



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, May 11 at 1800 hrs – via GoToMeeting teleconference

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

ITEM	RESPONSIBLE	OUTCOME
1. Expenditures: Accts Payable \$ 68,799.09 (pages 1-6) Payroll \$351,252.37 (pages 7-8) TOTAL: \$420,051.46 warrants \$144,270.43 EFTs \$275,781.03	Board	Approve/Reject
2. Meeting Minutes (pages 9-10)	Board	Approve/Reject
3. 2019 Annual Report – draft (pages 11-42) a. Debt Service Budget approval	Board	Review/Comment/Approve
4. Resolutions #2020-005, Surplus Property (pages 43-48)	Linda S/Board	Approve/Reject
5. Purchase Request: a. Extrication sets (battery operated) – one new, one conversion (pages 49- 59)	Chief Kaleiwahea/Board	Approve/Reject

6. <i>Policy 1.2003, Volunteer Membership (postponed)</i>		
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VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. <i>1.1012 Volunteer Reimbursement Policy (postponed)</i>		

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Chehalis Tribe negotiations – Legal opinion on providing services (pages 60-62)	Chief Kaleiwahea	Update
2. Weyerhaeuser/Mima Tree Farm	Chief Kaleiwahea	Update
3. Ham Radio – installation/equipment (see Chiefs' reports)	Chief Kaleiwahea	Update
4. <i>Drone Program – demo/policies update (postponed)</i>	<i>Capt Dyer</i>	<i>Update</i>
5. Facility Maintenance Plan update (see Chiefs' reports)	Chief Kaleiwahea	Update

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Treasurer/Fund April 2020 Reports (pages 63-70)	Linda S	Informational
2. May 2020 Budget reports (pages 71-72)	Linda S	Informational
3. Operations Committee Update a. B1-1 nozzle install (pages 73-81)	Chief Scott	Informational
4. <i>Station Tours (postponed)</i>	<i>Board</i>	<i>Board</i>

X. CHIEFS REPORT/EMS REPORT (pages 82-96)

XI. COMMISSIONERS REPORTS

XII. GOOD OF THE ORDER

XIII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
200501001 911 Supply	833	05/11/2020	Claims	6700	4,878.00	1831, 1835, 1836, 1837, 1838, 1839, 1840, 1841, 1887, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2007, 2008, 2009, 2092, 2292, 2293, 2294, 2295, 2296
	<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>
	1831	04/13/2020	05/11/2020	Class B Uniform (A. Kondrack)		269.98
	1835	04/13/2020	05/11/2020	Class B Uniform (Panuska)		303.48
	1836	04/13/2020	05/11/2020	Class B Uniform (Miller)		289.44
	1837	04/13/2020	05/11/2020	Class B Uniform (R. Santee)		347.76
	1838	04/13/2020	05/11/2020	Class B Uniform (A. Trautman)		291.60
	1839	04/13/2020	05/11/2020	Class B Uniform (A. Weinstein)		295.92
	1840	04/13/2020	05/11/2020	Class B Uniform (Miller & Panuska)		151.18
	1841	04/13/2020	05/11/2020	Class B Uniform (Devert)		116.09
	1887	04/13/2020	05/11/2020	Class B Uniform (White)		319.68
	1999	04/13/2020	05/11/2020	Class B Uniform (A. Kondrack)		127.39
	2000	04/13/2020	05/11/2020	Class B Uniform (Teitzel)		70.12
	2001	04/13/2020	05/11/2020	Class B Uniform (Degagne)		543.21
	2002	04/13/2020	05/11/2020	Class B Uniform (Devert)		86.39
	2003	04/13/2020	05/11/2020	Class B Uniform (Peoples)		86.39
	2004	04/13/2020	05/11/2020	Class B Uniform (Morales)		167.38
	2005	04/13/2020	05/11/2020	Class B Uniform (Howe)		107.99
	2007	04/13/2020	05/11/2020	Class B Uniform (Scott)		12.96
	2008	04/13/2020	05/11/2020	Class B Uniform-White Gloves (x4)		21.56
	2009	04/13/2020	05/11/2020	Class B Uniform (Panuska)		39.96
	2092	04/13/2020	05/11/2020	Class B Name Tags		173.34
	2292	04/13/2020	05/11/2020	Class B Uniform (Miller, Panuska)		53.99
	2293	04/13/2020	05/11/2020	Class B Uniform (Peoples)		368.27
	2294	04/13/2020	05/11/2020	Class B Uniform (Morales)		423.35
	2295	04/13/2020	05/11/2020	Class B Uniform (Howe)		156.58
	2296	04/13/2020	05/11/2020	Class B Uniform (Panuska)		53.99
200501002 Batteries Plus	834	05/11/2020	Claims	6700	101.74	P26097112
	<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>
	P26097112	04/20/2020	05/11/2020	AA, C Batteries		101.74
200501003 Brightwire Networks LLC	835	05/11/2020	Claims	6700	3,284.99	17455
	<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>
	1745	05/04/2020	05/11/2020	May 2020 services		3,284.99
200501004 Capital Business Machines Inc	836	05/11/2020	Claims	6700	373.28	9684, 9685, 9686, 12613, 12614,
	<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>
	9684	04/20/2020	05/11/2020	1-1 Grand Mnd Copies Mar2020		27.36
	9685	04/20/2020	05/11/2020	1-2 Littlerock Copies Mar2020		218.85
	9686	04/20/2020	05/11/2020	1-6 Maytown Copies Mar2020		18.36
	12613	04/20/2020	05/11/2020	1-1 Grand Mound copies Apr2020		7.65
	12614	04/20/2020	05/11/2020	1-2 Littlerock copies Apr2020		82.70
	12612	04/20/2020	05/11/2020	1-6 Maytown copies Apr2020		18.36
200501005 Carefirst Bluecross Blueshield Payment Administrator	837	05/11/2020	Claims	6700	176.00	200960008575
	<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>
	200960008575	04/20/2020	05/11/2020	Harris premium May2020		176.00
200501006 Cascade Fire Equipment Company	838	05/11/2020	Claims	6700	637.11	106503, 106580, 106756, 106837, 106970
	<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>
	106503	04/20/2020	05/11/2020	Helmet front - Vavrinec		70.20
	106580	04/20/2020	05/11/2020	Extrication gloves - Vavrinec		54.59
	106756	04/20/2020	05/11/2020	Helmet front - Teitzel		70.20
	106837	04/20/2020	05/11/2020	Helmet front - Hall		70.20
	106970	04/20/2020	05/11/2020	Extrication gloves (8 pair)		371.92

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200501007 Central Sales	839	05/11/2020	Claims	6700	219.31	74447
	Invoice #	Rcvd Date	Due Date	Description		Amount
	74447	04/20/2020	05/11/2020	1-2, 1-3, 1-6 Car Gal Car Wash		219.31
200501008 Citi Cards	840	05/11/2020	Claims	6700	3,364.23	
	Invoice #	Rcvd Date	Due Date	Description		Amount
	AMAZON	04/27/2020	05/11/2020	1-1 Grand Mnd Facility ItemsSupplies (paper towel		7.50
	AMAZON	04/27/2020	05/11/2020	1-6 Maytown Facility Supplies (Shop Vac, Broom,		204.84
	AMAZON	04/27/2020	05/11/2020	1-1 Grand Mnd Facility Supply (mop/broom holder)		17.25
	AMAZON	04/27/2020	05/11/2020	Tricep Rope, Jump Rope (1-1 Grand Mnd)		53.28
	AMAZON	04/27/2020	05/11/2020	Refund - 1-6 Maytown Facility Supply (light bulbs)		-41.53
	AMAZON	04/27/2020	05/11/2020	1-3 Rochester Facility Supply (shower curtain)		16.31
	AMAZON	04/27/2020	05/11/2020	1-2 Littlerock Facility Supply (Gear hangers)		35.63
	BEST BUY	04/27/2020	05/11/2020	Microphones (Pub Ed)		235.20
	CLASSMAKER	04/27/2020	05/11/2020	Mnthly Subsription		19.95
	COSTCO	04/27/2020	05/11/2020	Annual Renewal		240.00
	CROWD CONTROL	04/27/2020	05/11/2020	Traffic Cones for E1-2		662.24
	DURA COATING	04/27/2020	05/11/2020	Polisher & Coating		274.80
	FRED MEYER	04/27/2020	05/11/2020	A70 (STAF-1) Fuel		30.83
	IAAI	04/27/2020	05/11/2020	IAAI Fire Investigator Membership (K. Frasl)		100.00
	OFFICE DEPOT	04/27/2020	05/11/2020	1-6 Maytown Office Supply (printer ink)		256.10
	OFFICE DEPOT	04/27/2020	05/11/2020	Admin Office Supply (suction cup hooks)		9.99
	OFFICE DEPOT	04/27/2020	05/11/2020	1-2 Littlerock Office Supply (paper, label maker		293.26
	OLYMPIA CARD	04/27/2020	05/11/2020	Fuel - Ch. K		37.29
	OLYMPIA CARD	04/27/2020	05/11/2020	Fuel - Ch. K.		32.34
	REINTAL TRADING	04/27/2020	05/11/2020	Pub Ed - Story tellling time		61.11
	ULINE	04/27/2020	05/11/2020	1-2 Littlerock Facility Supply (Mop head)		52.56
	WSP	04/27/2020	05/11/2020	Collision Reports for EF Recovery		21.00
	WSP	04/27/2020	05/11/2020	Collision Reports for EF Recovery		21.00
	WSP	04/27/2020	05/11/2020	Collision Reports for EF Recovery		10.50
	WSP	04/27/2020	05/11/2020	Collision Reports for EF Recovery		10.50
	ZOOM	04/27/2020	05/11/2020	Mnthly communications Service		16.18
	WAYFAIR	04/27/2020	05/11/2020	1-6 Maytown Facility Supplies (Vacuum, broom,		511.63
	GOTOMEETINGS	04/27/2020	05/11/2020	Mnthly On Line Meeting Application		20.53
	WIX.COM	04/27/2020	05/11/2020	Annual Calendar Application		52.28
	MULLINAX FORD	04/27/2020	05/11/2020	STAF-2 A71 spare key		114.94
	IAAF	04/27/2020	05/11/2020	Frasl online training 5-21-20		20.00
	WALMART	04/27/2020	05/11/2020	USB for officer training (Dyer)		12.89
	COSTCO	04/27/2020	05/11/2020	Payment correction from April		-16.17
	LABELMASTERS	04/27/2020	05/11/2020	Payment correctoin from April		-30.00
200501009 City Of Olympia	841	05/11/2020	Claims	6700	16,054.03	
	Invoice #	Rcvd Date	Due Date	Description		Amount
	10403/17256	04/27/2020	05/11/2020	A63 E1-25 Qrtly PM Srvc		972.81
	10403/17256	04/27/2020	05/11/2020	A63 E1-2 Replace Deck Gun & Radiator		6,785.93
	10403/17256	04/27/2020	05/11/2020	A63 E1-2 Repair Compartment Door, Replace		220.93
	10403/17256	04/27/2020	05/11/2020	A07 E1-6 Qrtly PM Srvc		474.81
	10403/17256	04/27/2020	05/11/2020	A07 E1-6 Replace U-Joint		2,429.92
	10403/17256	04/27/2020	05/11/2020	A54 B1-3 Annual PM Srvc		1,851.78
	10403/17256	04/27/2020	05/11/2020	A54 B1-3 Replace Rear Brake Pads, Sway Bar Links		693.04
	10403/17256	04/27/2020	05/11/2020	A19 A1-2 Repari Emergency Lights		1,001.40
	10403/17256	04/27/2020	05/11/2020	A68 B1-2 Check for Milky Pump Oil		687.43
	10403/17256	04/27/2020	05/11/2020	A71 STAF-2 Qrtly PM Srvc		442.35
	10403/17256	04/27/2020	05/11/2020	A60 SU1-2 Annual PM Srvc		493.63
200501010 City Sanitary Inc	842	05/11/2020	Claims	6700	152.00	12552605
	Invoice #	Rcvd Date	Due Date	Description		Amount
	12552605	05/04/2020	05/11/2020	1-1 Grand Mound garbage		131.00
	122552605	05/04/2020	05/11/2020	1-3 Rochester garbage		21.00
200501011 Comcast	843	05/11/2020	Claims	6700	1,300.46	1030
	Invoice #	Rcvd Date	Due Date	Description		Amount
	1030	04/27/2020	05/11/2020	1-2 Littlerock phone/cable		347.18

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	1030	04/27/2020	05/11/2020	1-6 Maytown phones/cable	238.14	
	1030	04/27/2020	05/11/2020	1-1 Grand Mound phone/cable	331.04	
	1030	04/27/2020	05/11/2020	1-4 Scott Lake phone/cable	204.08	
	1030	04/27/2020	05/11/2020	1-3 Rochester phone/cable	180.02	
200501012 Cummins Inc	844	05/11/2020	Claims	6700	1,425.16	04-8714
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	04-8714	04/27/2020	05/11/2020	1-6 Maytown Generator Repair - Failed Blockheater	1,425.16	
200501013 DE Lage Landen	845	05/11/2020	Claims	6700	279.72	67858474
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	67858474	05/04/2020	05/11/2020	1-2 Littlerock copier lease	279.72	
200501014 DH Pace Company Inc.	846	05/11/2020	Claims	6700	2,986.20	83506, 83507, 83508, 83509, 83510
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	83506	04/20/2020	05/11/2020	1-1 Grand Mnd Semi-Annual Bay Door Maintenance	1,638.36	
	83507	04/20/2020	05/11/2020	1-2 Littlerock Semi-Annual Bay Door Maintenance	505.44	
	83508	04/20/2020	05/11/2020	1-3 Rochester Semi-Annual Bay Door Maintenance	336.96	
	93509	04/20/2020	05/11/2020	1-4 Scott Lake Semi-Annual Bay Door Maintenance	168.48	
	93510	04/20/2020	05/11/2020	1-6 Maytown Semi-Annual Bay Door Maintenance	336.96	
200501015 Emergency Reporting Inc C/O Backdraft OpCo, LLC	847	05/11/2020	Claims	6700	546.48	202014828
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	202014828	05/04/2020	05/11/2020	June 2020	546.48	
200501016 Eric T. Quinn, P.S.	848	05/11/2020	Claims	6700	1,000.00	Four
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	FOUR	05/04/2020	05/11/2020	Four	1,000.00	
200501017 First Choice Health Network	849	05/11/2020	Claims	6700	158.95	92887
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	92887	05/04/2020	05/11/2020	EAP Apr2020	158.95	
200501018 Grindstaffs Northwest Champion	850	05/11/2020	Claims	6700	176.13	32255
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	32255	04/27/2020	05/11/2020	1-2 Littlerock Dept. Flags (x2)	176.13	
200501019 Harris, Mike	851	05/11/2020	Claims	6700	14.16	Reimbursement
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	REIMBURSEMENT	04/27/2020	05/11/2020	RX - 4/13/20	14.16	
200501020 Home Depot Credit Services	852	05/11/2020	Claims	6700	92.59	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	2503	04/27/2020	05/11/2020	1-2 Littlerock shop light for gear room	65.61	
	APRIL 7 2020	04/27/2020	05/11/2020	A19 A1-2 Polishing Supplies	26.98	
200501021 IMS Alliance	853	05/11/2020	Claims	6700	11.88	20-1825
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	29-1825	04/13/2020	05/11/2020	Name tags	11.88	
200501022 Int Assoc Of Arson Invest	854	05/11/2020	Claims	6700	40.00	32865, 32880
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	32865	05/04/2020	05/11/2020	G. Stone Zoom training 5-21-20	20.00	
	32880	05/04/2020	05/11/2020	Maser Zoom training 5-21-20	20.00	
200501023 Joes Refuse Inc	855	05/11/2020	Claims	6700	176.47	12550727, 12550576
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	12550727	05/04/2020	05/11/2020	1-1 Grand Mound garbage	137.35	
	12550576	05/04/2020	05/11/2020	1-3 Rochester garbage	39.12	

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200501024 John's Plumbing and Pumps Inc	856	05/11/2020	Claims	6700	1,080.00	16472
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
16472 04/20/2020 05/11/2020 1-2 Littlerock Extractor Room Snake Drains					1,080.00	
200501025 Kent D Bruce Co LLC	857	05/11/2020	Claims	6700	581.82	6503
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
6503 05/04/2020 05/11/2020 BN1-6 A23 light bar					581.82	
200501026 Knight Fire Protection Inc	858	05/11/2020	Claims	6700	55.57	68974
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
68974 04/20/2020 05/11/2020 Exchange Fire Extinguisher					55.57	
200501027 Lincoln Creek Lumber	859	05/11/2020	Claims	6700	96.22	387124,387157
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
387124 04/23/2020 05/11/2020 1-2 Littlerock Facility Supplies (oil, broom, rainx)					39.35	
387157 04/23/2020 05/11/2020 1-2 Littlerock gear room supplies					56.87	
200501028 Line Company, The	860	05/11/2020	Claims	6700	1,080.00	1132
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1132 04/28/2020 05/11/2020 1-2 Littlerock parking lot striping					1,080.00	
200501029 Mountain Mist Water	861	05/11/2020	Claims	6700	240.97	29585
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
29585 04/27/2020 05/11/2020 1-2 Littlerock Water					70.70	
29585 04/27/2020 05/11/2020 1-6 Maytown Water					48.31	
29585 04/27/2020 05/11/2020 1-1 Grand Mnd Water					75.56	
29585 04/27/2020 05/11/2020 1-3 Rochester Water					43.16	
29585 04/27/2020 05/11/2020 1-4 Scott Lake Water					3.24	
200501030 Next Level Restoration LLC Dbaservpro of Puyallup	862	05/11/2020	Claims	6700	5,793.12	132750
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
132750 04/13/2020 05/11/2020 1-1 Grand Mnd Water Restoration					5,793.12	
200501031 Northwest Water Systems	863	05/11/2020	Claims	6700	460.35	02587, 02586, 02585
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
02587 04/20/2020 05/11/2020 1-1 Grand Mnd Water Srvc					153.45	
02586 04/20/2020 05/11/2020 1-2 Littlerock Water Srvc					153.45	
02585 04/20/2020 05/11/2020 1-6 Maytown Water Srvc					153.45	
200501032 Olympia Sheet Metal Inc	864	05/11/2020	Claims	6700	4,148.28	58355,58356,58357,58402
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
58355 04/27/2020 05/11/2020 1-1 Grand Mound Delta system					453.60	
58356 04/27/2020 05/11/2020 1-6 Maytown dorm side heating					756.00	
58357 04/27/2020 05/11/2020 1-1 Grand Mound boiler leak					681.48	
58402 04/27/2020 05/11/2020 1-6 Maytown Carrier Unit #4 accumulator					2,257.20	
200501033 On-Hold Concepts Inc	865	05/11/2020	Claims	6700	19.95	511398
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
511398 04/27/2020 05/11/2020 Mnthly On Hold Srvc					19.95	
200501034 Pilot Travel Centers LLC	866	05/11/2020	Claims	6700	357.27	444312354
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
444312354 04/27/2020 05/11/2020 A66 BN-1					32.77	
444312354 04/27/2020 05/11/2020 A57 U1-2					159.65	
444312354 04/27/2020 05/11/2020 A23 BN1-6					140.16	
444312354 04/27/2020 05/11/2020 A25 TO1-1					24.69	
200501035 Puget Sound Energy	867	05/11/2020	Claims	6700	4,192.36	200020145567,200016026946,220005346105,200012762536,200017639499,220006625754
<i>Invoice # Rcvd Date Due Date Description Amount</i>						

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200020145567	04/20/2020	05/11/2020	1-6 Maytown Mar2020		779.03	
200016026946	04/20/2020	05/11/2020	1-2 Littlerock Apr2020		652.86	
220005346105	04/20/2020	05/11/2020	1-4 Scott Lake Apr2020		341.11	
200012762536	04/20/2020	05/11/2020	1-3 Rochester Mar2020		515.81	
200017639499	04/20/2020	05/11/2020	1-1 Grand Mound Mar2020		1,776.86	
220006625754	04/20/2020	05/11/2020	1-7 Old 99 Apr2020		126.69	
200501036 Rochester Lumber	868	05/11/2020	Claims	6700	131.36	1117899, 1118194
Invoice # Rcvd Date Due Date Description Amount						
1117899	04/27/2020	05/11/2020	1-3 Rochester Kitchen Cabinet Supplies		53.64	
1118194	04/27/2020	05/11/2020	1-1 Grand Mound weed and feed		77.72	
200501037 Rochester Water Association	869	05/11/2020	Claims	6700	49.50	100100
Invoice # Rcvd Date Due Date Description Amount						
100100	04/30/2020	05/11/2020	1-3 Rochester Mar-Apr2020		49.50	
200501038 Scott Lake Maintenance Co C/O Northwest Water Syst	870	05/11/2020	Claims	6700	42.00	759216500
Invoice # Rcvd Date Due Date Description Amount						
759216500	04/30/2020	05/11/2020	1-4 Scott Lk Mar-Apr2020		42.00	
200501039 Scott Wall Construction, Inc.	871	05/11/2020	Claims	6700	9,707.04	2200141
Invoice # Rcvd Date Due Date Description Amount						
2200141	04/20/2020	05/11/2020	1-2 Littlerock Engine Bay Siding Repair		9,707.04	
200501040 Stericycle Inc	872	05/11/2020	Claims	6700	31.08	3005058253,3005059277
Invoice # Rcvd Date Due Date Description Amount						
3005058253	04/20/2020	05/11/2020	1-2 Littlerock hazo waste		10.36	
3005058253	04/20/2020	05/11/2020	1-3 Rochester hazo waste		10.36	
3005059277	04/20/2020	05/11/2020	1-6 Maytown hazo waste		10.36	
200501041 Thurston County CPED Bldg Dev Center	873	05/11/2020	Claims	6700	240.00	284279,284278
Invoice # Rcvd Date Due Date Description Amount						
284279	04/27/2020	05/11/2020	1-4 Scott Lake fire inspection		115.00	
284278	04/27/2020	05/11/2020	1-2 Littlerock fire inspection		125.00	
200501042 Verizon Wireless	874	05/11/2020	Claims	6700	1,563.25	9852398689, 9853234135
Invoice # Rcvd Date Due Date Description Amount						
9852398689	04/20/2020	05/11/2020	Apparatus cells Mar-Apr		206.16	
9853234135	04/20/2020	05/11/2020	Chief cells		89.64	
9853234135	04/20/2020	05/11/2020	Officer cells		137.87	
9853234135	04/20/2020	05/11/2020	Modems		840.46	
9853234135	04/20/2020	05/11/2020	Wifi hotspots		289.12	
200501043 Visa Anchor Bank	875	05/11/2020	Claims	6700	100.51	
Invoice # Rcvd Date Due Date Description Amount						
0196	05/04/2020	05/11/2020	B1-1 A09 fuel from Spokane		53.00	
0196	05/04/2020	05/11/2020	B1-3 A54 to Spokane		47.51	
200501044 Washington Automated Inc	876	05/11/2020	Claims	6700	426.17	4832-88218
Invoice # Rcvd Date Due Date Description Amount						
4832-88218	04/30/2020	05/11/2020	1-2 Littlerock gear extractor repair		426.17	
200501045 Wells Fargo Financial Leasing	877	05/11/2020	Claims	6700	159.84	5009975529
Invoice # Rcvd Date Due Date Description Amount						
5009975529	04/20/2020	05/11/2020	1-1 Grand Mound copier lease		159.84	
200501046 Wilcox & Flegel	878	05/11/2020	Claims	6700	774.69	CL34850, 0494621
Invoice # Rcvd Date Due Date Description Amount						
CL34850	04/27/2020	05/11/2020	A54 B1-3		36.00	
CL34850	04/27/2020	05/11/2020	A71 STAF-2		8.87	

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	CL34850	04/27/2020	05/11/2020	A20 A1-1	23.06	
	CL34850	04/27/2020	05/11/2020	A23 BN1-6	112.92	
	CL34850	04/27/2020	05/11/2020	A54 B1-3	17.22	
	CL34850	04/27/2020	05/11/2020	A14 CH1-1	78.76	
	CL34850	04/27/2020	05/11/2020	A22 E1-3	63.84	
	CL34850	04/27/2020	05/11/2020	A06 A1-4	15.00	
	CL34850	04/27/2020	05/11/2020	A72 A1-3	87.14	
	CL34850	04/27/2020	05/11/2020	A25 TO1-1	24.57	
	0494621-IN	04/27/2020	05/11/2020	1-2 Littlerock (200 gals)	307.31	

200501047 Wilson Parts Corp 879 05/11/2020 Claims 6700 18.85 885057

Invoice #	Rcvd Date	Due Date	Description	Amount
885057	05/04/2020	05/11/2020	1-3 ROchester fuel pump hose parts	18.85

47 Vouchers: 68,799.09

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
200501048 AFLAC	880	05/11/2020	Payroll	6700		
200501049 Benefit Solutions Inc-WSCFF	881	05/11/2020	Payroll	6700		
EFT Bennett Matthew Shaun	750	05/15/2020	Payroll	6700		
EFT Bennett Matthew Shaun	767	05/29/2020	Payroll	6700		
200501066 Berryman Thomas A	803	05/13/2020	Payroll	6700		
EFT Betts Brandon John	768	05/29/2020	Payroll	6700		
EFT Christenson Brian David	769	05/29/2020	Payroll	6700		
EFT Cooke Hans Robert	770	05/29/2020	Payroll	6700		
EFT Culleton Thomas P	804	05/13/2020	Payroll	6700		
EFT Dahl Calvin	805	05/13/2020	Payroll	6700		
EFT Dean Sarah Linnea	806	05/13/2020	Payroll	6700		
EFT Degagne Justin Dennis	771	05/29/2020	Payroll	6700		
EFT Department Of Retirement Services Deferred Comp	829	05/11/2020	Payroll	6700		
EFT Department Of Retirement Systems Retirement	830	05/11/2020	Payroll	6700		
EFT Department Of The Treasury	831	05/11/2020	Payroll	6700		
EFT Devert Brent Nathaniel	772	05/29/2020	Payroll	6700		
200501050 Dimartino Associates	882	05/11/2020	Payroll	6700		
EFT Drake Nathan Tyler	773	05/29/2020	Payroll	6700		
EFT Dyer Lanette R	774	05/29/2020	Payroll	6700		
EFT Elkins Ben M	807	05/13/2020	Payroll	6700		
200501071 Fitzgerald Thomas J	808	05/13/2020	Payroll	6700		
EFT Frasl Kenneth E	809	05/13/2020	Payroll	6700		
200501051 GET Program	883	05/11/2020	Payroll	6700		
EFT Garza Isaac Wayne	751	05/15/2020	Payroll	6700		
EFT Garza Isaac Wayne	775	05/29/2020	Payroll	6700		
200501052 HRA VEBA Trust	884	05/11/2020	Payroll	6700		
EFT Hall Aaron David	752	05/15/2020	Payroll	6700		
EFT Hall Aaron David	776	05/29/2020	Payroll	6700		
200501073 Heilman Chris Douglas	810	05/13/2020	Payroll	6700		
EFT Howe Joshua Jason	777	05/29/2020	Payroll	6700		
200501053 IAFF Local 3825 Treasurer	885	05/11/2020	Payroll	6700		
200501074 Jenrette Thom	811	05/13/2020	Payroll	6700		
EFT Kaleiwahea Blake William	753	05/15/2020	Payroll	6700		
EFT Kaleiwahea Blake William	778	05/29/2020	Payroll	6700		
EFT Kaleiwahea Russell Edward	754	05/15/2020	Payroll	6700		
EFT Kaleiwahea Russell Edward	779	05/29/2020	Payroll	6700		
EFT Kochrian Jeremy S	812	05/13/2020	Payroll	6700		
EFT Kondrack Andrew Joseph	780	05/29/2020	Payroll	6700		
EFT Lyon Colby Wayne	755	05/15/2020	Payroll	6700		
EFT Lyon Colby Wayne	781	05/29/2020	Payroll	6700		
EFT Maser Robert Charles	813	05/13/2020	Payroll	6700		
200501077 Means Cameron Jack	814	05/13/2020	Payroll	6700		
EFT Miller Devann Munroe	782	05/29/2020	Payroll	6700		
EFT Morales Michael Lawrence	783	05/29/2020	Payroll	6700		
EFT Palmerson Erik Morgan	756	05/15/2020	Payroll	6700		
EFT Palmerson Erik Morgan	784	05/29/2020	Payroll	6700		
EFT Panuska Miranda Marie	785	05/29/2020	Payroll	6700		
EFT Parker Gregory Jerel	757	05/15/2020	Payroll	6700		
EFT Parker Gregory Jerel	786	05/29/2020	Payroll	6700		
EFT Patraca Linda Ellen	787	05/29/2020	Payroll	6700		
EFT Peoples Michael William	788	05/29/2020	Payroll	6700		
EFT Pethia David C	815	05/13/2020	Payroll	6700		
200501079 Ricks John Rual	816	05/13/2020	Payroll	6700		
EFT Santee Ricardo Leon	789	05/29/2020	Payroll	6700		
EFT Scott Robert William	790	05/29/2020	Payroll	6700		
EFT Sexton Thomas Edward	791	05/29/2020	Payroll	6700		
EFT Shea Linda Marie	792	05/29/2020	Payroll	6700		
EFT Singleton Charles Ed	793	05/29/2020	Payroll	6700		

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Smith Eric David	758	05/15/2020	Payroll	6700		
EFT Smith Eric David	794	05/29/2020	Payroll	6700		
EFT Smith Rob Dean	795	05/29/2020	Payroll	6700		
EFT Spiegelberg John Steven	817	05/13/2020	Payroll	6700		
EFT Stone Gary Reece	818	05/13/2020	Payroll	6700		
EFT Stone Kathleen Lynne	819	05/13/2020	Payroll	6700		
200501085 Stone Roger Lee	796	05/29/2020	Payroll	6700		
EFT Swecker Joel Anthony	759	05/15/2020	Payroll	6700		
EFT Swecker Joel Anthony	797	05/29/2020	Payroll	6700		
200501083 Teitzel Steven David	820	05/13/2020	Payroll	6700		
EFT Trautman Alexander Paul	798	05/29/2020	Payroll	6700		
EFT Trott Thomas John	799	05/29/2020	Payroll	6700		
200501054 Trusteed Plans	886	05/11/2020	Payroll	6700		
EFT Vavrinec Christian Kalil	800	05/29/2020	Payroll	6700		
EFT Washington State Support Registry	832	05/11/2020	Payroll	6700		
EFT Weinstein Andrew Chase	801	05/29/2020	Payroll	6700		
200501055 West Thurston Fire - House Funds	887	05/11/2020	Payroll	6700		
EFT White Christopher Charles	802	05/29/2020	Payroll	6700		
76 Vouchers:					351,252.37	



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



April 13, 2020 – Governing Board Business Meeting via GoToMeeting virtual meeting.

Note: Agenda was shortened to “routine and necessary” action items only, in accordance with Governor’s Proclamation of 3/24/2020. All other agenda items were postponed.

Call to Order/Attendance: Commissioner Ricks called the meeting to order at 18:02 hours. Commissioners Culleton, Dahl, Elkins, Jernigan and Pethia, Chiefs Frasl, Kaleiwahea, Scott, and R. Stone, Captains Dyer, R. Smith and G. Stone, FFs Degagne and Spiegelberg, Volunteer S. Giordano, Admin Assistant Linda Patraca and Secretary Linda Shea were present. Union Representative Garza was absent.

Public Comment/Presentations: None.

Additions/Deletions to the Agenda: None.

Labor Management Team Report: Chief Scott reported a Memo of Understanding (MOU) had been signed with the union covering staffing during the COVID-19 situation.

New Business:

1. Expenditure Approval. Commissioner Jernigan moved to approve the expenditures in the amount of \$722,522.39. Commissioner Dahl seconded the motion. Motion carried 6-0.
2. Minutes. Commissioner Jernigan moved to approve both the March 9, 2020 general board minutes AND the March 19, 2020 emergency board minutes. Commissioner Culleton seconded the motion. Motion carried 6-0.
3. Resolutions.
 - a. Commr. Ricks presented Resolution #2020-010, Invoking Federal Aid Assistance/Stafford Act. Linda S. explained that this resolution, as developed by the department’s attorney, would enable the department to claim federal aid/reimbursement for costs associated with the COVID-19 response. Commissioner Jernigan moved to approve Resolution #2020-010. Commissioner Elkins seconded the motion. Motion carried 6-0.
 - b. Commr. Ricks presented Resolution #2020-011, Local Agency Finance Contract, noting that Linda S. emailed the supporting documentation that clarified this as a contract for the financing of the two new aid units and power gurneys. Commissioner Jernigan moved to approve Resolution #2020-011. Commissioner Elkins seconded the motion. Motion carried 6-0.
 - c. Commr. Ricks presented Resolution #2020-012, Reimbursement Resolution. Commissioner Jernigan moved to approve Resolution #2020-012. Commissioner Pethia seconded the motion. Motion carried 6-0.

Unfinished Business (action items): None.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported that he has had no discussions with the tribe on the service contract, although he has had discussions with the tribe regarding COVID response resources. Commr. Culleton asked about the department's original plan to re-consider service levels in April; Chief Kaleiwahea responded that it can be addressed by the board at the May meeting.
2. Weyerhaeuser meeting. No update.
3. Station 1-1 energy usage. Chief Scott will obtain usage figures from Linda P and send out a report.

Communications:

1. Thurston County Treasurer March 2020 reports were presented as per RCW 52.16.050(4). Linda S. noted the county treasurer is delaying the collection of property taxes from owners until June, but she does not anticipate any issues with the department's ability to sustain current operations with the projected fund balance until tax collections are received.
2. April 2020 budget reports were distributed. Linda S reported the purchase of the new brush truck was posted in April.

Chief Reports: Refer to printed reports.

1. Chief Kaleiwahea reported on the COVID-19 response, noting that no personnel were quarantined and he believes the PPE supplies to be adequate.
2. Chief Scott reported on the phenomenal job that the department personnel, including administrative staff, have done in responding to the COVID-19 situation.

Commissioner Reports: None.

Good of the Order: Chief Kaleiwahea reported on the passing of former commissioner Jerry Strong's wife, Jan.

Adjournment: The board adjourned the meeting at 18:40 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

WEST THURSTON REGIONAL FIRE AUTHORITY

MCAG #: 2964

SCHEDULE 01 REVENUES

Detail of Revenues & Other Sources

For Year Ending: December 31, 2019

001 General Fund

BAS EL OB LA

308 80 00 000	Beg Bal-Unresv GF 67A0	3,199,344.09
308 80 00 018	Beg Bal-GEMT Res 67A0	400,000.00
308 80 00 999	Beg Bal-Petty Cash	8,000.00
308 80 02 000	Beg Bal-Emerg Res 67A4	648,039.24
308.00	TOTAL BEGINNING NET CASH & INVESTMENTS	4,255,383.33
311 11 00 000	Property Tax	41,302.35
311 11 01 001	Property Tax-Regular District #1	1,551,629.18
311 11 01 003	Property Tax-M&O #1 6615	597,399.76
311 11 02 001	Property Tax-Regular District #11	1,509,615.36
311 11 02 003	Property Tax-M&O #11 6715	582,102.73
311 11 03 000	Property Tax-M&O	236.24
311.00	TOTAL GENERAL PROPERTY TAXES	4,282,285.62
310.00	TOTAL TAXES	4,282,285.62
331 97 00 002	FEMA Grant-Cancer Screenings	22,770.00
331 97 00 006	FEMA Grant-Vol Recruit	72,470.00
331.00	TOTAL DIRECT FEDERAL GRANTS	95,240.00
332 93 40 018	GEMT	1,270,646.22
332.00	TOTAL FEDERAL ENTITLEMENTS, IMPACT PAYMENTS AND IN	1,270,646.22
334 04 90 000	State Grant-Dept Of Health	1,266.00
334 06 90 000	State Grant-Other	22,713.41
334.00	TOTAL STATE GRANTS	23,979.41
335 02 33 000	DNR Timber Trust 2 - State Forest	357.15
335.00	TOTAL STATE SHARED REVENUES, ENTITLEMENTS & IMPACT	357.15
336 02 31 000	DNR PILT NAP/NRCA	497.96
336.00	TOTAL STATE SHARED REVENUES, ENTITLEMENTS & IMPACT	497.96
337 00 00 000	Interlocal Grants	137,702.21
337.00	TOTAL INTERLOCAL GRANTS, ENTITLEMENTS, IMPACT PAYM	137,702.21
330.00	TOTAL	1,528,422.95
341 81 00 000	Printing & Duplicating Services	74.70
341.00	TOTAL GENERAL GOVERNMENT	74.70
342 21 00 000	Mobilizations	102,524.76
342 21 01 000	Intergov't/Tribal	341,526.19
342 60 00 000	Ambulance & Emer Aid Fees	429,789.74

WEST THURSTON REGIONAL FIRE AUTHORITY

MCAG #: 2964

SCHEDULE 01 REVENUES

Detail of Revenues & Other Sources

For Year Ending: December 31, 2019

001 General Fund

BAS EL OB LA

342.00	TOTAL PUBLIC SAFETY	873,840.69
340.00	TOTAL	873,915.39
361 40 00 000	Other Interest	75,526.62
361 40 02 000	Other Interest-Emergency Res	13,200.99
361.00	TOTAL INTEREST AND OTHER EARNINGS	88,727.61
362 00 00 000	Space & Fac Leases	55,814.87
362.00	TOTAL RENTS, LEASES AND CONCESSIONS	55,814.87
369 10 00 000	Sale Of Surplus	1,069.30
369 91 00 001	Misc Revenue - Incident Cost Recovery	6,185.02
369 91 00 002	Misc Revenue - Prior Year	8,158.07
369 91 00 003	Misc Revenue - Fuel Tax Refunds	2,681.74
369 91 00 004	Misc Revenue - Other	54.30
369.00	TOTAL OTHER MISCELLANEOUS REVENUES	18,148.43
360.00	TOTAL	162,690.91
389 90 00 000	Other-Sales Tax	-108.06
389.00	TOTAL OTHER NONREVENUES	-108.06
380.00	TOTAL	-108.06
300.00	TOTAL RESOURCES	11,102,590.14

WEST THURSTON REGIONAL FIRE AUTHORITY

MCAG #: 2964

SCHEDULE 01 EXPENDITURE

Detail of Expenditures & Other Uses

For Year Ending: December 31, 2019

001 General Fund

BAS EL

522.10	Administration	
10	Salaries & Wages	593,949.41
20	Personnel Benefits	190,430.30
31	Office & Operating Supplies	2,515.18
35	Small Tools And Minor Equipment	39,327.42
41	Professional Services	79,616.68
42	Communications	970.65
44	Taxes And Operating Assessments	611.54
46	Insurance	68,862.81
48	Repairs & Maintenance	1,771.81
49	Miscellaneous	52,602.37
522.20	Fire Suppression And Emergency Medical Services	
10	Salaries & Wages	2,852,614.81
20	Personnel Benefits	1,009,321.08
31	Office & Operating Supplies	61,118.39
35	Small Tools And Minor Equipment	42,311.69
42	Communications	16,988.97
45	Operating Rentals & Leases	28,988.00
46	Insurance	1,595.00
49	Miscellaneous	16,655.51
522.30	Fire Prevention & Investigation	
10	Salaries & Wages	1,886.50
20	Personnel Benefits	153.00
35	Small Tools And Minor Equipment	4,431.73
41	Professional Services	6,359.98
522.45	Training Obtained By Employees	
31	Office & Operating Supplies	3,314.35
35	Small Tools And Minor Equipment	890.19
43	Travel	42,163.35
522.50	Facilities	
31	Office & Operating Supplies	22,743.12
32	Fuel Consumed	27,517.06
42	Communications	15,964.43
47	Utility Services	49,402.24
48	Repairs & Maintenance	127,584.02
522.60	Vehicles And Equipment Maintenance	
32	Fuel Consumed	42,885.00
48	Repairs & Maintenance	302,649.20
522.00	TOTAL FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVI	5,708,195.79
520.00		5,708,195.79
594.22	Fire And Emergency Medical Activities	
60	Capital Outlays	61,468.40
594.00	TOTAL CAPITAL EXPENDITURES/EXPENSES	61,468.40
597.00		
00		152,023.42
597.00	TOTAL TRANSFERS-OUT	152,023.42

WEST THURSTON REGIONAL FIRE AUTHORITY

MCAG #: 2964

SCHEDULE 01 EXPENDITURE

Detail of Expenditures & Other Uses

For Year Ending: December 31, 2019

001 General Fund

BAS EL

590.00	213,491.82
500.00 TOTAL EXPENDITURES AND OTHER FINANCING USES	5,921,687.61
508.80.00 Unreserved	5,180,902.53
508.10.00 Reserved	0.00

WEST THURSTON REGIONAL FIRE AUTHORITY

MCAG #: 2964

SCHEDULE 01 REVENUES

Detail of Revenues & Other Sources

For Year Ending: December 31, 2019

201 Debt Service Fund

BAS EL OB LA

308 10 20 000	Beg Bal-Reserved Debt Srv	438,731.86
308.00	TOTAL BEGINNING NET CASH & INVESTMENTS	438,731.86
311 11 20 000	Property Tax-Bond Debt	789,366.02
311 30 00 201	Sale Of Tax Title Property-DF	46.52
311.00	TOTAL GENERAL PROPERTY TAXES	789,412.54
310.00	TOTAL TAXES	789,412.54
336 02 31 201	DNR PILT NAP/NRCA-Debt Srv	64.87
336.00	TOTAL STATE SHARED REVENUES, ENTITLEMENTS & IMPACT	64.87
337 00 00 201	Interlocal Grants	7,562.10
337.00	TOTAL INTERLOCAL GRANTS, ENTITLEMENTS, IMPACT PAYM	7,562.10
330.00	TOTAL	7,626.97
361 40 20 000	Other Interest-Debt Srv	14,272.10
361.00	TOTAL INTEREST AND OTHER EARNINGS	14,272.10
360.00	TOTAL	14,272.10
397 00 00 201	Transfers In-Debt Svc	152,023.42
397.00	TOTAL TRANSFERS-IN	152,023.42
390.00	TOTAL	152,023.42
300.00	TOTAL RESOURCES	1,402,066.89

WEST THURSTON REGIONAL FIRE AUTHORITY

MCAG #: 2964

SCHEDULE 01 EXPENDITURE

Detail of Expenditures & Other Uses

For Year Ending: December 31, 2019

201 Debt Service Fund

BAS EL

591.22	Fire And Emergency Medical Activities	
70	Debt Service: Principal	851,085.68
591.00	TOTAL REDEMPTION OF LONG TERM DEBT	851,085.68
592.22	Fire And Emergency Medical Activities	
80	Debt Service: Interest And Related Costs	95,487.74
592.00	TOTAL INTEREST AND OTHER DEBT SERVICE COSTS	95,487.74
590.00		946,573.42
500.00	TOTAL EXPENDITURES AND OTHER FINANCING USES	946,573.42
508.80.00	Unreserved	0.00
508.10.00	Reserved	455,493.47

**West Thurston Fire Authority
Schedule of Liabilities
For the Year Ended December 31, 2019**

ID. No.	Description	Due Date	Beginning Balance	Additions	Reductions	Ending Balance
General Obligation Debt/Liabilities						
251.12	2014 G. O. Bond - Cap Project Fund #1	12/1/2020	1,010,000	-	480,000	530,000
251.12	2014 G. O. Bond - Cap Project Fund #11	12/1/2025	2,065,000	-	230,000	1,835,000
263.51	COP - LP_2014B	6/1/2020	115,007	-	56,066	58,941
263.51	COP - LP_2016B	6/1/2020	174,291	-	85,020	89,271
Total General Obligation Debt/Liabilities:			3,364,298	-	851,086	2,513,212
Revenue and Other (non G.O.) Debt/Liabilities						
259.12	Compensated Absences		169,200	8,462	-	177,662
264.30	Pension Liabilities		80,411	-	16,011	64,400
264.40	OPEB Liabilities		-	618,428	-	618,428
Total Revenue and Other (non G.O.) Debt/Liabilities:			249,611	626,890	16,011	860,490
Total Liabilities:			3,613,909	626,890	867,097	3,373,702

West Thurston Fire Authority
SCHEDULE OF STATE FINANCIAL ASSISTANCE (unaudited)
For Fiscal Year ended December 31, 2019

Grantor	Program Title	Identificaton Number	Amount
State Grant from Other State Agencies			
	Local Records Grant Program	N/A	8,459
			Sub-total: 8,459
State Grant from Department of Health			
	EMS Trauma Grant	N/A	1,266
			Sub-total: 1,266
			Grand total: 9,725

**West Thurston Fire Authority
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2019**

Federal Agency (Pass-Through Agency)	Federal Program	CFDA Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL EMERGENCY MANAGEMENT AGENCY, HOMELAND SECURITY, DEPARTMENT OF (via N/A)	Staffing for Adequate Fire and Emergency Response (SAFER)	97.083	EMW-2014-FF- 00386	49,277	-	49,277	-	1, 2, 3
FEDERAL EMERGENCY MANAGEMENT AGENCY, HOMELAND SECURITY, DEPARTMENT OF (via N/A)	Staffing for Adequate Fire and Emergency Response (SAFER)	97.083	EMW-2017-FO- 07118	22,770	-	22,770	-	1, 2, 3
Total CFDA 97.083:				72,047	-	72,047	-	
Total Federal Awards Expended:				72,047	-	72,047	-	

The accompanying notes are an integral part of this schedule.

West Thurston Regional Fire Authority

Notes to the Schedule of Expenditures of Federal Awards For the Year Ended December 31, 2019

Note 1 – Basis of Accounting

This schedule is prepared on the same basis of accounting as the West Thurston Regional Fire Authority's financial statements. The West Thurston Regional Fire Authority uses the cash basis of accounting.

Note 2 – Program Costs

The amounts shown as current year expenditures represent only the federal grant portion of the program costs. Entire program costs, including the West Thurston Regional Fire Authority's portion, are more than shown. Such expenditures are recognized following, as applicable, either the cost principles in the OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3 – Indirect Cost Rate

The West Thurston Regional Fire Authority has not elected to use the 10-percent de minimus indirect cost rate allowed under the Uniform Guidance.

Answer the following questions to determine if your local government self-insures for property and liability, health and welfare, unemployment compensation, workers' compensation or other risks.

For additional instructions on this step, click on the video icon.

How do you insure property and liability risks, if at all?

- ☐ Formal or informal self-insurance program/activity for some or all perils/risks
- ☒ Belong to a public entity risk pool
- ☐ Purchase private insurance
- ☐ Retain risk internally without formal or informal self-insurance program/activity

How do you provide health and welfare insurance (ex: medical, dental, prescription drug, and/or vision benefits) to employees, if at all?

- ☐ Self-insure for some or all benefits
- ☒ Belong to a public entity risk pool
- ☐ All benefits are provided by a health insurance company or HMO
- ☐ Not applicable – no such benefits offered

How do you insure unemployment compensation obligations, if any?

- ☐ Self-insured ("Reimbursable")
- ☐ Belong to a public entity risk pool
- ☒ Pay taxes to Employment Security Department ("Taxable")
- ☐ Not applicable - no employees

How do you insure workers compensation obligations, if any?

- ☐ Self-insured ("Reimbursable")
- ☐ Belong to a public entity risk pool
- ☒ Pay premiums to Labor and Industries
- ☐ Not applicable - no employees

Based on your responses above, the Schedule 21 is not applicable.



If you require assistance please [email online help](#)

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West Thurston Fire Authority
Schedule 22 - Audit Assessment Questionnaire (unaudited)
For Fiscal Year ended December 31, 2019

Reference	#	Question	Answer	Explanation
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INSTRUCTIONS FOR PREPARER

The term "entity" as used in this Schedule 22 refers to the local government completing this Schedule 22. The term "governing body" is used in this Schedule 22 to describe the elected or appointed governing board of your entity. If the government preparing this questionnaire did not have any revenue activity during the year, please click the "Help" button to request more information about completing this Schedule 22.

For **guidance** to these questions, please refer to the document at, <http://www.sao.wa.gov>.

Please click, "**Next**," to begin the Schedule 22. You may use the numbers above circled in blue to quickly navigate to a specific section of the Schedule 22. As with the rest of the Annual Report submission, it does not need to be completed all at once; you may leave and return to the Schedule 22 as needed.

FINANCIAL ACTIVITY MONITORING AND OVERSIGHT

- | | | |
|---|---|---|
| 1 | Bank Reconciliation - Identify the personnel in charge of the following: 1) performing the reconciliation between bank accounts/county treasurer to the general ledger or books, 2) person in charge of reviewing the reconciliation. Note: The job position/title will be sufficient for the identification purpose. | 1) Admin Services Director
2) Fire Chief |
| 2 | Entries Process - Identify the personnel in charge of posting journal entries into the entity's general ledger and, if applicable, the personnel in charge of reviewing and monitoring the journal entries being posted, both during the year and at year-end. Note: The job position/title will be sufficient for the identification purpose. If the entity does not use accounting software, please indicate NA | Admin Assistant AND Admin Services Director both post journal entries. Admin Services Director reviews and monitors entries posted. |

Reference	#	Question	Answer	Explanation
	3	Is a reconciliation of the entity's bank accounts (County Treasurer, transmittal, and imprest accounts) to the accounting records performed? This would include a reconciliation of both ending cash and investment balances as well as total activity in the bank accounts to the accounting records (for total revenues and expenditures). If yes, please provide an explanation of the process.	Yes	The Admin Services Director performs a monthly reconciliation of revenue and expenditures posted in BIAS to county treasurer month-end reports.
	4	Does the entity deposit funds on a daily basis?	No	
	5	Does the entity reconcile its petty cash and change funds on a monthly basis? If yes, please attach the year end reconciliation.	Yes	Attachments 2019 Dec Petty Cash Reconciliation.pdf
	6	Does the entity use their own bank accounts in lieu of the County Treasurer?	No	
	7	Does the Board receive and review monthly financial reports? Such as, cancelled checks, financial reports from the county, expenditure listings, bank accounts or petty cash activity. If yes, please describe what is reviewed and how often.	Yes	The board receives copies of county treasurer month-end reports (signed off by Fire Chief) in their monthly board packets. The board also receives a monthly budget report of revenues and expenditures. Petty cash replenishment requests are approved by the board as part of the monthly payables approval.
	8	Preparation of Financial Reports - Has there been any change in the process or procedure for the preparation of financial statements (including the Schedule 01), including posting year-end journal entries? If yes, please identify the significant changes that occurred (for example, turnover).	No	

PERMANENT FILES

Reference	#	Question	Answer	Explanation
	10	Please indicate which of the following best describes the entity's own internal accounting system: A) It uses the BARS chart of accounts; B) It uses a chart of accounts that is compatible with BARS; C) It uses a chart of accounts that requires manual adjustments to file the Schedule 01; D) Not Applicable: the Entity does not use its own accounting software or system and uses the County Treasurer only.	(A)	
	11	Please check all boxes that occurred during the fiscal year:	Contracted functions of the government , Utilized a purchasing cooperative or state contract	
	11	Please check all boxes that occurred during the fiscal year:	Utilized a purchasing cooperative or state contract , Contracted functions of the government	
	14	Please provide an explanation of the purchasing cooperative or state contract used during the fiscal year to procure goods and services.	Department purchased a new utility truck from Columbia Ford using state contract #05916 (Nov2019)	
	15	Please provide an explanation of what function of the entity the entity used a service organization to perform. Note: Service organizations are separate entities or organizations that provide services to the government that include performance of a key process (for example, payroll, billing, or receipting or use of the County Treasurer to process transactions).	Department contracts with Systems Design to bill and receipt payments for patient transports. Department also utilizes the County Treasurer for processing warrants for payroll and payables.	

Reference	#	Question	Answer	Explanation
	16	Did the entity make any significant updates to administrative, personnel, or financial policies? If yes, please attach the newest policy.	Yes	#1009 (purchasing threshold changes); #1012 (volunteer reimbursement rate changes); #1021 (new social media policy); #2010.1 (cell phone personal use); #2021 (removal of leave buyback option); #2022 (new peer support team policy) Attachments 1.pdf 1.pdf 1.pdf 1.pdf 1.pdf 1.pdf
	17	Did the entity enter into, or modify any existing, interlocal agreements? If yes, please attach.	Yes	Attachments City of Olympia Maintenance Services Dec2019.pdf

MATERIAL COMPLIANCE REQUIREMENT

	18	Did the Entity receive any non-SAO audits during the year (including the work of internal auditors)?	Yes	The department was audited by FEMA for its Volunteer Recruitment and Retention (R&R) grant. No findings were issued as a result of the audit.
	19	Is the entity currently involved in any lawsuits? We may be requesting an update on the status of legal matters during the audit.	No	
	20	Are there any licensing, regulatory, contracting, or granting agencies with the ability to impose material penalties that would play a role in the entity's ability to continue? Examples may include Department of Health; FEMA. If so, please list the agency that could impose them.	No	

REVENUES AND EXPENDITURES

Reference	#	Question	Answer	Explanation
	21	Please describe any new sources of revenues or expenditure streams (new activities, special levies, state or federal grants, leases, etc.), or state that there were none.	FEMA grant for cancer screenings	
	22	Does the entity receipt cash locally (using its own staff, issuing receipts) or use a third party vendor to bill or receipt payments?	Receipts Locally	
	23	Please list the locations where revenues are receipted.	All receipts other than patient transports are received at 10828 Littlerock Rd SW Olympia WA 98512. Patient transport billings and receipts are processed by Systems Design at Silverdale, WA.	
	24	Does the entity have any petty cash, change funds, revolving accounts, travel or imprest accounts?	Yes	

Reference	#	Question	Answer	Explanation
	25	Please list the authorized balances for each fund or account.	\$8,000 petty cash account at Key Bank. Account is also used for depositing House Fund contributions made by department members, and for making payments on debit account for House Fund purchases (staple kitchen items for use by department members.) A spreadsheet is maintained to track the balance of the petty cash and House Funds accounts separately. (See attachment under #26 below.)	

Reference	#	Question	Answer	Explanation
	26	Please attach bank statements for the year for any petty cash, imprest, revolving accounts, or travel accounts held at a bank, or mark 'NA' if the entity only utilizes cash or change funds.	Attach Bank Statements	Attachments 2019 Petty Cash Account.pdf 2019 Jan Petty Cash Key Bank Statement.pdf 2019 Feb Petty Cash Key Bank Statement.pdf 2019 Mar Petty Cash Key Bank Statement.pdf 2019 Apr Petty Cash Key Bank Statement.pdf 2019 May Petty Cash Key Bank Statement.pdf 2019 Jun Petty Cash Key Bank Statement.pdf 2019 Jul Petty Cash Key Bank Statement.pdf 2019 Aug Petty Cash Key Bank Statement.pdf 2019 Sep Petty Cash Key Bank Statement.pdf 2019 Oct Petty Cash Key Bank Statement.pdf 2019 Nov Petty Cash Key Bank Statement.pdf 2019 Dec Petty Cash Key Bank Statement.pdf
SAFEGUARDING OF ASSETS				
	27	Please mark all that apply to the entity: Fuel Card; Credit Card; Open Accounts with Businesses.	Open Store Accounts , Fuel Card (s)	
	27	Please mark all that apply to the entity: Fuel Card; Credit Card; Open Accounts with Businesses.	Credit Card(s) , Open Store Accounts	
	27	Please mark all that apply to the entity: Fuel Card; Credit Card; Open Accounts with Businesses.	Fuel Card(s) , Open Store Accounts	
	28	How many physical credit cards does the entity have?	14	

Reference	#	Question	Answer	Explanation
	29	How many physical fuel cards does the entity have?	52	
	31	How many open accounts does the entity have?	18	
	32	Does the entity have a system or process to record information about its capital assets, including buildings, equipment, etc.?	Yes	
FIRE/EMS SPECIFIC QUESTIONS				
<i>Informational</i>	38	Indicate services offered by the district (or department).	Facility Rentals , Trainings (CPR/First Aid)	
<i>Informational</i>	38	Indicate services offered by the district (or department).	Trainings (CPR/First Aid) , Facility Rentals	
<i>Informational</i>	38	Indicate services offered by the district (or department).	Burn Permits , Trainings (CPR/First Aid)	
<i>Informational</i>	38	Indicate services offered by the district (or department).	BLS Transports , Trainings (CPR/First Aid)	
<i>Informational</i>	39	Does the district (or department) prepare or contract for transport billing? If transport services are billed, attach a copy of the written transport billing policy and transport fee schedule on the last step of the Schedule 22 (Attachments Section).	Contract for billing	
	40	Has there been any changes to agreements for which the district (or department) 1) performs fire protection services/EMS for another local government (city, fire district), or 2) another local government provides fire protection services/EMS for the district? This does not include mutual aid agreements. If there were changes to any agreements, please explain.	No Changes	
	41	How many volunteers does the district (or department) have, approximately?	47	

Reference	#	Question	Answer	Explanation
	42	How many career firefighters does the district (or department) have, approximately?	31	
	43	Does the district (or department) have any closely related associations or foundations? If so, please list.	Yes	West Thurston Firefighters Association provides support by sponsoring fundraisers, collecting donations and sponsoring families in need, and collecting fees/paying instructors for the First Aid/CPR classes. The association is supported by one paid department member (PIO/EMS director.)
<i>Informational</i>	44	How many stations does the district (or department) have?	7	

REQUIRED ATTACHMENTS (see instructions for required details)

<i>Informational</i>	79	Meeting Minutes - Attach the meeting minutes and resolutions for all governing body meetings held during the last year.	Attached	Attachments January 9 2019 approved minutes.pdf January 14 2019 approved minutes.pdf Feb 11 2019 approved minutes.pdf March 11 2019 approved minutes.pdf April 08 2019 approved minutes.pdf 051319 General Board Meeting Minutes.pdf 052119 Special Board Meeting Minutes.pdf 061019 approved minutes.pdf 070819 approved minutes.pdf 081219 approved minutes.pdf 090919 approved minutes.pdf 10142019 approved minutes.pdf 111219 approved minutes.pdf
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Reference	#	Question	Answer	Explanation
				120919 approved minutes.pdf 2019-001 Surplus Property acetylene tanks.pdf 2019-002 Surplus Property various.pdf 2019-003 Surplus Property from 2018 Inventory.pdf 2019-004 Regularly Scheduled Board Meetings.pdf 2019-005 Surplus Property 2018 Inventory Phase 2.pdf 2019-006 Cancellation of Outstanding Warrants.pdf 2019-007 Surplus Property.pdf 2019-008 Surplus radios.pdf 2019-009 Surplus Bunker Gear.pdf 2019-010 1954 GMC and misc gear.pdf 2019-011 Surplus F250 Utility, misc.pdf 2019-012 Board Meeting Schedule change.pdf 2019-013 RFA 2020 Budget Adoption.pdf 2019-014 RFA Substantial Needs for 2020 Budget.pdf 2019-015 RFA 2020 Levy.pdf 2019-016 Surplus flatbed trailer.pdf

Reference	#	Question	Answer	Explanation
<i>Informational</i>	80	Revenue Summary - Attach a copy of the year-end County Treasurer's report that show the total receipts for the year by revenue source. If the County does not act as your Treasurer, please upload bank statements for the year that comprise the entity's financial statements.	Attached	Attachments 2019 Jan Treasurer Statement.pdf 2019 Feb Treasurer Statement.pdf 2019 Mar Treasurer Statement.pdf 2019 Apr Treasurer Statement.pdf 2019 May Treasurer Statement.pdf 2019 Jun Treasurer Statement.pdf 2019 Jul Treasurer Statement.pdf 2019 Aug Treasurer Statement.pdf 2019 Sep Treasurer Statement.pdf 2019 Oct Treasurer Statement.pdf 2019 Nov Treasurer Statement.pdf 2019 Dec Treasurer Statement.pdf
<i>Informational</i>	81	Cash Balances Summary - Attach a copy of the year-end County Treasurer's report that show the year end cash balances. If the County does not act as your Treasurer, please upload bank statements for the beginning and end of year to show the entity's cash balances.	Attached	Attachments 2019 Dec Treasurer Statement.pdf 2019 Dec Petty Cash Reconciliation.pdf

Reference	#	Question	Answer	Explanation
<i>Informational</i>	82	Detailed Expenditure List - Attach warrant registers, payroll registers, check registers and/or petty cash log detailing all expenditures made during the year. This includes those expenditures paid by the County on a government's behalf due to Treasurer responsibilities.	Attached	Attachments 011519 Proof List.pdf 021319 Proof List.pdf 031219 Proof List.pdf 040919 Proof List.pdf 051419 Proof List.pdf 061119 Proof List.pdf 070919 Proof List.pdf 081319 Proof List.pdf 091019 Proof List.pdf 101519 Proof List.pdf 111419 Proof List.pdf 121019 Proof List.pdf 2019 EFTs.pdf
<i>Informational</i>	83	Cash Receipting Policy - Attach a detailed description of the entity's invoicing, cash and check receiving and deposit process. The description should include name of positions completing tasks in the process and all reconciliations and reviews performed. Include a copy of your written Cash and Check Receipting Policy or procedure if you have one. This request applies to all districts that invoice for a service (including third party billing services) or receive funds other than at the county treasurer (including charges for services or goods, fees, donations, grants, etc.).	Attached	Attachments 1.pdf 1010.pdf
<i>Informational</i>	84	Elected Official List - Attach a listing of the names of all governing body members present during the year, and include any business interest a governing body member or his/her household members hold. Please avoid sending Board-member/employees/volunteers SSI numbers or other personal information such as addresses, date of birth, etc.	Attached	Attachments 2019 Board List.pdf
<i>Informational</i>	85	Rates and Fees - Attach rate and fee schedule in effect during the fiscal year and any related billing or fee policy.	Attached	Attachments 2019 Fee Schedule.pdf 1.pdf

Reference	#	Question	Answer	Explanation
<i>Preparer</i>	86	Local Government Contact Information for Preparer: Name: Telephone number: E-mail address:	Linda Shea 360-352-1614 linda.shea@westthurstonfire.org	

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

Note 1 – Summary of Significant Accounting Policies

The West Thurston Regional Fire Authority was incorporated on January 1, 2010 and operates under the laws of the state of Washington applicable to a Fire Protection District. The West Thurston Regional Fire Authority is a special purpose local government which provides emergency medical and fire protection services.

The West Thurston Regional Fire Authority reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed, but are not included in the financial statements.
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are not presented using the classifications defined in GAAP.

A. Fund Accounting

Financial transactions of the West Thurston Regional Fire Authority are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The West Thurston Regional Fire Authority's resources are allocated to and accounted for in individual funds depending on their intended purpose. Each fund is reported as a separate column in the financial statements. The total column is presented as "memo only" because any interfund activities are not eliminated. The following fund types are used:

GOVERNMENTAL FUND TYPES:

General Fund

This fund is the primary operating fund of the West Thurston Regional Fire Authority. It accounts for all financial resources except those required or elected to be accounted for in another fund.

Debt Service Funds

These funds account for the financial resources that are restricted, committed, or assigned to expenditures for principal, interest and related costs on general long-term debt.

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received and expenditures are recognized when paid.

C. Cash and Investments

See Note 5 – Deposits and Investments.

D. Capital Assets

Capital assets are long-lived assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets and inventory are recorded as capital expenditures when purchased.

E. Compensated Absences

Vacation leave may be accumulated up to 240 hours for union employees, or is variable up to 560 hours for nonunion employees, dependent on the labor agreement. Vacation leave is payable upon separation or retirement.

Sick leave may be accumulated up to 1,200 hours for union employees and 1,040 for nonunion employees. Upon retirement employees can elect to have 25% of their sick leave value deposited to a Health Reimbursement Arrangement (HRA) or Medical Expense Reimbursement Plan (MERP) account.

Payments are recognized as expenditures when paid. Total liability of Compensated Absences as of December 31, 2019 was \$178,201.

F. Long-Term Debt

See Note 4 – Debt Service Requirements.

G. Reserved Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments are reported as reserved when it is subject to restrictions on use imposed by external parties or due to internal commitments established by resolution of the West Thurston Regional Fire Authority's governing board. The entire Debt Service fund is reserved by resolution to cover debt service payments on bonds and other financing (2019 ending balance of \$455,493).

Note 2 – Budget Compliance

The District adopts annual appropriated budgets for all funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level (plus board-approved adjustments from Unreserved Fund balances.) Annual appropriations for these funds lapse at the fiscal year end.

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

The appropriated and actual expenditures for the legally adopted budgets were as follows:

Fund/Department	Final			Explanation of Variances
	Appropriated Amounts	Actual Expenses	Variance	
001 - General Fund				
General Fund	6,081,663	5,872,410	209,253	
FEMA SAFER Volunteer Recruitment	172,692	49,277	123,415	New volunteer membership down, resulting in inability to spend down grant.
Total 001 - General Fund	\$ 6,254,355	\$ 5,921,687	\$ 332,668	
201 - Debt Service Fund	\$ 905,974	\$ 946,574	\$ (40,600)	2018 principal of \$440k was budgeted for TCFD #1 bond; should have been \$480k
Interfund Transfers (notes):				
1) COP Payments from GF to Debt Svc Fund	\$ 152,024	\$ 152,023	\$ 1	

Budgeted amounts are authorized to be transferred between departments within any fund or object classes within departments; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the West Thurston Regional Fire Authority governing board.

Note 3 – Component Unit(s), Joint Ventures, and Related Parties

Thurston County Fire Protection Districts #1 and #11 entered into an interlocal agreement in 2004 with fire districts #5 and #9 (Black Lake and McLane) to create the West Thurston Fire & Life Safety consortium. The mission of the consortium is to “improve service, efficiency and economy by cooperating in the provision of emergency services in western Thurston County.” The consortium has the power to enter into its own contracts, develop its own budget, act as its own fiscal agent, and acquire assets in the consortium’s name. It charges its members a fee to cover the costs. In April 2019, East Olympia Fire District #6 joined the consortium. Each of the individual four districts (#1, #11, #9, #6) are allowed one voting representative. TCFPD #1 and #11 merged into the West Thurston Regional Fire Authority (WTRFA) in 2010 but maintained individual district designations. McLane/Black Lake merged in 2018 and retained district #9 as its merged designation. In 2019 the WTRFA had one board member on the board (representing TCFPD #11), McLane/Black Lake (#9) had one member, and East Olympia (#6) had one member.

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

Note 4 – Debt Service Requirements

The accompanying Schedule of Liabilities (09) provides more details of the outstanding debt and liabilities of the West Thurston Regional Fire Authority and summarizes the authority's debt transactions for year ended December 31, 2019.

The debt service requirements for general obligation and revenue bonds are as follows:

Year	Principal	Interest	Total Debt Service
2020	923,212	73,455	996,667
2021	265,000	54,250	319,250
2022	295,000	46,300	341,300
2023	315,000	37,450	352,450
2024	340,000	24,850	364,850
2025-2029	375,000	11,250	386,250
Totals	\$ 2,513,212	\$ 247,555	\$ 2,760,767

Note 5 – Deposits and Investments**Investments**

It is the West Thurston Regional Fire Authority's policy to invest all temporary cash surpluses, in accordance with its participation agreement in the Thurston County Investment Pool (TCIP). The interest on these investments is prorated to the various funds.

West Thurston Regional Fire Authority is a participant in the TCIP, an external investment pool. The district reports its investment in the pool as the fair value amount, which is the same as the value of the pool per share. The responsibility for managing the pool resides with the County Treasurer. The Pool is established from RCW 36.29 which authorizes the County Treasurer to invest the funds of participants. The County's investment policy is established by the County Finance Committee consisting of the County Treasurer, the County Auditor and the Chairman of the Board of County Commissioners. The object of the policy is to invest public funds in a manner which will provide maximum security with the highest investment return while meeting daily cash flow demands and conforming to all state and local statutes governing the investment of public funds.

The TCIP does not have a credit rating and had a weighted average maturity of 1.46 years as of December 31, 2019. In accordance with State law, the district's governing body has entered into a formal agreement with the district's ex officio treasurer, Thurston County, to have all its funds not required for immediate expenditure to be invested in the TCIP.

Investments are reported at fair value. Investments by type at December 31, 2019 are as follows:

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

Type of Deposit or Investment	District's deposits & investments	Calculation for Fair Value amount (value of pool share)	Total
Thurston County Investment Pool (TCIP)	5,628,396	1.001571	5,637,238
Key Bank (local petty cash account)	8,000	1.000000	8,000
<i>Totals</i>	<i>\$ 5,636,396</i>		<i>\$ 5,645,238</i>

The district invested in a long term care policy for a LEOFF 1 retiree in February 2017, to cover potential long term care costs. The policy was issued by The State Life Insurance Company. Cash surrender value of this policy as of December 31, 2019 was \$111,857. The account cash value as of December 31, 2019 was \$119,381.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in event of a failure of a depository financial institution, the district would not be able to recover deposits or would not be able to recover collateral securities that are in possession of an outside party. The district's petty cash account is held by Key Bank and therefore are covered by federal depository insurance (FDIC). All other deposits and investments are insured, registered or held in the Thurston County Investment Pool in the government's name.

Note 6 – OPEB (Other Post-Employment Benefits) Plans

West Thurston Regional Fire Authority has a commitment to pay for post-employment benefits for employees who belong to LEOFF 1 (a defined benefit plan.)

The LEOFF I Retiree Medical Plan is a closed, single-employer, defined-benefit OPEB plan. The plan pays for 100% of eligible retirees' healthcare costs on a pay-as-you-go basis. The district currently has one retiree who qualifies for these benefits, with no other potential retirees. The district's governing board and the Thurston County LEOFF 1 Disability board both oversee reimbursable claims for the retiree.

As of December 31, 2019, the district's total OPEB liability was \$618,428, as calculated using the alternative measurement method provided by the Office of the State Actuary. For the year ended December 31, 2019, the district paid \$8,736 in benefits (\$2,016 for a health insurance policy to CareFirst Blue Cross, and \$6,720 was reimbursed to the retiree for Medicare health insurance premiums that were deducted from his pension and for prescriptions.)

**West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019**

Note 7 – Other Disclosures

A. In February 2020, the Governor of the state of Washington declared a state of emergency in response to the spread of the deadly new virus, COVID-19. In the weeks following the declaration, precautionary measures to slow the spread of the virus have been ordered. These measures include closing schools, colleges and universities, cancelling public events, prohibiting public and private gatherings, and requiring people to stay home unless they are leaving for an essential function.

As an essential service, all West Thurston Regional Fire Authority credentialed employees are continuing to work, with non-credentialed employees working remotely. Federal funding has been made available to offset potential revenue losses from the transport of uninsured COVID-19 patients. Federal reimbursements will also be made available for extensive costs related to the COVID-19 response, such as overtime, personal protection equipment and cleaning supplies. The length of time these measures will be in place, and the full extent of the financial impact, are unknown as they are contingent on the governor's actions.

B. The district has committed to the financing of two new ambulances in 2020 through the LOCAL program with the Office of the State Treasurer. Financed amount will be \$466,584 with a six-year repayment schedule. Future budgets have assumed this cost in the operating budget

Note 8 – Pension Plans**A. State Sponsored Pension Plans**

Substantially all the West Thurston Regional Fire Authority's full-time and qualifying part-time employees participate in the Public Employees Retirement System (PERS) or the Law Enforcement Officer/Firefighter (LEOFF) plans administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans. The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for each plan. The DRS CAFR may be obtained by writing to:

Department of Retirement Systems
Communications Unit
P.O. Box 48380
Olympia, WA 98540-8380

Also, the DRS CAFR may be downloaded from the DRS website at www.drs.wa.gov.

The Department also participates in the Volunteer Fire Fighters' and Reserve Officers' Relief and Pension Fund (VFFRPF) administered by the State Board for Volunteer Fire Fighters and Reserve Officers. Detailed information about the plan is included in the State of Washington CAFR available from the Office of Financial Management website at www.ofm.wa.gov.

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

At June 30, 2019 (the measurement date of the plans), the West Thurston Regional Fire Authority's proportionate share of the collective net pension liabilities, as reported on the Schedule 9, was as follows:

Plan Type	Employer Contributions	Plan Liability / (Asset)	Allocation Percentage	Liability	Asset (not reported on Schedule 9)
PERS 1		\$ 3,845,355,000		-	
PERS 1					
UAAL	\$ 9,058	\$ 3,845,355,000	0.0012630%	48,567	
PERS 2/3	\$ 13,314	\$ 971,340,000	0.0016300%	15,833	
PSERS 2		\$ (13,004,000)			-
LEOFF 1		\$ (1,976,611,000)	0.0028890%		(57,104)
LEOFF 2	\$ 160,012	\$ (2,316,693,000)	0.0867880%		(2,010,612)
VFFRPF		\$ (67,993,000)	0.3200000%		(215,720)
Totals				\$ 64,400	\$ (2,283,436)

B. LEOFF Plan 1

The department participates in the LEOFF Plan 1, although it has no current employees enrolled (and only one retiree). The LEOFF Plan 1 is fully funded and no further employer contributions have been required since June 2000. If the plan becomes underfunded, funding of the remaining liability will require new legislation. Starting on July 1, 2000, employers and employees contribution zero percent.

C. LEOFF Plan 2

The department participates in the LEOFF Plan 2. The Legislature, by means of a special funding arrangement, appropriates money from the state general fund to supplement the current service liability and fund the prior service costs of Plan 2 in accordance with the recommendations of the Pension Funding Council and the LEOFF Plan 2 Retirement Board. This special funding situation is not mandated by the state constitution and could be changed by statute.

Special note for 2019: The LEOFF Plan 2 asset was reported incorrectly in 2018 due to a decimal placement error. Correct 2018 LEOFF Plan 2 asset was \$1,608,014.

D. Defined Contribution Pension Plans

The department participates in the Washington State Deferred Compensation program, which is an IRC Section 457 plan administered by the Washington State Department of Retirement Systems. The department matches a participating employee's contribution up to 6.2% of the employee's base salary. The department contributed \$151,622 in 2019.

West Thurston Regional Fire Authority
Cash Basis - Notes to the Financial Statements
For Period Ending December 31, 2019

Note 9 – Property Tax

The county treasurer acts as an agent to collect property tax levied in the county for all taxing authorities. Collections are distributed at the end of each month.

Property tax revenues are recognized when cash is received by the West Thurston Regional Fire Authority. Delinquent taxes are considered fully collectible because a lien affixes to the property after tax is levied.

The West Thurston Regional Fire Authority's regular levy for the year 2019 was collected under the individual districts (#1 and #11) to maximize collections within the levy lid. Thurston County Protection District #1's rate was \$1.471311565557 per \$1,000 on an assessed valuation of \$1,074,653,518 for a total regular levy of \$1,581,150. Thurston County Protection District #11's rate was \$1.417357995277 per \$1,000 on an assessed valuation of \$1,090,294,213 for a total regular levy of \$1,545,337.

The department also assessed special levies for the following amounts and purposes:

District	Levy Rate	AV	Total Levy	Purpose
Fire District #01	\$0.478875681797	\$1,054,971,090	\$505,200	Facility Construction Bond (2007)
Fire District #01	\$0.574556028829	\$1,054,971,090	\$606,140	Maintenance & Operations
Fire District #11	\$0.256445669849	\$1,164,964,104	\$298,750	Facility/Equipment Bond (2005)
Fire District #11	\$0.551248912158	\$1,099,748,202	\$606,235	Maintenance & Operations

Note 10 – Risk Management

The department purchases commercial insurance through the Cities Insurance Association of Washington (CIAW) with the following coverages:

- Commercial General Liability (\$20,000,000)
- Automobile Liability (\$10,000,000)
- Property (\$100,000,000)
- Crime/Public Employee Dishonesty (\$1,000,000)

In 2017, the department purchased a long term care (LTC) policy from the State Life Insurance Company for its sole LEOFF 1 member to reduce the risk of incurring significant costs in the event of a long term care need by the LEOFF 1 member. The value of this LTC policy is reported under Note 5, *Deposits and Investments*.



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

RESOLUTION NO. 2020-005

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 11th
day of May 2020, the following majority of commissioners being present and voting:

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

John Ricks, Commissioner

Ben Elkins, Commissioner

David Pethia, Commissioner

Jeff Jernigan, Commissioner

Tom Culleton, Commissioner

Calvin Dahl, Commissioner

Linda Shea, Secretary

EXHIBIT 1 – Surplus Property

Addendum to Resolution #2020-005

Item	Value	Serial #	Reason
Motorola XTL 2500 portable radio	Unknown	518CMH0238, old dept tag #07-00451	Intermittent operations, unreliable for emergency communications
Whisperwatt AC Generator Model DCA-25SSI(from Sta 1-3)		3634516	Possible in-lieu donation to Rochester Water Association
1997 Ford E350 Rehab Support unit (SU1-8 A60)		Lic #39781C, VIN 1FDLE40F4VHA65769	Too costly to repair
2002 Ford F550 Brush truck (B1-6 A58)		Lice #68709C, VIN 1FDAW57F22EC78166	Too costly to repair
Various station wear/bunker items <ul style="list-style-type: none"> • 31 misc. eye pro (for helmets already surplus) • 24 helmet shields and hardware • 19 structure gloves • 4 station boots • 1 wildland shirt • 26 Class B pants • 27 Class B shirts • Helmets – 4 black, 16 yellow, 1 green and 1 blue • 8 spare suspenders • DRD - Ser# 3555228, size 40, expire 02/08 (DRD for a coat we no longer have) • 5 helmet shrouds (for old helmets) • Misc. helmet stickers (for old helmets) • Bunker Pants (S/N, Size, Exp) <ul style="list-style-type: none"> ○ 98588007, 40/29, 04/10 ○ 3865217, 38/28, 08/09 ○ 2971903, 44/28, 09/05 ○ 1664567, 44/28, 12/99 ○ 4112186, 38/30, 10/10 (unrepairable knee) ○ 3969889, 34/30, 03/10 		N/A	Beyond expiration date OR unusable – for donation to Bomberos Latinos (via Sexton)

<ul style="list-style-type: none"> Bunker Coats (S/N, Size, Exp) <ul style="list-style-type: none"> 3865207, 46/32, 08/09 3869397, 48/32, 08/09 2556522, 42/32, 03/05 3865203, 40/32, 08/09 3067532, 46/32, 02/06 97524001, 46/32, 02/10 3865210, 42/29, 08/09 			
Misc items from gear room: <ul style="list-style-type: none"> 2 sets of crutches 1 fishing pole Chair, green computer Desk, computer 1 basket w/flowers 1 desk organizer 1 window screen 1 box of green felt 1 cork board 			To be sold on Public Surplus site OR discarded, dependent on condition
Misc uniform/gear items: <ul style="list-style-type: none"> Losse structure/extrication gloves (no matches) 5 Class B shirts (unrepairable holes) 7 Class B Pants (unrepairable holes) 4 coat liners (no matches) Rubber Bunker boots (sizes 11, two size 12's) 			Unsuitable for donation – discarded in trash
Stair Chair, orange (from Sta 1-3)			To be sold on Public Surplus site OR discarded, dependent on condition
Collapsible Stretcher, orange (1970-1980?) – from Sta 1-3			To be sold on Public Surplus site OR discarded, dependent on condition
Bar stools (from Sta 1-6)			Wobbly, need braces to repair – replaced with sturdier stools
SEE ATTACHED LIST OF RANDOM ITEMS DISCOVERED IN STA 1-2 STORAGE			To be sold on Public Surplus site OR discarded, dependent on condition

SURPLUS

Water Rescue Bag
2 Pro Tech Helmets (1 Large 26015)
(1 L-XL WRHL-0502)

2 sets Plana avantix-3 Regular Flippers (4 total)

1 Seadive mask with snorkel Blue

1 Comet Pro SPORASUB Mask

1 Pair STEARNS Blue Black Gloves

1 Oneill wet suit Head cover. M

1 Pair size 11 NRS dive boots

1 Pair Size 9 NRS dive boots

1 blue/black Dry Suit

1 In Gear Sport maroon Large Bag

2 Igloo Beverage Cubes 1 Gallon Green with blue handle

5 Canteens

23 Rayovac Safety-Glo Wands

1 Rayovac Flashlight (yellow)

4 yellow wildland Helmets

1 white wildland Helmets

1 Red + Black Helmel Light.

4 old Fire shelters~

1 wildland cool breather face mask and carry bag

1 orange wildland Pack -

~~SAFETY Fair banner~~

1 Safety Fair banner.

6 blue Fire Shelter bags

1 Yellow Fire Shelter bag.

15 orange non brakeaway safety vest.

Letter + numbers for old sign

pink life jacket

junior swim mask & snorkel

2012 ERG

12 150 BR 38 Flood/Heavy Duty Light bulbs

2 unmarked Flood Light bulb.

2 philips mercury vapor Light bulbs

1 Spring wound Time switch

2 150w Quartz Halogen bulb

2 Infrared Heat Light bulb

1 Indoor flood Light bulb Sylvania

2 Philips 250w High pressure sodium Light bulb
Philips 35w Light bulb

Holmatro Extrication Tools

Cost and replacement analysis

What are we talking about?



Cutters



Spreaders



Rams

Our Mission

- To standardize our engines, including extrication tools
- Cut and spread force meets current vehicle designs
- Meets NFPA 1936 Standards
- Tools that ensure well-rounded response capabilities (multiple uses)
- Dependable performance and easy to use under time/pressure demands

Equipment Operations Committee Recommendations

- For some committee members, 2 years of research, and demonstrations of several products on the market
- Technology has changed significantly over the past 5-10 years. There is movement towards battery operated extrication tools (and for good reason)
- Recommendation is to purchase battery operated tools for the future (now)

Current state of Extrication Tools and it's relationship to current operations

- Of existing 7 sets we have, 5 sets are 12-25 years old
- The 2 newest sets (Holmatro) are 10 years old
- Vehicle designs are much different than 20 years ago. Performance of older sets don't match the needs of today's vehicles. It's important to note here we cover 12 miles of I-5, 10 miles of Highway 12 and Old 99 HWY

Extrication Tool Needs

- Engine 1-3 is in need of *immediate* replacement. Currently equipped with Amkus brand tools with manufacture date between 1994 and 1999 with no known maintenance history and condition estimated as “fair to good”.
- Engine 1-1 and 1-2 have Holmatro tools from 2009 with known maintenance history in “good” condition and perform well.

Priority of needs

Higher Priority Engines

- E1-3 – Amkus tools are 25-30 years of age, low performance grades, first due engine
- E1-2 – Holmatro tools, 10 years old, first due engine
- E1-1 – Holmatro tools, 10 years old, first due engine

Lower Priority Engines

- E1-7 – TNT tools are 20-25 years old, reserve engine (but is also is mutual aid preference)
- E1-6 – Hurst tools 12-15 years old, less often staffed station
- E1-4 – Hurst tools 12-15 years old, seldom staffed station

Comparison of costs to replace and conversion of existing 2 sets

**Cost of 1 complete set for E1-3.
\$38,250.55**



18322 9th St E
Lake Tapps, WA 98391
Phone: 253-826-9852
Fax: 253-826-9850
E-Mail: thoffman@tx3.net

January 15, 2020

Robbie Smith
West Thurston RFA
10828 Littlerock Rd SW
Olympia, WA 98512

Robbie,

Here is the Holmatro pricing for 2020.

Large Cordless System

Qty	Item	List Price	Disc Price	Ext Price
1	Holmatro GSP5240 EVO 3Greenline Spreader: (1) 5240 Spreader, (2) 8.0 AH Batteries, (1) charger	\$ 12,875.00	\$ 11,600.00	\$ 11,600.00
1	Holmatro GCU5050i EVO 3Greenline Cutter: (1) 5050i cutter, (2) 8.0 AH Batteries, (1) charger	\$ 12,725.00	\$ 11,450.00	\$ 11,450.00
1	Holmatro GRA5350 EVO Greenline Ram: (1) 5350 ram, (2) 8.0 AH Batteries, (1) charger	\$ 13,800.00	\$ 12,400.00	\$ 12,400.00
	Subtotal 1	\$ 39,400.00	Subtotal 1	\$ 35,450.00
	Shipping & Insurance			NC
	Sales Tax 3400		7.9%	\$ 2,800.55
	GRAND TOTAL		GRAND TOTAL	\$ 38,250.55

Cost to convert existing sets on Engine 1-1 and Engine 1-2. \$10,790 each Engine



18322 9th St E
Lake Tapps, WA 98391
Phone: 253-826-9852
Fax: 253-826-9850
E-Mail: thoffman@tx3.net

February 10, 2020

Robbie Smith
West Thurston RFA
10828 Littlerock Rd SW
Olympia, WA 98512

Robbie,

Here is the Holmatro conversion

Qty	Item	List Price	Disc Price	Ext Price
1	Cordless Tool Conversion from Gas Combi to Cordless Includes (2) battery, charger, new carry handle.	\$ 6,500.00	\$ 5,800.00	\$ 11,600.00
	Subtotal 1		Subtotal 1	\$ 11,600.00
	Trade in Pump, Ram & Hoses		\$ -1,600.00	\$ -1,600.00
	Shipping & Insurance			NC
	Subtotal 2		Subtotal 2	\$ 10,000.00
	Sales Tax 3400		7.9%	\$ 790.00
	GRAND TOTAL		GRAND TOTAL	\$ 10,790.00

All tools come with Holmatro lifetime warranty against defects. Prices good 90 days then subject to change without further notice.

Options for conversion to battery operated

- The Holmatro cutters and spreaders on Engine 1-1 and Engine 1-2 are convertible to battery operated, but the RAM is not convertible
- We can convert the existing Holmatro cutters and spreaders to battery operated on those engines for \$10,790 and purchase a battery operated RAM for \$12,400 for total cost of \$23,190 (versus \$38,250 for complete new set) resulting in cost savings of \$15,000

Cost considerations with an annual budget of \$60,000 (assumed)

Complete replacement of all engine extrication tools

• Engine 1-1	\$38,250
• Engine 1-2	\$38,250
• Engine 1-3	\$38,250
• Engine 1-7	\$38,250
• Engine 1-6	\$38,250
• Engine 1-4	\$38,250
• TOTAL	\$229,500

Combination approach

• Engine 1-1 (convert)	\$23,190
• Engine 1-2 (convert)	\$23,190
• Engine 1-3	\$38,250
• Engine 1-7	\$38,250
• Engine 1-6	\$38,250
• Engine 1-4	\$38,250
• TOTAL	\$199,380

Replacement Schedule (assumed \$60,000 annual budget)

Complete replacement across the board

- E1-3 2020
- E1-2 2021
- E1-1 2022
- E1-7 2023
- E1-6 2024
- E1-4 2025

Combination replacement across the board

- E1-3 & E1-2 2020
- E1-1 & E1-7 2021
- E1-6 2022
- E1-4 2023

114 → BOFC → COMM

Chief Kaleiwahea

From: Eric Quinn <ericquinn@firehouselawyer2.com>
Sent: Wednesday, May 6, 2020 11:21 AM
To: Chief Kaleiwahea
Subject: RE: Chehalis Tribe Contract

Chief,

The opinion remains the same. Pursuant to Title 52 RCW, fire districts and RFAs are formed for the purpose of providing fire protection and EMS, and to protect life and property. However, that statute does *not* set forth an affirmative obligation that a fire district or RFA respond to sovereign entities, such as Indian Tribes, without an agreement, even if those Tribes are located within the department's territorial boundaries.

One further note: Joe's opinion was likely drafted prior to the Legislature adopting RCW 52.30.080 in 2014. That law states that fire districts and RFAs *may* enter into contracts with Indian Tribes, which further bolsters the argument that your department is not legally obligated to respond to the Tribe without an agreement.

Please let me know if you need to follow up.

Regards,

Eric Quinn
Attorney at Law
Quinn and Quinn, P.S.
Web: www.firehouselawyer.com
Email: ericquinn@firehouselawyer2.com
Cell: 253-590-6628

The information contained in this email may be privileged, confidential and intended only for the use of the person identified above. If you have received this email in error, please notify me immediately. Please do not copy or send the email to anyone else and please delete the original email. Thank you.

From: Chief Kaleiwahea < russ.kaleiwahea@westthurstonfire.org >
Sent: Wednesday, May 6, 2020 11:00 AM
To: Eric Quinn <ericquinn@firehouselawyer2.com>
Subject: Chehalis Tribe Contract

Eric,

Some years back your Father provided a legal opinion to Rochester Fire (TCFD1) regarding the Chehalis Tribe. Essentially the question is: Is the fire department legally required to provide emergency services to the Tribe without a contract. The previous opinion was; we have no legal requirement to deliver emergency services without an agreement. We had been negotiating for a new agreement and have been unable to arrive at a reasonable rate of reimbursement. I would like new legal opinion to determine if anything has changed in the law, or is the prior opinion unchanged?

RCW 52.30.080

Tribal property—Contracts for service. (*Expires January 1, 2022.*)

(1) When exempt tribal property is located within the boundaries of a fire protection district or a regional fire protection service authority, the fire protection district or authority is authorized to contract with the tribe for compensation for providing fire protection services in an amount and under such terms as are mutually agreed upon by the fire protection district or authority and the tribe.

(2) The definitions in this subsection apply throughout this section unless the context clearly requires otherwise.

(a) "Exempt tribal property" means property that is owned exclusively by a federally recognized Indian tribe and that is exempt from taxation under RCW 84.36.010.

(b) "Regional fire protection service authority" or "authority" has the same meaning as provided in RCW 52.26.020.

[2014 c 207 § 10.]

NOTES:

Expiration date—Application—2014 c 207: See notes following RCW 84.36.010.

Chief Kaleiwahea

From: Eric Quinn <ericquinn@firehouselawyer2.com>
Sent: Wednesday, May 6, 2020 12:47 PM
To: Chief Kaleiwahea
Subject: RE: Chehalis Tribe Contract

Chief,

I view this as a question of legal "duty." In any negligence action, the plaintiff has to prove four "elements": (1) duty; (2) breach of that duty; said breach (3) causing (4) damages. The first inquiry is always whether the agency has a duty to the plaintiff. One might argue that a fire department has a duty to taxpaying citizens within its boundaries to provide fire protection and EMS (but that is a separate issue). However, if a taxpaying citizen of the WTRFA were to enter Indian Country, he is entering a separate and sovereign jurisdiction. The argument of a legal duty to taxpaying citizens cannot reasonably be expected to go beyond the boundaries of the taxing district, in lieu of some agreement or promise of specific treatment.

Otherwise, the WTRFA's duties would follow to taxpayers that have summer homes outside of the WTRFA, or who have a heart attack in Cowlitz County. The list goes on. The question of duty often hinges on whether a particular injury is *foreseeable*. An injury to a taxpaying citizen in Indian Country is not foreseeable in merely the same manner as an injury to a WTRFA homeowner due to a fire. So, no, the WTRFA does not have a generalized duty to all WTRFA citizens that are injured in Indian Country, in lieu of an agreement or some other promise of specific treatment.

Please let me know if you need to follow up.

Regards,

Eric Quinn
Attorney at Law
Quinn and Quinn, P.S.
Web: www.firehouselawyer.com
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Cell: 253-590-6628

The information contained in this email may be privileged, confidential and intended only for the use of the person identified above. If you have received this email in error, please notify me immediately. Please do not copy or send the email to anyone else and please delete the original email. Thank you.

From: Chief Kaleiwahea <russ.kaleiwahea@westthurstonfire.org>
Sent: Wednesday, May 6, 2020 12:16 PM
To: Eric Quinn <ericquinn@firehouselawyer2.com>
Subject: RE: Chehalis Tribe Contract

Yes, we are doing well! Here is a little more difficult question. Inevitably, we have taxpaying property owners who may be visiting the many establishments developed by the Chehalis Tribe; what are the legal requirement/liabilities to provide service to our taxpayer in that scenario? Some have suggested that it is no different than going to a foreign country?



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

Cash Activity

Date	Description	Amount	Notes
04/01/2020	Beginning Cash Balance	\$3,583,638.51	
	Receipts/Deposits/Refunds:		
04/01/2020	Credit Card Deposit \$50.00 / 6701	50.00	✓
04/01/2020	District Deposit \$283.12 / 6701	283.12	✓
04/01/2020	District Deposit \$3,315.94 / 6701	3,315.94	✓
04/03/2020	Credit Card Deposit \$150.00 / 6701	150.00	✓
04/03/2020	District Deposit \$23,689.64 / 6701	23,689.64	✓
04/03/2020	District Deposit \$338.52 / 6701	338.52	✓
04/06/2020	Credit Card Deposit \$25.00 / 6701	25.00	✓
04/06/2020	Interest on Tax Refunds	(3.30)	✓
04/07/2020	Credit Card Deposit \$52.80 / 6701	52.80	✓
04/07/2020	District Deposit \$350.68 / 6701	350.68	✓
04/08/2020	District Deposit \$261.52 / 6701	261.52	✓
04/08/2020	District Deposit \$798.40 / 6701	798.40	✓
04/08/2020	District Deposit \$95.70 / 6701	95.70	✓
04/09/2020	District Deposit \$363.83 / 6701	363.83	✓
04/09/2020	District Deposit \$4,874.22 / 6701	4,874.22	✓
04/10/2020	Credit Card Deposit \$223.28 / 6701	223.28	✓
04/10/2020	District Deposit \$101.82 / 6701	101.82	✓
04/10/2020	District Deposit \$5,550.38 / 6701	5,550.38	✓
04/13/2020	District Deposit \$3,505.29 / 6701	3,505.29	✓
04/14/2020	Interest on Tax Refunds	(12.46)	✓
04/15/2020	District Deposit \$1,175.10 / 6701	1,175.10	✓
04/15/2020	District Deposit \$407.29 / 6701	407.29	✓
04/15/2020	District Deposit \$753.60 / 6701	753.60	✓
04/17/2020	District Deposit \$485.59 / 6701	485.59	✓
04/17/2020	District Deposit \$8,686.89 / 6701	8,686.89	✓
04/20/2020	District Deposit \$26,106.05 / 6701	26,106.05	✓
04/21/2020	District Deposit \$8,527.10 / 6701	8,527.10	✓
04/22/2020	Credit Card Deposit \$80.00 / 6701	80.00	✓
04/22/2020	District Deposit \$198.73 / 6701	198.73	✓
04/23/2020	Credit Card Deposit \$255.00 / 6701	255.00	✓
04/23/2020	District Deposit \$2,291.08 / 6701	2,291.08	✓
04/23/2020	District Deposit \$600.00 / 6701	600.00	✓
04/24/2020	Credit Card Deposit \$195.66 / 6701	195.66	✓
04/24/2020	District Deposit \$1,160.82 / 6701	1,160.82	✓
04/24/2020	District Deposit \$150.90 / 6701	150.90	✓
04/24/2020	District Deposit \$377.57 / 6701	377.57	✓
04/28/2020	Credit Card Deposit \$129.80 / 6701	129.80	✓
04/28/2020	District Deposit \$188.98 / 6701	188.98	✓
04/28/2020	Interest on Tax Refunds	(8.36)	✓
04/29/2020	District Deposit \$123.87 / 6701	123.87	✓
04/29/2020	District Deposit \$358.53 / 6701	358.53	✓
04/29/2020	District Deposit \$489.97 / 6701	489.97	✓
04/29/2020	District Deposit \$523.59 / 6701	523.59	✓
04/30/2020	Credit Card Deposit \$97.84 / 6701	97.84	✓
04/30/2020	District Deposit \$399.07 / 6701	399.07	✓
04/30/2020	Tax & Assessment Receipts	1,956,983.14	✓
04/30/2020	Interest Paid	5,656.44	✓
	Total Deposits	\$2,060,408.63	✓

Reviewed by:



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

	Warrant Issues & Voids/Fees/ACH/Wires:		
04/14/2020	Issued Warrants	(388,681.74)	
04/15/2020	Electronic Disbursement	(22,379.47)	
04/20/2020	Voided Warrants	180.00	
04/20/2020	Voided Warrants	198.00	
04/30/2020	Electronic Disbursement	(311,461.18)	
	Total Warrants and Electronic Disbursements	(\$722,144.39)	
04/30/2020	Ending Cash Balance	\$4,921,902.75	

Warrant Activity

04/01/2020	Beginning Warrants Outstanding	\$23,418.75
	Total Warrants Issued	388,681.74
	Total Warrants Redeemed	(296,074.65)
	Total Warrants Voided	(378.00)
04/30/2020	Ending Warrants Outstanding	\$115,647.84

Investment Activity

04/01/2020	Beginning Interest Receivable	\$15,112.06
	Interest Earned	4,014.73
	Cash Paid	(5,656.44)
04/30/2020	Ending Interest Receivable	\$13,470.35

TCIP Yield (used to calculate interest earnings) 1.41%
 LGIP Yield (budget benchmark) 0.74%



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

Cash Activity

Date	Description	Amount	Notes
04/01/2020	Beginning Cash Balance	\$516,884.30	
	Receipts/Deposits/Refunds:		
04/06/2020	Interest on Tax Refunds	(0.65)	
04/14/2020	Interest on Tax Refunds	(2.29)	
04/28/2020	Interest on Tax Refunds	(0.86)	
04/30/2020	Tax & Assessment Receipts	294,752.37	
04/30/2020	Interest Paid	802.68	
	Total Deposits	\$295,551.25	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
04/30/2020	Ending Cash Balance	\$812,435.55	

Warrant Activity

04/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
04/30/2020	Ending Warrants Outstanding	\$0.00

Investment Activity

04/01/2020	Beginning Interest Receivable	\$2,103.64
	Interest Earned	610.56
	Cash Paid	(802.68)
04/30/2020	Ending Interest Receivable	\$1,911.52

TCIP Yield (used to calculate interest earnings) 1.41%
 LGIP Yield (budget benchmark) 0.74%



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

Cash Activity

Date	Description	Amount	Notes
04/01/2020	Beginning Cash Balance	\$0.00	
	Receipts/Deposits/Refunds:		
	No Activity		
	Total Deposits	\$0.00	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
04/30/2020	Ending Cash Balance	\$0.00	

Warrant Activity

04/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
04/30/2020	Ending Warrants Outstanding	\$0.00

Investment Activity

04/01/2020	Beginning Interest Receivable	\$0.00
	Interest Earned	-
	Cash Paid	-
04/30/2020	Ending Interest Receivable	\$0.00

TCIP Yield (used to calculate interest earnings)	1.41%
LGIP Yield (budget benchmark)	0.74%



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

Cash Activity

Date	Description	Amount	Notes
04/01/2020	Beginning Cash Balance	\$663,576.92	
	Receipts/Deposits/Refunds:		
04/30/2020	Interest Paid	948.94	
	Total Deposits	\$948.94	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
04/30/2020	Ending Cash Balance	\$664,525.86	✓

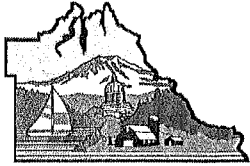
Warrant Activity

04/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
04/30/2020	Ending Warrants Outstanding	\$0.00

Investment Activity

04/01/2020	Beginning Interest Receivable	\$2,439.55
	Interest Earned	769.21
	Cash Paid	(948.94)
04/30/2020	Ending Interest Receivable	\$2,259.82

TCIP Yield (used to calculate interest earnings)	1.41%
LGIP Yield (budget benchmark)	0.74%



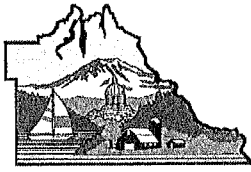
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 04-01-2020 To 04-30-2020

District: W THURSTON RFA

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 67A0 W THURSTON RFA GENERAL FUND					
2019	67A00000121100	\$707.24	\$0.00	\$0.00	\$707.24
2018	67A00000121100	\$22,086.91	(\$130.80)	\$189.93	\$21,766.18
2017	67A00000121100	\$9,452.13	(\$2.85)	\$1,078.89	\$8,370.39
2016	67A00000121100	\$836.44	\$0.00	\$0.00	\$836.44
2015	67A00000121100	\$358.51	\$0.00	\$0.00	\$358.51
2014	67A00000121100	\$372.57	\$0.00	\$0.00	\$372.57
2013	67A00000121100	\$235.16	\$0.00	\$0.00	\$235.16
2012	67A00000121100	\$208.13	\$0.00	\$1.71	\$206.42
2011	67A00000121100	(\$0.46)	\$0.00	\$0.00	(\$0.46)
Fund Total:		\$34,256.63	(\$133.65)	\$1,270.53	\$32,852.45
Fund: 67A6 W THURSTON RFA M&O FUND					
2015	67A60000121100	\$79.42	\$0.00	\$0.00	\$79.42
Fund Total:		\$79.42	\$0.00	\$0.00	\$79.42
District Total:		\$34,336.05	(\$133.65)	\$1,270.53	\$32,931.87



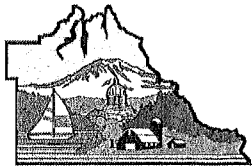
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 04-01-2020 To 04-30-2020

District: FIRE DISTRICT #01

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 6610 EXPENSE FUND/ROCHESTER FD #1					
2020	66100000121100	\$1,508,987.03	(\$863.09)	\$567,679.95	\$940,443.99
2019	66100000121100	\$21,236.91	(\$141.18)	\$495.51	\$20,600.22
2011	66100000121100	(\$0.01)	\$0.00	\$0.00	(\$0.01)
2010	66100000121100	\$0.10	\$0.00	\$0.00	\$0.10
2009	66100000121100	\$0.14	\$0.00	\$0.00	\$0.14
2008	66100000121100	\$0.01	\$0.00	\$0.00	\$0.01
2007	66100000121100	\$0.06	\$0.00	\$0.00	\$0.06
2006	66100000121100	\$0.19	\$0.00	\$0.00	\$0.19
2005	66100000121100	(\$0.04)	\$0.00	\$0.00	(\$0.04)
2004	66100000121100	(\$0.06)	\$0.00	\$0.00	(\$0.06)
2003	66100000121100	(\$0.09)	\$0.00	\$0.00	(\$0.09)
2001	66100000121100	\$0.04	\$0.00	\$0.00	\$0.04
Fund Total:		\$1,530,224.28	(\$1,004.27)	\$568,175.46	\$961,044.55
Fund: 6614 F.D.#1 BOND ROCHESTER					
2020	66140000121100	\$511,598.29	(\$976.98)	\$191,738.34	\$318,882.97
2019	66140000121100	\$7,078.82	(\$69.80)	\$136.72	\$6,872.30
2018	66140000121100	\$4,322.20	(\$69.72)	\$23.62	\$4,228.86
2017	66140000121100	\$1,889.54	\$0.00	\$236.72	\$1,652.82
2016	66140000121100	\$142.77	\$0.00	\$0.00	\$142.77
2015	66140000121100	\$105.11	\$0.00	\$0.00	\$105.11
2014	66140000121100	\$115.35	\$0.00	\$0.00	\$115.35
2013	66140000121100	\$13.79	\$0.00	\$0.00	\$13.79
2012	66140000121100	\$8.01	\$0.00	\$0.48	\$7.53
2011	66140000121100	\$0.01	\$0.00	\$0.00	\$0.01
2010	66140000121100	\$0.03	\$0.00	\$0.00	\$0.03
2009	66140000121100	\$0.09	\$0.00	\$0.00	\$0.09
2008	66140000121100	\$0.05	\$0.00	\$0.00	\$0.05
2007	66140000121100	(\$0.17)	\$0.00	\$0.00	(\$0.17)
Fund Total:		\$525,273.89	(\$1,116.50)	\$192,135.88	\$332,021.51
Fund: 6615 F.D.#1 M&O ROCHESTER					
2020	66150000121100	\$1,106,827.04	(\$2,113.62)	\$414,820.40	\$689,893.02
2019	66150000121100	\$8,483.59	(\$83.74)	\$164.06	\$8,235.79
2018	66150000121100	\$5,366.22	(\$86.56)	\$29.33	\$5,250.33
2017	66150000121100	\$2,559.71	\$0.00	\$320.67	\$2,239.04
Fund Total:		\$1,123,236.56	(\$2,283.92)	\$415,334.46	\$705,618.18
District Total:		\$3,178,734.73	(\$4,404.69)	\$1,175,645.80	\$1,998,684.24



THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 04-01-2020 To 04-30-2020

District: FIRE DISTRICT #11

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 6710 EXPENSE FUND/LITTLEROCK FD#11					
2020	67100000121100	\$1,507,745.60	(\$1,608.50)	\$554,245.39	\$951,891.71
2019	67100000121100	\$19,758.58	(\$486.23)	(\$215.92)	\$19,488.27
2012	67100000121100	(\$0.01)	\$0.00	\$0.00	(\$0.01)
2011	67100000121100	\$0.02	\$0.00	\$0.00	\$0.02
2010	67100000121100	\$0.02	\$0.00	\$0.00	\$0.02
2009	67100000121100	(\$0.05)	\$0.00	\$0.00	(\$0.05)
2008	67100000121100	(\$0.08)	\$0.00	\$0.00	(\$0.08)
2007	67100000121100	\$0.02	\$0.00	\$0.00	\$0.02
2006	67100000121100	\$0.09	\$0.00	\$0.00	\$0.09
2005	67100000121100	\$0.12	\$0.00	\$0.00	\$0.12
2004	67100000121100	\$0.15	\$0.00	\$0.00	\$0.15
2003	67100000121100	\$0.16	\$0.00	\$0.00	\$0.16
2002	67100000121100	(\$0.08)	\$0.00	\$0.00	(\$0.08)
2001	67100000121100	(\$0.03)	\$0.00	\$0.00	(\$0.03)
Fund Total:		\$1,527,504.51	(\$2,094.73)	\$554,029.47	\$971,380.31
Fund: 6712 BOND DEBT SERVICE FUND/FD #11					
2020	67120000121100	\$287,330.70	(\$560.65)	\$102,592.23	\$184,177.82
2019	67120000121100	\$3,530.65	(\$103.81)	(\$54.95)	\$3,481.79
2018	67120000121100	\$1,919.83	(\$0.64)	\$9.53	\$1,909.66
2017	67120000121100	\$707.89	(\$0.53)	\$69.68	\$637.68
2016	67120000121100	\$69.69	\$0.00	\$0.00	\$69.69
2015	67120000121100	\$2.85	\$0.00	\$0.00	\$2.85
2014	67120000121100	\$3.20	\$0.00	\$0.00	\$3.20
2013	67120000121100	\$42.91	\$0.00	\$0.00	\$42.91
2012	67120000121100	\$34.24	\$0.00	\$0.00	\$34.24
2011	67120000121100	\$0.19	\$0.00	\$0.00	\$0.19
2010	67120000121100	\$0.03	\$0.00	\$0.00	\$0.03
2008	67120000121100	\$0.11	\$0.00	\$0.00	\$0.11
2007	67120000121100	(\$0.02)	\$0.00	\$0.00	(\$0.02)
2006	67120000121100	(\$0.07)	\$0.00	\$0.00	(\$0.07)
2005	67120000121100	\$0.20	\$0.00	\$0.00	\$0.20
2004	67120000121100	(\$0.13)	\$0.00	\$0.00	(\$0.13)
2003	67120000121100	\$0.12	\$0.00	\$0.00	\$0.12
2002	67120000121100	\$0.09	\$0.00	\$0.00	\$0.09
2001	67120000121100	\$0.01	\$0.00	\$0.00	\$0.01
Fund Total:		\$293,642.49	(\$665.63)	\$102,616.49	\$190,360.37
Fund: 6715 M&O FUND/LITTLEROCK FD #11					
2020	67150000121100	\$1,140,182.42	(\$2,287.67)	\$418,107.94	\$719,786.81
2019	67150000121100	\$7,573.79	(\$223.14)	(\$118.12)	\$7,468.77
2018	67150000121100	\$4,184.41	(\$1.39)	\$20.82	\$4,162.20
2017	67150000121100	\$1,651.67	(\$1.24)	\$162.58	\$1,487.85
Fund Total:		\$1,153,592.29	(\$2,513.44)	\$418,173.22	\$732,905.63
District Total:		\$2,974,739.29	(\$5,273.80)	\$1,074,819.18	\$1,894,646.31

West Thurston Regional Fire Authority
Budget Report as of:

May-20

42% of Year Expended

Title	January	February	March	April	May	YTD Collected / Expended	Total Budget	Budget Remaining	% Rev/Exp
Property Tax	2,624	1,420	5,077	1,271		10,392		(10,392)	
Property Tax-Regular District #1	3,480	41,701	64,490	568,175		677,847	1,611,841	933,994	
Property Tax-M&O #1 6615	2,329	28,672	45,021	415,334		491,356	1,185,462	694,106	
Property Tax-Regular District #11	1,335	23,536	61,178	554,029		640,078	1,581,551	941,473	
Property Tax-M&O #11 6715	709	17,309	44,612	418,173		480,803	1,235,777	754,974	
Property Tax-M&O	11	(15)	-	-		(4)		4	
Sale of Tax Title Property GF	-	-	-	-		-		-	
FEMA Grant-Cancer Screenings	-	(1,578)	-	-		(1,578)		1,578	
FEMA Grant-Vol R&R	-	10,234	-	-		10,234		(10,234)	
COVID-19 Nongrant Assistance				8,527					
GEMT	(9,580)	45,107	19,608	34,476		89,611	262,000	172,389	
State Grant - DNR Wildland	-	-	-	-		-	6,377	6,377	
State Grant-Dept Of Health	-	-	1,260	-		1,260	1,200	(60)	
State Grant-Other	-	-	-	-		-		-	
DNR Timber Trust 2 - State Forest	-	104	-	-		104		(104)	
DNR PILT NAP/NRCA	-	-	-	-		-		-	
Interlocal Grants (incl. Timber Harvest Tax & Medic 1	-	7,374	-	-		7,374	59,000	51,626	
Printing & Duplicating Services	-	5	-	-		5		(5)	
Mobilizations	21,898	-	-	-		21,898		(21,898)	
Intergov't/Tribal	76,106	-	-	26,106		102,212	373,139	270,927	
Ambulance & Emer Aid Fees	21,222	21,480	27,586	27,083		97,371	433,000	335,629	
Other Interest	5,556	3,830	5,552	5,632		20,570	20,000	(570)	
Space & Fac Leases (short and long-term)	5,233	402	720	400		6,755	49,050	42,295	
Contributions And Donations From Private S	-	-	-	-		-		-	
Sale Of Surplus	-	4,153	(304)	-		3,849		(3,849)	
Misc Revenue - Incident Cost Recovery	278	1,463	68	26		1,835	8,000	6,165	
Misc Revenue - Prior Year	24,493	906	1,364	2		26,764		(26,764)	
Misc Revenue - Fuel Tax Refunds	-	472	-	727		1,200		(1,200)	
Misc Revenue - Other	6	-	27	-		33		(33)	
Other-Sales Tax	(279)	51	397	(1,167)		(997)		997	
Sale Of Assets	-	-	-	-		-		-	
Insurance Recovery	-	-	-	-		-		-	
Transfers In	-	-	-	-		-		-	
TOTAL REVENUE	155,422	206,626	276,655	2,058,795	-	2,688,971	6,826,397	4,137,426	39%
TOTAL FUNDS AVAILABLE							11,308,787	8,619,815	
Admin-Salaries-Commissioner	2,481	2,069	2,453	1,685	1,045	9,731	27,648	17,917	
Admin-Salaries-Admin	47,400	46,385	43,421	42,087	42,087	221,381	570,589	349,208	
Admin-Salaries-Temporary Adm	1,313	3,080	2,389	2,125	2,122	11,028	27,378	16,350	
Admin-Benefits-Commissioner	205	158	188	143	80	774	2,232	1,458	
Admin-Benefits-Admin	15,763	15,003	14,884	18,786	12,599	77,036	226,213	149,177	
Admin-Benefits-Temporary Adm	134	236	183	209	162	923	2,298	1,375	
Admin-Office & Oper Supplies	891	652	-	752	559	2,854	3,570	716	
Admin-Minor Equip (noninv)	705	609	800	4,784	440	7,337	7,344	7	
Admin-Small & Attractive Assets (inventoria	-	21,973	-	-	-	21,973	31,973	10,000	
Admin-Software	6,393	1,566	546	778	619	9,902	29,015	19,113	
Admin-Prof Services	17,228	6,376	10,192	9,174	4,525	47,494	84,064	36,570	
Admin-Communication	60	60	60	110	399	689	1,080	391	
Admin-Advertising	-	-	-	-	-	-	500	500	
Admin-Insurance	159	-	159	318	159	795	74,713	73,918	
Admin-Equipment Maint	275	239	-	234	373	1,122	6,140	5,018	
Admin-Misc-Commissioner	112	883	602	139	(125)	1,610	9,290	7,680	
Admin-Misc-Admin	605	1,007	594	158	349	2,714	6,000	3,286	
Admin-Dues & Membership	3,729	550	-	-	-	4,279	11,770	7,491	
Admin-Elections	-	7,992	-	-	-	7,992	10,000	2,008	
Suppr-Salaries-Career FF	233,070	225,062	222,695	219,956	217,148	1,117,930	2,840,220	1,722,290	
Suppr-Salaries-Vol Pts	11,811	3,050	2,895	11,257	3,116	32,130	136,472	104,342	
Suppr-Salaries-Mobe OT	-	-	-	-	-	-	-	-	
Suppr-Salaries-Training OT	778	4,007	3,051	715	-	8,552	23,884	15,332	
Suppr-Salaries-COVID 19 OT	-	-	-	12,788	-	12,788		(12,788)	
Suppr-Benefits-Career FF	111,104	78,743	79,502	105,470	74,817	449,636	1,144,958	695,322	
Suppr-Benefits-Volunteer	1,137	374	363	1,002	379	3,256	11,880	8,624	
Suppr-Benefits-Mobe OT	221	-	-	-	-	221	-	(221)	
Suppr-Benefits-Training OT	12	58	44	66	-	180	1,619	1,439	
Suppr-Benefits-COVID 19 OT	-	-	-	835	-	835		(835)	
Suppr-Bunker Gear	-	1,108	6,007	7,480	637	15,233	37,200	21,967	
Suppr-Uniforms	795	4,193	1,446	911	4,890	12,235	15,000	2,765	
Suppr-Rehab Supplies	-	-	-	-	-	-	2,500	2,500	
Suppr-COVID 19 PPE Supplies	-	-	-	1,794	-	1,794		(1,794)	
Suppr-Small Tools	2,349	713	-	2,427	-	5,489	23,000	17,511	

Title	January	February	March	April	May	YTD Collected / Expended	Total Budget	Budget Remaining	% Rev/Exp
Suppr-Minor Equipment	986	1,057	126	-	764	2,933	28,500	25,567	
Suppr-Health & Wellness Equip	-	659	2,061	1,003	53	3,777	5,923	2,146	
Suppr-Small & Attractive Assets (inventoriat	-	-	1,125	-	-	1,125		(1,125)	
Suppr-Wildland tools/gear	-	12,601	430	-	-	13,031	6,377	(6,654)	
Suppr-Comm/Modems	1,287	1,285	1,185	1,185	1,184	6,126	19,200	13,074	
Suppr-Advertising	-	-	-	-	-	-	500	500	
Medical Costs	-	3,356	(600)	438	-	3,194	35,200	32,006	
Suppr-Insurance	2,280	-	-	-	-	2,280	14,657	12,377	
Suppr-Miscellaneous	2,947	332	166	256	(30)	3,670	16,600	12,930	
Suppr-Misc-Volunteer	-	-	-	-	-	-		-	
Fire Inv-Salaries	338	-	325	-	216	878	6,000	5,122	
Fire Inv-Benefits	29	-	25	3	17	73	600	527	
Fire Prev-Pub Ed (public)	297	-	60	-	296	653	8,100	7,447	
Fire Inv-Professional Svcs	-	-	1,485	(1,470)	300	315	8,000	7,685	
Fire Inv-Small & Attractive Assets (inventoria	-	-	-	-	-	-		-	
Training-Supplies	303	20	522	60	20	924	8,000	7,076	
Training-Pub Ed/EMS (dept)	22	425	-	(161)	-	286	1,500	1,214	
Training-Travel/Registrations (Fire)	1,800	9,629	941	(100)	-	12,269	58,500	46,231	
Training Reimb-Residents	-	-	-	-	-	-	25,000	25,000	
Training-Travel/Registrations (EMS)	80	295	198	(493)	13	93	4,000	3,907	
Facilities-Operating Supplies General	359	1,397	350	2,437	1,034	5,576	23,750	18,174	
Facilities Station 1-1 Kitchen	-	-	-	-	-	-	250	250	
Facilities Station 1-2 Kitchen	-	-	-	-	-	-	250	250	
Facilities Station 1-3 Kitchen	-	-	-	-	-	-	250	250	
Facilities Station 1-4 Kitchen	-	-	-	-	-	-	250	250	
Facilities Station 1-6 Kitchen	-	-	-	-	-	-	250	250	
Facilities COVID 19	-	-	-	7,250	(16)	7,234		(7,234)	
Facilities-Heating Fuels	-	-	9,516	12,060	-	21,576	40,000	18,424	
Facilities-Water	438	358	353	394	332	1,875	5,500	3,625	
Facilities-Phone/Cable	1,502	1,201	1,291	1,301	1,300	6,596	15,800	9,204	
Facilities-Electricity	3,963	4,664	4,664	4,663	4,192	22,146	42,349	20,203	
Facilities-Garbage	327	348	418	361	360	1,814	4,500	2,686	
Facilities-Repairs & Maint	18,923	15,367	11,384	29,529	27,420	102,624	154,340	51,716	
Vehicle & Equip-Fuel	2,167	3,572	3,098	3,383	1,333	13,552	50,500	36,948	
Vehicle & Equip-Repairs & Maint	29,863	29,507	17,592	38,205	17,272	132,439	225,680	93,241	
Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-	
Payroll Clearing	(2,510)	(2,528)	(2,511)	4,993	(2,514)	(5,071)	-	5,071	
Payroll Draw Clearing	-	-	-	-	-	-	-	-	
Capital Expenditures	-	59,210	26,886	168,975	-	255,071	426,000	170,929	
Transfers-Out - Other Costs Allocations	-	-	-	-	-	-	173,918	173,918	
TOTAL GF EXPENDITURES/OTHER	524,130	568,900	473,560	720,455	419,926	2,706,972	6,778,794	4,071,822	40%
GENERAL FUND ENDING BALANCE	4,142,954	3,780,680	3,583,775	4,922,115	(419,926)		4,529,993		
EMERGENCY RESERVE FUND									
Beg Bal-Emerg Res 67A4	661,240							-	
Other Interest-Emergency Res	838	597	901	949		3,286	10,000	6,714	
Property Tax-M&O						-		-	
EMERGENCY RESERVE ENDING BALANCE	662,079	662,676	663,577	664,526	664,526	3,286	671,240		
BOND DEBT FUND									
Beg Bal-Reserved Debt Srv	455,493								
Property Tax-Bond Debt	2,091	18,048	32,695	294,752		347,587	844,750	497,163	
Sale of Tax Title Property Debt Svc						-		-	
DNRA Timber Trust 2-Debt Svc		11				11		(11)	
Interlocal Grants		6,388				6,388		(6,388)	
Other Interest-Debt Srv	844	542	772	799		2,956	10,000	7,044	
Transfers In-Debt Svc						-	173,918	173,918	
Debt Svcs-Principal Debt Srv Fund						-	923,212	923,212	
Debt Svc-Interest And Other Debt Srv Fund						-	83,455	83,455	
BOND DEBT ENDING BALANCE	458,428	483,418	516,884	812,436	812,436	356,942	477,494		

New Plumbing Installation & Painting



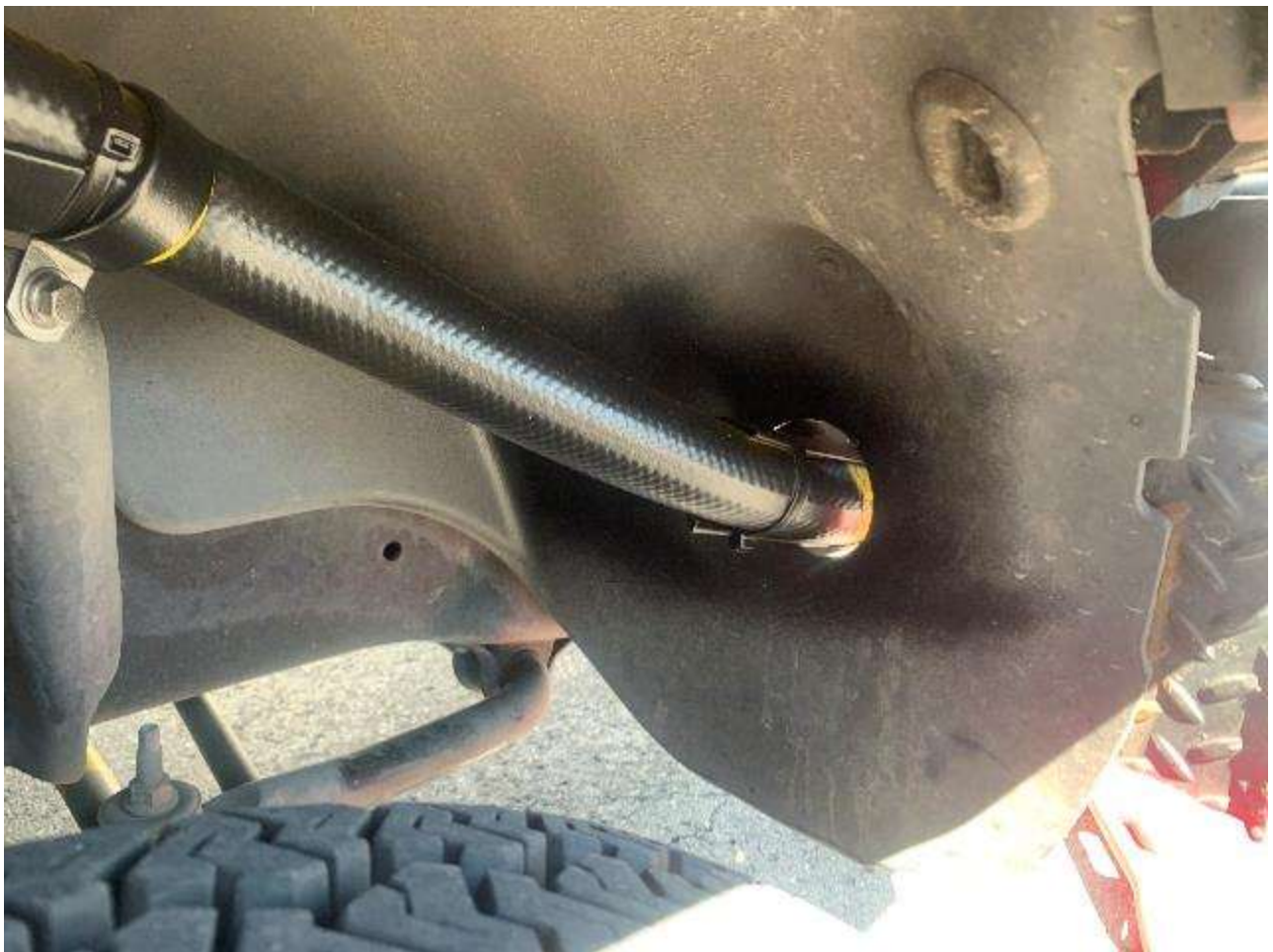
High Pressure Hose In Front Wheelwell With Hose Protection



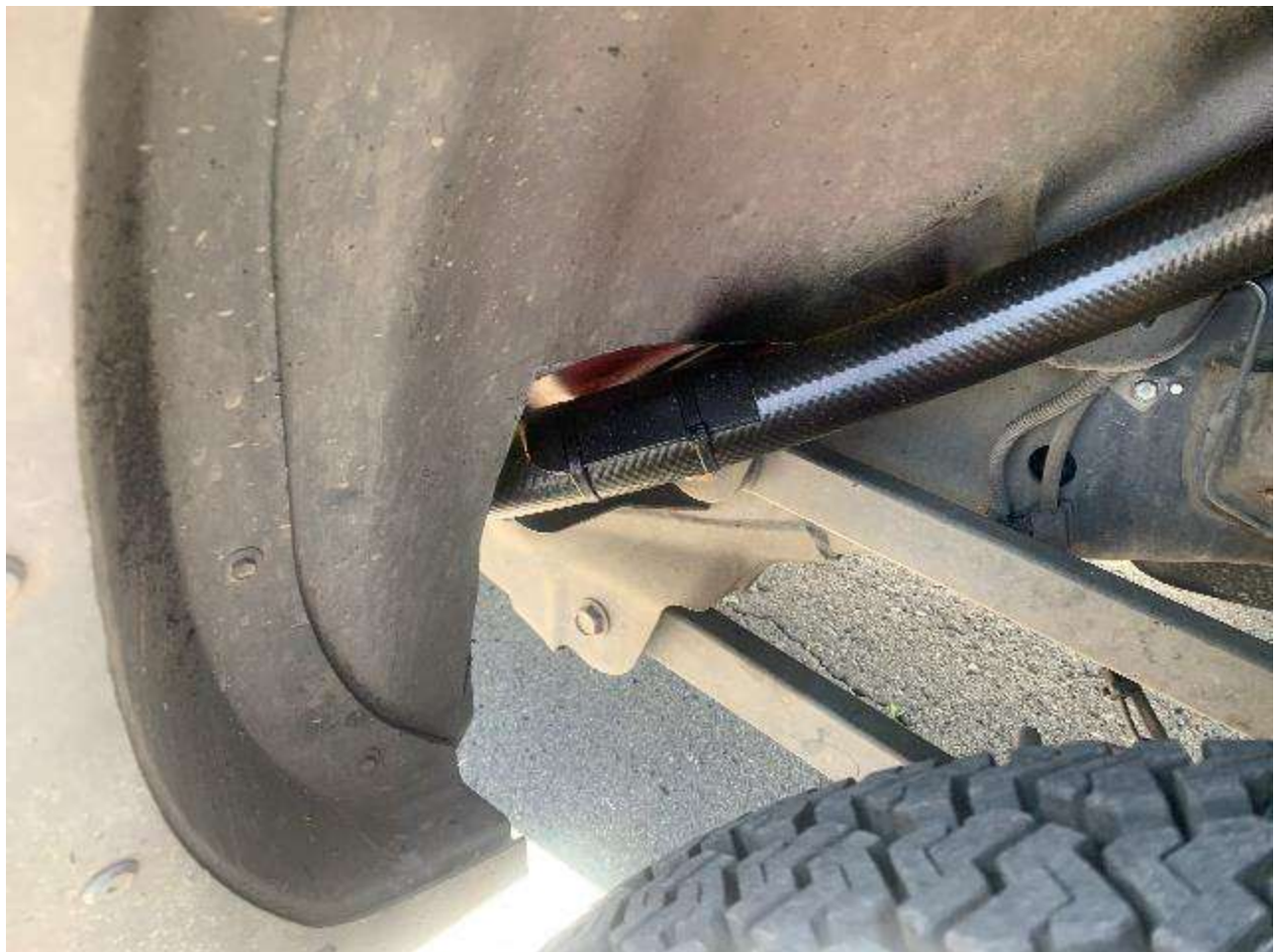
High Pressure Hose In Front Wheelwell With Hose Protection



High Pressure Hose In Front Wheelwell With Hose Protection



High Pressure Hose In Front Wheelwell With Hose Protection



Quick Disconnect: The Bumper Monitor is designed for an optional quick disconnect inlet. If equipped with a quick disconnect inlet, first mount the inlet on the 2" NPT piping. Make sure the latch pin on the inlet is facing towards the right (see figure 2). Place the monitor into the inlet so the two guide pins line up with the groove. Slide the monitor all the way in and rotate 15° clockwise until the latch pin locks in place. To remove the monitor, pull the latch pin, rotate the monitor 15° counterclockwise, and lift the monitor out of the inlet. **WARNING:** Make sure the monitor is locked in place before flowing water. The latch pin must be flush with the housing.



Joystick with Trigger FOR VALVE To change the nozzle pattern toward the straight stream or fog press the corresponding button on top of the Joystick. To change the horizontal position right or left move the Joystick towards the appropriate direction. To change the vertical position up or down move the Joystick forward for down and backwards for up. To open and close the valve, press the trigger to open the valve and release the trigger to close the valve. The valve can be maintained open by quickly pressing the trigger twice . Press the trigger and release once to close the valve.



Akron Electric Valve Installation



New Plumbing Installation & Painting





WEST THURSTON REGIONAL FIRE AUTHORITY

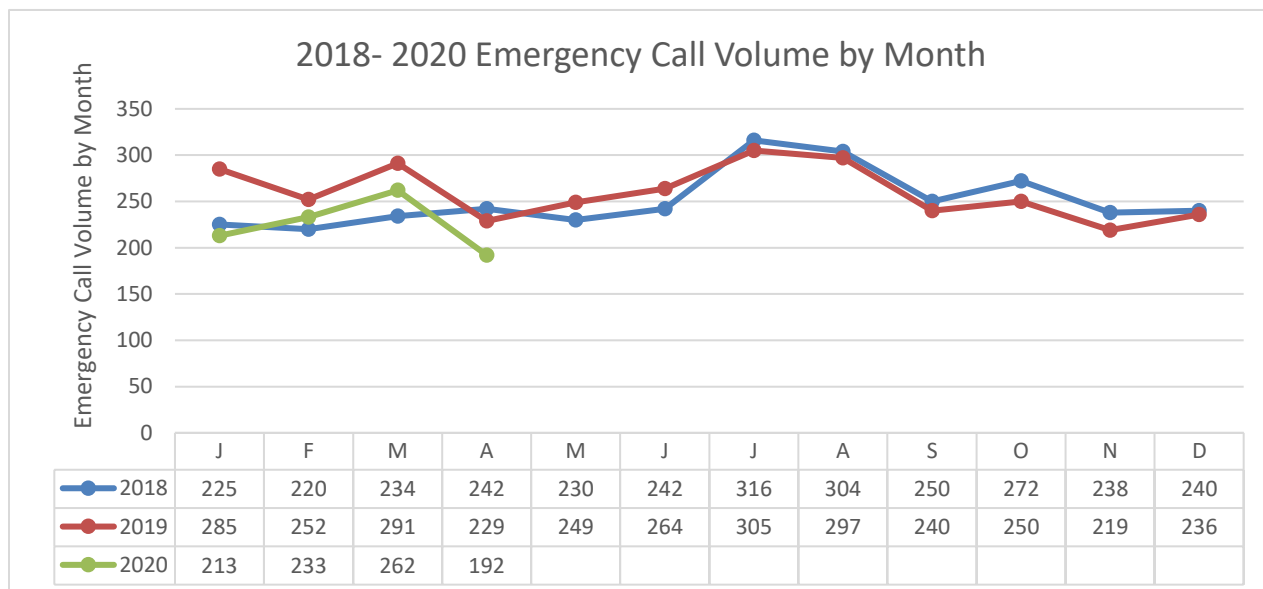
Thurston County Fire Protection District #1, #11 & #14

CHIEF'S REPORT

Month of Report: April 2020

Annual Alarm Information:

MONTH	CALL VOLUME	EMS RESCUE	FIRE	OTHER	TOTAL VOLUME	MUTUAL AID	WTRFA TRANSPORTS	TOTAL TRANSPORTS
JAN	213	169	03	41	213	11	62	79
FEB	233	179	10	44	233	13	63	84
MAR	262	210	01	51	262	07	63	89
APR	192	147	10	35	192	06	41	65
MAY								
JUN								
JUL								
AUG								
SEP								
OCT								
NOV								
DEC								
YEAR	900	705	24	171	900	37	229	317





Agreements, Resolutions, Contracts & Leases:

- We received payment from the tribe for the 1st quarter in full. During April there were no incidents due to the tribal properties being closed. Chief Kaleiwahea has requested a new legal opinion from Quinn regarding legal requirements/liabilities.

Budget & Finance/Planning:

- Strategic plan addendum 2020/2021 was completed and was reviewed with officers in March. The plan will be distributed to all staff post COVID.

Expenditure Planning:

- To date WTRFA anticipates spending as much as \$15,000 dollars on BSI/PPE equipment/supplies and contingency decontamination plans and \$15,000 on personnel costs.
- Assuming we don't experience a 2nd wave, I don't anticipate significant additional costs.

Development Services (New Construction) Tracking

- Old Dominion installing two 211,400 gallon water tanks at Maytown transfer facility



Fire Investigation and Fire Loss Reports

- April, 22nd - RO200000848-18000 block Applegate Rd. SW –500 square foot detached garage fire- likely cause heat lamp. Loss = \$70,000

Grant/Donations/Unanticipated Revenue:

Both grants have ended and are in the closeout process.

Health & Safety Activities (see Safety Officer Report)

- Comprehensive COVID- 19 Pandemic Guidelines were developed, revised and are being distributed agency wide as revisions occur.

Accidents, Incidents, and Injury

- None to report

IT/Web Development:

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

Labor Management Report

- ILA for COVID-19 staffing plan was signed and implemented and ended on March 31st.

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

- A staff 10 protocol (mandatory staffing) was planned.



STATION UPTIME REPORT	April 2020
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	2 resident(s)
Station 6	Staffing of 2 = 33%
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked April 2020
(31) Career-Union	Regular Hours; 5838; Overtime Hours: 85; Sick Leave Hours;216 (includes paternity and FMLA); Kelly Day Hours:960; Vacation Hours 202; Personal Leave: 0; Training OT: 0; Bereavement ; Mob;0,
(26) Volunteer Responders	1348 Regular Hours
(13) PACT	
(04) Residents	425 Regular Hours
(03) Maintenance/Logistics PT	130 Regular Hours

Legal Issues:

- Legal opinion from Quinn regarding legal requirements/liabilities to provide service without a service agreement. (Opinion Unchanged)

Policy/ Procedures & Guidelines:

- 4000 series operations policy/procedure review (Chief Scott & Captain R. Smith)

Risk Management:

- WTRFA staff took pre-emptive and progressive steps to help mitigate personnel and public health concerns regarding the pandemic. Comprehensive COVID- 19 Pandemic Guidelines and directives were developed, implemented, revised and are being distributed agency wide as revisions occur.

Action/ Review/ Discussion Items:

- COVID-19 Pandemic Situation Report as needed - Report First 100 days pending
- Advanced drilling – Maytown site prep.
- Surplus apparatus/equipment
- Chehalis Tribe – Legal Opinion



Public Education/ Public Relations Activities: Fire stations and public education events remain closed/discontinued

WTRFA has benefitted by many contributions from businesses and private citizens:

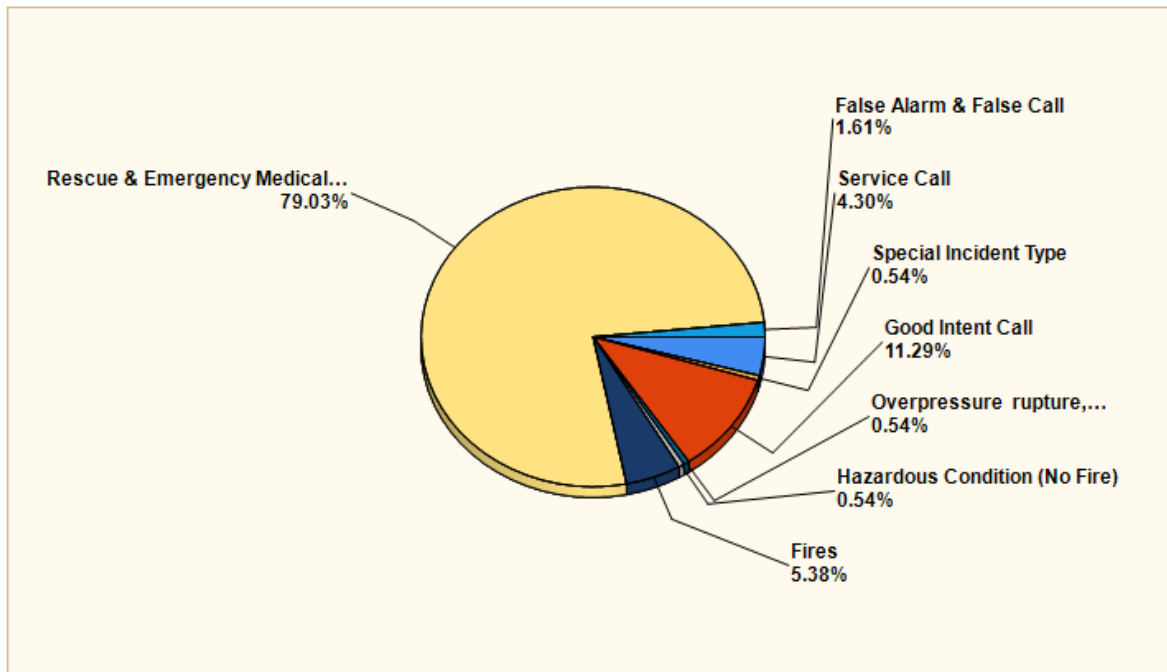
- Sandstone Distillery (donated hand sanitizer)
- Costco (donated hand sanitizer)
- Andrea Thielen (donated custom made masks).
- Home Depot (donated a ULV fogger when they found out the fire department was renting it)
- Nationwide Insurance - Olympia (donated \$1000 to Mills Diner in our name.)
- ServPro (donated the Servproxiode decontamination solution and time and effort to make sure our crews were as safe as possible.)
- The Fire Tones & L. Dyer have made 100 custom masks with N95 filters. (pictured below)
- EF Recovery donated 50 surgical masks.



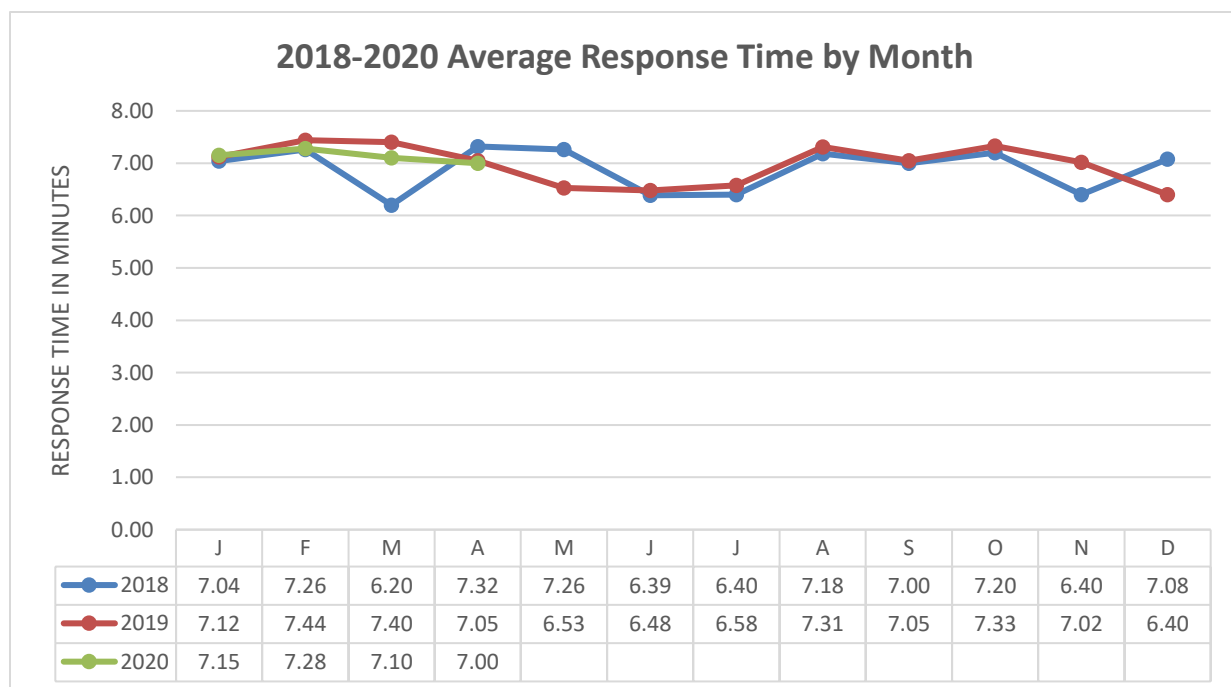


West Thurston Type of Emergency Response by Type:

ER report #553-Major Incident Types



Average Response Time: 7:00 Minutes
Initial unit arrival-priority incidents-primary zones





WTRFA Monthly/ YTD Operations Summary

Description	Monthly Call Volume	YTD Call Volume
EMS/RESCUE	147	705 (78%)
Fire	10	24 (03%)
Other	35	188 (21%)
For Month	192	900
WT- Transports	41	(28%) of EMS

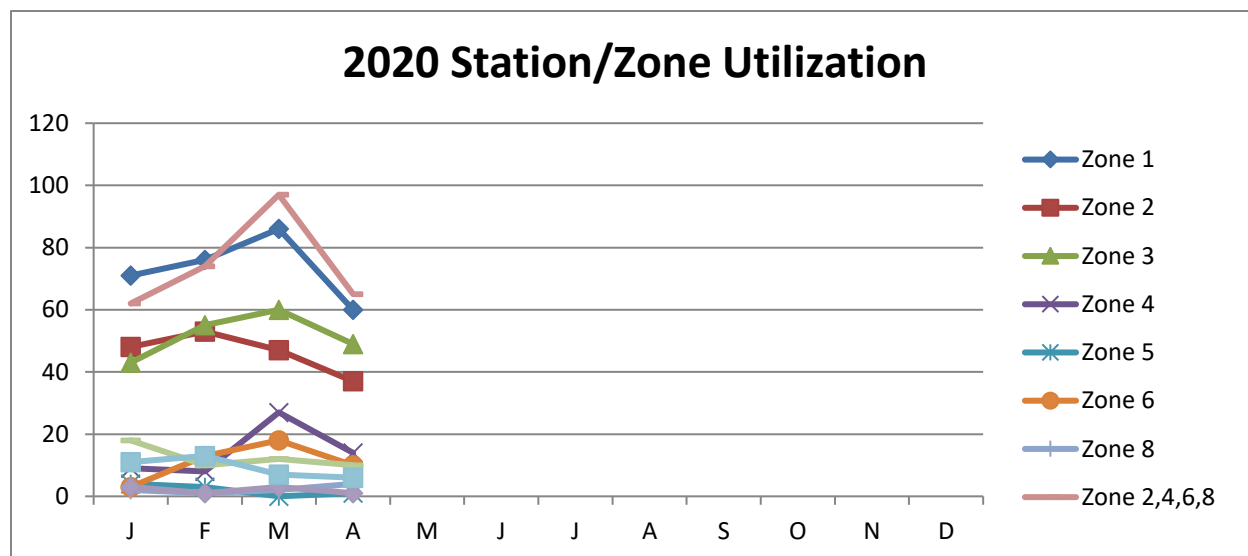
Tribal Property	Monthly	YTD
Lucky Eagle (12888)	00	25
Eagles Landing (12840)	00	05
Great Wolf Lodge (20500)	00	11
Fairfield Inn (6223)	00	01
Total	00	WTRFA 42 (6%)

Hospital	Monthly	YTD
SPH	35	164
PHC	27	128
CMC	03	23
MAMC	00	02
Harborview	00	00
GH	00	00
Mary Bridge	00	02
Other	00	00
Total	65	319

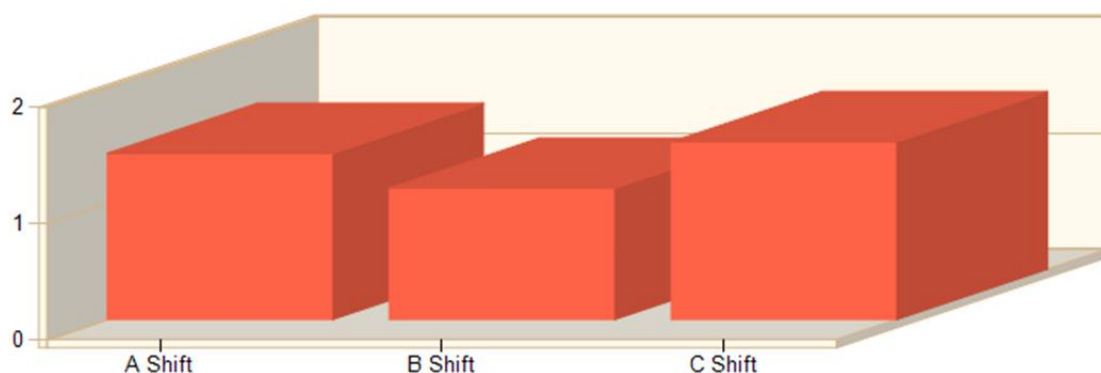
Aid Unit Utilization	Transports For Month	YTD
Aid 1-1 – App 05	14	71
Aid 1-2 – App 06	13	83
Aid 1-3 – App 03	12	71
Aid 1-6 – App 55	02	02
Aid 1-4	00	00
Transported ALS	23	58
Airlift	00	00
Private Ambulance	01	06
Other FD	00	06

Station Zone	Monthly	AVG. Response Time (Month)	*YTD	Percentage YTD
1 – Grand Mound/Sargent	60	6:40	293	33%
2 – Littlerock Rd	37(65)	7:59	186 (298)	21% (33%)
3 – Albany Street	49	6:20	207	22%
4 – Scott Lake- Sta. 1-2	14	7:02	58	6%
5 – Michigan Hill- Sta.1-3	01	12:04	08	<1%
6 – Maytown Rd.	10	7:13	44	5%
8 – Bordeaux–Sta.1-2	04	6:56	09	<1%
I-5 1-1	04	6:48	21	2.4%
I-5 1-2	02	0:00	06	<1%
I-5 1-6	04	6:46	18	2%
Capitol Forest	01	20:48	08	<1%
Mutual Aid	06	N/A	37	4.3%
TOTAL	192	7:00	900	100%

Average response time for first arriving unit; does not include Mutual aid, Interstate 5 or Capitol Forest incidents (priority calls-ER report #1605)



Average Turnout Time per Shift for Date Range
SHIFT AVERAGE TURNOUT TIME as MM:SS (Dispatch to Enroute)



A Shift 1:26- B Shift 1:08- C Shift 1:32
 Start Date: 03/01/2020 | End Date: 03/31/2020
 Doc Id: 654
 Emergencyreporting

WTRFA Operations Report:

Notable Incidents:

- COVID-19 Pandemic

Notable Fire Incidents:

- 4/22/20 - Structure fire Applegate St. SW – Garage fire exterior start caused by heat lamp for animals.



Project Work Status:

Sargent Rd Energy Usage- Continue to monitor. Updated data forwarded to the Board via email the week of April 27th. Still no contact from PSE rep to discuss the usage multiplier–**Discussion/Monitor.**

New Brush Unit at Outback Fire Apparatus in UT- The vendor in Utah is almost complete with the build-out but is awaiting one of the metal compartment boxes and the front bumper which is being held up due to their suppliers not operating at 100%. We will continue to monitor with the vendor and get an updated timeline – **In Progress.**

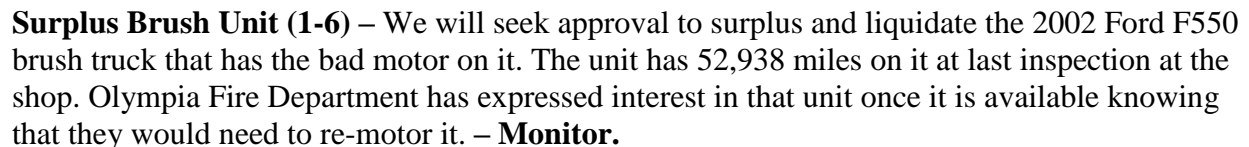
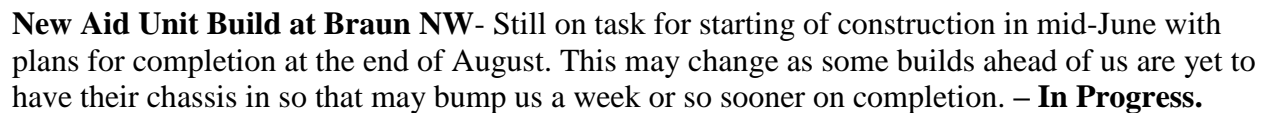


Brush Unit Retro-Fit with General Fire in Spokane – The first unit Brush 1-1 is complete at General Fire and we are working to have it back on site by the end of the week of May 4th. The second unit (Brush 1-2 is currently being worked on and should be complete in another week or two. Brush 1-3 will be shuttled over and dropped off for work as Brush 1-1 is picked up. – **In Progress.**



Brush 1-1 Monitor Performance

New Engine Spec Build with True North/Spartan – A few representatives from the Operations Committee met via a Zoom meeting with True North at the end of April to go through the new engine specifications based upon a rough agreed upon list of wants and needs. We look to have a basic pricing from the vendor in the next month so we can move forward with a presentation to the Board – **In Progress.**



Chief K met with Rob from Advanced onsite on May 5th. Advanced will move us to the front of their list once we have the area cleared. Checking Commissioner Dahl to confirm he is still available to clear the drill site. **Pending**



Amateur Radio Project –Waiting for Mr. Antenna to tour stations and provide quote. **Pending quote.**

Station 1-2 Storage: The proposal is to move the two Conex Boxes from the back to the area between the shed and propane tanks. At least one of the boxes would be have temperature control installed to provide a storage location for disaster supplies, including food. To date we have 1 quote for \$6000 to install wall units on both boxes. **Pending**

Facility-To-Do List: The facility-to-do maintenance and repair Phase I list is 80% complete. CC crews' were under a lay-in for most of the Month. Chris has finished the cabinet work at station 1-3.



Station 1-2 Bunker Storage:

FF Miranda Panuska took over Bunker Gear and Uniform Management and reorganized and reduced the storage area size in the loft storage area. She reconfigured cabinets, improved security and applied floor covering using recycled material. Check it out next time you stop in station 2, and be sure to Thank Miranda!



Training Report:

Here is the April Training Officer Report. Beginning early May, I will be working on a “re-entry” plan for regularly scheduled hands-on, company-level training based on our current environment and unknown adjustments needed to accommodate Governor imposed distancing rules. Without a doubt, conducting training in a group setting in public over the course of the last month has been severely limited from a safety standpoint. However, I sense mandatory online Annual Training completions are much further along across the board when compared to last year’s numbers.

Hoping this report finds you well, I’m happy to answer any questions about my report that you may have.



April 2020, Monthly Training Report | Prepared by Training Captain, Rob Smith

Completed Training for April	Scheduled Training	Future Planned Training / Not yet Scheduled
<p>Regularly Scheduled Shift, Thursday Night Drills and Saturday Training featuring required training topics and non-required training:</p> <ul style="list-style-type: none"> Focus has been online Annual Training Requirements due to COVID-19 All in-person training canceled for April 	<ul style="list-style-type: none"> May 12-15 Fire Officer 1 @ Station 1-1 May 5 - Annual Wildland Refresher (online) June 30-July 1 -Rope Rescue Operations Training @TBD (1st option) NOTE: The following is a list of planned training at the <i>County</i> level: <p>Q3 Pump Academy Sept 28th - Oct 2nd Officer Luncheon Date TBD/St 6- 1IFSAC Evaluator and SR/TCO Date TBD Fire Officer 1 (if not Q4) Date TBD/St 1-1 Wildland FF2 & FF1 Date TBD/St 4-1</p> <p>Q4 FF2 Date TBD/St. 8-1 Active Shooter Incident Management Oct 6&7 Blue Card IC Initial Certification Lab (MNRFTC) Oct 12-14 Fire Officer 1 (if not Q3) Date TBD/St 1-1</p>	<p>As budget allows (tentative/approximate schedule);</p> <ul style="list-style-type: none"> NFPA 1403 Live Fire Acquired Structure Burn – at risk of cancellation Technical Rescue Training – Rope Rescue Operations Level – Scheduling 2nd option for 3Q 2020 with Department SORT Members Man v. Machinery – refresher training - pending Elevator Rescue – refresher training - pending Rescue 42 / Cribbing – refresher training - pending <p>Major / Ongoing Projects</p> <ul style="list-style-type: none"> Recruit/Retention, PACT Training – in transition from J. Joslin Revise PPG Orientation Tests – in progress (pending approval of recommended changes) SOG Guidelines – in progress (pending approval of recommended changes) County HPU Workgroup – Work flow established - complete Thurston County Training Officers: Coordinate/lead MCO's multiple dates 2nd, 3rd, and 4th Q 2020 with all Thurston County Departments in the Cooperative.- in planning Ladder Truck Training: Develop Advanced Functions Task Book Training (phase 2) – in progress Apparatus / Equipment Committee –April/May- TBD Training Tower: Reconsider plans – Reactivate 30 days Training Task Books – review and revision – target completion end of 2Q 2020

1st Quarter 2020 Training Requirements: Completed

2nd Quarter 2020 Training Requirements: Posted

Annual Training Requirements (WAC) 2020: Posted – in progress

captain lanette dyer

WEST THURSTON FIRE

ems and public education report

EMT CLASS CANCELED

Will Medic One change how they teach or will they hold firm to the past?

HOW OTHERS CAME FORWARD

Can crisis give people the opportunity to show generosity and compassion?

100 WAYS TO COUNT THE DAYS

Learning to count by milestones- not days



APRIL 2020

Coming Forward DURING A CRISIS

Covid-19

Quarantine.

Unprecedented times.

Self assessment.

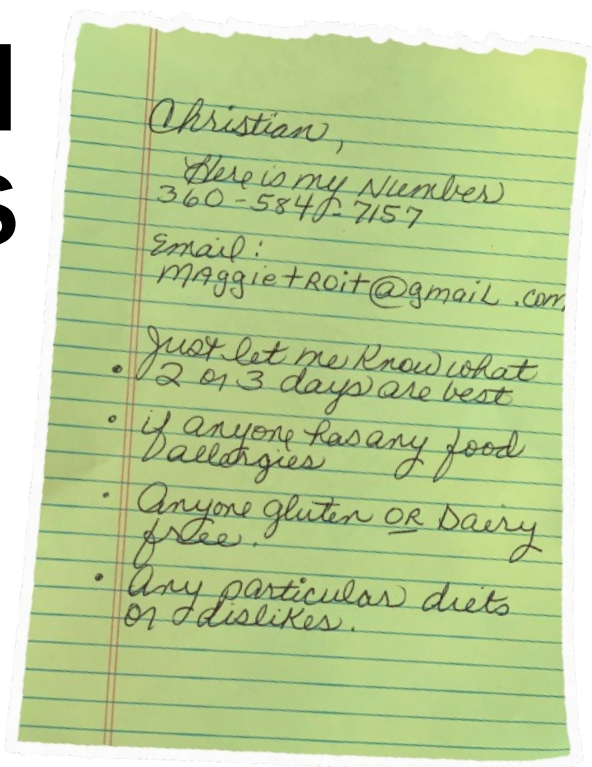
N95.

Toilet paper shortage

Price gouging.

Washingtonians

Stay home/Stay safe.



These are just a few of the words that have become part of our everyday language. Domestic violence, suicide and divorce are also common these days as well. While it is easy to get caught up in the negative there is others stepping forward to make a difference where they can. We have seen an outpour of citizens and business finding ways to connect and give. Our crews have been on the delivery end as well. It is the little things that can make such a difference.

Maggie and her dad come every day to walk around station 1-2 parking lot. She and her dad asked if they could walk here because they felt safe if there was an emergency. Her dad has had 2 heart attacks and he needs to loose weight., and become heart healthy. She asked if West Thurston would let her and her dad do their daily walk in our parking lot.

Turns out, Maggie is an unemployed Chef at the moment. She cautiously waived me down the other day asking if I would give FF Vavrinec a note. She told me was so nice and wanted to make him and his crew dinner. I'm not sure what he did... But whatever it was, he did it right.

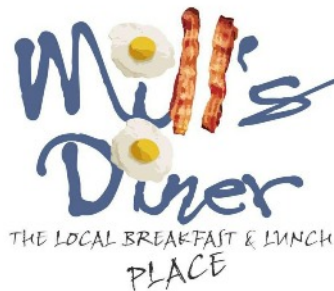
■ ■ ■ ■ ■ ■ ■ ■ ■ ■



Andrea Thielen
sewed us masks



Sheila from
Costco donated
us jugs of hand
sanitizer



Steve Smythe and wife Melanie Smyth have lived on Littlerock Rd for years on their mini farm. Melanie owns Country Chicks LLC and Steve owns Country Financial in Olympia. Their community ties run deep. Mel and Steve can be found at their favorite local cafe Mill's Diner with their grand kids at least once a week. Steve wanted to figure out a way to give to his favorite fire department and diner.



I received a call from Steve telling me that he, as Country Financial, gave \$1000 to Mill's Diner in the form of pre-paid meals for the fire department. He wished us well and thanked us for our service. This isn't Steve's act of generosity and compassion. He has also pledged \$1500.00 in partnership with the Firefighter's Association for events. Unfortunately, Covid happened... but he said that the pledge is good for the future when life gets back on track. Thank you Steve and Country Financial!

PPE

WHAT IS HAPPENING

Medic One introduced a N95 Mask.

The mask is being produced by a C-PAP company who saw the need for healthcare workers and using an existing mask, retrofitted it to become a N95. There was no prototype to try for a while, no design re-development when people reported issues etc. This was rushed through OSHA approval and to market to help us. They did the very best job they could due to immediate national/worldwide need, but there were issues from the start.

the highlights...

- A big issue is, there are many fail points on this style mask —The mask has 4 parts to it and is easy to get an accidental failure.
- 20-25% of Responders will not be able to get a seal with this mask.
- There have been complaints that the mask is uncomfortable in prolonged use, pulling of the ears, feeling like it was not secure etc.
- Each Responder is given 5 filters to start. Filters are ONLY CHANGED if there was a possible exposure
- Only EMT's and EMR's will get a mask at this time
- We do not have to use this new style mask, we can continue with the original masks that we have been fitted for.



Medic One Buys 1000 Enviro Masks

20-25% of Responders will NOT be able to get a seal with this mask.

EMT CLASS CANCELED

AnnaLee from Medic One acknowledges that putting 40 students in a classroom for EMT class is something that needs to be closely considered as we move forward. Medic One chose to shut down the spring class as they had no online delivery platform and no budget to get one ready made. The reality is that Medic One has always resisted using online delivery of any kind to do OTEP's or the primary EMT class, understandably so, it is difficult to manage a very driven hands on class "online". As we prepare for a possible fall class staff has been receptive to ideas that in the past has been a "no-go". We will continue to monitor.

Currently WTRFA has 58 EMT's and 4 students awaiting to start class again. And OTEP's are being rescheduled until June 15.



Tumwater Home Depot Donated the Fogger machine that we have been renting.

Tumwater Home Depot staffer Chuck called in Chief Fitzgerald to "renew" the month to month contract the ServePro (Tom). When Chuck found out it was for the Fire Department and how we here using it to keep our rigs and station safe and sanitary, Home Depot donated it to us!

Huge Shout out to Tumwater Home Depot!

