterior locks fail we will be replacing them with manual locks like station 1-2 has. These are still expensive but are a fraction of the cost.
- I was very proud to see that on the shift of the 28<sup>th</sup> we had 5 Volunteers on! Now that these folks are trained up they are making a large positive impact on our staffing and giving us the ability to handle multiple alarms and making the community safer.



## WEST THURSTON REGIONAL FIRE AUTHORITY

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

February 1, 2025

Chief Nathan Drake,

The following is a brief synopsis C-shift and pre-fire plan activities for January 2025.

### **Major events-**

January 5- E11, Chief 1-1 myself responded mutual aid to 17200 block of Mima Acres Dr. for a fully involved structure fire. District 12 was first due and made initial attack upon a barn behind the main residence. Upon arrival we assisted district 12 in fire control, and locating a missing member of the resident's family. During overhaul of the barn the resident of the house was found deceased in the barn. We assisted in the fire investigation and left the scene to the Thurston Co. Sherriff.

January 18- E13 responded to a reported brush fire on 194<sup>th</sup> ave. at approximately 4am. They arrived to find a working fire in covered outbuilding and contents. Fully involved inside the covered building were an Mg convertible, a Mercedes Benz collector car, two late model Honda accord type vehicles with racing cages and improvements, and a zero turn mower and motorcycle. All vehicles were a total loss. The fire was caused by a heat lamp placed to keep two pet pigs warm during the cold night. The pet pigs were able to escape the fire. The fire was less than ten feet away from the homeowner's car repair shop and business. He was extremely gratified that we were able to keep his livelihood from being destroyed. Damages were believed to be in excess of \$50,000 dollars.

### **Pre-fire plan/preparation-**

Lt. Spiegelberg and I are continuing to update the Mobile computer terminals in the response vehicles with our Pre-Fire plan program. We are updating and reviewing the whole system.

We have a scheduled pre-plan review at the former Rochester school house at 20604 Grand Mound Way. At a minimum we will share this information with all crews. We will attempt to schedule a walk through for members before an actual event takes place.

We are still working to contact the owners of the vacant lot at 19415 Ivan St. Several homeless encampments have sprung up on the property generating smoke investigation calls at the location. We are attempting to contact the owners to make sure they are aware of the squatters on their property.

### **Training-**

We are working on our first quarter training requirements. Ongoing Medical training and company evolutions will occur next month.

No injury or other events to report.

Thank you and please contact me with any questions.

Battalion Chief Eric Smith



WEST THURSTON REGIONAL FIRE AUTHORITY  
10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

## February 2025

# Recruit and Retention Coordinator Report

### Event and Activities January

- PACT for EMT through the month of January. 6 applications were accepted but TC Medic One. 2 of our recruits will join EMT in the Fall class.
- Hazmat Awareness and Operations. PACT training to focus on Hazmat skills and study sessions.
- 4 Volunteers have completed both Fire1 and HazMat training. They are now fully IFSAC certified.
- 5 of our volunteers who have both Fire and EMT certified now have their EVIP so they can start accruing their drive time for each apparatus while really focusing on the aid unit.
- January 27<sup>th</sup> American Redcross Blood Drive was another success.

### Upcoming Event and Activities February and March

- Ride alongs are being scheduled almost weekly. Ride along candidates are applicants that have already applied. This is now part of our interview process and giving them a chance to work with crews and ask additional questions they may have.
- 6 volunteers start EMT February 13<sup>th</sup>.
- PACT training is being scheduled for the 8 most recent EMT graduates.
- April 16<sup>th</sup> will be the next round of interviews. There is currently 9 applications.