THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11

WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

September 8, 2025 – Governing Board Business Meeting at 18720 Sargent Rd SW, Rochester St. 1-2

Call to Order/Attendance: Commissioner Culleton called the meeting to order at 17:36.
Commissioners: Ricks, White, Scott, Merryman, Reed (Excused)
Chief: N. Drake
Battalion Chief: R. Stone, E. Smith
Captain: M. Morales (Zoom)
Lieutenants: E. Palmerson
Firefighters: S. Ruiz, D. Miller
Volunteer: A.J. Harding, D. Ehlig, A. Kautz, S. Garcia, J. Josselyn, J. Vargas, C. Ramos-Vargas, J. Spiegelberg (Zoom)
Admin: Admin Svcs Director/Secretary S. Hemminger, Recruit & Retention Coord. A. Reynoldson, Admin Asst. L. Patraca, C. Heilman
Union Representative: A. Trautman
Guests: Taryn Ehlig, Kimberly Kautz, Tom Fitzgerald, Kevin & Melody Hicks, John Harding, Keo Long, Alexandria Harding, Makayla Harding, Ryen Castro, Johnathon Quitaro, Gabby Quitaro, Daniel Quitaro, Emma Watson, David Hudson, Rhiannon Hudson, Lilly Hudson, Avonlea Hudson, Johhny Hudson, Tina Harding, Bonnie Harding, Emily Morales (Zoom), Linda Shea (Zoom)

Additions/Deletions to the Agenda: Commissioner Merryman – Department Performance, Chief Drake – True North

Public Comments/Presentations: Presentations – Badge Pinning FF/EMT S. Ruiz, Volunteer Julio Vargas, Jesse Josselyn, A.J. Harding, Daniel Ehlig and Austin Kautz, have all completed their probation.

Labor Management: A. Trautman reported on having a busy month with structure fires, grass fires and more EMS calls than usual.

New Business:

1. Expenditure Approval – Commissioner Scott moved to approve the total expenditure amount of $534,910.30. Commissioner Ricks seconded the motion. Roll taken, motion carried 5-0.
2. Meeting Minutes – Commissioner Merryman moved to approve the August 11, 2025, meeting minutes. Commissioner Scott seconded the motion. Roll take, motion carried 5-0.
3. IAFF 3825 Contract – Commissioner White reported that several contract negotiation meetings were held, where both sides agreed upon comparable salary and benefits. It was agreed to extend the current contract for one more year, with the current COLA increase of 2.7% in January 2026. Commissioner Scott moved to approve the one-year extension of the IAFF Contract. Commissioner Ricks seconded the motion. Roll taken, motion carried 5-0.
4. Policy Revision 1st Review – Policy 1004 Service Fees, Policy 1014 Records Management, Policy 1024 Records Retention.
5. True North Repair – Chief Drake presented the True North repair quote for Apparatus 22 to replace the ladder assembly. Commissioner Scott moved to approve the repair quote with the stipulation that if the work

exceeds the quoted amount of $15,514.71, that Chief Drake has full discretion of overage. Commissioner White seconded the motion. Roll take, motion carried 5-0.

6. ORV purchase – Chief Drake requested approval to purchase Dist. 9's surplused 4-wheelers and trailer for $3000.00. Discussion was had with the Boards request for classroom and hands on training, along with yearly refresher training. Commissioner Ricks moved to approve the purchase of two 4-wheelers and trailer for $3000.00, with the condition if they are not used in 1-2 years they are to be sold. Commissioner Merryman seconded the motion. Roll taken, motion carried 4-1 with Commissioner White voting no.

Unfinished Business (action items):

1. Non-Resident Transport Collections Follow-Up – Board Secretary discussed proposal to assign delinquent transport bills for patients who do not reside in the WTRFA service area to collections. Discussed language change in Policy 1004 Service Fees. Discussion was had, request by Board to modify the verbiage to be more explanatory. Commissioner Merryman moved to approve sending delinquent transport accounts for patients who do not reside in the WTRFA service area to collections. Commissioner Rick seconded the motion. Roll taken, motion carried 5-0.
2. Crown Cast Lease Contract Follow-Up – Further discussion on the Crown Castle offer to cash out the lease agreement. Commissioner Scott does not support selling the contract as it has steady income, however if the Board approves the sale, he wants the funds to go into the fleet fund for a new fire apparatus. Commissioner White agrees to have funds put into the fleet fund. Commissioner Merryman wants to know a clear plan for the funds and could we counter with a higher offer. Commissioner Scott asked B.C. Stone for his opinion on the sale of the lease, and he said to sell it and find a purpose for the funds. Commissioner Merryman moved to pause a final decision for 30 more days to see if lowering the price of the building would attract more buyers. Commissioner Scott seconded the motion. Roll taken, motion carried 4-1, Commissioner Ricks no vote on pausing the contract sale for 30 days.

Unfinished Business (non-action items): None

Communications: Commissioner Merryman asked what the grievance process is for the Chief regarding the VAC (Volunteer Assoc Committee) and Commissioners attending those meetings. Chief Drake said that if any of the Commissioners have a grievance, concern, or complaint about him it can be addressed during a meeting. Chief Drake also apologized for not communicating more with the Board as it pertains to the VAC and will do better in the future. Commissioner Merryman asked for a status on the Beaver Creek property, Secretary Hemminger advised that the RFA is still waiting on the updated Environmental Study. Board Secretary addressed the Board regarding comments made by two Board members in the August meeting alluding to the Recruit and Retention Coordinator not meeting expectations of the grant. A yearly break down of achievements, accomplishments and statistics were provided to the Board and a note of dissatisfaction that questions weren't asked prior to making a negative public comment about the program and the coordinator.

Department Reports:

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

Recruit & Retention Coordinator Update: Refer to printed report.

Commissioner Reports: Commissioner Ricks for Medic One. Chief Drake asked Commissioner Scott to partner with him on updating the Strategic Plan, Commissioner Scott agreed to assist.

Good of the Order: Commissioner Scott recognized the B-Shift crew for a job well done on the Parrish Rd fire. Commissioner Merryman recognized C-Shift crew who responded to the reckless driver MVA on I-5, Commissioner Merryman said the crews arrived quickly, looked good and were professional. Secretary

Hemminger reported that the Rochester Chamber called to thank Chief Drake for his presentation at their meeting and were impressed with the department.

Adjournment: The board adjourned the meeting at 1935 hours.

Submitted for Board approval by:

Lynda Patraca for

Shannon Hemminger, Secretary

Tom Culleton, Board Member

Robert Scott, Board Member

John Ricks, Board Member

Jeff Merryman, Board Member

Mike Reed, Board Member

Chris White, Board Member