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, September 14, 2020 at 1800 hrs

- **In-Person:** 18720 Sargent Rd SW (mask and social distancing is mandatory) - **OR**
- **Virtual:** via Zoom teleconference (recorded) – join by clicking link below:
  https://us02web.zoom.us/j/84525544999?pwd=a1BtR1diaGk0NFovbElwYXhDdUdWUT09
  Meeting ID: 845 2554 4999
  Passcode: 538590
  Or dial-in 1 253 215 8782 US (Tacoma)

I. CALL TO ORDER

II. ATTENDANCE

III. PUBLIC COMMENT / PRESENTATIONS

IV. ADDITIONS/DELETIONS TO AGENDA

V. LABOR MANAGEMENT TEAM REPORT

VI. NEW BUSINESS (ACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Expenditures: Accts Payable $ 99,051.50 (pages 1-8) Payroll $411,315.81 (pages 9-10) TOTAL: $510,367.31 *warrants $182,244.44 EFTs $328,122.87*	Linda S/Board	Approve/Reject
2. Meeting Minutes (pages 11-16) a. General BOFC 8/10/20 b. Special 8/12/20 c. Special 9/2/20	Linda S/Board	Approve/Reject
3. Resolution #2020-018, Surplus Equipment (pages 17-18)	Linda S/Board	Approve/Reject
4. Medic One 2021 BLS Funding Agreement (pages 19-26)	Chief Kaleiwahea/Board	Approve/Reject
5. 2021 Budget – DRAFT (Pages 27-45)	Linda S/Board	Review

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Chehalis Tribe response billing	Chief Kaleiwahea	Update
2. Ham Radio – installation/equipment	Chief Kaleiwahea	Update
3. *Drone Program – demo/policies update - pended*	*Capt Dyer*	

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Treasurer/Fund August 2020 Reports (pages 46-50)	Linda S	Informational
2. September 2020 Budget reports (pages 51-53)	Linda S	Informational
3. Operations Committee Update	Chief Scott	Informational

X. CHIEFS/SAFETY/TRAINING/EMS REPORTS (pages 54-71)

XI. COMMISSIONERS REPORTS

XII. GOOD OF THE ORDER

a. Upcoming Snure Seminar

XIII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:47:15 Date: 09/16/2020
MCAG #: 2964 09/14/2020 To: 09/14/2020 Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901001	911 Supply	1565	09/14/2020	Claims	6700	1,619.58	4435, 4436, 4437, 4438, 4631, 4873, 4874, 4875

Invoice #	Rcvd Date	Due Date	Description	Amount
4435	08/10/2020	09/14/2020	Class B Pant/Hat (Drake)	101.51
4436	08/10/2020	09/14/2020	Class A Pants/shirt (R. Smith)	415.75
4437	08/10/2020	09/14/2020	Name Tags	43.20
4438	08/10/2020	09/14/2020	Class A White Gloves (x5)	26.95
4631	08/10/2020	09/14/2020	Nomex Pants (x5, R. Smith)	687.13
4873	08/10/2020	09/14/2020	Bunker Helmet (N. Drake)	129.06
4874	08/10/2020	09/14/2020	Pants (Hall)	107.99
4875	08/10/2020	09/14/2020	Pants (Kochrain)	107.99

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901002	Air Exchange Inc	1566	09/14/2020	Claims	6700	342.92	91602801

Invoice #	Rcvd Date	Due Date	Description	Amount
91602801	08/10/2020	09/14/2020	1-2 Littlerock Plymovent Repairs (fittings)	342.92

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901003	BIAS Software Inc	1567	09/14/2020	Claims	6700	766.66	11464

Invoice #	Rcvd Date	Due Date	Description	Amount
11464	09/08/2020	09/14/2020	Annual Hosted Base (x5 mnths) & License (x4 mnths)	766.66

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901004	Brightwire Networks LLC	1568	09/14/2020	Claims	6700	4,102.67	17992, 17995

Invoice #	Rcvd Date	Due Date	Description	Amount
17992	09/08/2020	09/14/2020	Sept Srvcs	3,284.99
17995	09/08/2020	09/14/2020	Fire Investigation Lap Top & CD Drive	817.68

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901005	Capital Business Machines Inc	1569	09/14/2020	Claims	6700	129.93	25746, 25747, 25748

Invoice #	Rcvd Date	Due Date	Description	Amount
25746	09/09/2020	09/14/2020	1-1 Grand Mound Copier	65.23
25747	09/09/2020	09/14/2020	1-2 Littlerock Copier	46.34
25748	09/09/2020	09/14/2020	1-6 Maytown Copier	18.36

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901006	Carefirst Bluecross Blueshield Payment Administrator	1570	09/14/2020	Claims	6700	195.00	202180011914

Invoice #	Rcvd Date	Due Date	Description	Amount
202180011914	08/10/2020	09/14/2020	Harris Medical Premium Oct 2020	195.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901007	Cascade Fire Equipment Company	1571	09/14/2020	Claims	6700	5,382.20	109781, 109963, 110132, 110265

Invoice #	Rcvd Date	Due Date	Description	Amount
109781	08/24/2020	09/14/2020	Hoods (x25)	2,789.64
109963	08/24/2020	09/14/2020	Helmets (Linn, McGreary, Means), Fronts (Garza,	1,670.87
110132	08/24/2020	09/14/2020	Helmets (Linn, McGreary, Means), Fronts (Garza,	588.60
110265	08/24/2020	09/14/2020	Helmet (x1)	333.09

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901008	Centralia OK Tire Inc	1572	09/14/2020	Claims	6700	789.53	1075550

Invoice #	Rcvd Date	Due Date	Description	Amount
1075550	09/09/2020	09/14/2020	A24 CH1-2 New Tires	789.53

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901009	Citi Cards	1573	09/14/2020	Claims	6700	4,719.21	

Invoice #	Rcvd Date	Due Date	Description	Amount
AMAZON	09/10/2020	09/14/2020	1-6 Cache Supplies / Mold & Mildew Cleaner	83.03
CHEVRON	09/10/2020	09/14/2020	Ice for Rehab	23.12
IAAF	09/10/2020	09/14/2020	Frasl online training 9/17/20	20.00
IAAF	09/10/2020	09/14/2020	G. Stone online training 9/17/20	20.00
IAAF	09/10/2020	09/14/2020	Maser online training 9/17/20	20.00
AMAZON	09/10/2020	09/14/2020	1-6 Maytown Drinking Glasses, Silverware, Food	97.53
AMAZON	09/10/2020	09/14/2020	1-6 Maytown Dinnerware	134.95
AMAZON	09/10/2020	09/14/2020	Facility Supplies - Disinfecting Wipes	259.10
AMAZON	09/10/2020	09/14/2020	2032 3V Coin Batteries	23.27
AMAZON	09/10/2020	09/14/2020	Facility Supplies - All Purpose Cleaner/Disinfectant	95.53
AMAZON	09/10/2020	09/14/2020	Mold & Milder Cleaner	31.31
AMAZON	09/10/2020	09/14/2020	Rehab Supplies (Luna & Cliff Bars)	29.82
AMAZON	09/10/2020	09/14/2020	1-1 Grand Mound New Vaccum	75.59

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:47:15 Date: 09/16/2020
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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
	AMAZON	*09/10/2020*	*09/14/2020*	*Microphone for L.SheaMicrophone for L.Shea*		*31.19*	
	AMAZON	*09/10/2020*	*09/14/2020*	*Refund Mold & Milder Cleaner*		*-31.31*	
	BEST BUY	*09/10/2020*	*09/14/2020*	*Web Cam (x1) Ch. Scott*		*61.24*	
	CHEVRON	*09/10/2020*	*09/14/2020*	*Ice for Rehab*		*30.00*	
	CHEVRON	*09/10/2020*	*09/14/2020*	*Ice for Rehab*		*25.00*	
	CLASSMAKER	*09/10/2020*	*09/14/2020*	*Mnthly Subscription*		*19.95*	
	CLASSMAKER	*09/10/2020*	*09/14/2020*	*Annual Subscription*		*100.00*	
	DOL	*09/10/2020*	*09/14/2020*	*A60 SU1-8 Report of Sale*		*13.65*	
	DSW	*09/10/2020*	*09/14/2020*	*Dress Shoes (Panuska, Miller)*		*87.50*	
	IAAF	*09/10/2020*	*09/14/2020*	*Frasl online training 8/20/20*		*20.00*	
	IAAF	*09/10/2020*	*09/14/2020*	*G. Stone online training 8/20/20*		*20.00*	
	IAAF	*09/10/2020*	*09/14/2020*	*Maser online training 8/20/20*		*20.00*	
	LANDFALL NAVIGA	*09/10/2020*	*09/14/2020*	*Water Rescue Safety Vests*		*2,278.10*	
	OLYMPIA CARD	*09/10/2020*	*09/14/2020*	*Fuel Chief K*		*37.65*	
	PIZZA HUT	*09/10/2020*	*09/14/2020*	*1-2 Littlerock Crew Dinner*		*77.97*	
	UBLIC SAFETY STO	*09/10/2020*	*09/14/2020*	*Facility Supplies - Disinfecting Wipes & Disinfectant*		*234.70*	
	SUD FACTORY	*09/10/2020*	*09/14/2020*	*1-1 Grand Mnd Facility Supply (Glass Spot*		*335.88*	
	TREE TOP PRODUC	*09/10/2020*	*09/14/2020*	*1-4 Scott Lake Wheel Stops*		*357.15*	
	UPS	*09/10/2020*	*09/14/2020*	*Shipping to ECMS*		*16.95*	
	UPS	*09/10/2020*	*09/14/2020*	*Shipping to Lighthouse Uniform*		*11.37*	
	ZOOM	*09/10/2020*	*09/14/2020*	*Mnthly communications Service*		*16.18*	
	COSTCO	*09/10/2020*	*09/14/2020*	*Interest*		*42.79*	

200901010 City Of Olympia 1574 09/14/2020 Claims 6700 24,799.29 10403/17256

Invoice #	Rcvd Date	Due Date	Description	Amount
10403/17256	*08/24/2020*	*09/14/2020*	*A63 E1-2 Diagnose Hose Reel*	*152.88*
10403/17256	*08/24/2020*	*09/14/2020*	*A63 E1-2 Replace Torrent Tank to Pump Valve*	*1,825.16*
10403/17256	*08/24/2020*	*09/14/2020*	*A63 E1-2 Install New Deck Gun*	*3,406.79*
10403/17256	*08/24/2020*	*09/14/2020*	*A63 E1-2 Replace Hose Reel Motor*	*985.99*
10403/17256	*08/24/2020*	*09/14/2020*	*A63 E1-2 Repair for Discharge Manifold Leaking*	*1,171.45*
10403/17256	*08/24/2020*	*09/14/2020*	*A07 E16 Check for Door Open Light Going Off*	*598.13*
10403/17256	*08/24/2020*	*09/14/2020*	*A08 E1-4 Repair Compartment Switch*	*221.13*
10403/17256	*08/24/2020*	*09/14/2020*	*A08 E1-4 Replace Door Switch and door Latch*	*284.32*
10403/17256	*08/24/2020*	*09/14/2020*	*A22 E1-3 Repair Back Up Alarm*	*348.52*
10403/17256	*08/24/2020*	*09/14/2020*	*A22 E1-3 Quarterly PM Srvc*	*1,221.22*
10403/17256	*08/24/2020*	*09/14/2020*	*A22 E1-3 Repair Defects found during Pump Testing*	*456.79*
10403/17256	*08/24/2020*	*09/14/2020*	*A21 E1-7 Replace Light*	*94.98*
10403/17256	*08/24/2020*	*09/14/2020*	*A21 E1-7 Annual PM Srvc*	*2,182.46*
10403/17256	*08/24/2020*	*09/14/2020*	*A21 E1-7 Repair Defects Found During PM*	*3,171.11*
10403/17256	*08/24/2020*	*09/14/2020*	*A11 T1-1 Replace Drivers Discharge Gauge*	*458.54*
10403/17256	*08/24/2020*	*09/14/2020*	*A54 B1-3 Road Call - Wont start*	*897.30*
10403/17256	*08/24/2020*	*09/14/2020*	*A09 B1-6 Repair for Pump Enging Not Starting*	*168.02*
10403/17256	*08/24/2020*	*09/14/2020*	*A09 B1-6 Repair Hose Reel*	*221.13*
10403/17256	*08/24/2020*	*09/14/2020*	*A68 B1-2 Replace P/S and Radiotor Caps*	*146.09*
10403/17256	*08/24/2020*	*09/14/2020*	*A686 B1-2 Install Tank Level Gauge, Replace Scene*	*5,552.66*
10403/17256	*08/24/2020*	*09/14/2020*	*A05 A1-6 Repair Check Engine Light On*	*152.88*
10403/17256	*08/24/2020*	*09/14/2020*	*A19 A1-2 Air Horn Solenoid and Chain Wheel Parts*	*100.19*
10403/17256	*08/24/2020*	*09/14/2020*	*A72 A1-3 Check for No Heat in Patient Compartment*	*152.88*
10403/17256	*08/24/2020*	*09/14/2020*	*A23 BN1-6 QRTLY PM Srvc*	*828.67*

200901011 City Sanitary Inc 1575 09/14/2020 Claims 6700 152.00 13006410, 13006256

Invoice #	Rcvd Date	Due Date	Description	Amount
13006410	*09/10/2020*	*09/14/2020*	*1-1 Grand Mound Recycle*	*131.00*
13006256	*09/10/2020*	*09/14/2020*	*1-3 Rochester Recycle*	*21.00*

200901012 Comcast 1576 09/14/2020 Claims 6700 1,313.05 1030

Invoice #	Rcvd Date	Due Date	Description	Amount
1030	*08/24/2020*	*09/14/2020*	*1-2 Littlerock Cable/Phone*	*351.66*
1030	*08/24/2020*	*09/14/2020*	*1-6 Maytown Cable/Phone*	*239.98*
1030	*08/24/2020*	*09/14/2020*	*1-1 Grand Mnd Cable/Phone*	*335.40*
1030	*08/24/2020*	*09/14/2020*	*1-4 Scott Lake Cable/Phone*	*205.33*
1030	*08/24/2020*	*09/14/2020*	*1-3 Rochester Cable/Phone*	*180.68*

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:47:15 Date: 09/16/2020
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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901013	Complete Repair Services LLC	1577	09/14/2020	Claims	6700	345.05	14030, 14061, 14084

Invoice #	Rcvd Date	Due Date	Description	Amount
14061	08/20/2020	09/14/2020	0435 Chain Saw Spark Plug	9.85
14030	08/20/2020	09/14/2020	Sharpen Extra Chains for Saws	32.82
14084	08/20/2020	09/14/2020	0217 Husqarvarn Power Cutter - Repair Starter/Pull	197.19
14072	08/20/2020	09/14/2020	0275 Pressure Washer Couplings and Spark Plug	105.19

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901014	DE Lage Landen	1578	09/14/2020	Claims	6700	279.72	69328071

Invoice #	Rcvd Date	Due Date	Description	Amount
69328071	09/09/2020	09/14/2020	1-2 Littlerock Copier Lease	279.72

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901015	DH Pace Company Inc.	1579	09/14/2020	Claims	6700	5,771.52	86782, 86786, 86849, 86850, 86851, 86852, 87438

Invoice #	Rcvd Date	Due Date	Description	Amount
86782	07/15/2020	09/14/2020	1-1 Grand Mnd Bay Door E-Stop Buttons (x9)	2,409.48
86786	07/15/2020	09/14/2020	1-1 Grand Mnd QR3 Bay Door PM Srvc	1,638.36
86849	07/15/2020	09/14/2020	1-2 Littlerock QR3 Bay Door PM Srvc	589.68
86850	07/15/2020	09/14/2020	1-3 Rochester QR3 Bay Door PM Srvc	336.96
86851	07/15/2020	09/14/2020	1-4 Scott Lake QR3 Bay Door PM Srvc	168.48
86852	07/15/2020	09/14/2020	1-6 Maytown QR3 Bay Door PM Srvc	336.96
87438	07/15/2020	09/14/2020	1-3 Bay Door 2 & 3 Repairs	291.60

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901016	Degagne Justin Dennis	1580	09/14/2020	Claims	6700	621.00	Reimbursement

Invoice #	Rcvd Date	Due Date	Description	Amount
REIMBURSEMENT	09/09/2020	09/14/2020	Tuition - Columbia Southern U	621.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901017	Department Of Ecology	1581	09/14/2020	Claims	6700	55.00	60297793119

Invoice #	Rcvd Date	Due Date	Description	Amount
60297793119	08/20/2020	09/14/2020	2020 Hazo Waste Generation Fee	55.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901018	ECMS	1582	09/14/2020	Claims	6700	378.60	416151

Invoice #	Rcvd Date	Due Date	Description	Amount
416151	09/09/2020	09/14/2020	Bunker Gear Repairs and Cleaning	378.60

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901019	Emergency Reporting Inc C/O Backdraft OpCo, LLC	1583	09/14/2020	Claims	6700	628.47	202018162

Invoice #	Rcvd Date	Due Date	Description	Amount
202018162	09/09/2020	09/14/2020	Oct 2020 Srvc	628.47

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901020	Eric T. Quinn, P.S.	1584	09/14/2020	Claims	6700	1,000.00	Eight

Invoice #	Rcvd Date	Due Date	Description	Amount
EIGHT	09/09/2020	09/14/2020	Aug 2020 Srvc	1,000.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901021	Fire King of Seattle	1585	09/14/2020	Claims	6700	313.79	698720

Invoice #	Rcvd Date	Due Date	Description	Amount
698720	08/24/2020	09/14/2020	Air Tank Cylinder Hydrotest (x3)	313.79

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901022	First Choice Health Network	1586	09/14/2020	Claims	6700	158.95	94839

Invoice #	Rcvd Date	Due Date	Description	Amount
94839	09/09/2020	09/14/2020	Sep 2020 EAP Srvcs	158.95

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901023	Harris, Mike	1587	09/14/2020	Claims	6700	102.88	Reimbursements

Invoice #	Rcvd Date	Due Date	Description	Amount
HARRIS TEETER	08/20/2020	09/14/2020	RX 6163171	14.16
HARRIS TEETER	08/20/2020	09/14/2020	Rx 6161805	80.72
HARRIS TEETER	08/20/2020	09/14/2020	Rx 6164326	8.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901024	Home Depot Credit Services	1588	09/14/2020	Claims	6700	647.17	5172460, 8521607, 4514502, 4514502, 1291517, 163692

Invoice #	Rcvd Date	Due Date	Description	Amount
5172460	09/09/2020	09/14/2020	1-7 Old Hwy 99 Motion Security Light	21.88
8521607	09/09/2020	09/14/2020	1-7 Old Hwy 99 Security Light	24.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
4514502		*09/09/2020*	*09/14/2020*	*1-7 Old Hwy 99 Security Lights*		*200.30*	
1291517		*09/09/2020*	*09/14/2020*	*A74 B1-1 Truck Tool Box*		*302.76*	
163692		*09/09/2020*	*09/14/2020*	*1-6 Maytown Stain/Paint (Restain Pillars)*		*54.12*	
08/28/20		*09/09/2020*	*09/14/2020*	*1-6 Maytown Stain/Paint (Restain Pillars)*		*44.11*	
200901025	IMS Alliance	1589	09/14/2020	Claims	6700	95.58	20-2720
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
20-2720		*08/20/2020*	*09/14/2020*	*Name Tags (x50)*			*95.58*
200901026	Joes Refuse Inc	1590	09/14/2020	Claims	6700	176.47	130033377, 13003221
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
13003377		*09/10/2020*	*09/14/2020*	*1-1 Grand Mound Refuse*			*137.35*
13003221		*09/10/2020*	*09/14/2020*	*1-3 Rochester Refuse*			*39.12*
200901027	LN Curtis & Sons Inc	1591	09/14/2020	Claims	6700	7,265.88	415011, 413927, 415207, 417901, 417692, 414366
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
415207		*08/24/2020*	*09/14/2020*	*A07 E1-6 Storz Lock Lever Kit (broken retention*			*68.04*
413927		*08/24/2020*	*09/14/2020*	*Fleece Pullover*			*57.78*
415011		*08/24/2020*	*09/14/2020*	*Annual Flow Tests SCBA/Masks (x135)*			*5,623.02*
417901		*08/24/2020*	*09/14/2020*	*Fleece Pullovers (x22)*			*1,439.02*
417692		*08/24/2020*	*09/14/2020*	*Name Patch (Means)*			*69.38*
414366		*08/24/2020*	*09/14/2020*	*Name Patch (blank)*			*8.64*
200901028	Lincoln Creek Lumber	1592	09/14/2020	Claims	6700	107.51	391525, 391933
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
391525		*08/20/2020*	*09/14/2020*	*1-7 Old Hwy 99 Security Light outlets/fasteners*			*31.09*
391933		*08/20/2020*	*09/14/2020*	*1-2 Littlerock Diesel Tank Wiring*			*76.42*
200901029	Little Rock Autobody	1593	09/14/2020	Claims	6700	3,443.04	
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
EPTEMBER 08 2020		*09/10/2020*	*09/14/2020*	*A20 A1-1 Front Drivers Side Repair*			*3,443.04*
200901030	Mountain Mist Water	1594	09/14/2020	Claims	6700	209.90	029585
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
029585		*09/09/2020*	*09/14/2020*	*1-4 Scott Lake Water*			*3.24*
029585		*09/09/2020*	*09/14/2020*	*1-3 Rochester Water*			*28.58*
029585		*09/09/2020*	*09/14/2020*	*1-1 Grand Mound Water*			*85.28*
029585		*09/09/2020*	*09/14/2020*	*1-6 Maytown Water*			*31.82*
029585		*09/09/2020*	*09/14/2020*	*1-2 Littlerock Water*			*60.98*
200901031	Municipal Emergency Services Depository	1595	09/14/2020	Claims	6700	118.37	IN1487044
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
IN1487044		*08/20/2020*	*09/14/2020*	*Class B Pants (C. Ness)*			*118.37*
200901032	Northwest Water Systems	1596	09/14/2020	Claims	6700	542.38	05372, 05371, 05575
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
05575		*08/20/2020*	*09/14/2020*	*1-6 Maytown Water Srv plus Salt*			*235.48*
05372		*08/20/2020*	*09/14/2020*	*1-1 Grand Mnd Water Srvc*			*153.45*
05371		*08/20/2020*	*09/14/2020*	*1-2 Littlerock Water Srvc*			*153.45*
200901033	Olympia Sheet Metal Inc	1597	09/14/2020	Claims	6700	5,740.20	59002, 59907, 59005, 59006, 59009, 59008
Invoice #		***Rcvd Date***	***Due Date***	***Description***			***Amount***
59002		*07/27/2020*	*07/27/2020*	*1-1 Grand Mnd HVAC Unit 2 Motor and Control*			*2,365.20*
59007		*07/27/2020*	*07/27/2020*	*1-1 Grand Mnd Semi Annual HVAC & Diesel*			*815.40*
59005		*07/27/2020*	*07/27/2020*	*1-2 Littlerock Semi Annual HVAC & Srvc*			*550.80*
59006		*07/27/2020*	*07/27/2020*	*1-3 Rochester Semi Annual HVAC & Diesel Exhaust*			*750.60*
59009		*07/27/2020*	*07/27/2020*	*1-4 Scott Lake Semi Annual HVAC & Diesel Exhaust*			*491.40*
59008		*07/27/2020*	*07/27/2020*	*1-6 Maytown Semi Annual HVAC & Diesel Exhaust*			*766.80*

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901034	Olympic Telephone Inc	1598	09/14/2020	Claims	6700	140.40	51674

Invoice #	Rcvd Date	Due Date	Description	Amount
51674	08/20/2020	09/14/2020	1-6 Maytown Ringing Program Issue Repair	140.40

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901035	On-Hold Concepts Inc	1599	09/14/2020	Claims	6700	19.95	520876

Invoice #	Rcvd Date	Due Date	Description	Amount
520876	09/09/2020	09/14/2020	Mnthly On Hold Srvc	19.95

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901036	PR Lifting	1600	09/14/2020	Claims	6700	486.00	22179

Invoice #	Rcvd Date	Due Date	Description	Amount
22179	08/24/2020	09/14/2020	70 & 80 Lb. dumbbells	486.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901037	Pilot Travel Centers LLC	1601	09/14/2020	Claims	6700	445.24	460765797

Invoice #	Rcvd Date	Due Date	Description	Amount
460765797	09/09/2020	09/14/2020	A66 BN-1	31.99
460765797	09/09/2020	09/14/2020	A19 A1-2	30.00
460765797	09/09/2020	09/14/2020	A70 STAF-1	67.42
460765797	09/09/2020	09/14/2020	A23 BN1-6	180.01
460765797	09/09/2020	09/14/2020	A24 CH1-2	74.00
460765797	09/09/2020	09/14/2020	A25 CH1-1	61.82

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901038	Power Shop Inc	1602	09/14/2020	Claims	6700	424.26	367129, 367814, 367874

Invoice #	Rcvd Date	Due Date	Description	Amount
367874	08/20/2020	09/14/2020	Pressure Washer Replacement Tips	21.55
367814	08/20/2020	09/14/2020	Weedeater Trimmer Line	35.52
367129	08/20/2020	09/14/2020	0268 - Cub Cadet Replace Drive Belt, Blades,	367.19

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901039	Puget Sound Energy	1603	09/14/2020	Claims	6700	3,076.80	

Invoice #	Rcvd Date	Due Date	Description	Amount
200017639499	08/20/2020	09/14/2020	1-1 Grand Mnd Jul 2020	703.36
200016026946	08/20/2020	09/14/2020	1-2 Littlerock Aug 2020	731.11
200012762536	08/20/2020	09/14/2020	1-3 Rochester Jul 2020	259.52
220005346105	08/20/2020	09/14/2020	1-4 Scott Lake Aug 2020	113.99
200020145567	08/20/2020	09/14/2020	1-6 Maytown Jul 2020	444.82
220006625754	08/20/2020	09/14/2020	1-7 Old Hwy 99 Aug 2020	59.97
200016026946	08/20/2020	09/14/2020	1-2 Littlerock Sep 2020	665.48
220005346105	08/20/2020	09/14/2020	1-4 Scott Lake Sep 2020	98.55

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901040	Rochester Lumber	1604	09/14/2020	Claims	6700	139.23	1130162, 1132187, 1131890, 1134270, 1134753

Invoice #	Rcvd Date	Due Date	Description	Amount
1130162	08/20/2020	09/14/2020	Weedeater Trim	12.41
1132187	08/20/2020	09/14/2020	Floor Squeegee	26.99
1131890	08/20/2020	09/14/2020	1-3 Rochester Polishing Pads/towels	15.63
1134270	08/20/2020	09/14/2020	1-3 & 1-6 Round Up	59.39
1134753	08/20/2020	09/14/2020	1-1 Grand Mnd Cable Ties, 50 oil fuil, 4 cycle fule	24.81

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901041	Rochester Water Association	1605	09/14/2020	Claims	6700	49.50	100100

Invoice #	Rcvd Date	Due Date	Description	Amount
100100	09/09/2020	09/14/2020	1-3 Rochester Water	49.50

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901042	Scott Lake Maintenance Co C/O Northwest Water Syst	1606	09/14/2020	Claims	6700	42.00	2165

Invoice #	Rcvd Date	Due Date	Description	Amount
2165	09/09/2020	09/14/2020	1-4 Scott Lake Water	42.00

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901043	Service Saw WorkWears, Inc.	1607	09/14/2020	Claims	6700	1,090.40	278809

Invoice #	Rcvd Date	Due Date	Description	Amount
278809	09/10/2020	09/14/2020	3 New Weed Trimmers and Attachments	1,090.40

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901044	Stanley Convergent Security Solutions	1608	09/14/2020	Claims	6700	85.34	17729110

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo

Invoice #	Rcvd Date	Due Date	Description	Amount
17729110	*09/09/2020*	*09/14/2020*	*1-2 Littlerock Monitoring Srvc QR4 2020*	*85.34*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901045	State Auditors Office	1609	09/14/2020	Claims	6700	848.25	L138153

Invoice #	Rcvd Date	Due Date	Description	Amount
L138153	*08/20/2020*	*09/14/2020*	*2019 Accountability / Financial Audit (July hrs)*	*848.25*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901046	Stericycle Inc	1610	09/14/2020	Claims	6700	174.42	3005203137, 3005202174, 3005238526, 3005237509

Invoice #	Rcvd Date	Due Date	Description	Amount
3005203137	*08/20/2020*	*09/14/2020*	*1-6 Maytown Hazo Waste*	*10.36*
3005202174	*08/20/2020*	*09/14/2020*	*1-2 Littlerock Hazo Waste*	*66.61*
3005202174	*08/20/2020*	*09/14/2020*	*1-3 Rochester Hazo Waste*	*66.37*
3005237509	*08/20/2020*	*09/14/2020*	*1-2 Littlerock Hazo Waste*	*10.36*
3005237509	*08/20/2020*	*09/14/2020*	*1-3 Rochester Hazo Waste*	*10.36*
3005238526	*08/20/2020*	*09/14/2020*	*1-6 Maytown Hazo Waste*	*10.36*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901047	Systems Design West LLC	1611	09/14/2020	Claims	6700	1,515.30	20201642

Invoice #	Rcvd Date	Due Date	Description	Amount
20201642	*08/20/2020*	*09/14/2020*	*July Transports (x62)*	*1,515.30*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901048	Terminix LP	1612	09/14/2020	Claims	6700	460.24	398895946, 399170731, 398896028, 399170812

Invoice #	Rcvd Date	Due Date	Description	Amount
398898546	*08/20/2020*	*09/14/2020*	*1-1 Grand Mnd Pest Control*	*106.92*
399170731	*08/20/2020*	*09/14/2020*	*1-2 Littlerock Pest Control*	*155.52*
398896028	*08/20/2020*	*09/14/2020*	*1-3 Rochester Lake Pest Control*	*102.60*
399170812	*08/20/2020*	*09/14/2020*	*1-4 Scott Lake Pest Control*	*95.20*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901049	The Olympian	1613	09/14/2020	Claims	6700	764.40	OLY-77584534

Invoice #	Rcvd Date	Due Date	Description	Amount
OLY-77584534	*08/20/2020*	*09/14/2020*	*2020-21 Annual Renewal*	*764.40*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901050	Tumwater Printing	1614	09/14/2020	Claims	6700	410.40	121377

Invoice #	Rcvd Date	Due Date	Description	Amount
121377	*09/09/2020*	*09/14/2020*	*Reciept Boos (x6)*	*410.40*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901051	Verizon Wireless	1615	09/14/2020	Claims	6700	1,266.28	9860596255, 9861439405

Invoice #	Rcvd Date	Due Date	Description	Amount
9860596255	*08/24/2020*	*09/14/2020*	*Apparatus Cells*	*209.04*
9861439405	*08/24/2020*	*09/14/2020*	*Chief Cells*	*83.30*
9861439405	*08/24/2020*	*09/14/2020*	*Captain Cells*	*128.44*
9861439405	*08/24/2020*	*09/14/2020*	*Modems*	*845.50*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901052	Visa Anchor Bank	1616	09/14/2020	Claims	6700	1,677.60	

Invoice #	Rcvd Date	Due Date	Description	Amount
MILLS DINER	*09/09/2020*	*09/14/2020*	*1-1 Grand Mnd & 1-3 Rochester Crew Dinner*	*118.17*
FRED MEYER	*09/09/2020*	*09/14/2020*	*A66 BN-1 Colockum Mobe*	*21.86*
PILOT	*09/09/2020*	*09/14/2020*	*A61 T1-2 Coulee Meadows Mobe*	*82.09*
SAFEWAY	*09/09/2020*	*09/14/2020*	*A61 T1-2 Coulee Meadows Mobe*	*63.17*
SAFEWAY	*09/09/2020*	*09/14/2020*	*A61 T1-2 Coulee Meadows Mobe*	*43.93*
CHEVRON	*09/09/2020*	*09/14/2020*	*A61 T1-2 Coulee Meadows Mobe*	*85.39*
EXXON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*	*41.39*
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*	*47.06*
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*	*23.17*
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*	*32.14*
MARKET PLACE	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*	*27.00*
CHEVRON	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*	*22.31*
CHEVRON	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*	*16.48*
MAVERICK	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*	*6.50*
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*	*39.00*
MAVERICK	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*	*28.50*
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*	*34.50*

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*			*34.00*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*			*34.53*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*			*42.00*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Badger Lake Mobe*			*34.40*	
MAVERICK	*09/09/2020*	*09/14/2020*	*A66 BN-1 Badger Lake Mobe*			*42.44*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Badger Lake Mobe*			*39.00*	
MAVERICK	*09/09/2020*	*09/14/2020*	*A66 BN-1 Badger Lake Mobe*			*35.70*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*			*33.59*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*			*28.87*	
SHELL	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*			*21.44*	
EXXON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*			*19.89*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A66 BN-1 Palmer Mobe*			*25.50*	
EXXON	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*			*18.83*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*			*13.95*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*			*7.46*	
SHELL	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Palmer Mobe*			*9.54*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*			*26.16*	
SHELL	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*			*24.50*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A68 B1-2 Palmer Mobe*			*23.25*	
TEXACO	*09/09/2020*	*09/14/2020*	*A61 T1-2 Bartholomew Mobe*			*100.00*	
TEXACO	*09/09/2020*	*09/14/2020*	*A61 T1-2 Bartholomew Mobe*			*17.81*	
MAVERICK	*09/09/2020*	*09/14/2020*	*A61 T1-2 Bartholomew Mobe*			*62.48*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A61 T1-2 Bartholomew Mobe*			*57.95*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A61 T1-2 Bartholomew Mobe*			*55.06*	
MAVERICK	*09/09/2020*	*09/14/2020*	*A61 T1-2 Bartholomew Mobe*			*17.65*	
TEXACO	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Bartholomew Mobe*			*22.35*	
MAVERICK	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Bartholomew Mobe*			*10.22*	
CHEVRON	*09/09/2020*	*09/14/2020*	*A71 STAF-2 Bartholomew Mobe*			*15.75*	
UPERIOR AUTO PA	*09/09/2020*	*09/14/2020*	*A66 BN-1 New Headset*			*70.62*	
200901053	WHA Insurance Agency Inc	1617	09/14/2020	Claims	6700	9,413.00	789214, 789594, 789586
Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***	
789214	*09/09/2020*	*09/14/2020*	*Provident Life & Accident/ Axis Group 2019-2022*			*8,318.00*	
789594	*09/09/2020*	*09/14/2020*	*Provident Life & Accident/ Axis Group 2019-2021*			*931.00*	
789586	*09/09/2020*	*09/14/2020*	*Provident Life & Accident/ Axis Group 2019-2021*			*164.00*	
200901054	Washington Fire Chiefs	1618	09/14/2020	Claims	6700	50.00	16434
Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***	
16434	*08/20/2020*	*09/14/2020*	*EVIP Online Class (T. Trott)*			*50.00*	
200901055	Wells Fargo Financial Leasing	1619	09/14/2020	Claims	6700	159.84	5011534262
Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***	
5011534262	*08/20/2020*	*09/14/2020*	*1-1 Grand Mnd Copier Lease*			*159.84*	
200901056	West Thurston Reg Fire PETTY CASH	1620	09/14/2020	Claims	6700	157.40	
Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***	
SANDSTONE DISTIL	*09/09/2020*	*09/14/2020*	*Hand Sanitizer*			*76.28*	
CHRIS HEILMAN	*09/09/2020*	*09/14/2020*	*Rehab - Safety Vest Reimbursement*			*81.12*	
200901057	Wilcox & Flegel	1621	09/14/2020	Claims	6700	2,304.45	0524926, 0526380, CL51428
Invoice #	***Rcvd Date***	***Due Date***	***Description***			***Amount***	
0524926	*08/20/2020*	*09/14/2020*	*1-2 Littlerock Diesel (250 gal)*			*512.16*	
0526380	*08/20/2020*	*09/14/2020*	*1-1 Grand Mnd Diesel (320 gal)*			*664.37*	
CL51428	*08/20/2020*	*09/14/2020*	*A71 STAF-2*			*52.23*	
CL51428	*08/20/2020*	*09/14/2020*	*A23 BN1-6*			*168.50*	
CL51428	*08/20/2020*	*09/14/2020*	*A05 A1-6*			*37.26*	
CL51428	*08/20/2020*	*09/14/2020*	*A54 B1-3*			*50.68*	
CL51428	*08/20/2020*	*09/14/2020*	*A70 STAF-1*			*32.61*	
CL51428	*08/20/2020*	*09/14/2020*	*A14 CH1-1*			*134.48*	
CL51428	*08/20/2020*	*09/14/2020*	*A73 U1-2*			*255.06*	
CL51428	*08/20/2020*	*09/14/2020*	*A22 E1-3*			*58.74*	
CL51428	*08/20/2020*	*09/14/2020*	*A25 CH1-3*			*132.29*	

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
	CL51428	*08/20/2020*	*09/14/2020*	*A21 E1-7*			*24.79*
	CL51428	*08/20/2020*	*09/14/2020*	*A72 A1-3*			*133.28*
	CL51428	*08/20/2020*	*09/14/2020*	*A11 T1-1*			*48.00*
200901058	Witmer Associates Inc The Fire Store	1622	09/14/2020	Claims	6700	1,537.28	E1985438, E1990790

Invoice #	***Rcvd Date***	***Due Date***	***Description***	***Amount***
E1985438	*08/20/2020*	*09/14/2020*	*Streamlight Flashlight, Streamlight Truck Mount*	*1,087.48*
E1990790	*08/20/2020*	*09/14/2020*	*Bunker Boots (Trautman)*	*449.80*

58 Vouchers: 99,051.50

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
200901059	AFLAC	1623	09/14/2020	Payroll	6700	[redacted]	
200901103	Arroyo-Lopez Ronald David	1489	09/16/2020	Payroll	6700		
200901060	Benefit Solutions Inc-WSCFF	1624	09/14/2020	Payroll	6700		
EFT	Bennett Matthew Shaun	1467	09/15/2020	Payroll	6700		
EFT	Bennett Matthew Shaun	1520	09/30/2020	Payroll	6700		
200901104	Berryman Thomas A	1490	09/16/2020	Payroll	6700		
EFT	Betts Brandon John	1521	09/30/2020	Payroll	6700		
EFT	Broumley Garrett Dean	1491	09/16/2020	Payroll	6700		
200901106	Brown Curtis Daniel	1492	09/16/2020	Payroll	6700		
EFT	Brownell Scott Lee	1493	09/16/2020	Payroll	6700		
EFT	Christenson Brian David	1522	09/30/2020	Payroll	6700		
EFT	Cooke Hans Robert	1523	09/30/2020	Payroll	6700		
EFT	Dahl Calvin	1494	09/16/2020	Payroll	6700		
EFT	Dean Sarah Linnea	1495	09/16/2020	Payroll	6700		
EFT	Degagne Justin Dennis	1524	09/30/2020	Payroll	6700		
EFT	Department Of Retirement Services Deferred Comp	1561	09/14/2020	Payroll	6700		
EFT	Department Of Retirement Systems Retirement	1562	09/14/2020	Payroll	6700		
EFT	Department Of The Treasury	1563	09/14/2020	Payroll	6700		
EFT	Devert Brent Nathaniel	1525	09/30/2020	Payroll	6700		
200901061	Dimartino Associates	1625	09/14/2020	Payroll	6700		
200901110	Douglass Jeremy	1496	09/16/2020	Payroll	6700		
EFT	Drake Nathan Tyler	1526	09/30/2020	Payroll	6700		
EFT	Dreyer Glenn Michael	1497	09/16/2020	Payroll	6700		
EFT	Dyer Lanette R	1527	09/30/2020	Payroll	6700		
EFT	Elkins Ben M	1498	09/16/2020	Payroll	6700		
200901113	Fitzgerald Thomas J	1499	09/16/2020	Payroll	6700		
EFT	Frasl Kenneth E	1500	09/16/2020	Payroll	6700		
200901062	GET Program	1626	09/14/2020	Payroll	6700		
EFT	Garza Isaac Wayne	1468	09/15/2020	Payroll	6700		
EFT	Garza Isaac Wayne	1528	09/30/2020	Payroll	6700		
EFT	Giordano Susan Linda	1501	09/16/2020	Payroll	6700		
200901063	HRA VEBA Trust	1627	09/14/2020	Payroll	6700		
EFT	Hall Aaron David	1469	09/15/2020	Payroll	6700		
EFT	Hall Aaron David	1529	09/30/2020	Payroll	6700		
200901116	Heilman Chris Douglas	1502	09/16/2020	Payroll	6700		
EFT	Howe Joshua Jason	1530	09/30/2020	Payroll	6700		
200901117	Hull Nathan S	1503	09/16/2020	Payroll	6700		
200901064	IAFF Local 3825 Treasurer	1628	09/14/2020	Payroll	6700		
200901118	Jenrette Thom	1504	09/16/2020	Payroll	6700		
EFT	Kaleiwahea Blake William	1470	09/15/2020	Payroll	6700		
EFT	Kaleiwahea Blake William	1531	09/30/2020	Payroll	6700		
EFT	Kaleiwahea Russell Edward	1471	09/15/2020	Payroll	6700		
EFT	Kaleiwahea Russell Edward	1532	09/30/2020	Payroll	6700		
EFT	Kochrian Jeremy S	1505	09/16/2020	Payroll	6700		
EFT	Kondrack Andrew Joseph	1533	09/30/2020	Payroll	6700		
200901120	Linn Catherine Louise	1506	09/16/2020	Payroll	6700		
EFT	Lyon Colby Wayne	1472	09/15/2020	Payroll	6700		
EFT	Lyon Colby Wayne	1534	09/30/2020	Payroll	6700		
200901121	Manor Kathryn Joan	1507	09/16/2020	Payroll	6700		
EFT	Maser Robert Charles	1508	09/16/2020	Payroll	6700		
200901123	Means Cameron Jack	1509	09/16/2020	Payroll	6700		
EFT	Miller Devann Munroe	1535	09/30/2020	Payroll	6700		
EFT	Morales Michael Lawrence	1536	09/30/2020	Payroll	6700		
EFT	Palmer Linda	1510	09/16/2020	Payroll	6700		
EFT	Palmerson Erik Morgan	1473	09/15/2020	Payroll	6700		
EFT	Palmerson Erik Morgan	1537	09/30/2020	Payroll	6700		
EFT	Panuska Miranda Marie	1538	09/30/2020	Payroll	6700		
EFT	Parker Gregory Jerel	1474	09/15/2020	Payroll	6700		

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority Time: 11:48:04 Date: 09/16/2020
MCAG #: 2964 09/14/2020 To: 09/14/2020 Page: 2

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT	Parker Gregory Jerel	1539	09/30/2020	Payroll	6700	[redacted]	
EFT	Patraca Linda Ellen	1540	09/30/2020	Payroll	6700		
EFT	Peoples Michael William	1541	09/30/2020	Payroll	6700		
EFT	Pethia David C	1511	09/16/2020	Payroll	6700		
200901126	Pullin Andrew Lee	1512	09/16/2020	Payroll	6700		
200901127	Rawson Joanne Marie	1513	09/16/2020	Payroll	6700		
200901128	Ricks John Rual	1514	09/16/2020	Payroll	6700		
EFT	Santee Ricardo Leon	1542	09/30/2020	Payroll	6700		
EFT	Scott Robert William	1543	09/30/2020	Payroll	6700		
EFT	Sexton Thomas Edward	1544	09/30/2020	Payroll	6700		
EFT	Shea Linda Marie	1545	09/30/2020	Payroll	6700		
EFT	Singleton Charles Ed	1546	09/30/2020	Payroll	6700		
EFT	Smith Eric David	1475	09/15/2020	Payroll	6700		
EFT	Smith Eric David	1547	09/30/2020	Payroll	6700		
EFT	Smith Rob Dean	1548	09/30/2020	Payroll	6700		
EFT	Spiegelberg John Steven	1515	09/16/2020	Payroll	6700		
200901130	Stevens Clyvel G	1516	09/16/2020	Payroll	6700		
EFT	Stone Gary Reece	1517	09/16/2020	Payroll	6700		
EFT	Stone Kathleen Lynne	1518	09/16/2020	Payroll	6700		
200901096	Stone Roger Lee	1549	09/30/2020	Payroll	6700		
EFT	Swecker Joel Anthony	1476	09/15/2020	Payroll	6700		
EFT	Swecker Joel Anthony	1550	09/30/2020	Payroll	6700		
200901133	Teitzel Steven David	1519	09/16/2020	Payroll	6700		
EFT	Trautman Alexander Paul	1551	09/30/2020	Payroll	6700		
EFT	Trott Thomas John	1552	09/30/2020	Payroll	6700		
200901065	Trusteed Plans	1629	09/14/2020	Payroll	6700		
EFT	Vavrinec Christian Kalil	1553	09/30/2020	Payroll	6700		
EFT	Washington State Support Registry	1564	09/14/2020	Payroll	6700		
EFT	Weinstein Andrew Chase	1554	09/30/2020	Payroll	6700		
200901066	West Thurston Fire - House Funds	1630	09/14/2020	Payroll	6700		
EFT	White Christopher Charles	1555	09/30/2020	Payroll	6700		
		89 Vouchers:				411,315.81	

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

August 10, 2020 – Governing Board Business Meeting at Littlerock station and via Zoom virtual meeting.

Call to Order/Attendance: Commissioner Ricks called the meeting to order at 18:00 hours. Commissioners Culleton, Dahl, Elkins, Jernigan and Pethia, Chiefs Kaleiwahea, Scott, and R. Stone, Asst. Chief R. Smith, Union Representative Garza, Guest Jenifer Whisler, Admin Assistant Linda Patraca, and Secretary Linda Shea were present.

Public Comment/Presentations: John with Smart Energy gave a presentation on solar panel installation options for the Grand Mound station, at the request of the department. He advised the department to send a letter to the president requesting an official quote for: (1) an option to reduce the department energy usage to the lower tier; and (2) the maximum solar benefit option. Chief Scott will draft a letter.

Additions/Deletions to the Agenda: None.

Labor Management Team Report: Lt. Garza reported the union and administration worked together on a recent issue to an agreeable resolution. No other concerns or issues to report.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the expenditures of $495,259.39. Commissioner Elkins seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Pethia moved to approve the meeting minutes from July 13, 2020. Commissioner Elkins seconded the motion. Motion carried 6-0.
3. Policy Updates:
    a. Policy #1.1004 Service Billings update. Linda S. presented a revision to the Service Billings policy which added language recommended by the department attorney to address the auditor's concerns over "gifting of public funds." Commissioner Dahl moved to approve the policy update. Commissioner Pethia seconded the motion. Motion carried 6-0.
    b. Policy #1.1012, Volunteer Reimbursement. Linda S. presented an update to the Volunteer Reimbursement policy to add back the call-back incentive that was removed in an earlier version. Commissioner Dahl moved to approve the policy update. Commissioner Pethia seconded the motion. Motion carried 6-0.
    c. Policy #4XXX, Operations series. Chief Kaleiwahea presented updates to the Operations policies, which have been updated by Chief Scott and Asst. Chief Smith, for board review. The board agreed the policies did not require board approval, only review.
4. Resolution #2020-017, Surplus Property. Linda S. presented Resolution #2020-017 to surplus miscellaneous items, including the donation of surplus airbags to a fire department. Commissioner Jernigan moved to approve Resolution #2020-017. Commissioner Dahl seconded the motion. Motion carried 6-0.
5. 2021 Budget – DRAFT SUMMARY/Schedule. Linda S. presented the highlights of the draft 2021 budget, noting that more details will be forthcoming at a meeting to be scheduled with department members later

DRAFT

this month. She also provided a calendar of major action items and the timeframe for completion for budget planning purposes.

6. Medic One station 1-1 lease amendment. Chief Kaleiwahea presented an amendment to the Medic One lease of space at station 1-1 extending the end date to December 31, 2021, noting the amount has increased by the CPI as per the agreement. Commissioner Jernigan moved to approve the amendment. Commissioner Elkins seconded the motion. Motion carried 6-0.
7. Centralia-Chehalis Co-op outstanding stipend payment. Chief Scott reported he met with Harvey Bamford from the co-op, who explained how the EVIP stipend non-payment by West Thurston was overlooked by the co-op for the past two years. Mr. Bamford hoped the department would consider paying the 2019 stipend given the history of service provided by the co-op to the department (even though the department did not sign the co-op agreement or use the co-op for vehicle maintenance for the past two years.) Commissioner Dahl moved to reject payment of the stipend invoice. Commissioner Jernigan seconded the motion. Motion carried 6-0. Chief Scott will draft a letter to send to the co-op notifying them of the department's decision.

Unfinished Business (action items): None.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported he has developed a tentative rate to charge the tribes, and plans to draft a letter to send to the tribal chief along with a bill at the proposed rate. He will present the draft letter and proposed rate to the board at the September meeting.
2. Ham Radios. Chief Kaleiwahea reported that two radios have been purchased, with the first one being installed at the Littlerock station 1-2 on August 11.
3. Drones. No report.

Communications:

1. Thurston County Treasurer July 2020 reports were presented as per RCW 52.16.050(4).
2. August 2020 budget reports were presented.
3. LOCAL Program statement July 2020. Linda S. presented the statement from the state treasurer for the financing of the two new aid units, pointing out the $50,952.86 in bond proceeds which have been reimbursed to the department for the Stryker cots.
4. Operations Committee update. Chief Scott reported the aid units are expected to be delivered the first week of September.
5. Station tours. The board agreed to table the tours until January 2021.

Chief Reports: Refer to printed reports.

1. Chief Kaleiwahea noted the incident volume is back on track for July.
2. Chief Kaleiwahea commended Lt. Colby Lyon for his work on getting the emergency food supplies prepared and packaged for storage.

Commissioner Reports: Commissioner Ricks reported on the EMS budget being approved and moving to the county commissioners.

Good of the Order: Linda S. noted the BVFF meeting is cancelled as the pension paperwork that was to be presented was not completed yet.

Adjournment: The board adjourned the meeting at 19:10 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

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

August 12, 2020 – Special Governing Board Workshop at 10824 Lundeen Rd SW

Call to Order/Attendance: The meeting was called to order at 17:42 following the dinner meal. Commissioners Culleton, Dahl, Elkins, Jernigan, Ricks and Pethia, Chief Kaleiwahea, and District Secretary Linda Shea were present.

Executive Session: The board agreed an executive session was not necessary to discuss the Assistant Chief contract as there was no public in attendance. The board also agreed that Chief Kaleiwahea had the authority to hire and set contractual obligations for all personnel with the exception of the board secretary, and board approval was not necessary.

New Business: The board discussed potential candidate(s) to fill the Fire Chief position upon Chief Kaleiwahea's retirement. Chief Kaleiwahea reminded the board of his recommendation that they establish clear qualifications and expectations for the next Fire Chief. The board members expressed their desire to professionally develop from within, giving adequate time to prepare and mentor the desired candidate(s) so they can transition easily after Chief Kaleiwahea retires. No specific board action was taken.

Good of the Order:

1. Chief Kaleiwahea noted the Chaplain program is under review.
2. Commissioner Dahl expressed a desire to continue virtual (Zoom) meetings even after pandemic restrictions are lifted, to allow virtual participation by the board and public. He recommends a policy change to allow virtual meetings up to three or four maximum a year per board member. He also wants a continuance of e-signing of documents. Linda will make the necessary changes to the policy for future board approval.
3. Chief Kaleiwahea reminded the board that the RFA business plan which is up for its 10-year review will need to be voted on if there are extensive changes.

Adjournment: The board adjourned the meeting at 19:30 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

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

September 2, 2020 – Special Governing Board Workshop at 10824 Lundeen Rd SW

Call to Order/Attendance: The meeting was called to order at 17:30 following the dinner meal. Commissioners Culleton, Dahl, Elkins, Ricks and Pethia, and Chief Kaleiwahea were present. Commissioner Jernigan was absent (excused.)

New Business:

1. The board discussed planning for succession of the WTRFA fire chief position as defined in the Strategic Plan addendum.
2. The board discussed a WTRFA professional development plan and options for all WTRFA positions.
3. The board reviewed the WTRFA fire chief job description dated 2/10/2020 and discussed minimum and preferred qualifications.
4. The board discussed options of promoting from within the organization versus conducting a search internally and externally.

No decisions or actions were taken.

Good of the Order: None.

Adjournment: The board adjourned the meeting at 19:30 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

THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

RESOLUTION NO. 2020-018

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 September 2020, the following majority of commissioners being present and voting:

West Thurston Regional Fire Authority
Board of Commissioners

_____	_____
John Ricks, Commissioner	Ben Elkins, Commissioner
_____	_____
David Pethia, Commissioner	Jeff Jernigan, Commissioner
_____	_____
Tom Culleton, Commissioner	Calvin Dahl, Commissioner
_____	
Linda Shea, Secretary	

EXHIBIT 1 – Surplus Property
Addendum to Resolution #2020-018

Item	Value	Serial #	Reason
Calendar white boards (3) – from Station 1-2 Admin hallway	Unknown	N/A	No longer used
DELL computer (1-1 copy room)	Unknown	80Y2CF1, old TCFD#1 tag #1332	Outdated (temporarily stored in 1-2 comm room)
Bunker Pants: 3902238 46x30 10/09 3969892 38x32 03/10 3376059 42x30 04/07 4075656 42x30 09/10 4075654 36x30 09/10 4075659 40x34 09/10 3902239 40X32 10/09 3969894 40X34 3/10 4075655 36X30 9/10 Bunker Coats: 3310647 48x32 01/07 4075642 48x33 09/10 4075643 52x33 09/10 4075641 44x33 09/10 4075645 41x33 09/10 4075644 40x33 09/10 4075634 38x33 09/10 3969883 46X32 3/10 2 yellow helmets 1 black helmet 1 pair boots, size 12 exp 9/11 1 uniform pant size 36R	Unknown	See List	Expired – to be donated to Bomberos
Echo Weedeater	$300 purchase price	Dept Tag #0279	Broken primer – will attempt to fix and sell OR dispose if unfixable
Backpack torch	Unknown	N/A	Did not sell on Public Surplus, will be disposed
Kodak projector and trays	Unknown	N/A	Did not sell on Public Surplus, will be disposed
MA1000 brushless alternator	Unknown	N/A	Too old and doesn't work – will be disposed

THURSTON COUNTY
WASHINGTON
SINCE 1852

MEDIC ONE

THURSTON COUNTY MEDIC ONE SINCE 1974

August 26, 2020

WTRFA
Attn: Chief Russ Kaleiwahea
10828 Littlerock Rd SW
Olympia, WA 98512

RE: Letter of Acknowledgement
2020 BLS Funding Agreement

The term of the current agreement, which commenced on January 1, 2020, shall automatically renew every year up to 5 years from the original contract effective date, upon mutual agreement between parties.

This letter acknowledges Thurston County Medic One's agreement to automatically renew the current BLS Funding Agreement, for an additional (1) year, beginning January 1, 2021.

If WTRFA agrees to this renewal, WTRFA shall sign and date below, and return within 60 days from the date of this letter.

_____
Date

_____
Date

_____
AGENCY

_____
Kurt Hardin, Director
Thurston County Emergency Services

INTERGOVERNMENTAL EMS CONTRACT
Basic Life Support (BLS) Funding

THIS CONTRACT is made and entered into in duplicate originals this day by and between the **COUNTY OF THURSTON**, a municipal corporation, hereinafter referred to as the 'COUNTY' and **WEST THURSTON REGIONAL FIRE AUTHORITY** a municipal corporation, hereinafter referred to as the 'AGENCY';

WHEREAS, Chapter 39.34 RCW authorizes local governments to enter into agreements for joint and cooperative undertakings; and

WHEREAS, regulations over the provision of emergency medical services include Chapters 18.71, 18.73, 70.168 RCW and Chapter 246-976 WAC; and

WHEREAS, RCW 70.168.120 authorizes the County to establish local emergency medical services care councils; and

WHEREAS, Thurston County Medic One is supported by a county wide levy in order to provide county wide emergency medical services as provided by law; and

WHEREAS, certain local agencies have the Basic Life Support (BLS) resources, as defined in State Statute available to provide such services at the requisite level of quality and training; and

WHEREAS, the COUNTY desires to have the AGENCY perform BLS services as hereinafter set forth; requiring specialized skills and other supportive capabilities; and

WHEREAS, sufficient COUNTY resources are not available to provide such services; and

WHEREAS, the AGENCY represents that it is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise where required, to perform the BLS services set forth in this Contract;

THEREFORE, in consideration of the terms, conditions, covenants, and performance, contained herein, the parties hereto mutually agree as follows:

I. SERVICES

A. The AGENCY shall perform such services and accomplish such tasks, as are identified and designated as AGENCY responsibilities throughout this Contract (Exhibit 'A').

B. The COUNTY, through the Thurston County Emergency Medical Services Fund, shall provide the AGENCY with financial support and medical supplies, based on prior year call volume for said agency.

COUNTY BLS Supply Funds shall be used to provide emergency medical care or emergency medical services, including training for such personnel and related equipment, supplies, vehicles, structures needed to provide this care or service, and/or encourage preventative health measures. Expenses shall be consistent with the level of the public agency's State Department of Health Certification. These funds may be expended directly by COUNTY on behalf of the providing agency, or by the providing agency with reimbursement requested from COUNTY. The expended amount shall not exceed the

C. If AGENCY is merged with another agency, allocated funds will remain in the budget, only through the current County biennial budget.

D. Purchase requests over $49,999.00 requires prior approval from Thurston County Medic One. Purchase requests over $49,999.00 must be received at least 30 calendar days prior to ordering the item or service.

E. Goods and services shall be ordered no later than November 30th of each year and must be received by December 31st.

F. Invoices and reimbursement requests need to be submitted within 30 days from the date item is received.

G. Invoices and requests for reimbursement for goods and services delivered in December must be received in the COUNTY's Medic One office no later than January 15th of the following year.

H. In the rare circumstance where a Medic One Paramedic accompanies a patient on a BLS transport capable unit due to emergency circumstances, the Fire Agency shall bill Medic One according to the Fire Agency's respective rate schedules. Medic One will set their reimbursement rate schedule according to the Centers for Medicare & Medicaid Services (CMS) rate schedule and shall publish this no later than January 1st of each year. These transport charges shall be reimbursed utilizing the ALS budget and shall not utilize BLS funds. No additional fees, charges, or other costs shall be submitted to the patient or their health care provider

V. ESTABLISHMENT AND MAINTENANCE OF RECORDS

A. The AGENCY agrees to maintain books, records and documents and accounting procedures and practices which accurately reflect all direct and indirect costs related to the performance of this Contract. Such fiscal books, records, documents, reports and other data shall be maintained in a manner consistent with the "Budgeting, Accounting, Reporting System for Counties and Cities, and Other Local Governments," referred to as "BARS," as issued by the Office of the State Auditor, State of Washington.

The AGENCY further agrees that the COUNTY and/or State/Federal officials shall have the right to monitor and audit at their own expense the fiscal components of the AGENCY to ensure that actual expenditures remain consistent with the terms of this Contract.

B. The AGENCY shall retain all books, records, documents and other material relevant to this Contract for the amount of time required by the State of Washington. The AGENCY agrees that the COUNTY or its designee shall have full access and right to examine any of said materials at all reasonable times during said period.

C. The AGENCY'S fiscal management system shall include the capability to provide accurate, current and complete disclosure of the financial status of this Contract upon request.

D. The patient care records of the Agency as submitted per Exhibit 'A' shall be accessible by the AGENCY for planning, quality control and all applicable public records requests.

E. If it is determined that a Business Associate Agreement (BAA) is required, it shall be completed as an addendum to this Agreement and incorporated herein.

B. The COUNTY will not exercise control and direction over the work of the AGENCY, with the exception of agency personnel operating under Department of Health's approved protocol, and is interested primarily in the results to be achieved. However, the services contemplated herein must meet the general financial approval of the COUNTY and shall be subject to the COUNTY'S general rights of financial inspection and review to secure the satisfactory completion hereof.

C. In the event that any of the AGENCY'S employees or agents, carry on activities or conduct themselves in any manner which may jeopardize the funding of this Contract, the AGENCY shall be responsible for taking adequate measures to prevent said employee or agent from performing or providing any of the services contained in this Contract.

D. Communications between the AGENCY and the COUNTY shall be addressed to the regular place of business:

THURSTON COUNTY c/o MEDIC ONE DIRECTOR 2703 PACIFIC AVE SE, SUITE C OLYMPIA, WA 98501	WTRFA c/o FIRE CHIEF

E. In the event that the COUNTY or the AGENCY individually or collectively with other AGENCIES providing EMS under this contract have reached an impasse regarding a material portion of this contract, the COUNTY and the AGENCY/AGENCIES may mutually agree to seek the services of a neutral third party for the purposes of fact finding and resolution recommendation regarding the specifics of the impasse. The neutral third-party entity shall be mutually agreed upon by all parties prior to engagement of the neutral third-party entity. Further, all parties shall agree to the purpose for which the neutral third-party entity shall be engaged and said purpose will be reduced to writing and signed by all parties. The recommendation of the third party shall be considered a non-binding recommendation. The cost of neutral third-party fact-finding services and recommendation shall be borne equally by all parties involved.

XI. POLITICAL ACTIVITY PROHIBITED

None of the funds, materials, property or services provided directly or indirectly under this Contract shall be used for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition.

XII. INDEMNIFICATION; HOLD HARMLESS

A. All services to be rendered or performed under this Contract shall be performed or rendered entirely at the AGENCY'S own risk and the AGENCY expressly agrees to indemnify and hold harmless the COUNTY and all of its officers, agents, employees, or otherwise, from any and all liability, loss or damage including reasonable costs of defense that they may suffer as a result of claims, demands, actions, or damages to any and all persons or property, costs or judgments against the COUNTY which result from or arise out of the services to be performed by the AGENCY under this Contract; provided, this section shall not apply to liability resulting exclusively from errors or omissions of the COUNTY, its officers, or employees.

B. The COUNTY expressly agrees to indemnify and hold harmless the AGENCY and all of its officers, agents, employees, or otherwise, from any and all liability, loss or damage including reasonable costs of defense that they may suffer as a result of claims, demands, actions, or damages to any and all persons or property, costs or judgments against the AGENCY which result from or arise out of the failure of products or equipment provided by the COUNTY to

c. Certificates of Insurance or other reasonable notices of coverage shall be provided to the Office or Department issuing the Contract. The address of the Certificate Holder shall be shown as the current address of the Office or Department. Written notice of cancellation or change shall be mailed to the COUNTY at the following address:

Attn: Risk Analyst
Human Resources
2000 Lakeridge Drive S.W.
Olympia, Washington 98502

XIV. SUSPENSION, TERMINATION AND CLOSE-OUT

If the AGENCY fails to comply with the terms and conditions of this Contract, the COUNTY may pursue such remedies as are legally available including, but not limited to, the suspension or termination of this Contract in the manner specified herein.

A. Suspension: If the AGENCY fails to comply with the terms of this Contract, or whenever the AGENCY is unable to substantiate full compliance with the provisions of this Contract, the COUNTY may suspend the Contract pending corrective action or investigation, after first allowing a reasonable period for the AGENCY'S cure. The COUNTY shall provide written notice of intent to suspend the Contract, and shall set forth the actions the AGENCY must take, and the time frame within which such action must occur to avoid suspension. If, following such reasonable period for cure the AGENCY fails to cure, the COUNTY may suspend the Contract pending corrective action or investigation by COUNTY employees or their agents. The effective date of suspension shall not be less than seven (7) business days following written notification of suspension to the AGENCY. The suspension shall remain in full force and effect until the AGENCY has taken corrective action to the satisfaction of the COUNTY and is able to substantiate its full compliance with the terms and conditions of this Contract. No obligation incurred by the AGENCY during the period of suspension shall be allowable under the Contract except any reasonable, proper and otherwise allowable costs which the AGENCY could not avoid during the period of suspension. If the AGENCY has corrected its action(s) to the satisfaction of the COUNTY, the COUNTY shall immediately notify the AGENCY in writing that the period of suspension has ended, and shall specify the effective date of the end of such suspension.

B. Termination for Cause by County: If the AGENCY fails to cure the non-compliance issues that resulted in a suspension of the Contract by the COUNTY, and any of the below-listed conditions exist, the COUNTY may terminate this Contract in whole or in part. If the COUNTY exercises its right to terminate the Contract, it shall notify the AGENCY in writing of the effective date of the termination, and shall set forth the reasons for termination. The COUNTY shall not give less than 21 days' notice of intent to terminate the Contract. After the effective date of termination, no charges incurred by the AGENCY under any terminated portions of the Contract are allowable as against the COUNTY, except for any charges reasonably incurred or encumbered prior to the AGENCY receiving notice of intent to terminate.

Non-compliance, and one of the following conditions provides cause for termination:

1. The lack of compliance with the provisions of this Contract are of such scope and nature that the COUNTY deems continuation of this Contract to be substantially detrimental to the interests of the COUNTY;

2. The AGENCY has failed to take satisfactory action to correct non-compliance as directed by the COUNTY or its authorized representative within the time specified by same and as set forth in the request to cure notice in Section XIV.A.

B. If it should appear that any provision hereof is in conflict with a statute of the State of Washington, said provision which may conflict therewith shall be deemed modified to conform to such statutory provision.

XVII. ENTIRE AGREEMENT

The parties agree that this Contract is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. This agreement replaces all prior interlocal agreements regarding the subject matter contained in this agreement. Further, any modification of this Contract shall be in writing and signed by both parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and is cause for termination. Both parties recognize time is of the essence in the performance of the provision of this Contract. It is also agreed by the parties that the forgiveness of the non-performance of any provision of this Contract does not constitute a waiver of the provisions of this Contract.

XVIII. NO THIRD PARTY LIABILITY

This Contract shall not be construed to provide any benefits to or create a cause of action for or on behalf of any third parties. Specifically and without limiting the foregoing, this Agreement shall not create or be construed as creating an exception to the Public Duty Doctrine.

XIX. DISPUTE RESOLUTION

The parties shall use reasonable efforts to mediate any dispute arising under this Contract. In the event of such a dispute, each party may, upon mutual agreement of both parties, designate, in writing, not more than three (3) candidates it proposes to act as a non-binding mediator within ten (10) days following notification of a dispute. If the parties cannot agree on one of the mediators from the combined list within five (5) days, then the parties shall promptly meet and select a mediator by blind draw. Upon selection of the mediator, the parties shall within forty-five (45) days or as soon thereafter as possible, meet and engage in a mediation of the dispute with the assistance of the mediator. The cost for the mediation services shall be borne equally between the parties, each party paying one-half of the cost. The mediator shall determine reasonable procedures. Testimony and briefing, if any, provided to the mediator shall be inadmissible in any subsequent court proceedings. If mediation fails to resolve the dispute, the parties may thereafter seek redress in a court of competent jurisdiction. Nothing in this section shall be construed to prohibit either party from exercising its right to terminate this Agreement as otherwise provided in this Agreement or be construed as a pre-condition to the exercise of such right to terminate.

EXHIBIT A: SERVICES

I. SERVICE AREA

The following services shall be provided within Thurston County, or for mutual aid response outside of Thurston County, during the term of this Contract.

II. SERVICES

A. The AGENCY shall provide BLS patient care as dispatched and following all applicable COUNTY Medic One protocols. The COUNTY, through the Thurston County Emergency Medical Services Fund, shall provide the AGENCY with financial support and medical supplies, based on prior year call volume for said agency. Medic One BLS Supply Funds shall be used to provide emergency medical care or emergency medical services, including related personnel costs, training for such personnel and related equipment, supplies, vehicles, structures needed to provide this care or service, and/or encourage preventative health measures. Expenses shall be consistent with the level of the public agency's State Department of Health Certifications. These funds may be expended directly by Medic One on behalf of the providing agency, or by the providing agency with reimbursement requested from Medic One. The expended amount shall not exceed the amount allocated for each providing agency (Exhibit "B") – subject to annual adjustment. Medic One Financial Support is provided directly to each jurisdiction to cover a portion of the costs for the provision of their BLS service delivery.

   a. For non-transporting units, AGENCY shall submit the patient care reporting data as required by the COUNTY's current patient care data management system to the COUNTY within one (1) hour of the EMS run.
   b. For transporting units, AGENCY shall submit the patient care reporting data before the unit leaves the hospital. If the ePCR system has failed, and patient care reporting data must be submitted in paper form, AGENCY shall submit data within 24 hours.

B. The AGENCY assumes all responsibility for equipment/supplies received.

C. COUNTY shall have supply orders filled and ready for pickup on the date requested by the Agency. Orders must be submitted no later than 2 business days prior to pick up. Orders not picked up by the Agency on the date requested will be returned to stock, unless prior notification is given for a delayed pick up.

D. AGENCY shall notify COUNTY within 30 days of supplies/equipment purchased/received, for reimbursement requests.

E. County shall provide monthly BLS supply fund expenditure reports within 15 business days following the last day of the previous month.

F. AGENCY shall reconcile accounts within 30 days of receiving COUNTY's monthly BLS supply fund expended report.

G. AGENCY shall use COUNTY ePCR in the field for patient care, and perform periodic updates as required.

H. AGENCY shall leave modems, utilized by ePCR, powered on at all times.

EXHIBIT B: PAYMENT

1. The formula for BLS funding may be updated by the Emergency Medical Services Council (EMSC) as needed without affecting other terms and conditions of this agreement.

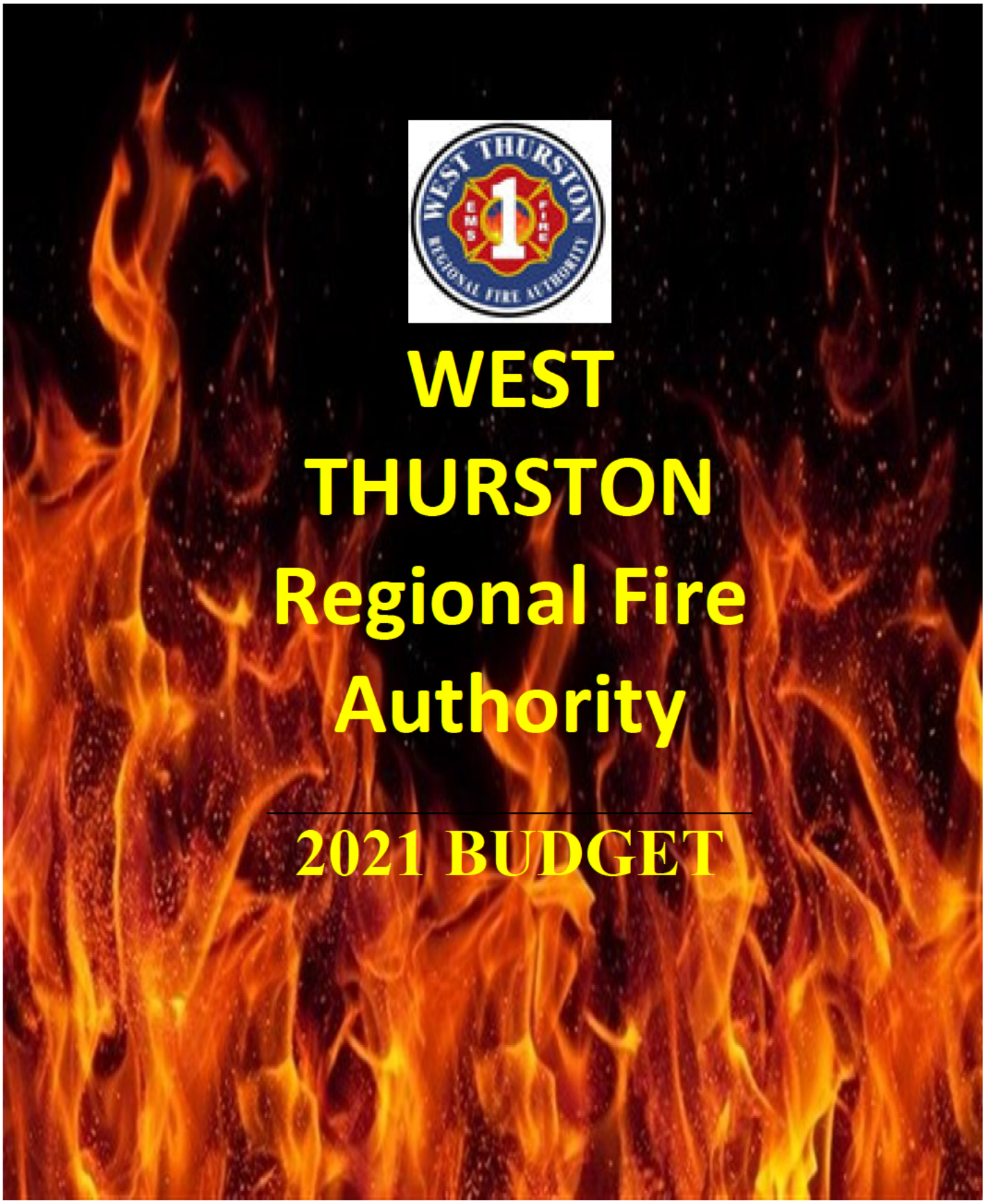
2. The formula will take into consideration each individual AGENCY's relative share of run (incident) volume for the given fiscal year (January – December). This volume is calculated from the number of EMS runs that have occurred in that AGENCY's jurisdiction, and not include runs made by the AGENCY for mutual aid outside its jurisdiction.

3. The EMS run volume statistics shall be prepared by Thurston 911 Communications and provided to the COUNTY. This information shall be provided by February of each year.

4. The funding is based on the annual budget for BLS Direct Support (financial and supplies & equipment) as approved by the EMSC. The total amount is then allocated by the COUNTY to each AGENCY based on it's individual share (or percentage).

5. Each year, the COUNTY shall prepare an annual allocation form based on the EMSC approved budget. The form shall identify the following:
   a. Each AGENCY's run volume;
   b. The percentage of the total Thurston County run volume that AGENCY responded to;
   c. The total approved budget for financial support for each AGENCY;
   d. The financial support base compensation for each AGENCY (same for all AGENCYs);
   e. The financial support compensation per run (call);
   f. The financial support compensation for reimbursement of AGENCY mobile computer terminal costs per run (call);
   g. The total approved budget for supplies & equipment for AGENCYs;
   h. The supply & equipment support base compensation for each AGENCY (same for all AGENCYs);
   i. The supply & equipment support compensation per run (call); and
   j. The total compensation to be provided to each AGENCY.

6. The terms and conditions for compensation are covered in Section IV "Compensation and Methods of Payment" of this agreement.



"Savings lives and property; Protecting our Communities' greatest assets"

West Thurston Regional Fire Authority
2021 Budget

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2021 BUDGET OVERVIEW & ORGANIZATION

The West Thurston Regional Fire Authority's (WTRFA) annual operating budget represents the estimated expenditures and available revenue necessary to provide the services for which the department was created. WTRFA typically develops its budget through a process of establishing and prioritizing annual goals and objectives tied to the strategic plan. 2021 is a plan development year, and therefore projected costs are based on the expectation that staffing, facilities and equipment will be maintained in a "status quo" until the strategic plan is adopted.

The budget development process includes anticipating future market conditions with the help of the Thurston County Assessor's office, estimating cost of goods and services, and analyzing historical financial data. A preliminary budget is developed and presented to the WTRFA Governance Board for review and analysis. After holding a public hearing and considering public comment regarding the proposed budget, the WTRFA Governance Board adopts an annual budget in November for the following calendar year.

WTRFA organizes the budget utilizing the Washington State Budget, Accounting and Reporting System (BARS) and standard government accounting principles, practices and oversight. WTRFA continues to utilize the Thurston County Treasurer's Office to issue warrants.

2021 FINANCIAL CONDITION

The county assessor has preliminarily projected a 9% increase in property values for 2021. As in 2020, regular tax levies will be collected under the individual districts (#1 and #11), to maximize the levy collections allowed, although the districts are still limited to an increase of just 1% over the previous year's levy.

The WTRFA's financial stability and ability to meet service delivery expectations relies heavily on voter-approved Maintenance and Operations (M&O) excess levies. A replacement excess levy was approved by the voters in 2019,which ensures service delivery levels can be maintained as expected by district citizens for the next three years (through 2022.)

2021 BUDGET GOALS & OBJECTIVES

Because the WTRFA's strategic plan is currently in development, most of the 2021 budget has been adopted under a "maintenance" model, with the department postponing major staffing changes and capital projects until the strategic and capital plans have been adopted by the community and approved by the board.

The 2021 budget is increasing by 5% over 2020's budget and 8% over what was projected when establishing the M&O levy rates in early 2019. These changes are attributable to:

- Salaries and Benefits. Most all personnel will receive a minimum 2% cost-of-living increase in 2021. The department also plans to complete the 2020 strategic plan goal of having an assigned Battalion Chief on each shift in 2021. Benefits are projected at the highest family rate due to the relatively young workforce within the department, to ensure adequate budget to cover status changes. And finally, retirement leave buy-outs are included in the 2021 budget projections, assuming the Chief's retirement plan will be fulfilled by the end of 2021.

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- Facilities/Vehicle Maintenance and Repairs. The department is planning two major facility maintenance projects in 2021 (replacing corroded pipes at the Maytown station, and connecting the Old 99 station to city utilities assuming county rezoning and capacity is available.) Higher maintenance costs are also anticipated due to aging equipment and facilities. The levy projections assumed a modest 1% increase in maintenance costs each year, which are proving to be regrettably inadequate.

To offset these projected increases, the department is planning to utilize GEMT reserve funds to cover shortages that might occur.

The department's 2021 primary budget goals and objectives are as follows:

Station Staffing/Organization and Employee Wage-Benefits

1. Maintain station staffing at prescribed levels.
2. Funding of negotiated COLAs, retirement and sick leave cash-outs, and overtime for training and Public Education events.
3. Succession planning to include the addition of three (3) battalion chief roles and a more traditional administration structure to include assistant chief roles.

Service delivery-Volunteer Staffing:

1. The volunteer program is under-going modifications to recruit potential residents who would then be trained and qualified to fill open career FF/EMT positions.
2. Non-credentialed and administrative volunteers will continue to be encouraged to serve the department, but not actively recruited.

Health & Safety and Training:

1. Continued funding of NFPA medical physicals for all members (career and volunteers.)
2. Continued funding for health and wellness (exercise equipment).
3. Continued funding for professional development training for firefighters (officer, live fire, and instructor) plus resident tuition reimbursement.
4. Continued funding for cancer screenings of personnel (grant ended 2019.)

Administrative/HR/ Payroll/ Risk Management:

1. Increased Fire Investigation budget for continued succession planning and an anticipated increase in Fire Investigation activities.

Apparatus and Facilities:

1. Increased Equipment and Facilities maintenance budgets to accommodate high repair costs.
2. $200.3K in Debt Service payments for two new aid units, one new engine, and one new tender.
3. $308.5K in capital improvements/projects and capital asset (apparatus/tool) purchases.

Revenue

1. Negotiate and execute a fair and equitable contract to provide services to the Chehalis Tribe.
2. Continue participation in the Ground Emergency Transport Program (GEMT).
3. Research grant options for firefighting equipment and wellness opportunities.

Reserves

1. Maintain a set-aside of $400,000 from GEMT funds for unanticipated costs.
2. Set-aside of $125,000 for future facility/apparatus projects.

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2021 REVENUE

General Fund - 67A0

BEGINNING FUND BALANCE - $4,277,667

The estimated beginning General Fund (GF) balance for 2021 is **$4,277,667.** A five-month operating reserve is set aside in the GF balance (per policy 1.1015) to support department operations until property tax funds are received in April-May. The board also approved maintaining a $400,000 reserve from GEMT revenue for unexpected costs and setting aside $125,000 for the Equipment/Facility Reserve which leaves an unreserved balance of $801,667 going into 2021.

2021 Estimated Beginning General Fund balance	$4,277,667
Less: 5 month operating reserve	($2,951,000)
Less: GEMT Reserve	($ 400,000)
Less: Equipment/Facility Reserve	($ 125,000)
2021 Projected Unreserved Beginning General Fund balance	**$ 801,667**

REGULAR PROPERTY TAX LEVY - $3,269,722

The amount of revenue funded from regular property taxes is based on the 2020 property tax assessments which are collected in 2021. The department will again be levying taxes under the individual fire districts to maximize its allowable revenue potential. The amount projected to be levied under districts #1 and #11 is $3,269,722, which is the maximum allowable 1% increase over the previous year's levy, plus new construction (assumed 9% AV increase) and state assessed values (assumed at zero % increase.)

MAINTENANCE & OPERATIONS LEVY (M&O) - $2,421,239

Fire Districts 1 & 11 voters approved a replacement Maintenance and Operations (M&O) excess levy in 2019 for collection in 2020 through 2022. The amount to be collected in 2021 is expected to be **$2,421,239** (TCFD #1 of $1,185,462 and TCFD #11 of $1,235,777.)

STATE & FEDERAL GRANTS - $1,200

The department expects to receive approximately **$1,200** from The Department of Health (DOH) Trauma Verification unit. No other substantial funding is anticipated at this time.

INTERGOVERNMENTAL FIRE/EMS SERVICE CONTRACTS - $170,726

The WTRFA contracts its services to tax exempt organizations within its service region. Contract amounts are based on the assessed value or response volume. The department is currently negotiating with the Confederated Tribes of the Chehalis Reservation to renew the service contract which ended December 2018. For conservative budgeting purposes, no revenues are projected in the 2021 budget projections for this contract. School District revenue is based on the number of students at each school (approximately $2,000/year.) For the state-owned properties, an average 8% increase in assessed values is assumed, based on preliminary figures provided by the county assessor.

Note: The revenue reported below excludes that portion of revenue expressly levied for bond debt.

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Intergovernmental Contracts	2020 BUDGETED	2021 PROJECTED
Chehalis Tribe	$ 200,000	$ 0
Maple Lane	$ 81,696	$ 89,922
Cedar Creek	$ 30,968	$ 33,567
WSP	$ 23,572	$ 23,802
Webster's Nursery	$ 11,002	$ 11,110
Millersylvania St Park	$ 8,805	$ 8,890
Schools	$ 2,000	$ 2,000
Maytown/Scatter Creek Rest Areas (DOT)	$ 1,422	$ 1,435
Total	**$ 359,465**	**$ 170,726**

PATIENT TRANSPORT AMBULANCE SERVICES – $657,500

The patient transport program is a vital service provided by the department to its citizens. By providing a transport service, the district's taxpayers are ensured continuity of care and timely door-to-door transports not afforded by a private ambulance company, at a lower rate. The revenue generated from transports also allows the department to staff additional stations, improving its ability to respond to emergencies.

Anticipated revenue from the Basic Life Support (BLS) Transport program is based on 2020 transports to-date as compared to 2019, which is approximately 15% lower, in part due to the COVID-19 pandemic. The department is assuming this reduced transport volume will continue into 2021, dropping the projected revenue to **$365,500** in base fees. Revenue from the GEMT program is estimated conservatively at **$292,000** given the program's unknown continued support at the federal level.

MEDIC ONE EMS SUPPORT - $29,250

WTRFA receives limited annual funding from Thurston County Medic One for providing EMS services to district residents. These funds are collected by Medic One and distributed to provider agencies. The 2021 support is estimated at **$29,250, a 25% decrease over 2020 assuming potential budget cuts by Medic One.**

INVESTMENT INTEREST - $20,000

Due to the fluctuating interest rates, the interest earnings on those funds also fluctuate. For the purpose of establishing the 2021 budget, the estimated investment interest total is **$20,000.**

SPACE & FACILITY RENTAL - $48,077

Revenue is generated through the leasing of its open and unused space at its stations, in addition to leasing of land for cell towers. The total space and facilities estimated revenue for 2021 is **$48,077.**

Space & Facility Revenue Projection	2020	2021
Station 1-1 Medic One space lease	$ 16,555	$ 17,282
Station 1-1 Thurston Co Sheriff space lease	$ 2,400	$ 2,400
Station 1-7 Old 99 storage leases	$ 7,700	$ 6,000
Cell Tower - Crown Castle	$ 22,395	$ 22,395
Total	**$ 49,050**	**$ 48,077**

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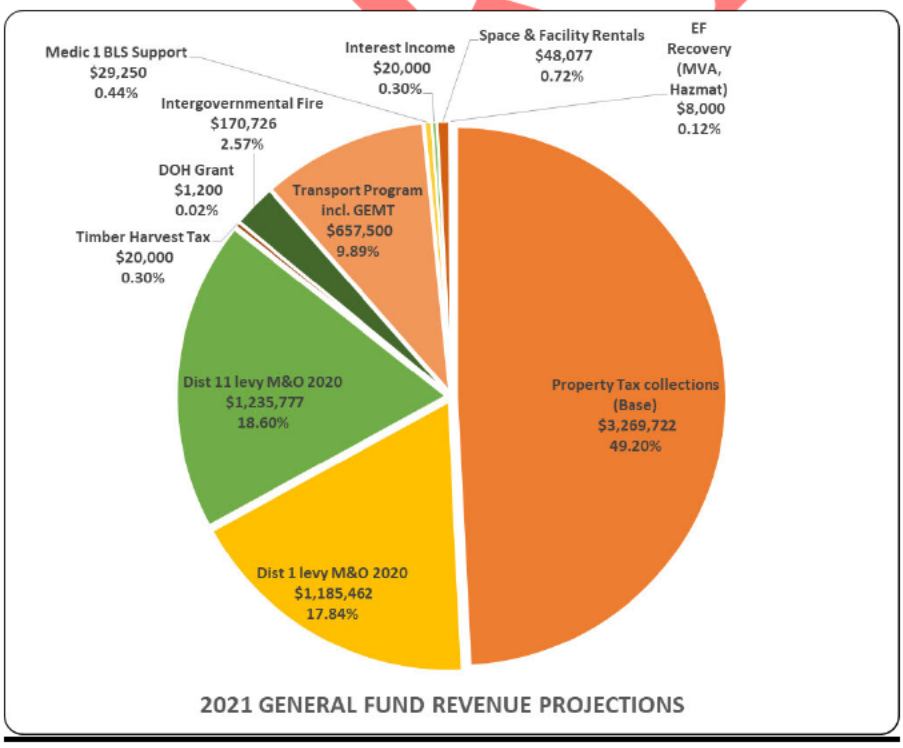
MISCELLANEOUS REVENUE - $28,000

Unanticipated revenue (e.g. Wildland Mobilization) is not predictable and therefore this potential revenue source is projected at **$0.** Timber Harvest revenue is estimated at **$20,000** based on the lowest previous year of collection (2012). EF Recovery provides a revenue stream by invoicing out-of-district people involved in an MVA or hazardous spill which occurs within the WTRFA boundary. This revenue is projected at a modest **$8,000.**

DONATIONS/OTHER

The RFA occasionally receives donations from citizens or businesses. Donations are forwarded to the West Thurston Firefighters Association for deposit and therefore are not budgeted.

REVENUE DESCRIPTION	2020 Budgeted	2021 Projected
Regular Property Tax	3,193,392	3,269,722
TCFD1 M&O Levy	1,185,462	1,185,462
TCFD11 M&O Levy	1,235,777	1,235,777
Timber Harvest Tax	20,000	20,000
TOTAL REVENUE FROM TAXES	$5,634,631	$5,710,961
DOH Grant	1,200	1,200
SAFER/Local Records/FEMA Cancer Screen grants	0	0
TOTAL REVENUE FROM GRANTS	$1,200	$1,200
Intergovernmental Fire	359,465	170,726
Transport Program	695,000	657,500
Medic 1 BLS Support	39,000	29,250
Interest Income	20,000	20,000
Space & Facility Rentals	49,050	48,077
EF Recovery	8,000	8,000
TOTAL NON-TAX BASED REVENUE	$1,170,515	$933,553
TOTAL REVENUE	**$6,806,346**	**$6,645,714**



2021 GENERAL FUND REVENUE PROJECTIONS

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Bond Debt Service Fund - 67A1

The Bond Debt Service Fund is solely for the purpose of paying the district(s) bond debt (TCFP #11 ending in 2025; TCFP #1 ended in 2020). The balance of this fund as of July 2020 was $895,777, and is projected to end the year at almost $496,000. Projected collections in 2021 are estimated to be $324,250. These funds are held until bond debt service payments are made (twice per year). The total bond debt service payment in 2021 will be $319,250 (TCFD11), plus other debt service processing costs of approximately $5,000, for a total budget of **$324,250**.

Emergency Reserve Fund - 67A4

The balance of the Emergency Reserve Fund was $667,177 as of July 2020, and is projected to end the year at just over $671,000. The WTRFA Governing Board has determined that a minimum balance of $500,000 is required to cover potential department liabilities such as disasters and emergency operating expenses. The fund was also established to offset any significant increased personnel expenses such as vacation buyout or increased unforeseen employee health care benefit costs associated with family status changes; unforeseen legal expenses; CIAW liabilities and earthquake insurance deductibles; and to pay costs of major equipment/apparatus failures. A small amount of interest is posted to this fund every year (less than $10,000), so the ending balance for 2021 (barring any emergency needs) is projected to be approximately **$681,240**.

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2020 – 2021 General Fund Operating Expenditures Summary

CATEGORY	2020 Budget	2021 Projected	% change 2020 to 2021	$ change 2020 to 2021	2021 Notes
Commissioner (wage/benefits/misc)	39,170	39,270	0%	100	
Career/Temp Salaries	3,462,071	3,558,038	3%	95,967	2% COLA, Asst Chief/three BCs/Chief buyout
Career/Temp Benefits	1,375,088	1,490,892	8%	115,804	Assumed all w/Family med coverage
Supplies - Office	3,570	6,000	68%	2,430	Based on 2020 exp-to-date
Minor Equip/Computers/Software	68,332	65,055	-5%	(3,277)	
Professional Services-Admin	84,064	124,830	48%	40,766	$30k GEMT fee (rev reduction in prior yrs)
Communications - Admin	1,080	1,200	11%	120	
Advertising	500	500	0%	-	
Insurance (Bldg/Risk/Liability)	74,713	75,450	1%	737	
Admin Equipment Mtce	6,140	4,340	-29%	(1,800)	
Misc - Admin Costs	6,000	6,355	6%	355	
Dues & Membership	11,770	12,840	9%	1,070	
Elections	10,000	10,000	0%	-	
Volunteer Salaries/Benefits	148,352	130,511	-12%	(17,841)	
Bunker Gear	37,200	49,776	34%	12,576	
Uniforms	15,000	25,000	67%	10,000	Based on 2020 projected
Rehabilitation Suppression	2,500	1,500	-40%	(1,000)	
Small tools/Minor Equipment	63,800	40,000	-37%	(23,800)	
EMS Supplies (new 2021)	-	9,000		9,000	
Phones/Modems - Suppr	19,200	18,000	-6%	(1,200)	
Advertising	500	500	0%	-	
Suppression Prof/Misc Svcs	51,800	52,150	1%	350	
Volunteer Insurance, BVFF	14,657	-	-100%	(14,657)	Moved to Vol Benefits
Professional Services-Fire Prev	14,600	18,362	26%	3,762	
Training - Pub Education (public)	8,100	8,100	0%	-	
Training Supplies/Misc	8,000	8,000	0%	-	
Training - Pub Education (dept)	1,500	1,500	0%	-	
Training Travel/Registration	62,500	58,550	-6%	(3,950)	
Training - Residents	25,000	25,000	0%	-	
Facilities Supplies	25,000	25,000	0%	-	
Heating Fuels	40,000	40,000	0%	-	
Water	5,500	5,500	0%	-	
Phones/Cable	15,800	16,000	1%	200	
Electricity/Gas	42,349	48,900	15%	6,551	
Garbage	4,500	4,600	2%	100	
Facilities Mtce/Repairs	154,340	221,810	44%	67,470	Inc. $53K from Budget Priorities
Fuel	50,500	50,500	0%	-	
Vehicle/Equipment Maint	225,680	328,700	46%	103,020	Based on 2020 projected
Capital Equip/Projects	426,000	308,527	-28%	(117,473)	from Budget Priorities
Debt payments	173,918	200,318	15%	26,400	2 aid units, 1 engine, 1 tender
TOTAL	6,778,794	7,090,574	5%	311,780	
Set Aside (nonexpenditure)	125,000	125,000			

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2021 Expenditures – Details by Cost Center

Commissioners	2020 Budgeted	2021 Projected	*Increase over 2020*
# of Personnel	6	6	
Salaries	27,648	27,648	*0%*
Benefits	2,232	2,239	*0%*
Travel/Training	9,290	9,383	*1%*
TOTAL	**39,170**	**39,270**	
Incr(decr) over previous yr==>	*17.91%*	*0.26%*	
2021 Assumptions			
* Commissioners $128 per mtg			
* 6 commissioners X 3 meetings per month X 12 months			
* 1% increase in misc. travel/training costs over **2019**			

Career/Admin/Temp	2020 Budget	2021 Projected	*Increase over 2020*	*Total % of Budget (Salary/Ben)*
# of Personnel (Permanent)	37	36		
Salaries - Admin (nonunion)	570,589	669,817	*17%*	*18%*
Salaries - Career FF/EMT (union)	2,840,220	2,831,650	*0%*	*80%*
Salaries - Training OT	23,884	24,033	*1%*	*1%*
Salaries - Temporary	27,378	32,538	*19%*	*1%*
Benefits - Admin (nonunion)	226,213	254,515	*13%*	
Benefits - Career FF/EMT (union)	1,144,958	1,232,047	*8%*	
Benefits - Training OT	1,619	1,629	*1%*	
Benefits - Temporary	2,298	2,701	*18%*	
TOTAL	**4,837,159**	**5,048,930**		
Incr(decr) over previous yr===>	*7.95%*	*4.38%*		
2020 includes 100% Vol R&R coordinator position (no federal grant funds)				
**Actuals exclude Mobe salary/benefits*				

2021 Assumptions

* 2% COLA increases for all positions (union and nonunion) unless otherwise stated in labor contract
* Addition of Asst Chief to admin ranks; removed one captain from union ranks;
  three BC promotions assumed from LT level **FOR BUDGET PURPOSES ONLY!**
* Maintains 3 temp personnel (not incl. in Personnel count, above) - Maser, Heilman, 3rd hire?
* Temp personnel receive increase equal to 130% of estimated 2021 minimum wage (per job descr.)
* Sick leave cashout estimate of 936 hours
* Training OT assumed at 500 hours
* Overtime hours increased to 3,450
* No significant increases in benefits
* Leave buyouts for Fire Chief retirement

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Admin/Other		2020 Budget	2021 Projected	Increase over 2020
Supplies		3,570	6,000	*68%*
Minor Equip/Computers		39,317	22,320	*-43%*
Computer S/W		29,015	42,735	*47%*
Professional Svcs		84,064	124,830	*48%*
Communication/Phones		1,080	1,200	*11%*
Legal Advertising		500	500	*0%*
Insurance-Liability, EAP		74,713	75,450	*1%*
Equipment Maintenance		6,140	4,340	*-29%*
Misc Services		6,000	6,355	*6%*
Dues & Membership		11,770	12,840	*9%*
Elections		10,000	10,000	*0%*
TOTAL		**266,169**	**306,571**	
Incr(decr) over previous yr===>		*12.48%*	*15.18%*	
2021 Assumptions				
Office Supplies TOTAL		**6,000**	Based on expenditures to-date Jun2020 (to stock 1-1 and 1-2)	
Minor Equipment/Computers				
1-2 copier lease		3,360	Lease rate of $280/month (De Lage Landen)	
1-1 copier lease		1,920	Lease rate of $160/month (Wells Fargo)	
Misc equipment, parts		2,040	1% increase over 2019	
Computer/SW/HW replacements		15,000	Based on BW replacement schedule (assumes ALL to be replaced)	
Misc Equipment/Computers TOTAL		**22,320**	*NOTE: 2020 included $28k computer & server replacement project*	
Computer Software/Applications	**Purpose**			
NetDuty	TimeKeeping	2,363	10% increase over 2020 (based on increase from 2018 to 2019)	
BIAS	Payroll/Payables	4,553	3% incr over 2020; incl. $1,752 for "hosted" program	
Office 365	Email/Office Product	7,092	Seven (7) Level G3 X $20 X 12; 41 Level G1 X $11 X 12	
Adobe Creative renewal	Document Mgmt	1,200	Assumes one addt'l licensed user in 2021	
Sophos firewall	IT protection	1,800	Based on 2020 renewal cost	
Emergency Reporting	Incident Reporting	7,535	Based on notice that costs may go up 15%	
Target Solutions-Training	Training Mgmt	8,305	3% increase over 2020	
Target Solutions-Halligan Mntnc	Equip/Facility Maint	5,122	3% increase over 2020	
Active 911	Incident Alerts	1,000	$998 in 2020 (74 accounts)	
ZOOM services	Virtual Mtgs	194	$16 X 12 months - assumes 1% increase	
ClassMarker	Tests	240	$20 per month	
WIX	Website Mgmt	260	1% increase over 2020 (for website and web calendar apps)	
123Form Builder	Web forms	497	1% increase over 2020	
Misc		2,576	1% increase over 2020	
Computer Software TOTAL		**42,735**		

Admin – Other continued on page 11

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Admin - Other continued

2021 Assumptions

Professional Services		
Brightwire/IT Services	39,861	Assumes maximum contractual increase allowable of 3%
Archive SocialMedia	2,412	1% increase over 2020
State Auditor	11,300	Assumed 100 hours X $113/hr
GEMT mgmt fees (HCA/PCG)	30,000	fees reflected as rev reduction in 2019; should be expenditure
Systems Design (transport bills)	19,128	Based on 2019 plus 1% increase
Thurston Co Resource Stewardships	919	Based on Fire inspections 2020 + 1% increase
Background screening	600	Assumes $100/every other month
Property Taxes	4,460	Assumes 4% increase over 2020
Chaplain program (dues, training)	*1,000*	*Pending amount confirmation from Chief K*
MRSC services	150	
Legal Services	12,000	
Misc	3,000	
Professional Services TOTAL	**124,830**	
Communication/Phones		
OnHold service	-	Charged to Facilities program 50-42
Chief Cell phones	1,200	$50 X 2 chiefs X 12 mos
Communication/Phones TOTAL	**1,200**	
Legal Advertising TOTAL	**500**	
Insurance		
EAP	1,920	$160/mo X 12 mos
CIAW Annual Liability	54,739	5% increase over 2019
WHA annual commission	5,474	5% increase over 2019
WHA AD&D, Life policy	8,318	Group insurance, year 2
Misc insurance (new vehicles, prop)	5,000	
Insurance TOTAL	**75,450**	
Equipment Maintenance		
1-1 Coper Maint	1,200	Based on 2020 actuals thru July
1-2 Copier Maint	2,400	Based on 2020 actuals thru July
1-6 Copier Maint	240	Based on 2020 actuals thru July
Misc repairs	500	
Equipment Maintenance TOTAL	**4,340**	
Misc Services		
Admin mileage, travel	500	Based on 2020 budget
Notary renewal - Shea	90	
Olympian renewal	765	Increase per notice in Aug2020
Credit card interest	1,200	Based on 2020 budget
Misc recogn./mtg meals, snacks	600	$50 X 12 months (nonSuppr)
WSP Collision Rpts (for EF recovery)	1,200	Based on 2020 budget
Postage, titles, misc	2,000	
Misc Services TOTAL	**6,355**	
Dues & Memberships		
TC Fire Comm Assoc	*20*	*Based on 2019 actual dues (none paid for 2020?)*
TC Fire Chiefs	550	Based on 2020 actual
WA Fire Chiefs	1,100	Based on 2020 actual
WA Fire Comm	2,520	Based on 2020 actual
WA FF Assoc	110	Based on 2020 actual
WTFLS	5,000	To cover costs of health & wellness clinics *(none paid in 2018)*
SORT Dues (TCFD #9)	3,300	Based on 2020 actual of $3,520
Costco Annual membership Renewal	240	Based on 2020 actual
Dues & Memberships TOTAL	**12,840**	
Elections TOTAL	**10,000**	Based on 2018 actuals (2019 had Primary Election costs)

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Volunteer	2020 Budgeted	2021 Projected	*Increase over 2020*		
Salaries	136,472	113,394	*-17%*		
Benefits	11,880	17,117	*44%*		
TOTAL	**148,352**	**130,511**			
Incr(decr) over previous yr===>	*41.59%*	*-12.03%*			
2021 Assumptions					
Volunteer Stipends					
Deputy Chief (1)	9,000	Frasl			
BC (2)	6,000	Fitzgerald, G. Stone			
Captain (2)	3,600	Berryman, Teitzel			
Chaplain (2)	*2,400*	*Pending confirmation from Chief K*			
Fire Investigators (3)	3,600	G. Stone, Maser, Spiegelberg			
Lieutenants (5)	6,000	Maser, 4 open			
Rehab Coord (1)	1,200	Maser			
Juvenile Fire Prev Specialist (1)	1,200	K. Stone			
Stipends TOTALS	**33,000**				
Volunteer Reimbursements					
Volunteers/Residents/Admin	*80,394*	*Based on 2019 until program direction is further refined*			
Volunteer Reimbursements TOTALS	**80,394**				
Volunteer Benefits					
House Funds	1,692	Based on 2020 contributions			
Department-paid taxes	8,675	Social Security/Medicare			
WHA Volunteer policies	1,150	Vol AD&D, LOD policy - assumes 5% increase over 2019-2020			
BVFF pension/disability contributions	5,600	Assumes 40 volunteers ($90 pension, $50 disability)			
		Note: Insurance/BVFF was coded to Suppr-Insurance in 2020			
Volunteer Benefits TOTALS	**17,117**				

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Suppression/EMS - Other	2020 Budgeted	2021 Proposed	*Increase over 2020*		
Bunker Gear	**37,200**	**49,776**	*34%*		
Uniforms	**15,000**	**25,000**	*67%*		
Rehab	**2,500**	**1,500**	*-40%*		
Small Tools	**23,000**	**5,000**	*-78%*		
Minor Equipment	**40,800**	**35,000**	*-14%*		
NEW - EMS Supplies		**9,000**			
Phones/Modems	**19,200**	**18,000**	*-6%*		
Advertising	**500**	**500**	*0%*		
Medical Services	**35,200**	**35,200**	*0%*		
Insurance	**14,657**	-	*-100%*		
Misc Services	**16,600**	**16,950**	*2%*		
TOTAL	**204,657**	**195,926**			
	22.07%	*-4.27%*			
2021 Assumptions					
Bunker Gear - Expiring sets	**24,800**	From Gear inventory spreadsheet			
Gear to outfit six new residents	**16,901**	Assumes 6 new volunteer residents			
Misc gear repair	**3,325**	Assumes 10 repairs @ $332.50 per repair			
Bunker bags, misc	**1,000**	Part of Healthy In/Healthy Out initiatives			
Boots, misc items	**3,750**	5 pairs of boots @ $350; misc PPE at $2,000			
Bunker Gear TOTAL	**49,776**				
Uniforms TOTAL	**25,000**	Based on 2020 projected expenditures			
Rehab TOTAL	**1,500**	Reduced from 2020 (none spent as of July2020)			
Small Tools (hand tools):					
Flashlights	1,000				
Saws	2,000				
Misc tools (shovels, axes, etc)	2,000				
Small Tools (hand tools) TOTAL	**5,000**				
Minor Equipment (apparatus):					
Health & Wellness equip	5,000				
Hose	10,000				
Fans	2,000				
Nozzles	5,000				
Tools for new engine	30,000				
Minor Equipment (apparatus/Fac	**35,000**				
EMS Supplies					
NEW potential budget (depende	9,000	Assumes 25% of Medic 1 2020 BLS Supp/Equip			
EMS Supplies TOTAL	**9,000**				
Phones/Modems					
Officer/Apparatus Cells	6,000	Assumes $500/month			
Modems	12,000	Assumes $1,000/month			
Phone/Modem TOTALS	**18,000**				
Advertising (Legal) TOTAL	**500**				
Medical Services					
Annual Health/Wellness Fair	10,000	Based on 2020 budget			
Cancer Screening	17,000	Based on 2020 budget			
NFPA Physicals	7,200	2 new career, 10 new vol @ $600/ea			
Misc injury costs not covered by BVFF	1,000				
Medical Svcs TOTALS	**35,200**				
Insurance					
Vol Disability 24 hr AD&D (WHA)		moved to Vol-Bene so all vosts are in one budget			
Vol Life & Accident (last of 3 yr-WHA)		moved to Vol-Bene so all vosts are in one budget			
BVFF insurance/pension		moved to Vol-Bene so all vosts are in one budget			
Insurance TOTALS	-				
Misc Services					
Annual Awards Banquet	6,500	No change			
Annual SCBA, air flow tests	6,250	70 SCBA checks @$75; flow tests @$1,000 total			
Regular compressor air tests	3,000	$250 X 12 X year			
Qtrly safety mtg meals/recogniti	1,200	$300 X 4 mtgs			
Misc Svcs TOTALS	**16,950**				

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Fire Prevention and Education	2020 Budget	2021 Projected	*Increase over 2020*
Public Education (public)	8,100	8,100	*0%*
Fire Investigation	14,600	18,362	*26%*
TOTAL	**22,700**	**26,462**	
Incr(decr) over previous year===>	*76.90%*	*16.57%*	

2021 Assumptions

Basic supplies, materials	$ 1,000.00	Same as 2020, per Lanette 8-13-20	
Master PIO training	$ 1,500.00		
Newsletter, posters, postcard	$ 5,600.00		
Public Education (public) TOTAL	**$ 8,100.00**		
Pub Ed OT (Salaries/Benefits)	*$ 4,927.27*		*In Salary/Benefits*
Fire Investigation			
Fire Investigation Salaries	$ 8,000.00	4 hourly fire investigators	
Fire Investigation Benefits	$ 612.00		
IAAI Dues (Frasl, Maser, Spiegelberg, Stone)	$ 750.00		
Supplies	$ 1,000.00		
Certifications	$ 1,500.00		
Conferences, Travel	$ 6,500.00	Each Inv. Training 1X/year to maintain certification	
Fire Investigation TOTALS	**$ 18,362.00**		

Fire and EMS Training	2020 Budget	2021 Projected	*Increase over 2020*
Training Supplies/Misc	8,000	8,000	*0%*
Public Education (department)	1,500	1,500	*0%*
Fire Training Travel/Tuition	58,500	54,550	*-7%*
EMS Training Travel/Tuition	4,000	4,000	*0%*
Tuition Reimbursement-Residents	25,000	25,000	*0%*
TOTAL	**97,000**	**93,050**	
Increase(decrease) over previous year===>	*109.20%*	*-4.07%*	

2021 Assumptions

Fire Training Supplies/Misc:			
Course texts, supplies	8,000	Per Rob 8-13-20	
Fire Training Supplies/Misc TOTAL	**8,000**		
Public Education (dept) TOTAL	**1,500**	Per Lanette 8-13-20	
Fire Training - Travel, Tuition			
FF 1 academy (5 at $1650 ea)	$ 8,250		
IFSAC FF 2 Certification (8 at $600)	$ 4,800		
Live Fire at Mark Noble (9 events)	$ 7,500		
Technical Operations (SORT)	$ 5,400		
IFSAC Instructor 1 (6 at $250)	$ 1,500		
Addt'l IFSAC testing (6 at $300)	$ 1,800		
Training Officers/Annual Fire School (6 a	$ 6,000		
IFSAC Instructor 1 (3 at $250)	$ 750		
Incident Safety Officer (LT desired quals)	$ 1,000		
Pump Operator Course (8 at $300)	$ 2,400		
Fire Officer 1 (LT desired quals) (6 at $40	$ 2,400	Blended FO1/FO2 non-certified class	
WLFF2 class (6 at $125)	$ 750		
FF1/EMT mileage reimbursement	$ 7,000		
Leadership Team meetings	*$ 2,000*	*$500 per meeting (4 meetings of 10 participants each)*	
Peer Support Training	$ 3,000		
Fire Training Travel, Tuition TOTAL	**$ 54,550**		
EMS Training Travel, Tuition TOTAL	**4,000**		Per Lanette 8-13-20
Tuition Reimbursement-Residents TOTAL	**25,000**		Est 5 residents X $5,000 ea
Training OT (Salaries/Benefits)	*$ 25,663*		*In Salary/Benefits*

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Facilities	2020 Budget	2021 Projected	*Increase over 2020*
Supplies	25,000	25,000	*0%*
Heating Fuels	40,000	40,000	*0%*
Water	5,500	5,500	*0%*
Telephone/Cable	15,800	16,000	*1%*
Electricity/Gas	42,349	48,900	*15%*
Garbage	4,500	4,600	*2%*
Maintenance/Repairs	154,340	221,810	*44%*
TOTAL	**287,489**	**361,810**	
Incr(decr) over previous year===>	*18.21%*	*25.85%*	

2021 Assumptions

Supplies	**$**	**25,000.00**	**Based on 2020 budget, appears adequate as of July2020**
Heating Fuels	**$**	**40,000.00**	**Based on 2020 budget, appears adequate as of July2020 (no anticipated increases)**
Water	**$**	**5,500.00**	**Based on 2020 budget, appears adequate as of July2020**
Telephone/Cable	**$**	**16,000.00**	**Based on 2020 budget, appears adequate as of July2020 (slight increase anticipated)**
Electricity/Gas	**$**	**48,900.00**	**Based on usage through July2020**
Garbage	**$**	**4,600.00**	**Based on usage through July2020**
Maintenance/Repairs	**$**	**221,810.00**	**See Facility Maintenance Detail sheet**
			Note: Includes Major Maintenance Projects formerly listed on Capital Projects list

RECURRING and/or CONTRACTED SERVICES	
Air Exchange (Plymovent annual maint for 1-2)	1,200.00
Cedar Creek Correction Center - facility/lawn maint (2X/week)	7,200.00
Champion Cleaning Svcs (semi-annual carpet cleaning - 1, 2, 3, 4, 6)	3,800.00
Cummins annual generator maintenance (1, 2, 3, 4, 6)	6,700.00
Dept of L&I boiler inspections (1, 2, 3, 4)	400.00
DH Pace Bay door semi-annual maintenance (1, 2, 3, 4, 6)	6,200.00
Duct Cleaning (once every 5 yrs, last done in 2018)	-
Knight Fire Protection annual extinguisher/sprinkler inspections (1, 2, 3, 4, 6)	2,700.00
LN Curtis compressor annual maintenance (1, 2, 3)	3,500.00
NW Water Services water mgmt (1, 2, 6) - assumes 5% CPI increase	5,800.00
Olympia Sheet Metal HVAC, Bay Heaters semi-annual, Exhaust Fan annual Main	5,610.00
Pacific Fire & Security - annual monitoring fee (1-6)	500.00
Pioneer Fire And Security Inc quarterly monitoring (1-1)	400.00
Pioneer Fire And Security Inc annual inspections (1, 6)	300.00
Roland (Chuck) Camps semi-annual gym equipment maint.	1,200.00
Roof cleaning (assumes one large or two small stations/yr, once every 5 yrs)	7,000.00
Septic pumping/inspection (assumes 3 stations/yr)	1,200.00
Sound Guard Security Systems Inc quarterly monitoring (1-3)	900.00
Sound Guard Security Systems Inc annual inspection (1-3)	200.00
Stanley Convergent Security quarterly monitoring (Littlerock 1-2)	340.00
Terminix LP pest control (1, 2, 3, 4, 6)	3,390.00
TC Environmental sewage system permits (assumes 2 stations/yr, every 3 yrs)	270.00
RECURRING Subtotal	**58,810.00**
MAJOR MAINTENANCE PROJECTS (planned - from Budget Priority List):	
1-6 Maytown replace corroded pipes (after well is in place)	25,000.00
1-7 Old 99 utility hook-up	28,000.00
MAINTENANCE PROJECTS Subtotal	**53,000.00**
ONE TIME REPAIRS (unplanned)	**110,000.00**
FACILITY MAINTENANCE TOTAL	**221,810.00**

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Vehicle & Equipment Maintenance	2020 Budgeted	2021 Projected	*Increase over 2020*
Fuel	50,500	50,500	*0%*
Maintenance/Repairs	225,680	328,700	*46%*
TOTAL	**276,180**	**379,200**	
Incr(decr) over previous year===>	*-20.07%*	*37.30%*	

2021 Assumptions

Fuel TOTAL	**$**	**50,500.00**	**Assumes 2020 Budget level - no significant changes**
Maintenance/Repairs:			
Ladder & Hose Testing	$	6,000.00	Based on 2019 actuals
Annual LD1-1 aerial inspections (UL LLC)	$	-	*assumed in Misc apparatus repairs (below)*
Stryker cot annual maintenance	$	3,400.00	$1900 for 4 powerloads; $1500 for other cots
Annual service *	$	87,600.00	Based on 2019 actuals plus addt'l $30k for associated repairs
Annual Pump test (12 rigs @ $500)	$	6,000.00	
Holmatro Tool servicing	$	2,000.00	
Tire replacements (8 apparatus at $2,000 ea)	$	16,000.00	Based on 2019 actuals
Air Six maintenance (IAG w/Dist #6)	$	700.00	
Misc. Lawn and Apparatus tool maintenance	$	7,000.00	Based on 2019 actuals
One-time misc. apparatus/equip repairs	$	200,000.00	Based on 2019 actuals (incl. equip/tool batteries; radio repairs)
Maintenance/Repairs TOTAL	**$**	**328,700.00**	**Note: 2019 actuals = $302,649; 2020 projections trended to $347k**

**4 aid units @ $2,500; 6 engines at $4,100; 2 tenders @ $3,000; 4 brush rigs @ $3,000; 8 admin rigs @ $500; 1 rehab unit @ $1,000*

Capitalized Equipment / Debt Payments	2020 Budgeted	2021 Projected	*Increase over 2020*
Capitalized Equipment/Improvements	426,000	308,527	*-28%*
Debt Service Payments (aid units/engines)	173,918	200,318	*15%*
Set Aside (nonexpenditure)	*Separate line (nonexpenditure)*		
TOTAL	**599,918**	**508,845**	
	181.00%	*-15.18%*	

2021 Assumptions

Capitalized Improvements/Projects (below)	$	308,527 00	
Capital Equipment/Improvements TOTAL	**$**	**308,527.00**	
Debt Service Payments			
Aid Units (two new 2020)	$	75,318.00	COP ends Jun2026
Engine - (one new 2020)	$	*91,667.00*	*estimate - assumes $550k, 6-year COP*
Tender replacement	$	*33,333.00*	*estimate - assumes $200k net of T1-1 sale*
Debt Service Payments TOTAL	**$**	**200,318.00**	
Set Aside for Future Reserve (non-expenditure):			
Equipment - Build to $250K reserve by 2023	$	62,500 00	
Facility/Property - Build to $250k reserve by 2023	$	62,500 00	
Set Aside TOTAL	**$**	**125,000.00**	

PROPOSED CAPITAL IMPROVEMENTS/PROJECTS for 2021		
CH1-1 2011 Tahoe replacement	40,000.00	
B1-1 tank expansion	10,000.00	
SCBA's (15 replacements)	96,000.00	purchase addt'l @ EOY if funds avail
Jaws (two sets)	65,000.00	
Station 1-2 HVAC replacement (north dorm)	16,778.00	
Station 1-3 HVAC replacement (work out room)	10,768.00	
Station 1-3 HVAC replacement (kitchen)	10,768.00	
Station 1-3 re-roof	31,213.00	
Station 1-3 remodels as needed	10,000.00	
Station 1-4 Exhaust system	18,000.00	
Radio Replacement Project	-	*Motorola replacements*
Total - Budget Priority List	**$ 308,527.00**	

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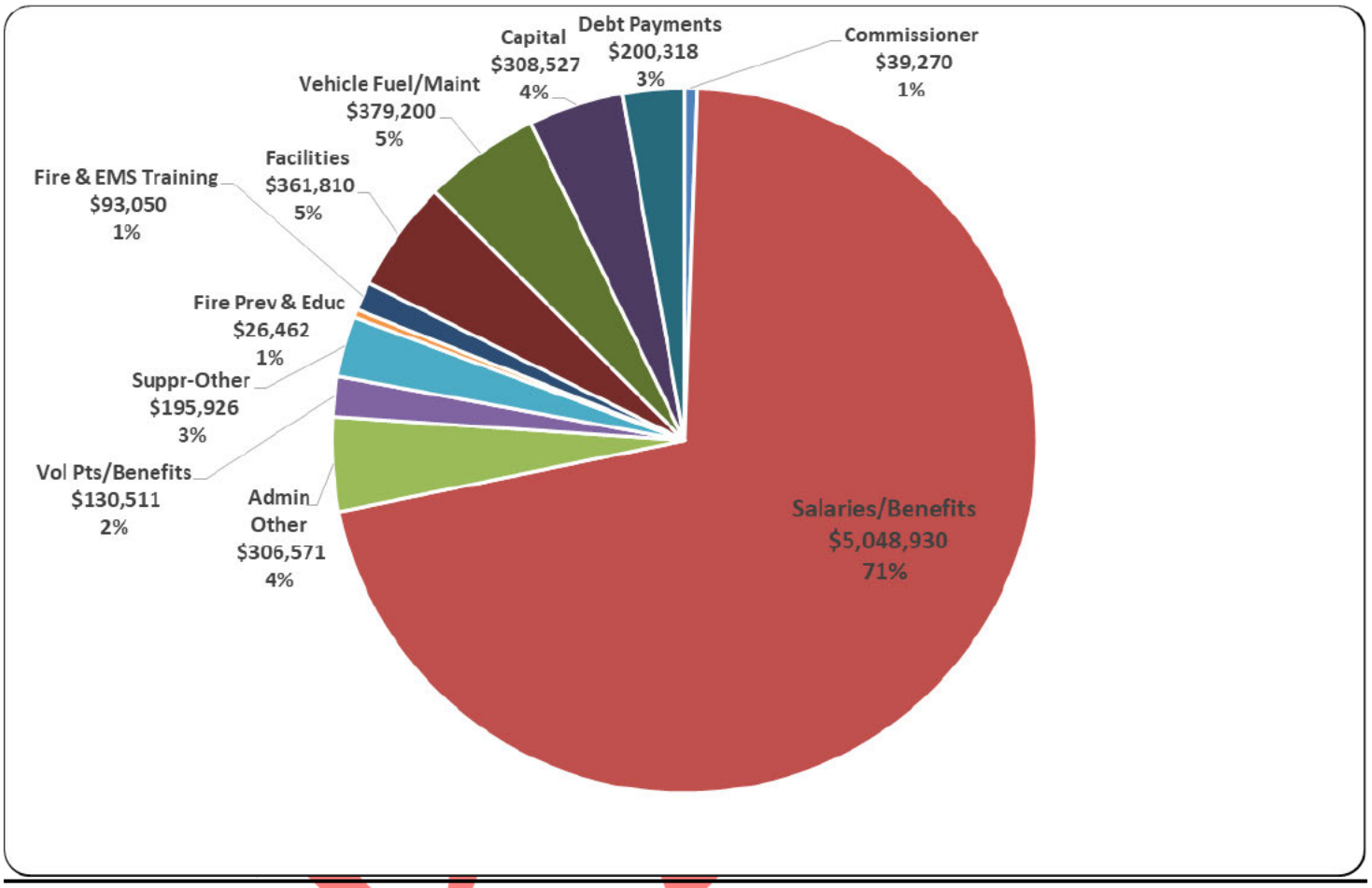
ALL EXPENDITURES $7,090,574



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FUND BALANCE PROJECTIONS 2020 – 2021

REVENUE DESCRIPTION	2020 Budget	*2021 Projected*
Districts 1 & 11 Estimated/Projected Assessed Value	2,254,929,725	*2,459,507,432*
Dist 1/11 Regular Property Tax	3,382,395	*3,689,261*
Dist 1/11 Highest Lawful Limit	3,201,794	*3,269,722*
Tax collection (lesser of Regular/Highest Lawful above)	**3,201,794**	**3,269,722**
WTRFA M&O Levy		
Dist 1 levy M&O	1,185,462	*1,185,462*
Dist 11 levy M&O	1,235,777	*1,235,777*
Timber Harvest Tax	20,000	*20,000*
DOH Grant	1,200	*1,200*
Vol R&RGrant (2014)	-	
Local Records grant (2019)	-	
FEMA Cancer Screen Grant (2019)	-	
DNR Wildland grant (2020)	6,377	
Intergov't Svcs (actuals incl. mobe revenue)	373,139	170,726
Transport Program	433,000	*365,500*
Medic 1 BLS Support	39,000	*29,250*
Interest Income	20,000	*20,000*
Space & Facility Rentals	49,050	*48,077*
GEMT (new 2018) - not budgeted in 2019	262,000	*292,000*
EF Recovery (new 2017)	8,000	*8,000*
Other		
TOTAL REVENUE	**6,834,799**	***6,645,714***
Unreserved	1,515,476	*798,667*
Operating Reserve	2,449,000	*2,954,000*
Wildland Reserve	204,334	-
GEMT Reserve	342,852	*400,000*
Equip Reserve	-	*125,000*
TOTAL AVAILABLE FUNDS	**11,346,461**	***10,923,381***
Expenditures	6,778,794	*7,090,574*
Unbudgeted Capital Imprv/Projects (2019)		
TOTAL EXPENSES - GF	**6,778,794**	***7,090,574***
Ending Balance - TOTAL	**4,567,667**	***3,832,807***
Less: Operating Reserve (5 mos)	(2,954,000)	*(3,073,000)*
Less: Wildland Reserve		
Less: GEMT Reserve	(400,000)	*(400,000)*
Less: Equipment/Facility Reserve	(125,000)	*(250,000)*
Less: Training Reserve		
Increase (decrease) July2020 Revenue Projection adj	***(290,000)***	
Ending Balance - Unreserved	**798,667**	***109,807***

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THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
August 2020 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
08/01/2020	**Beginning Cash Balance**	**$4,611,577.11**	
	Receipts/Deposits/Refunds:		
08/04/2020	District Deposit $17,118.17 / 6701	17,118.17	
08/04/2020	Interest on Tax Refunds	(0.51)	
08/05/2020	District Deposit $3,303.02 / 6701	3,303.02	
08/05/2020	District Deposit $387.11 / 6701	387.11	
08/05/2020	District Deposit $613.48 / 6701	613.48	
08/07/2020	Credit Card Deposit $102.33 / 6701	102.33	
08/07/2020	District Deposit $530.62 / 6701	530.62	
08/10/2020	District Deposit $3,570.00 / 6701	3,570.00	
08/11/2020	District Deposit $4,996.07 / 6701	4,996.07	
08/11/2020	Interest on Tax Refunds	(0.91)	
08/12/2020	District Deposit $1,057.50 / 6701	1,057.50	
08/12/2020	District Deposit $243.02 / 6701	243.02	
08/14/2020	District Deposit $3,719.44 / 6701	3,719.44	
08/18/2020	District Deposit $356.52 / 6701	356.52	
08/18/2020	District Deposit $415.15 / 6701	415.15	
08/18/2020	District Deposit $875.12 / 6701	875.12	
08/19/2020	District Deposit $1,304.65 / 6701	1,304.65	
08/19/2020	District Deposit $1,477.01 / 6701	1,477.01	
08/19/2020	District Deposit $2,489.68 / 6701	2,489.68	
08/21/2020	District Deposit $2,256.16 / 6701	2,256.16	
08/24/2020	Credit Card Deposit $100.00 / 6701	100.00	
08/24/2020	District Deposit $1,177.20 / 6701	1,177.20	
08/24/2020	District Deposit $8,581.55 / 6701	8,581.55	
08/25/2020	District Deposit $22,143.67 / 6701	22,143.67	
08/25/2020	District Deposit $6,443.84 / 6701	6,443.84	
08/26/2020	District Deposit $1,166.69 / 6701	1,166.69	
08/26/2020	District Deposit $96.92 / 6701	96.92	
08/27/2020	District Deposit $6,410.07 / 6701	6,410.07	
08/28/2020	District Deposit $3,520.27 / 6701	3,520.27	
08/28/2020	District Deposit $371.00 / 6701	371.00	
08/31/2020	Credit Card Deposit $25.00 / 6701	25.00	
08/31/2020	Leasehold Excise Tax	360.44	
08/31/2020	State Forest - Interest	0.24	
08/31/2020	Tax & Assessment Receipts	40,288.21	
08/31/2020	Interest Paid	2,202.31	
	Total Deposits	**$137,701.04**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
08/12/2020	Disbursement Correction	(616.40)	
08/12/2020	Electronic Disbursement	(4,975.75)	
08/12/2020	Issued Warrants	(178,621.80)	
08/14/2020	Electronic Disbursement	(13,172.15)	
08/20/2020	Transfer	(12,598.54)	
08/20/2020	Transfer	(4,470.21)	
08/31/2020	Electronic Disbursement	(297,873.29)	
	Total Warrants and Electronic Disbursements	**($512,328.14)**	
08/31/2020	**Ending Cash Balance**	**$4,236,950.01**	

Reviewed by

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
August 2020 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Warrant Activity

08/01/2020	**Beginning Warrants Outstanding**	**$23,043.45**
	Total Warrants Issued	178,621.80
	Total Warrants Redeemed	(177,322.36)
	Total Warrants Voided	-
08/31/2020	**Ending Warrants Outstanding**	**$24,342.89**

Investment Activity

08/01/2020	**Beginning Interest Receivable**	**$9,044.41**
	Interest Earned	3,482.36
	Cash Paid	(2,202.31)
08/31/2020	**Ending Interest Receivable**	**$10,324.46**

TCIP Yield (used to calculate interest earnings)	0.91%
LGIP Yield (budget benchmark)	0.24%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
August 2020 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
08/01/2020	**Beginning Cash Balance**	**$895,777.41**	
	Receipts/Deposits/Refunds:		
08/04/2020	Interest on Tax Refunds	(0.10)	
08/11/2020	Interest on Tax Refunds	(0.14)	
08/20/2020	Transfer	4,470.21	
08/20/2020	Transfer	12,598.54	
08/31/2020	State Forest - Interest	0.03	
08/31/2020	Tax & Assessment Receipts	5,061.44	
08/31/2020	Timber Harvest Tax	6,388.27	
08/31/2020	Interest Paid	379.89	
	Total Deposits	**$28,898.14**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	**$0.00**	
08/31/2020	**Ending Cash Balance**	**$924,675.55**	

Warrant Activity

08/01/2020	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
08/31/2020	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

08/01/2020	**Beginning Interest Receivable**	**$1,464.29**
	Interest Earned	696.54
	Cash Paid	(379.89)
08/31/2020	**Ending Interest Receivable**	**$1,780.94**

TCIP Yield (used to calculate interest earnings)	0.91%
LGIP Yield (budget benchmark)	0.24%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
August 2020 Statement
West Thurston Regional Fire Authority
Fund 67A3 - W THURSTON RFA CAPITAL PROJ

Cash Activity

Date	Description	Amount	Notes
08/01/2020	**Beginning Cash Balance**	$0.00	
	Receipts/Deposits/Refunds:		
	No Activity		
	Total Deposits	$0.00	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	$0.00	
08/31/2020	**Ending Cash Balance**	$0.00	

Warrant Activity

08/01/2020	**Beginning Warrants Outstanding**	$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
08/31/2020	**Ending Warrants Outstanding**	$0.00

Investment Activity

08/01/2020	**Beginning Interest Receivable**	$0.00
	Interest Earned	-
	Cash Paid	-
08/31/2020	**Ending Interest Receivable**	$0.00

TCIP Yield (used to calculate interest earnings)	0.91%
LGIP Yield (budget benchmark)	0.24%

THURSTON COUNTY
WASHINGTON
SINCE 1852

Thurston County Treasurer
August 2020 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
08/01/2020	**Beginning Cash Balance**	**$667,177.10**	
	Receipts/Deposits/Refunds:		
08/31/2020	Interest Paid	326.07	
	Total Deposits	**$326.07**	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	**$0.00**	
08/31/2020	**Ending Cash Balance**	**$667,503.17**	

Warrant Activity

08/01/2020	**Beginning Warrants Outstanding**	**$0.00**
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
08/31/2020	**Ending Warrants Outstanding**	**$0.00**

Investment Activity

08/01/2020	**Beginning Interest Receivable**	**$1,339.92**
	Interest Earned	514.77
	Cash Paid	(326.07)
08/31/2020	**Ending Interest Receivable**	**$1,528.62**

TCIP Yield (used to calculate interest earnings)	0.91%
LGIP Yield (budget benchmark)	0.24%

West Thurston Regional Fire Authority
Budget Report as of: **Sep-20**

75% of Year Expended

Account	Title	January	February	March	April	May	June	July	August	Sept	PENDING	YTD Collected / Expended	Total Budget	Budget Remaining	% Rev/Exp
	GENERAL FUND														
308 80 00 000	Beg Bal-Unresv GF 67A0			(923)			(79,121)					(80,044)	1,072,131	1,072,131	
308 80 00 001	Beg Bal-Oper Res 67A0											-	2,812,301	2,812,301	
308 80 00 007	Beg Bal-Wildland Res 67A0	(6,377)										(6,377)	197,957	197,957	
308 80 00 018	Beg Bal-GEMT Res 67A0			(21,973)			79,121					57,148	400,000	400,000	
	BEGINNING BALANCES	**(6,377)**	**-**	**(22,896)**	**-**	**-**	**-**	**-**	**-**	**-**		**(29,273)**	**4,482,389**	**4,482,389**	
311 11 00 000	Property Tax	2,624	1,420	5,077	1,271	3,770	5,896	2,801	1,043			**23,902**		**(23,902)**	
311 11 01 001	Property Tax-Regular District #1	3,480	41,701	64,490	568,175	130,282	65,782	11,282	8,660			**893,854**	1,614,048	**720,194**	
311 11 01 003	Property Tax-M&O #1 6615	2,329	28,672	45,021	415,334	96,008	49,217	8,101	5,107			**649,789**	1,190,889	**541,101**	
311 11 02 001	Property Tax-Regular District #11	1,335	23,536	61,178	554,029	118,201	69,025	19,842	14,617			**861,763**	1,587,746	**725,984**	
311 11 02 003	Property Tax-M&O #11 6715	709	17,309	44,612	418,173	88,964	52,520	13,970	10,861			**647,117**	1,244,410	**597,293**	
311 11 03 000	Property Tax-M&O	11	(15)	-	-	-	-	-	-			**(4)**		**4**	
311 30 00 000	Sale of Tax Title Property GF	-	-	-	-	-	-	-	-			**-**		**-**	
331 97 00 002	FEMA Grant-Cancer Screenings	-	(1,578)	-	-	-	-	-	-			**(1,578)**		**1,578**	
331 97 00 006	FEMA Grant-Vol R&R	-	10,234	-	-	-	-	-	-			**10,234**		**(10,234)**	
332 92 10 000	COVID-19 Nongrant Assistance				8,527	-	-	-	17,118			**25,645**		**(25,645)**	ck to COVID
332 93 40 018	GEMT	20,420	45,107	19,608	34,476	24,956	175,432	31,188	25,732			**376,918**	262,000	**(114,918)**	
334 01 80 000	State Grant-Military Dept							-	-			**-**		**-**	
334 02 30 007	State Grant - DNR Wildland	-	-	-	-	6,377	-	-	-			**6,377**	6,377	**0**	
334 04 90 000	State Grant-Dept Of Health	-	-	1,260	-	-	-	-	-			**1,260**	1,200	**(60)**	
334 06 90 000	State Grant-Other	-	-	-	-	-	-	-	-			**-**		**-**	
335 02 33 000	DNR Timber Trust 2 - State Forest	-	104	-	-	439	-	306	-			**849**		**(849)**	
336 02 31 000	DNR PILT NAP/NRCA	-	-	-	-	-	-	-	-			**-**		**-**	
337 00 00 000	Interlocal Grants *(incl. Timber Harvest Tax & Medic 1*	-	7,374	-	-	69,202	226	-	360			**77,162**	59,000	**(18,162)**	
341 81 00 000	Printing & Duplicating Services	-	5	-	-	-	-	5	-			**10**		**(10)**	
342 21 00 000	Mobilizations	21,898	-	-	-	-	-	2,079	7,289			**31,266**		**(31,266)**	
342 21 01 000	Intergov't/Tribal	76,106	-	-	26,106	50,000	-	65,760	(11,219)			**206,753**	373,139	**166,386**	
342 60 00 000	Ambulance & Emer Aid Fees	21,222	21,480	27,586	26,483	26,304	27,791	29,244	24,160			**204,268**	433,000	**228,732**	
361 40 00 000	Other Interest	5,556	3,830	5,552	5,632	6,158	7,026	4,024	2,201			**39,980**	20,000	**(19,980)**	
362 00 00 000	Space & Fac Leases (short and long-term)	5,233	402	720	1,000	4,546	600	1,200	4,439			**18,140**	49,050	**30,910**	
367 00 00 000	Contributions And Donations From Private S	-	-	-	-	-	-	-	-			**-**		**-**	
369 10 00 000	Sale Of Surplus	-	4,153	(304)	-	-	-	-	-			**3,849**		**(3,849)**	
369 91 00 001	Misc Revenue - Incident Cost Recovery	278	1,463	68	26	428	735	122	26			**3,145**	8,000	**4,855**	
369 91 00 002	Misc Revenue - Prior Year	24,493	906	1,364	2	-	-	(133)	305			**26,937**		**(26,937)**	
369 91 00 003	Misc Revenue - Fuel Tax Refunds	-	472	-	727	-	-	599	-			**1,799**		**(1,799)**	
369 91 00 004	Misc Revenue - Other	6	-	27	-	-	-	-	-			**33**		**(33)**	
389 90 00 000	Other-Sales Tax	(279)	51	397	(1,167)	770	77	(822)	757			**(214)**		**214**	
395 10 00 000	Sale Of Assets	-	-	-	-	-	-	15,000	-			**15,000**		**(15,000)**	
395 20 00 000	Insurance Recovery	-	-	-	-	-	-	-	-			**-**		**-**	
397 00 00 000	Transfers In	-	-	-	-	-	-	-	-			**-**		**-**	
	TOTAL REVENUE	**185,422**	**206,626**	**276,655**	**2,058,795**	**626,404**	**454,326**	**204,569**	**111,456**	**-**		**4,124,253**	**6,848,860**	**2,724,607**	**60%**
	TOTAL FUNDS AVAILABLE												**11,331,249**	**7,206,996**	
522 10 10 000	Admin-Salaries-Commissioner	2,481	2,069	2,453	1,685	1,045	1,408	1,321	1,173	1,173		**14,805**	**27,648**	**12,843**	
522 10 10 001	Admin-Salaries-Admin	47,400	46,385	43,421	42,087	42,087	42,087	42,087	50,538	50,578		**406,670**	**570,589**	**163,919**	
522 10 10 004	Admin-Salaries-Temporary Adm	1,313	3,080	2,389	2,125	2,122	1,509	2,208	1,272	3,810		**19,828**	**27,378**	**7,550**	
522 10 20 000	Admin-Benefits-Commissioner	205	158	188	143	80	126	89	90	90		**1,169**	**2,232**	**1,063**	
522 10 20 001	Admin-Benefits-Admin	15,763	15,003	14,884	18,786	12,599	13,281	16,279	17,287	17,428		**141,310**	**226,213**	**84,903**	
522 10 20 004	Admin-Benefits-Temporary Adm	134	236	183	209	162	115	207	97	291		**1,635**	**2,298**	**663**	
522 10 31 001	Admin-Office & Oper Supplies	891	652	-	752	559	1,105	69	415	410		**4,853**	**3,570**	**(1,283)**	
522 10 35 001	Admin-Minor Equip (noninv)	705	609	800	4,784	440	723	589	518	532		**9,699**	**7,344**	**(2,355)**	
522 10 35 003	Admin-Small & Attractive Assets (inventoria	-	21,973	-	-	-	-	302	-	818		**23,093**	**31,973**	**8,880**	
522 10 35 004	Admin-Software	6,393	1,566	546	778	619	8,160	2,288	546	1,395		**22,291**	**29,015**	**6,724**	
522 10 41 001	Admin-Prof Services	47,228	6,376	10,192	9,174	4,525	5,473	38,670	7,817	6,665		**136,119**	**84,064**	**(52,055)**	
522 10 42 000	Admin-Communication	60	60	60	60	349	60	62	115	103		**928**	**1,080**	**152**	
522 10 44 000	Admin-Advertising	-	-	-	-	-	-	-	-	-		**-**	**500**	**500**	
522 10 46 000	Admin-Insurance	159	-	159	318	159	159	159	159	9,572		**10,844**	**74,713**	**63,869**	
522 10 48 003	Admin-Equipment Maint	275	239	-	234	373	-	180	137	130		**1,569**	**6,140**	**4,571**	
522 10 49 000	Admin-Misc-Commissioner	112	883	602	139	(125)	-	-	9	17		**1,636**	**9,290**	**7,655**	
522 10 49 001	Admin-Misc-Admin	605	1,007	594	158	349	84	133	103	1,045		**4,078**	**6,000**	**1,922**	

Account	Title	January	February	March	April	May	June	July	August	Sept	PENDING	YTD Collected / Expended	Total Budget	Budget Remaining	% Rev/Exp
522 10 49 023	Admin-Dues & Membership	3,729	550	-	-	-	-	3,490	-	-		7,769	11,770	4,001	
522 10 49 024	Admin-Elections	-	7,992	-	-	-	-	-	-	-		7,992	10,000	2,008	
522 20 10 001	Suppr-Salaries-Career FF	233,070	225,062	222,695	219,956	217,148	221,387	217,375	230,457	222,064		2,009,213	2,840,220	831,007	
522 20 10 002	Suppr-Salaries-Vol Pts	11,811	3,050	2,895	11,257	3,116	2,913	14,876	5,514	5,457		60,889	136,472	75,583	
522 20 10 003	Suppr-Salaries-Mobe OT	-	-	-	-	-	-	-	11,550	34,639		46,188	-	(46,188)	
522 20 10 008	Suppr-Salaries-Training OT	778	4,007	3,051	715	-	-	470	4,411	93		13,527	23,884	10,357	
522 20 10 019	Suppr-Salaries-COVID 19 OT	-	-	-	12,788	-	-	-	-	-		12,788		(12,788)	
522 20 20 001	Suppr-Benefits-Career FF	111,104	78,743	79,502	105,470	74,817	77,354	108,833	76,353	75,352		787,527	1,144,958	357,431	
522 20 20 002	Suppr-Benefits-Volunteer	1,137	374	363	1,002	379	364	1,279	563	558		6,020	11,880	5,860	
522 20 20 003	Suppr-Benefits-Mobe OT	221	-	-	-	-	-	-	765	2,285		3,272	-	(3,272)	
522 20 20 008	Suppr-Benefits-Training OT	12	58	44	66	-	-	32	289	6		508	1,619	1,111	
522 20 20 019	Suppr-Benefits-COVID 19 OT	-	-	-	835	-	-	32	-	-		867		(867)	
522 20 31 001	Suppr-Bunker Gear	-	1,108	6,007	7,480	637	55	9,819	140	8,618	*37,503*	71,368	37,200	(34,168)	
522 20 31 002	Suppr-Uniforms	795	4,193	1,446	911	4,890	3,422	990	2,389	3,367		22,403	15,000	(7,403)	
522 20 31 003	Suppr-Rehab Supplies	-	-	-	-	-	-	-	29	189		218	2,500	2,282	
522 20 31 019	Suppr-COVID 19 PPE Supplies	-	-	-	1,794	-	-	-	-	-		1,794		(1,794)	
522 20 35 000	Suppr-Small Tools	2,349	713	-	2,427	-	-	-	-	1,390		6,879	23,000	16,121	
522 20 35 001	Suppr-Minor Equipment	986	1,057	126	-	764	-	1,216	(798)	-	*935*	4,286	28,500	24,214	
522 20 35 002	Suppr-Health & Wellness Equip	-	659	2,061	1,003	53	36	19	-	486		4,317	5,923	1,606	
522 20 35 003	Suppr-Small & Attractive Assets (inventoria	-	-	1,125	-	-	4,908	-	11,334	1,090		18,457		(18,457)	
522 20 35 007	Suppr-Wildland tools/gear	-	12,601	430	-	-	-	-	-	-	*2,422*	15,453	6,377	(9,076)	
522 20 42 000	Suppr-Comm/Modems	1,287	1,285	1,185	1,185	1,184	1,088	1,184	1,189	1,183		10,772	19,200	8,428	
522 20 44 000	Suppr-Advertising	-	-	-	-	-	-	-	-	-		-	500	500	
522 20 45 000	Medical Costs	-	3,356	(600)	438	-	275	(100)	-	-		3,369	35,200	31,831	
522 20 45 019	Medical Costs - COVID-19	-	-	-	-	-	50	450	-	-		500		(500)	
522 20 46 000	Suppr-Insurance	2,280	-	-	-	-	-	-	-	-		2,280	14,657	12,377	
522 20 49 000	Suppr-Miscellaneous	2,947	332	166	256	(30)	-	564	(16)	5,937		10,155	16,600	6,445	
522 20 49 002	Suppr-Misc-Volunteer	-	-	-	-	-	-	-	-	-		-		-	
522 30 10 000	Fire Inv-Salaries	338	-	325	-	216	-	1,191	139	297		2,505	6,000	3,495	
522 30 20 000	Fire Inv-Benefits	29	-	25	3	17	-	93	11	23		199	600	401	
522 30 35 000	Fire Prev-Pub Ed (public)	297	-	60	-	296	-	-	-	-		653	8,100	7,447	
522 30 41 001	Fire Inv-Professional Svcs	-	-	1,485	(1,470)	300	334	232	140	120		1,140	8,000	6,860	
522 30 41 003	Fire Inv-Small & Attractive Assets (inventori	-	-	-	-	-	-	-	-	-		-		-	
522 45 31 000	Training-Supplies	303	20	522	60	20	20	105	20	120		1,189	8,000	6,811	
522 45 35 000	Training-Pub Ed/EMS (dept)	22	425	-	(161)	-	-	-	-	-		286	1,500	1,214	
522 45 43 000	Training-Travel/Registrations (Fire)	1,800	9,629	941	(100)	-	560	1,830	-	(439)		14,220	58,500	44,280	
522 45 43 001	Training Reimb-Residents	-	-	-	-	-	3,932	-	-	-		3,932	25,000	21,068	
522 45 43 002	Training-Travel/Registrations (EMS)	80	295	198	(493)	13	-	-	-	-		93	4,000	3,907	
522 50 31 000	Facilities-Operating Supplies General	359	1,397	350	2,437	1,034	706	2,828	245	1,439		10,794	23,750	12,956	
522 50 31 001	Facilities Station 1-1 Kitchen	-	-	-	-	-	-	-	58	-		58	250	192	
522 50 31 002	Facilities Station 1-2 Kitchen	-	-	-	-	-	-	-	58	-		58	250	192	
522 50 31 003	Facilities Station 1-3 Kitchen	-	-	-	-	-	-	-	31	-		31	250	219	
522 50 31 004	Facilities Station 1-4 Kitchen	-	-	-	-	-	-	-	-	-		-	250	250	
522 50 31 005	Facilities Station 1-6 Kitchen	-	-	-	-	-	-	-	155	-		155	250	95	
522 50 31 019	Facilities COVID 19	-	-	-	7,250	(16)	-	829	(45)	311		8,328		(8,328)	
522 50 32 000	Facilities-Heating Fuels	-	-	9,516	12,060	-	-	-	-	-		21,576	40,000	18,424	
522 50 32 001	Facilities-Water	438	358	353	394	332	334	459	338	301		3,308	5,500	2,192	
522 50 42 000	Facilities-Phone/Cable	1,502	1,201	1,291	1,301	1,300	1,300	1,301	1,309	1,313		11,819	15,800	3,981	
522 50 47 000	Facilities-Electricity	3,963	4,664	4,664	4,663	4,192	3,541	2,811	2,539	3,077		34,114	42,349	8,235	
522 50 47 001	Facilities-Garbage	327	348	418	361	360	431	412	360	503		3,519	4,500	981	
522 50 48 000	Facilities-Repairs & Maint	18,923	15,367	11,384	29,529	27,420	(8,510)	33,773	9,914	13,786	*19,333*	170,920	154,340	(16,580)	
522 60 32 000	Vehicle & Equip-Fuel	2,167	3,572	3,098	3,383	1,333	2,084	2,119	2,923	4,276		24,955	50,500	25,545	
522 60 48 000	Vehicle & Equip-Repairs & Maint	29,863	29,507	17,592	38,205	17,272	17,604	39,539	20,878	28,697	*5,863*	245,019	225,680	(19,339)	
586 00 00 000	Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-	-		-	-	-	
589 90 00 000	Payroll Clearing	(2,510)	(2,528)	(2,511)	5,043	(2,464)	(2,470)	4,957	(2,618)	(2,637)		(7,739)	-	7,739	
589 90 00 001	Payroll Draw Clearing	-	-	-	-	-	-	-	-	-		-	-	-	
594 22 60 000	Capital Expenditures	-	59,210	26,886	168,975	-	102,386	(41,385)	25,780	-	*7,942*	349,793	426,000	76,207	
597 00 00 000	Transfers-Out - Other Costs Allocations	-	-	-	-		151,917	-	-	-		151,917	173,918	22,001	
	TOTAL GF EXPENDITURES/OTHER	**554,130**	**568,900**	**473,560**	**720,455**	**419,926**	**660,307**	**516,264**	**486,678**	**507,958**	*73,999*	**4,982,178**	**6,778,794**	**1,796,616**	**73%**
	GENERAL FUND ENDING BALANCE	**4,142,954**	**3,780,680**	**3,583,775**	**4,922,115**	**5,128,593**	**4,922,611**	**4,610,916**	**4,235,694**	**(507,958)**			**4,552,455**		

Account	Title	January	February	March	April	May	June	July	August	Sept	PENDING	YTD Collected / Expended	Total Budget	Budget Remaining	% Rev/Exp
	EMERGENCY RESERVE FUND														
308 80 02 000	Beg Bal-Emerg Res 67A4	661,240												-	
361 40 02 000	Other Interest-Emergency Res	838	597	901	949	982	1,073	596	326			**6,263**	10,000	**3,737**	
311 11 03 000	Property Tax-M&O											-		-	
	EMERGENCY RESERVE ENDING BALANCE	**662,079**	**662,676**	**663,577**	**664,526**	**665,508**	**666,581**	**667,177**	**667,503**	**667,503**		**6,263**	**671,240**		
	BOND DEBT FUND														
308 10 20 000	Beg Bal-Reserved Debt Srv	455,493													
311 11 20 000	Property Tax-Bond Debt	2,091	18,048	32,695	294,752	69,831	37,802	7,866	5,061			**468,148**	862,915	**394,767**	
311 11 20 001	Property Tax-Bond Debt - IAGs								35,326			**35,326**	862,915	**827,589**	
311 30 00 201	Sale of Tax Title Property Debt Svc											-		-	
335 02 33 201	DNR Timber Trust 2-Debt Svc		11			45		32				**88**		**(88)**	
337 00 00 201	Interlocal Grants		6,388						6,388			**12,777**		**(12,777)**	
361 40 20 000	Other Interest-Debt Srv	844	542	772	799	913	1,076	652	380			**5,976**	10,000	**4,024**	
397 00 00 201	Transfers In-Debt Svc						151,917					**151,917**	173,918	**22,001**	
591 22 70 201	Debt Svcs-Principal Debt Srv Fund						148,212					**148,212**	923,212	**775,000**	
592 22 80 201	Debt Svc-Interest And Other Debt Srv Fund						38,580					**38,580**	83,455	**44,875**	
	BOND DEBT ENDING BALANCE	**458,428**	**483,418**	**516,884**	**812,436**	**883,225**	**887,228**	**895,777**	**942,933**	**942,933**		**487,440**	**1,358,575**		

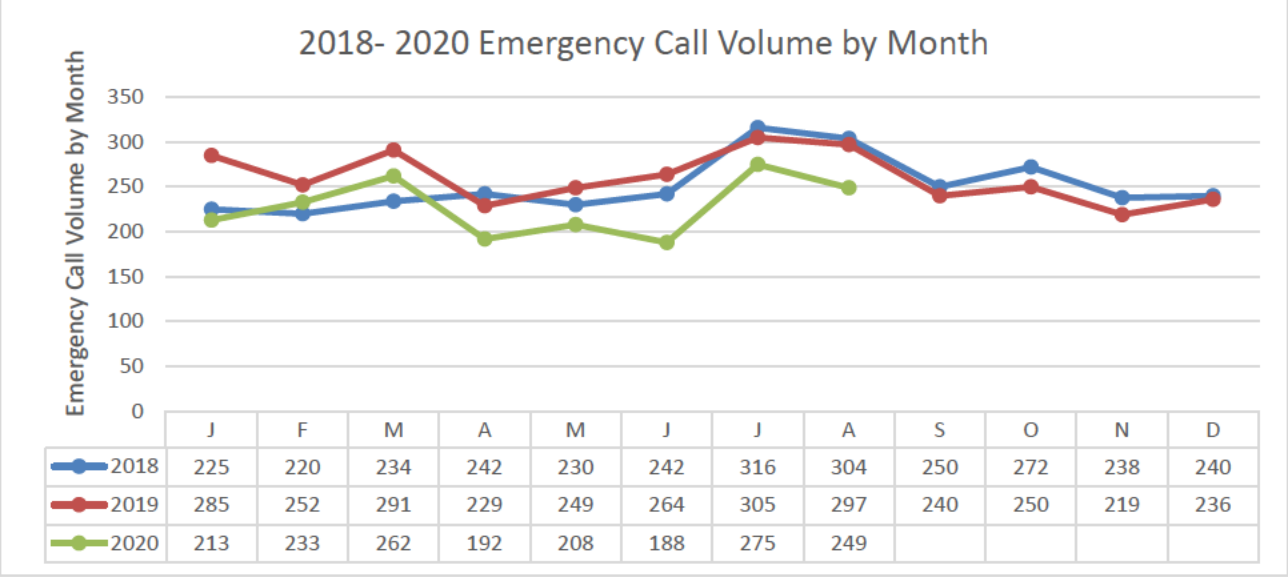
WEST THURSTON REGIONAL FIRE AUTHORITY

Thurston County Fire Protection District #1, #11 & #14

CHIEF'S REPORT

Month of Report: August 2020
Annual Alarm Information:

MONTH	CALL VOLUME	EMS RESCUE	FIRE	OTHER	TOTAL VOLUME	MUTUAL AID	WTRFA TRANSPORTS	TOTAL TRANSPORTS
JAN	213	169	03	41	213	11	62	79
FEB	233	179	10	44	233	13	63	84
MAR	262	210	01	51	262	07	63	89
APR	192	147	10	35	192	06	41	65
MAY	208	167	07	34	208	05	52	75
JUN	188	144	07	37	188	08	56	69
JUL	275	196	09	70	275	11	62	76
AUG	249	182	13	54	249	11	59	85
SEP								
OCT								
NOV								
DEC								
YEAR	1820	1394	60	366	1820	72	458	622



Agreements, Resolutions, Contracts & Leases:

- Chehalis Tribe ESA (special meeting proposed via zoom)
- Resolution adopting fee schedules

Budget & Finance/Planning:

- 2021 draft budget review September 14th Meeting.
- Strategic plan addendum was implemented with many of the identified task/objectives in progress.
- COOP- development is ongoing, we are planning to aquire the non-perishable goods in the before the end of the year.

Expenditure Planning:

- Non-perishable disaster supplies $5000

Development Services (New Construction) Tracking

- N/A

Fire Investigation and Fire Loss Reports

August 12th, 2020 – A butane explosion occurred at a small commercial CBD oil extraction site in the 6400 of 210th Ave SW @ 08:34 am. The explosion occurred due to a leak in a butane chamber; the volme of butane leaking went undetected until it was ignited refrigerator spark caused the explosion. A fire door between the fuel and source was not closed due to operator error which contbibuted to the explosion. The bottom of the alfa side of the structure was pushed out by the explosion. An operator was injured; sustaining 2nd degree burns to the lower legs.

Health & Safety Activities (see Safety Officer Report)

- See monthly safety topic (attached)

Accidents, Incidents, and Injury

- Capt. Dyer has been released for light duty 4-6 hours per day on September 15th.

IT/Web Development:

- Microsoft 10 migration and computer replacement is complete; awaiting Office 365 cutover.

Labor Management Report

- N/A
-

Human Resources/ Personnel/ Man hours served & Internal Affairs/ Labor-Management:

- N/A

STATION UPTIME REPORT	AUGUST 2020
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	2 resident(s)
Station 6	**Staffing of 2 = 22%**
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked AUGUST 2020
(31) Career-Union	Regular Hours; 5362; Overtime Hours: 309; Sick Leave Hours; 192 (includes paternity and FMLA); Kelly Day Hours: 1080; Vacation Hours 651; Personal Leave: 156; Training OT: 0; Bereavement ; Mob; 506, Mob Backfill; 232
(26) Volunteer Responders (13) PACT	1514 Regular Hours
(04) Residents	329 Regular Hours
(03) Maintenance/Logistics PT	274 Regular Hours

Legal Issues:

- Quinn review of draft letter to Tribe
- Quinn draft resolution for Adopting Fee Schedule

Policy/ Procedures & Guidelines:

- **N/A**

Risk Management:

- See monthly safety topic (attached)
- Indoor air quality testing is complete awaiting reports

Action/ Review/ Discussion Items:

- 2021 Draft Budget
- Medic One BLS funding agreement
- Draft Resolution & letter to Tribe presented in executive session or special meeting

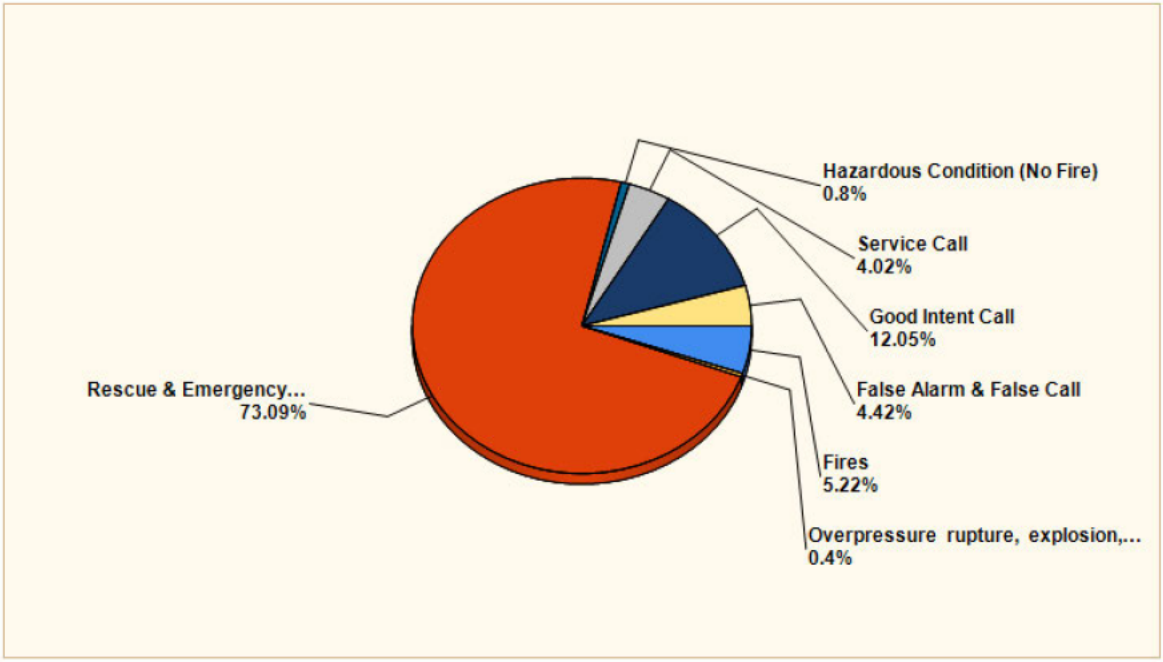
Public Education/ Public Relations Activities:

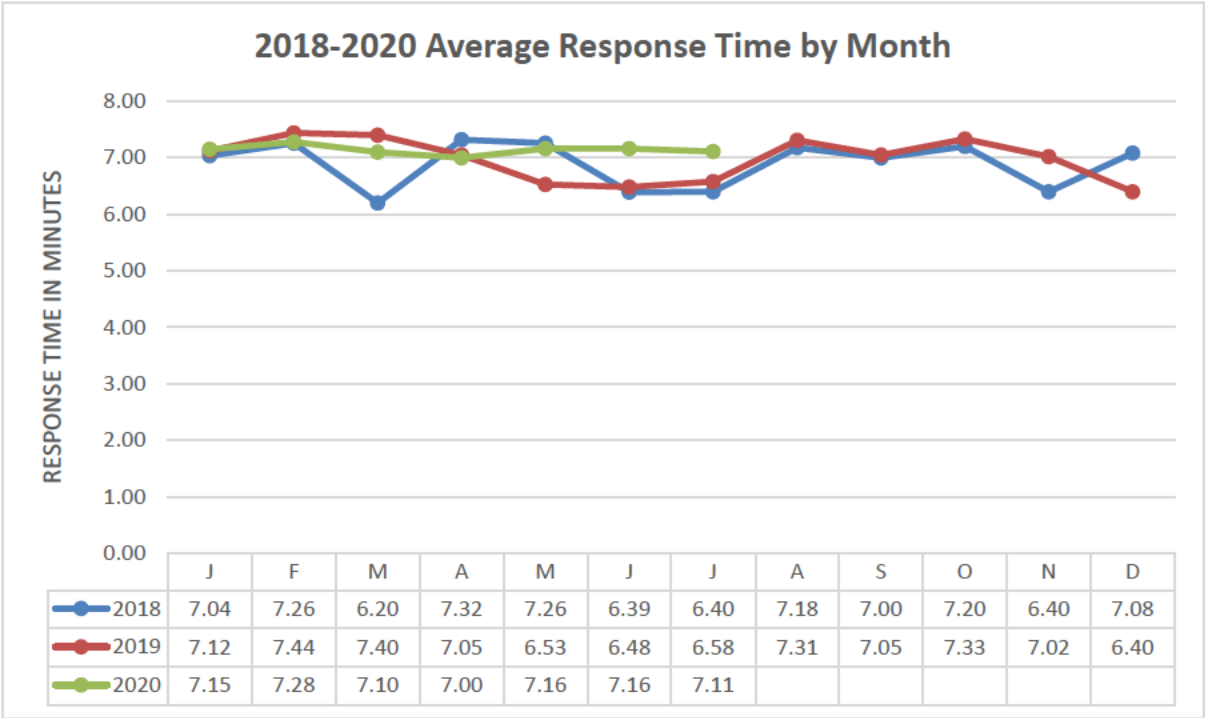
- Pub Ed./ outreach remains limited due to COVID-19

West Thurston Type of Emergency Response (%) by Type: *ER report #553-Major Incident Type*

Average Response Time: ??? Minutes (system error code)

Initial unit arrival-priority incidents-primary zones





	J	F	M	A	M	J	J	A	S	O	N	D
2018	7.04	7.26	6.20	7.32	7.26	6.39	6.40	7.18	7.00	7.20	6.40	7.08
2019	7.12	7.44	7.40	7.05	6.53	6.48	6.58	7.31	7.05	7.33	7.02	6.40
2020	7.15	7.28	7.10	7.00	7.16	7.16	7.11					

WTRFA Monthly/ YTD Response Summary

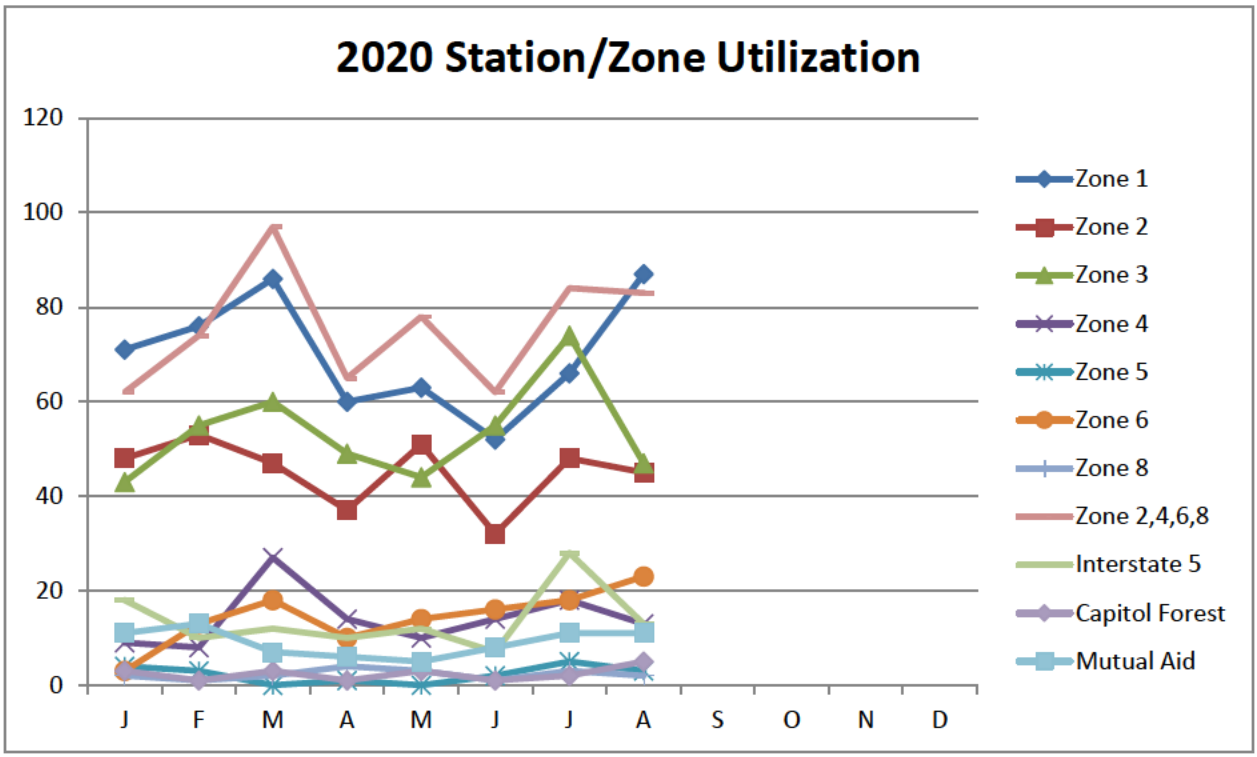
Description	Monthly Call Volume	YTD Call Volume
EMS/RESCUE	182	1394 (77%)
Fire	13	60(03%)
Other	54	366 (20%)
For Month	249	1820
WT- Transports	59	(32%) of EMS

Hospital	Monthly	YTD
SPH	43	330
PHC	33	254
CMC	06	43
MAMC	00	02
Harborview	03	04
GH	00	00
Mary Bridge	00	02
Other	00	00
Total	85	635

Tribal Property	Monthly	YTD
Lucky Eagle (12888)	03	33
Eagles Landing (12840)	02	09
Great Wolf Lodge (20500)	06	20
Fairfield Inn (6223)	01	03
Distillery (19770) Sargent Rd	00	01
End of Trail (19615) Elderberry	01	04
% of Total WTRFA	**13**	**70 (3.8%)**
% of Total GM/Rochester	**9%**	**7%**

Aid Unit Utilization	Transports For Month	YTD
Aid 1-1 – App 05	21	141
Aid 1-2 – App 06	20	164
Aid 1-3 – App 03	15	142
Aid 1-6 – App 55	03	09
Aid 1-4	00	00
Transported ALS	21	132
Airlift	03	04
Private Ambulance	02	14
Other FD	00	07

Station Zone	Monthly	AVG. Response Time (Month)	*YTD	Percentage YTD
1 – Grand Mound/Sargent	87	7:28	562	31%
2 – Littlerock Rd	45 (83)	9:04	364 (645)	20% (35%)
3 – Albany Street	47	6:48	437	25%
4 – Scott Lake- *Sta. 1-2*	13	8:02	113	6%
5 – Michigan Hill- *Sta.1-3*	03	14:48	18	<1%
6 – Maytown Rd.	23	8:13	115	6%
8 – Bordeaux–*Sta.1-2*	02	11:06	18	<1%
I-5 1-1	11	6:06	54	3%
I-5 1-2	01	6:06	13	<1%
I-5 1-6	01	6:06	38	2%
Capitol Forest	05	19:46	19	1%
Mutual Aid	11	N/A	72	4%
TOTAL	**249**	**???**	**1820**	100%
Average response time for first arriving unit; does not include Mutual aid, Interstate 5 or Capitol Forest incidents (priority calls-ER report #1605)				



WTRFA Operations Report:

Notable Incidents:

- Ongoing COVID-19 Pandemic

Notable Fire Incidents:

- Multiple small grass/brush fires during August
- August 12th, 2020 – A butane explosion occurred at a small commercial CBD oil extraction site in the 6400 of 210th Ave SW @ 08:34 am.

Project Work Status:

Fleet/Facilities and Logistics:

Maytown Water: Chief K confirmed again with Pam at Advanced that they would get the well installed before the Fall rain sets in. **Pending**

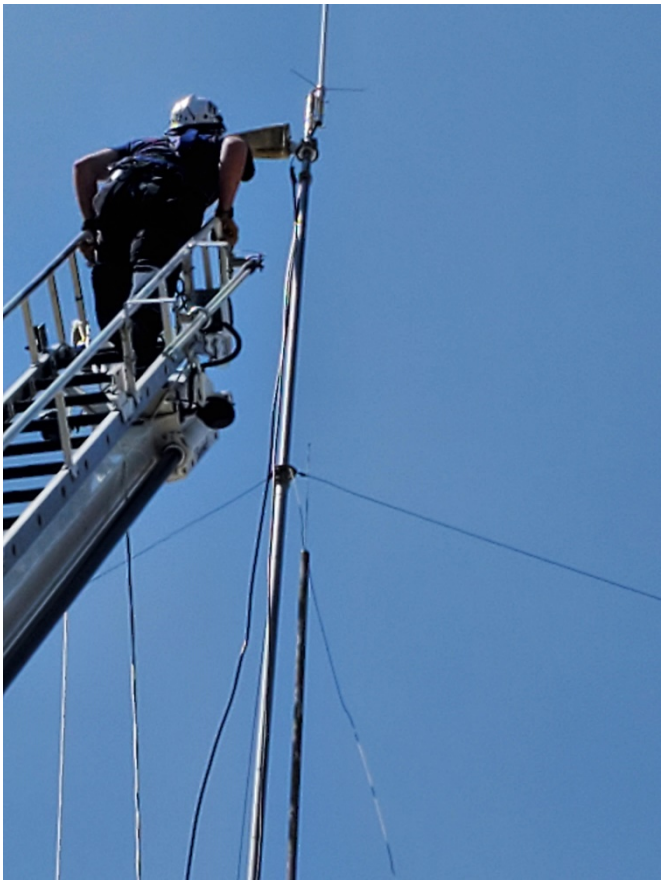
Station 1-2 Storage: One dorm room at station 1-2 was converted to storage for disaster supplies, including food, the only additional expense should be shelving. **Project Complete**

Station & Apparatus Bay Air Quality Testing:
Station 1-3 was completed and found to be within compliance and normal limits; stations 1,2,4 & 6 testing is has been completed and we are awaiting test results. **Project Completed**

Facility-To-Do List: The facility-to-do maintenance and repair Phase I list is 80% complete. CC crews' are under a lay-in order until further notice. Chris Hielman is actively working on the list.

Amateur Radio Project:

- Radio equipment purchased. Equipment picked up from vendor on 8/6/20
- Lt. Nathan Drake and FF Matt Bennett (pictured below) installed the Ham Radio Antena at Station 1-2 with assistance from Kevin Paddock; Plans are to install Station 1-1 & cables when time permits.



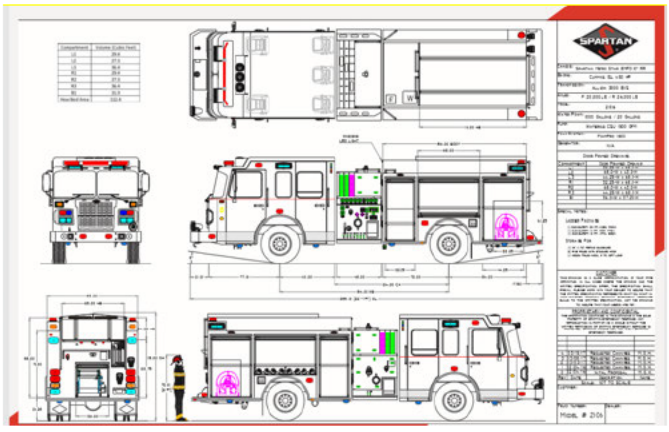
New Aid Unit Build at Braun NW- Final acceptance testing has been scheduled for September 16th for both units. There was an issue with a back ordered UV light that will be pre-wired and we will send the units back to BraunNW when that part arrives in October – **Scheduled.**

Sargent Rd Energy Usage- Email was sent to Smart Energy for information that was requested from the last Board meeting – we are awaiting a computation from the rep at Smart Energy – **In Progress**.

Annual Ladder and Hose Testing – Hose and ladder testing has been scheduled for the first part of October at Albany Street and Littlerock Rd on two days. – **Scheduled.**

New Engine Spec Build with True North/Spartan – Presentation and recommendations will be scheduled for the October Board meeting complete with cost comparisons for like-apparatus to determine whether to purchase through an exisiting intergovernmental contract or go out to the full bid process – **Discussion.**

Apparatus Repair Costs – Moving forward we will be able to track the repairs on apparatus on a per-mile basis with the associated costs. This will allow us the ability to quickly at a glance determine the cost effectiveness of our apparatus maintainance. This will ensure that those units that are far outside of regular prevenative maintenance can be identified early and addressed. This report will be taken from our data that has been input from Linda P., Linda S. and the crews. – **In Progress.**



Operations Report:

See attached AC Rob Smith Operations and Training Report

Safety Topic (September 2020)

August 2020 Safety Topic focused on the use and purchase of 'Station Shoes' for personnel in an effort to keep contaminants out of the living quarters and office spaces of department facilities. Septembers focus will be on the defining of hazard zones within our stations.
Much like a fire/hazmat scene, there are zones within the fire station facility that have higher degree of contaminants. These zones are defined primarily on their contents and the items it houses/stores. As with a hazard zone, they are defined in severity as Red, Yellow, and Green with red obviously being the worst for contaminants levels. These zones are defined during studies done by the Safety and Health Investment Project (SHIP) funded by the Washington State Council of Firefighters (WSCFF), and the International Associated of Fire Fighters (IAFF).

Zones –

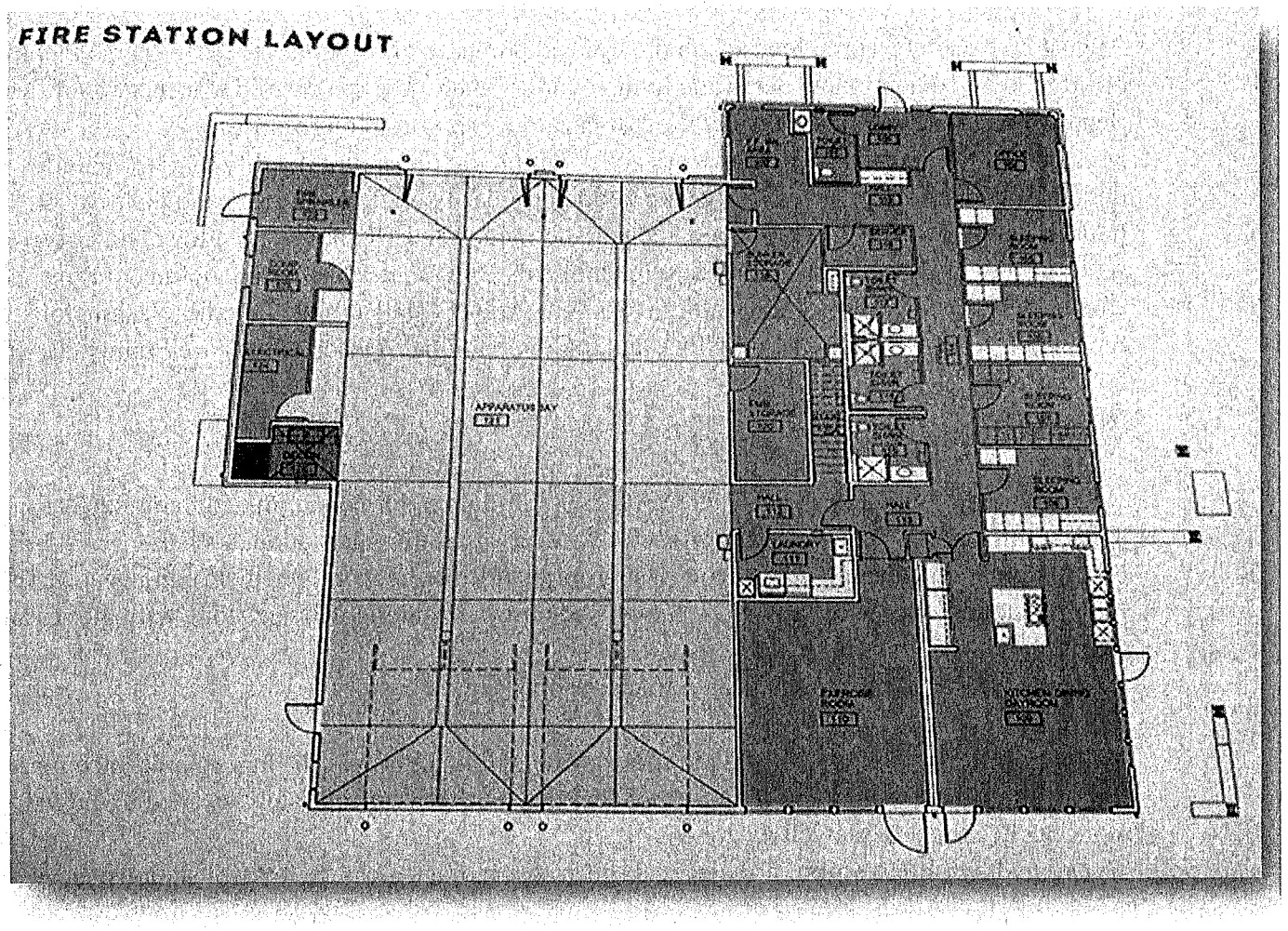
Red Zone: A designated area, as per WAC 296-305-06505, for contaminated items such as soiled turnout gear, hose lines, SCBAs, etc. These areas within the station, such as decontamination/cleaning areas, require appropriate PPE to be worn when cleaning gear. It also requires station/duty boots and NOT station shoe use. Consider gown use along with gloves and eye pro
Example- Decon shower area, gear extractor rooms, etc.

Yellow Zone: The largest, most wide spread zone within a station. The largest area encompasses the apparatus bays within the station. Any gear that has been appropriately cleaned in the red zone can be stored in the yellow zone.
Example- bays, bunker gear storage areas, gear/hose storage areas, SCBA fill stations, etc.

Green Zones: 'Keep it Clean in the Green' mantra. Green zones within a fire station are areas where any contaminants are purposely to be kept from. Think of the green zones where you would feel safe leaving your infant child to play on the floor. This is the specific areas where our new approval for Station Shoes were designed for in order to keep duty boots from contaminating.
Example- Living quarters, personal hygiene areas, office spaces, EMS storage, exercise/fitness rooms, dining room/eating areas, etc. ***See attached diagram below, page 2***

With this emphasis on zones comes the requested move towards action, keeping the green zones clean. Recent studies showed a high amount of contaminants within the living areas such as MERSA and numerous carcinogen byproducts. Please place an emphasis on coworkers and yourself to keep the duty boots out of living quarters and office areas once you acquire approved station shoes.

Lt. J. Swecker
Health and Safety Officer


FIRE STATION LAYOUT

WEST THURSTON REGIONAL FIRE AUTHORITY

Monthly Operations and Training Report

August 2020

Rob Smith, Assistant Fire Chief

TABLE OF CONTENTS:

MONTHLY OPERATIONS AND TRAINING REPORT

TRAINING

RECRUITMENT & RETENTION

FIRE FIGHTER & OFFICER DEVELOPMENT

COMMUNITY: BRENT STRONG 5K

OPERATIONS: 90 DAY FOCUS

OPERATIONS: ANNUAL OPERATING PLAN / PROGRAMS

TRAINING — MONTHLY REPORT: 8/30/20

OVERALL STATUS: GREEN

BUDGET: GREEN

COMPLETED TRAINING

- EVIP 3.0 Refresher Training 8/5, 8/12, 8/19 and 8/26
- Engine CO OPS – C Shift 8/11, B Shift 8/13
- TBD

SCHEDULED TRAINING

- 9/2/20 – EVIP Refresher 0830 @St 1-2 and 1800 @St 1-1
- 9/9/20 – EVIP Refresher 1800 @St 1-1 (ZOOM opt)
- 9/16/20 – EVIP Refresher 0830 @St 1-1
- 9/23/20 – EVIP Refresher 0830 @St 1-1
- 9/24/20 – MCO @Station 6-4 w/Live Fire
- 9/26/20 - MCO @Station 6-4 w/Live Fire
- 9/30/20 – EVIP Refresher 1800 @St 1-1 (ZOOM opt)
- 10/16/20 – MCO @Station 6-4 w/Live Fire

FUTURE/PLANNED TRAINING (NOT YET SCHEDULED)

- Rehab/Support Training – HCP/FA/CPR and ICS Training
- Man v Machine refresher
- Elevator Rescue refresher

#	MAJOR / ONGOING ACTIVITIES, CHALLENGES or ESCALATION ITEMS	STATUS
1	**TRAINING TOWER:** On hold; time and priority constraints	On Hold
2	Hybrid Officer 1 & 2 Class – pending information from BC Dodge	Pending
3		
4		
5		
6		

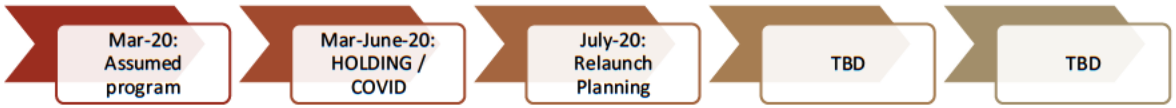
RECRUITMENT & RETENTION

MONTHLY REPORT: 8/30/20

OVERALL STATUS: GREEN

OBJECTIVE: Includes volunteers, residents and career staff

TEAM/COMMITTEE MEMBERS: AC Smith, LT Drake, LT Morales, LT Lyon, LT Swecker



RECENT ACTIVITIES / ACCOMPLISHMENTS

- Resident Job Posting – 6/22/20
- Volunteer Interviews – October?
- TBD

UPCOMING FOCUS / WORK

- Establish interview dates
- Finish Probationary Books
- TBD

#	MAJOR / ONGOING ACTIVITIES, CHALLENGES or ESCALATION ITEMS	STATUS
1	Local Candidates recruitment	In progress
2		
3		

FIREFIGHTER & OFFICER DEVELOPMENT

MONTHLY REPORT: 8/30/20

OVERALL STATUS: GREEN

RECENT ACTIVITIES / ACCOMPLISHMENTS

- High Performance Leadership – Feb 2020
- Officer 1 & 2 Hybrid Training – target 1Q 2021
- TBD

UPCOMING FOCUS / WORK

- TBD
- TBD
- TBD

PLACEHOLDER: FUTURE CONSIDERATIONS

- FireFighter Testing
- Officer Testing
- TBD

#	MAJOR / ONGOING ACTIVITIES, CHALLENGES or ESCALATION ITEMS	STATUS
1		
2		
3		

COMMUNITY: BRENT STRONG 5K

MONTHLY REPORT: 8/30/20

OVERALL STATUS: GREEN

COMMITTEE MEMBERS: TBD, TBD, TBD

RECENT ACTIVITIES / ACCOMPLISHMENTS

- 8/27/20
- TBD
- TBD

UPCOMING FOCUS / WORK

- Flyer and Sponsor letter updates - Rob
- Shirt logo - Jessica
- Shirt and merchandise order - Lanette

	MAJOR ACTIVITES/MILESTONES	DUE DATE
	Shirt design/logo Sponsor Letter editing	9/4/20
	Website update	9/10/20
	Open registration	9/11/20
	Registration deadline	10/15/20?
	Run deadline – fund collection	12/31/20?
	RACE DAY	Virtual

#	MAJOR / ONGOING ACTIVITIES, CHALLENGES or ESCALATION ITEMS	STATUS
1	Website update – mostly complete	In progress
2	Mima Rd Fire 9/8 with State Mobilization activity has slowed/interrupted milestone due date – revision needed	In progress
3		

OPERATIONS: 90 DAY FOCUS

MONTHLY REPORT: 8/30/20

TIMELINE: AUGUST, SEPTEMBER & OCTOBER 2020
OBJECTIVES: TBD; high-level summary provided here. Plan to discuss in more detail during monthly meeting with Chief K.

	OBJECTIVE 1- Engage/Interact/Communicate	OBJECTIVE 2- Mentor/Evaluate/Train/Review	OBJECTIVE 3-Personnel Management/Scheduling/Paperwork/ Reports/Evals:
WINS	• Spot check C 9/1 - good • Spot check A 8/18 - good • Spot check B 8/31 - good	• 8/11/20 Training @1-2 (C) • 8/18/20 Training @1-6 (A) • 8/31/20 Training @1-6 (B)	• TBD • TBD • TBD
OPPORTUNITIES FOR IMPROVEMENT	• Reminder needed • TBD • TBD	• Upcoming 9/22, 9/24 and 9/26 • TBD • TBD	• Pre-Incident Planning (C) – 8/28 – only 3 done • TBD • TBD
NEXT STEPS	• SO review • TBD • TBD	• TBD • TBD • TBD	• TBD • TBD • TBD
OTHER	• Consistency is the goal	• TBD	• TBD

#	QUESTIONS / COMMENTS	STATUS
1	How to measure success?	In progress
2	Discuss in detail during monthly recap	In progress
3		

Training and Operations related items:
Inventory and Quarterly Update
Coming Soon