



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, June 13, 2022 at 1800 hr

In-Person: 10828 Littlerock Rd SW (Littlerock station 1-2)

Zoom virtual meeting link (for viewing only):

<https://us02web.zoom.us/j/86399434512?pwd=di9qSHlzVk5OSjByM1lPY3UyM2RQQT09>

Meeting ID: 863 9943 4512

Passcode: 148054

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

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Expenditures Accts Payable \$ 80,712.34 Payroll \$415,233.19 TOTAL: \$495,945.53 warrants \$157,294.77 EFTs \$338,650.76	1-6 7-9	Linda S/Board	Approve/Reject
2) Meeting Minutes – May 9, 2022	10-12	Linda S/Board	Approve/Reject
3) Resolutions: a) #2022-005, Surplus Property b) #2022-006, Scheduled Board Meetings/OPMA c) #2022-07 Warrant Cancellations	13-14 15-17 18	Linda S/Board	Approve/Reject
4) Policy Updates: a) #1009, Purchasing and Surplus update b) #2019 Light Duty/Return To Work Program policy update	19-23 24-26	Linda S/Board	Approve/Reject
5) Purchase Requests: a) New Battalion cost increase	27	Capt E. Smith/Board	Approve/Reject

b) Wildland PPE and New Brush Truck equipment	28-29	Chief Scott/Board	Approve/Reject
6) Mutual Aid Agreement w/JBLM	30-32	Chief R. Smith/Board	
7) Admin Services Director contract/recruitment plan (<i>distribution at meeting</i>)	N/A	Chief R. Smith/Board	

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Board station tours reschedule?		Board	Scheduled dates

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Treasurer/Fund May 2022 Reports	33-36	Linda Shea	Informational
2) June 2022 Budget reports	37-40	Linda Shea	Informational
3) Policy #2021-Career Employees Leave and Benefits correction	41	Linda Shea	Informational
4) Hazard Mitigation Pre-Applications	42-47	Chief Scott	Informational
5) FOCUS Assessment	48	Linda Shea	Informational

X. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Chiefs/Training/Safety	49-58	Chiefs Kaleiwahea/Scott/Smith	Informational
2) EMS/Public Education	59-62	Captain Dyer	Informational
3) Commissioner Meetings	N/A	BOFC	Informational

XI. GOOD OF THE ORDER

- 1) Citizen thank you's (pages 63-65)

XII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220601001 1st Security Bank	1049	06/13/2022	Claims	6700	1,635.48	
Invoice # Rcvd Date Due Date Description Amount						
HOLIDAY INN	05/31/2022	06/13/2022	A78 New Brush Truck (H. Cooke)		110.96	
HOLIDAY INN	05/31/2022	06/13/2022	A78 New Brush Truck (C. Lyon)		110.96	
LA GARNACHA	05/31/2022	06/13/2022	Crew Meals (x12)		173.66	
4COS LAQ ESQUINITA	05/31/2022	06/13/2022	Crew Meals (x1)		14.05	
MAVERICK	05/31/2022	06/13/2022	A78 New Brush Truck Meals (C. Lyon, H. Cooke)		22.11	
INRIDGE BAR & GRILL	05/31/2022	06/13/2022	A78 New Brush Truck Meals (C. Lyon, H. Cooke)		68.40	
BEST WESTERN	05/31/2022	06/13/2022	A78 New Brush Truck Hotel (C. Lyon)		107.42	
BEST WESTERN	05/31/2022	06/13/2022	A78 New Brush Truck Hotel (H. Cooke)		107.42	
TRAVEL STOP	05/31/2022	06/13/2022	A78 Fuel		200.00	
CHEVRON	05/31/2022	06/13/2022	A78 Fuel		155.50	
SHELL	05/31/2022	06/13/2022	A78 Fuel		85.00	
SHELL	05/31/2022	06/13/2022	A78 Fuel		85.00	
OUTBACK FIRE	05/31/2022	06/13/2022	A74 Extra Fuel Tank		395.00	
220601002 American Pump & Electric, LLC	1050	06/13/2022	Claims	6700	156.60	28548499
Invoice # Rcvd Date Due Date Description Amount						
28548499	05/18/2022	06/13/2022	1-2 Littlerock Pump Service Trip Charge		156.60	
220601003 Braun Northwest Inc	1051	06/13/2022	Claims	6700	5,867.88	33143
Invoice # Rcvd Date Due Date Description Amount						
33143	05/23/2022	06/13/2022	A11 (T1-1) Diamond Plate Step/Door Repairs		5,867.88	
220601004 Brightwire Networks LLC	1052	06/13/2022	Claims	6700	4,004.23	21076
Invoice # Rcvd Date Due Date Description Amount						
21076	06/06/2022	06/13/2022	Monthly Srvc		4,004.23	
220601005 CNA Surety	1053	06/13/2022	Claims	6700	90.00	72467665N, 72467665N01
Invoice # Rcvd Date Due Date Description Amount						
72467665N	06/07/2022	06/13/2022	WA Notary Public Bond (L. Patraca)		50.00	
72467665N01	06/07/2022	06/13/2022	WA Notary Public Bond - Omissions & Errors (L.		40.00	
220601006 Capital Business Machines Inc	1054	06/13/2022	Claims	6700	271.48	104811, 104812, 105120
Invoice # Rcvd Date Due Date Description Amount						
104811	06/06/2022	06/13/2022	1-1 Grand Mound Copies		60.63	
104812	06/06/2022	06/13/2022	1-2 Littlerock Copies		187.09	
105120	06/06/2022	06/13/2022	1-6 Maytown Copies		23.76	
220601007 Carefirst Bluecross Blueshield Payment Administrator	1055	06/13/2022	Claims	6700	222.00	221260006765
Invoice # Rcvd Date Due Date Description Amount						
221260006765	05/23/2022	06/13/2022	Harris Medical Premium		222.00	
220601008 Cedar Creek Correction Center	1056	06/13/2022	Claims	6700	694.48	CCCC2204.1372, CCCC2205.1387
Invoice # Rcvd Date Due Date Description Amount						
CCCC2204.1372	05/13/2022	06/13/2022	April 2022 Work Crews		332.90	
CCCC2205.1387	05/13/2022	06/13/2022	May 2022 Work Crews		361.58	
220601009 Citi Cards	1057	06/13/2022	Claims	6700	5,610.21	
Invoice # Rcvd Date Due Date Description Amount						
123 FORM BUILDER	06/06/2022	06/13/2022	2022 Annual Subscription - Forms		492.29	
ABT	06/06/2022	06/13/2022	1-2 Littlerock Vacuum Cleaner		491.21	
ABT	06/06/2022	06/13/2022	1-1 Grand Mound Vacuum Cleaner		491.21	
ABT	06/06/2022	06/13/2022	1-2 Littlerock Vacuum Cleaner - Tax Rate Refund		-6.29	
ABT	06/06/2022	06/13/2022	1-1 Grand Mound Vacuum Cleaner - Tax Rate Refund		-6.29	
ALLHEART	06/06/2022	06/13/2022	Stethoscope (T. Trott)		233.27	
AMAZON	06/06/2022	06/13/2022	1-6 Maytown Cache Supplies (creamer)		118.00	
AMAZON	06/06/2022	06/13/2022	Refund - 1-6 Maytown Cache Supplies (creamer)		-118.00	
AMAZON	06/06/2022	06/13/2022	1-3 Rochester Basketball Hoop Net		28.06	
COSTCO	06/06/2022	06/13/2022	1-2 Littlerock pallet of water		475.19	
COSTCO	06/06/2022	06/13/2022	1-1 Grand Mound pallet of water		475.19	

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COSTCO	06/06/2022	06/13/2022	Bluetooth Speaker System (pub ed)		248.39	
COSTCO	06/06/2022	06/13/2022	Recruitment Night		30.97	
DANIEL BROOKS	06/06/2022	06/13/2022	EMS Appreciation Week - Coozies		555.00	
DOL	06/06/2022	06/13/2022	A07 Report of Sale		13.65	
DOL	06/06/2022	06/13/2022	A66 Report of Sale		13.65	
DELTA AIRLINE	06/06/2022	06/13/2022	A78 New Brush Truck (C. Lyon, H. Cooke)		677.18	
IPERTS KORNER FEED	06/06/2022	06/13/2022	Irwin St. Fire - gate replacement		514.16	
MES	06/06/2022	06/13/2022	Refund Duty Boots (E. Smith)		-180.00	
SAFELITE	06/06/2022	06/13/2022	A25 CH1-3 Windshield Repair		192.21	
RCE NORTH AMERICA	06/06/2022	06/13/2022	1-2 Littlerock Diesel Pump Swivel Hose		188.06	
TRACTOR SUPPLY	06/06/2022	06/13/2022	A78 New Brush Truck Steel Box		389.51	
USPS	06/06/2022	06/13/2022	Certified Letter		6.80	
USPS	06/06/2022	06/13/2022	Stamps		232.00	
ZOOM	06/06/2022	06/13/2022	Mnthly communications Service		16.18	
SAFEWAY	06/06/2022	06/13/2022	Dyer - personal charge (reimbursed to dept)		32.76	
FIRESTONE	06/06/2022	06/13/2022	Dyer - personal charge (reimbursed to dept)		5.85	

220601010	Cities Insurance Assoc Of Wa	1058	06/13/2022	Claims	6700	577.47	2022-45068-0455-2
	Invoice #	Rcvd Date	Due Date	Description		Amount	
	2022-45068-0455-2	05/23/2022	06/13/2022	A78 New 2022 Dodge Brush Truck Coverage		577.47	

220601011	City Of Olympia	1059	06/13/2022	Claims	6700	22,060.86	10403/17256
	Invoice #	Rcvd Date	Due Date	Description		Amount	
	10403/17256	06/06/2022	06/13/2022	A09 B1-3 Bumper Gun Repair, Road Call		455.36	
	10403/17256	06/06/2022	06/13/2022	A68 B1-2 Annual Service		3,018.06	
	10403/17256	06/06/2022	06/13/2022	A68 B1-25 Brake Booster, Sensor, Exhaust/Intake		3,363.12	
	10403/17256	06/06/2022	06/13/2022	A68 B1-2 Leaking Hose Repair		205.65	
	10403/17256	06/06/2022	06/13/2022	A05 A1-4 Dead Batteries, Door Lock Repair		843.70	
	10403/17256	06/06/2022	06/13/2022	A19 A1-3 Quarterly Srvc		2,546.48	
	10403/17256	06/06/2022	06/13/2022	A23 CH1-2 Quaterly Srvc		1,409.48	
	10403/17256	06/06/2022	06/13/2022	A73 U1-2 Quaterly Srvc		517.37	
	10403/17256	06/06/2022	06/13/2022	A75 A1-1 Annual Srvc		3,475.26	
	10403/17256	06/06/2022	06/13/2022	A62 E1-6 Pump Test		601.69	
	10403/17256	06/06/2022	06/13/2022	A21 E1-7 Pump Test		601.69	
	10403/17256	06/06/2022	06/13/2022	A61 T1-2 Annual Srvc		2,772.90	
	10403/17256	06/06/2022	06/13/2022	A61 T1-2 Pump Test		601.69	
	10403/17256	06/06/2022	06/13/2022	A61 T1-2 Tank Repair		162.71	
	10403/17256	06/06/2022	06/13/2022	A66 BN-1 Quaterly Srvc		884.01	
	10403/17256	06/06/2022	06/13/2022	A30 E1-2 Pump Test		601.69	

220601012	City Sanitary Inc	1060	06/13/2022	Claims	6700	168.00	15470849S188, 15470698S188
	Invoice #	Rcvd Date	Due Date	Description		Amount	
	15470849S188	06/06/2022	06/13/2022	1-1 Grand Mound Refuse		145.00	
	15470698S188	06/06/2022	06/13/2022	1-3 Rochester Refuse		23.00	

220601013	Comcast	1061	06/13/2022	Claims	6700	1,370.97	1030
	Invoice #	Rcvd Date	Due Date	Description		Amount	
	1030	05/23/2022	06/13/2022	1-2 Littlerock Phone/Cable		350.89	
	1030	05/23/2022	06/13/2022	1-6 Maytown Phone/Cable		284.97	
	1030	05/23/2022	06/13/2022	1-1 Grand Mound Phone/Cable		346.55	
	1030	05/23/2022	06/13/2022	1-4 Scott Lake Phone/Cable		206.44	
	1030	05/23/2022	06/13/2022	1-3 Rochester Phone/Cable		182.12	

220601014	Cummins Inc	1062	06/13/2022	Claims	6700	3,348.61	01-48462, 01-48461, 01-48463
	Invoice #	Rcvd Date	Due Date	Description		Amount	
	01-48462	05/13/2022	06/13/2022	1-2 Littlerock Generator Block Heater Replacement		1,633.85	
	01-48463	05/13/2022	06/13/2022	1-4 Scott Lake Generator Block Heater Replacement		1,134.64	
	01-48461	05/13/2022	06/13/2022	1-3 Rochester Generator Phase A Breaker Plug		580.12	

220601015	DE Lage Landen	1063	06/13/2022	Claims	6700	279.72	76536723
	Invoice #	Rcvd Date	Due Date	Description		Amount	
	76536723	06/06/2022	06/13/2022	1-2 Littlerock Copier Lease		279.72	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
220601016 DH Pace Company Inc.	1064	06/13/2022	Claims	6700	1,640.25	108555, 108999	
Invoice # Rcvd Date Due Date Description Amount							
108555 05/19/2022 06/13/2022 1-3 Rochester A1-3 Bay Door Reset Limits Repair							1,057.05
108999 05/19/2022 06/13/2022 1-1 Grand Mound Bay Door 9 Repair							58,320.00
220601017 Dept Of Labor & Industries	1065	06/13/2022	Claims	6700	170.40	349265, 349254	
Invoice # Rcvd Date Due Date Description Amount							
349265 05/13/2022 06/13/2022 1-3 Rochester Boiler Inspection (x2)							56.80
349254 05/13/2022 06/13/2022 1-1 Grand Mound Boiler Inspection (x4)							113.60
220601018 ESO Solutions, Inc.	1066	06/13/2022	Claims	6700	628.47	81102	
Invoice # Rcvd Date Due Date Description Amount							
81102 06/06/2022 06/13/2022 July 2022 Srvc							628.47
220601019 Eric T. Quinn, P.S.	1067	06/13/2022	Claims	6700	500.00	1078	
Invoice # Rcvd Date Due Date Description Amount							
1078 05/31/2022 06/13/2022 May 2022 Legal Srvc							500.00
220601020 Fire Training Solutions	1068	06/13/2022	Claims	6700	1,300.00	05222022	
Invoice # Rcvd Date Due Date Description Amount							
05222022 05/31/2022 06/13/2022 Pump Operator Course (x2 days)							1,300.00
220601021 First Choice Health Network	1069	06/13/2022	Claims	6700	141.12	0105397	
Invoice # Rcvd Date Due Date Description Amount							
0105397 06/07/2022 06/13/2022 May 2022 EAP Srvc							141.12
220601022 Forcible Entry	1070	06/13/2022	Claims	6700	1,064.88	22-52	
Invoice # Rcvd Date Due Date Description Amount							
22-52 05/13/2022 06/13/2022 SORT Gear (A. Hall)							1,064.88
220601023 Grindstuffs Northwest Champion	1071	06/13/2022	Claims	6700	99.01	34995, 35021	
Invoice # Rcvd Date Due Date Description Amount							
34995 05/31/2022 06/13/2022 Retirement Plaque (Chief K)							89.16
35021 05/31/2022 06/13/2022 Retirement Plaque (M. Peoples)							9.85
220601024 Health Care Authority Office of Accounting Srv	1072	06/13/2022	Claims	6700	3,962.21	SFY 2018 GEMT Final Settlement	
Invoice # Rcvd Date Due Date Description Amount							
SFY 2018 GEMT 05/27/2022 06/13/2022 SFY 2018 GEMT Final Settlement							3,962.21
220601025 Home Depot Credit Services	1073	06/13/2022	Claims	6700	597.75		
Invoice # Rcvd Date Due Date Description Amount							
1022719 05/31/2022 06/13/2022 1-2 Littlerock SCBA Room Hooks, Grass Seed							144.07
210805 05/31/2022 06/13/2022 Facility Maintenance - Paint Sprayer							243.39
8163944 05/31/2022 06/13/2022 1-2 Littlerock Plants, Hangers, Cleaner							46.39
3164757 05/31/2022 06/13/2022 1-2 Littlerock Pump House Gutter Repairs							66.44
JUNE 3, 2022 05/31/2022 06/13/2022 1-2 Littlerock Garden Landscape Timber							40.57
JUNE 7, 2022 05/31/2022 06/13/2022 1-2 Littlerock Garden Supplies, Facility Supplies							56.89
220601026 J & I Power Equipment Inc	1074	06/13/2022	Claims	6700	723.04	670221	
Invoice # Rcvd Date Due Date Description Amount							
670221 06/06/2022 06/13/2022 A78 Honda Pump and Fittings/Parts							723.04
220601027 Joes Refuse Inc	1075	06/13/2022	Claims	6700	176.69	15467347S188, 15467193S188	
Invoice # Rcvd Date Due Date Description Amount							
15467193S188 06/06/2022 06/13/2022 1-3 Rochester Recycle							39.16
15467347S188 06/06/2022 06/13/2022 1-1 Grand Mound Recycle							137.53
220601028 John's Plumbing and Pumps Inc	1076	06/13/2022	Claims	6700	621.46	22340870	
Invoice # Rcvd Date Due Date Description Amount							
22340870 06/07/2022 06/13/2022 1-2 Littlerock Dorm Urnial Repair							621.46

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
220601029 LN Curtis & Sons Inc	1077	06/13/2022	Claims	6700	519.26	591745, 594485	
Invoice #	Rcvd Date	Due Date	Description				Amount
591745	05/13/2022	06/13/2022	Non-Ambiant Aircheck Aire Analysis				280.80
594485	05/13/2022	06/13/2022	Fill Station Repairs - quick connects (x3)				238.46
220601030 Les Schwab Tire Center of Wa Inc	1078	06/13/2022	Claims	6700	467.98	31000639850, 31000640007	
Invoice #	Rcvd Date	Due Date	Description				Amount
31000639850	06/06/2022	06/13/2022	Trailer Tire/Wheel Balance (x1) - Electronic Sign				233.99
31000640007	06/06/2022	06/13/2022	Trailer Tire/Wheel Balance (x1) - Electronic Sign				233.99
220601031 Lincoln Creek Lumber	1079	06/13/2022	Claims	6700	30.62	417172	
Invoice #	Rcvd Date	Due Date	Description				Amount
417172	05/13/2022	06/13/2022	Facility Maintenance tool - ibeam level				30.62
220601032 McLane Black Lake Fire Dept	1080	06/13/2022	Claims	6700	2,335.00	639, 644, 653	
Invoice #	Rcvd Date	Due Date	Description				Amount
639	05/24/2022	06/13/2022	SORT Rope Rescue Training (A. Hall)				975.00
644	05/24/2022	06/13/2022	SORT Confined Space Rescue Training (A. Hall)				975.00
653	05/24/2022	06/13/2022	IFSAC Instructor 1 Course (G. Parker)				385.00
220601033 Mountain Mist Water	1081	06/13/2022	Claims	6700	311.13	029585	
Invoice #	Rcvd Date	Due Date	Description				Amount
029585	06/06/2022	06/13/2022	1-2 Littlerock Water				93.60
029585	06/06/2022	06/13/2022	1-6 Maytown Water				46.08
029585	06/06/2022	06/13/2022	1-1 Grand Mound Water				112.41
029585	06/06/2022	06/13/2022	1-3 Rochester Water				54.72
029585	06/06/2022	06/13/2022	1-4 Scott Lake Water				4.32
220601034 Munsell Barbara	1082	06/13/2022	Claims	6700	28.00	May 16, 2022	
Invoice #	Rcvd Date	Due Date	Description				Amount
MAY 16, 2022	05/16/2022	06/13/2022	Sew on Patches (x6), Sew Hems (x2)				28.00
220601035 Northwest Water Systems	1083	06/13/2022	Claims	6700	432.39	22-03601, 22-03548	
Invoice #	Rcvd Date	Due Date	Description				Amount
22-03601	05/23/2022	06/13/2022	1-1 Grand Mound Water Srv				177.80
22-03548	05/23/2022	06/13/2022	1-2 Littlerock Water Srv plus Salt				254.59
220601036 On-Hold Concepts Inc	1084	06/13/2022	Claims	6700	19.95	574432	
Invoice #	Rcvd Date	Due Date	Description				Amount
574432	06/06/2022	06/13/2022	Monthly On Hold Srvs				19.95
220601037 Pilot Travel Centers LLC	1085	06/13/2022	Claims	6700	459.88	552840168	
Invoice #	Rcvd Date	Due Date	Description				Amount
552840168	06/06/2022	06/13/2022	A25 CH1-3				109.20
552840168	06/06/2022	06/13/2022	A24 BN1-6				39.16
552840168	06/06/2022	06/13/2022	A23 CH1-2				221.32
552840168	06/06/2022	06/13/2022	A24 BN1-6				34.00
552840168	06/06/2022	06/13/2022	A70 STAF-1				30.97
552840168	06/06/2022	06/13/2022	A68 B1-2				25.23
220601038 Propane Northwest	1086	06/13/2022	Claims	6700	2,944.79	1506941909	
Invoice #	Rcvd Date	Due Date	Description				Amount
1506941909	06/06/2022	06/13/2022	1-1 Grand Mound Propane (1193.20 gal)				2,944.79
220601039 Puget Sound Energy	1087	06/13/2022	Claims	6700	4,770.75		
Invoice #	Rcvd Date	Due Date	Description				Amount
200017639499	05/16/2022	06/13/2022	1-1 Grand Mound (Apr 22)				2,189.00
220025935044	05/16/2022	06/13/2022	1-2 Littlerock (May 22)				618.00
220025936018	05/16/2022	06/13/2022	1-3 Rochester (Apr 22)				520.00

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220025935051	05/16/2022	06/13/2022	1-4 Scott Lake (May 22)		479.00	
220025935077	05/16/2022	06/13/2022	1-5 Michiqan Hill (Mar 22)		146.00	
220025935069	05/16/2022	06/13/2022	1-6 Maytown (Apr 22)		700.00	
220006625754	05/16/2022	06/13/2022	1-7 Old Hwy 99 (Apr 22)		118.75	
220601040 Rochester Lumber	1088	06/13/2022	Claims	6700	67.35	1180488, 1179213, 1180348, 1180065
Invoice #	Rcvd Date	Due Date	Description		Amount	
1180488	05/31/2022	06/13/2022	A63 E1-1 Fuse Kit		26.95	
1179213	05/31/2022	06/13/2022	Pressure Washer Wand O Rings		6.96	
1180348	05/31/2022	06/13/2022	A63 E1-1 Oil		6.47	
1180065	05/31/2022	06/13/2022	1-2 Littlerock SCBA Room Paint		26.97	
220601041 Rochester Water Association	1089	06/13/2022	Claims	6700	49.50	100100
Invoice #	Rcvd Date	Due Date	Description		Amount	
100100	05/31/2022	06/13/2022	1-3 Rochester Water Svc		49.50	
220601042 Scott Lake Maintenance Co C/O Northwest Water Syst	1090	06/13/2022	Claims	6700	103.28	2165
Invoice #	Rcvd Date	Due Date	Description		Amount	
2165	06/06/2022	06/13/2022	1-4 Scott Lake Water Srvcs		103.28	
220601043 State Auditors Office	1091	06/13/2022	Claims	6700	232.20	L148589
Invoice #	Rcvd Date	Due Date	Description		Amount	
L148589	05/16/2022	06/13/2022	2019-2020 Assessment Audit (2 hrs)		232.20	
220601044 Stericycle Inc	1092	06/13/2022	Claims	6700	111.89	3006029101, 3006040211, 3006041036, 3006056714
Invoice #	Rcvd Date	Due Date	Description		Amount	
3006029101	05/24/2022	06/13/2022	1-3 Rochester Hazo Mat		20.72	
3006041036	05/24/2022	06/13/2022	1-6 Maytown Hazo Mat		10.36	
3006040211	05/24/2022	06/13/2022	1-2 Littlerock Hazo Mat		11.12	
3006056714	05/24/2022	06/13/2022	1-2 Littlerock Hazo Mat		69.69	
220601045 Systems Design West LLC	1093	06/13/2022	Claims	6700	1,680.14	20221004
Invoice #	Rcvd Date	Due Date	Description		Amount	
20221004	05/27/2022	06/13/2022	April Transports (x68)		1,680.14	
220601046 Thurston Co Solid Waste	1094	06/13/2022	Claims	6700	85.00	2183344, 2183727, 2184563, 2184984
Invoice #	Rcvd Date	Due Date	Description		Amount	
218334	05/13/2022	06/13/2022	Solid Waste Disposal (05-10-2022)		31.00	
2183727	05/13/2022	06/13/2022	Solid Waste Disposal (05-17-2022)		18.00	
2184563	05/13/2022	06/13/2022	Solid Waste Disposal (05-31-2022)		18.00	
2184984	05/13/2022	06/13/2022	Solid Waste Disposal (06-07-2022)		18.00	
220601047 Tumwater Printing	1095	06/13/2022	Claims	6700	103.93	122570
Invoice #	Rcvd Date	Due Date	Description		Amount	
122570	06/06/2022	06/13/2022	Business Cards (E. Palmerson x250)		103.93	
220601048 VJ's Bargain Barn Inc.	1096	06/13/2022	Claims	6700	436.32	277340
Invoice #	Rcvd Date	Due Date	Description		Amount	
277340	05/13/2022	06/13/2022	1-2 Littlerock Pump House Doors		436.32	
220601049 Verizon Wireless	1097	06/13/2022	Claims	6700	192.02	9906304257
Invoice #	Rcvd Date	Due Date	Description		Amount	
9906304257	05/23/2022	06/13/2022	Apparatus Cells		192.02	
220601050 Wells Fargo Financial Leasing	1098	06/13/2022	Claims	6700	159.84	1000155121
Invoice #	Rcvd Date	Due Date	Description		Amount	
1000155121	05/23/2022	06/13/2022	1-1 Grand Mound Copier Lease		159.84	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo																																																																																
220601051 West Thurston Reg Fire PETTY CASH	1099	06/13/2022	Claims	6700	1,022.31																																																																																	
<table><tr><th>Invoice #</th><th>Rcvd Date</th><th>Due Date</th><th>Description</th><th>Amount</th></tr><tr><td>OTT LAKE MAINTENANCE</td><td>05/31/2022</td><td>06/13/2022</td><td>April water (bill rec'd post-batch)</td><td>103.28</td></tr><tr><td>MAGGIE TROIT</td><td>05/31/2022</td><td>06/13/2022</td><td>Chief K retirement lunch</td><td>800.00</td></tr><tr><td>COLBY LYON</td><td>05/31/2022</td><td>06/13/2022</td><td>Uber reimbursements (Utah trip to pick up new brush</td><td>119.03</td></tr></table>							Invoice #	Rcvd Date	Due Date	Description	Amount	OTT LAKE MAINTENANCE	05/31/2022	06/13/2022	April water (bill rec'd post-batch)	103.28	MAGGIE TROIT	05/31/2022	06/13/2022	Chief K retirement lunch	800.00	COLBY LYON	05/31/2022	06/13/2022	Uber reimbursements (Utah trip to pick up new brush	119.03																																																												
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220601052 Whistle Workwear	1100	06/13/2022	Claims	6700	142.76	621372																																																																																
<table><tr><th>Invoice #</th><th>Rcvd Date</th><th>Due Date</th><th>Description</th><th>Amount</th></tr><tr><td>621372</td><td>05/13/2022</td><td>06/13/2022</td><td>Duty Boots (E. Smith)</td><td>142.76</td></tr></table>							Invoice #	Rcvd Date	Due Date	Description	Amount	621372	05/13/2022	06/13/2022	Duty Boots (E. Smith)	142.76																																																																						
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621372	05/13/2022	06/13/2022	Duty Boots (E. Smith)	142.76																																																																																		
220601053 Wilcox & Flegel	1101	06/13/2022	Claims	6700	5,947.87	0705976-IN, 0705927-IN, 0708917-IN, 0708943-IN, CL34537, 0712136-IN, 0712017-IN																																																																																
<table><tr><th>Invoice #</th><th>Rcvd Date</th><th>Due Date</th><th>Description</th><th>Amount</th></tr><tr><td>0705976-IN</td><td>05/13/2022</td><td>06/13/2022</td><td>1-1 Grand Mound Diesel (140 gal)</td><td>702.39</td></tr><tr><td>0705927-IN</td><td>05/13/2022</td><td>06/13/2022</td><td>1-2 Littlerock Diesel (90 gal)</td><td>451.52</td></tr><tr><td>0708917-IN</td><td>05/13/2022</td><td>06/13/2022</td><td>1-2 Littlerock Diesel (115 gal)</td><td>574.50</td></tr><tr><td>0708943-IN</td><td>05/13/2022</td><td>06/13/2022</td><td>1-1 Grand Mound Diesel (205 gal)</td><td>1,024.10</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A70 STAF-1</td><td>63.94</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A71 STAF-2</td><td>25.44</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A19 A1-3</td><td>456.93</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A14 CH1-1</td><td>200.40</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A09 B1-3</td><td>84.57</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A73 U1-2</td><td>452.03</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A22 E1-3</td><td>100.53</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A24 BN1-6</td><td>521.59</td></tr><tr><td>CL34537</td><td>05/13/2022</td><td>06/13/2022</td><td>A25 CH1-3</td><td>26.46</td></tr><tr><td>0712136-IN</td><td>05/13/2022</td><td>06/13/2022</td><td>1-1 Grand Mound Diesel (107 gal)</td><td>620.15</td></tr><tr><td>0712017-IN</td><td>05/13/2022</td><td>06/13/2022</td><td>1-2 Littlerock Diesel (111 gal)</td><td>643.32</td></tr></table>							Invoice #	Rcvd Date	Due Date	Description	Amount	0705976-IN	05/13/2022	06/13/2022	1-1 Grand Mound Diesel (140 gal)	702.39	0705927-IN	05/13/2022	06/13/2022	1-2 Littlerock Diesel (90 gal)	451.52	0708917-IN	05/13/2022	06/13/2022	1-2 Littlerock Diesel (115 gal)	574.50	0708943-IN	05/13/2022	06/13/2022	1-1 Grand Mound Diesel (205 gal)	1,024.10	CL34537	05/13/2022	06/13/2022	A70 STAF-1	63.94	CL34537	05/13/2022	06/13/2022	A71 STAF-2	25.44	CL34537	05/13/2022	06/13/2022	A19 A1-3	456.93	CL34537	05/13/2022	06/13/2022	A14 CH1-1	200.40	CL34537	05/13/2022	06/13/2022	A09 B1-3	84.57	CL34537	05/13/2022	06/13/2022	A73 U1-2	452.03	CL34537	05/13/2022	06/13/2022	A22 E1-3	100.53	CL34537	05/13/2022	06/13/2022	A24 BN1-6	521.59	CL34537	05/13/2022	06/13/2022	A25 CH1-3	26.46	0712136-IN	05/13/2022	06/13/2022	1-1 Grand Mound Diesel (107 gal)	620.15	0712017-IN	05/13/2022	06/13/2022	1-2 Littlerock Diesel (111 gal)	643.32
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																																		
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220601054 Wilson Parts Corp	1102	06/13/2022	Claims	6700	74.91	9458988																																																																																
<table><tr><th>Invoice #</th><th>Rcvd Date</th><th>Due Date</th><th>Description</th><th>Amount</th></tr><tr><td>9458998</td><td>05/19/2022</td><td>06/13/2022</td><td>1-1 Grand Mound Apparatus Oil</td><td>74.91</td></tr></table>							Invoice #	Rcvd Date	Due Date	Description	Amount	9458998	05/19/2022	06/13/2022	1-1 Grand Mound Apparatus Oil	74.91																																																																						
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																																		
9458998	05/19/2022	06/13/2022	1-1 Grand Mound Apparatus Oil	74.91																																																																																		

54 Vouchers:

80,712.34

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220601055 Aflac	1103	06/13/2022	Payroll	6700	762.32	Pay Cycle(s) 06/15/2022 To 06/15/2022 - Suppl Disability Ins; Pay Cycle(s) 06/30/2022 To 06/30/2022 - Suppl Disability Ins
220601056 Benefit Solutions Inc-WSCFF	1104	06/13/2022	Payroll	6700	2,325.00	Pay Cycle(s) 06/30/2022 To 06/30/2022 - MERP
EFT Bennett Matthew Shaun	961	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Bennett Matthew Shaun	977	06/30/2022	Payroll	6700		June 2022 Pay
220601110 Berryman Thomas A	1015	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Betts Brandon John	978	06/30/2022	Payroll	6700		June 2022 Pay
220601111 Brown Curtis Daniel	1016	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Brownell Scott Lee	1017	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Christenson Brian David	979	06/30/2022	Payroll	6700		June 2022 Pay
EFT Cooke Hans Robert	980	06/30/2022	Payroll	6700		June 2022 Pay
220601113 Cookston Jonathon Wayne	1018	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Dean Sarah Linnea	981	06/30/2022	Payroll	6700		June 2022 Pay
EFT Department Of Retirement Services Deferred Comp	1045	06/13/2022	Payroll	6700	36,515.79	Pay Cycle(s) 06/15/2022 To 06/15/2022 - Deferred Comp; Pay Cycle(s) 06/30/2022 To 06/30/2022 - Deferred Comp; Pay Cycle(s) 06/30/2022 To 06/30/2022 - Deferred Comp %
EFT Department Of Retirement Systems Retirement	1046	06/13/2022	Payroll	6700	42,176.85	Pay Cycle(s) 06/15/2022 To 06/15/2022 - LEOFF 2; Pay Cycle(s) 06/30/2022 To 06/30/2022 - PERS 2; Pay Cycle(s) 06/30/2022 To 06/30/2022 - LEOFF 2
EFT Department Of The Treasury	1047	06/13/2022	Payroll	6700	47,699.05	941 Deposit for Pay Cycle(s) 06/15/2022 - 06/15/2022; 941 Deposit for Pay Cycle(s) 06/30/2022 - 06/30/2022; 941 Deposit for Pay Cycle(s) 06/15/2022 - 06/15/2022
EFT Devert Brent Nathaniel	982	06/30/2022	Payroll	6700		June 2022 Pay
220601057 Dimartino Associates Brown & Brown of WA, Inc	1105	06/13/2022	Payroll	6700	2,445.59	Pay Cycle(s) 06/30/2022 To 06/30/2022 - Disability
EFT Douglass Jeremy	1019	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Drake Leah Noel	1020	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Drake Nathan Tyler	983	06/30/2022	Payroll	6700		June 2022 Pay
EFT Dreyer Glenn Michael	1021	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Dyer Lanette R	984	06/30/2022	Payroll	6700		June 2022 Pay
EFT Elkins Ben M	1022	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
220601118 Fitzgerald Thomas J	1023	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
220601119 Fox Timothy Andrew	1024	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Frasl Kenneth E	1025	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
220601058 GET Program	1106	06/13/2022	Payroll	6700	287.00	Pay Cycle(s) 06/30/2022 To 06/30/2022 - GET
EFT Garza Isaac Wayne	962	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Garza Isaac Wayne	985	06/30/2022	Payroll	6700		June 2022 Pay
EFT Giordano Susan Linda	1026	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
220601059 HRA VEBA Trust	1107	06/13/2022	Payroll	6700	7,275.00	Pay Cycle(s) 06/30/2022 To 06/30/2022 - HRA VEBA
EFT Hall Aaron David	963	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Hall Aaron David	986	06/30/2022	Payroll	6700		June 2022 Pay
EFT Heilman Chris Douglas	1027	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Heilman Chris Douglas	987	06/30/2022	Payroll	6700		June 2022 Pay
EFT Howe Joshua Jason	988	06/30/2022	Payroll	6700		June 2022 Pay
EFT Hull Nathan S	989	06/30/2022	Payroll	6700		June 2022 Pay

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220601060 IAFF Local 3825 Treasurer	1108	06/13/2022	Payroll	6700	5,870.76	Pay Cycle(s) 06/15/2022 To 06/15/2022 - Union Dues; Pay Cycle(s) 06/30/2022 To 06/30/2022 - Union Dues
220601123 Jernigan Jeff M	1028	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Josselyn Jesse West	1029	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Kaleiwahea Blake William	990	06/30/2022	Payroll	6700		June 2022 Pay
EFT Kaleiwahea Russell Edward	964	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Kaleiwahea Russell Edward	991	06/30/2022	Payroll	6700		June 2022 Pay
EFT Kondrack Andrew Joseph	992	06/30/2022	Payroll	6700		June 2022 Pay
220601125 Linn Catherine Louise	1030	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Lyon Colby Wayne	965	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Lyon Colby Wayne	993	06/30/2022	Payroll	6700		June 2022 Pay
EFT Manor Kathryn Joan	1031	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Matson Collin Reid	994	06/30/2022	Payroll	6700		June 2022 Pay
EFT McGeary Michael C	1032	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Miller Devann Munroe	995	06/30/2022	Payroll	6700		June 2022 Pay
EFT Morales Michael Lawrence	996	06/30/2022	Payroll	6700		June 2022 Pay
EFT Nelson Jacob Matthew	1033	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Palmerson Erik Morgan	966	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Palmerson Erik Morgan	997	06/30/2022	Payroll	6700		June 2022 Pay
EFT Panuska Miranda Marie	998	06/30/2022	Payroll	6700		June 2022 Pay
EFT Parker Gregory Jerel	967	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Parker Gregory Jerel	999	06/30/2022	Payroll	6700		June 2022 Pay
EFT Patraca Linda Ellen	1000	06/30/2022	Payroll	6700		June 2022 Pay
EFT Peoples Michael William	1034	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Pethia David C	1035	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
220601131 Ricks John Rual	1036	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Santee Ricardo Leon	1001	06/30/2022	Payroll	6700		June 2022 Pay
EFT Scott Robert William	1002	06/30/2022	Payroll	6700		June 2022 Pay
EFT Sexton Thomas Edward	1003	06/30/2022	Payroll	6700		June 2022 Pay
EFT Shea Linda Marie	1004	06/30/2022	Payroll	6700		June 2022 Pay
EFT Shea Michael John	1037	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Singleton Charles Ed	1005	06/30/2022	Payroll	6700		June 2022 Pay
EFT Smith Eric David	968	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Smith Eric David	1006	06/30/2022	Payroll	6700		June 2022 Pay
EFT Smith Rob Dean	1007	06/30/2022	Payroll	6700		June 2022 Pay
EFT Spiegelberg John Steven	1038	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Stone Roger Lee	1008	06/30/2022	Payroll	6700		June 2022 Pay
EFT Swecker Joel Anthony	969	06/15/2022	Payroll	6700		Jun 2022 draw
EFT Swecker Joel Anthony	1009	06/30/2022	Payroll	6700		June 2022 Pay
220601134 Teitzel Steven David	1039	06/15/2022	Payroll	6700		Vol/Temp/Comm pay
EFT Trautman Alexander Paul	1010	06/30/2022	Payroll	6700		June 2022 Pay
EFT Trott Thomas John	1011	06/30/2022	Payroll	6700		June 2022 Pay
220601061 Trusteed Plans	1109	06/13/2022	Payroll	6700	55,603.98	Pay Cycle(s) 06/15/2022 To 06/15/2022 - PPO 100; Pay Cycle(s) 06/15/2022 To 06/15/2022 - Dental; Pay Cycle(s) 06/15/2022 To 06/15/2022 - Basic Life; Pay Cycle(s) 06/30/2022 To 06/30/2022 - PPO 100; Pa
EFT Vavrinec Christian Kalil	1012	06/30/2022	Payroll	6700		June 2022 Pay
EFT Washington State Support Registry	1048	06/13/2022	Payroll	6700	768.66	Pay Cycle(s) 06/30/2022 To 06/30/2022 - Child Support
EFT Weinstein Andrew Chase	1013	06/30/2022	Payroll	6700		June 2022 Pay
220601062 West Thurston Fire - House Funds	1110	06/13/2022	Payroll	6700	211.00	Pay Cycle(s) 06/30/2022 To 06/30/2022 - House Funds

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

08:45:09

Date: 06/15/2022

06/13/2022 To: 06/13/2022

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT White Christopher Charles	1014	06/30/2022	Payroll	6700	<div></div>	June 2022 Pay
84 Vouchers:					415,233.19	



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



May 9, 2022 – Governing Board Business Meeting at 18720 Sargent Rd SW (Grand Mound 1-1 station)

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

Additions/Deletions to the Agenda:

1. Chief Smith requested an executive session to discuss employee performance (RCW 42.30.110(g)), at the end of the general meeting.
2. Linda S. requested the chairman's signature on a thank-you letter to the Great Wolf Lodge, for their donation of hotel/water park passes which were raffled off at the last All-Department meeting.

Public Comments/Presentations: Captain Dyer reported that no submissions had been received for the video contest. She noted this was an attempt to find someone internal in the department to assist with Pub Ed activities in lieu of hiring an additional person to assist.

Labor Management: Lt. Garza reported on several items:

1. The labor contract would be passed during the meeting around for review and board signatures. He highlighted the major changes in the contract, including: salary increases based on CPI, full insurance coverage for dependents, and the contract length (3 years with language to extend for one year.)
2. An MOU is in the process of getting appropriate signatures to allow for the hiring of temporary firefighters to backfill behind an injured firefighter (Sexton.)
3. Lt. Garza recognized the efforts of FF Trautman, who raised funds to replace the bike of one of the department's "honorary" members whose bike was recently damaged in an incident.
4. The union membership is gearing up to work on levy campaign activities.
5. The union approved the banners that will be placed at Hoss Field, thanks to the efforts of FF Singleton.

New Business:

1. Expenditure Approval.
 - a. Linda S. distributed a corrected copy of the Voucher Approval Transmittal, to reflect the correct invoice amount for Bud Clary Ford. She noted the payment amount was correct, it was only the invoice amount that was in error, so the total amount of warrant vouchers being approved did not change.
 - b. Commissioner Ricks moved to approve the expenditures of \$673,727.13. Commissioner Jernigan seconded the motion. Motion carried 5-0.
2. Meeting Minutes. Commissioner Elkins moved to approve the general board minutes of April 11, 2022. Commissioner Culleton seconded the motion. Motion carried 5-0.
3. Policy #2021, Career Member Benefits, Leave, Disability and Shared Leave Bank update. Linda S. presented updates to Policy #2021, noting that the main change was the removal of the section referring to

disability leave, which was moved to a new policy. Commissioner Jernigan moved to approve the changes to Policy #2021. Commissioner Ricks seconded the motion. Motion carried 5-0.

4. NEW Policy #2023, Disability and Worker's Compensation. Linda S. presented a new Policy #2023, which provides guidance on pay and benefits for employees who are on disability leave, in accordance with state laws and rules. She noted the policy is similar to other districts in the county and has been reviewed by the department attorney. Commissioner Elkins moved to approve the new policy. Commissioner Jernigan seconded the motion. Motion carried 5-0.
5. Policy 1019.2 Confidentiality of Patient Information & Staff Verification update. Linda S. presented updates to Policy #1019.2, which provides guidance on how employees can obtain patient outcome reports. This policy also requires employees to sign and verify they understand the policy. Commissioner Culleton moved to approve the updates to Policy #1019.2. Commissioner Jernigan seconded the motion. Motion carried 5-0.
6. Resolution #2022-04, Surplus Property. Linda S. presented Resolution #2022-04 to surplus equipment including the Dodge Durango (BN-1, Apparatus #66). She noted that an Apple I-Phone was added to the surplus list after publication. Commissioner Jernigan moved to approve Resolution #2022-04 with the addition of the phone. Commissioner Elkins seconded the motion. Motion carried 5-0.
7. Updated Authorized Signature List. Linda S. distributed an Authorized Signature List for the board to sign, which lists all authorized signers for county EFT and fund transfers (which had not been updated since 2014).

Unfinished Business (action items): None.

Unfinished Business (nonaction items): None.

Communications:

1. Thurston County Treasurer April 2022 reports were presented.
2. May 2022 budget reports were presented.
3. WTRFA 2021 Annual Financial Report (draft.) Linda S. presented a draft version of the 2021 annual financial report, encouraging the board to review and contact her with any questions. The report will be submitted to the State Auditor next week, in time for the May 31 deadline.
4. Commendation Program. Linda S. presented the program guidelines for the revived Commendation program, noting that Captain Christenson was behind the movement to resurrect the program.
5. OPMA changes. Linda S. presented a notice from the Snure Law Office and the governor's Proclamation 20-28.16, highlighting the changes recently enacted to the Open Public Meetings Act.
6. Washington D.C. flag appreciation. Chief Smith presented a flag sent from Congresswoman Strickland and the accompanying letter, noting the flag would be flown at a yet-to-be designated station.

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

Commissioner Reports:

1. Commissioner Ricks reported the EMS Council is considering a two-year term for its council members. Ben Miller-Todd was nominated as Keith Hardin's replacement on the EMS Council. Negotiations are at an impasse with the ALS agencies over contract language.
2. Commissioner Elkins reported that Sheriff Snaza spoke at the commissioner meetings and referenced the staff exodus that is occurring at the TC Sheriff's office.

Good of the Order: Commissioner Jernigan requested a motion be made to approve the IAFF labor contract. Commissioner Elkins moved to approve the contract. Commissioner Ricks seconded the motion. Motion carried 5-0.

The board recessed for a short five-minute break at 18:49. The board returned at 18:54 and announced it would be going into an executive session for 15 minutes to discuss an employee performance issue. The board reconvened into general session at 19:09 with no formal action taken in executive session.

Chief Smith offered a recommendation for West Thurston Fire to separate Mike Peoples from employment with the department, to be effective June 5, 2022, as a non-disciplinary separation. Commissioner Elkins moved to accept Chief Smith's recommendation. Commissioner Culleton seconded the motion. Motion carried 5-0. Chief Smith will arrange for a meeting with Mike Peoples, along with Lt. Garza.

Adjournment: The board adjourned the general meeting at 19:14 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



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

RESOLUTION NO. 2022-005

A RESOLUTION OF THE GOVERNING BOARD OF THE
WEST THURSTON REGIONAL FIRE AUTHORITY (“RFA”)
DECLARING CERTAIN ITEMS OF PROPERTY AS
SURPLUS AND AUTHORIZING THEIR DISPOSAL

WHEREAS, the “RFA” has certain items which are no longer of use to the “RFA”; and
WHEREAS, it would be appropriate to surplus the property and dispose of it through appropriate sale or
donation, if the property is found to have little or no value.

NOW, THEREFORE, THE WEST THURSTON REGIONAL AUTHORITY GOVERNING BOARD
HEREBY RESOLVES AS FOLLOWS:

Section 1. That the property identified in Exhibit 1, attached hereto and incorporated herein by
reference, is declared to be surplus, and the Fire Chief of the Authority, or designee, is authorized to
dispose of and convey such property through appropriate sale or donation, if the property is found to
have little or no value.

Section 2. That the Fire Chief of the “RFA”, or designee, is authorized to implement such
administrative procedures as may be necessary to carry out this directive.

Section 3. That this Resolution shall take effect and be in full force upon passage and signatures hereon.

Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this 13th
day of June 2022, the following majority of commissioners being present and voting:

**West Thurston Regional Fire Authority
Board of Commissioners**

Tom Culleton, Commissioner

Calvin Dahl, Commissioner

David Pethia, Commissioner

Ben Elkins, Commissioner

John Ricks, Commissioner

Jeff Jernigan, Commissioner

Linda Shea, Secretary

EXHIBIT 1 – Surplus Property Addendum to Resolution #2022-005

Item	Value*	Minimum Bid *	Serial/ID #	Tag #	Reason	Disposition
Cattle racks (from old 1992 brush truck)	\$200	N/A	N/A	N/A	No longer needed	To be sold on Public Surplus
Motorola Mobile radio	\$50	N/A	518CKLZ1857	347	Sold with A07 1995 H&W engine	Sold to Lewis #3 Mossyrock 5-12-2022
Motorola HT1250 portable radio	Unknown	N/A	749HESN088	012F	Sold with A66 Dodge Durango	Sold to Lewis #3 Mossyrock 5-12-2022
Kenwood TK790 mobile radio	Unknown	N/A	100291	366	Sold with A66 Dodge Durango	Sold to Lewis #3 Mossyrock 5-12-2022
SCBA Masks/Packs	Unknown	N/A			Outdated, no longer needed	Recommend donation to a fire district
BK GPH 5102XP Portable radio	Unknown	N/A	1417311	040	Lost on chaplain call (Kochrian)	Lost
Attwood 3-gallon marine fuel can	\$10	N/A	N/A	N/A	Off brush truck – no longer needed	To be sold on Public Surplus
1 ¾" nozzles (five)	\$250	N/A	N/A	N/A	Replaced with newer equipment	To be donated to Pend Oreille Fire #5

Communications Equipment Surplus List-220524 (submitted by Matt Bennett 5-24-22)

Item	Serial #	Tag #	Reason
Motorola Minitor 3 Radio Pager	253BAJ2CK9		Outdated/Unusable – disposed in trash
Motorola HT1250 Portable Radio		043	Broken – disposed in trash
Motorola CDM1250 Mobile Radio		359	Broken – disposed in trash
Motorola CDM 1250 Mobile Radio		360	Broken – disposed in trash
Lind 12v Dell Laptop Power Adapter	None	None	Broken – disposed in trash
Lind 12v Microsoft Power Adapters x2	None	None	Broken – disposed in trash
Whelen AdvantEdge Light Covers Redx4	None	None	Outdated/Unusable, will put on auction site
Whelen 900 Series Halogen Lens Covers - White x1/Red x2/Yellow x1	None	None	Outdated/Unusable, will put on auction site
Code 3 Halogen Rotator Assemblies - x7	None	None	Outdated/Unusable, will put on auction site
Code 3 Traffic Advisor Lens Covers - Red x1/Yellow x1	None	None	Outdated/Unusable, will put on auction site
Code 3 Rotating Halogen Light - Red x1/Yellow x1	None	None	Outdated/Unusable, will put on auction site
Tankvision Water Tank Level Kit x2	None	None	Outdated/Unusable, will put on auction site
Motorola HSN8145B External Speaker	None	None	Outdated/Unusable, will put on auction site
Grote #46823 Amber Cab Light	None	None	Outdated/Unusable, will put on auction site
Unity Spotlight Handle Kit	None	None	Outdated/Unusable, will put on auction site
Yellow LED Traffic Advisor Module x2	None	None	Outdated/Unusable, will put on auction site
BK Portable Radio AA Clam Shell	None	None	Outdated/Unusable, will put on auction site
Ferno Ambulance Cot Fastener	None	None	Outdated/Unusable, will put on auction site
Microsoft External Radio Speaker	None	None	Outdated/Unusable, will put on auction site

**If value is estimated to exceed \$500, minimum bid must be established and approved by chief.*

**WEST THURSTON REGIONAL FIRE AUTHORITY
RESOLUTION 2022-006**

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF WEST THURSTON REGIONAL FIRE AUTHORITY, RELATING TO THE DISTRICT'S POLICY TO FOSTER OPEN GOVERNMENT AND ENCOURAGE PUBLIC PARTICIPATION IN DISTRICT MEETINGS.

WHEREAS, Governor Inslee has rescinded Proclamation 20-28, effective June 1, 2022, so that in-person board meetings are allowed again; and

WHEREAS, the Washington State Legislature has passed ESHB 1329 and Chapter 42.30 of the RCW (hereinafter the Open Public Meetings Act, or OPMA) has been amended to encourage greater public participation in board meetings, including through the use of technology allowing for remote participation in meetings; **NOW THEREFORE:**

BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF WEST THURSTON REGIONAL FIRE AUTHORITY, AS FOLLOWS:

Section 1. It shall be the policy West Thurston Regional Fire Authority to foster open government and encourage public participation in district board meetings through the implementation of this resolution.

Section 2. Effective June 1, 2022, the Governor of the State of Washington has rescinded Proclamation 20-28 and all subsequent versions thereof. That proclamation prohibited in-person board meetings during the Covid-19 pandemic. Although the recent Governor's order continues the state-declared emergency pursuant to applicable laws, the prohibition on in-person meetings has ended, effective June 1, 2022. However, the Legislature in 2022 adopted ESHB 1329, which modified certain OPMA provisions, allowing under certain circumstances the holding of virtual or remote meetings, as an alternative to in-person meetings or in addition to an in-person meeting, especially for individuals with disabilities, or persons who may have difficulty attending.

Section 3. Due to the changes described in Section 2 above, the new board policy on open public meetings is hereby adopted and all prior resolutions and/or policies on this subject are hereby rescinded or superseded by this resolution.

Section 4. The board and district policy on this subject is as follows:

- a. Unless a regular meeting is cancelled pursuant to notice or due to a declared emergency, the regular meetings of this fire district shall be held on the second Monday of each month, commencing at 18:00 hours at the following locations:
 - Littlerock station (10828 Littlerock Rd SW)
Even months (Feb, Apr, Jun, Aug, Oct, Dec)

- Grand Mound station (18720 Sargent Rd SW)
Odd months (Jan, Mar, May, Jul, Sep, Nov)
- b. If the second Monday is a holiday, the meeting shall be held on the following Tuesday at the same time and location.
 - c. The district will offer a virtual option to allow remote participation in the meetings by members of the public. Prior to such remote participation, if any member of the public desires to submit a comment, that shall be accomplished by sending electronic mail to the following address at least one half hour prior to the start of the meeting: ChiefOfficers-WestThurston@wtrfa.org. Such written comments will be shared with the board prior to, or at the start of the meeting.
 - d. Even if the district ordinarily does not offer a virtual participation option as set forth above, if any member of the public submits a request, a reasonable time prior to any such meeting, stating that they will have difficulty attending in-person due to a disability, limited mobility, or for any other reason that makes physical attendance impossible or difficult for them, then the district will endeavor, when feasible, to accommodate them by offering an alternative way to participate, such as by telephone or other technology.
 - e. Board members are always allowed to participate remotely in board meetings as approved by the board chair but should advise the board secretary prior to the meeting so that technology is implemented to assure that the member's remote participation may be heard, or observed and heard by those attending or participating.
 - f. Public comment by in-person participants shall always be allowed at all meetings of the board. However, the Chair of the Board may limit such comments to three minutes and will ask the speaker to identify themselves for the minutes. The Open Public Meetings Act (OPMA) allows the Chair to control the order of speaking during meetings, so no one will be allowed to speak without first being recognized by the Chair. The District will place on each agenda a "Public Comment Period" and it is requested that comments be made during that designated period. The OPMA allows for suspension of meetings in the event of disruptions that interfere with the work of the Board. The Board has no obligation to respond immediately to either verbal or written comments submitted at or prior to public meetings.
 - g. The Board and the district do reserve the right, under prescribed conditions, to hold one or more meetings only by having a virtual or remote option, instead of an in-person meeting. This may be done, but will be done only during a declared local, state, or federal (national) emergency. For example, during a pandemic or other disaster, the Board may determine that safety concerns or other exigencies may make it impossible or unwise to hold an in-person

meeting with reasonable safety. This option will be used sparingly, and when feasible, remote participation by the public will still be offered, to assure transparency and open government.

ADOPTED AND APPROVED by the Board of Fire Commissioners of West Thurston Regional Fire Authority on the 13th day of June, 2022, effective immediately.

West Thurston Regional Fire Authority

Chairman Pethia

Commissioner Culleton

Commissioner Dahl

Commissioner Elkins

Commissioner Jernigan

Commissioner Ricks

Attest:

District Secretary



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



AUTHORITY

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

West Thurston Regional Fire Authority

RESOLUTION #2022-007
Cancellation of Outstanding Warrants

Whereas: RCWs 36.22.100 and 39.56.040 provided that registered or interest-bearing county warrants not presented within one year of the date of their call and all other county warrants not presented within one year of their issue shall be cancelled by the legislative authority of the County and the Auditor and the Treasurer of the County shall cancel all record of such warrants so as to leave the funds as if such warrants and never been drawn; and

Whereas: the hereinafter described county warrants have not been presented within one year of the date of their issue or call and should be cancelled;

Be it therefore resolved that: The county warrants listed below are hereby authorized to be cancelled.

<u>Warrant No.</u>	<u>Warrant Date</u>	<u>Amount</u>	<u>Name</u>
1533890	7/15/2020	\$10.16	Polito, Elias
1543422	2/10/2021	\$255.00	Coleman, Nancy

Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this 13th day of June, 2022, the following majority of commissioners being present and voting:

West Thurston Regional Fire Authority

Tom Culleton, Commissioner

Calvin Dahl, Commissioner

David Pethia, Commissioner

Ben Elkins, Commissioner

John Ricks, Commissioner

Jeff Jernigan, Commissioner

Linda Shea, Secretary



WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Administrative – Purchasing and Inventory/Surplus

Policy: ~~4~~.1009 Version ~~7~~ 8

Effect Date: ~~5/1/2021~~ 6/1/2022

Applies to: All Department Members

Policy Administrator: Admin Services Director

PURCHASING and INVENTORY/SURPLUS

1.0 PURPOSE:

1.1 Budget requirements and responsibilities require restrictions to be placed on members purchasing materials and equipment under the Department name.

1.2 Capitalized and small & attractive assets require a strong control for ensuring inventory records of the department are accurate and complete.

1.3 Disposition of surplus property/equipment requires compliance with state and federal law.

2.0 POLICY - PURCHASING:

2.1 Officers have the authority to purchase up to \$1,000 of equipment or items necessary to conduct the business of the department. This practice will be monitored and the privilege may be revoked at any time.

2.2 All purchases require a Purchase Request to be submitted to the Purchasing office. The Purchase Request should be submitted using the department's purchase request system.

2.3 Specific budgeted purchases in approved budget plans do not require additional approval, but must meet bid specifications noted below.

2.4 If budgeted purchase exceeds original approved amount, a chief (and operations committee, if applicable) must obtain board approval before proceeding.

~~2.43~~ Non-budgeted pPurchase approval thresholds and bid specifications are as follows:

a. Up to \$1,000 – officer approval

b. Over \$1,000 up to \$9,999 – Fire Chief approval plus three bids, preferably from an approved vendor list

c. \$10,000 up to \$40,000—Board approval plus three bids, preferably from an approved vendor list

d. \$40,001 up to \$75,000 – Board approval PLUS three bids PLUS use of vendor from approved vendor list maintained by the department or its designated source (such as the Municipal Resources Service Center/MRSC, NPPGov, etc.) In selecting any vendor from the applicable vendor list, the RFA may utilize best value criteria, pursuant to RCW 39.04.190.

e. Over \$75,000 – Board approval PLUS use of sealed bid process, unless the Department is engaged in piggybacking or cooperative purchasing, pursuant to RCW 39.34.030 (5).

f. Purchases which will result in over-expending a budget line item by \$5,000 or more – Board approval

2.4 Public works projects thresholds are as follows:

a. Up to \$10,000 – no approval or bid requirements

b. \$10,000 - ~~\$350,000~~ – Fire Chief approval PLUS three bids.

~~c. Over \$30,000 up to \$350,000—the Department shall establish and use the Department's adopted Small Works Roster.~~

d. Over \$350,000 – Board approval PLUS use of sealed bid process, unless the Department is engaged in piggybacking or cooperative purchasing, pursuant to RCW 39.34.030 (5).

2.5 All public works up to \$350,000 must be performed by a contractor obtained off the Small Works Roster maintained by the department or its designated source (such as the Municipal Resources Service Center/MRSC). Prevailing wages apply (per RCW 39.12.020).

2.6 All repair, maintenance, or other projects needed to be performed on a department facility must be recorded through the department's facility maintenance tracking system for proper reporting and scheduling of the work by the designated personnel.

2.7 Purchase order and facility maintenance records will be managed in accordance with state records retention laws.

2.8 Purchased services (excluding public works) have no bid requirements.

3.0 POLICY – INVENTORY:

3.1 A physical inventory count will be conducted annually with quarterly confidence inspections. The Inventory Project Lead Inventory Officer will work with the ~~Office Manager- Administrative Services Director or designee~~ to delegate inventory count assignments and reporting. An annual reconciliation to accounting records will also be conducted to ensure new assets have been recorded appropriately.

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3.2 All capital assets of \$5,000.00 or more, or items that would be at higher risk for theft (small & attractive) or would cause a disruption to operations for the organization if lost/stolen will be inventoried by the ~~Inventory Officer- Administrative Services Director~~ prior to issue.

- a. The inventory officer ~~shall will~~ be ~~an officer- a member~~ who has not been charged with custody of any assets other than personally-assigned gear which will be physically counted by someone other than the inventory officer.
- b. Personal Protective Equipment (PPE) will be tracked and issued by the PPE officer or designee.
- c. Computers will be tracked by the department's external IT vendor but assigned a department tag number for department control.
- d. EMS equipment under the \$5,000 capital asset threshold and not considered small & attractive will be tracked by the EMS Director.
- d The purchasing officer will not have access to delete items from the inventory management system, to ensure strong internal controls over inventory.

3.3 Capital assets include land/land rights, buildings, furnishings, fixtures and furniture, machines, vehicles and tools, or any real and personal property used in operations which is intended to be used for more than one year and meet the threshold of \$5,000 or more.

3.4 Small & Attractive assets include the following defined equipment classes:

- a Communications Equipment (cell phones, radios, pagers). *Note: Policy 1.2010 provides guidance on issuance and use.*
- b Computer Equipment (PCs, laptops, Ipads, tablets, ~~software~~, printers – excludes monitors, keyboards and mouse)
- c. Optical devices (binoculars, infrared viewers/cameras)
- d. Cameras and projection equipment
- e. Audio-visual equipment (TVs, stereos, sound systems, VCR/DVRs)

f. Handheld electronic devices (non-mounted GPS units, weather/wind meters)

g. Chainsaws and portable generators/pumps.

h. Facility and apparatus maintenance tools (lawn equipment, hydraulic tools, portable air compressors, battery chargers, floor jacks)

3.5 Small & Attractive assets are not to include items which are used for menial tasks and/or are of minimal monetary value such as apparatus tools which are checked on a daily basis (shovels, wrenches, axes, fans) or office equipment (shredders, staplers, desks, chairs, etc.) Additionally, consumables are not inventoried.

3.6 Items to be entered into the inventory management system must be marked with a department-issued inventory tag prior to being placed in service. The entry must include a description of the asset, the model number, serial number, acquisition date and cost, date of replacement, and location and/or holder of asset. ~~A copy of the purchase order, invoice, or other purchasing documentation must be provided to the Inventory Officer by the accounting office.~~

3.7 Assets which change location, assignment or are significantly altered must be reported to the [Inventory Project Lead](#) ~~Inventory Officer or Admin Services Director~~ immediately via written communication (email, memo, or copy of alteration invoice.)

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3.8 Assets found to be damaged or missing must be reported to the [Inventory Project Lead](#) ~~Inventory Officer or Admin Services Director~~ immediately via written communication (email or written memo.) Report must include description of asset, last known location, and date/time of discovery that asset was missing. The board will be notified of missing assets and final resolution/determination ~~on an annual basis upon occurrence.~~

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3.9 Replacement of assets will occur in accordance with the designated depreciation schedules established in the inventory management system unless otherwise approved by the [Fire Chief or](#) Governing Board.

3.10 Donated capitalized or small & attractive assets will be recorded in the inventory management system at fair market value.

3.11 Assets purchased with federal funds are to be recorded in accordance with applicable federal regulations, and identified clearly as federal assets.

4.0 POLICY - SURPLUS & DISPOSITION:

4.1 ~~Surplus & disposition of personal property~~ means any tangible personal property owned by WTRFA which is not needed at present, or for the foreseeable future, or that is no longer of value or use to the RFA if items have been placed out-of-service or no longer serviceable. The item must be stored/secured and placed on a surplus list by the [Inventory Project Lead](#) ~~Inventory Officer~~

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| or Admin Services Director, including a brief description, model/serial and fixed asset numbers if available.

4.2 The Governing Board is responsible for declaring department personal property surplus. Disposal of surplus property will occur periodically and at least once per year.

4.3 Surplus personal property with a resale value of at least \$10 will be disposed of in a cost effective and efficient manner which achieves the highest net resale proceeds for the department.

4.4 Surplus personal property will be sold by public auction, sealed bid, negotiated sale, by transfer to another government agency, lease or loan only. Surplus property with an estimated value exceeding \$500 must have a minimum bid met as established by the chief.

4.5 Surplus property with a resale value of less than \$10, or where the disposal and sales efforts are judged more costly than estimated net proceeds, may be transferred, donated, or eventually disposed of through salvage contracts or other cost effective and efficient means. Donations to other governments must be documented to reflect the value of the property being donated, the actions taken to dispose of the property, and the consideration given for the donation by the receiving government. Items that are broken, unusable or have no commercial, salvage or donation value may be declared as “trash” and efficiently and safely disposed of as such, at the discretion of the chief.

4.6 Surplus personal property which does not sell or is unable to be disposed of through the usual means may be sold to the highest bidding department member or donated to a nonprofit organization as approved by the chief. In accordance with RCW 42.23.030, no board member or officer administering the sale may bid on surplus items unless the board member recused themselves from the administration of the sale and did not vote on the surplus resolution.

4.7 Sales of surplus personal property valued at \$50,000 or more to other governmental agencies are governed by Chapter 39.33 RCW and will not be completed without compliance to that law.

4.8 All personal property that has been approved for surplus must have all identifying marks, personal and/or confidential information or logos of fire district removed prior to transfer to the purchasing or acquiring party.



WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Personnel – Light Duty Assignments / Return-To-Work program

Policy: ~~4~~2019 Version 2

Effect Date: ~~11/1/2018~~ 6/1/2022

Applies to: All career personnel

Policy Administrator: Administrative Services Director

1.0 PURPOSE

- 1.1 To establish appropriate procedures and define assignments for employees assigned to light duty as allowed in the collective bargaining agreement or other labor agreements.
- 1.2 Light duty is a means to have useful work for an employee to do when, because of injury or illness, he/she is not medically cleared for regular operational assignments.

2.0 GUIDELINES

- 2.1 It is the employee's responsibility to immediately notify the Fire Chief or designee of their potential release for light duty work, following an injury or illness. Failure to notify the appropriate personnel in a timely manner may result in loss of paid leave options.
- 2.2 If an employee accepts light duty, he/she maintains eligibility for salary and benefit continuation.
- 2.3 If an employee refuses light duty, no salary or leave will be paid. In addition, the member loses eligibility for Worker's Compensation payments.
- 2.4 If meaningful, adequate light duty work is available, ~~the~~ the Fire Chief or designee will provide a written statement of the light duty assignments Light Duty Assignment agreement to the employee, that are available for the employee to perform, with performance expectations and limitations, within five working days of notification of the employee's pending release to light duty, to be signed by the employee and designee.

2.5 Light duty assignments are often office/station detail to include reception duties, running errands, inventory management, assisting with daily apparatus and equipment checks, training assistance (building props, assisting with instruction); delivery and pick-up of apparatus, supervising landscape crews, public education and fire prevention tasks, training for certifications not yet attained (Fire Instructor 1, Fire Officer 1, OTEP), Shift Officer driver, Community Disaster Preparedness, SCBA Fit testing and equipment testing, station inspection and cleaning, blood pressure checks.

2.6 Light duty shift options are as follows:

(a) 24-hour Shift Modified Duty Schedule. Standard 24 on/48 off schedule. After Day Shift Modified Duty is completed, and on weekends, worker is assigned to the on-duty Shift Officer. Worker is permitted to rest and relax as recommended and to sleep over night.

(b) 8-hour Day Shift Modified Duty Schedule. Worker is assigned to the Training, Operations or Public Education departments and reports to the shift officer on duty.

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2.73 Employees approved to work light duty will comply with the following, unless approved by the Fire Chief:

~~(1)~~

(1) Report to work and be in a Class B uniform (credentialed personnel) by the start of their assigned shift.

(2) Under no circumstances may the light duty employee place themselves in a situation that will conflict with medical or physical limitations.

(3) ~~Light duty assignments are often office/station detail to include reception duties, inventory management, assisting with daily apparatus and equipment checks, delivery and pick up of apparatus, supervising landscape crews, public education and fire prevention tasks, and blood pressure checks.~~

(4) ~~During normal office hours the employee will be in a class B uniform at all times unless approved by the Fire Chief.~~

(5) Light duty personnel must be able to operate a vehicle during their shift. Taking prescription or over the counter medication must comply with department policy.

(6) Doctor appointments, physical therapy or other related health care should be scheduled during off-duty hours. If appointments are required while on-duty, sick leave may be used.

2.48 If light duty assignments are not available or cannot be performed by the employee, paid leave may be used by the employee to cover the absence from work. ~~Short~~ Long term disability benefits will be provided in compliance with Policy ~~4~~2015.

2.9 Abuse of the light duty assignment (taking extended breaks or meal periods; intentional negligence in completing assigned tasks) will result in the light duty assignment being cancelled, with possible disciplinary action.

Apparatus #77 BN1-6 Costs

Amount	Vendor	Notes	TransDate
\$ 40,841.05	Bud Clary	New Battalion	5/9/2022
		New Battalion - LED Lightbars/mounting, Console & Computer	
\$ 7,440.01	Kent D Bruce	Mounting, Charging Equipment	2/14/2022
\$ 952.57	Kent D Bruce	New Battalion Side Mount Pckg, Under Dash Console, Charger	11/8/2021
\$ 1,239.63	Kent D Bruce	New Battalion Lighting Equipment	10/11/2021
\$ 7,716.30	Motorola	All Bank MP Mobile Radio/equipment	11/8/2021
\$ 95.19	Motorola	New Battalion Antenna, Mount, Connector	11/8/2021
\$ 58,284.75	Total Costs-to-date		
\$ 80,000.00	Budgeted in 2022		
\$ 21,715.25	Available Budget as of May 2022		
\$ 17,550.00	City shop costs		
\$ 1,000.00	Center seat to replace console		
\$ 483.09	Chevron Striping (assumes full tailgate)		
\$ 500.00	Consumables cost		
\$ 500.00	Unforeseen costs		
\$ 6,500.00	Est for Bed Slide/Canopy		
\$ (4,817.84)	Overage		
\$ 10,003.69	Costs paid in 2021		
\$ 5,185.85	Excess funds in 2022		



West Thurston Regional Fire Authority Governing Board - Purchase Request

Item/Service: Wildland PPE and new brush truck equipment

Requested by: Lt. Colby Lyon/Chief Robert Scott

Background Information:

Wildland PPE

The department applied unsuccessfully for a PPE grant through DNR. The current wildland PPE inventory is inadequate, including wildland shelters which are a requirement under LNI rules. This purchase will ensure that wildland packs, shelters, goggles, and lights are available at every station so all personnel responding on wildland incidents are in compliance and responding with the most complete PPE equipment package possible. These purchases will be covered by mobilization reimbursements which are still outstanding (approximately \$9,000 pending.)

Item(s)	Quantity	Cost (includes tax)
Wildland packs	13 (4 for 1-1; 4 for 1-2; 3 for 1-3; 2 for 1-6)	\$2,387
Fire Shelters (one per pack) plus one extra	10 (currently have 4 on-hand)	\$3,996
Flashlights (one per pack)	13	\$225
Goggles (one per pack)	13	\$126
COVERED BY OUTSTANDING MOBE REIMBURSEMENTS	TOTAL	\$6,734

New Brush Truck budget overage

The budget for the new brush truck assumed B1-3 would be sold for approximately \$20,000 (with sale proceeds covering part of the new brush truck cost) and the equipment off the old brush truck would be moved to the new brush truck. Given that the department will be retaining B1-3, it is requested the board approve the following additional costs, to be covered as noted:

Item(s)	Quantity	Cost (includes tax)
Trash Pump	1	\$648
Chainsaw	1	\$1,188
COVERED BY OUTSTANDING MOBE REIMBURSEMENTS	TOTAL	\$1,836

TOTAL COSTS COVERED BY MOBE REIMBURSEMENTS: \$8,570

Continued on Page 2

New Brush Truck budget overage (continued)

An additional **\$23,778** is requested for approval to cover the cost overruns of the new brush truck, as noted below. These costs can be covered by the Apparatus Reserve (currently at \$250,000) if necessary, at year-end. If other budget variances are available at year-end, no reserve funds will be needed.

Total Cost assumed:	\$150,000
Less Wildland funds:	(94,000)
Less Sale Proceeds:	<u>(20,000)</u>

Budgeted GF Operating Funds: \$ 36,000

Actual Cost:	\$159,845
Pending tax to pay:	6,944
Est. License costs:	<u>100</u>
Total Costs:	\$166,889
Less Wildland funds:	<u>(107,111)</u>
Actual Charge to GF:	\$ 59,778

Budget overage: \$23,778

DEPARTMENT OF THE ARMY
MUTUAL AID AGREEMENT (MAA)

WEST THURSTON REGIONAL FIRE AUTHORITY
IM-W56DRM-22438

This agreement, effective beginning on the day the last Party signs, entered into between the Secretary of the Army acting according to the authority of section 1856a, title 42, United States Code and the West Thurston Regional Fire Authority, is to secure for each the benefits of mutual aid in fire prevention, the protection of life and property from fire, and firefighting, and other emergency services to include basic medical support; basic and advanced life support; hazardous material containment and confinement; and special rescue events involving vehicular and water mishaps, and trench, building, and confined space extractions.

It is agreed that:

a. On request to a representative of Joint Base Lewis-McChord - Fire and Emergency Services (JBLM- FES) by a representative of the West Thurston Regional Fire Authority (WTRFA), firefighting equipment and personnel of JBLM-FES will be dispatched when available to any point within the area for which the WTRFA normally provides fire protection as designated by the representative of the WTRFA.

b. On request to a representative of the WTRFA by a representative of the JBLM-FES, firefighting equipment and personnel of the WTRFA will be dispatched when available to any point within the firefighting jurisdiction of the JBLM-FES.

c. The rendering of assistance under the terms of this agreement shall not be mandatory, but the party receiving the request for assistance should immediately inform the requesting department if, for any reason, assistance cannot be rendered.

d. Any dispatch of equipment and personnel pursuant to this agreement is subject to the following conditions:

(1) Any request for aid under this agreement will specify the location to which the equipment and personnel are to be dispatched; however, the amount and type of equipment and number of personnel to be furnished will be determined by a representative of the responding organization.

(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and will be subject to the orders of the official. Responding personnel will not be asked or required to perform tasks outside of their normal scope or practice.

(3) A responding organization will be released by the requesting organization when the services of the responding organization are no longer required, or when the responding organization is needed within the area for which it normally provides fire protection.

(4) If a crash of aircraft owned or operated by the United States or military aircraft of any foreign nation occurs within the area for which the WTRFA normally provides fire protection, the Chief of JBLM-FES or his or her representative may assume full command on arrival at the scene of the crash.

e. Each party hereby waives all claims against every other party for compensation for any loss, damage, injury or death occurring as a consequence of the performance of this agreement except those claims authorized under 15 U.S.C. 2210. Direct all questions for claims to the Installation Agreements Manager, 2008C N. 3rd Street, Mail Stop 122, JBLM, WA 98433-9500.

f. The chief fire officers and personnel of the fire departments of both parties to this agreement are invited and encouraged, on a reciprocal basis, to frequently visit each other's activities for guided familiarization tours consistent with local security requirements and, as feasible, to jointly conduct prefire planning inspections, drills, and training.

(1) Whenever either party hosts fire protection training for its own personnel (host department) it may, to the maximum extent practicable and subject to its sole discretion, offer the training to personnel of the other party (guest department). Training will be provided on a space available basis only.

(2) To the extent allowable by law and regulation, the host department will not charge the guest department for any training provided pursuant to this MAA. If a cost cannot be covered by the host department, services may be provided subject to existing reimbursement policies and guidance.

(3) The guest department or its personnel will be responsible for the payment of any and all logistical costs necessary to attend training provided by the host department, including, but not limited to, lodging, meals, and travel expenses.

(4) This MAA is entered into voluntarily by the parties with no obligation on the part of any party to either provide training or to participate in any offered training.

(5) The guest department is responsible for ensuring that its personnel observe all rules, regulations, and guidelines for training provided by the host department. Neither party shall hold another party liable or at fault for damage or injury incurred during joint training activities.

g. The technical heads of the fire departments of the parties to this agreement are authorized and directed to meet and draft any detailed plans and procedures of operation necessary to effectively implement this agreement. Such plans and procedures of operations shall become effective upon ratification by the signatory parties.

h. All equipment used by JBLM-FES in carrying out this agreement will be owned by JBLM-FES; all equipment used by the WTRFA will be owned by the WTRFA; and all personnel acting for WTRFA under this agreement will be an employee or volunteer member of WTRFA.

i. Nothing in this MAA shall be considered as obligating either party to expend funds or otherwise obligate either party for the future payment of money in excess of appropriations authorized by law and administratively allocated for the activities associated with this MAA.

j. This agreement shall become effective upon the date of the last signature and shall remain in full force and effect for a period not to exceed nine (9) years, or until cancelled by mutual agreement of the parties, or upon the provision of at least thirty (30) days advance written notice from the party desiring to terminate this agreement to the other. In accordance with AR 420-1, paragraph 25-9, e (2), this agreement will be reviewed and updated every other year unless terminated by one or more of the parties. Following the nine (9) years, the agreement will either automatically terminate or can be renegotiated.

k. ENTIRE AGREEMENT: This written contract represents the entire agreement between the parties and supersedes any prior oral statements, discussions or understandings between these parties.

l. GOVERNING LAW AND VENUE: This Agreement shall be governed by United States Code and the laws of the State of Washington and any action arising out of the performance of this Agreement shall be taken in Thurston County Superior Court.

m. THIRD-PARTY BENEFICIARIES: There shall be no third-party beneficiaries to this Agreement; this Agreement creates duties only between the signatories hereto and should not be construed as creating a duty to any other person or entity.

n. WAIVER AND SEVERABILITY: The failure of either party to insist upon strict performance of this Agreement shall not impact that party's right to insist upon strict performance at a later time. Should any court of competent jurisdiction find any provision of this Agreement unenforceable, that shall not impact the remaining provisions of this Agreement and the unenforceable provision shall be deemed severable.

o. REVIEW: Both parties have had the opportunity to have this Agreement reviewed by legal counsel.

For the West Thurston
Regional Fire Authority

For the Secretary of the Army

David Pethia
Board Chair

Phillip H. Lamb
Colonel, US Army
Commanding

Date: _____

Date: _____

Approved as to form:

Kenneth Rhault
Fire Chief, JBLM F&ES



Eric Quinn
Attorney for West Thurston
Regional Fire Authority

Date: _____



Thurston County Treasurer
May 2022 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
05/01/2022	Beginning Cash Balance	\$7,450,071.51	
	Receipts/Deposits/Refunds:		
05/02/2022	District Deposit \$202.36 / 6701	202.36	✓
05/02/2022	District Deposit \$33,854.94 / 6701	33,854.94	✓
05/02/2022	District Deposit \$604.43 / 6701	604.43	✓
05/03/2022	Credit Card Deposit \$250.00 / 6701	250.00	✓
05/03/2022	District Deposit \$261.25 / 6701	261.25	✓
05/04/2022	District Deposit \$2,475.33 / 6701	2,475.33	✓
05/04/2022	District Deposit \$2,565.39 / 6701	2,565.39	✓
05/04/2022	District Deposit \$394.52 / 6701	394.52	✓
05/05/2022	District Deposit \$1,720.19 / 6701	1,720.19	✓
05/05/2022	District Deposit \$4,648.87 / 6701	4,648.87	✓
05/05/2022	District Deposit \$900.00 / 6701	900.00	✓
05/05/2022	District Deposit \$997.79 / 6701	997.79	✓
05/06/2022	Credit Card Deposit \$25.46 / 6701	25.46	✓
05/06/2022	District Deposit \$356.33 / 6701	356.33	✓
05/09/2022	District Deposit \$1,071.89 / 6701	1,071.89	✓
05/09/2022	District Deposit \$1,389.02 / 6701	1,389.02	✓
05/09/2022	District Deposit \$812.78 / 6701	812.78	✓
05/11/2022	District Deposit \$1,065.60 / 6701	1,065.60	✓
05/11/2022	District Deposit \$904.61 / 6701	904.61	✓
05/12/2022	District Deposit \$202.36 / 6701	202.36	✓
05/12/2022	District Deposit \$987.17 / 6701	987.17	✓
05/13/2022	District Deposit \$27,513.84 / 6701	27,513.84	✓
05/16/2022	District Deposit \$419.52 / 6701	419.52	✓
05/17/2022	District Deposit \$1,014.60 / 6701	1,014.60	✓
05/18/2022	District Deposit \$1,128.23 / 6701	1,128.23	✓
05/18/2022	District Deposit \$2,104.75 / 6701	2,104.75	✓
05/18/2022	District Deposit \$415.16 / 6701	415.16	✓
05/18/2022	District Deposit \$842.75 / 6701	842.75	✓
05/20/2022	District Deposit \$42,524.80 / 6701	42,524.80	✓
05/20/2022	State Forest - Purchase/Other	606.76	✓
05/23/2022	District Deposit \$908.44 / 6701	908.44	✓
05/24/2022	District Deposit \$112.60 / 6701	112.60	✓
05/25/2022	District Deposit \$367.32 / 6701	367.32	✓
05/26/2022	Credit Card Deposit \$225.24 / 6701	225.24	✓
05/31/2022	District Deposit \$5,643.08 / 6701	5,643.08	✓
05/31/2022	District Deposit \$52,590.50 / 6701	52,590.50	✓
05/31/2022	Leasehold Excise Tax	250.21	✓
05/31/2022	State Forest - Interest	0.69	✓
05/31/2022	Tax & Assessment Receipts	449,899.53	✓
05/31/2022	Timber Harvest Tax	36,200.03	✓
05/31/2022	Interest Paid	3,993.64	✓
	Total Deposits	\$682,451.98	
	Warrant Issues & Voids/Fees/ACH/Wires:		
05/11/2022	Electronic Disbursement	(6,476.96)	✓
05/11/2022	Issued Warrants	(337,099.32)	✓
05/13/2022	Electronic Disbursement	(12,157.65)	✓
05/31/2022	Electronic Disbursement	(317,993.20)	✓
	Total Warrants and Electronic Disbursements	(\$673,727.13)	

Reviewed by: _____



Thurston County Treasurer
 May 2022 Statement
 West Thurston Regional Fire Authority
 Fund 67A0 - W THURSTON RFA GENERAL FUND

05/31/2022	Ending Cash Balance	\$7,458,796.36	✓
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Warrant Activity

05/01/2022	Beginning Warrants Outstanding	\$4,151.47
	Total Warrants Issued	337,099.32
	Total Warrants Redeemed	(331,431.04)
	Total Warrants Voided	-
05/31/2022	Ending Warrants Outstanding	\$9,819.75

Investment Activity

05/01/2022	Beginning Interest Receivable	\$10,482.13
	Interest Earned	4,743.15
	Cash Paid	(3,993.64)
05/31/2022	Ending Interest Receivable	\$11,231.64

TCIP Yield (used to calculate interest earnings)	0.76%
LGIP Yield (budget benchmark)	0.65%



Thurston County Treasurer
May 2022 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
05/01/2022	Beginning Cash Balance	\$650,499.65	
	Receipts/Deposits/Refunds:		
05/20/2022	State Forest - Purchase/Other	64.98	
05/31/2022	State Forest - Interest	0.07	
05/31/2022	Tax & Assessment Receipts	28,346.82	
05/31/2022	Timber Harvest Tax	1,255.53	
05/31/2022	Interest Paid	369.01	
	Total Deposits	\$30,036.41	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
05/31/2022	Ending Cash Balance	\$680,536.06	

Warrant Activity

05/01/2022	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
05/31/2022	Ending Warrants Outstanding	\$0.00

Investment Activity

05/01/2022	Beginning Interest Receivable	\$983.81
	Interest Earned	423.01
	Cash Paid	(369.01)
05/31/2022	Ending Interest Receivable	\$1,037.81

TCIP Yield (used to calculate interest earnings)	0.76%
LGIP Yield (budget benchmark)	0.65%



Thurston County Treasurer
 May 2022 Statement
 West Thurston Regional Fire Authority
 Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
05/01/2022	Beginning Cash Balance	\$755,661.08	
	Receipts/Deposits/Refunds:		
05/31/2022	Interest Paid	488.23	
	Total Deposits	\$488.23	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
05/31/2022	Ending Cash Balance	\$756,149.31	

Warrant Activity

05/01/2022	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
05/31/2022	Ending Warrants Outstanding	\$0.00

Investment Activity

05/01/2022	Beginning Interest Receivable	\$1,370.66
	Interest Earned	490.66
	Cash Paid	(488.23)
05/31/2022	Ending Interest Receivable	\$1,373.09

TCIP Yield (used to calculate interest earnings)	0.76%
LGIP Yield (budget benchmark)	0.65%

West Thurston Regional Fire Authority
Budget Report as of:

Jun-22

								50% of Year Expended					GEMT to-date
Title	January	February	March	April	May	June	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp
GENERAL FUND													
Beg Bal-Unresv GF 67A0								-	2,067,496	(151,757)	1,915,739	1,915,739	
Beg Bal-Oper Res 67A0								-	3,179,000		3,179,000	3,179,000	
Beg Bal-Wildland Res 67A0								-	-	-	-	-	
Beg Bal-GEMT Res 67A0								-	400,000		400,000	400,000	
Beg Bal-SCBA Res 67A0								-	-		-	-	
Beg Bal-Facility Res 67A0								-	250,000		250,000	250,000	
Beg Bal-Apparatus Res 67A0								-	250,000		250,000	250,000	
Beg Bal-Petty Cash								-	-		-	-	
BEGINNING BALANCES	-	-	-	-	-	-		-	6,146,496	(151,757)	5,994,739	5,994,739	
Property Tax	939	600	73	8	564			2,183				(2,183)	
Property Tax-Regular District #1	5,294	59,350	76,945	672,522	128,890			943,001	1,694,207		1,694,207	751,206	56%
Property Tax-M&O #1 6615	2,996	40,862	51,879	471,437	89,256			656,430	1,192,481		1,192,481	536,051	55%
Property Tax-Regular District #11	8,927	49,281	56,401	662,805	134,155			911,568	1,671,999		1,671,999	760,431	55%
Property Tax-M&O #11 6715	6,294	34,774	39,531	481,163	97,036			658,797	1,245,533		1,245,533	586,736	53%
Property Tax-M&O	-	3	-	-	-			3	-		-	(3)	
Sale of Tax Title Property GF	99	-	-	-	-			99	-		-	(99)	
COVID-19 Nongrant Assistance	-	-	-	19,688	-			19,688	-		-	(19,688)	
GEMT	29,584	52,730	24,044	27,154	81,061			214,573	700,000		700,000	485,427	31%
State Grant-Military Dept	-	-	-	-	-			-	-		-	-	
State Grant - DNR Wildland	-	-	-	-	-			-	-		-	-	
State Grant-Dept Of Health	-	-	-	-	-			-	1,200		1,200	1,200	0%
State Grant-Other	-	-	-	5,585	-			5,585	-		-	(5,585)	
Interlocal Grants (incl. Timber Harvest/DNR Timber Tre	-	26,229	6	545	79,317			106,097	60,000		60,000	(46,097)	177%
Printing & Duplicating Services	-	-	-	-	-			-	-		-	-	
Mobilizations	55,275	3,616	59,640	3,636	-			122,167	-		-	(122,167)	
Intergov't/Tribal	34,390	50,000	34,390	50,000	-			168,781	151,693		151,693	(17,088)	111%
Ambulance & Emer Aid Fees	36,766	41,995	43,010	20,633	27,945			170,350	360,000		360,000	189,650	47%
Other Interest	3,932	2,027	1,526	1,882	3,994			13,362	20,000		20,000	6,638	67%
Space & Fac Leases (short and long-term)	4,621	1,100	400	1,046	5,049			12,215	54,524		54,524	42,309	22%
Contributions And Donations From Private S	-	-	-	-	-			-	-		-	-	
Sale Of Surplus	1,246	411	-	-	900			2,557	-		-	(2,557)	
Misc Revenue - Incident Cost Recovery	-	747	-	118	-			864	8,000		8,000	7,136	11%
Misc Revenue - Prior Year	-	-	1,992	138	663			2,793	-		-	(2,793)	
Misc Revenue - Fuel Tax Refunds	-	187	-	-	131			317	-		-	(317)	
Misc Revenue - Other	-	112	50	141	48			351	-		-	(351)	
Other-Sales Tax	(1,017)	1,004	51	(154)	51			(64)	-		-	64	
Suspense (cancelled warrants, pending dep	-	-	-	-	-			-	-		-	-	
Long Term Debt Issuance	-	-	282,629	-	-			282,629	-	(282,629)	(282,629)	(565,258)	
Premiums on Bonds	-	-	30,663	-	-			30,663	-	(30,663)	(30,663)	(61,326)	
Sale Of Assets	-	-	-	-	27,400			27,400	-		-	(27,400)	
Insurance Recovery	-	-	-	-	-			-	-		-	-	
Transfers In	-	-	-	-	-			-	-		-	-	
TOTAL REVENUE	189,347	365,027	703,230	2,418,346	676,459	-		4,352,409	7,159,637	(313,292)	6,846,345	2,493,936	64%
TOTAL FUNDS AVAILABLE									13,306,133	(465,049)	12,841,084	8,488,675	

Title	January	February	March	April	May	June	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
Admin-Salaries-Commissioner	936	1,301	3,349	1,941	2,197	1,664	-	11,387	27,648		27,648	16,261	41%	
Admin-Salaries-Admin	60,109	59,393	59,553	59,653	59,714	59,684	-	358,106	852,191		852,191	494,085	42%	
Admin-Salaries-Temporary Adm	3,195	347	313	279	876	343	-	5,352	22,199		22,199	16,847	24%	
Admin-Benefits-Commissioner	79	100	256	159	168	127	-	889	2,306		2,306	1,417	39%	
Admin-Benefits-Admin	19,398	20,287	19,066	27,531	18,641	18,180	-	123,102	335,167		335,167	212,065	37%	
Admin-Benefits-Temporary Adm	542	43	24	57	67	26	-	759	1,830		1,830	1,071	41%	
Admin-Office & Oper Supplies	185	200	43	257	68	-	-	754	3,000		3,000	2,246	25%	
Admin-Minor Equip (noninv)	459	1,163	440	1,094	511	440	-	4,107	17,560		17,560	13,453	23%	
Admin-Small & Attractive Assets (inventoria	-	-	2,355	-	-	-	-	2,355	21,000		21,000	18,645	11%	
Admin-Software	18,064	2,693	645	1,709	6,343	1,137	-	30,590	53,993		53,993	23,403	57%	
Admin-Prof Services	9,656	6,544	11,150	6,125	6,134	6,417	-	46,025	145,075		145,075	99,050	32%	
Admin-Communication	104	104	104	104	104	20	-	538	1,236		1,236	698	44%	
Admin-Advertising	-	-	-	-	-	-	-	-	500		500	500	0%	
Admin-Insurance	167	141	141	141	542	719	-	1,851	79,805		79,805	77,954	2%	
Admin-Equipment Maint	255	320	385	291	349	271	-	1,871	2,660		2,660	789	70%	
Admin-Misc-Commissioner	17	37	35	18	81	60	-	248	9,748		9,748	9,500	3%	
Admin-Misc-Admin	334	4,155	471	301	447	1,429	-	7,136	6,790		6,790	(346)	105%	
Admin-Dues & Membership	4,630	-	-	3,500	240	-	-	8,370	13,890		13,890	5,520	60%	
Admin-Elections	-	9,462	-	-	-	-	-	9,462	63,560	10,000	73,560	64,098	13%	
Suppr-Salaries-Career FF	260,367	248,454	255,595	240,507	252,885	255,670	-	1,513,479	3,016,313		3,016,313	1,502,834	50%	
Suppr-Salaries-Vol Pts	4,709	4,405	4,061	4,958	4,078	4,034	-	26,245	100,000		100,000	73,755	26%	
Suppr-Salaries-Mobe OT	-	-	-	-	-	-	-	-	-		-	-		
Suppr-Salaries-Training OT	700	-	-	2,648	1,385	987	-	5,720	25,680		25,680	19,960	22%	
Suppr-Salaries-COVID 19 OT	2,404	17,384	-	-	-	-	-	19,788	-		-	(19,788)		
Suppr-Benefits-Career FF	106,895	77,121	76,857	100,680	79,636	77,593	-	518,781	1,260,418		1,260,418	741,637	41%	
Suppr-Benefits-Volunteer	489	387	377	446	378	375	-	2,451	13,716		13,716	11,265	18%	
Suppr-Benefits-Mobe OT	-	-	-	-	-	-	-	-	-		-	-		
Suppr-Benefits-Training OT	46	-	-	175	90	64	-	375	1,733		1,733	1,358	22%	
Suppr-Benefits-COVID 19 OT	123	1,136	-	93	-	-	-	1,352	-		-	(1,352)		
Suppr-Bunker Gear/PPE	-	2,603	-	2,525	3,279	1,065	9,383	18,855	49,776		49,776	30,921	38%	
Suppr-Uniforms	183	121	1,605	2,536	1,011	(9)	1,182	6,629	25,000		25,000	18,371	27%	
Suppr-Rehab Supplies	-	156	221	-	-	-	-	377	1,000		1,000	623	38%	
Suppr-COVID 19 PPE Supplies	-	1,559	-	-	-	-	-	1,559	-		-	(1,559)		
Suppr-Small Tools (hand tools)	40	-	500	40	-	-	-	580	5,000		5,000	4,420	12%	
Suppr-Minor Equipment (apparatus)	662	382	-	1,156	-	-	28,353	30,554	46,000		46,000	15,446	66%	
Suppr-Health & Wellness Equip	-	-	2,268	172	244	28	-	2,712	5,000	2,778	7,778	5,066	35%	
Suppr-Small & Attractive Assets (inventoria	116	581	-	-	248	971	-	1,917	-		-	(1,917)		
Suppr-EMS Supplies	-	-	-	-	-	233	-	233	2,000		2,000	1,767	12%	
Suppr-Wildland tools/gear	-	-	-	-	421	-	-	421	-		-	(421)		
Suppr-Comm/Modems	1,162	1,204	1,220	1,158	1,305	78	-	6,128	14,400		14,400	8,272	43%	
Suppr-Advertising	-	-	-	-	-	-	-	-	500		500	500	0%	
Medical Costs	1,937	1,409	541	1,043	356	-	-	5,286	48,500		48,500	43,214	11%	
Medical Costs - COVID-19	-	-	-	-	-	-	-	-	-		-	-		
Suppr-Miscellaneous	21	2,116	174	237	1,657	2,902	2,866	9,973	17,580		17,580	7,607	57%	
Fire Inv-Salaries	1,015	782	473	175	188	85	-	2,718	6,000		6,000	3,282	45%	
Fire Inv-Benefits	87	60	36	24	13	6	-	228	560		560	332	41%	
Fire Prev-Pub Ed (public)	222	103	420	-	458	-	-	1,203	4,600		4,600	3,397	26%	
Fire Inv-Professional Svcs	90	249	20	54	150	-	-	563	7,563		7,563	7,000	7%	

Title	January	February	March	April	May	June	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
Fire Inv-Small & Attractive Assets (inventor	-	-	-	-	-	-	-	-			-	-		
Training-Supplies	-	294	-	169	-	-	-	463	8,000		8,000	7,537	6%	
Training-Pub Ed/EMS (dept)	-	-	-	-	125	-	-	125	1,500		1,500	1,375	8%	
Training-Travel/Registrations (Fire)	31	2,326	600	350	1,275	3,635	-	8,217	46,400		46,400	38,183	18%	
Training Reimb-Residents	-	-	-	-	-	-	-	-	25,000		25,000	25,000	0%	
Training-Travel/Registrations (EMS)	-	-	-	-	-	-	-	-	4,000		4,000	4,000	0%	
Training-Travel/Registrations (Peer Support	-	-	-	-	-	-	-	-	8,000	1,000	9,000	9,000	0%	
Facilities-Operating Supplies General	148	1,327	675	683	332	1,920	-	5,085	22,690		22,690	17,605	22%	
Facilities Station 1-1 Kitchen	-	-	-	-	54	-	-	54	250		250	196	22%	
Facilities Station 1-2 Kitchen	-	-	-	-	-	-	-	-	250		250	250	0%	
Facilities Station 1-3 Kitchen	-	-	9	-	-	-	-	9	250		250	241	3%	
Facilities Station 1-4 Kitchen	-	-	-	-	-	-	-	-	250		250	250	0%	
Facilities Station 1-6 Kitchen	-	-	-	-	54	-	-	54	250		250	196	22%	
Facilities COVID 19	-	-	-	-	-	-	-	-			-	-		
Facilities-Heating Fuels	11,839	15,257	4,588	6,481	2,523	2,945	-	43,633	37,800		37,800	(5,833)	115%	
Facilities-Water	432	503	431	457	352	567	-	2,742	6,300		6,300	3,558	44%	
Facilities-Phone/Cable	1,303	1,322	1,487	1,373	1,322	1,371	-	8,176	16,380		16,380	8,204	50%	
Facilities-Electricity	3,609	3,625	3,655	3,703	3,795	4,771	-	23,157	50,400		50,400	27,243	46%	
Facilities-Garbage	488	401	435	549	403	542	-	2,818	5,040		5,040	2,222	56%	
Facilities-Repairs & Maint	3,236	22,190	5,786	6,172	7,235	8,394	-	53,012	232,017		232,017	179,005	23%	
Vehicle & Equip-Fuel	3,426	5,584	3,471	5,061	5,119	6,933	-	29,595	55,550		55,550	25,955	53%	
Vehicle & Equip-Repairs & Maint	6,568	24,204	6,003	7,567	(4,857)	29,677		69,163	232,260		232,260	163,097	30%	
Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-			-	-		
Payroll Clearing	(3,493)	(3,647)	(3,334)	7,393	(3,297)	(3,410)	-	(9,788)			-	9,788		
Payroll Draw Clearing	-	-	-	-	-	-	-	-			-	-		
Debt Related Costs	-	-	1,661	-	-	-	-	1,661		1,661	1,661	0		
Capital Expenditures (incl. financed equipment)	-	7,440	313,657	14,500	209,038	-	25,268	569,903	327,000	449,610	776,610	206,707	73%	
Transfers-Out - Other Costs Allocations	-	-	-	-	-	86,921	-	86,921	237,392		237,392	150,471	37%	
TOTAL GF EXPENDITURES/OTHER	526,984	547,327	781,819	516,244	667,734	578,866	67,052	3,686,027	7,628,476	465,049	8,093,525	4,407,498	46%	
GENERAL FUND ENDING BALANCE	5,808,859	5,626,559	5,547,970	7,450,072	7,458,796	6,879,930				-				
Balance to Treasurer's report==>	-	-	-	-	-									
EMERGENCY RESERVE FUND														
Beg Bal-Emerg Res 67A4									754,464		754,464	754,464		
Other Interest-Emergency Res	492	257	199	248	488			1,685	10,000		10,000	8,315		
Transfers In-Emergncy Rsrv								-			-	-		
Property Tax-M&O								-			-	-		
EMERGENCY RESERVE ENDING BALANCE	754,956	755,214	755,413	755,661	756,149	756,149		1,685	764,464	-	10,000			
Balance to Treasurer's report==>	-	-	-	-	-									
BOND DEBT FUND														
Beg Bal-Reserved Debt Srv									490,657		490,657	490,657		
Property Tax-Bond Debt	2,067	9,361	10,723	126,337	28,347			176,834	327,727		327,727	150,893		
Property Tax-Bond Debt - IAGs	3,690		3,690					7,380			-	(7,380)		
Sale of Tax Title Property Debt Svc								-			-	-		
Interlocal Grants (includes DNR Timber Trust)		3,015	1	58	1,321			4,395			-	(4,395)		

Title	January	February	March	April	May	June	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to- date
Other Interest-Debt Srv	388	191	143	178	369			1,270	5,000		5,000	3,730		
Transfers In-Debt Svc								-	237,392		237,392	237,392		
Debt Svcs-Principal Debt Srv Fund								-	485,491		485,491	485,491		
Debt Svc-Interest And Other Debt Srv Fund								-	93,201		93,201	93,201		
Transfers Out-Debt Svc								-			-	-		
BOND DEBT ENDING BALANCE	496,802	509,370	523,926	650,500	680,536	680,536	-	189,879	482,085	-	482,085			
Balance to Treasurer's report==>	-	-	-	0	0									

As approved by the board 5/9/2022:

3.4 DISABILITY LEAVE:

3.4.a. Employees on long term disability leave (12 weeks or more) will be ~~required~~ paid in accordance with policy #2023. ~~to draw a minimum of fifty percent wage from their paid leave bank or work at least fifty percent of their regularly scheduled shifts to maintain other benefits including medical, dental, vacation and sick leave accrual.~~

CORRECTED:

3.4 DISABILITY LEAVE:

3.4.a. Employees on disability leave will be paid in accordance with policy #2023.

Hazard Mitigation Assistance

HMGP Pre-Application

Submitting this form ensures that your grant proposal is reviewed by a Mitigation Program Coordinator and is considered for inclusion in WA EMD's library of eligible mitigation grant proposals, which is referenced when funding opportunities arise. It is an important first step in the grant application process.

To encourage and assist with mitigation proposal development in advance of grant announcements, WA EMD's Mitigation staff now accepts submission of Pre-Application Forms anytime, regardless of current grant availability.

Instructions: Complete the form and submit it to HMGP@mil.wa.gov. A Mitigation Program Coordinator will review it and contact you. If you have questions or need assistance, please e-mail our team at HMGP@mil.wa.gov.

Sub-applicant Information

Sub-Applicant: [West Thurston Regional Fire Authority](#)

Date: [May 31, 2022](#)

Point of Contact: [Robert W. Scott](#)

Phone: [360-273-5582](#)

E-mail: robert.scott@westthurstonfire.org

Street Address: [10828 Littlerock Rd SW](#)

City: [Olympia](#) State: [WA](#) Zip: [98512](#)

Basic Eligibility

To which FEMA-Approved Hazard Mitigation Plan is your jurisdiction annexed?

Plan Title: [Thurston County Hazard Mitigation Plan](#) Expiration Date: [TBD](#)

Proposal

Proposal Title: [Communications Redundancy and Resiliency Program](#)

Estimated Cost: [\\$50,000 Phase I – One Time Equipment Acquisition, \\$50,000 Phase II Annual Ongoing Costs](#)

West Thurston is in a key location that has limited access to communications infrastructure to ensure high percentage of connectivity during natural disasters. Given the suburban and rural areas served by the RFA, critical third-party vendors provide connectivity for our communications infrastructure

Form Updated 4/25/2017

(emergency call routing, Computer Aided Dispatch displays, email, interfacility communications, internet access etc.).

These third-party vendors (Verizon, Comcast, Century Link) all have a history of catastrophic and long-term failures that have been encountered during natural disasters we have encountered (wind event, snow, ice) and during projected and forecast events (seismic).

West Thurston houses as critical Emergency Coordination and Communications Center in its Sargent Rd firehouse – during disasters, this facility must have connectivity to its other firehouses and the outside world through an unaffected internet pathway.

This CRRP looks at satellite internet technology and provides a high percentage of connectivity and “up-time”. This system places the success of connectivity to the resilience of each facility and its ability to connect to the satellite system. Land based systems such as utility poles and cellular antenna are always susceptible to natural disasters – the time in which fire agencies must be ready to provide service.

The only way to ensure this is to look at emerging technology that circumnavigates land-based systems to ensure operational readiness around the clock.

Phase I is equipment acquisition, installation and testing

Phase II is ongoing costs for connectivity to the system

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Basic Eligibility

To which FEMA-Approved Hazard Mitigation Plan is your jurisdiction annexed?

Plan Title: [Thurston County Hazard Mitigation Plan](#)

Expiration Date: [TBD](#)

Proposal

Proposal Title: [Facility Seismic Evaluation and Corrective Measures](#)

Estimated Cost: [\\$50,000 Phase I, \\$TBD Phase II depending on evaluation](#)

1. Brief Proposal Description: Seismic evaluations that include site visits, field investigation, existing drawings review, and ASCE 41-17 Tier 1 checklists, for identifying the more prominent seismic deficiencies of your buildings as it relates to being an essential facility.

2. Conceptual retrofit recommendations to be identified as an idea of how to mitigate the seismic deficiencies discovered through the ASCE 41-17 seismic evaluation process.

The \$5-7K is essential cost for each facility evaluation under Phase I.

Phase II begins after the initial seismic evals would be to bring on architectural and cost estimating partners for:

- Cost estimating of the conceptual retrofit recommendations to give you a ballpark estimate for planning.
- Architectural consultation to review the conceptual retrofit recommendation and make sure the nonstructural aspects of a seismic renovation are considered in the costs and program, and included as part of the retrofit concept.

Hazard Mitigation Assistance

HMGP Pre-Application

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Basic Eligibility

To which FEMA-Approved Hazard Mitigation Plan is your jurisdiction annexed?

Plan Title: [Thurston County Hazard Mitigation Plan](#)

Expiration Date: [TBD](#)

Proposal

Proposal Title: [Wildland Fire Mitigation and Response Program](#)

Estimated Cost: [\\$750,000 annually](#)

Brief Proposal Description: Develop a comprehensive front facing wildland hazard mitigation program that looks at the following parameters; Overall Community Outreach Awareness and Education for Wildland Fire Safety Develop and distribute a "West Thurston Residential Self Analysis" sheet to those property owners for self-evaluation Provide for a "Wildland Firefighter Inspection Program" that upon a property owners request, can assist in a site analysis Provide collaboration and connection with other

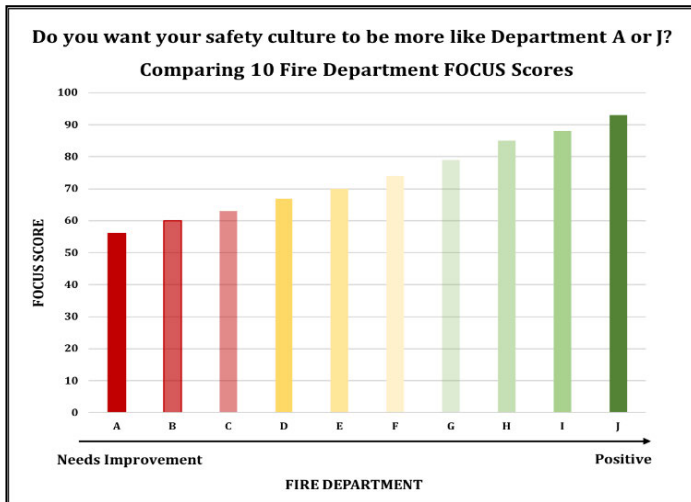
Form Updated 4/25/2017

agencies for alternative cleanup – chipping services, refuse days, etc. to assist in cleaning up of properties Establish a “WUI Mapping” survey of those areas outlined in the High Risk Wildland Urban Interface area to provide door-to-door visits and direction on how to make their property safe. Provide a “WUI Mapping” of non-identified, yet target hazard areas (Scatter Creek, Mound Prairie) Establish an easy three grade ruling that can be readily identifiable on those properties that analysis is done on to illustrate severity (Green, Yellow, Red) Update response parameters and directives based upon information provided by the WUI Mapping Establish method for recommended upgrades to fire preparedness for local fire agency coordination. Continually evaluate the system for performance standards (yet to be identified). This program can work at the direction of the WTRFA Wildland Coordinator or project manager and shall be used with a team of two credentialed personnel to provide the surveys during the wildfire season April-October while being assigned to an extra wildland Type 5 engine. While working in the field performing surveys, this is also an extra ready response crew for fires and has the necessary tools and equipment to make minor corrections on defensible space or debris that could cause an issue during a fire.

FIRST and FDSOA are Taking Safety Culture to the Street

The [Fire Department Safety Officers Association \(FDSOA\)](#) and [the Center for Firefighter Injury Research & Safety Trends \(FIRST\)](#) at Drexel University have partnered to help you FOCUS on your safety culture.

The Fire Service Organizational Culture of Safety (FOCUS) survey is the first safety culture tool developed **specifically for the fire service** through the FEMA Assistance to Firefighters Grant (AFG) R&D Program and will provide your fire department with objective data to assess your safety culture. FOCUS is a **validated and reliable** tool that allows an in-depth look into your department's **safety culture, specifically analyzing support at leadership and supervisor levels, as well as measuring mental health outcomes (e.g. burnout, depression, and suicide risk) and work-related injuries**. To date the FOCUS survey has been administered in over **500 fire departments**.



"We were recently awarded funding from the Oshkosh Area United Way to bring in a trainer from the ResponderStrong organization to spend a day working with our Peer Support Team and then three days of training our entire staff on ways they can deal with stress, become more resilient, recognize risk factors and several other mental health topics. We presented the results of our FOCUS study to them and the validity and data from the survey made a very compelling case that led to the funding. Additionally, we have requested 3 additional firefighter FTE's in 2021 to reduce overtime expenses. We utilized the FOCUS survey to illustrate the fatigue and burnout that our personnel are experiencing. – Mike Stanley, Fire Chief, Osh Kosh FD, WI

Through an AFG FP&S Grant, FDSOA and FIRST are enrolling 20 fire departments each year for two years from career and volunteer departments in Washington State at no cost.

Participating departments will receive:

- Customized data showing your safety culture at department and station levels
- A comparative analysis of your safety culture to participating departments
- Objective evidence and best practices to inform safety-related improvements
- Opportunity to send two members to **FOCUS Culture Camp**: a free two-day intensive training on safety culture, the FOCUS survey, and how to interpret your results

Interested in learning more about FOCUS?

Visit the FIRST Center: <http://www.drexel.edu/dornsife/FIRST/our-projects/FOCUS>

Please direct any questions to FIRST Team members:

Andrea Davis
Senior Project Manager
aly25@drexel.edu, 267-359-6059

Alexandra Fisher
Education & Training Coordinator
abt57@drexel.edu, 954-615-7306



May 2022

Monthly Training Report

	May 2022	2022 Total
Total Training Hours	292 hours	2065 hours

Training Events in May 2022

- May Safety Meeting – Review PPE Use
- Rollout Blue Card Refresher ICS with Sims
- EVIP Classroom Refresher Make-up
- Volunteer Recruitment open house May 24th – 9 People turned out
- Pump Ops Class – May 21st and 22nd – 5 Members Attended
- Walk-Through Lucky Eagle Casino -
- HIPPA Policy Update – Review and Test
- SORT Training – Confine Space Rescue Class - Hall

Upcoming training Events

- June Safety Meeting
- Finish 2nd Quarter Training
- EVIP Road Test in Tender
- Blue Card Review
- Wildland Tactics Drill

Planned and Ongoing Training Projects

- Produce Hose Drill / training videos
- Possible Practice Burn Houses – Waiting on Owner Permitting
- Task Book in Target Solutions for easy tracking progress
- Training Plan for non-response personnel (Support and Admin and Investigators)
- New SORT Member training with FF Aaron Hall



WEST THURSTON REGIONAL FIRE AUTHORITY

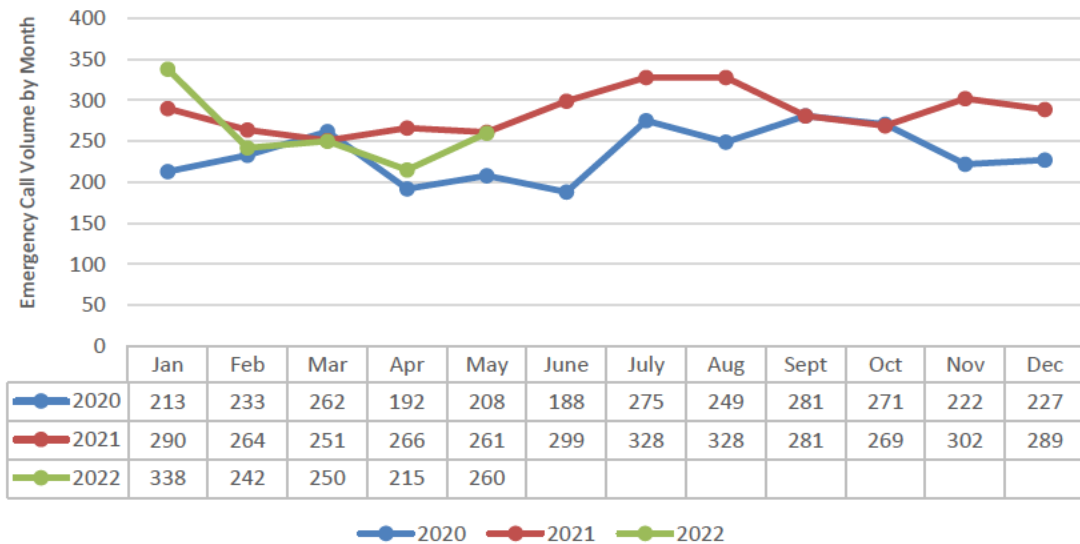
CHIEF REPORT- MAY 2022

Acting Chief R. Smith

INCIDENT VOLUME BY TYPE – MONTH / YTD / YRLY COMPARISON

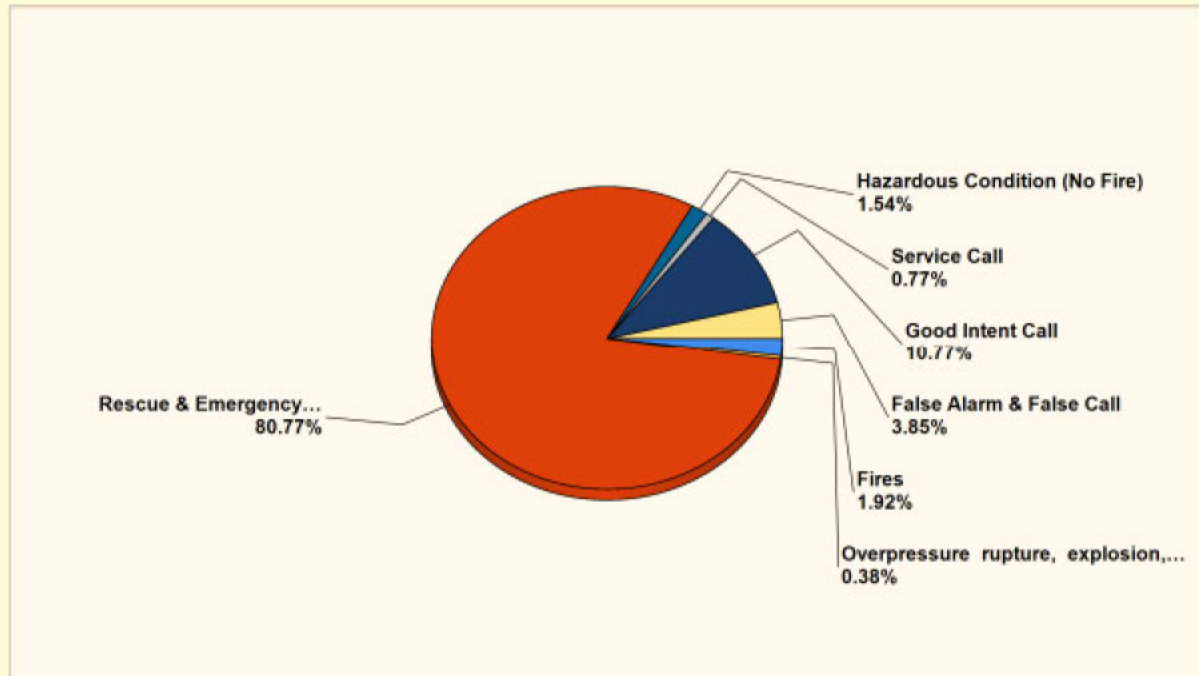
	CALL	EMS			TOTAL	MUTUAL	WTRFA	TOTAL
MONTH	VOLUME	RESCUE	FIRE	OTHER	VOLUME	AID	TRANSPORTS	TRANSPORTS
JAN	338	265	08	65	338	21	84	113
FEB	242	184	10	48	580	16	65	83
MAR	250	198	06	46	830	17	68	86
APR	215	175	04	36	1045	07	59	83
MAY	260	210	05	45	1305	11	80	107
JUN								
JUL								
AUG								
SEP								
OCT								
NOV								
DEC								
YEAR	1305	1032	33	240	1305	72	356	472

3-Year Incident Volume Comparison by Month
2020-2022





ALL INCIDENTS BY TYPE – MONTH

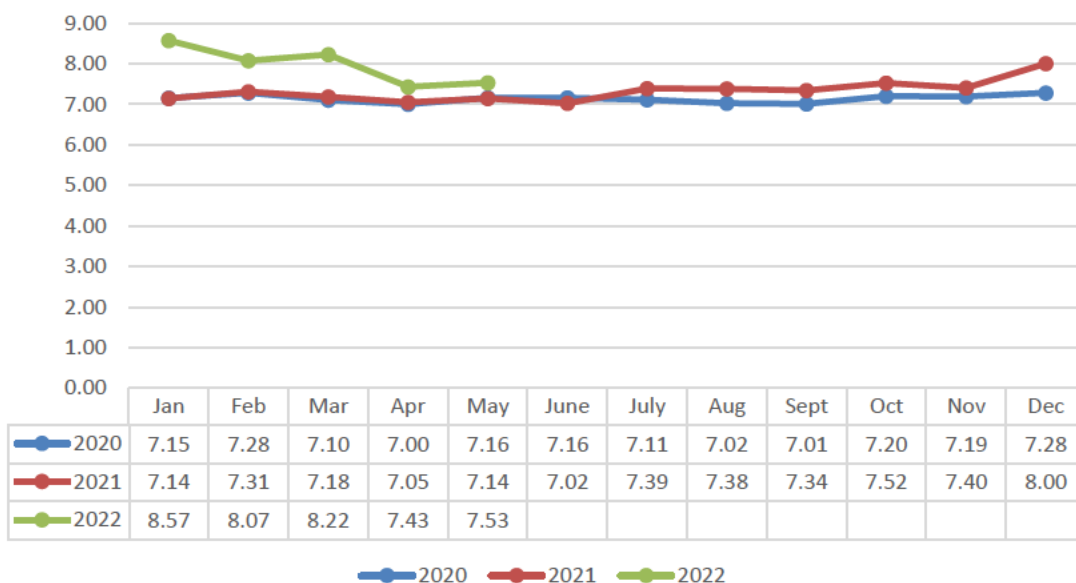


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	1.92%
Overpressure rupture, explosion, overheating - no fire	1	0.38%
Rescue & Emergency Medical Service	210	80.77%
Hazardous Condition (No Fire)	4	1.54%
Service Call	2	0.77%
Good Intent Call	28	10.77%
False Alarm & False Call	10	3.85%
Special Incident Type	0	0.0%
TOTAL	260	100%



WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH

2020-2022 Average Response Time by Month



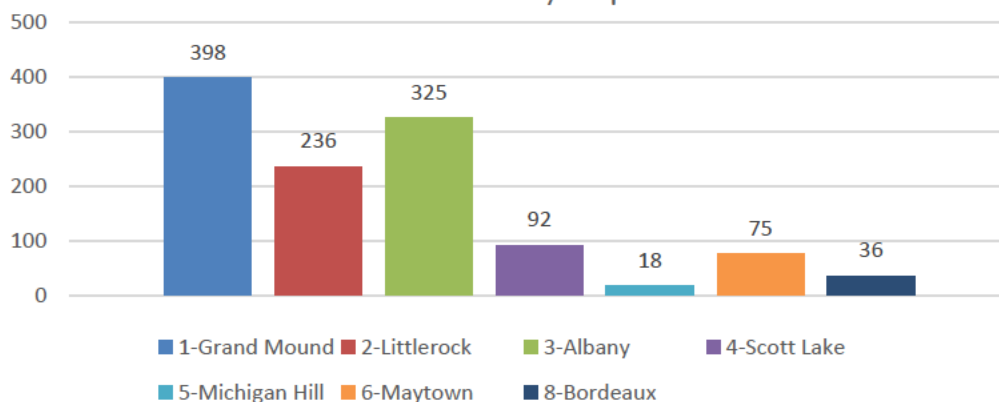
Average Response Time (Month): 7:53 Minutes

Initial unit arrival-priority incidents-primary zones

Monthly Call Volume and Response Time Comments*reviewed incident counts

- 1404 Incidents YTD (Jan-May 2022 compared to Jan-May 2021)
- 1410 Incidents Prior YTD
- -6 over PYTD
- 0% over PYTD
- Overlapping calls occurred 32.31% of the time during May (84 calls)

YTD Incident Count by Response Zone





WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH DETAIL

INCIDENT TYPE	INCIDENT VOLUME -MONTH	INCIDENT VOLUME- YTD
EMERGENCY MEDICALS/RESCUE	210	1032
FIRE/EXPLOSION	05	33
OTHER	45	240
TOTAL	260	1305
WEST THURSTON PATIENT TRANSPORTS	80	356

TRIBAL PROPERTY LOCATION	INCIDENT VOLUME-MONTH	INCIDENT VOLUME-YTD
Lucky Eagle (12888)	03	19
Eagles Landing (12840)	02	14
Great Wolf Lodge (20500)	02	31
Fairfield Inn (6223)	00	00
Burger Claim (20320)	00	00
Distillery (19770) Sargent Rd	00	02
End of Trail (19615) Elderberry	01	04
Starbucks complex (19725)	00	00
Jack-in-the-Box (19715)	00	00
Total Tribal Property Call Volume	8	70
% of Total WTRFA	3%	5.4%
% of Total GM/Rochester	13.3%	9.7%

AID UNIT PT. TRANSPORTS	MONTH	YTD
Aid 1-1 – App 05	33	127
Aid 1-2 – App 06	18	121
Aid 1-3 – App 03	28	97
Aid 1-6 – App 55	01	05
Aid 1-4	00	00
TOTAL WTRFA	80	350
Transported ALS	23	103
Airlift	01	01
Private Ambulance	00	08
Other FD	04	11
TOTAL PT's TRANSPORTED	108	370

TRANSPORT DESTINATION	MONTH	YTD
SPH	41	228
PHC	56	191
CMC	10	34
MAMC	0	0
Harborview	1	1
Mary Bridge	0	1
Other	0	0
TOTAL	108	455

Average response time for first arriving unit-priority-primary zones-all response modes; (ER report #1605)

ZONE-STATION	MONTH	RESPONSE TIME-MONTH	*YTD	% YTD
1 – Grand Mound	95	7:32	398	30.49%
2 – Littlerock	41	7:20	236	18.08%
3 – Albany	66	7:34	325	24.90%
4 – Scott Lake- Sta. 1-2	14	9:30	75	5.75%
5 – Michigan Hill- Sta.1-3	2	11:58	18	1.38%
6 – Maytown – Sta. 1-2	9	9:25	75	5.75%
8 – Bordeaux-Sta.1-2	4	8:53	36	2.76%
I-5 1-1	10	7:48	35	2.68%
I-5 1-2	0	N/A	6	0.46%
I-5 1-6	7	9:30	33	2.53%
Capitol Forest	0	23:36	14	1.07%
Mutual Aid	12	21:58	54*	4.14%
Other	0	N/A	0*	0.00



TOTAL	260	7:53	1305	*100%
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WEST THURSTON STATION UPTIME- MONTH

STATION UPTIME REPORT	MAY 2022
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	1 resident(s)
Station 6	Staffing of 2 = 6%
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked MARCH 2022
(31) Career-Union	Regular Hours 4987; Overtime Hours: 250; Sick Leave Hours; 531 (includes paternity and FMLA); Kelly Day Hours: 1080; Vacation Hours 668; Personal Leave: 84; Training OT: 40; Other OT: 24 Bereavement 0; Mob; 0, Mob Backfill; 0
(26) Volunteer Responders	628 Regular Hours
(13) PACT	
(06) Residents/Temp/ PT	158 Regular Hours
(01) Maintenance/Logistics FT	168 Regular Hours

WEST THURSTON ADMINISTRATION AND OPERATIONS UPDATES

Agreements, Resolutions, Contracts & Leases:

- Chehalis Tribe ESA – Negotiations – no update
- Weyerhaeuser Land Donation Agreement – boundary line adjustment to 1 acre parcel was successful.
- JBLM Mutual Aid Agreement – signature collection from Board Chair needed

Budget & Finance/Planning/Levy:

- SAFER Grant for nine (9) Firefighters submitted February 3, 2022 - to fully fund \$3,499,911.00 for three years (36 month performance period) by Chief Smith -(award notifications 5/30/22 – no notification to-date).
- AFG for Training \$21,500.00 (FEMA Grant) submitted January 21, 2022, by Chief Smith (award notifications 4/30/22 – no notification to-date)
- FIIRE (L&I) Grant submitted March 1, 2022, for \$8335.32 (2:1 \$5584.66 paid by L&I with match -dept to cover 33% of cost or \$2750.65) for extractor by Linda Shea (**awarded 3/24/22**)
- 1168 PPE Grant (up to \$20,000) application prepared by Lt. Lyon (*denied*)
- 1168 Operations Grant (up to \$100,000) application by Chief Scott and Lt. Lyon – communication equipment, etc. submitted March 29, 2022 (award notifications April 2022 – no notification to-date)



- Internal levy planning kick-off meeting May 18th – off site at Rivers Edge Restaurant
- M & O Levy August 2, 2022 - Explanatory Statement(s), and Resolution, For/Against Committee Appointments/For Committee Statements/Rebuttals completed May 27, 2022. Opposition rebuttal statement is pending.
Key Dates: 7/7/22 – Voting Pamphlets mailed
7/13/22 – Ballots mailed
7/15/22- Voting Opens
8/2/22 – Election Day
8/16/22 – County Certification
8/19/22 – Secretary of State Certification
- M & O Levy presentation to Gate City on Sunday, June 12, 2022 at 6:00pm.
- M & O Levy information will be available at Scott Lake Community on Saturday, June 25, 2022

Expenditure Planning:

- No update

Development Services (New Construction) Tracking:

- No update

Fire Investigation and Fire Loss Reports:

- May 13, 2022 Residential Structure Fire – Lundeen Rd SW (report complete)
- May 13, 2022 – RV Fire – Irwin St SW (report complete)
- Current Fire Investigation team build out in process. 1 additional member in process; 1 of interest

Health & Safety Activities (see Safety Officer Report)

- FIIRE Program –Quarterly Reports completed
- WTRFA is continuing to fine-tune with TFP the “Fire Department Physician” designation. WTRFA NFPA 1582 exams for 2022 – no numbers to report yet/tracking on back end.

Accidents, Incidents, and Injury

- No injuries reported

Labor Management Report

- No updates

Human Resources/ Personnel/ Man hours served & Internal Affairs/Employee Engagement:

- FF/EMT Andrew Weinstein accepted offer for employment as FF/Paramedic with Tumwater Fire Department – Start date is August 1, 2022.
- Planning in process for FF/EMT interviews to establish hire list for replacing one (1) position and hire list of 6– target is mid-last of July to begin interviews to coincide with M&O Levy Results August 2, 2022.
- Volume 1, Addition 7 internal June “Flashover News!” published



Legal Issues:

- No update

Policy/ Procedures & Guidelines:

- Policy #3020 – Injury and illness reports of firefighters – update pending

Action/ Review/ Discussion Items:

- Administrative Services Director – contract extension through March 31, 2023 with option to extend

Risk Management:

- COVID-19/Proclamation 21-14 – No changes. Thurston County remains in a “Low” transmission rate category –regular testing not required at this time.
- Staffing pressures have eased slightly, OT trending down for May. Expect an uptick over the next couple months due to multiple maternity leaves, employee resignation, anticipated state mobilizations and lack of available temporary qualified FF/EMT’s.

Public Education/ Public Relations Activities (see PIO Report):

- Captain Dyer is assembling material for the Spring 2022 Newsletter

Training (see Training Officer Report):

- See Training Officer Report attached

Emergency Weather or Natural Disaster Events/Incidents:

- No incidents

Recruitment and Retention:

- 1 Firefighter in Recruit Academy; 1 EMT student. Graduation is June 20, 2022 at SPSCC
- Volunteer Recruitment “Open House” on May 24th – 10 people, 3 viable recruits (1 lateral FF/EMT, 2 entry level FF’s and 1 support personnel).
- Consideration being given to reducing new member financial obligation.

Wildland Program:

- Grant Application - denied – see Human Resources/Personnel update

County Projects & Legislative Impacts:

- Thurston County Recruit Academy Oversight Committee Meeting May 31st – discussed modifications to program and build agenda for multi-agency meeting June 13th. Chief R. Smith will lead discussion.
- County Hazard Mitigation Workgroup – May 23rd
- January 2022 Flood After Action Review Improvement Plan (AAR/IP) - published



FLEET, FACILITIES, LOGISTICS & PROJECT STATUS REPORT:

Chief R. Scott

New Tender Spec Build – Fouts Brothers – Still no updated timeline when it's to be completed - Pending

New Brush Truck Build Status – Apparatus in process of being placed in service – In Process



New Command Truck – Chassis build in process– In Progress

Surplus H&W Engine and Durango – Sold to Lewis County FD #3. – In Progress



Surplus 3" Hose – All remaining 3" hose has been donated to fire agency in extreme NE Washington – Completed.



Thurston County Radio System Upgrades –We have been able to communicate with the County to allow our ECC radios to be purchased under the County radio exchange – **In Progress**

Station 1 Bay Floor RFQ – Will be putting together an RFQ for floor repair at Sargent Rd to include filling in with cracks and reapply of epoxy coating – **In Development.**

New Fleet – Readyng the additional fleet for inclusion of utility sign trailer and additional staff unit – **In Progress.**

Thurston County Hazard Mitigation – Continuing to work on upgrading plan – **In Progress.**

Hazard Mitigation Grant Applications – Submitted three funding grant requests as part of the upcoming hazard mitigation request. A copy of these submissions has been provided in the Board packet for information – **In Process**

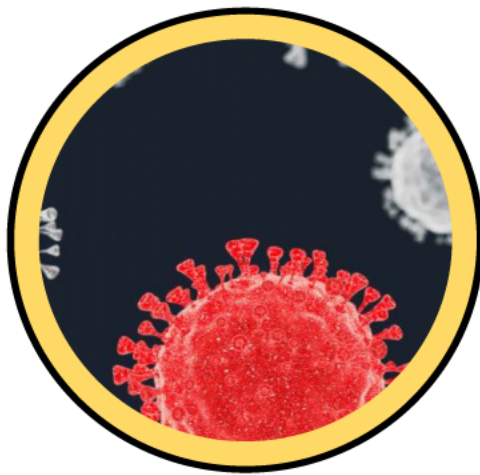
captain lanette dyer

West Thurston Fire

ems.pio.public education report

May 2022





Thurston County Covid Count

March Last 90 Days

New Confirmed Cases	Total Confirmed Cases	Ever Hospitalized	Total Deaths	Recovered / Recovering Cases	% of COVID-19 Positive Tests over one week	Total Tests Over One Week
27	45585	2202	359	45117	2.8	3,907

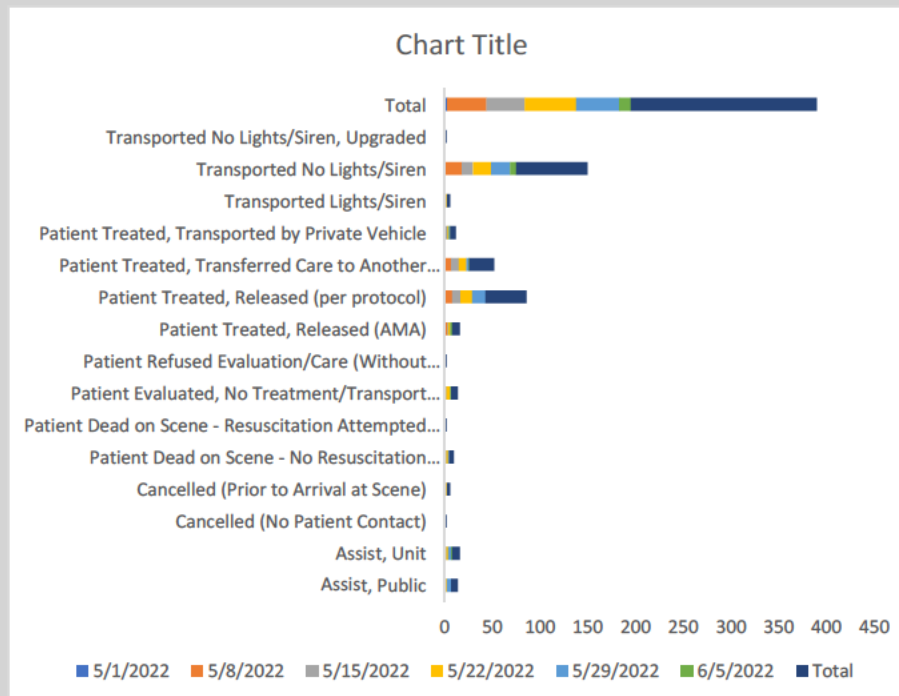
April

New Confirmed Cases	Total Confirmed Cases	Ever Hospitalized	Total Deaths	Recovered / Recovering Cases	% of COVID-19 Positive Tests over one week	Total Tests Over One Week
119	47069	2288	369	46037	8.3	4,238

May

New Confirmed Cases	Total Confirmed Cases	Ever Hospitalized	Total Deaths	Recovered / Recovering Cases	% of COVID-19 Positive Tests over one week	Total Tests Over One Week
146	50427	2386	380	48911	12.4	5127

Total Record Volume By Disposition by week in May 2022



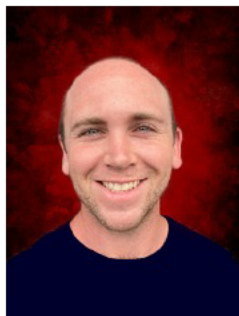
41%
TRANSPORTS
Percentage of Patient Encounters

33%
NON TRANSPORTS
Percentage of Patient Encounters

26%
OTHER DISPOSITIONS
Percentage of Patient Encounters

195
RECORDS
In Selected Time Slice

Newest Volunteer EMT

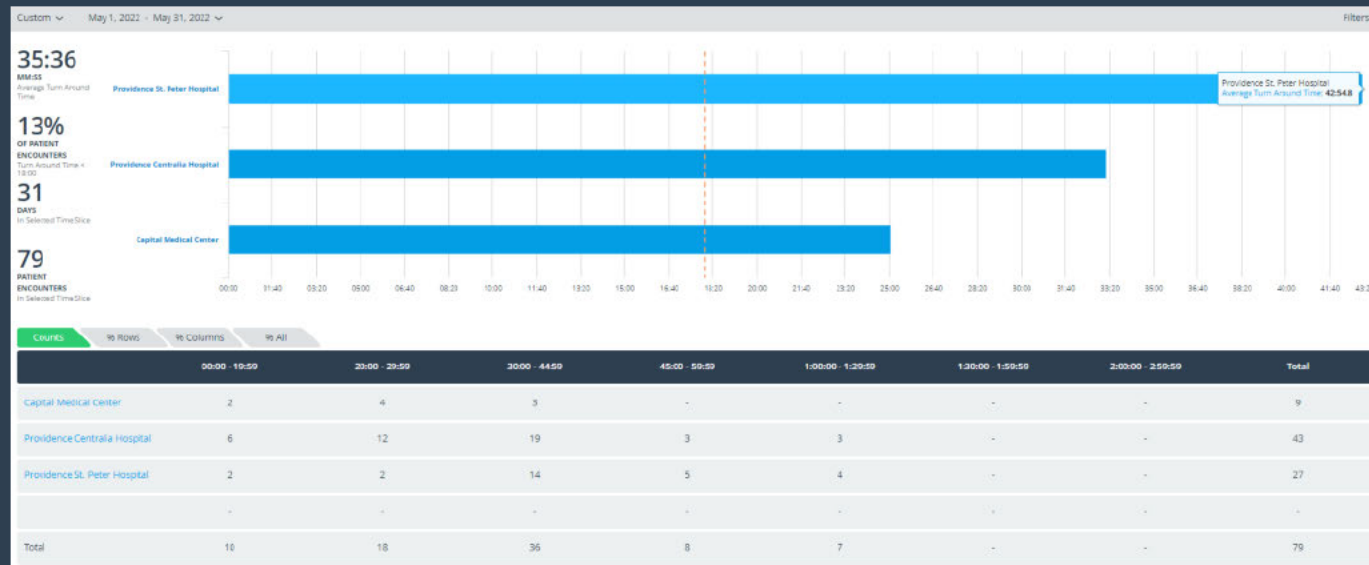
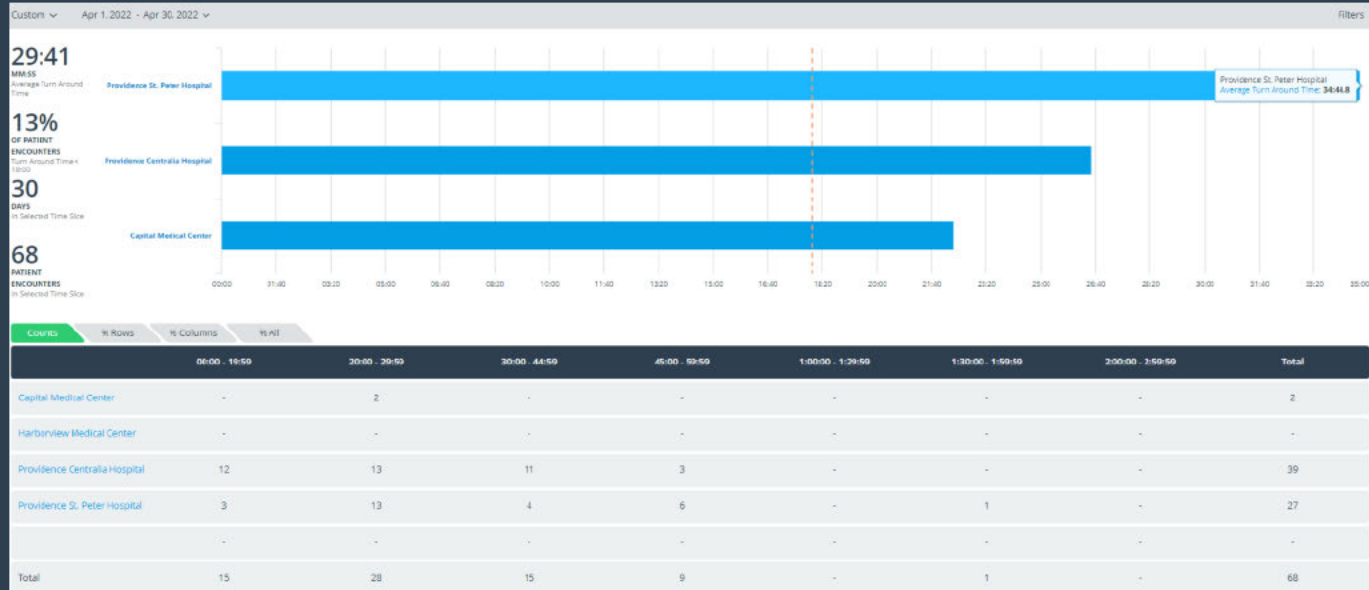
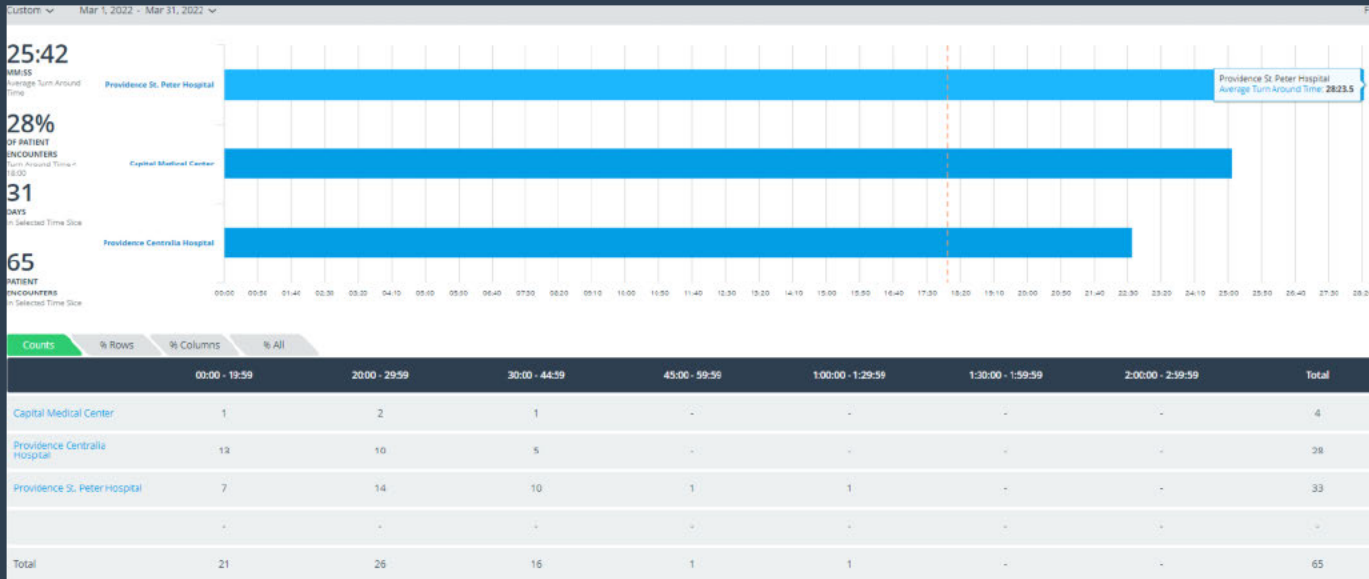


EMT Class 2022-1 Completed May 2022

Name	Department Affiliation	Test 1 Score n	Test 1 Score %	Test 2 Score n	Test 2 Score %	Test 3 Score n	Test 3 Score %	Test 4 Score n	Test 4 Score %	Need Average of 4 Tests here.	Test 5 Score n	Test 5 Score %	Test 6 Score n	Test 6 Score %	Test 7 Score n	Test 7 Score %	Test 8 Score n	Test 8 Score %	Test 9 Score n	Test 9 Score %	Test 10 Score n
Cookston, Jonathon W	FD 1	19	95.00%	30	100.00%	28	100.00%	23	88.46%	96.15%	24	85.71%	26	89.66%	33	94.29%	30	100.00%	30	100.00%	34



LOCAL HOSPITAL TURN-A-ROUND FEB, MARCH & APRIL 2022



March
April
May

What's Up?

Scott Lake Fishing Derby 5/21/22

Send Off Rochester Ladies Fast Pitch State Tournament 5/26/22

Volunteer Open House Recruitment Night 5/24/22



Social Media



West Thurston Fire
Published by Lanette Dyer • May 26 at 9:48 PM •

We got to send off our Rochester ladies fast pitch team today in style! They are heading to the state tournament in Yakima. Wishing you all safe travels and a great time!
#westthurstonfire
#pnw
#thurstoncounty
#rochesterWA... See more



West Thurston Fire
Published by Lanette Dyer • May 24 at 12:23 PM •

Open House tonight! We are recruiting positions for Support Team (Non firefighter Position-Must drive and be 16 or older) and Firefighter/EMT positions 18 and older. Come tonight to the open house and get the skinny! 10828 Littlerock Rd SW Olympia, WA 98512 360-352-1614 ask for Capt. Dyer

BECOME A PART OF OUR TEAM
Volunteer Recruitment
Open House 5-7pm
10828 Littlerock Rd SW
Olympia, WA 98512
360-352-1614

TONIGHT!

West Thurston Fire
Published by Lanette Dyer • May 5 •

Do you want to know more about a Firefighter career or how to become a volunteer?

Did you know there is other positions to volunteer in besides Firefighter/EMT?

Come to our volunteer open house May 24th from 5-7pm and learn about all the ways to Volunteer at West Thurston Fire. Age 18 and any age over!... See more



West Thurston Fire
Published by Lanette Dyer • May 21 at 10:26 PM •

Huge thank you to Scott Lake SLAMS for the Fishing Derby! It was a huge success and much fun was had! (And a lot of nice fish landed!) [Washington State Patrol Trooper Tharp](#), [Washington State Department of Natural Resources Matt and Myles](#) and [West Thurston Fire Staff](#) and of course Sparky had an amazing time! We are already planning next years fun! Thank you Scott Lake Community for always including us in your fun!
#westthurstonfire
#sparky
#wsp... See more

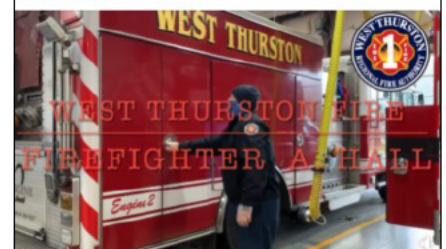


West Thurston Fire
Published by Lanette Dyer • May 6 •

We always get so many questions about our 1936 Ford Fire Truck. Firefighter Hall took us on adventure to show us his favorite apparatus!

Want to see this beauty in person? Come to our Volunteer recruitment night May 24th at the HQ station to hear about all the different ways you can volunteer or maybe you just want a tour? Stop on by!

May 24th 5-7pm West Thurston Fire HQ 10828 Littlerock Rd SW Olympia, WA 98512... See more



Upcoming Events:

Gate School Community Meeting 6/12/22

Swede Day 6/18/22

Volunteer Interviews 6/21/21

Scott Lake Community Day

West Thurston Fire
Published by Lanette Dyer • May 23 at 12:46 PM •

Firefighter/EMT's must stay always hyper vigilant. We have to be aware of surroundings, watch each others 6's know our egresses, and the ever present to dangers that surround our patients and their property. This aloof stowaway was discovered and decided that playing "cat-atic" was the best bet to remain unseen. Well kitty kitty... you have to up your game if you want to out fox this crew. Don't worry though, we always cat and release.
#westthurstonfire
#pnw
#th... See more



I hope each of you realizes
how very special you are ♥


SIGNATURE

Thank You isn't really
enough & I'm sure you aren't
old enough...

You Mattered during the worst
day of our lives.

Love, Respect & forever

LAD 711-3

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20% Recycled Fiber

Gratitude,

Tina

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Thank you so very much
for all of your kindnesses,
help and attempts to save
Keith's life. I've thought of
each of you daily since his
passing & can't thank you
enough for all that you
do for everyone in this Community,
especially us that evenings.
We are so blessed to have you
looking out, saving, rescuing, and
protecting US/ALL. You are each A
Blessing!

• MAY 27, 2022 •

April 27 our lives changed
and you will ~~forever~~ be etched
in my memories.

Thank you for all that you
did to try to save my girls'
father.

— So very much. —

With Forever Gratitude —

Tina Kramer

+

girls —

BreeAnna DuRusell

Kourtanee DuRusell

Bennett
Kondrack

16 May 2022

Firefighters of West Thurston:

The enclosed donation reflects in a very small way, my families gratitude for the "freewill uplifting" support you rendered my mother (Josephine "Jody" Francis, of Tilley Rd., Tenino).

She passed away at 99 1/2 years despite your cheerful and valiant efforts. d. 22 Apr 2022.

Jody, my sister Lynn and I, hope that you can use the included gift to support your organizations many good works.

For the Family,

I remain

Mr A Francis

Brett A. Francis

Drake
Devert
Hall
Brown
Towe
Januska
Larrinec