



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, December 14, 2020 at 1800 hrs**

- **In-Person:** 10828 Littlerock 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. ADDITIONS/DELETIONS TO AGENDA**

**IV. PUBLIC COMMENTS**

**V. LABOR MANAGEMENT TEAM REPORT**

**VI. NEW BUSINESS (ACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Expenditures: Accts Payable \$ 184,964.64 Payroll \$ 416,607.69 TOTAL: \$ 601,572.33 warrants \$ 273,927.71 EFTs \$327,644.62	1-6 7-8	Linda S/Board	Approve/Reject
2. Meeting Minutes - General 11/9/2020	9-11	Linda S/Board	Approve/Reject
3. MOU – Temporary Employee	12	Chief Kaleiwahea/Board	Approve/Reject
4. Resolution #2020-025, LOCAL Program financing for new Spartan engine	13-14	Linda S/Board	Approve/Reject
5. Policy 1.1003 Credit Card Authorizations – update	15-16	Linda S/Board	Approve/Reject
6. Transport Rate Review	17	Linda S/Board	Approve/Reject
7. Election of New Chair	N/A	Board	Election

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

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1.			

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

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Chehalis Tribe response	N/A	Chief Kaleiwahea	Update
2. Weyerhaeuser agreement	N/A	Chief Kalewahea	Update
3. 2021 Levy Amounts – update	N/A	Linda S	Update
4. 2021 WFCA Application-domestic partners	N/A	Linda S	Update

**IX. COMMUNICATIONS (NONACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Treasurer/Fund November 2020 Reports	18-25	Linda S	Informational
2. December 2020 Budget reports	26-27	Linda S	Informational
3. Operations Committee Update	N/A	Chief Scott	Informational

**X. CHIEFS/SAFETY/TRAINING/EMS REPORTS (pages 28-64)****XI. COMMISSIONERS REPORTS****XII. GOOD OF THE ORDER****XIII. ADJOURNMENT**

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:53:15 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
201201001 Air Exchange Inc	2136	12/14/2020	Claims	6700	1,191.51	91603650
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
91603650 12/09/2020 12/14/2020 1-2 Littlerock Annual Srvc & Repair Bay 6 Hose					1,191.51	
201201002 Batteries Plus	2137	12/14/2020	Claims	6700	371.96	P33774478, P33692254
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
P33692254 12/02/2020 12/14/2020 1-6 Maytown Cache Facility Supplies AA, AAA, C, D					53.14	
P33774478 12/02/2020 12/14/2020 Emergency Supplies AA, AAA, C, D Batteries					318.82	
201201003 Brightwire Networks LLC	2138	12/14/2020	Claims	6700	4,215.33	18372, 18433
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
18372 11/17/2020 12/14/2020 6 TB Hard Drive					268.92	
18433 11/17/2020 12/14/2020 Dec2020 Mnthly Srvc					3,946.41	
201201004 Capital Business Machines Inc	2139	12/14/2020	Claims	6700	92.73	36159, 36158, 36157
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
36159 12/09/2020 12/14/2020 1-1 Grand Mnd Copies					27.50	
36158 12/09/2020 12/14/2020 1-2 Littlerock Copies					46.87	
36157 12/09/2020 12/14/2020 1-6 Maytown Copies					18.36	
201201005 Carefirst Bluecross Blueshield Payment Administrator	2140	12/14/2020	Claims	6700	195.00	203100012220
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
203100012220 11/19/2020 12/14/2020 Harris Medical Premium Jan2021					195.00	
201201006 Cascade Fire Equipment Company	2141	12/14/2020	Claims	6700	27,003.24	112140, 112433, 112545
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
112140 07/27/2020 12/14/2020 Bunker Gear (R. Stone, C. Linn, G. Broumely, T.					19,638.72	
112433 07/27/2020 12/14/2020 Bunker Gear (S. Brownell, M. Bennett)					4,909.68	
112545 07/27/2020 12/14/2020 Bunker Gear (Christenson)					2,454.84	
201201007 Centralia OK Tire Inc	2142	12/14/2020	Claims	6700	2,764.91	1078471, 1078065, 1078473
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1078471 11/19/2020 12/14/2020 A25 CH1-3 New Tires (x4)					811.13	
1078473 11/19/2020 12/14/2020 A23 CH1-2 New Tires (x4)					811.13	
1078065 11/19/2020 12/14/2020 A14 CH1-1 New Tires (x4)					1,142.65	
201201008 Citi Cards	2143	12/14/2020	Claims	6700	5,582.80	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
AMAZON 12/10/2020 12/14/2020 Mold & Mildew Cleaner					31.31	
AMAZON 12/10/2020 12/14/2020 Emergency Supplies (plates)					194.31	
AMAZON 12/10/2020 12/14/2020 Emergency Supplies (commodes, shower tent)					114.72	
AMAZON 12/10/2020 12/14/2020 1-2 Littlerock Foam Roller					37.64	
AMAZON 12/10/2020 12/14/2020 Emergency Supplies (cots)					2,850.60	
AMAZON 12/10/2020 12/14/2020 1-1 & 1-2 Facility Supplies (coffee cleaners)					43.17	
AMAZON 12/10/2020 12/14/2020 1-6 Maytown Cache Supplies (disinfectant wipes)					99.63	
AMAZON 12/10/2020 12/14/2020 1-3 Rochester Pans					46.43	
AMAZON 12/10/2020 12/14/2020 1-3 Rochester Rice Cooker					21.78	
AMAZON 12/10/2020 12/14/2020 1-2 Littlerock Office Supplies (scissors)					26.25	
AMAZON 12/10/2020 12/14/2020 1-3 Rochester Station Supply (Jet Dry)					24.27	
CITI CARD 12/10/2020 12/14/2020 Interest					76.24	
COSTCO 12/10/2020 12/14/2020 1-6 Maytown Cache Supplies					206.17	
DICKS SPORTING G 12/10/2020 12/14/2020 Station Shoes (M. Morales)					64.78	
DICKS SPORTING G 12/10/2020 12/14/2020 Station Shoes (M. Morales) - return					-64.78	
DICKS SPORTING G 12/10/2020 12/14/2020 Station Shoes (M. Morales)					53.98	
DISPLAYS2GO 12/10/2020 12/14/2020 Outdoor Magazine Holders					46.71	
DOL 12/10/2020 12/14/2020 Report of Sale A72					13.65	
IREFIGHTERS BOO 12/10/2020 12/14/2020 Company Officer Book (E. Smith)					76.49	
GLOW WITH US 12/10/2020 12/14/2020 Glow Sticks					396.00	
IAAI 12/10/2020 12/14/2020 Maser - 2021 NFPA Chapter 4 & 5					20.00	
IAAI 12/10/2020 12/14/2020 Frasl - 2021 NFPA Chapter 4 & 5					20.00	
IAAI 12/10/2020 12/14/2020 Stone - 2021 NFPA Chapter 4 & 5					20.00	

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:53:15 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
LIGHTHOUSE UNIF	12/10/2020	12/14/2020	Collar Brass		79.87	
MRSC	12/10/2020	12/14/2020	MRSC Rosters		135.00	
OLYMPIA CARD	12/10/2020	12/14/2020	Fuel - Ch. K		36.07	
QUILL	12/10/2020	12/14/2020	W2 Envelopes, 1099 Tax Form Kit		44.91	
USPS	12/10/2020	12/14/2020	Stamps		220.00	
USPS	12/10/2020	12/14/2020	Certified Letter		6.40	
WEATHER TECH	12/10/2020	12/14/2020	A23 CH1-3 & A24 BNI-6 floor mats		232.10	
ZOOM	12/10/2020	12/14/2020	Mnthly communications Service		16.18	
AMAZON	12/10/2020	12/14/2020	Emergency Supplies (cups, water purification tabs)		392.92	
201201009 Cities Insurance Assoc Of Wa	2144	12/14/2020	Claims	6700	57,247.97	2020-45068-0549
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
2020-45068-0549	11/24/2020	12/14/2020	2021 Liability Premium		57,247.97	
201201010 City Of Olympia	2145	12/14/2020	Claims	6700	13,510.48	10403/17256
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
10403/17256	11/19/2020	12/14/2020	A07 E1-6 Replace Water Pump		3,230.02	
10403/17256	11/19/2020	12/14/2020	A08 E1-4 Road Call for Water		118.76	
10403/17256	11/19/2020	12/14/2020	A54 B1-3 Qrtly Srvc		689.49	
10403/17256	11/19/2020	12/14/2020	A54 B1-32 Install Scene Lights & Dual Display		4,568.34	
10403/17256	11/19/2020	12/14/2020	A54 B1-3 Replace Starter and Trans Flex		1,222.01	
10403/17256	11/19/2020	12/14/2020	A06 SU1-8 Qrtly Srvc		747.41	
10403/17256	11/19/2020	12/14/2020	A19 A1-3 Qrtly Srvc		803.07	
10403/17256	11/19/2020	12/14/2020	A14 CH1-1 Annual Srvc		900.63	
10403/17256	11/19/2020	12/14/2020	A25 CH1-3 Annual Srvc		513.67	
10403/17256	11/19/2020	12/14/2020	A71 STAF-2 Qrtly Srvc		564.20	
10403/17256	11/19/2020	12/14/2020	A73 U1-2 Qrtly Srvc		152.88	
201201011 City Sanitary Inc	2146	12/14/2020	Claims	6700	152.00	13363701, 13363546
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
13363701	11/17/2020	12/14/2020	1-1 Grand Mnd Recycle		131.00	
13363546	11/17/2020	12/14/2020	1-3 Rochester Recycle		21.00	
201201012 Comcast	2147	12/14/2020	Claims	6700	1,313.65	
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
1030	11/25/2020	12/14/2020	1-2 Littlerock Phone/Cable		351.84	
1030	11/25/2020	12/14/2020	1-6 Maytown Phone/Cable		240.10	
1030	11/25/2020	12/14/2020	1-1 Grand Mnd Phone/Cable		335.58	
1030	11/25/2020	12/14/2020	1-4 Scott Lake Phone/Cable		205.41	
1030	11/25/2020	12/14/2020	1-3 Rochester Phone/Cable		180.72	
201201013 Complete Repair Services LLC	2148	12/14/2020	Claims	6700	816.61	14279, 15979
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
14279	11/17/2020	12/14/2020	0262 John Deer Mower - Repair Spindles, Deck Belt,		731.83	
15979	11/17/2020	12/14/2020	A21 E1-7 PPV Fan Complete Srvc/Tune Up		84.78	
201201014 DE Lage Landen	2149	12/14/2020	Claims	6700	279.72	70447278
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
70447278	12/03/2020	12/14/2020	1-2 Littlerock Copier		279.72	
201201015 DH Pace Company Inc.	2150	12/14/2020	Claims	6700	694.28	89762, 90056
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
89762	11/17/2020	12/14/2020	1-1 Grand Mnd Repair Records Room Door Lock		218.70	
90056	11/17/2020	12/14/2020	1-1 Grand Mnd Repair Bay Doors 6 & 7		475.58	
201201016 Department Of Natural Resources	2151	12/14/2020	Claims	6700	75.53	18019459
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
18019459	11/17/2020	12/14/2020	Emergency Supplies Cache (batteries)		75.53	
201201017 East Olympia Fire District No 6	2152	12/14/2020	Claims	6700	685.00	00339
<b>Invoice # Rcvd Date Due Date Description Amount</b>						

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:53:15 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	00339	11/19/2020	12/14/2020	Annual Air Six M&O 2021	685.00	
201201018 Emergency Reporting Inc C/O Backdraft OpCo, LLC	2153	12/14/2020	Claims	6700	628.47	202021361
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
202021361 12/02/2020 12/14/2020 Jan2021 Srvc					628.47	
201201019 Eric T. Quinn, P.S.	2154	12/14/2020	Claims	6700	1,000.00	Eleven
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
ELEVEN 12/02/2020 12/14/2020 Nov2020 Legal Srvc					1,000.00	
201201020 First Choice Health Network	2155	12/14/2020	Claims	6700	158.95	96285
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
96285 12/09/2020 12/14/2020 Dec 2020 EAP Srvc					158.95	
201201021 Galls, LLC	2156	12/14/2020	Claims	6700	1,480.77	016825294, 016988317, 016897840, 017056684
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
016825294 11/19/2020 12/14/2020 Support Parkas (Heilman, Giordano, Manor, Dryer)					1,156.73	
016988317 11/19/2020 12/14/2020 Support Parka (L. Drake)					299.84	
016897840 11/19/2020 12/14/2020 Velcro Name Tags					19.22	
017056684 11/19/2020 12/14/2020 Velcro Name Tag					4.98	
201201022 Harris, Mike	2157	12/14/2020	Claims	6700	159.31	Reimbursement
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REIMBURSEMENT 11/24/2020 12/14/2020 RX-Harris Teeter 6169635					14.16	
REIMBURSEMENT 11/24/2020 12/14/2020 RX-Harris Teeter 6171058					8.00	
REIMBURSEMENT 11/24/2020 12/14/2020 RX-Harris Teeter 6165684					28.16	
REIMBURSEMENT 11/24/2020 12/14/2020 RX-Harris Teeter 6171164					108.99	
201201023 Home Depot Credit Services	2158	12/14/2020	Claims	6700	256.43	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
8024918 12/02/2020 12/02/2020 1-3 Rochester Storage Doors					103.82	
4620794 12/02/2020 12/02/2020 1-3 Rochester Storage Doors					41.19	
211887 12/02/2020 12/02/2020 1-3 Rochester Storage Doors					59.50	
4154153 12/02/2020 12/02/2020 1-3 Rochester Storage Doors Return					-17.95	
612354 12/02/2020 12/02/2020 1-6 Maytown Fence Repair (Cement)					34.95	
9041258 12/02/2020 12/02/2020 1-6 Maytown EMS Supply Bins					34.92	
201201024 Integrity Safety Services Inc	2159	12/14/2020	Claims	6700	4,062.00	157-3160
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
157-3160 12/02/2020 12/14/2020 2020 Health & Safety Fair					4,062.00	
201201025 Joes Refuse Inc	2160	12/14/2020	Claims	6700	175.35	13360684, 13360531
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
13360684 11/17/2020 12/14/2020 1-1 Grand Mnd Refuse					136.93	
13360531 11/17/2020 12/14/2020 1-1 Rochester Refuse					38.98	
13360531 11/17/2020 12/14/2020 1-1 Rochester Refuse - Overpayment					-0.14	
13360684 11/17/2020 12/14/2020 1-1 Grand Mnd Refuse - Overpayment					-0.42	
201201026 John's Plumbing and Pumps Inc	2161	12/14/2020	Claims	6700	3,047.65	18192, 18282
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
18192 12/02/2020 12/14/2020 1-6 Maytown Pump Leak Repair					1,376.88	
18282 12/02/2020 12/14/2020 1-6 Maytown Pipe Broken					1,670.77	
201201027 Kent D Bruce Co LLC	2162	12/14/2020	Claims	6700	657.64	7567
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
7567 11/25/2020 12/14/2020 A20 A1-6 PreEmption Emitter Opticom					657.64	
201201028 Kondrack Andrew Joseph	2163	12/14/2020	Claims	6700	75.00	Reimbursement
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REIMBURSEMENT 12/09/2020 12/14/2020 Station Shoes Reimbursement					75.00	

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:53:15 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 4

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
201201029 Mountain Mist Water	2164	12/14/2020	Claims	6700	288.45	29585
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
29585 12/03/2020 12/14/2020 1-4 Scott Lk Water					19.40	
29585 12/03/2020 12/14/2020 1-6 Maytown Water					43.16	
29585 12/03/2020 12/14/2020 1-2 Littlerock Water					84.20	
29585 12/03/2020 12/14/2020 1-1 Grand Mnd Water					91.51	
29585 12/03/2020 12/14/2020 1-3 Rochester Water					50.18	
201201030 National Hose Testing Specialties, Inc.	2165	12/14/2020	Claims	6700	5,242.63	49797
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
49797 08/24/2020 12/14/2020 A21 E1-7 Ladder Testing and Hose Testing					5,242.63	
201201031 Northwest Signworks Inc	2166	12/14/2020	Claims	6700	795.44	2010760
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
2010760 11/25/2020 12/14/2020 A75 A1-1 & A76 A1-2 Vinyl Stripping					795.44	
201201032 Northwest Water Systems	2167	12/14/2020	Claims	6700	494.35	20-07694, 20-07702, 20-07693
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
20-07694 11/24/2020 12/14/2020 1-1 Grand Mnd Water Srv					153.45	
20-07702 11/24/2020 12/14/2020 1-2 Littlerock Water Srv plus Nitrate					187.45	
20-07693 11/24/2020 12/14/2020 1-6 Maytown Water Srv					153.45	
201201033 Olympia Sheet Metal Inc	2168	12/14/2020	Claims	6700	599.40	59691
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
59691 12/03/2020 12/14/2020 1-1 Grand Mnd Boiler Ignitor Repairs					599.40	
201201034 On-Hold Concepts Inc	2169	12/14/2020	Claims	6700	19.95	528006
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
5258006 12/03/2020 12/14/2020 Mnthly On Hold Srv					19.95	
201201035 Paladin Background Screening LLC	2170	12/14/2020	Claims	6700	44.00	2435
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
2435 12/03/2020 12/14/2020 Background Check (L. Drake)					44.00	
201201036 Pilot Travel Centers LLC	2171	12/14/2020	Claims	6700	232.98	473545420
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
473545420 12/03/2020 12/14/2020 A66 BN-1					29.17	
473545420 12/03/2020 12/14/2020 A25 CH1-3					16.06	
473545420 12/03/2020 12/14/2020 A24 BN1-6					187.75	
201201037 Propane Northwest	2172	12/14/2020	Claims	6700	2,118.98	1502403527
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
1502403527 11/17/2020 12/14/2020 1-2 Littlerock Propane					2,118.98	
201201038 Puget Sound Energy	2173	12/14/2020	Claims	6700	3,289.97	
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
200016026946 11/17/2020 12/14/2020 1-2 Littlerock Nov2020					787.99	
220005346105 11/17/2020 12/14/2020 1-4 Scott Lake Nov2020					173.22	
200012762536 11/17/2020 12/14/2020 1-3 Rochester Oct2020					280.62	
200020145567 11/17/2020 12/14/2020 1-6 Maytown Oct2020					616.17	
200017639499 11/17/2020 12/14/2020 1-1 Grand Mnd Oct2020					1,221.77	
200009308335 11/17/2020 12/14/2020 1-5 Michigan Hill Nov2020					100.99	
220006625754 11/17/2020 12/14/2020 1-7 Old Hwy 99 Nov2020					109.21	
201201039 Rochester Lumber	2174	12/14/2020	Claims	6700	197.69	1141095, 1143169, 1141441, 1141056
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
1141095 12/03/2020 12/14/2020 1-3 Rochester Storage Shed Materials					89.76	
1141441 12/03/2020 12/14/2020 1-3 Rochester Storage Shed Materials					25.90	
1143169 12/03/2020 12/14/2020 1-1 Grand Mnd 2/4 Stroke Fuel					32.36	

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:53:15 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 5

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	1141056	12/03/2020	12/14/2020	1-1 Grand Mound Drill	49.67	
201201040 Rochester Water Association	2175	12/14/2020	Claims	6700	49.50	100100
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
100100 12/03/2020 12/14/2020 1-3 Rochester Water Srvc					49.50	
201201041 Scott Lake Maintenance Co C/O Northwest Water Syst	2176	12/14/2020	Claims	6700	42.00	6500
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
759216500 12/03/2020 12/14/2020 1-4 Scott Lk Water Srv					42.00	
201201042 Sound Guard Security Systems Inc	2177	12/14/2020	Claims	6700	223.56	180370
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
180370 12/09/2020 12/14/2020 QR4 2020 Monitoring Srvc					223.56	
201201043 State Auditors Office	2178	12/14/2020	Claims	6700	735.15	L139454
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
L139454 11/19/2020 12/14/2020 2019 Accountability/Financial Audit Oct 2020 hrs					735.15	
201201044 Stericycle Inc	2179	12/14/2020	Claims	6700	51.80	3005312159, 3005311249, 3005350024, 3005349140
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
3005311249 11/17/2020 12/14/2020 1-3 Rochester Hazo Waste					10.36	
3005312159 11/17/2020 12/14/2020 1-6 Maytown Hazo Waste					10.36	
3005350024 11/17/2020 12/14/2020 1-6 Maytown Hazo Waste					10.36	
3005349140 11/17/2020 12/14/2020 1-3 Rochester Hazo Waste					10.36	
3005349140 11/17/2020 12/14/2020 1-2 Littlerock Hazo Waste					10.36	
201201045 Stryker Sales Corp	2180	12/14/2020	Claims	6700	27,399.47	3148346M, 3815322M, 3163461M, 3152815M, 3152803M, 3152802M, 3224799DM
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
3148346M 11/17/2020 12/14/2020 EMS PM Maintenance Contract (1 yrs)					1,145.00	
3185322M 11/17/2020 12/14/2020 A75 A1-1 Cot Updrade Kit or Install					310.00	
3163461M 11/17/2020 12/14/2020 A76 A1-2 Cot Updrade Kit or Install					310.00	
3152815M 11/17/2020 12/14/2020 A75 A1-1 Cot Slider Parts					22.16	
3152803M 11/17/2020 12/14/2020 A76 A1-2 Cot Slider Parts					22.16	
3152802M 11/17/2020 12/14/2020 A19 A1-3 Cot Slider Parts & Install					192.52	
3224799DM 11/17/2020 12/14/2020 A05 A1-4 Powerload System					25,397.63	
201201046 Systems Design West LLC	2181	12/14/2020	Claims	6700	1,570.00	20202300
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
20202300 11/24/2020 12/14/2020 Oct 2020 Transports (x64)					1,570.00	
201201047 Terminix LP	2182	12/14/2020	Claims	6700	563.76	402122184, 402477218, 40282939, 402652609, 402653215
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
402122184 11/24/2020 12/14/2020 1-2 Littlerock Pest Control					155.52	
402477218 11/24/2020 12/14/2020 1-6 Maytown Pest Control					103.68	
40282939 11/24/2020 12/14/2020 1-4 Scott Lake Pest Control					95.04	
402652609 11/24/2020 12/14/2020 1-3 Rochester Pest Control					102.60	
402653215 11/24/2020 12/14/2020 1-1 Grand Mnd Pest Control					106.92	
201201048 Travers Electric Inc	2183	12/14/2020	Claims	6700	113.40	143153
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
143153 12/09/2020 12/14/2020 1-4 Scott Lake Repair Outside Lighting					113.40	
201201049 Tumwater Printing	2184	12/14/2020	Claims	6700	92.99	121578
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
121578 12/10/2020 12/14/2020 Business Cards (Ch. Smith)					92.99	
201201050 Valley Freightliner Inc	2185	12/14/2020	Claims	6700	2,354.12	SR303015203:01

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:53:15 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 6

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
<hr/>						
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
SR303015203:01	12/09/2020	12/14/2020	A63 E1-2 Wiper Arm, Motor, Linkage Repair		2,354.12	
<hr/>						
201201051 Verizon Wireless	2186	12/14/2020	Claims	6700	1,230.62	9866857714, 9867719096
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
9866857714	11/25/2020	12/14/2020	Apparatus Cells		181.71	
9867719096	11/25/2020	12/14/2020	Chiefs Cells		83.32	
9867719096	11/25/2020	12/14/2020	Cpt Cells		125.28	
9867719096	11/25/2020	12/14/2020	Modems		840.31	
<hr/>						
201201052 WHA Insurance Agency Inc	2187	12/14/2020	Claims	6700	5,724.78	70120
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
70120	11/24/2020	12/14/2020	CIAW Policy 2020-2021		5,724.78	
<hr/>						
201201053 WTF Logistics LLC	2188	12/14/2020	Claims	6700	800.00	6969
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
6969	12/10/2020	12/14/2020	A09 B1-6 Haul to Spokane		800.00	
<hr/>						
201201054 Wells Fargo Financial Leasing	2189	12/14/2020	Claims	6700	159.84	5012682624
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
5012682624	11/24/2020	12/14/2020	1-1 Grand Mnd Copier Lease		159.84	
<hr/>						
201201055 Wilcox & Flegel	2190	12/14/2020	Claims	6700	1,692.45	0552896-IN, CL63415
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
0552896-IN	11/19/2020	12/14/2020	1-2 Littlerock Diesel (300 gal)		734.19	
CL63415	11/19/2020	12/14/2020	A70 STAF-1		11.65	
CL63415	11/19/2020	12/14/2020	A19 A1-3		172.34	
CL63415	11/19/2020	12/14/2020	A20 A1-6		25.52	
CL63415	11/19/2020	12/14/2020	A54 B1-3		75.63	
CL63415	11/19/2020	12/14/2020	A70 STAF-1		11.76	
CL63415	11/19/2020	12/14/2020	A14 CH1-1		139.68	
CL63415	11/19/2020	12/14/2020	A73 U1-2		110.56	
CL63415	11/19/2020	12/14/2020	A22 E1-3		80.66	
CL63415	11/19/2020	12/14/2020	A24 CH1-2		140.99	
CL63415	11/19/2020	12/14/2020	A25 CH1-3		102.33	
CL63415	11/19/2020	12/14/2020	A07 E1-6		38.45	
CL63415	11/19/2020	12/14/2020	A62 E1-1		48.69	
<hr/>						
201201056 Witmer Associates Inc The Fire Store	2191	12/14/2020	Claims	6700	943.07	E2007398, E2014681
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
E2007398	11/24/2020	12/14/2020	Bunker/Wildland Boots (B. Kaleiwahea)		431.70	
E2014681	11/24/2020	12/14/2020	Bunker Boots (J. Howe)		511.37	
<hr/>						

56 Vouchers:

184,964.64



# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:56 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
201201057 Aflac	2192	12/14/2020	Payroll	6700		
201201065 Arroyo-Lopez Ronald David	2086	12/16/2020	Payroll	6700		
201201058 Benefit Solutions Inc-WSCFF	2193	12/14/2020	Payroll	6700		
201201066 Bennett Katie Rae	2087	12/16/2020	Payroll	6700		
EFT Bennett Matthew Shaun	2035	12/15/2020	Payroll	6700		
EFT Bennett Matthew Shaun	2049	12/31/2020	Payroll	6700		
201201067 Berryman Thomas A	2088	12/16/2020	Payroll	6700		
EFT Betts Brandon John	2050	12/31/2020	Payroll	6700		
EFT Broumley Garrett Dean	2089	12/16/2020	Payroll	6700		
201201069 Brown Curtis Daniel	2090	12/16/2020	Payroll	6700		
EFT Brownell Scott Lee	2091	12/16/2020	Payroll	6700		
EFT Christenson Brian David	2051	12/31/2020	Payroll	6700		
EFT Cooke Hans Robert	2052	12/31/2020	Payroll	6700		
EFT Culleton Thomas P	2092	12/16/2020	Payroll	6700		
EFT Dean Sarah Linnea	2093	12/16/2020	Payroll	6700		
EFT Degagne Justin Dennis	2053	12/31/2020	Payroll	6700		
EFT Department Of Retirement Services Deferred Comp	2132	12/14/2020	Payroll	6700		
EFT Department Of Retirement Systems Retirement	2133	12/14/2020	Payroll	6700		
EFT Department Of The Treasury	2134	12/14/2020	Payroll	6700		
EFT Devert Brent Nathaniel	2054	12/31/2020	Payroll	6700		
201201059 Dimartino Associates	2194	12/14/2020	Payroll	6700		
201201073 Douglass Jeremy	2094	12/16/2020	Payroll	6700		
EFT Drake Nathan Tyler	2055	12/31/2020	Payroll	6700		
EFT Dreyer Glenn Michael	2095	12/16/2020	Payroll	6700		
EFT Dyer Lanette R	2056	12/31/2020	Payroll	6700		
EFT Elkins Ben M	2096	12/16/2020	Payroll	6700		
201201076 Fitzgerald Thomas J	2097	12/16/2020	Payroll	6700		
201201077 Frasl Katy J	2098	12/16/2020	Payroll	6700		
EFT Frasl Kenneth E	2099	12/16/2020	Payroll	6700		
201201079 Frasl Terry L	2100	12/16/2020	Payroll	6700		
201201060 GET Program	2195	12/14/2020	Payroll	6700		
EFT Garza Isaac Wayne	2036	12/15/2020	Payroll	6700		
EFT Garza Isaac Wayne	2057	12/31/2020	Payroll	6700		
EFT Giordano Susan Linda	2101	12/16/2020	Payroll	6700		
EFT Goodwin Kayden Ron	2102	12/16/2020	Payroll	6700		
201201061 HRA VEBA Trust	2196	12/14/2020	Payroll	6700		
EFT Hall Aaron David	2037	12/15/2020	Payroll	6700		
EFT Hall Aaron David	2058	12/31/2020	Payroll	6700		
EFT Heilman Chris Douglas	2103	12/16/2020	Payroll	6700		
EFT Howe Joshua Jason	2059	12/31/2020	Payroll	6700		
201201083 Hull Nathan S	2104	12/16/2020	Payroll	6700		
201201062 IAFF Local 3825 Treasurer	2197	12/14/2020	Payroll	6700		
201201084 Jenrette Nancy Ann	2105	12/16/2020	Payroll	6700		
201201085 Jernigan Jeff M	2106	12/16/2020	Payroll	6700		
EFT Kaleiwahea Blake William	2038	12/15/2020	Payroll	6700		
EFT Kaleiwahea Blake William	2060	12/31/2020	Payroll	6700		
EFT Kaleiwahea Russell Edward	2039	12/15/2020	Payroll	6700		
EFT Kaleiwahea Russell Edward	2061	12/31/2020	Payroll	6700		
EFT Kochrian Jeremy S	2107	12/16/2020	Payroll	6700		
EFT Kondrack Andrew Joseph	2062	12/31/2020	Payroll	6700		
201201087 Kondrack Doreen Belle	2108	12/16/2020	Payroll	6700		
201201088 Linn Catherine Louise	2109	12/16/2020	Payroll	6700		
EFT Lyon Colby Wayne	2040	12/15/2020	Payroll	6700		
EFT Lyon Colby Wayne	2063	12/31/2020	Payroll	6700		
EFT Manor Kathryn Joan	2110	12/16/2020	Payroll	6700		
EFT Maser Robert Charles	2111	12/16/2020	Payroll	6700		
201201091 Matson Collin	2112	12/16/2020	Payroll	6700		
EFT McGeary Michael C	2113	12/16/2020	Payroll	6700		

# VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 10:54:56 Date: 12/16/2020

MCAG #: 2964

12/14/2020 To: 12/14/2020

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Means Cameron Jack	2114	12/16/2020	Payroll	6700		
EFT Miller Devann Munroe	2064	12/31/2020	Payroll	6700		
EFT Morales Michael Lawrence	2065	12/31/2020	Payroll	6700		
EFT Ness Cade Zachary	2115	12/16/2020	Payroll	6700		
EFT Palmerson Erik Morgan	2041	12/15/2020	Payroll	6700		
EFT Palmerson Erik Morgan	2066	12/31/2020	Payroll	6700		
EFT Panuska Miranda Marie	2067	12/31/2020	Payroll	6700		
EFT Parker Gregory Jerel	2042	12/15/2020	Payroll	6700		
EFT Parker Gregory Jerel	2068	12/31/2020	Payroll	6700		
EFT Patraca Linda Ellen	2069	12/31/2020	Payroll	6700		
EFT Peoples Michael William	2070	12/31/2020	Payroll	6700		
EFT Pethia David C	2116	12/16/2020	Payroll	6700		
201201096 Pullin Andrew Lee	2117	12/16/2020	Payroll	6700		
201201097 Ricks John Rual	2118	12/16/2020	Payroll	6700		
201201098 Roland Ryan Anthony	2119	12/16/2020	Payroll	6700		
EFT Santee Ricardo Leon	2071	12/31/2020	Payroll	6700		
201201099 Santee Trisha Leann	2120	12/16/2020	Payroll	6700		
EFT Scott Robert William	2072	12/31/2020	Payroll	6700		
EFT Sexton Thomas Edward	2073	12/31/2020	Payroll	6700		
EFT Shea Linda Marie	2074	12/31/2020	Payroll	6700		
EFT Singleton Charles Ed	2075	12/31/2020	Payroll	6700		
EFT Smith Eric David	2043	12/15/2020	Payroll	6700		
EFT Smith Eric David	2076	12/31/2020	Payroll	6700		
EFT Smith Rob Dean	2077	12/31/2020	Payroll	6700		
EFT Spiegelberg John Steven	2121	12/16/2020	Payroll	6700		
201201101 Stevens Clyvel G	2122	12/16/2020	Payroll	6700		
EFT Stone Gary Reece	2123	12/16/2020	Payroll	6700		
EFT Stone Kathleen Lynne	2124	12/16/2020	Payroll	6700		
201201094 Stone Roger Lee	2078	12/31/2020	Payroll	6700		
EFT Swecker Joel Anthony	2044	12/15/2020	Payroll	6700		
EFT Swecker Joel Anthony	2079	12/31/2020	Payroll	6700		
201201104 Teitzel Steven David	2125	12/16/2020	Payroll	6700		
EFT Trautman Alexander Paul	2080	12/31/2020	Payroll	6700		
EFT Trott Thomas John	2081	12/31/2020	Payroll	6700		
201201063 Trusteed Plans	2198	12/14/2020	Payroll	6700		
EFT Vavrinec Christian Kalil	2082	12/31/2020	Payroll	6700		
EFT Washington State Support Registry	2135	12/14/2020	Payroll	6700		
EFT Weinstein Andrew Chase	2083	12/31/2020	Payroll	6700		
201201064 West Thurston Fire - House Funds	2199	12/14/2020	Payroll	6700		
EFT White Christopher Charles	2084	12/31/2020	Payroll	6700		

98 Vouchers:

416,607.69



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



10828 Littlerock Rd SW  
Olympia WA 98512  
360.352.1614

---

November 9, 2020 – Governing Board Business Meeting at Sargent Rd station and via Zoom virtual meeting.

**Call to Order/Attendance:** Commissioner Ricks called the meeting to order at 18:00 hours. Commissioners Culleton, Elkins, Jernigan and Pethia, Chiefs Kaleiwahea, Scott, R. Stone, and R. Smith, Lt. Drake, FF Spiegelberg, Rehab Coordinator S. Giordano, Admin Assistant Linda Patraca and Secretary Linda Shea were present. Commissioner Dahl was absent.

**Additions/Deletions to the Agenda:** None.

**Public Comments:** None.

**Labor Management Team Report:** Chief Scott reported they are working on getting 2021 vacation schedules in place, no issues to report.

**New Business:**

1. Expenditure Approval. Commissioner Pethia moved to approve the expenditures of \$478,164.36. Commissioner Elkins seconded the motion. Motion carried 5-0.
2. Meeting Minutes. Commissioner Pethia moved to approve the general board meeting minutes of 10-12-2020. Commissioner Culleton seconded the motion. Motion carried 5-0.
3. Purchase Requests:
  - a. Chief Kaleiwahea presented a quote from LN Curtis for a fit test system, which would allow the department to perform its own fit tests and not require the services of an outside organization. Tumwater Family Practice has also agreed to serve as the department's medical facility, which would enable the department to have more flexible options for its annual health and wellness event. Commissioner Jernigan made a motion to approve the purchase of the fit test system (\$8,769.60). Commissioner Culleton seconded the motion. Motion carried 5-0.
  - b. Chief Scott presented a request to purchase additional fire hose from LN Curtis, to replace failed and delaminating hose. Commissioner Jernigan moved to approve the purchase of the hose (\$11,848.68). Commissioner Pethia seconded the motion. Motion carried 5-0.
  - c. Chief Scott presented a request to replace the current 240 gallon water tank on apparatus A09 (B1-6) with a larger 400 gallon tank. Commissioner Jernigan moved to approve the purchase of the upgraded tank (\$11,132.00). Commissioner Pethia seconded the motion. Motion carried 5-0.
4. 2021 Budget Documents. Linda S. presented the following documents for certification of the 2021 budget and levy collections for the RFA:
  - a. #2020-020, 2021 Levy Certification. Commissioner Pethia moved to approve Resolution #2020-020, 2021 Levy Certification. Commissioner Jernigan seconded the motion. Motion carried 5-0.
  - b. #2020-021, Adoption of 2021 Budget. Commissioner Elkins moved to approve Resolution #2020-021, Adoption of 2021 Budget. Commissioner Pethia seconded the motion. Motion carried 5-0.

- c. #2020-022, Substantial Needs. Commissioner Elkins moved to approve Resolution #2020-022, Substantial Needs. Commissioner Pethia seconded the motion. Motion carried 5-0.
- d. 2021 Levy Certification. Commissioner Elkins moved to approve the 2021 Levy Certification amounts. Commissioner Culleton seconded the motion. Motion carried 5-0.
- 5. 2021 WFCA Medical Insurance Application. Linda S. presented the 2021 medical insurance renewal application for board approval. She noted that she had been approached by a member about covering domestic partners, and asked if the board would be interested in pursuing that option. Discussion was held on the requirements and options available for providing this benefit. Linda S. proposed that the board approve the renewal application for now, and then she will provide more information about this benefit at the next board meeting. Commissioner Jernigan moved to approve the 2021 Medical Insurance renewal application as submitted. Commissioner Pethia seconded the motion. Motion carried 5-0.
- 6. Resolution #2020-023, Surplus. Linda S. presented a resolution for additional surplus items. Commissioner Pethia moved to approve Resolution #2020-023. Commissioner Jernigan seconded the motion. Motion carried 5-0.

**Unfinished Business (action items):** Chief Kaleiwahea presented goals and expectations for the Assistant Chief and Operations Chief, requesting board review and input. Commissioner Pethia suggested a meeting after the first of the year to discuss.

**Unfinished Business (nonaction items):**

- 1. Chehalis Tribe negotiations. Chief Kaleiwahea reported the tribe has paid their third quarter invoice, and he plans to mail out the certified letter tomorrow. He noted that he will give the tribe a courtesy call to notify them the letter is coming. Commissioner Ricks asked the board if they wanted to consider a minimum amount limit for negotiations with the tribe; the board would like to wait to see how the negotiations progress.

**Communications:**

- 1. Thurston County Treasurer October 2020 reports were presented as per RCW 52.16.050(4). Linda noted that revenues are still down about 4% over what was projected, with higher GEMT collections offsetting the shortfall. The budget is also projected to be underspent because of capital projects that have been delayed. She also noted the bond debt for district #1 will be paid off at the end of the year, and there appears to be a substantial amount remaining in that account. She will continue working on this issue, and reach out to the State Auditor and Department of Revenue to determine what options are available for use of these excess funds.
- 2. November 2020 budget reports were distributed. Linda projects the budget to be underspent by approximately \$80,000 by the end of the year, in addition to the \$200k Wildland Reserve funds that were used to offset the costs of the brush truck and front-bumper nozzles.
- 3. Operations Committee update. Chief Scott reported the Operations Committee is working on specs for the new tender, and hopes to have a recommendation to the board in a few months.
- 4. 2019 Audit Report. Linda S. reported the exit conference was held, and the auditor's office has issued a clean financial and accountability audit for 2019. There were approximately six exit items that are being addressed, to ensure tighter controls and more transparency for the department.
- 5. Aid Unit Donation. Chief Kaleiwahea reported the old aid unit (apparatus #72, donated to the department from TC Medic One) was donated to Cowlitz/Lewis Co FPD #20.
- 6. Notice of Intent-Spartan Engine finance package. Linda S. reported the credit application has been submitted to the State Treasurer for financing the new Spartan engine; bond will be sold in February 2021.
- 7. First Choice Health EAP utilization. Linda S. presented the most recent EAP utilization report from First Choice Health, noting that the price will increase from \$1.87 per person to \$1.96 in 2021.

8. Letter of Support for DNR. Chief Smith presented a letter provided to DNR in support of their application for the Capitol State Forest Education and Enforcement grant from the Washington State Recreation and Conservation Office.
9. Legal Services contract amendment. Chief Kaleiwahea presented a renewal with Eric Quinn for legal services in 2021, including an amendment to the contract which provides for a lower monthly “flat” fee to reduce carry-over funds, and a new section which outlines how those excess funds might be used by the department.

**Chief Reports:** Refer to printed reports.

1. Chief Kaleiwahea requested board approval to reach out to another well drilling company for the Maytown well drilling, as the one currently on the project has not been responsive; the board agreed.
2. Chief Scott reported he is working on obtaining an 80% funding grant for installation of solar panels.
3. Chief Kaleiwahea pointed out that tribal incident volume has been on the increase.

**Commissioner Reports:**

1. Commissioner Ricks reported the EMT classes have started and are going well; OTEP training has resumed; and Citizen CPR classes have resumed, with 1,337 trained so far this year.
2. Commissioner Pethia reported the Thurston Co association has all new administration (new chair, new vice chair, new treasurer.)

**Good of the Order:**

1. Commissioner Pethia expressed appreciation for Chief Kaleiwahea’s efforts towards the establishment of a singular medical facility for the department.
2. Linda S. presented a few of the numerous citizen appreciation cards and thank-you’s that have come into the department recently.
3. Commissioner Pethia expressed appreciation for Lt. Morale’s assistance in replacing smoke detector batteries for a fellow neighbor.

**Adjournment:** The board adjourned the meeting at 19:20 hours.

Submitted for Board approval by:

---

Linda Shea, Secretary

---

Tom Culleton, Board Member

---

Dave Pethia, Board Member

---

John Ricks, Board Member

---

Calvin Dahl, Board Member

---

Ben Elkins, Board Member

---

Jeff Jernigan, Board Member

# Memorandum of Understanding

By and Between  
West Thurston Regional Fire Authority  
& IAFF Local 3825

This Memorandum of Understanding ("MOU") is entered into this 20<sup>th</sup> day of November, 2020, by and between West Thurston Regional Fire Authority, herein after referred to as "RFA", and IAFF Local 3825, herein after referred to as "Union".

WHEREAS, The RFA and the Union believe it is in their best interest to enter into an agreement authorizing the utilization of a temporary employee, and in conformance of the current agreement Article 16.

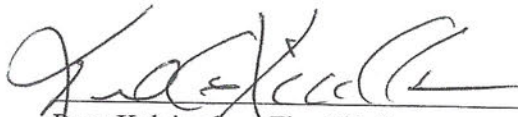
Further, the Union and the Agency agree to the following conditions:

1. A Temporary Employee will be utilized to fill for Chris White who will be on extended leave eight or more shifts.
2. The term of this agreement is up to 10 pay periods (months) and will end upon the return of the injured FTE.
3. The Temporary employee will not be offered overtime prior to FTE's unless it is a short term - (holding over) to complete an assigned shift or no FTE is available.
4. The Temporary employee will receive no less than state minimum wage (\$13.50) and shall not exceed 75% of step 1 Firefighter wage (\$21.03) as outlined in Appendix A The temporary position does not qualify for FTE benefits as outlined in the CBA.

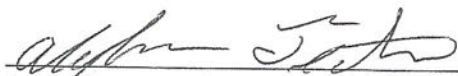
Dated this 20<sup>th</sup> day of November, 2020, Olympia, WA


*For West Thurston Regional Fire Authority:*

\_\_\_\_\_  
WTRFA Board Chair  
West Thurston Regional Fire Authority

  
\_\_\_\_\_  
Russ Kaleiwahea, Fire Chief  
West Thurston Regional Fire Authority

*For the International Association of Firefighters, Local 3825:*

  
\_\_\_\_\_  
Isaac Garza Alex Trautman  
WTRFA Bargaining Unit Representative  
IAFF Local 3825

  
\_\_\_\_\_  
Charles Jones, President  
IAFF 3825

## Form of Authorizing Resolution

Resolution No. 2020-025

Authorization for the acquisition of personal property and execution of a financing contract and related documentation relating to the acquisition of said  
**PERSONAL PROPERTY.**

WHEREAS,        West Thurston Regional Fire Authority        (the “Local Agency”) has executed a Notice of Intent to the Office of State Treasurer, in the form of Exhibit A (the “NOI”) to the form of Local Agency Financing Contract attached hereto (the “Local Agency Financing Contract”), in relation to the acquisition of and the financing of the acquisition of the Property, as defined below, under the provisions of RCW ch 39.94; and

WHEREAS, it is deemed necessary and advisable by the    Governing Board    of the Local Agency that the Local Agency acquire the equipment and/or personal property identified in the NOI (the “Property”); and

WHEREAS, it is deemed necessary and advisable by the    Governing Board    of the Local Agency that the Local Agency enter into the Local Agency Financing Contract with the Office of the State Treasurer in an amount not to exceed \$   558,714.24  , plus related financing costs, in order to acquire the Property and finance the acquisition of the Property;

WHEREAS, the Local Agency will undertake to acquire the Property on behalf of and as agent of the Washington Finance Officers Association (the “Corporation”) pursuant to the terms of the Local Agency Financing Contract, and in accordance with all applicable purchasing statutes and regulations applicable to the Local Agency; and

WHEREAS, the Local Agency desires to appoint the individuals set forth in Exhibit C to the form of Local Agency Financing Contract as the representatives of the Local Agency in connection with the acquisition of the Property and execution of the Local Agency Financing Contract (each an “Authorized Agency Representative”);

NOW, THEREFORE, BE IT RESOLVED, by the    Governing Board    of    West Thurston Regional Fire Authority    as follows:

**Section 1.** The individuals holding the offices or positions set forth in Exhibit C to the form of Local Agency Financing Contract are each hereby appointed as a representative of the Local Agency in connection with the acquisition of the Property and execution of the Local Agency Financing Contract and all other related documents. A minimum of  one  Authorized Agency Representatives shall be required to execute any one document in order for it to be considered duly executed on behalf of the Local Agency.

**Section 2.** The form of the Local Agency Financing Contract attached hereto is hereby approved and the Authorized Agency Representatives are hereby authorized and directed to execute and deliver the Local Agency Financing Contract, in an amount not to exceed \$ 558,714.24, plus related financing costs, and in substantially the form attached hereto with such changes as may be approved by the Authorized Representatives, for the acquisition of the Property and financing of the acquisition of the Property.

**Section 3.** The Local Agency hereby authorizes the acquisition of the Property as agent of the Corporation in accordance with the terms and provisions of the Local Agency Financing Contract.

**Section 4.** The Authorized Representatives are hereby authorized to execute and deliver to the Office of State Treasurer all other documents, agreements and certificates, and to take all other action, which they deem necessary or appropriate in connection with the financing of the Property, including, but not limited to, any amendment to the NOI and agreements relating to initial and ongoing disclosure in connection with the offering of securities related to the financing.

**Section 5.** This resolution shall become effective immediately upon its adoption.

ADOPTED by the    Governing Board    of    West Thurston Regional Fire Authority   , at a regular meeting thereof held this  14th  day of    December   , 20 20  .

[ S E A L ]

APPROVED:

\_\_\_\_\_  
John Ricks

\_\_\_\_\_  
Dave Pethia

\_\_\_\_\_  
Tom Culleton

---

Jeff Jernigan

---

Ben Elkins

---

Calvin Dahl

ATTEST:

---

Linda Shea, Board Secretary





## WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Administrative – Credit Card ~~Use~~Authorizations

Policy: 1.1003 Version: 3

Effect Date: 1/1/10, 2/8/2011

Rev. Date: 2/8/2011 12/1/2020

Applies to: All department members

Policy Administrator: Administrative Services Director

### ~~CREDIT CARD USE~~

#### ~~1.0 PURPOSE:~~

~~1.1 To establish appropriate compliance guidelines for usage of Department credit cards. For use of the credit card for advance travel expenses, please refer to Policy 1.1006.~~

#### ~~2.0 1.0 POLICY:~~

~~2.1 1.1 The West Thurston Regional Fire Authority Governing Board has~~ve  
authorized credit card use to include the Chief Officers, Commissioners, Career Duty  
Officers, ~~Office Manager and~~ Administrative Assistant ~~District Secretary,~~  
Administrative Services Director and members of the Rehab team. ~~One additional~~  
card~~s~~ will be kept at the Administrative Station for sign-out by the other staff as  
authorized.

~~2.2 1.2 Department credit cards may be used for pre-approved West Thurston RFA~~  
~~expenses only.~~

~~2.3 All receipts must be rendered to the Office Manager in charge of accounts payable~~  
~~within 5 business days, or upon return from travel on the attached form or the~~  
~~cardholder will be responsible for the amount of the charge to include any finance~~  
~~charges.~~

~~2.4 1.2 The Department shall have~~ Fire Chief and Governing Board have unlimited  
authority to revoke use of any charge card issued under RCW Chapters 42 and 43.  
~~Charges that are not pre-approved are the responsibility of the charging party.~~

**Commented [LS1]:** Moved to Procedure

**Formatted:** Font: (Default) Times New Roman, 12 pt

**Formatted:** Normal, No bullets or numbering

**Formatted:** Font: (Default) Times New Roman, 12 pt, Bold

**Formatted:** Normal, Indent: Left: 0.5", No bullets or numbering

**Formatted:** Font: (Default) Times New Roman, 12 pt

**Formatted:** Font: (Default) Times New Roman, 12 pt

**Formatted:** Font: (Default) Times New Roman, 12 pt

**Formatted:** Font: (Default) Times New Roman, 12 pt

**Formatted:** Normal, Indent: Left: 0.5", No bullets or numbering

**Commented [LS2]:** Moved to Procedure

**Formatted:** Indent: Left: 0.75", No bullets or numbering

~~2.5~~ 1.3 Cash advances and all forms of non-departmental business on Department credit cards are prohibited.

~~2.6~~ In order to be issued a Department card authorized personnel must sign the card check-out log stating that they understand and agree with the terms of Department credit card usage.

Commented [LS3]: Moved to Procedure

1.4 Authorized charges include:

- a. Fuel for department vehicles (when fueling at stations or department-approved fuel suppliers is not an option)
- b. Meals for crew recognition (within state per-diem limits)
- c. High nutritional food and beverages, and ice as needed, for rehab purposes on incidents
- d. Approved education/training courses which require online credit card payments
- e. Immediate facility or apparatus maintenance needs
- f. Approved supplies and equipment requests submitted to the Purchasing Officer
- g. Other purchases as approved by an officer in accordance with Policy #1.1009, Purchasing and Inventory/Surplus.

~~2.7~~ 1.5 The Department reserves the right to deduct the amount of any unauthorized charges, plus any interest or late fees, from the member's payroll or end of year reimbursements, ~~as a procedure for collection of charges which were not pre-approved.~~

## 2.0 REFERENCE

Procedure 1003.101 Credit Card Use and Reconciliation

**Wst Thurston Regional Fire Authority**  
**Dec2020 BLS Transport Rate Review**

Fire District	BLS-E		Mileage		Effective Date	2018 Per	2020 Per	Change	2018 Costs	2020 Exp	Change
	Res	NR	Res	NR		Transport Cost (GEMT)	Transport Cost (GEMT)	%	(total)	(total)	%
SE Thurston Fire Authority	\$ 550.00		\$ 15.00		5/1/2016						
Thurston 6-E Olympia	\$ 750.00		\$ 16.00		1/1/2020						
Thurston 9-McLane	\$ 750.00	\$ 850.00	\$ 16.00	\$ 18.00	6/1/2018						
Thurston 12-Tenino	\$ 850.00		\$ 18.00		11/1/2018						
Thurston 17-Yelm	\$ 550.00		\$ 15.00		3/9/2017						
<b>West Thurston RFA</b>	<b>\$ 750.00</b>		<b>\$ 16.00</b>		<b>2/1/2018</b>	<b>\$ 3,889</b>	<b>\$ 6,368</b>	<b>64%</b>	<b>5,423,328</b>	<b>6,745,441</b>	<b>24%</b>
<b>Average</b>	<b>\$ 721.43</b>	<b>\$ 850.00</b>	<b>\$ 16.29</b>	<b>\$ 18.00</b>							

	% over/under WTRFA		% over/under WTRFA		
Mason (average)	\$ 750.00	0%	\$ 15.70	-2%	
Lewis (average)	\$ 857.00	14%	\$ 16.90	6%	
Riverside	\$ 875.00	17%	\$ 20.00	25%	1/1/2019
AMR	\$ 1,207.00	61%	\$ 30.20	89%	1/1/2021
Olympic	\$ 1,218.80	63%	\$ 25.36	59%	1/1/2021

Reimbursement rates:

Medicare	\$ 381.77	-49%	\$ 7.62	-52%	2020
Medicaid	\$ 115.34	-85%	\$ 5.08	-68%	7/1/2019

**Recommendation:**

1. Increase mileage rate from \$16.00 to \$18.00 (consistent with Tenino and McLane NR and significantly lower than Riverside)
2. This is a 12.5% increase, 1/2 of what our budget increases have been over the past three years
3. Leave Base Rate at \$750 (slightly above average rate for Thurston Co) - 12.5% increase would be \$844
4. From this point forward, cost increases should be tied to GEMT transport rate changes



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

**Cash Activity**

Date	Description	Amount	Notes
11/01/2020	Beginning Cash Balance	\$5,549,999.96	
	<b>Receipts/Deposits/Refunds:</b>		
11/02/2020	District Deposit \$944.56 / 6701	944.56	✓
11/03/2020	District Deposit \$96.49 / 6701	96.49	✓
11/04/2020	Credit Card Deposit \$50.00 / 6701	50.00	✓
11/04/2020	District Deposit \$1,413.71 / 6701	1,413.71	✓
11/04/2020	District Deposit \$101.00 / 6701	101.00	✓
11/04/2020	District Deposit \$126.80 / 6701	126.80	✓
11/04/2020	District Deposit \$354.80 / 6701	354.80	✓
11/05/2020	Credit Card Deposit \$150.00 / 6701	150.00	✓
11/06/2020	District Deposit \$50,000.00 / 6701	50,000.00	✓
11/06/2020	Interest on Tax Refunds	(1.78)	✓
11/10/2020	Interest on Tax Refunds	(21.99)	✓
11/12/2020	District Deposit \$1,830.14 / 6701	1,830.14	
11/12/2020	District Deposit \$1,929.75 / 6701	1,929.75	
11/12/2020	District Deposit \$88.69 / 6701	88.69	
11/12/2020	District Deposit \$95.96 / 6701	95.96	
11/13/2020	District Deposit \$225.68 / 6701	225.68	
11/13/2020	District Deposit \$31,440.17 / 6701	31,440.17	
11/13/2020	District Deposit \$388.32 / 6701	388.32	
11/16/2020	Credit Card Deposit \$275.00 / 6701	275.00	
11/17/2020	District Deposit \$1,618.54 / 6701	1,618.54	
11/17/2020	District Deposit \$414.58 / 6701	414.58	
11/17/2020	District Deposit \$5,000.06 / 6701	5,000.06	
11/18/2020	Credit Card Deposit \$50.00 / 6701	50.00	
11/18/2020	District Deposit \$338.45 / 6701	338.45	
11/18/2020	District Deposit \$35,824.25 / 6701	35,824.25	
11/18/2020	District Deposit \$5,353.73 / 6701	5,353.73	
11/18/2020	District Deposit \$956.40 / 6701	956.40	
11/20/2020	District Deposit \$3,599.43 / 6701	3,599.43	
11/20/2020	Interest on Tax Refunds	(5.17)	✓
11/23/2020	District Deposit \$2,870.12 / 6701	2,870.12	
11/24/2020	Credit Card Deposit \$472.04 / 6701	472.04	
11/25/2020	District Deposit \$1,151.01 / 6701	1,151.01	
11/25/2020	District Deposit \$1,461.92 / 6701	1,461.92	
11/25/2020	District Deposit \$13,835.67 / 6701	13,835.67	
11/25/2020	District Deposit \$406.00 / 6701	406.00	
11/25/2020	District Deposit \$503.21 / 6701	503.21	
11/27/2020	Credit Card Deposit \$150.00 / 6701	150.00	
11/30/2020	Credit Card Deposit \$25.00 / 6701	25.00	
11/30/2020	District Deposit \$1,607.40 / 6701	1,607.40	
11/30/2020	District Deposit \$650.93 / 6701	650.93	
11/30/2020	Tax & Assessment Receipts	345,968.88	
11/30/2020	Timber Harvest Tax	19,699.75	
11/30/2020	Interest Paid	5,035.56	✓
	<b>Total Deposits</b>	<b>\$536,475.06</b>	✓
	<b>Warrant Issues &amp; Voids/Fees/ACH/Wires:</b>		
11/10/2020	Issued Warrants	(147,007.25)	
11/12/2020	Electronic Disbursement	(6,134.00)	
11/13/2020	Electronic Disbursement	(13,172.15)	

Reviewed by:





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

11/19/2020	Transfer	(5,228.71)	
11/30/2020	Electronic Disbursement	(311,850.96)	
	<b>Total Warrants and Electronic Disbursements</b>	<b>(\$483,393.07)</b>	
11/30/2020	<b>Ending Cash Balance</b>	<b>\$5,603,081.95</b>	

**Warrant Activity**

11/01/2020	<b>Beginning Warrants Outstanding</b>	<b>\$14,688.25</b>
	Total Warrants Issued	147,007.25
	Total Warrants Redeemed	(140,622.32)
	Total Warrants Voided	-
11/30/2020	<b>Ending Warrants Outstanding</b>	<b>\$21,073.18</b>

**Investment Activity**

11/01/2020	<b>Beginning Interest Receivable</b>	<b>\$10,585.92</b>
	Interest Earned	3,254.98
	Cash Paid	(5,035.56)
11/30/2020	<b>Ending Interest Receivable</b>	<b>\$8,805.34</b>

TCIP Yield (used to calculate interest earnings)	0.72%
LGIP Yield (budget benchmark)	0.15%



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

### Cash Activity

Date	Description	Amount	Notes
11/01/2020	Beginning Cash Balance	\$1,242,214.92	
	Receipts/Deposits/Refunds:		
11/06/2020	Interest on Tax Refunds	(0.18)	
11/10/2020	Interest on Tax Refunds	(4.35)	
11/19/2020	Transfer	5,228.71	
11/20/2020	Interest on Tax Refunds	(1.96)	
11/30/2020	Tax & Assessment Receipts	52,320.37	
11/30/2020	Interest Paid	1,019.07	
	<b>Total Deposits</b>	<b>\$58,561.66</b>	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	<b>Total Warrants and Electronic Disbursements</b>	<b>\$0.00</b>	
11/30/2020	Ending Cash Balance	\$1,300,776.58	

### Warrant Activity

11/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
11/30/2020	Ending Warrants Outstanding	\$0.00

### Investment Activity

11/01/2020	Beginning Interest Receivable	\$2,067.49
	Interest Earned	733.56
	Cash Paid	(1,019.07)
11/30/2020	Ending Interest Receivable	\$1,781.98

TCIP Yield (used to calculate interest earnings)	0.72%
LGIP Yield (budget benchmark)	0.15%



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

### Cash Activity

Date	Description	Amount	Notes
11/01/2020	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	
11/30/2020	Ending Cash Balance	\$0.00	

### Warrant Activity

11/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
11/30/2020	Ending Warrants Outstanding	\$0.00

### Investment Activity

11/01/2020	Beginning Interest Receivable	\$0.00
	Interest Earned	-
	Cash Paid	-
11/30/2020	Ending Interest Receivable	\$0.00

TCIP Yield (used to calculate interest earnings)	0.72%
LGIP Yield (budget benchmark)	0.15%





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

### Cash Activity

Date	Description	Amount	Notes
11/01/2020	Beginning Cash Balance	\$668,371.23	
	Receipts/Deposits/Refunds:		
11/30/2020	Interest Paid	737.78	
	Total Deposits	\$737.78	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
11/30/2020	Ending Cash Balance	\$669,109.01	

### Warrant Activity

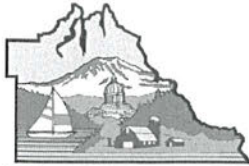
11/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
11/30/2020	Ending Warrants Outstanding	\$0.00

### Investment Activity

11/01/2020	Beginning Interest Receivable	\$1,634.40
	Interest Earned	393.48
	Cash Paid	(737.78)
11/30/2020	Ending Interest Receivable	\$1,290.10

TCIP Yield (used to calculate interest earnings)	0.72%
LGIP Yield (budget benchmark)	0.15%





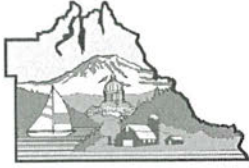
## THURSTON COUNTY

### Property Tax/Special Assessment Fund Activity

From 11-01-2020 To 11-30-2020

District: W THURSTON RFA

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
<b>Fund: 67A0 W THURSTON RFA GENERAL FUND</b>					
2019	67A00000121100	\$0.01	\$0.00	\$0.00	\$0.01
2018	67A00000121100	\$13,943.58	(\$196.05)	\$406.84	\$13,340.69
2017	67A00000121100	\$1,485.98	\$0.00	\$452.69	\$1,033.29
2016	67A00000121100	\$401.79	\$0.00	\$0.00	\$401.79
2015	67A00000121100	\$358.51	\$0.00	\$0.00	\$358.51
2014	67A00000121100	\$372.57	\$0.00	\$0.00	\$372.57
2013	67A00000121100	\$232.02	\$0.00	\$0.00	\$232.02
2012	67A00000121100	\$179.05	\$0.00	\$0.00	\$179.05
2011	67A00000121100	(\$0.46)	\$0.00	\$0.00	(\$0.46)
<b>Fund Total:</b>		\$16,973.05	(\$196.05)	\$859.53	\$15,917.47
<b>Fund: 67A6 W THURSTON RFA M&amp;O FUND</b>					
2015	67A60000121100	\$79.42	\$0.00	\$0.00	\$79.42
<b>Fund Total:</b>		\$79.42	\$0.00	\$0.00	\$79.42
<b>District Total:</b>		\$17,052.47	(\$196.05)	\$859.53	\$15,996.89



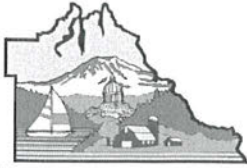
# THURSTON COUNTY

## Property Tax/Special Assessment Fund Activity

From 11-01-2020 To 11-30-2020

District: FIRE DISTRICT #01

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
<b>Fund: 6610 EXPENSE FUND/ROCHESTER FD #1</b>					
2020	66100000121100	\$130,604.94	(\$401.84)	\$92,275.36	\$37,927.74
2019	66100000121100	\$13,180.12	(\$222.37)	\$146.69	\$12,811.06
2011	66100000121100	(\$0.01)	\$0.00	\$0.00	(\$0.01)
2010	66100000121100	\$0.10	\$0.00	\$0.00	\$0.10
2009	66100000121100	\$0.14	\$0.00	\$0.00	\$0.14
2008	66100000121100	\$0.01	\$0.00	\$0.00	\$0.01
2007	66100000121100	\$0.06	\$0.00	\$0.00	\$0.06
2006	66100000121100	\$0.19	\$0.00	\$0.00	\$0.19
2005	66100000121100	(\$0.04)	\$0.00	\$0.00	(\$0.04)
2004	66100000121100	(\$0.06)	\$0.00	\$0.00	(\$0.06)
2003	66100000121100	(\$0.09)	\$0.00	\$0.00	(\$0.09)
2001	66100000121100	\$0.04	\$0.00	\$0.00	\$0.04
<b>Fund Total:</b>		<b>\$143,785.40</b>	<b>(\$624.21)</b>	<b>\$92,422.05</b>	<b>\$50,739.14</b>
<b>Fund: 6614 F.D.#1 BOND ROCHESTER</b>					
2020	66140000121100	\$44,501.13	(\$135.22)	\$31,483.17	\$12,882.74
2019	66140000121100	\$4,269.40	(\$113.34)	\$4.04	\$4,152.02
2018	66140000121100	\$2,753.80	(\$107.16)	(\$52.98)	\$2,699.62
2017	66140000121100	\$159.14	\$0.00	\$9.70	\$149.44
2016	66140000121100	\$112.17	\$0.00	\$0.00	\$112.17
2015	66140000121100	\$105.11	\$0.00	\$0.00	\$105.11
2014	66140000121100	\$115.35	\$0.00	\$0.00	\$115.35
2013	66140000121100	\$12.77	\$0.00	\$0.00	\$12.77
2012	66140000121100	(\$0.12)	\$0.00	\$0.00	(\$0.12)
2011	66140000121100	\$0.01	\$0.00	\$0.00	\$0.01
2010	66140000121100	\$0.03	\$0.00	\$0.00	\$0.03
2009	66140000121100	\$0.09	\$0.00	\$0.00	\$0.09
2008	66140000121100	\$0.05	\$0.00	\$0.00	\$0.05
2007	66140000121100	(\$0.17)	\$0.00	\$0.00	(\$0.17)
<b>Fund Total:</b>		<b>\$52,028.76</b>	<b>(\$355.72)</b>	<b>\$31,443.93</b>	<b>\$20,229.11</b>
<b>Fund: 6615 F.D.#1 M&amp;O ROCHESTER</b>					
2020	66150000121100	\$96,272.82	(\$292.52)	\$68,113.28	\$27,867.02
2019	66150000121100	\$5,122.63	(\$135.99)	\$4.83	\$4,981.81
2018	66150000121100	\$3,418.98	(\$133.04)	(\$65.78)	\$3,351.72
2017	66150000121100	\$215.63	\$0.00	\$13.13	\$202.50
<b>Fund Total:</b>		<b>\$105,030.06</b>	<b>(\$561.55)</b>	<b>\$68,065.46</b>	<b>\$36,403.05</b>
<b>District Total:</b>		<b>\$300,844.22</b>	<b>(\$1,541.48)</b>	<b>\$191,931.44</b>	<b>\$107,371.30</b>



# THURSTON COUNTY

## Property Tax/Special Assessment Fund Activity

From 11-01-2020 To 11-30-2020

District: FIRE DISTRICT #11

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
<b>Fund: 6710 EXPENSE FUND/LITTLEROCK FD#11</b>					
2020	67100000121100	\$142,842.45	(\$174.45)	\$104,316.45	\$38,351.55
2019	67100000121100	\$11,793.42	\$0.00	\$653.22	\$11,140.20
2012	67100000121100	(\$0.01)	\$0.00	\$0.00	(\$0.01)
2011	67100000121100	\$0.02	\$0.00	\$0.00	\$0.02
2010	67100000121100	\$0.02	\$0.00	\$0.00	\$0.02
2009	67100000121100	(\$0.05)	\$0.00	\$0.00	(\$0.05)
2008	67100000121100	(\$0.08)	\$0.00	\$0.00	(\$0.08)
2007	67100000121100	\$0.02	\$0.00	\$0.00	\$0.02
2006	67100000121100	\$0.09	\$0.00	\$0.00	\$0.09
2005	67100000121100	\$0.12	\$0.00	\$0.00	\$0.12
2004	67100000121100	\$0.15	\$0.00	\$0.00	\$0.15
2003	67100000121100	\$0.16	\$0.00	\$0.00	\$0.16
2002	67100000121100	(\$0.08)	\$0.00	\$0.00	(\$0.08)
2001	67100000121100	(\$0.03)	\$0.00	\$0.00	(\$0.03)
<b>Fund Total:</b>		<b>\$154,636.20</b>	<b>(\$174.45)</b>	<b>\$104,969.67</b>	<b>\$49,492.08</b>
<b>Fund: 6712 BOND DEBT SERVICE FUND/FD #11</b>					
2020	67120000121100	\$27,590.75	(\$109.35)	\$20,599.49	\$6,881.91
2019	67120000121100	\$2,089.08	\$0.00	\$118.06	\$1,971.02
2018	67120000121100	\$1,206.45	\$0.00	\$80.05	\$1,126.40
2017	67120000121100	\$175.73	\$0.00	\$78.84	\$96.89
2016	67120000121100	\$1.89	\$0.00	\$0.00	\$1.89
2015	67120000121100	\$2.85	\$0.00	\$0.00	\$2.85
2014	67120000121100	\$3.20	\$0.00	\$0.00	\$3.20
2013	67120000121100	\$42.91	\$0.00	\$0.00	\$42.91
2012	67120000121100	\$34.24	\$0.00	\$0.00	\$34.24
2011	67120000121100	\$0.19	\$0.00	\$0.00	\$0.19
2010	67120000121100	\$0.03	\$0.00	\$0.00	\$0.03
2008	67120000121100	\$0.11	\$0.00	\$0.00	\$0.11
2007	67120000121100	(\$0.02)	\$0.00	\$0.00	(\$0.02)
2006	67120000121100	(\$0.07)	\$0.00	\$0.00	(\$0.07)
2005	67120000121100	\$0.20	\$0.00	\$0.00	\$0.20
2004	67120000121100	(\$0.13)	\$0.00	\$0.00	(\$0.13)
2003	67120000121100	\$0.12	\$0.00	\$0.00	\$0.12
2002	67120000121100	\$0.09	\$0.00	\$0.00	\$0.09
2001	67120000121100	\$0.01	\$0.00	\$0.00	\$0.01
<b>Fund Total:</b>		<b>\$31,147.63</b>	<b>(\$109.35)</b>	<b>\$20,876.44</b>	<b>\$10,161.84</b>
<b>Fund: 6715 M&amp;O FUND/LITTLEROCK FD #11</b>					
2020	67150000121100	\$108,160.56	(\$170.49)	\$79,039.51	\$28,950.56
2019	67150000121100	\$4,482.05	\$0.00	\$253.77	\$4,228.28
2018	67150000121100	\$2,625.28	\$0.00	\$174.96	\$2,450.32
2017	67150000121100	\$410.12	\$0.00	\$183.93	\$226.19
<b>Fund Total:</b>		<b>\$115,678.01</b>	<b>(\$170.49)</b>	<b>\$79,652.17</b>	<b>\$35,855.35</b>
<b>District Total:</b>		<b>\$301,461.84</b>	<b>(\$454.29)</b>	<b>\$205,498.28</b>	<b>\$95,509.27</b>

West Thurston Regional Fire Authority  
Budget Report as of:

Dec-20

Title	January	February	March	April	May	June	July	August	Sept	October	November	December	YTD Collected / Expended	Original Budget	Adjusts	100% of Year Expended		
																Revised Budget	Budget Remaining	% Rev/Exp
<b>GENERAL FUND</b>																		
Beg Bal-Unresv GF 67A0													-	1,152,175	(80,045)	1,072,130	1,072,130	
Beg Bal-Petty Cash													-			-		
Beg Bal-Oper Res 67A0													-	2,812,301		2,812,301	2,812,301	
Beg Bal-Wildland Res 67A0													-	204,334	(204,334)	-	-	
Beg Bal-GEMT Res 67A0													-	342,852	57,148	400,000	400,000	
<b>BEGINNING BALANCES</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	4,511,662	(227,231)	4,284,431	4,284,431	
Property Tax	2,624	1,420	5,077	1,271	3,770	5,896	2,801	1,043	83	1,332	860		26,177				(26,177)	
Property Tax-Regular District #1	3,480	41,701	64,490	568,175	130,282	65,782	11,282	8,660	22,761	577,924	92,422		1,586,961	1,614,048		1,614,048	27,087	
Property Tax-M&O #1 6615	2,329	28,672	45,021	415,334	96,008	49,217	8,101	5,107	16,255	422,009	68,065		1,156,118	1,190,889		1,190,889	34,771	
Property Tax-Regular District #11	1,335	23,536	61,178	554,029	118,201	69,025	19,842	14,617	24,834	571,782	104,970		1,563,349	1,587,746		1,587,746	24,397	
Property Tax-M&O #11 6715	709	17,309	44,612	418,173	88,964	52,520	13,970	10,861	18,603	431,854	79,652		1,177,226	1,244,410		1,244,410	67,184	
Property Tax-M&O	11	(15)	-	-	-	-	-	-	-	-	-		(4)			-	4	
Sale of Tax Title Property GF	-	-	-	-	-	-	-	-	-	-	-		-			-	-	
FEMA Grant-Cancer Screenings	-	(1,578)	-	-	-	-	-	-	-	-	-		(1,578)			-	1,578	
FEMA Grant-Vol R&R	-	10,234	-	-	-	-	-	-	-	-	-		10,234			-	(10,234)	
COVID-19 Nongrant Assistance				8,527	-	-	-	17,118	-	-	-		25,645			-	(25,645)	ck to COVID
GEMT	20,420	45,107	19,608	34,476	24,956	175,432	31,188	25,732	17,499	32,869	47,317		474,603	262,000		262,000	(212,603)	
State Grant-Military Dept																		
State Grant - DNR Wildland	-	-	-	-	6,377	-	-	-	-	-	-		6,377	6,377		6,377	0	
State Grant-Dept Of Health	-	-	1,260	-	-	-	-	-	-	-	-		1,260	1,200		1,200	(60)	
State Grant-Other	-	-	-	-	-	-	-	-	-	-	-		-			-	-	
DNR Timber Trust 2 - State Forest	-	104	-	-	439	-	306	-	-	-	-		849			-	(849)	
DNR PILT NAP/NRCA	-	-	-	-	-	-	-	-	-	-	-		-			-	-	
Interlocal Grants (incl. Timber Harvest Tax & Medic 1	-	7,374			69,202	226	-	360	-	-	19,700		96,861	59,000		59,000	(37,861)	
Printing & Duplicating Services		5	-	-	-	-	5	-	-	-	-		10			-	(10)	
Mobilizations	21,898	-	-	-	-	-	2,079	7,289	18,282	15,819	-		65,367			-	(65,367)	
Intergov't/Tribal	76,106	-	-	26,106	50,000	-	65,760	(11,219)	50,000	-	80,596		337,348	373,139		373,139	35,791	
Ambulance & Emer Aid Fees	21,222	21,480	27,586	26,483	26,304	27,791	29,244	24,160	22,737	35,108	29,769		291,882	433,000		433,000	141,118	
Other Interest	5,556	3,830	5,552	5,632	6,158	7,026	4,024	2,201	2,879	2,712	5,007		50,577	20,000		20,000	(30,577)	
Space & Fac Leases (short and long-term)	5,233	402	720	1,000	4,546	600	1,200	4,439	23,408	4,739	400		46,687	49,050		49,050	2,363	
Contributions And Donations From Private	-	-	-	-	-	-	-	-	-	-	-		-			-	-	
Sale Of Surplus	-	4,153	(304)	-	-	-	-	4,784	-	101	-		8,734			-	(8,734)	
Misc Revenue - Incident Cost Recovery	278	1,463	68	26	428	735	122	26	297	680	882		5,004	8,000		8,000	2,996	
Misc Revenue - Prior Year	24,493	906	1,364	2	-	-	265	305	-	(259)	(6)		27,069			-	(27,069)	
Misc Revenue - Fuel Tax Refunds	-	472	-	727	-	-	599	-	-	-	737		2,536			-	(2,536)	
Misc Revenue - Other	6	-	27	-	-	-	-	-	-	10	-		43			-	(43)	
Other-Sales Tax	(279)	51	397	(1,167)	770	77	(822)	757	53	(810)	770		(202)			-	202	
Suspense (cancelled warrants, pending deposits)													-			-	-	
Long Term Debt Issuance											403,190		403,190			-	(403,190)	
Premiums on Bonds											64,515		64,515			-	(64,515)	
Sale Of Assets	-	-	-	-	-	-	15,000	-	-	-	-		15,000			-	(15,000)	
Insurance Recovery	-	-	-	-	-	-	-	-	-	-	-		-			-	-	
Transfers In	-	-	-	-	-	-	-	-	-	-	-		-			-	-	
<b>TOTAL REVENUE</b>	<b>185,422</b>	<b>206,626</b>	<b>276,655</b>	<b>2,058,795</b>	<b>626,404</b>	<b>454,326</b>	<b>204,967</b>	<b>111,456</b>	<b>222,476</b>	<b>2,095,768</b>	<b>998,945</b>	-	<b>7,441,841</b>	<b>6,848,860</b>	-	<b>6,848,860</b>	<b>(592,981)</b>	<b>109%</b>
<b>TOTAL FUNDS AVAILABLE</b>														<b>11,360,522</b>	<b>(227,231)</b>	<b>11,133,291</b>	<b>3,691,451</b>	
Admin-Salaries-Commissioner	2,481	2,069	2,453	1,685	1,045	1,408	1,321	1,173	1,173	2,453	1,429	3,712	22,398	27,648		27,648	5,250	
Admin-Salaries-Admin	47,400	46,385	43,421	42,087	42,087	42,087	42,087	50,538	50,578	50,538	62,781	50,538	570,527	570,589		570,589	62	
Admin-Salaries-Temporary Adm	1,313	3,080	2,389	2,125	2,122	1,509	2,208	1,272	3,810	1,046	479	830	22,183	27,378		27,378	5,195	
Admin-Benefits-Commissioner	205	158	188	143	80	126	89	90	90	194	109	303	1,775	2,232		2,232	457	
Admin-Benefits-Admin	15,763	15,003	14,884	18,786	12,599	13,281	16,279	17,287	17,428	17,736	18,164	17,479	194,689	226,213		226,213	31,524	
Admin-Benefits-Temporary Adm	134	236	183	209	162	115	207	97	291	129	37	63	1,864	2,298		2,298	434	
Admin-Office & Oper Supplies	891	652	-	752	559	1,105	69	415	410	69	58	384	5,363	3,570		3,570	(1,793)	
Admin-Minor Equip (noninv)	705	609	800	4,784	440	723	589	518	532	611	440	708	11,458	7,344		7,344	(4,114)	
Admin-Small & Attractive Assets (inventory)	-	21,973	-	-	-	-	302	-	818	-	-	-	23,093	10,000	21,973	31,973	8,880	
Admin-Software	6,393	1,566	546	778	619	8,160	2,288	546	1,395	498	628	628	24,045	29,015		29,015	4,970	
Admin-Prof Services	47,228	6,376	10,192	9,174	4,525	5,473	38,670	7,817	6,665	7,220	9,957	7,312	160,608	84,064		84,064	(76,544)	
Admin-Communication	60	60	60	60	349	60	62	65	53	56	54	103	1,041	1,080		1,080	39	
Admin-Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	500		500	500	
Admin-Insurance	159	-	159	318	159	159	159	159	9,572	623	159	63,132	74,757	74,713		74,713	(44)	
Admin-Equipment Maint	275	239	-	234	373	-	180	137	130	90	187	93	1,938	6,140		6,140	4,202	
Admin-Misc-Commissioner	112	883	602	139	(125)	-	-	9	17	114	17	9	1,775	9,290		9,290	7,515	
Admin-Misc-Admin	605	1,007	594	158	349	84	133	103	1,045	467	339	278	5,163	6,000		6,000	837	
Admin-Dues & Membership	3,729	550	-	-	-	-	3,490	-	-	-	-	-	7,769	11,770		11,770	4,001	
Admin-Elections	-	7,992	-	-	-	-	-	-	-	-	-	-	7,992	10,000		10,000	2,008	
Suppr-Salaries-Career FF	233,070	225,062	222,695	219,956	217,148	221,387	217,375	230,457	222,064	230,207	248,155	238,217	2,725,792	2,840,220		2,840,220	114,428	
Suppr-Salaries-Vol Pts	11,811	3,050	2,895	11,257	3,116	2,913	14,876	5,514	5,457	5,500	5,919	27,696	100,004	136,472		136,472	36,468	
Suppr-Salaries-Mobe OT	-	-	-	-	-	-	-	11,550	34,639	17,834	-	-	64,023	-		-	(64,023)	
Suppr-Salaries-Training OT	778	4,007	3,051	715	-	-	470	4,411	93	795	605	-	14,926	23,884		23,884	8,958	
Suppr-Salaries-COVID 19 OT	-	-	-	12,788	-	-	-	-	-	-	2,244	2,244	17,276	-		-	(17,276)	
Suppr-Benefits-Career FF	111,104	78,743	79,502	105,470	74,817	77,354	108,833	76,353	75,352	100,624	76,671	75,561	1,040,383	1,144,958		1,144,958	104,575	



Title	January	February	March	April	May	June	July	August	Sept	October	November	December	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
Suppr-Benefits-Volunteer	1,137	374	363	1,002	379	364	1,279	563	558	562	594	2,260	9,435	11,880		11,880	2,445	
Suppr-Benefits-Mobe OT	221	-	-	-	-	-	-	765	2,285	1,186	-	-	4,458	-		-	(4,458)	
Suppr-Benefits-Training OT	12	58	44	66	-	-	32	289	6	58	40	-	605	1,619		1,619	1,014	
Suppr-Benefits-COVID 19 OT	-	-	-	835	-	-	32	-	-	-	164	148	1,178	-		-	(1,178)	
Suppr-Bunker Gear/PPE	-	1,108	6,007	7,480	637	55	9,819	140	8,618	11,538	447	27,946	73,796	37,200		37,200	(36,596)	
Suppr-Uniforms	795	4,193	1,446	911	4,890	3,422	990	2,376	3,367	1,768	183	1,747	26,088	15,000		15,000	(11,088)	
Suppr-Rehab Supplies	-	-	-	-	-	-	-	29	189	-	-	-	218	2,500		2,500	2,282	
Suppr-COVID 19 PPE Supplies	-	-	-	1,871	-	-	-	-	-	-	-	-	1,871	-		-	(1,871)	
Suppr-Small Tools	2,349	713	-	2,427	-	-	-	-	1,390	-	-	-	6,879	23,000		23,000	16,121	
Suppr-Minor Equipment	986	1,057	126	-	764	-	1,216	(798)	-	1,106	-	-	4,456	28,500		28,500	24,044	
Suppr-Health & Wellness Equip	-	659	2,061	1,003	53	36	19	-	486	-	-	38	4,355	5,000	923	5,923	1,568	
Suppr-Small & Attractive Assets (inventoria	-	-	1,125	-	-	4,908	-	11,334	1,090	187	-	-	18,645	-		-	(18,645)	
Suppr-Wildland tools/gear	-	12,601	430	-	-	-	-	-	-	2,391	-	-	15,422	-	17,139	17,139	1,717	
Suppr-Comm/Modems	1,287	1,285	1,185	1,185	1,184	1,088	1,184	1,189	1,183	1,136	1,150	1,147	14,205	19,200		19,200	4,995	
Suppr-Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	500		500	500	
Medical Costs	-	3,356	(600)	438	-	275	(100)	-	-	-	-	4,062	7,431	35,200		35,200	27,769	
Medical Costs - COVID-19	-	-	-	-	-	50	450	-	-	-	-	-	500	-		-	(500)	
Suppr-Insurance	2,280	-	-	-	-	-	-	-	-	90	-	-	2,370	14,657		14,657	12,287	
Suppr-Miscellaneous	2,947	332	166	256	(30)	-	564	(16)	5,937	1,156	27	6	11,344	16,600		16,600	5,256	
Suppr-Misc-Volunteer	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Fire Inv-Salaries	338	-	325	-	216	-	1,191	139	97	470	90	321	3,186	6,000		6,000	2,814	
Fire Inv-Benefits	29	-	25	3	17	-	93	11	23	45	7	25	276	600		600	324	
Fire Prev-Pub Ed (public)	297	-	60	-	296	-	-	-	-	-	413	396	1,462	8,100		8,100	6,638	
Fire Inv-Professional Svcs	71	-	1,550	(1,470)	300	334	232	140	120	179	43	125	1,623	8,000		8,000	6,377	
Fire Inv-Small & Attractive Assets (inventor	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Training-Supplies	303	20	522	60	20	20	105	20	120	-	31	76	1,297	8,000		8,000	6,703	
Training-Pub Ed/EMS (dept)	22	425	-	(161)	-	-	-	-	-	60	-	-	346	1,500		1,500	1,154	
Training-Travel/Registrations (Fire)	1,800	9,629	941	(100)	-	560	1,830	-	(439)	786	-	-	15,006	58,500		58,500	43,494	
Training Reimb-Residents	-	-	-	-	-	3,932	-	-	-	-	-	-	3,932	25,000		25,000	21,068	
Training-Travel/Registrations (EMS)	80	295	198	(493)	13	-	-	-	-	-	-	-	93	4,000		4,000	3,907	
Facilities-Operating Supplies General	359	1,397	350	2,437	1,034	706	2,828	245	1,439	837	4,453	4,079	20,164	23,750		23,750	3,586	
Facilities Station 1-1 Kitchen	-	-	-	-	-	-	-	58	-	-	-	-	58	250		250	192	
Facilities Station 1-2 Kitchen	-	-	-	-	-	-	-	58	-	-	-	-	58	250		250	192	
Facilities Station 1-3 Kitchen	-	-	-	-	-	-	-	31	-	88	-	22	141	250		250	109	
Facilities Station 1-4 Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	-	250		250	250	
Facilities Station 1-6 Kitchen	-	-	-	-	-	-	-	155	-	-	-	-	155	250		250	95	
Facilities COVID 19	-	-	-	7,250	(16)	-	829	(45)	311	-	-	-	8,328	-		-	(8,328)	
Facilities-Heating Fuels	-	-	9,516	12,060	-	-	-	-	-	-	3,422	2,119	27,116	40,000		40,000	12,884	
Facilities-Water	438	358	353	394	332	334	459	338	301	321	372	380	4,380	5,500		5,500	1,120	
Facilities-Phone/Cable	1,502	1,201	1,291	1,301	1,300	1,300	1,301	1,309	1,313	1,313	1,313	1,314	15,759	15,800		15,800	41	
Facilities-Electricity	3,963	4,664	4,664	4,663	4,192	3,541	2,811	2,539	3,077	1,691	-	3,290	39,095	42,349		42,349	3,254	
Facilities-Garbage	327	348	418	361	360	431	412	360	503	328	458	379	4,684	4,500		4,500	(184)	
Facilities-Repairs & Maint	18,923	15,367	11,384	29,529	27,420	(8,510)	33,773	9,914	13,786	18,208	3,610	7,722	181,127	154,340		154,340	(26,787)	
Vehicle & Equip-Fuel	2,167	3,572	3,098	3,383	1,333	2,084	2,119	2,923	4,276	3,795	2,651	1,962	33,363	50,500		50,500	17,137	
Vehicle & Equip-Repairs & Maint	29,863	29,507	17,592	38,205	17,272	17,604	39,063	20,878	14,944	19,430	24,011	29,893	298,262	225,680		225,680	(72,582)	
Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Payroll Clearing	(2,510)	(2,528)	(2,511)	5,043	(2,464)	(2,470)	4,957	(2,555)	(2,587)	5,063	(2,592)	(2,570)	(7,725)	-		-	7,725	
Payroll Draw Clearing	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Debt Related Costs	-	-	-	-	-	-	-	-	-	-	1,121	-	1,121	-		-	(1,121)	
Capital Expenditures	-	59,210	26,886	168,975	-	102,386	(41,385)	25,780	-	-	475,424	25,398	842,672	426,000	187,196	613,196	(229,476)	
Transfers-Out - Other Costs Allocations	-	-	-	-	-	151,917	-	-	-	-	-	8,960	160,877	173,918		173,918	13,041	
<b>TOTAL GF EXPENDITURES/OTHER</b>	<b>554,201</b>	<b>568,900</b>	<b>473,625</b>	<b>720,531</b>	<b>419,926</b>	<b>660,307</b>	<b>515,788</b>	<b>486,678</b>	<b>494,006</b>	<b>510,594</b>	<b>945,863</b>	<b>610,532</b>	<b>6,960,953</b>	<b>6,749,521</b>	<b>227,231</b>	<b>6,976,752</b>	<b>15,799</b>	<b>100%</b>
<b>GENERAL FUND ENDING BALANCE</b>	<b>4,142,883</b>	<b>3,780,609</b>	<b>3,583,639</b>	<b>4,921,903</b>	<b>5,128,380</b>	<b>4,922,398</b>	<b>4,611,577</b>	<b>4,236,356</b>	<b>3,964,826</b>	<b>5,550,000</b>	<b>5,603,082</b>	<b>(610,532)</b>						
<b>EMERGENCY RESERVE FUND</b>																		
Beg Bal-Emerg Res 67A4	661,240															-	-	
Other Interest-Emergency Res	838	597	901	949	982	1,073	596	326	438	430	738		7,869	10,000		10,000	2,131	
Property Tax-M&O													-			-	-	
<b>EMERGENCY RESERVE ENDING BALANCE</b>	<b>662,079</b>	<b>662,676</b>	<b>663,577</b>	<b>664,526</b>	<b>665,508</b>	<b>666,581</b>	<b>667,177</b>	<b>667,503</b>	<b>667,941</b>	<b>668,371</b>	<b>669,109</b>	<b>-</b>	<b>7,869</b>	<b>671,240</b>	<b>-</b>	<b>671,240</b>		
<b>BOND DEBT FUND</b>																		
Beg Bal-Reserved Debt Srv	455,493																	
Property Tax-Bond Debt	2,091	18,048	32,695	294,752	69,831	37,802	7,866	5,061	12,028	304,280	52,320		836,777	862,915		862,915	26,138	
Property Tax-Bond Debt - IAGs								17,663			10,457		28,121	-		-	(28,121)	
Sale of Tax Title Property Debt Svc													-	-		-	-	
DNR Timber Trust 2-Debt Svc		11			45		32						88	-		-	(88)	
Interlocal Grants		6,388						6,388					12,777	-		-	(12,777)	
Other Interest-Debt Srv	844	542	772	799	913	1,076	652	380	529	534	1,013		8,051	10,000		10,000	1,949	
Transfers In-Debt Svc						151,917							151,917	173,918		173,918	22,001	
Debt Svcs-Principal Debt Srv Fund						148,212							148,212	923,212		923,212	775,000	
Debt Svc-Interest And Other Debt Srv Fund						38,580				427			39,007	83,455		83,455	44,448	
<b>BOND DEBT ENDING BALANCE</b>	<b>458,428</b>	<b>483,418</b>	<b>516,884</b>	<b>812,436</b>	<b>883,225</b>	<b>887,228</b>	<b>895,777</b>	<b>925,270</b>	<b>937,828</b>	<b>1,242,215</b>	<b>1,306,005</b>	<b>-</b>	<b>850,512</b>	<b>495,660</b>	<b>-</b>	<b>495,660</b>		



# WEST THURSTON REGIONAL FIRE AUTHORITY

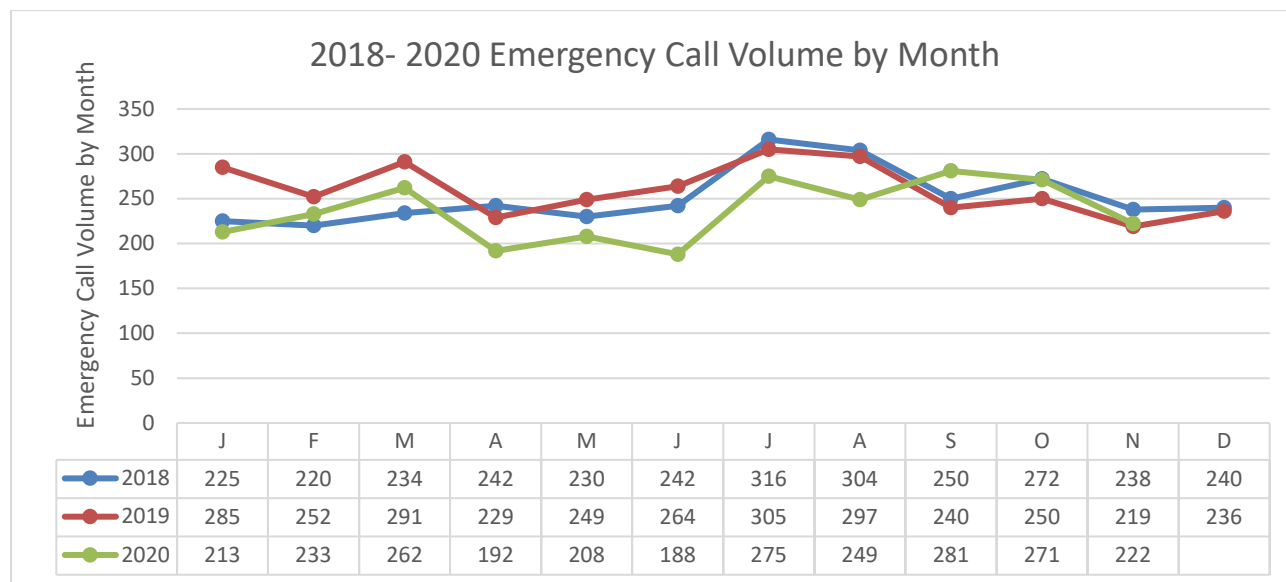
Thurston County Fire Protection District #1, #11 & #14

## CHIEF'S REPORT

Month of Report: November 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	281	188	12	79	281	12	58	82
OCT	271	196	06	69	271	15	63	88
NOV	222	170	05	47	222	07	61	85
DEC								
YEAR	2594	1948	83	561	2594	106	640	877



**Agreements, Resolutions, Contracts & Leases:**

- Chehalis Tribe ESA - BOFC meeting scheduled Dec. 11th
- Weyerhaeuser Land Donation Agreement - Meeting scheduled w/ WH & Quinn Dec. 11<sup>th</sup>

**Budget & Finance/Planning:**

- Tender purchase proposal pending

**Expenditure Planning:**

- Maytown well \$10,000
- Stryker Power Load \$25,708.86 (\$7180.00 from Medic One Supply/Equipment Fund)

**Development Services (New Construction) Tracking**

- Old Dominion Transfer Facility Completed Maytown & Reeder Rd. WTRFA Walk-through complete.
- Chehalis Tribe-Truckstop/hotel & Kaufman Light industrial complex development 93<sup>rd</sup> ave & I-5

**Fire Investigation and Fire Loss Reports:**

- RO2000002401-November 3<sup>rd</sup>-18900 block of Marble Street SW- 24” travel trailer (used as residence) The uninsured trailer total loss is estimated at \$5000. The cause of the fire is undetermined. A Fire Investigation Report was submitted by Chief Fire Investigator Gary Stone.

**Health & Safety Activities (see Safety Officer Report)**

- The COVID19 Vaccination planning rollout is underway. The acquisition and distribution is being managed by the Thurston County Health Department in cooperation with local hospitals and emergency services organizations. The estimated local availability is late December 2020.
- WTRFA is continuing to work with TFP to finalize the “Fire Department Physician” designation. To fulfill the goal of using all in-house or local resources to meet the Health/wellness requirements, WTRFA purchased a quantitative scba mask fit test machine to conduct annual (in-house) fit tests.

**Accidents, Incidents, and Injury**

- Mike Peoples sustained an arm injury lifting a patient

**IT/Web Development:**

- N/A

**Labor Management Report**

- N/A

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

- N/A

STATION UPTIME REPORT		NOVEMBER 2020
Station 1		100%
Station 2		100%
Station 3		100%
Station 4		2 resident(s)
Station 6		Staffing of 2 = 30%
Career Battalion (Station 6)		100%

Certified Responders- Personnel Count	Man-Hours Worked NOVEMBER 2020
(31) Career-Union	Regular Hours; 4248; Overtime Hours: 523; Sick Leave Hours; 621 (includes paternity and FMLA); Kelly Day Hours: 960; Vacation Hours 516; Personal Leave: 120; Training OT: 0; Bereavement ; Mob; 0, Mob Backfill; 0
(26) Volunteer Responders	1065 Regular Hours
(13) PACT	
(04) Residents	307 Regular Hours
(03) Maintenance/Logistics PT	103 Regular Hours

**Legal Issues:**

- Legal guidance regarding Chehalis Tribe ESA & Weyerhaeuser Land Donation Agreement

**Policy/ Procedures & Guidelines:**

- N/A

**Action/ Review/ Discussion Items:**

- COVID19 Vaccination Update

**Risk Management:**

- COVID19 PPG revisions and Vaccination Planning

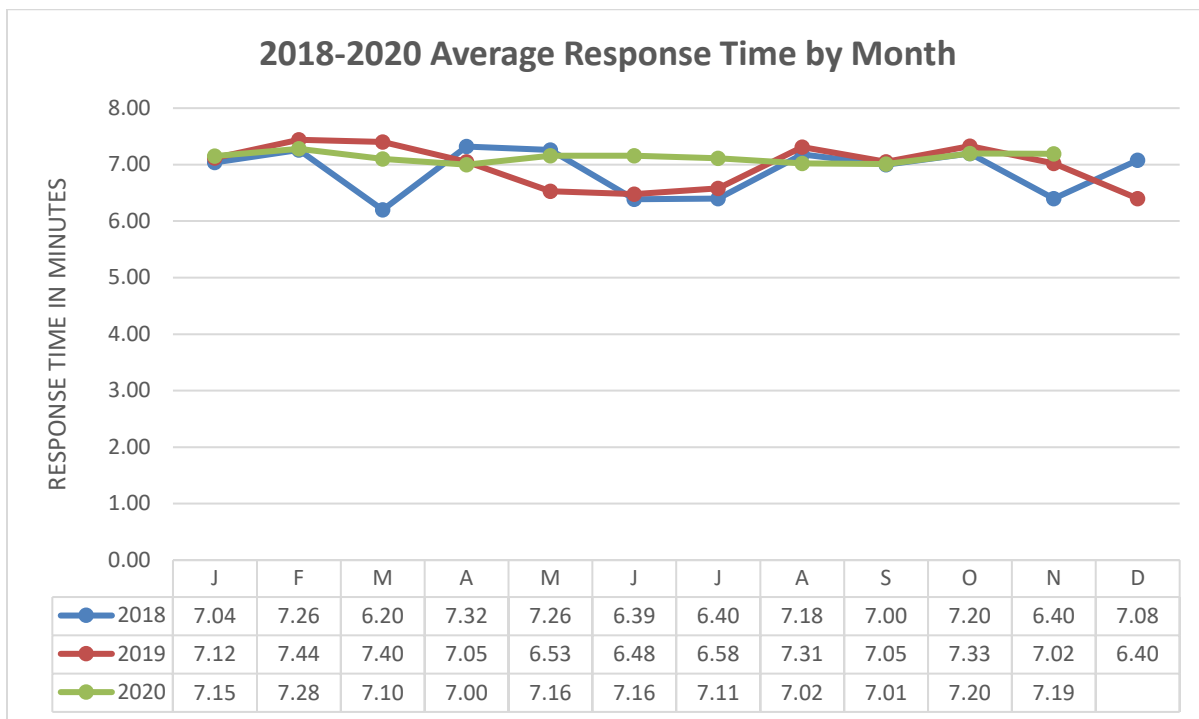
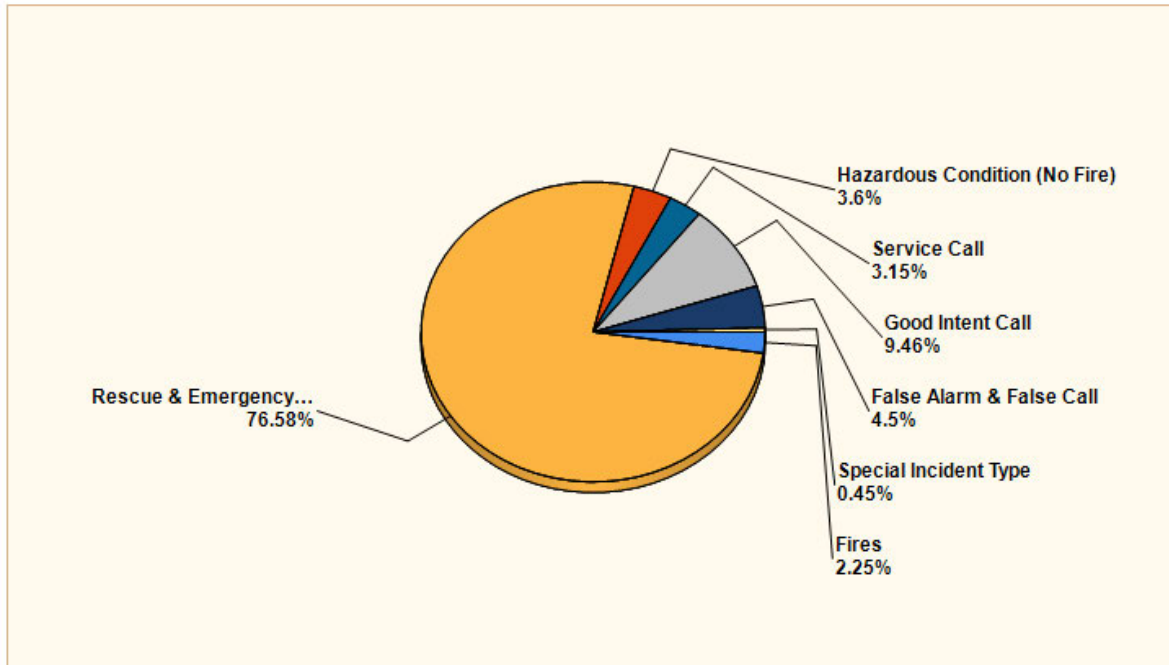
**Public Education/ Public Relations Activities:** (See pub ed report)



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

**Average Response Time: 7:19 Minutes**

Initial unit arrival-priority incidents-primary zones



### WTRFA Monthly/ YTD Response Summary

Description	Monthly Call Volume	YTD Call Volume
EMS/RESCUE	170	1948(73%)
Fire	05	83 (3.3%)
Other	47	561 (21.7%)
<b>For Month</b>	<b>222</b>	<b>2594</b>
<b>WT- Transports</b>	<b>61</b>	<b>(36%) of EMS</b>

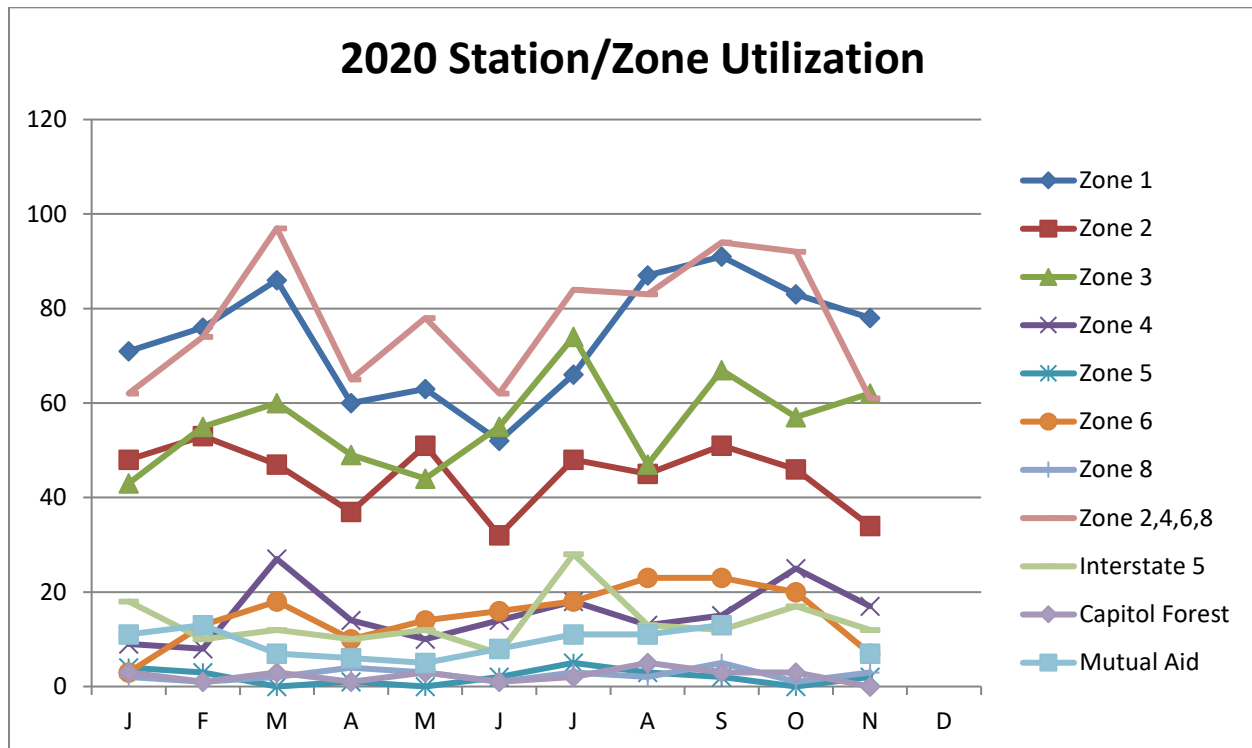
Tribal Property	Monthly	YTD
Lucky Eagle (12888)	10	48
Eagles Landing (12840)	01	13
Great Wolf Lodge (20500)	03	31
Fairfield Inn (6223)	00	03
Burger Claim (20320)	00	00
Distillery (19770) Sargent Rd	00	02
End of Trail (19615) Elderberry	00	05
Starbucks complex (19725)	00	02
Jack-in-the-Box (19715)	00	02
<b>Total Tribal Property Call Volume</b>	<b>14</b>	<b>106</b>
<b>% of Total WTRFA</b>	<b>6.3%</b>	<b>4%</b>
<b>% of Total GM/Rochester</b>	<b>9.9%</b>	<b>7.2%</b>

Hospital	Monthly	YTD
SPH	42	464
PHC	35	354
CMC	06	59
MAMC	00	02
Harborview	00	07
GH	00	00
Mary Bridge	00	02
Other	01	02
<b>Total</b>	<b>84</b>	<b>890</b>

Aid Unit Utilization	Transports For Month	YTD
Aid 1-1 – App 05	20	199
Aid 1-2 – App 06	17	227
Aid 1-3 – App 03	23	200
Aid 1-6 – App 55	01	10
Aid 1-4	00	01
Transported ALS	21	197
Airlift	00	07
Private Ambulance	03	18
Other FD	00	08

Station Zone	Monthly	AVG. Response Time (Month)	*YTD	% YTD
1 – Grand Mound/Sargent	78	6:27	814	31%
2 – Littlerock Rd	34 (61)	6:39	495 (895)	19% (35%)
3 – Albany Street	62	6:18	623	24%
4 – Scott Lake- Sta. 1-2	17	9:29	170	6%
5 – Michigan Hill- Sta.1-3	02	10:01	22	<1%
6 – Maytown Rd.	07	9:52	165	6.6%
8 – Bordeaux–Sta.1-2	03	12:56	27	1%
I-5 1-1	06	10:56	72	2.7%
I-5 1-2	02	8:55	16	<1%
I-5 1-6	04	4:19	58	2.2%
Capitol Forest	00	-	25	1%
Mutual Aid	07	N/A	107	4%
<b>TOTAL</b>	<b>222</b>	<b>7:19</b>	<b>2594</b>	<b>100%</b>

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:**

## ***Project Work Status:***

## **Fleet/Facilities and Logistics:**

### **Maytown Water: Pending**

**Facility-To-Do List:** The facility-to-do maintenance and repair Phase I list is 90% complete. CC crews' remain laid-in. Chris Hielman has been actively working on the facility list. We will develop a new 2021 list soon. Chief Kaleiwahea is drafting a job description for a part-time maintenance position to be filled in 2021.

**Sargent Rd Energy Usage-** Smart Energy still compiling data for submission – **In Progress.**

**New Tender Spec Build – Fouts Brothers** – Specs finalized – working with legal for purchase agreement through buy board similar to the engine purchase. – **In Progress.**

**New Engine** – New engine order was placed with Spartan/True North – the timeline has the apparatus starting chassis construction in December and rolling off the initial line by the end of January. – **In Progress.**

**US Department of Commerce Energy Grant** – Will be evaluating grant program when it comes open for the possibility of submitting for the costs to retro-fit facilities with solar power options for power generation and reduction of costs. Look for information when the program opens up and after the first program meeting – a brief will be made available at the December meeting – **In Progress.**

**New Brush Unit Upgrades** – Thank you to Hans Cooke and Justin DeGagne for working on completing the last few details on the new brush unit since our wildland season has been brought to a close – they mounted a an extra tool compartment, rear bumper steps, wheel chocks and drip torch holder – **Completed.**

**Albany Street SCBA fill station** – Parts on order for this upgrade – **Awaiting Parts**

**Albany Street Outside Storage** – Completed from last month – **Completed.**

## **Operations Report:**

See attached AC Rob Smith Operations and Training Report

# West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 12/8/2020 9:19:59 AM



## Incident Count per User-Defined Fields for Date Range

Start Date: 11/01/2020 | End Date: 11/30/2020

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: Call Type (Required)</b>	
ALS	46
BLS	134
FIRE	42

<b>USER-DEFINED FIELD: Patient Dispo? (Required)</b>	
AMA	6
Cancelled	12
DOA	2
FIRE	36
No Medical Need	24
POV	9
T & R	48
TRANSPORT	83
UTL	2

<b>USER-DEFINED FIELD: Transport BLS or ALS? (Required)</b>	
ALS	21
BLS	64
N/A	137

<b>USER-DEFINED FIELD: Unit that transported? (Required)</b>	
A1-1	20
A1-2	17
A1-3	23
A1-6	1
Medic Unit	21
N/A	137
Private Amb	3

<b>USER-DEFINED FIELD: Transport Location (Not POV)? (Required)</b>	
Centralia Providence	35
CMC	6
N/A	138
OTHER	1
SPH	42

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.



emergencyreporting.com  
Doc Id: 805  
Page # 1 of 2

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: 2nd Patient Dispo?</b>	
AMA	1
TRANSPORT	2

<b>USER-DEFINED FIELD: 2nd Patient transport by?</b>	
A1-3	1
Medic Unit	1

<b>USER-DEFINED FIELD: 2nd Patient Transport Location?</b>	
Centralia Providence	1
SPH	1

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.



# West Thurston Regional Fire Authority

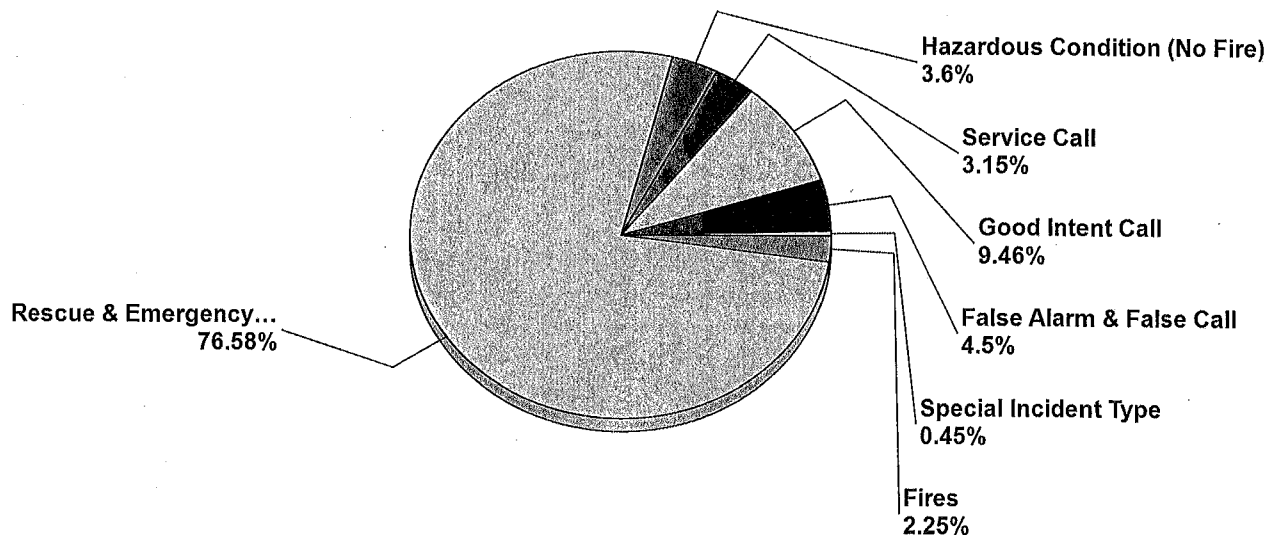
Olympia, WA

This report was generated on 12/8/2020 9:28:04 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2020 | End Date: 11/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	2.25%
Rescue & Emergency Medical Service	170	76.58%
Hazardous Condition (No Fire)	8	3.6%
Service Call	7	3.15%
Good Intent Call	21	9.46%
False Alarm & False Call	10	4.5%
Special Incident Type	1	0.45%
TOTAL	222	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



emergencyreporting.com

Doc Id: 553

Page # 1 of 2

# Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	4	1.8%
150 - Outside rubbish fire, other	1	0.45%
321 - EMS call, excluding vehicle accident with injury	154	69.37%
322 - Motor vehicle accident with injuries	7	3.15%
324 - Motor vehicle accident with no injuries.	9	4.05%
444 - Power line down	8	3.6%
500 - Service Call, other	1	0.45%
531 - Smoke or odor removal	1	0.45%
551 - Assist police or other governmental agency	2	0.9%
554 - Assist invalid	1	0.45%
571 - Cover assignment, standby, moveup	2	0.9%
611 - Dispatched & cancelled en route	15	6.76%
622 - No incident found on arrival at dispatch address	2	0.9%
631 - Authorized controlled burning	3	1.35%
632 - Prescribed fire	1	0.45%
700 - False alarm or false call, other	4	1.8%
714 - Central station, malicious false alarm	1	0.45%
730 - System malfunction, other	1	0.45%
733 - Smoke detector activation due to malfunction	1	0.45%
740 - Unintentional transmission of alarm, other	2	0.9%
745 - Alarm system activation, no fire - unintentional	1	0.45%
911 - Citizen complaint	1	0.45%
<b>TOTAL INCIDENTS:</b>	<b>222</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.





# West Thurston Regional Fire Authority

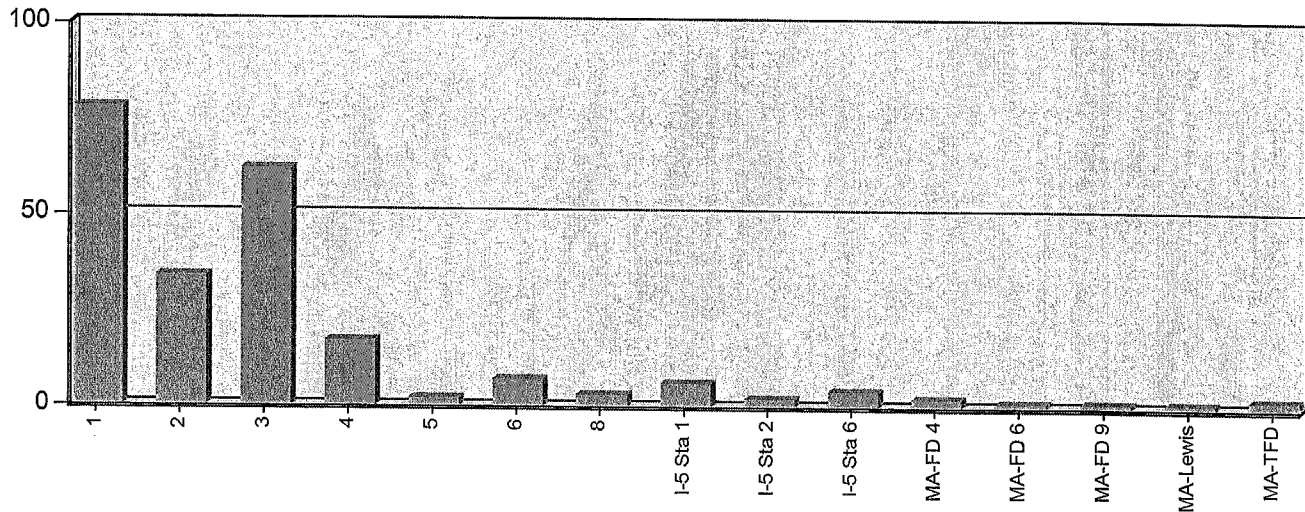
Olympia, WA

This report was generated on 12/8/2020 9:22:34 AM



## Incident Count per Zone for Date Range

Start Date: 11/01/2020 | End Date: 11/30/2020



ZONE	# INCIDENTS
1 - Grand Mound	78
2 - Littlerock	34
3 - Rochester	62
4 - Scott Lake	17
5 - Michigan Hill	2
6 - Maytown	7
8 - Bordeaux / Mima / Gate	3
I-5 Sta 1 - I-5 Station 1-1 Area	6
I-5 Sta 2 - I-5 Station 1-2 Area	2
I-5 Sta 6 - I-5 Station 1-6 Area	4
MA-FD 4 - TCFD 4 - Tenino	2
MA-FD 6 - TCFD 6 - East Olympia	1
MA-FD 9 - TCFD 9 - McLane / Black Lake	1
MA-Lewis - Lewis County	1
MA-TFD - Tumwater FD	2

**TOTAL: 222**

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.



emergencyreporting.com  
Doc Id: 270  
Page # 1 of 1



# West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 12/9/2020 2:14:43 PM



## Incident First on Scene Response Times For Date Range per Geographical Zone

Mutual Aid: Mutual Aid Received, Automatic Aid Received, None | Response Mode(s): Lights and Sirens | Zone(s): 1 - Grand Mound, 2 - Littlerock, 3 - Rochester, 4 - Scott Lake, 5 - Michigan Hill and 2 more | Start Date: 11/01/2020 | End Date: 11/30/2020

Incident Number	Date	Apparatus	Response Time
<b>Bordeaux / Mima / Gate</b>			
2020-0002589	11/29/2020	A1-2	13:38
2020-0002529	11/19/2020	E1-2	15:59
2020-0002404	11/03/2020	A1-2	9:11
Number of Calls: 3			Avg Response Time: 12:56
<b>Grand Mound</b>			
2020-0002599	11/30/2020	A1-1	6:02
2020-0002595	11/29/2020	A1-1	4:31
2020-0002592	11/29/2020	A1-1	4:32
2020-0002590	11/29/2020	A1-1	6:10
2020-0002584	11/28/2020	A1-1	7:04
2020-0002583	11/28/2020	E1-3	7:36
2020-0002582	11/28/2020	A1-1	3:01
2020-0002573	11/26/2020	A1-1	5:30
2020-0002569	11/26/2020	A1-1	5:22
2020-0002566	11/25/2020	A1-1	7:06
2020-0002561	11/25/2020	A1-1	5:14
2020-0002556	11/24/2020	A1-1	5:27
2020-0002547	11/22/2020	E1-1	7:51
2020-0002544	11/21/2020	A1-1	9:43
2020-0002542	11/21/2020	A1-1	7:31
2020-0002541	11/21/2020	A1-1	10:09
2020-0002530	11/19/2020	E1-3	9:35
2020-0002527	11/19/2020	A1-1	4:58
2020-0002519	11/18/2020	E1-2	14:58
2020-0002517	11/18/2020	A1-3	9:49
2020-0002515	11/18/2020	A1-1	7:48
2020-0002505	11/17/2020	E1-7	6:14
2020-0002503	11/16/2020	A1-1	5:12
2020-0002498	11/16/2020	A1-1	6:31
2020-0002496	11/16/2020	A1-1	7:22
2020-0002492	11/15/2020	A1-1	8:18
2020-0002476	11/14/2020	A1-3	11:45
2020-0002475	11/14/2020	E1-1	4:58
2020-0002471	11/13/2020	A1-1	6:22

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number	Date	Apparatus	Response Time
2020-0002455	11/12/2020	E1-1	7:56
2020-0002454	11/12/2020	A1-1	4:43
2020-0002451	11/11/2020	A1-1	5:52
2020-0002448	11/11/2020	A1-1	4:55
2020-0002446	11/11/2020	E1-3	9:01
2020-0002445	11/11/2020	A1-1	11:20
2020-0002443	11/10/2020	A1-1	8:29
2020-0002440	11/10/2020	B1-1	7:01
2020-0002439	11/10/2020	A1-1	6:41
2020-0002434	11/08/2020	A1-1	5:27
2020-0002432	11/08/2020	A1-1	3:06
2020-0002431	11/07/2020	A1-1	7:19
2020-0002429	11/07/2020	A1-1	5:38
2020-0002428	11/07/2020	A1-1	7:36
2020-0002420	11/05/2020	A1-1	4:45
2020-0002419	11/05/2020	E1-1	6:59
2020-0002418	11/05/2020	A1-1	4:04
2020-0002414	11/05/2020	A1-1	5:00
2020-0002413	11/05/2020	E1-1	2:37
2020-0002406	11/04/2020	CH1-1	0:00
2020-0002397	11/03/2020	CH1-1	5:25
2020-0002395	11/02/2020	A1-1	3:45
2020-0002394	11/02/2020	CH1-1	3:57
2020-0002392	11/02/2020	E1-7	4:40
2020-0002384	11/01/2020	A1-1	5:54
Litterbox			
2020-0002581	11/28/2020	A1-2	11:16
2020-0002579	11/27/2020	A1-2	7:40
2020-0002574	11/27/2020	A1-2	3:55
2020-0002563	11/25/2020	A1-2	6:37
2020-0002555	11/24/2020	A1-2	6:42
2020-0002534	11/20/2020	A1-2	8:46
2020-0002528	11/19/2020	A1-2	4:31
2020-0002526	11/19/2020	A1-2	8:12
2020-0002502	11/16/2020	A1-2	0:00
2020-0002495	11/16/2020	A1-2	7:23
2020-0002494	11/16/2020	A1-2	10:09
2020-0002490	11/15/2020	A1-2	11:18
2020-0002489	11/15/2020	B1-2	6:47
2020-0002488	11/15/2020	A1-2	3:03
Avg Response Time: 6:27			
Number of Calls: 54			

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number	Date	Apparatus	Response Time
2020-0002484	11/14/2020	A1-2	8:02
2020-0002478	11/14/2020	BN1-6	0:00
2020-0002468	11/13/2020	A1-2	10:00
2020-0002464	11/13/2020	A1-2	9:49
2020-0002462	11/13/2020	E1-2	6:26
2020-0002449	11/11/2020	A1-2	7:50
2020-0002442	11/10/2020	A1-2	1:16
2020-0002437	11/09/2020	A1-2	6:51
Number of Calls: 22			Avg Response Time: 6:39
Maytown			
2020-0002523	11/19/2020	A1-1	7:35
2020-0002444	11/11/2020	BN1-6	12:22
2020-0002427	11/07/2020	BN1-6	10:39
2020-0002388	11/01/2020	BN1-6	10:17
2020-0002385	11/01/2020	BN1-6	8:29
Number of Calls: 5			Avg Response Time: 9:52
Michigan Hill			
2020-0002463	11/13/2020	E1-3	10:47
2020-0002403	11/03/2020	A1-3	9:16
Number of Calls: 2			Avg Response Time: 10:01
Rochester			
2020-0002588	11/28/2020	A1-3	7:41
2020-0002585	11/28/2020	A1-1	6:46
2020-0002575	11/27/2020	A1-3	6:00
2020-0002570	11/26/2020	A1-3	7:15
2020-0002568	11/26/2020	A1-3	5:05
2020-0002565	11/25/2020	A1-3	26:37
2020-0002562	11/25/2020	A1-3	6:37
2020-0002553	11/23/2020	A1-3	4:37
2020-0002552	11/22/2020	A1-3	4:24
2020-0002550	11/22/2020	E1-3	5:57
2020-0002549	11/22/2020	BN1-6	34:18
2020-0002546	11/22/2020	A1-3	5:40
2020-0002543	11/21/2020	A1-3	5:40
2020-0002537	11/20/2020	E1-3	4:34
2020-0002531	11/19/2020	A1-3	6:43
2020-0002524	11/19/2020	A1-3	6:08
2020-0002521	11/18/2020	A1-3	5:27
2020-0002500	11/16/2020	A1-3	6:21
2020-0002486	11/15/2020	A1-3	3:24
2020-0002477	11/14/2020	E1-3	5:19

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

Incident Number      Date      Apparatus      Response Time

2020-0002473	11/13/2020	A1-3	4:24
2020-0002472	11/13/2020	A1-3	3:56
2020-0002470	11/13/2020	A1-3	3:28
2020-0002457	11/12/2020	A1-3	10:55
2020-0002453	11/12/2020	A1-3	4:22
2020-0002452	11/12/2020	A1-3	4:54
2020-0002438	11/10/2020	A1-3	4:06
2020-0002430	11/07/2020	E1-3	9:35
2020-0002426	11/07/2020	A1-3	6:18
2020-0002422	11/06/2020	A1-3	6:27
2020-0002408	11/04/2020	A1-3	8:53
2020-0002407	11/04/2020	A1-3	8:39
2020-0002401	11/03/2020	B1-3	3:48
2020-0002399	11/03/2020	A1-3	3:56
2020-0002398	11/03/2020	A1-3	3:24
2020-0002396	11/03/2020	A1-3	4:29
2020-0002393	11/02/2020	A1-3	6:28
2020-0002382	11/01/2020	A1-1	13:00
Scott Lake			
Number of Calls: 38		Avg Response Time: 7:15	
2020-0002602	11/30/2020	E1-2	8:24
2020-0002587	11/28/2020	A1-2	9:53
2020-0002578	11/27/2020	E1-2	7:04
2020-0002572	11/26/2020	BN1-6	10:55
2020-0002571	11/26/2020	BN1-6	8:38
2020-0002557	11/24/2020	A1-6	14:35
2020-0002508	11/17/2020	E1-2	9:02
2020-0002480	11/14/2020	BN1-6	14:31
2020-0002447	11/11/2020	A1-2	7:05
2020-0002423	11/06/2020	A1-2	9:46
2020-0002409	11/04/2020	BN1-6	8:25
2020-0002400	11/03/2020	A1-2	7:47
2020-0002386	11/01/2020	E1-2	8:18
Number of Calls: 13		Avg Response Time: 9:29	
Total Number of Calls: 137		Total Avg Response Time: 7:19	

First Apparatus on scene for reviewed reports. Response time calculated by using earliest Dispatched time for the incident to first apparatus arrived time.

# **WEST THURSTON REGIONAL FIRE AUTHORITY**

Monthly Operations and Training Report

November 30, 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



OVERALL STATUS: **GREEN**

BUDGET: **GREEN**

## COMPLETED TRAINING

- 11/12/20 C Shift Drill – Engine Company Ops
- 11/19/20 A Shift Drill – Engine Company Ops
- 11/20/20 B Shift Drill – Engine Company Ops

## SCHEDULED TRAINING

- Target Hazards – Old Dominion Walk Through 12/1, 12/2 and 12/3
- 12/15 – C Shift Drill – SCBA
- 12/16 – Health & Wellness (SCBA Fit Test component) Make-up @Station 1-1 1700-2100
- 12/17 – B Shift Drill – SCBA
- 12/22 – A Shift Drill - SCBA
- 01/19/21 Level 1 and Level 2 County HIRL drill
- Hybrid Officer 1 & 2 Class – January 2021-April 2021

## FUTURE/PLANNED TRAINING (NOT YET SCHEDULED)

- Rehab/Support Training – Comms and ICS Training
- Man v Machine refresher
- Elevator Rescue refresher
- Intermediate Pump Operator Training – tentative May '21

#	MAJOR / ONGOING ACTIVITIES, CHALLENGES or ESCALATION ITEMS	STATUS
1	<b>TRAINING TOWER:</b> On hold; time and priority constraints	On Hold
2	Hybrid Officer 1 & 2 Class – January 2021-April 2021 -BC Dodge	Registration Closed
3	IFSAC Testing Coordination for Fall 2020 Recruit Academy	In progress
4	OHD Quantifit SCBA fit test – Training. Goal is to provide fit testing for personnel	In progress
5		
6		

OVERALL STATUS: **GREEN**

**OBJECTIVE:** Includes volunteers, residents and career staff

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

**TEAM/VOLUNTEER COMMITTEE MEMBERS:** DC Frasl, BC G. Stone, BC Fitzgerald, AC Smith



RECENT ACTIVITIES / ACCOMPLISHMENTS

- Resident Program Overview – ZOOM Meeting 11/19/20.
- External candidate dates pending internal response
- Resident Workbook Completed
- Officer Development Book Completed

UPCOMING FOCUS / WORK

- Establish interview dates for Resident
- Finish Probationary Task Books

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

OVERALL STATUS: GREEN

RECENT ACTIVITIES / ACCOMPLISHMENTS	UPCOMING FOCUS / WORK	PLACEHOLDER: FUTURE CONSIDERATIONS
<ul style="list-style-type: none"><li>• High Performance Leadership – Feb 2020</li><li>• Officer 1 &amp; 2 Hybrid Training 1Q 2021</li><li>• Coordinated IFSAC Testing for Thurston County Recruit Academy – 2020-2</li><li>• Officer Development Book – Program Vision</li></ul>	<ul style="list-style-type: none"><li>• Acting BC/Acting Capt Task Books</li><li>• FF Task Book revisions</li><li>• Hose Manual updates/revisions</li></ul>	<ul style="list-style-type: none"><li>• FireFighter Testing</li><li>• Officer Testing</li><li>• Training Officer – test/appoint</li></ul>

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

OVERALL STATUS: **ON HOLD**

COMMITTEE MEMBERS: Capt Dyer, AC Smith, S. Giordano, Chief G. Stone, Chief Frasl, BC Fitzgerald, Jessica Joslin

RECENT ACTIVITIES / ACCOMPLISHMENTS

- Suspended due to limited time

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	Completed
	Website update	Pending
	Open registration	Suspended
	Registration deadline	Suspended
	Run deadline – fund collection	12/31/20?
	RACE DAY	Virtual

#	MAJOR / ONGOING ACTIVITIES, CHALLENGES or ESCALATION ITEMS	STATUS
1	Website update – mostly complete	Suspended
2	Time is limited for successful rollout in 2020. Likely suspend until 2021	Suspended
3		

**TIMELINE:** NOVEMBER & DECEMBER 2020, and JANUARY 2021

**OBJECTIVES:** To consistently meet objectives to increase efficiencies.

	OBJECTIVE 1- Engage/Interact/Communicate	OBJECTIVE 2- Mentor/Evaluate/Train/Review	OBJECTIVE 3-Personnel Management/Scheduling/Paperwork/ Reports/Evals:
<b>WINS</b>	<ul style="list-style-type: none"> <li>Spot check A – several dates - good</li> <li>Spot check B – several dates - good</li> <li>Spot check C – several dates - good</li> </ul>	<ul style="list-style-type: none"> <li>11/12/20 Training MCO @6-4 (C)</li> <li>11/19/20 Engine Co Ops (A)</li> <li>11/20/20 Engine Co Ops (B)</li> </ul>	<ul style="list-style-type: none"> <li>11/15/20</li> </ul>
<b>OPPORTUNITIES FOR IMPROVEMENT</b>	<ul style="list-style-type: none"> <li>COVID 19 protocols</li> </ul>	<ul style="list-style-type: none"> <li>Upcoming 12/15, 12/17 and 12/22</li> <li>More frequent safety meetings needed</li> </ul>	<ul style="list-style-type: none"> <li>Pre-Incident Planning (C) – building database</li> <li>More timely and completed ER report entries</li> </ul>
<b>NEXT STEPS</b>	<ul style="list-style-type: none"> <li>Officer Meeting 12/14/20</li> <li>TBD</li> <li>TBD</li> </ul>	<ul style="list-style-type: none"> <li>TBD</li> <li>TBD</li> <li>TBD</li> </ul>	<ul style="list-style-type: none"> <li>TBD</li> <li>TBD</li> <li>TBD</li> </ul>
<b>OTHER</b>	<ul style="list-style-type: none"> <li>Consistency is the goal</li> </ul>	<ul style="list-style-type: none"> <li>Consistency is the goal</li> </ul>	<ul style="list-style-type: none"> <li>Consistency is the goal</li> </ul>

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



# 2021 ANNUAL OPERATING PLAN

To be updated quarterly

2021 PRIORITIES			
Title	Objectives	Lead	Actions/Comments

CONTENT COMING SOON



## ADMINISTRATIVE - MANAGEMENT

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

## LOGISTICS – PPE/UNIFORM/SCBA and EQUIPMENT PROGRAMS

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

INVENTORY			
Title	Objectives	Lead	Actions/Comments

COMPUTER / IT SYSTEMS / WEBSITE			
Title	Objectives	Lead	Actions/Comments

FACILITY MANAGEMENT

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

FLEET MANAGEMENT

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

## PRE-FIRE PLANNING – HYDRANT MAINTENANCE

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

## OPERATIONS – ECC/EOC

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

FIRE RESCUE TRAINING

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

EMS TRAINING / SUPPLIES

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

PUBLIC EDUCATION / RELATIONS

Title	Objectives	Lead	Actions/Comments

SAFETY

Title	Objectives	Lead	Actions/Comments

## COMMUNICATIONS EQUIPMENT

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>

## SORT – SPECIAL OPERATIONS RESCUE TEAM

<i>Title</i>	<i>Objectives</i>	<i>Lead</i>	<i>Actions/Comments</i>



MENTOR / RESIDENT PROGRAM

Title	Objectives	Lead	Actions/Comments

ADDITIONAL

Title	Objectives	Lead	Actions/Comments

captain lanette dyer

# WEST THURSTON FIRE

ems and public education report



# THANKSGIVING CANCELED 2020

*... all events still canceled*



NOVEMBER 2020

# comparison from last month

## COVID STATS AS OF 11/4/2020

Here is your update for November 4, 2020 Thurston County COVID-19 data:

- Confirmed new cases today = 26
- Total number of confirmed cases = 1993
- Hospitalizations (accumulation, not all are currently hospitalized) = 140
- Deaths = 36
- Recovered = 1549
- Outbreaks in congregate care settings = 8 (ongoing), 18 (total to date)
- Number of COVID-19 cases in past 7 days = 189
- Hospitalizations in past 7 days = 12
- Deaths in past 7 days = 3

Currently as of the month of December we have 53 EMT's and 1 Emergency Responder

## COVID STATS AS OF 12/9/2020

Here is your update for today, December 9, 2020 Thurston County COVID-19 data:

- Confirmed new cases today = 69
- Total number of confirmed cases = 3,743
- Hospitalizations (accumulation, not all are currently hospitalized) = 228
- Deaths = 49
- Recovered = 2,130
- Outbreaks in congregate care settings = 13 (ongoing), 32 (total to date)
- Number of COVID-19 cases in past 7 days = 395
- Hospitalizations in past 7 days = 9
- Deaths in past 7 days = 2

We have recently completed or Agency EMS BLS Licence and we will get the documents in the next few days. The put our new licence effective through 1/31/2023

## EMT Class WHAT IS HAPPENING!

We have 4 graduates that will be taking the National Registry EMT Test in the next coming weeks. Currently there is no plans for a formal graduation, but the questions has been asked about an online graduation and AnnaLee will get back to me.

*We Are Called to Care*





# Christmas Families At A Glance

49 Kids from the Littlerock area and ROOF  
prefers cash or Giftcards.

5 Food cards from local 3825 \$100 a piece

\*They are also buying some coats.

Cliff Mack Donation \$2000

Anonymous check \$1000

United Methodist Church \$300

Anonymous cash \$50

Baskin Robbins \$500

Katie Holmes \$120

Vicki Barnes \$300

Poulakidas Family \$50

Go fund me is at \$2225

