



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



Board of Fire Commissioners General Meeting

Monday, December 9 at 1500 hrs – Littlerock Rd Fire Station

I. CALL TO ORDER

II. ATTENDANCE

III. PUBLIC COMMENT / PRESENTATIONS
a. Award presentations

IV. ADDITIONS/DELETIONS TO AGENDA

V. LABOR MANAGEMENT TEAM REPORT

VI. NEW BUSINESS (ACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Expenditures: Accts Payable \$188,375.86 (pages 1-8) Payroll \$410,679.63 (pages 9-10) TOTAL: \$599,055.49 warrants \$290,035.77 EFTs \$309,019.72	Board	Approve/Reject
2. Meeting Minutes – November 12, 2019 (pages 11-14)	Board	Approve/Reject
3. Resolution #2019-016, Surplus Equipment (pages 15-16)	Linda S/Board	Approve/Reject
4. 2020 Authorized Signature List (<i>will be presented at meeting</i>)	Board	Sign
5. 2020 Transport Fee – review/revise (pages 17-24)	Chief Kaleiwahea/Board Linda S/Board	Approve/Reject Approve/Reject
6. RFP – Legal Services (pages 25-26)		

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Policy Approvals: a. 1.3006, Vehicle Collision (pages 27-28) b. 1.2021 Leave policies (pages 29-36) c. 1.1009 Purchasing and Inventory/Surplus (pages 37-42)	Board	Approve/Reject

2. Station tour by board	Board	Schedule
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VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. GEMT update – a. SFY2019 final cost b. Proposal for GEMT transport fee	Linda Shea	Update
2. Beaver Creek Property	Chief Scott	Update
3. Chehalis Tribe negotiations	Chief Kaleiwahea	Update
4. Weyerhaeuser/Mima Tree Farm (legal review)	Chief Kaleiwahea	Update
5. Maytown well plan (pages 43-46)	Chief Kaleiwahea	Approve/Reject
6. Ham Radio – installation/equipment (pages 47-48)	Chief Kaleiwahea	Approve/Reject
7. Facility Maintenance List/Plan <i>(to be distributed at meeting)</i>	Chief Kaleiwahea	Update

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Treasurer/Fund November 2019 Reports (pages 49-56)	Chief Scott/Linda	Informational
2. December 2019 Budget reports (pages 57-60)	Chief Scott/Linda	Informational
3. Operations Committee Update	Chief Scott	Informational
4. CIAW premium increase for 2020 (pages 61-64)	Linda Shea	Informational
5. 2018 Audit Report	Linda Shea	Informational

X. CHIEFS REPORT (pages 65-89)

XI. COMMISSIONERS REPORTS

- a. EMS Council
- b. West Thurston Admin Board
- c. Thurston County Fire Commissioners
- d. Washington Fire Commissioners Association
- e. Training Consortium
- f. Community Communications

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
191201001 Action Communications Inc	1996	12/09/2019	Claims	6700	1,164.19	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1911081 11/18/2019 12/09/2019			Radio Batteries (x6) Belt Clips (x8)		1,164.19	
191201002 Amerizorb Recovery LLC	1997	12/09/2019	Claims	6700	685.11	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
10335 11/18/2019 12/09/2019			Throw & Go Pads (x16), Heavy Pads (5)		685.11	
191201003 Bell And Bell Builders Overhead Door LLC	1998	12/09/2019	Claims	6700	199.62	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
9202B 11/10/2019 12/09/2019			1-2 Littlerock Bay Door 3 Service		199.62	
191201004 Bennett George	1999	12/09/2019	Claims	6700	650.15	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REFUND 11/26/2019 12/09/2019			Refund		650.15	
191201005 Braun Northwest Inc	2000	12/09/2019	Claims	6700	26.94	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
28686 12/05/2019 12/09/2019			A19 A1-2 vent		26.94	
191201006 Brightwire Networks LLC	2001	12/09/2019	Claims	6700	2,222.46	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
16708 12/04/2019 12/09/2019			Dec 2019 Agreement		2,222.46	
191201007 Capital Business Machines Inc	2002	12/09/2019	Claims	6700	260.81	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
881508 12/05/2019 12/09/2019			1-1 Grand Mnd Copier		47.53	
881507 12/05/2019 12/09/2019			1-2 Littlerock Copier		194.94	
881506 12/05/2019 12/09/2019			1-6 Maytown Copier		18.34	
191201008 Carefirst Bluecross Blueshield Payment Administrator	2003	12/09/2019	Claims	6700	176.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
193090014103 11/10/2019 12/09/2019			M. Harris Medical Premium		176.00	
191201009 Cedar Creek Correction Center	2004	12/09/2019	Claims	6700	709.34	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1909.1126 11/10/2019 12/08/2019			CCCC Work Crew Oct 2019		709.34	
191201010 Citi Cards	2005	12/09/2019	Claims	6700	7,842.84	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
MECONIS 12/05/2019 12/09/2019			Training Instructors (J. Wilkoski, D. Liliquist, E.		5.00	
LYMPIA CARDLOCK 12/05/2019 12/09/2019			Fuel - Ch. K		45.31	
COSTCO 12/05/2019 12/09/2019			Fuel - Ch. K		50.00	
AMAZON 12/05/2019 12/09/2019			Overpd-1-2 Littlerock Station Supplies, All Station		-0.96	
AMAZON 12/05/2019 12/09/2019			1-1 Grand Mnd, 1-3 Rochester DEF		0.93	
TULALIP RESORT 12/05/2019 12/09/2019			Overpd-WFCA Conference (Pethia)		-176.85	
TULALIP RESORT 12/05/2019 12/09/2019			Overpd-WFCA Conference (Ricks)		-176.85	
SEARS 12/05/2019 12/09/2019			Overpd-1-1 Grand Mound Dishwasher Repair		-113.30	
ALBERTSONS 12/05/2019 12/09/2019			1-2 Littlerock Facility Supply (canning jar for emrg		11.79	
AMAZON 12/05/2019 12/09/2019			1-2 Littlerock Office Supplies		111.40	
AMAZON 12/05/2019 12/09/2019			Man vs. Machine Kit supplies		99.28	
AMAZON 12/05/2019 12/09/2019			Facility Supplies		180.32	
AMAZON 12/05/2019 12/09/2019			1-2 Littlerock Outlet Wall Plate		26.21	
AMAZON 12/05/2019 12/09/2019			1-1 Grand Mnd Facility Supplies (kitchen items)		286.42	
AMAZON 12/05/2019 12/09/2019			Man vs. Machine Kit supplies		18.92	
CLASSMAKER 12/05/2019 12/09/2019			Monthly subscription		19.95	
COSTCO 12/05/2019 12/09/2019			Facility & Emergency Supplies		3,875.26	
COSTCO 12/05/2019 12/09/2019			Facility & Emergency Supplies		776.86	

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VOUCHER APPROVAL TRANSMITTAL

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
COSTCO	12/05/2019	12/09/2019	Return-Facility & Emergency Supplies		-832.29	
FIGAROS	12/05/2019	12/09/2019	BOFC Mng		124.41	
FRED MEYER	12/05/2019	12/09/2019	A70 STAF-1 Fuel		34.65	
HOME DEPOT	12/05/2019	12/09/2019	Shelving for Emergency Supplies		87.40	
NETC	12/05/2019	12/09/2019	National Emerg. Training - Meal (L. Dyer)		133.76	
OFFICE DEPOT	12/05/2019	12/09/2019	Office Supplies (Logistic Storage)		276.10	
OFFICE DEPOT	12/05/2019	12/09/2019	Facility Supplies		67.72	
OFFICE DEPOT	12/05/2019	12/09/2019	Office Supplies (calendar)		6.46	
OFFICE DEPOT	12/05/2019	12/09/2019	Office supplies		135.00	
OLYMPIA CARDLOCK	12/05/2019	12/09/2019	Fuel - Chief K.		54.85	
PILOT	12/05/2019	12/09/2019	Fuel - Chief K.		46.87	
PILOT	12/05/2019	12/09/2019	Fuel - Chief K.		50.55	
SMART 1 LIFE	12/05/2019	12/09/2019	Meal Ticket (L. Dyer National Emergency Training)		175.00	
ART FOODSERVICE	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		146.73	
ART FOODSERVICE	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		54.87	
ART FOODSERVICE	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		112.95	
ART FOODSERVICE	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		35.17	
ART FOODSERVICE	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		58.10	
"C ENVIRO HEALTH	12/05/2019	12/09/2019	1-6 Maytown Well Site		506.63	
ULINE	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		298.28	
AERGENCY SUPPLY	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		153.12	
AERGENCY SUPPLY	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		22.96	
WSP	12/05/2019	12/09/2019	Collision Reports for EF Recovery		21.00	
WALMART	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		219.29	
WALMART	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		75.42	
WALMART	12/05/2019	12/09/2019	Facility Supplies (Emergency Supply)		721.98	
ZOOM	12/05/2019	12/09/2019	Mnthly communications Service		16.17	

191201011 Cities Insurance Assoc Of Wa 2006 12/09/2019 Claims 6700 52,132.78

Invoice #	Rcvd Date	Due Date	Description	Amount
P45068	11/10/2019	12/09/2019	2020 Liability Premium	52,132.78

191201012 City Of Olympia 2007 12/09/2019 Claims 6700 29,925.48

Invoice #	Rcvd Date	Due Date	Description	Amount
10403/17256	11/26/2019	12/09/2019	A62 E1-1 Replace A/C hoses	1,301.29
10403/17256	11/26/2019	12/09/2019	A11 T1-1 Install Light	942.75
10403/17256	11/26/2019	12/09/2019	A07 E1-6 Replace air Buzzer, repair auto chains	1,265.08
10403/17256	11/26/2019	12/09/2019	A61 T1-2 Rebuild Pump Relief Valve	2,422.63
10403/17256	11/26/2019	12/09/2019	A09 B1-1 QRTly PM Srv	577.16
10403/17256	11/26/2019	12/09/2019	A05 A1-6 Repair Battery cables, Replaced	4,693.62
10403/17256	11/26/2019	12/09/2019	A20 A1-1 Annual PM Srv	2,965.33
10403/17256	11/26/2019	12/09/2019	A20 A1-1 Check Brake Noise, Side door, Air Horn	4,813.38
10403/17256	11/26/2019	12/09/2019	A19 A1-2 Qrtly Srv	1,139.84
10403/17256	11/26/2019	12/09/2019	A19 A1-2 Repair Door Lock	155.78
10403/17256	11/26/2019	12/09/2019	A72 A1-3 Replace Headlight	239.31
10403/17256	11/26/2019	12/09/2019	A25 TO1-1 Annual PM Srv	553.29
10403/17256	11/26/2019	12/09/2019	A57 U1-2 Vehicle Runs Rough	1,421.50
10403/17256	11/26/2019	12/09/2019	A66 BN-1 Replace Trans cooler lines, brakes	3,516.76
10403/17256	11/26/2019	12/09/2019	A66 BN-1 Annual Srv	1,232.71
10403/17256	11/26/2019	12/09/2019	A66 BN-1 Tune Up	631.05
10403/17256	11/26/2019	12/09/2019	A71 STAF-2 Annual Srv	806.22
10403/17256	11/26/2019	12/09/2019	A71 STAF-2 Replace Tide Rod ends & Alignment	1,247.78

191201013 City Sanitary Inc 2008 12/09/2019 Claims 6700 140.30

Invoice #	Rcvd Date	Due Date	Description	Amount
NOV 2019	11/26/2019	12/09/2019	1-1 Grand Mnd Recycle	121.45
NOV 2019	11/26/2019	12/09/2019	1-3 Rochester Recycle	18.85

191201014 Clearwater Utility Services LLC 2009 12/09/2019 Claims 6700 463.65

Invoice #	Rcvd Date	Due Date	Description	Amount
13949	11/18/2019	12/09/2019	1-1 Grand Mnd Water Srv	154.55

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	13934	11/18/2019	12/09/2019	1-6 Maytown Water Srvc	154.55	
	14012	11/18/2019	12/09/2019	1-2 Littlerock Water Srvc	154.55	
191201015 Comcast	2010	12/09/2019	Claims	6700	788.99	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1030	11/26/2019	12/09/2019	1-2 Littlerock Cable/Phone	224.73	
	1030	11/26/2019	12/09/2019	1-6 Maytown Cable/Phone	130.10	
	1030	11/26/2019	12/09/2019	1-1 Grand Mnd Cable/Phone	174.04	
	1030	11/26/2019	12/09/2019	1-4 Scott Lake Cable/Phone	112.34	
	1030	11/26/2019	12/09/2019	1-3 Rochester Cable/Phone	147.78	
191201016 Complete Repair Services LLC	2011	12/09/2019	Claims	6700	44.81	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	13179	11/10/2019	12/09/2019	0214 Husqavarna Saw Trigger Repair	44.81	
191201017 DE Lage Landen	2012	12/09/2019	Claims	6700	293.44	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	65814623	11/18/2019	12/09/2019	1-2 Littlerock Copier Lease	279.46	
	65814623	11/18/2019	12/09/2019	Late Charge for Oct Invoice	13.98	
191201018 Emergency Reporting Inc C/O Backdraft OpCo, LLC	2013	12/09/2019	Claims	6700	545.97	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	2019_9073	11/26/2019	12/09/2019	Jan 2020 Mnthly Srvc	545.97	
191201019 FireTek DBA of Betschart Elec Inc	2014	12/09/2019	Claims	6700	140.27	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	F-19400	11/18/2019	12/09/2019	Camera Configuration on L.Shea New Laptop	140.27	
191201020 First Choice Health Network	2015	12/09/2019	Claims	6700	158.95	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	90504	12/05/2019	12/09/2019	Nov 2019 EAP	158.95	
191201021 GCR Tires & Service	2016	12/09/2019	Claims	6700	1,733.11	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	816-166	12/05/2019	12/09/2019	A06 A1-4 New Tires (x6)	1,733.11	
191201022 Gillis Auto Center, Inc	2017	12/09/2019	Claims	6700	2,030.31	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	611946/1	12/04/2019	12/09/2019	A06 A1-4 Check engine light - EGR valve repair	2,030.31	
191201023 Goodwin Kayden Ron	2018	12/09/2019	Claims	6700	124.00	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	REIMBURSEMENT	12/04/2019	12/09/2019	EMAC CA Mobe	124.00	
191201024 Harris, Mike	2019	12/09/2019	Claims	6700	1,403.14	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	REIMBURSEMENT	12/04/2019	12/09/2019	Medical Costs	1,403.14	
191201025 Home Depot Credit Services	2020	12/09/2019	Claims	6700	316.95	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1523152	11/26/2019	12/09/2019	Shelving for Emerg. Supplies	122.35	
	9864780	11/26/2019	12/09/2019	Buckets for Emerg. Supplies	35.16	
	6514109	11/26/2019	12/09/2019	Hand Truck	65.56	
	7567381	11/26/2019	12/09/2019	1-2 Littlerock Propane Pipe Safety Bollard	93.88	
191201026 Joes Refuse Inc	2021	12/09/2019	Claims	6700	176.47	
	Invoice #	Rcvd Date	Due Date	Description	Amount	

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NOV 2019	11/26/2019	12/09/2019	1-1 Grand Mnd Refuse		137.35	
NOV 2019	11/26/2019	12/09/2019	1-3 Rochester Refuse		39.12	
191201027 John's Plumbing and Pumps Inc	2022	12/09/2019	Claims	6700	2,183.62	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
15007	11/10/2019	12/09/2019	1-6 Maytown Septic Pump Inspection, Pump Tank		2,183.62	
191201028 Kent D Bruce Co LLC	2023	12/09/2019	Claims	6700	3,395.87	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
5733	11/18/2019	12/09/2019	A73 U1-2 Lighting Equipment		2,628.70	
5740	11/18/2019	12/09/2019	A73 U1-2 Siren System		767.17	
191201029 Leco Supply, Inc.	2024	12/09/2019	Claims	6700	1,800.26	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
167659A	11/18/2019	12/09/2019	Facility Supply (Trash can liners)		32.53	
167966	11/18/2019	12/09/2019	Facility Supplies		1,524.95	
167966A	11/18/2019	12/09/2019	Facility Supplies (can liners, simple green)		242.78	
191201030 Lincoln Creek Lumber	2025	12/09/2019	Claims	6700	63.29	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
380814	11/18/2019	12/09/2019	1-2 Littlerock Canning Funnel (Emerg supplies		5.66	
380916	11/18/2019	12/09/2019	1-2 Littlerock Gas Can, Bulk Fasteners		40.15	
381083	11/18/2019	12/09/2019	1-2 Littlerock Def		17.48	
191201031 Mountain Mist Water	2026	12/09/2019	Claims	6700	275.80	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
029585	11/26/2019	12/09/2019	1-2 Littlerock Water		109.48	
029585	11/26/2019	12/09/2019	1-6 Maytown Water		46.37	
029585	11/26/2019	12/09/2019	1-1 Grand Mnd Water		75.49	
029585	11/26/2019	12/09/2019	1-3 Rochester Water		38.27	
029585	11/26/2019	12/09/2019	1-4 Scott Lake Water		6.19	
191201032 Municipal Emergency Services Depository	2027	12/09/2019	Claims	6700	8,495.10	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
IN1395492	11/10/2019	12/09/2019	Elhart Nozzles 2.5NHx1.5NH (x16), Nozzles 187-XD		8,495.10	
191201033 Northwest Diesel Specialities, LLC	2028	12/09/2019	Claims	6700	1,897.13	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
3301	11/10/2019	12/09/2019	A09 B1-1 Oil Leak aroun Timing Cover		1,897.13	
191201034 Northwest Signworks Inc	2029	12/09/2019	Claims	6700	984.05	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
2010476	11/10/2019	12/09/2019	A73 U1-2 Logos/Signage on New Truck		984.05	
191201035 Northwest Water Systems	2030	12/09/2019	Claims	6700	450.00	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
19-16417	11/18/2019	12/09/2019	1-1 Grand Mnd Water Mngmt Srvc		150.00	
19-16416	11/18/2019	12/09/2019	1-2 Littlerock Water Mngmt Srvc		150.00	
19-16415	11/18/2019	12/09/2019	1-6 Maytown Water Mngmt Srvc		150.00	
191201036 Olympia Sheet Metal Inc	2031	12/09/2019	Claims	6700	1,014.26	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
57311	11/18/2019	12/09/2019	1-4 Scott Lake Replace Condensate Pump in Kitchen		679.77	
57312	11/18/2019	12/09/2019	1-4 Scott Lake Replace Fuses for Mitsubishi Unit 2		334.49	
191201037 On-Hold Concepts Inc	2032	12/09/2019	Claims	6700	19.95	
<i>Invoice #</i>	<i>Rcvd Date</i>	<i>Due Date</i>	<i>Description</i>		<i>Amount</i>	
499362	11/26/2019	12/09/2019	On Hold Music		19.95	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
191201038 Pacific Power Group LLC	2033	12/09/2019	Claims	6700	643.72	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
6515110-00 11/18/2019 12/09/2019 A62 E1-1 Speed Sensor Repair					643.72	
191201039 Panuska Miranda Marie	2034	12/09/2019	Claims	6700	124.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REIMBURSEMENT 11/26/2019 12/09/2019 EMAC CA Wildfire meals					124.00	
191201040 Patraca Linda Ellen	2035	12/09/2019	Claims	6700	89.32	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
MILEAGE 11/26/2019 12/09/2019 July-Nov 2019 Mileage					89.32	
191201041 Pilot Travel Centers LLC	2036	12/09/2019	Claims	6700	482.65	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
423411276 12/04/2019 12/09/2019 A66 BN-1 Fuel					54.84	
423411276 12/04/2019 12/09/2019 A57 U1-2 Fuel					35.91	
423411276 12/04/2019 12/09/2019 A05 A1-6 Fuel					75.00	
423411276 12/04/2019 12/09/2019 A71 STAF-2					11.50	
423411276 12/04/2019 12/09/2019 A23 BN1-6					146.31	
423411276 12/04/2019 12/09/2019 A24 CH1-2					97.42	
423411276 12/04/2019 12/09/2019 A25 TO1-1					61.67	
191201042 Puget Sound Energy	2037	12/09/2019	Claims	6700	3,341.59	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
200016026946 11/10/2019 12/09/2019 1-2 Littlerock Nov 2019					667.17	
220005346105 11/10/2019 12/09/2019 1-4 Scott Lake Nov 2019					312.29	
200020145567 11/10/2019 12/09/2019 1-6 Maytown Oct 2019					588.79	
200017639499 11/10/2019 12/09/2019 1-1 Grand Mnd Oct 2019					1,306.48	
200012762536 11/10/2019 12/09/2019 1-3 Rochester Oct 2019					287.21	
200009308335 11/10/2019 12/09/2019 1-5 Michigan Hill Nov 2019					57.60	
2200006625754 11/10/2019 12/09/2019 1-7 Old Hwy 99 Nov 2019					122.05	
191201043 Quinn & Quinn, P.S.	2038	12/09/2019	Claims	6700	292.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
2681 11/26/2019 12/09/2019 Nov. Legal Srv					292.00	
191201044 Rochester Lumber	2039	12/09/2019	Claims	6700	16.50	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1107883 11/26/2019 12/09/2019 2 cycle engine oil for maintenance					16.08	
1105865 11/26/2019 12/09/2019 1-3 Rochester Outlet Cover					0.42	
191201045 Rochester Water Association	2040	12/09/2019	Claims	6700	49.50	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
100100 11/26/2019 12/09/2019 1-3 Rochester Water					49.50	
191201046 Roland Camps	2041	12/09/2019	Claims	6700	580.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
NOV 2019 11/18/2019 12/09/2019 Home Gym Maintenance					580.00	
191201047 Santee Ricardo Leon	2042	12/09/2019	Claims	6700	124.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REIMBURSEMENT 11/18/2019 12/09/2019 CA MOB reimbursement (meals)					124.00	
191201048 Scott Lake Maintenance Co	2043	12/09/2019	Claims	6700	42.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
2165 11/26/2019 12/09/2019 1-4 Scott Lake Water					42.00	
191201049 Sound Apparel LLC	2044	12/09/2019	Claims	6700	6,757.51	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						

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	TG3638	11/26/2019	12/09/2019	T-Shirts/Sweatshirts/imprints	6,757.51	
191201050 State Auditors Office	2045	12/09/2019	Claims	6700	6,656.65	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	L133776	11/18/2019	12/09/2019	2018 Accountability/Financial Audit	6,656.65	
191201051 Stericycle Inc	2046	12/09/2019	Claims	6700	106.30	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	3004895130	11/18/2019	12/09/2019	1-3 Rochester Hazo Waste	20.72	
	3004906224	11/18/2019	12/09/2019	1-2 Littlerock Hazo Waste	20.72	
	3004906224	11/18/2019	12/09/2019	1-1 Grand Mnd Hazo Waste	64.86	
191201052 Stryker Sales Corp	2047	12/09/2019	Claims	6700	25,623.77	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	10081933	12/04/2019	12/09/2019	MTS Power Load (x1), Pwrld Compat Upgrade Kit	25,623.77	
191201053 Systems Design West LLC	2048	12/09/2019	Claims	6700	1,570.55	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	20191495	11/10/2019	12/09/2019	Oct 2019 Transports	1,570.55	
191201054 TC Central Services Dept	2049	12/09/2019	Claims	6700	474.76	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	19-541-310	11/10/2019	12/09/2019	A23 BNI-6 Radio Repairs	172.64	
	19-541-339	11/10/2019	12/09/2019	A14 CHI-1 Radio Programming Repairs	302.12	
191201055 Terminix LP	2050	12/09/2019	Claims	6700	231.98	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	391484530	11/26/2019	12/09/2019	1-2 Littlerock Pest Control	139.19	
	391742995	11/26/2019	12/09/2019	1-6 Maytown Pest Control	92.79	
191201056 The Olympian	2051	12/09/2019	Claims	6700	305.77	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	751914	11/10/2019	12/09/2019	Legal Notice for Aid Unit Bid	305.77	
191201057 Tires Inc	2052	12/09/2019	Claims	6700	1,555.39	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	427324	11/10/2019	12/09/2019	A63 E1-2 New Tires (x2)	1,555.39	
191201058 Travers Electric Inc	2053	12/09/2019	Claims	6700	442.93	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	142155	12/04/2019	12/09/2019	1-6 Maytown Replace 2 breakers for Hall Circuit	442.93	
191201059 United Healthcare Insurance Co	2054	12/09/2019	Claims	6700	116.18	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	REFUND	11/26/2019	12/09/2019	Pt. Refund Act. 115-17-173300404:2	116.18	
191201060 Valley Freightliner Inc	2055	12/09/2019	Claims	6700	1,116.73	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	SR303012289:01	12/05/2019	12/09/2019	A62 E1-1 Wiper Blade	1,116.73	
191201061 Verizon Wireless	2056	12/09/2019	Claims	6700	1,377.08	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	9842005416	11/18/2019	12/09/2019	Apparatus Cells	307.37	
	9842846155	11/18/2019	12/09/2019	Chief Scott, Ch. K Cell phones	90.32	
	9842846155	11/18/2019	12/09/2019	Officer Cell Phones	138.93	
	9842846155	11/18/2019	12/09/2019	Modems	840.46	
191201062 Visa Anchor Bank	2057	12/09/2019	Claims	6700	758.77	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob	73.78	

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CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		55.43	
CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		24.00	
CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		57.56	
FRED MEYER	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		59.00	
CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		30.00	
CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		60.00	
LOVES	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		80.00	
SHELL	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		70.00	
CHEVRON	11/26/2019	12/09/2019	A68 B1-2 - EMAC CA Mob		61.00	
SURESTAY HOTEL	11/26/2019	12/09/2019	EMAC CA Mob		94.00	
SURESTAY HOTEL	11/26/2019	12/09/2019	EMAC CA Mob		94.00	
191201063 WHA Insurance Agency Inc	2058	12/09/2019	Claims	6700	5,213.28	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
P45068	11/10/2019	12/09/2019	ClAW Policy (2019-2020)		5,213.28	
191201064 Wells Fargo Financial Leasing	2059	12/09/2019	Claims	6700	159.69	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
5008018878	11/18/2019	12/09/2019	1-1 Grand Mnd Copier Lease		159.69	
191201065 West Coast Fire & Rescue Inc	2060	12/09/2019	Claims	6700	971.10	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
6919	11/26/2019	12/09/2019	Srvc Holmatro System (JAWS)		971.10	
191201066 Whistle Workwear	2061	12/09/2019	Claims	6700	181.97	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1929	11/18/2019	12/09/2019	Duty Boots (C. Vavrinec)		181.97	
191201067 Wilcox & Flegel	2062	12/09/2019	Claims	6700	3,971.13	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
0442407-IN	11/10/2019	12/09/2019	1-1 Grand Mnd Diesel (446 gal)		1,425.39	
0446384-IN	11/10/2019	12/09/2019	1-2 Littlerock Diesel (530 gal)		1,455.35	
CL14876	11/10/2019	12/09/2019	A20 A1-1		106.26	
CL14876	11/10/2019	12/09/2019	A23 BN1-6		243.57	
CL14876	11/10/2019	12/09/2019	A54 B1-3		33.67	
CL14876	11/10/2019	12/09/2019	A14 CH1-1		109.63	
CL14876	11/10/2019	12/09/2019	A22 E1-3		128.48	
CL14876	11/10/2019	12/09/2019	A25 TO1-1		51.59	
CL14876	11/10/2019	12/09/2019	A06 A1-4		42.74	
CL14876	11/10/2019	12/09/2019	A72 A1-3		228.49	
CL14876	11/10/2019	12/09/2019	A57 UI-2		145.96	
191201068 Wilson Parts Corp	2063	12/09/2019	Claims	6700	63.63	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
253-873959	12/05/2019	12/09/2019	1-3 Rochester RTU Ext Life Gal/ Fuel Oil Mix 50-1		38.82	
253-874212	12/05/2019	12/09/2019	1-3 Rochester Premium Capsuls		24.81	

68 Vouchers:

188,375.86

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191201069	2064	12/09/2019	Payroll	6700	572.00	
191201124	1907	12/11/2019	Payroll	6700	22.71	
191201125	1908	12/11/2019	Payroll	6700	665.75	
191201070	2065	12/09/2019	Payroll	6700	2,325.00	
191201126	1909	12/11/2019	Payroll	6700	87.73	
EFT	1888	12/13/2019	Payroll	6700	1,528.41	
EFT	1955	12/31/2019	Payroll	6700	2,638.06	
191201150	1933	12/11/2019	Payroll	6700	964.73	
EFT	1956	12/31/2019	Payroll	6700	6,200.90	
191201127	1910	12/11/2019	Payroll	6700	796.89	
191201128	1911	12/11/2019	Payroll	6700	746.70	
191201129	1912	12/11/2019	Payroll	6700	306.92	
EFT	1957	12/31/2019	Payroll	6700	5,066.84	
EFT	1958	12/31/2019	Payroll	6700	4,693.86	
EFT	1934	12/11/2019	Payroll	6700		
EFT	1935	12/11/2019	Payroll	6700	805.72	
EFT	1959	12/31/2019	Payroll	6700	3,888.17	
EFT	1992	12/09/2019	Payroll	6700	30,993.70	
EFT	1993	12/09/2019	Payroll	6700	39,922.25	
EFT	1994	12/09/2019	Payroll	6700	49,662.20	
EFT	1960	12/31/2019	Payroll	6700	4,820.30	
191201071	2066	12/09/2019	Payroll	6700	3,430.28	
191201130	1913	12/11/2019	Payroll	6700	1,296.97	
EFT	1961	12/31/2019	Payroll	6700	4,380.04	
EFT	1914	12/11/2019	Payroll	6700	614.13	
EFT	1962	12/31/2019	Payroll	6700	4,748.70	
EFT	1936	12/11/2019	Payroll	6700	235.44	
191201154	1937	12/11/2019	Payroll	6700	478.04	
191201132	1915	12/11/2019	Payroll	6700	265.05	
EFT	1938	12/11/2019	Payroll	6700	1,920.46	
191201133	1916	12/11/2019	Payroll	6700	189.32	
191201134	1917	12/11/2019	Payroll	6700	567.03	
191201072	2067	12/09/2019	Payroll	6700	137.00	
EFT	1889	12/13/2019	Payroll	6700	1,752.54	
EFT	1963	12/31/2019	Payroll	6700	3,385.46	
EFT	1918	12/11/2019	Payroll	6700	705.69	
191201136	1919	12/11/2019	Payroll	6700	1,512.63	
EFT	1939	12/11/2019	Payroll	6700	2,565.57	
191201073	2068	12/09/2019	Payroll	6700	5,275.00	
EFT	1890	12/13/2019	Payroll	6700	1,243.62	
EFT	1964	12/31/2019	Payroll	6700	3,643.06	
191201137	1920	12/11/2019	Payroll	6700	10.35	
EFT	1940	12/11/2019	Payroll	6700	806.49	
EFT	1965	12/31/2019	Payroll	6700	4,145.49	
191201138	1921	12/11/2019	Payroll	6700	680.25	
191201074	2069	12/09/2019	Payroll	6700	5,184.52	
191201158	1941	12/11/2019	Payroll	6700	1,106.72	
191201139	1922	12/11/2019	Payroll	6700	18.47	
191201159	1942	12/11/2019	Payroll	6700	556.12	
191201140	1923	12/11/2019	Payroll	6700	656.80	
EFT	1943	12/11/2019	Payroll	6700	588.57	
EFT	1966	12/31/2019	Payroll	6700	4,982.19	
EFT	1891	12/13/2019	Payroll	6700	985.50	
EFT	1967	12/31/2019	Payroll	6700	3,726.61	
EFT	1892	12/13/2019	Payroll	6700	2,363.93	

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EFT		1968	12/31/2019	Payroll	6700	7,555.38	
EFT		1944	12/11/2019	Payroll	6700	318.23	
EFT		1969	12/31/2019	Payroll	6700	4,215.09	
191201141		1924	12/11/2019	Payroll	6700	64.64	
191201142		1925	12/11/2019	Payroll	6700	387.16	
EFT		1893	12/13/2019	Payroll	6700	1,065.66	
EFT		1970	12/31/2019	Payroll	6700	3,242.31	
191201143		1926	12/11/2019	Payroll	6700	1,162.96	
EFT		1945	12/11/2019	Payroll	6700	2,053.69	
191201144		1927	12/11/2019	Payroll	6700	1,060.31	
EFT		1928	12/11/2019	Payroll	6700	769.46	
191201163		1946	12/11/2019	Payroll	6700	872.63	
EFT		1971	12/31/2019	Payroll	6700	3,986.77	
EFT		1972	12/31/2019	Payroll	6700	4,647.45	
191201164		1947	12/11/2019	Payroll	6700	341.67	
EFT		1894	12/13/2019	Payroll	6700	985.50	
EFT		1973	12/31/2019	Payroll	6700	3,548.48	
EFT		1974	12/31/2019	Payroll	6700	6,084.64	
EFT		1895	12/13/2019	Payroll	6700	689.85	
EFT		1975	12/31/2019	Payroll	6700	3,602.86	
EFT		1948	12/11/2019	Payroll	6700	82.76	
EFT		1976	12/31/2019	Payroll	6700	1,808.50	
EFT		1977	12/31/2019	Payroll	6700	2,803.19	
191201166		1949	12/11/2019	Payroll	6700	501.14	
191201146		1929	12/11/2019	Payroll	6700	80.44	
191201147		1930	12/11/2019	Payroll	6700	452.79	
191201167		1950	12/11/2019	Payroll	6700	468.11	
EFT		1978	12/31/2019	Payroll	6700	6,273.85	
191201148		1931	12/11/2019	Payroll	6700	55.41	
EFT		1979	12/31/2019	Payroll	6700	7,544.18	
EFT		1980	12/31/2019	Payroll	6700	4,006.33	
EFT		1981	12/31/2019	Payroll	6700	4,665.46	
EFT		1982	12/31/2019	Payroll	6700	4,544.98	
EFT		1896	12/13/2019	Payroll	6700	458.55	
EFT		1983	12/31/2019	Payroll	6700	4,560.54	
EFT		1984	12/31/2019	Payroll	6700	5,006.27	
EFT		1951	12/11/2019	Payroll	6700	2,573.25	
191201149		1932	12/11/2019	Payroll	6700	354.43	
191201169		1952	12/11/2019	Payroll	6700	648.77	
191201170		1953	12/11/2019	Payroll	6700	667.11	
191201107		1985	12/31/2019	Payroll	6700	8,911.44	
EFT		1897	12/13/2019	Payroll	6700	934.70	
EFT		1986	12/31/2019	Payroll	6700	4,062.80	
191201171		1954	12/11/2019	Payroll	6700	1,117.25	
EFT		1987	12/31/2019	Payroll	6700	4,735.71	
EFT		1988	12/31/2019	Payroll	6700	4,554.39	
191201075		2070	12/09/2019	Payroll	6700	56,390.67	
EFT		1989	12/31/2019	Payroll	6700	4,761.83	
EFT		1995	12/09/2019	Payroll	6700	1,155.66	
EFT		1990	12/31/2019	Payroll	6700	4,385.26	
191201076		2071	12/09/2019	Payroll	6700	270.00	
EFT		1991	12/31/2019	Payroll	6700	4,322.24	

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410,679.63

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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



November 12, 2019 – Governing Board Business Meeting at the Sargent Road Fire Station

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

Public Comment/Presentations: Aaron Norquist presented a proposal for developing a drone program with the department. He will get a quote for different models and work with Chief Scott. Commr. Elkins recommended contacting the TCSO for their drone program policies/procedures.

Additions/Deletions to the Agenda: Commr. Elkins requested to add “Facility Repairs” under New Business.

Labor Management Team Report: Negotiations are continuing.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the expenditures in the amount of \$589,300.21. Commissioner Jones seconded the motion. Motion carried 6-0.
2. Minutes. Commissioner Dahl moved to approve the October 14, 2019 general board minutes. Commissioner Elkins seconded the motion. Motion carried 6-0.
3. Purchase Requests.
 - a. Chief Scott presented a bid for the two new aid units, from Braun (the only respondent to the RFQ). He requested approval to move forward with the purchase (Dodge model), to include two power loaders (gurneys), for a total of \$471,030. Commissioner Dahl moved to approve the purchase of two aid units and two power loaders. Commissioner Jernigan seconded the motion. Motion carried 6-0.
 - b. Chief Kaleiwahea presented a quote for the purchase of a third power loader (gurney) to outfit an existing aid unit, with funding to come partially from unused Medic One BLS funds (\$20k) and the remaining \$8k to come from the department’s General Fund. Commissioner Dahl approved the purchase of a third power loader. Commissioner Elkins seconded the motion. Motion carried 6-0.
4. 2020 Budget. Linda Shea presented the final 2020 budget, noting changes from the draft presented at the October meeting were a result of moving 2019 Budget Priority projects to 2020, plus the reflection of GEMT and Wildland Reserves in the Projected Fund Balance. The following resolutions were presented for approval, as required by the county:
 - a. #2019-013, Adopting a Budget for the Year 2020. Commissioner Elkins moved to approve this resolution. Commissioner Jones seconded the motion. Motion carried 6-0.
 - b. #2019-014, Real Property Tax and Substantial Need. Commissioner Elkins moved to approve this resolution. Commissioner Jones seconded the motion. Motion carried 6-0.
 - c. #2019-015, Levy Resolution. Commissioner Elkins moved to approve this resolution. Commissioner Jones seconded the motion. Motion carried 6-0.

5. 2020 WFCFA Health Care Program Application. Linda Shea presented the application to enroll in the WFCFA Health insurance program for 2020, noting no changes from 2019 coverage. Commissioner Elkins moved to approve the 2020 application. Commissioner Dahl seconded the motion. Motion carried 6-0. Linda noted that she was informed by the health program coordinator that the IAFF Center for Excellence is considered an in-network provider for mental health services.
6. 2020 Board Chair election. Commissioner Dahl moved to elect John Ricks as the 2020 RFA board chair, with Jeff Jernigan as the back-up. Commissioner Pethia seconded the motion. Motion carried 6-0.
7. Resolutions. Linda Shea presented the following resolutions for approval:
 - a. #2019-011, Surplus. Linda Shea noted that additional items were added to the resolution that morning, as a result of Jessica Joslin cleaning up the workroom at station 1-2. Commissioner Dahl moved to approve the resolution for surplus, including the additional items. Commissioner Jones seconded the motion. Motion carried 6-0.
 - b. #2019-012, Regularly Scheduled Board Meetings. Commr. Pethia requested a change to the December 9 board meeting time, to accommodate EOC disaster recovery meeting scheduled at the same time. Commissioner Dahl moved to change the time for the December 9 meeting to 3:00 pm. Commissioner Jones seconded the motion. Motion carried 6-0.
8. Policy Review. Linda Shea presented a revised policy #1.1009 Purchasing and Inventory/Surplus, to reflect changes to the state purchasing thresholds. She requested feedback in time for the December meeting. Policy was sent to union for review on October 29.
9. Facility Repairs. Commr. Elkins expressed concern over several outstanding maintenance issues at some of the stations. Chief Scott and Chief Kaleiwahea agreed to conduct regular tours of the stations to identify issues that need to be addressed. Commr. Dahl recommended the board conduct an annual station tour so they can see the status of projects they have approved.

Unfinished Business (action items):

1. Policy 1.2022, Peer Support Team. Linda Shea presented a final policy for the Peer Support team. She reported that at this juncture, she proposes handing it over to the union members to select team members and develop procedures/protocols. She has cancelled the IAFF Peer Support training she initially reserved for the department (for training up to 30 staff), and tentatively reserved ten spots at an IAFF Peer Support training being held January 16-17, sponsored by Central Mason Fire. Commissioner Dahl moved to approve the policy. Commissioner Elkins seconded the motion. Motion carried 6-0. Final approval by union still pending.
2. Solar blanket quotes. Chief Scott reported on the initial quote for installing solar blankets at the Grand Mound station 1-1. He noted that RFQs have been sent out to obtain other bids. He requested the board approve him to move forward on the project (installing the blankets over office/dorm areas only, R22 rating recommended if competitively priced) as soon as all the bids have been received, up to a maximum of \$20,000 plus tax. Commissioner Dahl approved moving forward with the project. Commissioner Elkins seconded the motion. Motion carried 6-0.
3. Tender/Brigade for Michigan Hill. Chief Kaleiwahea reported on the costs to develop a volunteer brigade in the Michigan Hill community. Estimated initial costs for equipment, training, etc. would run \$152,000. Discussion was held on the goals for this brigade, as this would also need to be considered for the Mima/Gate community. The board agreed that the team should be developed first to ensure committed, trained citizens would be available for the brigade.
4. Real Estate Donation agreement. Chief Kaleiwahea presented a draft agreement from Weyerhaeuser for the donation of approximately one acre on which the department could place an apparatus storage building for developing a volunteer fire brigade in the Mima/Gate community. Commr. Dahl recommended the chief schedule a pre-submission conference with the county to ensure the property could be re-zoned as needed. The board agreed to continue moving forward with the project.

5. Vehicle Repair and Maintenance Services agreement. Chief Kaleiwahea presented a contract with the City of Olympia for vehicle repair services, recommending approval based on their performance. Commissioner Ricks moved to approve the contract. Commissioner Jones seconded the motion. Motion carried 6-0.
6. Intergovernmental EMS contract (Medic One). Chief Kaleiwahea presented a contract with Medic One for BLS funding, recommending approval so the department can continue to receive BLS funds. Commissioner Ricks moved to approve the contract. Commissioner Jernigan seconded the motion. Motion carried 6-0.

Unfinished Business (nonaction items):

1. GEMT update. Linda Shea reported the department is slated to receive \$260,759 in GEMT retroactive payments for the SFY2018 period. This should be the final retroactive payment, since GEMT costs were added to transport billings starting with SFY2019.
2. Beaver Creek property. Chief Scott reported we are still waiting on county re-inspection of the perc holes.
3. Chehalis Tribe negotiations. Chief Kaleiwahea reported we are still waiting on tribal attorneys to draft the 2020 Emergency Services contract.
4. Weyerhaeuser meeting. See above under *Unfinished Business/Action Items #4*.

Communications:

1. Thurston County Treasurer October 2019 reports were presented as per RCW 52.16.050(4).
2. November 2019 budget reports were distributed. Linda Shea noted that based on her rough projections, the department will underspend General Fund by \$270k (excluding \$506k in expenditures covered by GEMT, Wildland and Mobilization reimbursement funds.)
3. Operations Committee Update. Chief Scott reported the committee is starting to work on engine specifications. The committee also plans to complete a review of Operations policies by the end of January. The group is still considering which style of jaws to purchase (gas or hydraulic).
4. 2018 Audit Report. Linda Shea reported the state auditors completed their onsite audit, and have scheduled the exit conference for November 26. Commr. Ricks questioned if we are required to post a notice of a District #11 meeting since two of the three District 11 commissioners will be attending the exit conference. Linda will follow up with Quinn for legal guidance.
5. Station 1-2 Bay door repair. Linda Shea presented an invoice for \$9,698 for repair of the station 1-2 bay door, of which \$9,448 was covered by insurance.
6. ICS 402 training. Commr. Pethia asked about the requirements for department officials to take this training. Chief Kaleiwahea agreed the training would be beneficial, although not necessarily required. The courses are offered online.

Chief Reports: Refer to printed reports.

- a. Chief Kaleiwahea reported on recent purchases for disaster preparedness (\$5k for 25-year shelf life food for 80 people for two weeks).
- b. Chief Kaleiwahea reported on recent purchases for station wear (as approved by the Uniform Standards committee) in the amount of \$6,500.
- c. Chief Kaleiwahea reported a donation was received today from district resident Cliff Mack in the amount of \$2,000 for the association to support the holiday adopted families.
- d. Chief Scott reported the generator at station 1-3 has been installed.

Commissioner Reports:

1. EMS Council. No report
2. West Thurston Admin Board. No report.
3. Thurston County Fire Commissioners. Commissioner Pethia reported the commissioners received updates on the Dispatch Help program.

4. Washington Fire Commissioners. Commissioner Pethia reported that he and Commr. Ricks attended the conference. He noted that he has requested to be appointed to the health insurance committee.
5. Training Consortium. Commissioner Pethia requested guidance from the board on how to proceed with participation in the Training Consortium, given that the building and resources are not being utilized adequately. The board agreed that as long as there are no fiscal impacts (as in additional fees or dues that are required to be paid), we should continue with the relationship for now.
6. Community Communications. No report.

Good of the Order:

1. Linda Shea postponed the BVFF meeting until next month due to lack of volunteers at the meeting.
2. Chief Scott reported the EOC exercise will be on December 5 at 6:00 PM, Grand Mound station 1-1, and requested a commissioner to attend. Commr. Elkins agreed to attend.
3. Chief Kaleiwahea reported the AWB donation will be presented at the annual Holiday Tree Lighting at the Capitol Rotunda on December 6 at 5:30 PM.
4. Chief Kaleiwahea reported the Fall Newsletter has been distributed.
5. Commr. Pethia suggested the board meet to review the chief's contract and succession planning. The board will meet on January 15 at 8:00 AM, Mills Diner in Rochester.

Adjournment: The board adjourned the meeting at 20:22 hours.

Submitted for Board approval by:

Linda Shea, Secretary

John Jones, Board Member

Calvin Dahl, Board Member

Dave Pethia, Board Member

Ben Elkins, Board Member

John Ricks, Board Member

Jeff Jernigan, Board Member



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



RESOLUTION NO. 2019-016

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 9th
day of December, 2019, 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

John Jones, Commissioner

Calvin Dahl, Commissioner

Linda Shea, Secretary

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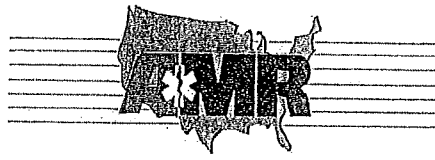
EXHIBIT 1 – Surplus Property
Addendum to Resolution #2019-016

Item	Value	Serial #	Reason
Flatbed trailer (red)	Unknown	Lic #46166C (Utility 5)	No longer needed
Motorola FLN3063B Mobile workstation Computer & keyboard	Unknown	736SFN0728	Outdated (for BW disposal)
Magnavox DVD Player MDV2100/F7		U45104950	No longer needed
Magnavox Wireless Radio/Video link			Outdated
Envision Monitor	unknown	A3871JA013642	No longer needed (for BW disposal)
Monitor	Unknown	F25z23005075V	No longer needed (for BW disposal)
JVC TV AV27820	Unknown	17286163	Outdated

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UPK → BOFC → NB

7A



AMERICAN MEDICAL RESPONSE

Tony Kuzma
Operations Manager, Rainier Division

253-405-7094
fax 360-736-8081

Date: 11/26/2020

To: Thurston County Medic One

From: Tony Kuzma

Subject: AMR Transport Rates for 2020

Please consider this American Medical Response's official notice of a rate change for 2020. Our new rates will be a base rate of \$1,150 and \$28.75/mile for 2020.

Sincerely,

Anthony Kuzma

Operations Manager
253-405-7094

Patient Focused

Customer Centered

Caregiver Inspired

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Olympic Ambulance 2020 Rate Schedule

Base Rates	
BLS Base	\$ 1,108.00
Mileage	\$ 23.05

Client Name	BLS-NE		BLS-E		ALS1-E		ALS2		SCT		Mileage		Non-TX		Bill	Supplies	Use Coll	Agency?
	Res	NR	Res	NR	Res	NR	Res	NR	Res	NR	Res	NR	Res	NR				
SE Thurston Fire Authority	A0428		A0429		A0427		A0433		A0434		A0425		A0998			N	N	N
Thurston 9-McLane			550.00								15.00					N	N	N
Thurston 12-Tenino			750	850							16	18				N	N	N
Thurston 17-Yelm			850.00								18.00					N	N	N
West Thurston RFA			550								15					N	?	N
			750.00								16.00					N	N	N
Average R/NR	####	#####	716.67	#####	####	####	####	####	####	16.00	16.33	18.00	#####	#####				
Thurston Overall Average	#DIV/0!		716.7		#DIV/0!		#DIV/0!		#DIV/0!		16.3		#DIV/0!					
	BLS-NE		BLS-E		ALS1-E		ALS2		SCT		Mileage		Non-TX					

Date Printed 12/4/2019

Balance	Bill Res?	Effective Date
Y	Y	5/1/2016
Y	Y	6/1/2018
Y	Y	11/1/2018
Y	Y	3/9/2017
Y	Y	2/1/2018

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Payer Production Statistics

Company	West Thurston
Date Of Service	1/1/2018
Date Of Service	12/31/2018
Invoices	0

	Tickets	%	Charges	%	Payments	%	Levy Fund	%	Write Offs	%
Medicare (Fee Schedule)										
Medicare	237	30 %	230,476.40	20 %	-111,925.24	18 %	0.00	0 %	-117,871.55	21 %
Medicare - HMO	177	22 %	172,137.50	15 %	-76,057.17	12 %	0.00	0 %	-95,652.11	17 %
Tricare	8	1 %	8,147.20	1 %	-3,984.44	1 %	0.00	0 %	-4,162.76	1 %
Veterans Administration	10	1 %	9,253.80	1 %	-6,476.42	1 %	0.00	0 %	-2,777.38	1 %
Workers Comp	7	1 %	6,706.00	1 %	-4,721.26	1 %	0.00	0 %	-1,984.74	0 %
Group Total	439	55 %	426,720.90	36 %	-203,164.53	33 %	0.00	0 %	-222,448.54	40 %

Medicaid (Fee Schedule)										
Medicaid—OR-Mgd Care	2	0 %	1,726.00	0 %	-650.59	0 %	0.00	0 %	-1,075.41	0 %
Medicaid—WA	190	24 %	584,906.30	50 %	-293,701.21	48 %	0.00	0 %	-291,205.09	52 %
Group Total	192	24 %	586,632.30	50 %	-294,351.80	48 %	0.00	0 %	-292,280.50	53 %

Commercial										
Auto	10	1 %	9,073.00	1 %	-9,073.00	1 %	0.00	0 %	0.00	0 %
Indian Health	4	1 %	4,529.00	0 %	-4,406.48	1 %	0.00	0 %	-122.52	0 %
Kaiser	1	0 %	1,001.20	0 %	-1,001.20	0 %	0.00	0 %	0.00	0 %
Kaiser WA	16	2 %	15,156.30	1 %	-14,829.42	2 %	0.00	0 %	-326.88	0 %
Miscellaneous Insurance	41	5 %	38,642.30	3 %	-30,660.58	5 %	0.00	0 %	-6,686.66	1 %
Premiera	21	3 %	20,170.70	2 %	-18,863.39	3 %	0.00	0 %	-1,307.31	0 %
Regence	35	4 %	33,321.60	3 %	-29,832.47	5 %	0.00	0 %	-3,489.13	1 %
Group Total	128	16 %	121,894.10	10 %	-108,666.54	18 %	0.00	0 %	-11,932.50	2 %

Private/Self-pay										
Insurance Research	2	0 %	1,871.20	0 %	-20.00	0 %	0.00	0 %	-1,851.20	0 %
Private	34	4 %	33,297.00	3 %	-6,118.88	1 %	0.00	0 %	-26,904.92	5 %
Group Total	36	5 %	35,168.20	3 %	-6,138.88	1 %	0.00	0 %	-28,756.12	5 %

795	1,170,415.50	-612,321.75	0.00	-555,417.66
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West Thurston
Payer Production Statistics

Company	West Thurston
Date Of Service	1/1/2019
Date Of Service	9/30/2019
Invoices	0

	Tickets	%	Charges	%	Payments	%	Levy Fund	%	Write Offs	%
Medicare (Fee Schedule)										
Medicare	197	33 %	192,199.60	17 %	-93,525.39	15 %	0.00	0 %	-96,068.04	21 %
Medicare - HMO	126	21 %	123,456.80	11 %	-54,096.77	9 %	0.00	0 %	-63,586.39	14 %
Tricare	4	1 %	3,833.60	0 %	-1,591.95	0 %	0.00	0 %	-1,310.85	0 %
Veterans Administration	7	1 %	6,571.60	1 %	-435.29	0 %	0.00	0 %	-679.51	0 %
Workers Comp	2	0 %	1,964.00	0 %	-1,592.14	0 %	0.00	0 %	-371.86	0 %
Group Total	336	56 %	328,025.60	29 %	-151,241.54	24 %	0.00	0 %	-162,016.65	35 %

Medicaid (Fee Schedule)										
Medicaid-OR	1	0 %	903.60	0 %	0.00	0 %	0.00	0 %	0.00	0 %
Medicaid-OR-Mgd Care	4	1 %	3,464.00	0 %	-2,764.48	0 %	0.00	0 %	-1,088.36	0 %
Medicaid-Other	1	0 %	908.40	0 %	0.00	0 %	0.00	0 %	-908.40	0 %
Medicaid-WA	135	23 %	672,315.60	60 %	-378,492.95	61 %	0.00	0 %	-292,963.85	63 %
Group Total	141	24 %	677,591.60	60 %	-381,257.43	61 %	0.00	0 %	-294,960.61	63 %

Commercial										
Auto	8	1 %	8,030.40	1 %	-6,562.20	1 %	0.00	0 %	-510.20	0 %
Indian Health	5	1 %	4,810.80	0 %	-4,256.76	1 %	0.00	0 %	-368.52	0 %
Kaiser	1	0 %	985.20	0 %	-985.20	0 %	0.00	0 %	0.00	0 %
Kaiser WA	18	3 %	17,599.20	2 %	-16,336.80	3 %	0.00	0 %	-338.00	0 %
Miscellaneous Insurance	31	5 %	30,531.60	3 %	-22,939.31	4 %	0.00	0 %	-2,591.12	1 %
Premiera	19	3 %	18,118.80	2 %	-14,960.62	2 %	0.00	0 %	-184.56	0 %
Regence	21	4 %	20,386.80	2 %	-18,392.86	3 %	0.00	0 %	-749.94	0 %
Group Total	103	17 %	100,462.80	9 %	-84,433.75	14 %	0.00	0 %	-4,742.34	1 %

Private/Self-pay										
Insurance Research	1	0 %	5,422.60	0 %	-4,120.07	1 %	0.00	0 %	-1,302.53	0 %
Private	18	3 %	16,896.80	1 %	-2,176.80	0 %	0.00	0 %	-4,545.20	1 %
Group Total	19	3 %	22,319.40	2 %	-6,296.87	1 %	0.00	0 %	-5,847.73	1 %

599	1,128,399.40	-623,229.59	0.00	-467,567.33
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West Thurston Regional Fire Authority
Request For Proposal (RFP) – Legal Services
Closing Date; 12/2/2019

Goal: To obtain proposals from legal service providers for consideration of service starting January 2020

Timeline:

November 1: RFP delivered to consultants via email to the following consultants as pulled from MRSC roster:

- Eric T. Quinn, P.S.
- Kenyon Disend, PLLC
- Law Office of Richard L Hughes PLLC
- Law Offices of Susan Elizabeth Drummond, PLLC
- Ogden Murphy Wallace, PLLC
- Skellenger Bender, P.S.
- Van Ness Feldman LLP

December 2: Proposals due from consultants

December 16: Finalists to be notified, contract negotiations to begin with successful bidder

Proposals received:

Firm Name	Eric T. Quinn	Ogden Murphy Wallace	Richard Hughes
Hourly Rate	\$220 - \$250	\$280 - \$360	\$210
Years of Experience	30	25+	30 (4 in business by himself)
Fire Law Experience?	Yes (30 yrs)	Yes (50 yrs)	Minimal (3 stand-alone issues)
Number of Employees	2		1.5
Fire District References	6	2	None
Other relative experience	Cell Tower contracts		
Locale	Lakewood	Seattle	Olympia

Recommendation: Eric T. Quinn due to lower hourly rates, extensive fire law experience and past performance for the department.

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WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Safety – Vehicle Collision Investigation

Policy: 1.3006 Version 2

Effect Date: 4/4/2011/1/19

Rev. Date: Applies to: All department members

Policy Administrator: Safety Officer-

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VEHICLE COLLISION INVESTIGATION

1.0 PURPOSE:

- 1.1 To establish Department investigation guidelines in the event of any collision involving Department apparatus in response to, from, or during the course of an emergency or otherwise.

2.0 POLICY:

- 2.1 All Department apparatus or vehicle collisions require an investigation by the safety officer, or highest ranking officer on duty.
- 2.2 A collision should be investigated by a law enforcement agency when injuries are sustained to either the occupants of the apparatus or another vehicle, or to bystanders; and also where personal property received damage of more than ~~four~~ five hundred dollars (\$500), or where laws, as they pertain to safe driving practices, may have been violated.
- 2.3 The highest ranking, available officer ~~shall~~ will report to the scene of the collision immediately to perform a visual inspection of the areas around the collision site and to secure statements from the department staff that may have witnessed the collision. A detailed report of the officer's findings ~~shall~~ must be provided to the ~~Chief of Administration~~ Fire Chief within a period of 24 hours following the incident. This report ~~shall~~ will include a detailed report describing the events leading up to and including the collision.
- 2.4 The vehicle/apparatus involved in a vehicular collision will remain at the accident scene as long as:

a. Another unit can be dispatched to the original incident without compromising public safety.

2.5 Apparatus/vehicles involved in a collision will be placed out-of service under the following conditions:

- a. Serious injury or suspected death.
- b. Damage to property of any one person to an apparent extent of \$500.00 or more.
- c. Damage to fire department apparatus where, in the opinion of the officer, the apparatus could not safely continue response.
- d. If the apparatus is not able to respond to the emergency, the apparatus should be left in place until released by law enforcement.

2.6 The operator of the apparatus involved in a reportable incident may be placed on Administrative Leave and be required to submit to a drug analysis performed by a department-approved provider within twelve hours of the incident. Costs for tests with negative results will be covered by the department.

2.7 Safety Committee

a. The Safety Committee ~~shall~~ will review all accidents involving department apparatus to determine preventability.

2.8 The Accident/ collision investigation finding ~~shall~~ will be presented as a means of Accident Prevention at the next Safety Meeting or as soon as possible.

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WEST THURSTON REGIONAL FIRE AUTHORITY

Section: Personnel – Career Employees Benefits, Leave, Disability and Shared Leave

Policy: 1.2021 **Version:** 1 (*replaces policies 1.1018, 1.2015, 1.2016*)

Effect Date: 10/1/2019

Applies to: All Paid Career Employees

Policy Administrator: Office Manager

1.0 POLICY:

1.1 It is the policy of West Thurston Regional Fire Authority that any career employee has the right to request leave, including an extended leave of absence. Requests for leave do not guarantee approval to use leave. Authorization to take leave is not a confirmation that the employee has adequate leave time.

1.2 Career Firefighters will receive benefits, and accrue/use leave, in accordance with the bargained labor agreement (unless otherwise noted) and with state/federal laws, including RCW 49.46.

1.3 Administrative, Exempt and Non-union permanent full-time employees will receive a benefits package consistent with the labor agreement, unless otherwise defined in a separate employment agreement. Permanent Part-time employees are eligible for group medical/dental/life/disability insurance and employer paid retirement and deferred compensation benefits. Part-time employees scheduled to work less than 15 days per month and/or less than 30 hours per week are eligible for only those benefits required by law.

1.4 Administrative, Exempt and Non-union employees will be awarded vacation, sick and other leave time consistent with this policy and individual employment agreements (if applicable) and state/federal laws, including RCW 49.46. Part-time permanent employees will accrue on a pro-rated basis.

1.5 The department will provide monthly notifications of leave accrued, taken and balances to each employee, in accordance with state rule.

2.0 RESPONSIBILITIES:

2.1 It is the responsibility of each member to understand and comply with this policy.

2.2 It is the responsibility of each supervisor to ensure their subordinates are compliant with this policy.

2.3 Employees are responsible for monitoring their leave balances and not exceeding the amounts available.

2.4 Supervisors must ensure that all personnel on extended leave return equipment, and that such equipment is properly inventoried, with documentation forwarded to proper personnel.

3.0 LEAVE POLICIES

3.1 BEREAVEMENT LEAVE:

3.1.a. For the death of an immediate family member, all Administrative, Exempt and Nonunion full-time employees are authorized 40 hours paid time off. Part-time employees will be authorized on a pro-rated basis.

3.1.b. For purposes of travel, an additional three days/shifts of paid sick leave may be considered for bereavement purposes.

3.2 CIVIL LEAVE:

3.2.a Employees summoned for jury duty or other civic leave related to a department matter will be granted paid leave for such service.

3.2.b. Employees will be paid their regular wage for civil leave, with any compensation received by the employee from their service to be remitted back to the department (excluding personal mileage reimbursement.)

3.2.c. Employees fully released from jury duty must report back to work or use accrued vacation leave for the time not worked post-release from jury duty.

3.3 COMPENSATORY TIME / OVERTIME:

3.3.a. Administrative, Exempt and Non-union employees may be considered exempt from FLSA section 13(a)(1) overtime requirements as documented by their job description and wage.

3.3.b. All FLSA-exempt employees are required to work or use paid leave for at least the minimum amount of work hours each month (160 – 184 hours, depending on the month) unless otherwise stated in a separate employment agreement.

3.3.c. FLSA-exempt employees who are scheduled to work additional hours may earn compensatory time at a rate of 1:1, or if the employee works out of their primary classification may be compensated at an overtime rate.

3.3.d. Overtime and Compensatory time for FLSA-exempt employees requires prior approval of the Fire Chief except under emergency conditions.

3.3.e. Compensatory time must be taken by the end of the month following the one in which it is earned or it will be forfeited unless specifically approved by the Fire Chief to carry-over.

3.3.f. Only salaried FLSA-exempt employees are eligible for compensatory time.

3.3.g. Employees will not be paid for unused compensatory time upon separation from service.

3.3.h. Overtime or extra hours worked, whether compensated or not, does not increase the amount of leave accumulated.

3.3.i. Exempt employees on-call will receive 2 hours compensatory time for 24 hours of on-call status when off- schedule, or 1.3 hours compensatory time for 24 hours of on-call status when on-schedule.

3.4 DISABILITY LEAVE:

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

3.4.b. Members will be notified of COBRA benefits as required by law, if necessary.

3.4.c. Employees have the option to buy-back paid vacation, personal or sick leave that was used while on disability leave. Buy back calculations are based on the rate of pay in effect at the time the employee submits a written request to buy back leave.

3.5 LEAVE OF ABSENCE and EXTENDED LEAVE

3.5.a. Requests for a leave of absence must be in writing to the Fire Chief, who will forward to the Board for consideration in cases not authorized in this policy. Generally, leave of absence requests to pursue outside employment will not be approved.

3.5.b Extended medical leave will be granted to an eligible employee up to a total of twelve weeks in accordance with the Family and Medical Leave Act of 1993 (29 USC 2601 et seq) and its implementing rules, 29 CFR Part 825, and additional amendments and subsequent regulations.

3.5.c. Employees who request an extended leave of absence anticipating to last more than six months, must make available all department owned equipment issued to the member. These include, but are not limited to; personal protective equipment, pagers, radios, phones, uniforms, badges, and department identification cards.

3.5.d. Career Firefighters on leave six months or longer will be required to demonstrate they are "fit-for-duty" relative to their employment classification. This includes fulfilling all entry level requirements prior to returning to work including: background, physical agility, drug screening, medical physical and all minimum training compliance requirements (fire and EMS). The employee will be responsible for all fees associated with return to work requirements.

3.6 LEAVE WITHOUT PAY:

3.6.a. Leave without pay may be granted for prolonged illness, maternity causes, educational pursuit, or other reasons as approved. Though the employee may retain his or her relative job status, no pay or other compensation is received during this leave.

3.6.b. Leave without pay may be allowed for any of the reasons referenced in Washington Administrative Code (WAC) 357-31-330.

3.7 MILITARY LEAVE

3.7.a. Military leave will be allowed in accordance with WAC 357-31-360 through 357-31-373.

3.7.b. An employee entering military service, U.S. Peace Corps, or U.S. Public Health Service for active duty is entitled to leave of absence without pay.

3.7.c. Any person who is a resident of this state or is employed within this state, and who voluntarily or upon order, vacates a position for service in the military, will be re-employed in

accordance with RCW 73.16.033. The employee will be restored to his or her position, or one of similar classification and salary, if reinstatement is requested within 90 days after release from active duty.

3.7.d. Seniority dates, anniversary dates, unbroken service dates, leave accrual rates or incremental salary increase dates will not be adjusted while an employee is on military leave.

3.8 SICK LEAVE:

3.8.a. The department will notify employees of their rights to paid sick leave no later than March 1 of every year, in accordance with state rule.

3.8.b. Full-time Permanent Administrative, Exempt and Non-union employees will accumulate sick leave at the rate of 12 hours per month for the first year and 8 hours per month thereafter, unless bargained in a separate employment agreement. Part-time employees will accrue on a pro-rated basis.

3.8.c. Sick leave use will be allowed in accordance with RCW 49.46.210.

3.8.d. The department is prohibited from using an employee's use of sick leave as a negative factor in any employment action such as evaluation, promotion, or termination, or otherwise subject an employee to discipline for the exercise of any rights provided RCW 49.46.

3.8.e. Administrative, Exempt and Non-union employees may not accrue more than 1040 hours of sick leave unless bargained in a separate employment agreement.

3.8.f. If ill or injured, the employee is required to report any anticipated sick leave to the Department by phone or email as soon as practical.

3.8.g. Sick leave of more than three consecutive days may require verification that the use of paid sick leave was for an authorized purpose, as allowable under RCW 49.46.210(g).

3.8.h. Permanent Administrative, Exempt and Non-union employees are eligible for 8 hours additional vacation leave as a wellness incentive if sick leave is not used for a period of six months (periods defined as January-June and July-December). Part time employees will be eligible for a pro-rated accrual.

3.8.i. A shared sick leave bank is established for purposes of employees sharing sick leave.

3.8.j. Twice per year (January and June), employees may donate to the shared bank as long as they maintain a minimum of 300 hours in their personal sick leave bank.

3.8.k. The bank is shared hour for hour regardless of rank or rate of pay.

3.8.l. The Board will authorize shared sick leave bank access, and maximum annual contributions. The Board may impose a Shared Leave Bank cap and may establish limitations to each request.

3.8.m. In no case may employees separating from service be authorized to grant sick leave to the bank within one year of separation of service.

3.8.n. Employees must exhaust all leave prior to the Board consideration of bank access.

3.8.o. Employees will utilize their short and long term disability and may request bank access up to 100% of their full wage, less disability and/or any other time loss compensation. A personal financial report may be required by the Board to determine authorization and limitations.

3.8.p. No employee may profit from the shared leave bank. The intent of the shared bank is to temporarily assist an employee in need to maintain typical wages.

3.9 VACATION LEAVE:

3.9.a. Full-time, Permanent Administrative, Exempt and Non-union employees will accumulate Vacation leave at the rates outlined below unless otherwise stated in a separate employment agreement (permanent part time employees will accrue on a pro-rated basis):

Year 1= 96 hours	Year 4,5,6,7 = 124	Year 12 =144	Year 15 = 168
Year 2 =104	Year 8,9,10 = 128	Year 13 =152	Year 16 plus = 176
Year 3 =112	Year 11= 136	Year 14 =160	

3.9.b. Vacation Accrual Rates are based on consecutive full-time employment, and will be credited monthly.

3.9.c. No employee may accrue more than 240 hours of vacation leave unless otherwise stated in a separate employment agreement. An employee who attains the maximum allowable hours will be allowed a thirty day grace period to use any leave in excess of the maximum. Employees nearing the vacation cap may be required to take scheduled time off by the Fire Chief or designee.

3.9.d. Upon termination of service, accumulated vacation leave not to exceed 240 hours will be paid to the employee.

3.9.e. Vacation leave must be scheduled in advance through the employee's supervisor.

4.0 DEFINITIONS:

Benefit Package: For purposes of this policy, a benefits package includes group medical/dental/vision/life insurance, disability insurance, VEBA, deferred compensation, longevity pay, holidays and personal leave. Permanent full-time employees may elect a proportionate amount to be applied to another benefit in lieu of MERP or other benefit contained in the labor agreement to which they are not entitled.

Family Member: For purposes of this policy, a family member is defined in accordance with RCW 49.46.210(2)).

Permanent Full Time Employee: A salaried (exempt) employee with supervisor, management, administrative or executive duties working or scheduled to work an average 40 hours per week.

Permanent Part Time Employee: A non-response, non-suppression, nonemergency functions, non-supervisory, non-management or non-executive administrative employee who is scheduled more than 15 days a month and at least 30 hours or more per week and fulfills essential functions as defined by the Employer.

Temporary/Seasonal Employee: A non-response, non-suppression, non-emergency functions, non-supervisory, non-management or non-executive administrative employee who is hired to cover for absent administrative employees (such as those who are on maternity or disability leave), or to fill gaps in the Department's nonunion workforce. Temporary employees may work full or part-time, and may work for more than one agency at a time. Temporary employees are not entitled to any employer paid benefits or leave except as provided in accordance with RCW 49.46.

a. Up to \$1,000 – officer approval

b. Over \$1,000 up to \$9,999 – Fire Chief approval plus three bids

d. \$10,000 up to \$75,000 – board approval PLUS three bids PLUS use of vendor from approved vendor list maintained by the department or its designated source (such as the Municipal Resources Service Center/MRSC)

Commented [LS1]: If this is approved, resolution will need to be updated

f. Over \$75,000 – board approval PLUS use of sealed bid process

f. Purchases which will result in overexpending a budget line item by \$5,000 or more – board approval

2.3 All non-emergent or single source purchase requests for \$500.00 or more must be accompanied by three quotes (phone, email or copies of online/contractor quotes)

2.4 Public works projects (any repair, maintenance or work done on a public building or property) thresholds are as follows:

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

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b. \$10,000 - \$30,000 – Fire Chief approval PLUS three bids

c. Over \$30,000 up to \$350,000 – board approval PLUS three bids

d. Over \$350,000 – board approval PLUS use of sealed bid process

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

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

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

2.58 Purchases and public works projects between \$10,000 and \$50,000 must comply with the Governing Board resolution establishing procedure for such purchases expenses, which requires that:

- a. At least three quotes (by phone or written quote) are obtained;
- b. Vendors must be obtained from an established contract or small works roster;
- c. Quotes must be available for public inspection after award of contract.

2.6 The chief will consult the Governing Board prior to the expenditure of non-traditional and/or non-budgeted expenditures of greater than \$5,000 or when the associated budget line item will be exceeded by the expenditure.

3.0 POLICY – INVENTORY:

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

3.2 All capital assets of \$5000.00 or more, or items that would be at higher risk for theft (small & attractive) or would cause a disruption to operations for the organization if lost/stolen will be inventoried by the Inventory Officer prior to issue.

a. The inventory officer shall be an officer who has not been charged with custody of any assets other than personally-assigned gear which will be physically counted by someone other than the inventory officer.

b. Personal Protective Equipment (PPE) will be tracked and issued by the PPE officer or designee.

c. Computers will be tracked by the department's external IT vendor but assigned a department tag number for department control.

d. EMS equipment under the \$5,000 capital asset threshold and not considered small & attractive will be tracked by the EMS Director.

d The purchasing officer will not have access to delete items from the inventory management system, to ensure strong internal controls over inventory.

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

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

a Communications Equipment (cell phones, radios, pagers). *Note: Policy 1.2010 provides guidance on issuance and use.*

b Computer Equipment (PCs, laptops, Ipads, tablets, software, printers – excludes monitors, keyboards and mouse)

c. Optical devices (binoculars, infrared viewers/cameras)

d. Cameras and projection equipment

e. Audio-visual equipment (TVs, stereos, sound systems, VCR/DVRs)

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

g. Chainsaws and portable generators.

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

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

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

3.7 Assets which change location, assignment or are significantly altered must be reported to the Inventory Officer immediately via written communication (email, memo, or copy of alteration invoice.)

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

3.9 Replacement of assets will occur in accordance with the designated depreciation schedules established in the inventory management system unless otherwise approved by the Governing Board.

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

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

4.0 POLICY - SURPLUS & DISPOSITION:

4.1 Surplus & disposition of personal property means any tangible personal property owned by WTRFA which is not needed at present, or for the foreseeable future, or that is no longer of value

or use to the RFA if items have been placed out-of-service or no longer serviceable. The item must be stored/secured and placed on a surplus list by the Inventory Officer, including a brief description, model/serial and fixed asset numbers if available.

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

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

4.4 Surplus personal property with an estimated value exceeding \$1,000 will be sold by public auction, sealed bid, negotiated sale, by transfer to another government agency, lease or loan only.

4.5 Surplus property with a resale value of less than \$10, or where the disposal and sales efforts are judged more costly than estimated net proceeds, may be transferred, donated, or eventually disposed of through salvage contracts or other cost effective and efficient means. Items that are broken, unusable or have no commercial, salvage or donation value may be declared as "trash" and efficiently and safely disposed of as such, at the discretion of the chief.

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

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

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

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Chief Kaleiwahea

From: Stephanie Kenny <kennys@co.thurston.wa.us>
Sent: Tuesday, December 03, 2019 12:38 PM
To: Chief Kaleiwahea
Subject: Maytown fire station well site
Attachments: 2019105944_Maytown Fire Station ID AB931D_191203.pdf

Hi Russ,

The site review for the proposed well location is attached. Following up with the people who review on-site septic systems for the area I discovered that the soils are variable. If the drainfield is going to be moved the soils need to be checked and a design approved before the well can be drilled.

We also discussed hiring a hydrogeologist for other recommendations on well location and depth. Kevin Hansen (county hydrogeologist) 360-867-2075 may be able to give you additional feedback on whether this would be helpful to your siting efforts.

Let me know if you have questions.

Thanks,

Stephanie Kenny
Environmental Health Specialist
(360) 867-2630 2000 Lakeridge Drive SW
Thurston County Public Health and Social Services
"To promote healthful social, economic, and environmental conditions for all residents."

Total Control Panel

[Login](#)

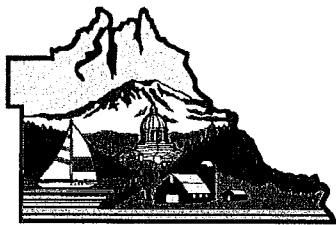
To: russ.kaleiwahea@westthurstonfire.org
From: prvs=124013496f=kennys@co.thurston.wa.us

Message Score: 1
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Medium (75): Pass
Low (90): Pass

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THURSTON COUNTY
WASHINGTON
SINCE 1852

COUNTY COMMISSIONERS

John Hutchings
District One

Gary Edwards
District Two

Tye Menser
District Three

PUBLIC HEALTH AND
SOCIAL SERVICES DEPARTMENT

December 3, 2019

Schelli Slaughter,
Director

Rachel C. Wood, MD, MPH
Health Officer

West Thurston Regional Fire Authority
Attn: Russ Kaleiwahea
10828 Littlerock Rd SW
Olympia, WA 98512

Subject: Maytown Fire Station (ID # AB931D) Group B Well Site Application, Well Site Tax Parcel 12604330200, Project 2019105944

Dear Russ:

A public well site application for the above referenced project has been submitted to this office for review. The intent of this application is to site a replacement well on parcel 12604330200 to serve parcel 12604330200, Maytown Fire Station Water System.

We have completed our review of the above referenced public well site application. The following additional information is required before our office can confirm the public well site is acceptable:

1. Relocate the proposed well site. The location proposed is approximately 35 feet from the septic drainfield and 35 feet from the property line. Public water system well should be located 100 feet from septic tanks, septic drainfields, roads, parking lots, structures and other potential sources of contamination. Alternatively, if a well cannot be located 100 feet from all potential sources of contamination a reduction in the sanitary control area will be considered if requested. The request submitted should contain technical justification from a licensed hydrogeologist or engineer supporting a smaller area. The justification must address geological and hydrogeological data, well construction details and other relevant factors necessary to provide adequate sanitary control. If the request proposes moving the septic tank and/or drainfield an approved septic design will be required before drilling. Control of the sanitary control area must be maintained through covenants.

Environmental Health review of this project will remain on-hold at this time. When we have received the requested information we can continue our review. Additionally, Thurston County Planning has not completed their review of the well siting. They may have additional comments or requirements

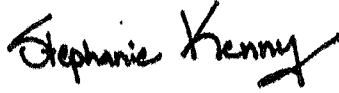
Any aggrieved person may appeal any order, requirement, permit, decision or determination made by the health officer or an administrative official in the administration or enforcement of the Sanitary Code or in Washington State laws and regulations administered by the health officer. A request for a hearing shall be filed in writing within fifteen calendar days of the date of the notice of the decision being appealed on a form provided by the department.

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Project 2019105944 HE, Parcel 12604330200, December 3, 2019

If you have any questions or need assistance, I can be reached by phone at (360) 867-2630 or by email at kennys@co.thurston.wa.us.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Kenny". The signature is written in a cursive, flowing style.

Stephanie Kenny
Environmental Health Specialist
Thurston County Environmental Health

Ham Radios

Day Wireless Systems

8343 Hogum Bay Lane
Lacey, WA 98516

(K) → LB



Estimate

Prepared For: West Thurston Regional Fire Authority

Contact: Chief Russell Kalelwahea

Address: 10828 Littlerock Rd. SW

City/State/Zip: Olympia WA. 98512

Phone: (360) 352-1614

	11/21/2019
Acct #	22192
PO#	
Estimate#	1505-112119-1

4 Station HAM System

Item	Qty	Description	Unit Cost	Total
1	1	Station 1 - Equipment	\$552.96	\$552.96
2	1	Station 1 - Labor (See SOW) and Installation Materials	\$7,316.56	\$7,316.56
3	1	Station 2 - Equipment	\$552.96	\$552.96
4	1	Station 2 - Labor (See SOW) and Installation Materials	\$7,616.56	\$7,616.56
5	1	Station 3 - Equipment	\$552.96	\$552.96
6	1	Station 3 - Labor (See SOW) and Installation Materials	\$7,316.56	\$7,316.56
7	1	Station 4 - Equipment	\$552.96	\$552.96
8	1	Station 4 - Labor (See SOW) and Installation Materials	\$7,316.56	\$7,316.56
		All pricing is based on rules of prevailing wages for Thurston County as of November 2019, and is subject to adjustment at the time of award.		
		Any and all applicable taxes are not included and responsibility of customer		

Note: The proposed labor rate is based on work performed during regular business hours
Monday - Friday 8:00 AM to 5:00PM Overtime labor rates are higher

This document, details, and pricing offered herein are confidential and proprietary to Day Wireless Systems. Use or dissemination of the details of this document, including its use in the development of any RFP or solicitation for service, are strictly prohibited without the express written approval of Day Wireless Systems.

Equipment / Labor	\$31,778.08
Shipping	\$ 150.00
Subtotal	\$31,928.08
Sales Tax	\$ -
Total	\$31,928.08

Scope of Work:

DAY WIRELESS SYSTEMS (DWS): Provide and install one FTM-7250DR with associated power supply, remote speaker, X-30A antenna, antenna mount, coax, RF connectors, suppression, RF jumper, and miscellaneous installation materials at Station 1, Station 2, Station 3, and Station 4 locations.

CUSTOMER: All facility/equipment access and escort as required throughout implementation. Provide and make available a project contact person for questions and or needs throughout project.

Estimate based on the following: With the exception of the listed equipment and minor misc. install hardware, all other equipment and materials will be provided by customer. All existing equipment/materials to have been properly installed and in working order, unless noted otherwise Estimate excludes the removal, install or repair of existing equipment or facility. Any unforeseen customer equipment or building problems that may potentially need configuration, repairs, maintenance or parts will be brought to the customers attention and billed separately.

Please see exceptions section below

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> Estimate Valid for 60 Days <

Technical Rep: David Jackson
Office: 360-491-9000
Fax: 360-491-9178
Email: djackson@daywireless.com

Exceptions:

DWS will not be responsible for, and reserves the right to submit billing for, the following: 1. The cost of diagnosing or eliminating any type of interference, or coverage issues. 2. Delays and or extra costs incurred because of snow or other inclement unexpected weather conditions. 3. Any unforeseen delays or extra costs brought on by the FCC licensing process or its frequency coordinating agencies. 4. (Force Majeure) Non-performance or delayed performance caused by a third party such as an act of God, labor disturbance, government entity, wind, lightning, or any other similar cause. 5. Extra labor time and or trips caused by our customer or any other customer sponsored contractor or utility (phone/fiber etc.) personnel not being prepared, late to job, or performing their job poorly. 6. Any unexpected or unforeseen customer equipment problems or issues, not included in the Scope of Work, that may potentially need repairs, maintenance, or programming. 7. Day Wireless Systems will not be responsible for any poor performance issues that arise from non DWS Engineered Systems that have been pre planned and requested to be installed by our clients. 8. Electrical AC power availability at all installation sites. 9. Permits 10. Fees 11. Inspections 12. R-56 upgrades 13. Tower upgrades 14. Structural upgrades 15. General finish repairs 16. Any electrical work 17. Engineering 18. Training 19. Anything not listed in above SOW

Notes:

This estimate is based on the performance of labor during regular business hours of 8:00 am through 5:00 pm Monday through Friday. Customer requests for work to be performed outside of these parameters may be accommodated but will be billed at the current over time shop rates unless otherwise noted in this or other valid quotation and or statement of work.

All prices estimated herein are firm for 60 days and are based on customer needs and information supplied as of estimate date. If customers specifications or other circumstances change, please contact us for a revised estimate. This estimate supersedes all previous estimates for the same scope of work.

In order for a customer to be billed on their own personal or business account after completion of work, customers must have a pre-arranged and established line of credit approved with Day Wireless Systems, Inc. If a customer does not have such a line of credit, a down payment of the full estimated price may be required prior to ordering product or performing any work or services.

Taxes: All pricing herein is exclusive of Washington State Sales Tax. Any tax or other governmental charges now, or hereafter levied upon, or measured by the transaction between Day Wireless Systems Inc., and the agency accepting this estimate shall be paid by such person, corporation, or agency accepting this estimate, in addition to any prices estimated or invoiced by Day Wireless Systems, Inc.

Payment Terms: Net 10 days from the date Day Wireless Systems receives and invoices equipment. Customers are welcome to inspect equipment to ensure Day Wireless Systems has received equipment and it is in good working condition. All labor charges are net 10 days after completion of specified work. There will be a 20% re-stocking charge on all returned or canceled orders.

Confidential And Proprietary: This document, details, and pricing offered herein are confidential and proprietary to Day Wireless Systems. Use or dissemination of the details of this document, including its use in the development of any RFP or solicitation for service, are strictly prohibited without the express written approval of Day Wireless Systems.

Accepted By: _____

Date: _____

Thank you for the opportunity to propose quality leading edge products from Day Wireless Systems

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Thurston County Treasurer
November 2019 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
11/01/2019	Beginning Cash Balance	\$5,028,682.13	
	Receipts/Deposits/Refunds:		
11/01/2019	District Deposit \$20,002.59 / 6701	20,002.59 ✓	
11/01/2019	District Deposit \$262.19 / 6701	262.19 ✓	
11/01/2019	District Deposit \$384.54 / 6701	384.54 ✓	
11/05/2019	District Deposit \$1,841.58 / 6701	1,841.58 ✓	
11/05/2019	District Deposit \$4,075.46 / 6701	4,075.46 ✓	
11/06/2019	Credit Card Deposit \$35.00 / 6701	35.00 ✓	
11/06/2019	District Deposit \$2,740.07 / 6701	2,740.07 ✓	
11/06/2019	District Deposit \$843.31 / 6701	843.31 ✓	
11/08/2019	District Deposit \$101.96 / 6701	101.96 ✓	
11/08/2019	District Deposit \$93.44 / 6701	93.44 ✓	
11/12/2019	District Deposit \$918.00 / 6701	918.00 ✓	
11/13/2019	District Deposit \$1,804.36 / 6701	1,804.36 ✓	
11/13/2019	District Deposit \$313.60 / 6701	313.60 ✓	
11/13/2019	District Deposit \$4,138.71 / 6701	4,138.71 ✓	
11/14/2019	District Deposit \$3,335.82 / 6701	3,335.82 ✓	
11/14/2019	District Deposit \$9,673.68 / 6701	9,673.68 ✓	
11/15/2019	Credit Card Deposit \$50.00 / 6701	50.00 ✓	
11/15/2019	District Deposit \$13,356.02 / 6701	13,356.02 ✓	
11/15/2019	District Deposit \$310.05 / 6701	310.05 ✓	
11/19/2019	District Deposit \$750.86 / 6701	750.86 ✓	
11/20/2019	District Deposit \$440.78 / 6701	440.78 ✓	
11/20/2019	District Deposit \$5,530.10 / 6701	5,530.10 ✓	
11/20/2019	District Deposit \$930.98 / 6701	930.98 ✓	
11/22/2019	District Deposit \$14,671.36 / 6701	14,671.36 ✓	
11/22/2019	District Deposit \$31.05 / 6701	31.05 ✓	
11/22/2019	Interest on Tax Refunds	(5.79)	
11/26/2019	District Deposit \$1,661.97 / 6701	1,661.97 ✓	
11/26/2019	District Deposit \$4,438.06 / 6701	4,438.06 ✓	
11/27/2019	District Deposit \$1,952.93 / 6701	1,952.93 ✓	
11/27/2019	District Deposit \$15.57 / 6701	15.57 ✓	
11/27/2019	District Deposit \$260,759.49 / 6701	260,759.49 ✓	
11/27/2019	District Deposit \$516.18 / 6701	516.18 ✓	
11/27/2019	District Deposit \$954.66 / 6701	954.66 ✓	
11/27/2019	Interest on Tax Refunds	(4.68)	
11/27/2019	Timber Harvest Tax	18,884.72	
11/29/2019	Credit Card Deposit \$176.56 / 6701	176.56 ✓	
11/30/2019	Tax & Assessment Receipts	188,599.54	
11/30/2019	Interest Paid	9,147.10	
	Total Deposits	\$573,731.82	
	Warrant Issues & Voids/Fees/ACH/Wires:		
11/05/2019	Voided Warrants	377.65	
11/13/2019	Electronic Disbursement	(4,117.74)	
11/14/2019	Issued Warrants	(263,727.13)	
11/15/2019	Electronic Disbursement	(13,172.15)	
11/27/2019	Electronic Disbursement	(308,283.19)	
	Total Warrants and Electronic Disbursements	(\$588,922.56)	
11/30/2019	Ending Cash Balance	\$5,013,491.39	

Reviewed by: 

(49)



Thurston County Treasurer
 November 2019 Statement
 West Thurston Regional Fire Authority
 Fund 67A0 - W THURSTON RFA GENERAL FUND

Warrant Activity

11/01/2019	Beginning Warrants Outstanding	\$19,704.07
	Total Warrants Issued	263,727.13
	Total Warrants Redeemed	(235,637.87)
	Total Warrants Voided	(377.65)
11/30/2019	Ending Warrants Outstanding	\$47,415.68

Investment Activity

11/01/2019	Beginning Interest Receivable	\$15,107.58
	Interest Earned	7,323.15
	Cash Paid	(9,147.10)
11/30/2019	Ending Interest Receivable	\$13,283.63

TCIP Yield (used to calculate interest earnings)	1.81%
LGIP Yield (budget benchmark)	1.74%



Thurston County Treasurer
November 2019 Statement
West Thurston Regional Fire Authority
Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
11/01/2019	Beginning Cash Balance	\$1,164,300.17	
	Receipts/Deposits/Refunds:		
11/22/2019	Interest on Tax Refunds	(1.26)	
11/27/2019	Interest on Tax Refunds	(0.61)	
11/30/2019	Tax & Assessment Receipts	35,070.60	
11/30/2019	Interest Paid	2,030.34	
	Total Deposits	\$37,099.07	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
11/30/2019	Ending Cash Balance	\$1,201,399.24	✓

Warrant Activity

11/01/2019	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
11/30/2019	Ending Warrants Outstanding	\$0.00

Investment Activity

11/01/2019	Beginning Interest Receivable	\$3,247.35
	Interest Earned	1,731.49
	Cash Paid	(2,030.34)
11/30/2019	Ending Interest Receivable	\$2,948.50

TCIP Yield (used to calculate interest earnings) 1.81%
 LGIP Yield (budget benchmark) 1.74%

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Thurston County Treasurer
 November 2019 Statement
 West Thurston Regional Fire Authority
 Fund 67A3 - W THURSTON RFA CAPITAL PROJ

Cash Activity

Date	Description	Amount	Notes
11/01/2019	Beginning Cash Balance	\$0.00	
	Receipts/Deposits/Refunds:		
	No Activity		
	Total Deposits	\$0.00	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
11/30/2019	Ending Cash Balance	\$0.00	

Warrant Activity

11/01/2019	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
11/30/2019	Ending Warrants Outstanding	\$0.00

Investment Activity

11/01/2019	Beginning Interest Receivable	\$0.00
	Interest Earned	-
	Cash Paid	-
11/30/2019	Ending Interest Receivable	\$0.00

TCIP Yield (used to calculate interest earnings)	1.81%
LGIP Yield (budget benchmark)	1.74%

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Thurston County Treasurer
November 2019 Statement
West Thurston Regional Fire Authority
Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
11/01/2019	Beginning Cash Balance	\$658,586.32	
	Receipts/Deposits/Refunds:		
11/30/2019	Interest Paid	1,457.05	
	Total Deposits	\$1,457.05	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
11/30/2019	Ending Cash Balance	\$660,043.37	

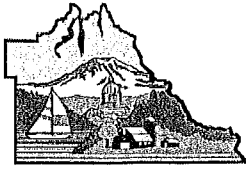
Warrant Activity

11/01/2019	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
11/30/2019	Ending Warrants Outstanding	\$0.00

Investment Activity

11/01/2019	Beginning Interest Receivable	\$2,594.58
	Interest Earned	978.43
	Cash Paid	(1,457.05)
11/30/2019	Ending Interest Receivable	\$2,115.96

TCIP Yield (used to calculate interest earnings) 1.81%
LGIP Yield (budget benchmark) 1.74%



THURSTON COUNTY

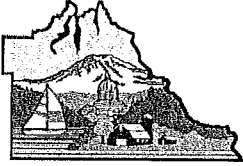
Property Tax/Special Assessment Fund Activity

From 11-01-2019 To 11-30-2019

District: W THURSTON RFA

Year	Account Number	Beginning Balance	Certification Adjustments	Recelpts and Adjustments	Ending Balance
Fund: 67A0 W THURSTON RFA GENERAL FUND					
2019	67A00000121100	\$707.24	\$0.00	\$0.00	\$707.24
2018	67A00000121100	\$29,039.17	(\$127.97)	\$315.48	\$28,595.72
2017	67A00000121100	\$15,179.08	(\$79.06)	\$282.25	\$14,817.77
2016	67A00000121100	\$1,882.80	(\$68.49)	(\$68.49)	\$1,882.80
2015	67A00000121100	\$821.24	(\$58.08)	(\$58.08)	\$821.24
2014	67A00000121100	\$372.57	(\$53.32)	(\$53.32)	\$372.57
2013	67A00000121100	\$235.16	\$0.00	\$0.00	\$235.16
2012	67A00000121100	\$229.35	\$0.00	\$4.57	\$224.78
2011	67A00000121100	(\$0.46)	\$0.00	\$0.00	(\$0.46)
Fund Total:		\$48,466.15	(\$386.92)	\$422.41	\$47,656.82
Fund: 67A6 W THURSTON RFA M&O FUND					
2015	67A60000121100	\$182.02	(\$12.87)	(\$12.87)	\$182.02
Fund Total:		\$182.02	(\$12.87)	(\$12.87)	\$182.02
District Total:		\$48,648.17	(\$399.79)	\$409.54	\$47,838.84

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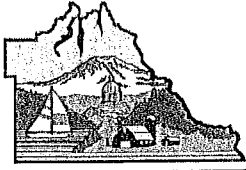
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 11-01-2019 To 11-30-2019

District: FIRE DISTRICT #01

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 6610 EXPENSE FUND/ROCHESTER FD #1					
2019	66100000121100	\$103,911.31	(\$136.23)	\$68,157.46	\$35,617.62
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:		\$103,911.65	(\$136.23)	\$68,157.46	\$35,617.96
Fund: 6614 F.D.#1 BOND ROCHESTER					
2019	66140000121100	\$33,354.56	(\$104.22)	\$21,647.36	\$11,602.98
2018	66140000121100	\$5,246.16	(\$26.78)	\$121.31	\$5,098.07
2017	66140000121100	\$2,728.41	(\$26.58)	\$92.34	\$2,609.49
2016	66140000121100	\$191.60	(\$23.69)	(\$23.69)	\$191.60
2015	66140000121100	\$120.82	(\$17.79)	(\$17.79)	\$120.82
2014	66140000121100	\$115.35	(\$17.16)	(\$17.16)	\$115.35
2013	66140000121100	\$13.79	\$0.00	\$0.00	\$13.79
2012	66140000121100	\$13.95	\$0.00	\$1.28	\$12.67
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:		\$41,784.65	(\$216.22)	\$21,803.65	\$19,764.78
Fund: 6615 F.D.#1 M&O ROCHESTER					
2019	66150000121100	\$40,009.24	(\$125.03)	\$25,972.52	\$13,911.69
2018	66150000121100	\$6,513.31	(\$33.25)	\$150.58	\$6,329.48
2017	66150000121100	\$3,696.08	(\$36.00)	\$125.09	\$3,534.99
Fund Total:		\$50,218.63	(\$194.28)	\$26,248.19	\$23,776.16
District Total:		\$195,914.93	(\$546.73)	\$116,209.30	\$79,158.90



THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 11-01-2019 To 11-30-2019

District: FIRE DISTRICT #11

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 6710 EXPENSE FUND/LITTLEROCK FD#11					
2019	67100000121100	\$102,591.40	(\$89.26)	\$68,030.50	\$34,471.64
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:		\$102,591.73	(\$89.26)	\$68,030.50	\$34,471.97
Fund: 6712 BOND DEBT SERVICE FUND/FD #11					
2019	67120000121100	\$19,663.15	(\$130.58)	\$13,341.86	\$6,190.71
2018	67120000121100	\$2,775.28	(\$81.63)	(\$76.31)	\$2,769.96
2017	67120000121100	\$1,308.94	\$0.00	\$1.40	\$1,307.54
2016	67120000121100	\$246.96	\$0.00	\$0.00	\$246.96
2015	67120000121100	\$82.09	\$0.00	\$0.00	\$82.09
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:		\$24,157.30	(\$212.21)	\$13,266.95	\$10,678.14
Fund: 6715 M&O FUND/LITTLEROCK FD #11					
2019	67150000121100	\$39,454.50	(\$280.69)	\$25,917.35	\$13,256.46
2018	67150000121100	\$6,035.91	(\$178.41)	(\$166.78)	\$6,024.28
2017	67150000121100	\$3,053.95	\$0.00	\$3.28	\$3,050.67
Fund Total:		\$48,544.36	(\$459.10)	\$25,753.85	\$22,331.41
District Total:		\$175,293.39	(\$760.57)	\$107,051.30	\$67,481.52

West Thurston Regional Fire Authority
Budget Report as of:

Dec-19

100% of Year Expended

GENERAL FUND	Title	January	February	March	April	May	June	July	August	Sept	October	November	December	YTD Collected / Expended		Total Budget		Budget Remaining		%
														7/21/28/7	2,449,000	2,449,000	219,592	75,707	(18,158)	

Beg Bal-Invres GF 67A0	728,046	(759)												721,287	2,449,000	2,449,000	219,592	75,707	(18,158)	
Beg Bal-Oper Res 67A0	2,449,000													2,449,000	2,449,000	2,449,000	219,592	75,707	(18,158)	
Beg Bal-Wildland Res 67A0	219,592													219,592	2,449,000	2,449,000	219,592	75,707	(18,158)	
Beg Bal-GEINT Res 67A0	202,707													202,707	2,449,000	2,449,000	219,592	75,707	(18,158)	
BEGINNING BALANCES	3,599,345	(759)												3,599,345	2,449,000	2,449,000	219,592	75,707	(18,158)	
Property Tax	5,507	5,681	6,457	8,212	8,034	2,503	(2,328)	(291)	1,234	2,541	422			37,973	1,543,261	1,581,150	37,889			
Property Tax-Regular District #1	-	45,094	63,067	634,134	105,967	6,790	6,058	7,071	24,689	582,234	68,157			593,625	1,543,261	1,581,150	37,889			
Property Tax-M&O #1 6615	567	17,481	23,938	242,427	40,615	3,372	2,641	2,474	9,575	224,287	26,248			1,504,245	1,543,261	1,581,150	37,889			
Property Tax-Regular District #11	920	25,599	38,218	638,052	110,219	5,188	73	5,241	24,209	588,497	68,031			1,504,245	1,543,261	1,581,150	37,889			
Property Tax-M&O #11 6715	1,467	10,453	15,625	246,355	42,803	1,997	(2,233)	1,675	9,164	226,262	25,754			579,321	1,504,245	1,543,261	606,235			
Property Tax-M&O	102	5	7	(5)	26	-	-	-	1	15	(13)			145	579,321	606,235	606,235			
Sale of Tax Title Property GF	-	-	-	-	-	-	-	-	-	-	-			22,770	22,770	32,226	9,456			
FEMA Grant-Cancer Screenings	-	-	26,385	(22,770)	-	46,085	-	-	-	-	-			72,470	72,470	126,312	126,312			
FEMA Grant-Vol Recruit	9,927	26,118	52,395	92,136	80,553	(218,626)	422,941	90,876	323,834	(327,984)	290,671			842,940	842,940	198,782	(842,940)			
GEINT	-	-	-	-	-	-	-	-	-	-	-			1,266	1,266	1,200	(66)			
State Grant-Dept Of Health	-	-	1,266	-	-	-	-	-	-	-	-			22,713	22,713	24,540	1,827			
State Grant-Other	-	-	-	22,713	-	-	-	-	-	-	-			357	357	357	(357)			
DNR Timber Trust 2 - State Forest	-	-	-	-	-	357	-	-	-	-	-			-	-	-	-			
DNR PILT NAP/NRCA	-	-	-	-	-	-	-	-	-	-	-			-	-	-	-			
Interlocal Grants (incl Timber Harvest Tax & Made 1 MS support)	-	-	-	-	54,178	140	-	-	-	-	-			137,335	137,335	59,000	(78,335)			
Printing & Duplicating Services	-	38,578	-	-	-	-	-	5	25,555	-	18,885			75	102,535	350,210	11,730	(102,535)		
Mobilizations	19,194	15,703	-	-	-	-	-	10	7,965	34,448	775			102,535	102,535	350,210	11,730			
Intergov/Vital	76,330	-	-	76,330	-	-	-	54,698	55,016	-	76,106			338,480	338,480	394,380	(47,624)			
Ambulance & Emer Aid Fees	28,765	18,658	25,968	31,004	64,797	41,157	42,136	27,777	45,488	43,196	27,686			396,632	396,632	394,380	(2,252)			
Other Interest	5,711	3,893	3,723	6,982	9,501	4,457	7,702	4,519	6,524	5,477	9,137			67,624	67,624	20,000	(47,624)			
Space & Fac Leases (Long-term)	4,572	1,755	544	4,684	1,845	6,398	5,340	22,795	1,082	2,762	3,001			54,777	54,777	47,050	(7,727)			
Contributions And Donations From Private Sources (XX)	-	-	-	-	-	-	-	-	-	-	-			-	-	-	-			
Sale Of Surplus	-	-	-	-	-	-	-	-	-	-	-			1,069	1,069	-	(1,069)			
Misc Revenue - Incident Cost Recovery	647	1,762	324	283	-	704	1,608	600	-	-	-			5,928	5,928	5,000	(928)			
Misc Revenue - Prior Year	7,941	100	-	-	200	1,163	-	-	-	(1,246)	-			8,158	8,158	-	(8,158)			
Misc Revenue - Fuel Tax Refunds	-	-	832	-	475	625	-	-	-	750	-			2,682	2,682	-	(2,682)			
Misc Revenue - Other	-	23	-	-	150	(150)	-	1,050	(1,050)	-	31			54	54	-	(54)			
Other-Sales Tax	(307)	118	54	(185)	131	1,153	(1,274)	39	131	(1,577)	1,476			(242)	(242)	-	242			
Sale Of Assets	-	-	-	-	-	-	-	-	-	-	-			-	-	-	-			
Insurance Recovery	-	-	-	-	-	-	-	-	-	-	-			-	-	-	-			
Transfers In	-	-	-	-	-	-	-	-	-	-	-			-	-	-	-			
TOTAL REVENUE	161,344	237,405	255,187	2,003,122	519,592	(97,312)	538,000	253,057	479,728	1,422,136	569,926			6,336,184	6,336,184	5,471,250	(864,934)			1.16
Admin-Salaries-Commissioner	1,003	2,197	789	2,539	2,453	1,429	2,048	1,577	917	661	3,605			21,922	21,922	27,648	5,726			
Admin-Salaries-Admin	40,566	41,064	40,447	40,635	41,333	40,891	39,973	61,096	45,614	45,416	49,968			537,332	537,332	493,996	(43,336)			
Admin-Salaries-Temporary Adm	1,074	1,667	887	1,367	1,353	1,431	1,602	1,857	1,757	1,208	1,637			1,676	1,676	23,400	5,888			
Admin-Benefits-Commissioner	92	168	60	204	188	53	192	121	70	44	276			1,674	1,674	2,232	558			
Admin-Benefits-Admin	13,572	13,346	18,074	13,896	13,286	13,290	13,764	19,695	14,774	15,582	15,087			180,844	180,844	186,397	5,553			
Admin-Benefits-Temporary Adm	119	128	68	136	104	109	159	142	134	138	125			1,490	1,490	2,026	536			
Admin-Office & Oper Supplies	14	195	301	140	-	92	85	70	634	191	265			2,515	2,515	3,535	1,020			
Admin-Minor Equip/Computers (noninv)	1,174	724	520	584	800	498	441	441	528	453	419			7,036	7,036	3,623	(3,413)			
Admin-Small & Attractive Assets (Inventoriable)	-	278	-	-	-	-	-	-	-	-	-			278	278	5,000	4,722			
Admin-Software	5,471	973	805	347	594	5,108	2,458	546	546	546	546			18,486	18,486	19,980	1,494			
Admin-Small & Attractive Assets Inventoriable (GEINT)	-	-	-	-	1,860	4,374	-	-	-	-	3,690			9,924	9,924	-	(9,924)			
Admin-Prof Services	7,075	7,533	6,326	4,638	7,883	3,702	6,387	4,316	4,717	8,247	5,613			77,195	77,195	76,879	(316)			
Admin-Communication	89	90	-	90	109	(34)	9	57	110	140	214			1,198	1,198	1,680	482			
Admin-Advertising	-	-	-	-	-	-	-	-	306	-	306			612	612	500	(112)			
Admin-Insurance	355	159	159	159	159	159	159	159	159	9,572	159			68,863	68,863	58,684	(10,179)			
Admin-Equipment Maint	81	97	96	254	(2,085)	110	450	(177)	131	2,314	241			1,772	1,772	2,360	588			
Admin-Misc-Commissioner	412	1,647	1,437	(257)	575	2,294	653	216	262	782	1,873			9,651	9,651	9,090	(561)			
Admin-Misc-Admin	853	250	906	936	-	-	634	591	83	1,198	1,345			8,770	8,770	4,300	(4,470)			
Admin-Dues & Membership	3,600	660	-	2,250	-	-	-	-	-	-	-			6,510	6,510	11,800	5,290			
Admin-Elections	-	-	-	-	-	-	-	-	-	-	-			25,914	25,914	25,000	(914)			
Suppr-Salaries-Career FF	235,462	230,508	219,966	215,311	215,260	212,336	216,356	237,890	221,562	223,235	262,843			2,716,713	2,716,713	2,674,729	(41,984)			
Suppr-Salaries-Vol Pts	6,355	2,803	13,101	7,106	2,699	2,705	7,049	2,579	2,760	8,879	2,860			89,686	89,686	77,140	(12,546)			
Suppr-Salaries-Moble OT	-	-	-	-	-	-	-	-	-	-	-			36,410	36,410	-	(36,410)			
Suppr-Salaries-Training OT	271	418	-	1,873	1,932	901	1,466	-	-	2,445	2,291			11,595	11,595	34,160	22,565			
Suppr-Benefits-Career FF	68,392	101,252	53,455	107,489	74,161	75,337	102,657	75,707	79,991	102,920	80,139			998,744	998,744	1,187,015	188,271			

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Title	January	February	March	April	May	June	July	August	Sept	October	November	December	YTD Collected/ Expended	Total Budget	Budget Remaining	%	
Suppl-Benefits-Volunteer	696	1,332	1,554	664	1,205	447	801	389	331	827	339	2,476	11,061	9,531	(1,530)		
Suppl-Benefits-Mole OT	0	-	-	-	-	-	37	232	77	6	88	230	670	-	(670)		
Suppl-Benefits-Training OT	4	6	-	29	28	17	33	-	-	39	33	-	189	3,596	3,407		
Suppl-Bunker Gear	5,392	465	5,276	196	7,990	4,800	-	1,227	-	321	24,000	-	49,667	27,350	(22,317)		
Suppl-Uniforms	237	1,240	-	704	542	(957)	(8)	998	854	329	-	6,939	10,877	14,000	3,123		
Suppl-Rehab Supplies	-	49	-	-	-	404	-	-	29	252	-	-	734	2,500	1,766		
Suppl-Bunker Gear GEWT	-	-	-	-	-	-	-	-	-	-	-	-	-	27,000	27,000		
Suppl-Small Tools	1,235	137	-	-	1,003	-	5,406	(1,713)	-	1,618	-	9,777	17,464	12,000	(5,464)		
Suppl-Minor Equipment	160	212	-	-	-	2,636	26	50	209	-	180	-	3,473	2,500	(973)		
Suppl-Health & Wellness Equip	-	3,183	194	1,365	-	-	-	-	-	94	-	-	4,836	5,759	923		
Suppl-Small & Attractive Assets (Inventoriable)	-	1,281	-	-	-	-	-	-	-	244	-	-	1,281	2,500	1,219		
Suppl-Midland tools/gear	-	-	149	-	2,129	3,045	9,692	-	-	-	-	-	15,258	15,258	(0)		
Suppl-Comm/Modems	3,096	1,298	1,258	1,284	1,294	1,071	1,283	1,255	1,288	1,287	1,287	1,287	16,989	18,000	1,011		
Suppl-Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500		
Medical Costs	26,932	(4,095)	-	-	-	-	-	-	-	-	4,597	-	27,434	60,428	32,994		
Suppl-Insurance	1,230	-	-	-	-	185	-	180	-	-	-	-	1,595	15,073	13,478		
Suppl-Miscellaneous	2,718	(320)	302	266	-	201	328	550	430	10,477	-	560	15,512	16,400	888		
Suppl-Misc-Volunteer	623	-	-	-	-	-	-	-	-	-	-	-	623	-	(623)		
Fire Inv-Salaries	375	-	-	113	100	-	88	450	338	102	210	113	1,887	4,000	2,114		
Fire Inv-Benefits	30	-	-	11	8	-	8	34	26	12	16	9	153	600	447		
Fire Prev-Pub Ed (public)	246	-	-	1,871	384	-	996	-	-	609	385	-	4,432	4,000	(432)		
Fire Inv-Professional Svcs	111	32	-	1,527	389	2,485	123	-	-	6	-	-	4,673	6,100	1,427		
Fire Inv-Small & Attractive Assets (Inventoriable)	-	-	-	-	-	-	-	-	-	1,687	-	-	1,687	-	(1,687)		
Training-Supplies	281	60	691	754	-	277	512	553	-	40	148	-	3,314	8,000	4,686		
Training-Pub Ed/EWS (dept)	4	-	-	-	-	(830)	2,237	4,893	316	569	-	25	890	1,500	610		
Training-Travel/Registrations (Fire)	-	8,345	4,223	2,910	5,221	-	-	-	448	-	-	3,902	31,374	53,916	22,542		
Training-Reimb-Residents	-	-	-	-	-	-	-	1,500	125	-	-	309	434	25,000	24,566		
Training-Travel/Registrations (EWS)	-	-	2,023	(341)	-	-	-	-	-	-	-	-	3,182	4,000	818		
Facilities-Operating Supplies General	2,871	981	953	511	1,505	1,552	1,053	-	2,252	904	1,570	8,115	22,266	18,750	(3,516)		
Facilities Station 1-1 Kitchen	1	-	-	-	-	-	-	-	-	-	-	286	288	250	(38)		
Facilities Station 1-2 Kitchen	-	-	-	-	-	22	31	-	-	-	-	-	53	250	197		
Facilities Station 1-3 Kitchen	-	-	-	-	-	-	-	-	-	-	136	-	136	250	114		
Facilities Station 1-4 Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	-	250	250		
Facilities Station 1-6 Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	-	250	250		
Facilities-Heating Fuels	4,204	4,048	4,204	5,589	3,229	-	466	-	-	-	804	-	22,543	40,000	17,457		
Facilities-Water	944	460	345	362	343	377	354	341	338	324	417	367	4,974	4,500	(474)		
Facilities-Phone/Cable	1,323	1,323	1,323	1,323	1,302	1,302	1,302	1,376	1,439	1,023	2,140	789	15,964	15,756	(208)		
Facilities-Electricity	5,280	3,065	5,513	5,299	4,240	3,272	2,618	2,378	5,221	3,150	1,480	3,342	44,858	55,620	10,762		
Facilities-Garbage	561	176	488	261	252	348	562	369	317	440	348	423	4,545	4,500	(45)		
Facilities-Repairs & Maint	15,711	8,216	7,442	14,632	2,275	1,882	4,488	14,662	6,679	26,542	17,928	7,127	127,584	104,723	(22,861)		
Facilities-Repairs & Maint GEWT	-	-	-	-	-	-	-	-	-	-	-	-	-	22,861	22,861		
Vehicle & Equip-Fuel	2,465	3,664	2,937	3,920	1,856	5,007	3,366	2,898	5,384	4,042	2,038	5,308	42,885	50,500	7,615		
Vehicle & Equip-Repairs & Maint	18,535	8,611	3,598	9,175	17,804	49,279	30,296	38,936	21,690	36,152	23,676	44,897	302,649	128,500	(174,149)		
Vehicle & Equip-Repairs & Maint GEWT	-	-	-	-	-	-	-	-	-	-	-	-	-	174,149	174,149		
Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Payroll Clearing	(2,712)	(2,662)	(2,852)	2,822	(3,105)	(1,252)	7,224	(2,926)	(2,603)	5,196	(3,135)	(2,758)	(8,763)	-	8,763		
Payroll Draw Clearing	-	-	-	-	-	-	-	-	-	-	-	-	-	25,624	(25,624)		
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	35,845	35,845	0		
Capital Expenditures GEWT	-	-	-	-	-	-	-	-	-	-	-	-	152,023	152,024	1		
Transfers-Out - Other Costs Allocations	-	-	-	-	-	148,318	-	-	-	-	-	3,705	5,875,820	6,081,663	205,843	0.97	
TOTAL GF EXPENDITURES/OTHER	478,582	447,260	397,107	455,361	413,596	588,671	472,340	495,932	425,266	520,593	579,117	601,994	5,875,820	6,081,663	205,843	0.97	
GENERAL FUND - VOL R&R GRANT																	
Admin-Salaries-Vol Rec (FEMA)	4,666	4,929	4,781	4,790	4,790	4,789	4,789	(15,665)	-	-	-	-	17,869	57,474	39,605		
Admin-Benefits-Vol Rec (FEMA)	1,598	1,589	1,578	1,658	1,584	1,571	1,552	(4,807)	-	-	-	-	6,423	23,159	16,736		
Admin-Minor Equip-Vol Rec (FEMA)	-	1,393	2,211	-	-	-	-	-	-	-	-	-	3,603	9,179	(3,603)		
Admin-Prof Svcs-Vol Rec (FEMA)	4,642	-	-	-	-	-	-	-	-	-	-	-	4,537	9,179	(4,537)		
Admin-Misc-Vol Rec (FEMA)	63	84	93	149	133	214	-	773	-	249	-	-	1,757	60,000	54,110		
Suppl-Salaries-Vol Rec (FEMA)	5,120	303	(10,138)	3,600	181	170	3,392	110	198	2,954	-	-	5,890	54,110	4,752		
Suppl-Benefits-Vol Rec (FEMA)	405	(882)	(1,207)	275	(985)	43	260	(21)	15	226	-	-	(1,872)	2,880	(3,357)		
Medical Costs-Vol Rec	932	566	566	(100)	(90)	-	-	-	167	353	-	-	520	20,000	12,827		
Suppl-Misc-Vol Rec (FEMA)	-	-	-	-	-	-	195	400	-	-	-	-	7,173	20,000	12,827		
Training Reimb-Vol Rec (FEMA)	6,578	-	-	-	-	-	-	-	-	-	-	-	69,362	172,692	123,330	0.29	
TOTAL VOL R&R EXPENDITURES	24,004	7,982	(2,117)	10,371	5,612	6,786	10,289	(19,210)	380	5,265	-	-	49,362	172,692	123,330	0.29	
GENERAL FUNDING BALANCE	3,258,103	3,040,266	2,900,462	4,437,852	4,538,235	3,845,267	3,900,838	3,677,173	3,731,254	5,027,532	5,012,341	4,410,347	4,134,475	2,816,240	-	-	

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Title	January	February	March	April	May	June	July	August	Sept	October	November	December	YTD Collected/ Expended	Total Budget	Budget Remaining	% Rev/Exp
EMERGENCY RESERVE FUND																
Beg Bal-Emerg Res 67A4	648,039												648,039	648,039	-	
Other Interest-Emergency Res	1,027	727	725	1,411	1,729	771	1,323	781	1,112	941	1,457		12,004	10,000	(2,004)	
Property Tax-M&O																
EMERGENCY RESERVE ENDING BALANCE	649,066	649,793	650,518	651,929	653,658	654,429	655,752	656,533	657,645	658,586	660,043		660,043	658,039		
BOND DEBT FUND																
Beg Bal-Reserved Debt Srv	438,732												438,732	438,732	19,180	
Property Tax-Bond Debt	1,433	19,780	27,563	324,951	56,031	3,826	2,151	2,757	13,065	298,142	35,071		784,770	803,950	(19,180)	
Sale of Tax Title Property Debt Svc						47							47		(47)	
Interlocal Grants		3,781			3,781								7,562		(7,562)	
Other Interest-Debt Srv	1,009	646	607	1,153	1,641	823	1,506	920	1,354	1,177	2,028		12,864	10,000	(2,864)	
Transfers In-Debt Svc						148,318							148,318	152,024	3,706	
Debt Svc-Principal Debt Srv Fund						141,086							141,086	811,086	670,000	
Debt Svc-Interest And Other Debt Srv Fund						49,207				600			49,807	94,888	45,081	
BOND DEBT ENDING BALANCE	441,174	465,381	493,551	819,655	881,108	843,828	847,485	851,162	865,580	1,164,300	1,201,399		1,201,399	498,732		

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451 Diamond Drive | Ephrata, WA 98823

November 5, 2019

Dear CIAW Members and Brokers:

The CIAW Board has approved the 2019/2020 budget. The overall increase to the program will be approximately 7.5%. The Underwriting team at Clear Risk Solutions is preparing the invoices and will be issuing them very soon.

For over a decade, Munich RE has been the primary insurance provider for the CIAW. Munich RE has been an excellent partner and has paid claims for losses incurred by CIAW members. Due to concerns of increasing insurance premiums, Clear Risk Solutions, on behalf of the CIAW Board, solicited quotes from other insurance carriers. The two final quotes were provided by Munich RE and Old Republic General Specialty Insurance Underwriters (Old Republic). Due to the quote from Old Republic being significantly less than the Munich RE quote, Clear Risk recommended that the CIAW Board change carrier partners to Old Republic.

Old Republic offers a wide variety of property and casualty insurance coverages and related services. Old Republic's parent company, Old Republic International Corporation is one of the nation's 50 largest shareholder owned insurance organizations and currently ranks among the Fortune 500 list of the nation's largest companies. Old Republic is rated A+ (Superior) by A.M. Best and A2 Stable by Moody's.

The CIAW program solicited bids based upon the same Memorandum of Coverage (MOC) as is currently in place with Munich RE. Therefore, Clear Risk does not anticipate any changes in coverage other than the changes already considered for 2019-20. A description of coverage changes that will take place in 2019-20 will be provided in the renewal report letter provided by the Board Chair.

2017 premium \$44,993
2018 premium \$49,654 10% increase
2019 premium - \$52,133 5% increase
2020 estimate - \$56,043 7.5% increase
(budgeted \$52,137)



451 Diamond Drive | Ephrata, WA 98823

TO: CIAW Members and Brokers
FROM: CIAW Board of Directors
DATE: November 5, 2019
SUBJECT: Renewal 2019-2020

On behalf of the Cities Insurance Association of Washington (CIAW) Board of Directors, we want to thank you for your continued support and shared vision of our mission to ensure the availability of stable and affordable insurance protection for Washington's cities, fire districts, and special districts. We recognize the budgetary constraints you may be facing and are committed to providing excellent value to our membership.

The Board has approved a premium increase to the program this year for coverage costs. This rate increase is due to the following factors:

- Loss development
- The insurance market as a whole has experienced significant losses nationwide due to weather and fire

However, our administrators, Clear Risk Solutions, have negotiated some coverage enhancements to be included in that increase. Please note that your total renewal premium also reflects any changes in property values, vehicles, and liability exposures that you have requested in the past year in addition to the rate increase.

Together, CIAW members can help share the impact of large rate spikes better than any single member on its own. Being able to spread the cost helps lessen the burden for everyone. The Board implemented rate changes that factor in member loss performance. Members that support our CIAW risk management philosophies and are investing resources in loss mitigation are recognized in this structure.

We are happy to announce that members will receive the following coverage enhancements for the 2019-20 term.

- Cyber Liability member annual aggregate will be increased to \$5,000,000 and group annual aggregate will be increased to \$10,000,000.
- Additional cyber coverages such as Business Interruption Loss, Data Recovery Costs, Payment Card Liabilities & Costs, and several others have been added.
- Unmanned Aircraft Systems (Drone) Liability sublimit will be increased to \$10,000,000.
- Garage Liability sublimit will be increased to \$10,000,000.

Final details of these coverage enhancements will be available by December 1, 2019, and included in the 2019-20 MOC.

As the CIAW begins its 31st year, we are pleased to provide the following benefits to the membership:

- The flexibility of a Memorandum of Coverage (MOC), which meets the unique needs of public entities and is continuously improved with input from both our membership and brokers. It is reinsured by fiscally sound, A-rated insurance carriers.
- A fully-funded Aggregate Stop Loss Policy is purchased to protect your program's assets and secure future unreserved equity.
- Underinsured Motorist Coverage will be offered on an optional basis for each member.
- Quality risk management services and educational trainings are available to all members at no additional cost. New services and trainings are developed each year. Visit www.ciaw.us for details.

- Competitive premium financing options are available through Imperial PFS. Please contact us for information on how to obtain a quote. Multiple payment structures are available, including options for 12 equal monthly installments or quarterly payments.

Coverage Changes:

In addition to general clean-up items currently being discussed, the following changes will be made as of December 1, 2019. The specific details of the clean-up items and language changes are being finalized.

1. Restructure the liability limits on the declarations page to better clarify which sublimits are part of each main coverage limit and aggregate.
2. Revise the Sexual Abuse Liability Coverage form to better clarify that the limits are part of, not in addition to, the General Liability Aggregate Limits.
3. The trampoline exclusion in the Liability Common Conditions, Definitions, and Exclusions will be amended to clarify that there is no coverage for bouncy houses or other inflatable structures unless they are submitted individually to underwriting for review and approval.
4. Sublimit for Cost of Cleanup Coverage Extension has been removed. This is not a reduction in coverage as there is a carve-back in the pollution exclusion.
5. Revise the definition of Defense Costs to better clarify that defense costs do not include investigation and settlement costs unless preapproved.

In order to maintain the benefit of replacement cost property valuation for all members, the Board approved a minimum building value of \$125 per square foot on all buildings currently scheduled under this threshold. Members are expected to adhere to the Board approved minimum, unless adequate documentation was provided for a variance. If no variance was approved, then the location(s) have been scheduled at the minimum recommended value.

The enclosed Coverage Confirmation provides a detailed outline of your new coverage and deductibles for the 2019-20 coverage period. Please contact Stacy Lyon at slyon@chooseclear.com or 800-407-2027, ext. 4077, with questions regarding your enclosed renewal documents. Any corrections or changes to exposures should be reported to our office by November 15, 2019, to allow sufficient time to finalize coverage and issue renewal certificates prior to December 1, 2019. We will be unable to process any changes for the 2018-19 coverage term after this date.

Please mail premiums directly to the Administration Office (Clear Risk Solutions), made payable to the Cities Insurance Association of Washington, prior to January 1, 2020. Any unpaid premium after January 1, 2020, will be subject to a 2% per month late fee. The invoice is being held five (5) days before being sent to members to allow brokers time to contact members prior to receiving their renewal email.

The CIAW Board of Directors is proud to be working with qualified partners who share the philosophy of risk management, responsibility, and community within a member-owned and directed program. If you have any questions or concerns, please feel free to contact our program administrator, Clear Risk Solutions at 800-407-2027. For additional information, please visit our website at www.ciaw.us.

Thank you for your continued participation. We look forward to providing quality service to your entity in the future.

Sincerely,



Laura Koenig, CIAW Board Chair
Clerk/Treasurer, City of Sultan



WEST THURSTON REGIONAL FIRE AUTHORITY

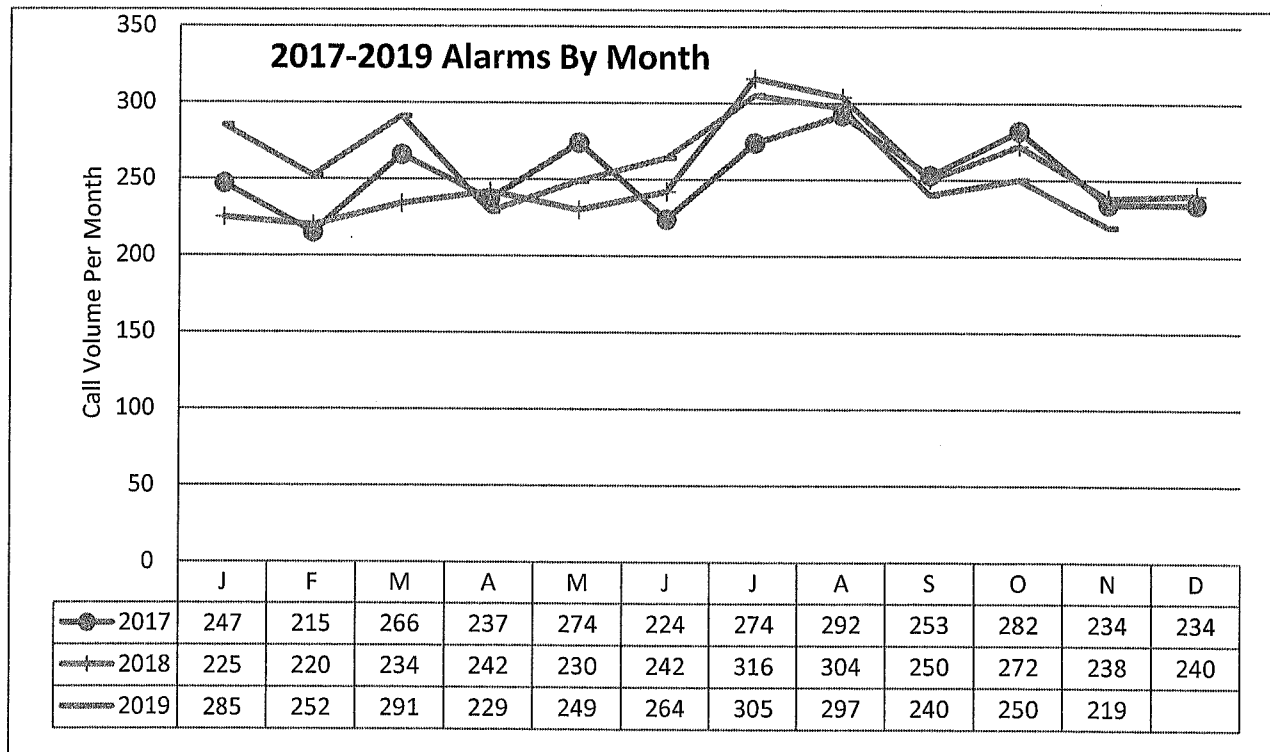
Thurston County Fire Protection District #1, #11 & #14

CHIEF'S REPORT

Month of Report: November 2019

Annual Alarm Information:

MONTH	CALL VOLUME	EMS RESCUE	FIRE	OTHER	TOTAL VOLUME	MUTUAL AID	WTRFA TRANSPORTS	TOTAL TRANSPORTS
JAN	285	194	08	83	285	15	63	93
FEB	252	186	06	60	537	14	61	89
MAR	291	217	12	62	828	25	75	120
APR	229	172	06	51	1057	10	60	93
MAY	249	188	07	54	1306	10	73	101
JUN	264	193	12	59	1570	12	78	101
JUL	305	196	27	82	1875	21	64	95
AUG	297	213	12	72	2172	14	61	95
SEP	240	176	05	59	2412	12	66	86
OCT	250	190	06	54	2662	06	64	96
NOV	219	172	04	43	2881	07	57	81
DEC								
YEAR	2881	2097	105	679	2881	134	722	1050



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Agreements, Resolutions, Contracts & Leases:

- Weyerhaeuser Property Acquisition (legal review)
- On December 6th the Chehalis Tribe informed Chief Kaleiwahea that a 2020 Emergency Services agreement should be signed and delivered by December 17th.

Budget & Finance/Planning:

- Strategic plan 2020/2021 update – January 13th Meeting

Expenditure Planning:

- Stryker Power Load Systems was ordered \$20,000 from medic one funds
- Disaster food supplies have been acquired: Next year we will utilize \$5000 budget to acquire non-perishable goods
- Ham Radio installation bid from Day wireless: \$32,000
- Station wear uniforms \$6500; Class A's are being ordered for 6-7 career employee's- \$4200

Development Services (New Construction) Tracking

- Old Dominion broke ground at the old Ritchie Bros. site. (transfer station)
- Tribal trust land development of 35,000 square foot Restaurant/distillery/brewery near the Fairfield Inn.
- Tribe expanding on/off ramps at I-5 & 93rd Ave.

Fire Investigation and Fire Loss Reports

- November 30th- RO190002882 – 2110 hours - 19200 block of Moon Road SW – 5th wheel trailer fire- total loss \$5500 – no insurance – Cause- accidental/ electrical. Fire Investigation Report submitted by: Chief Fire Investigator Gary Stone

Grant/Donations/Unanticipated Revenue:

- EMW-2014-FF-00386-SAFER Grant – has ended, a final reimbursement request is pending.
- EMW-2017-FO-07118- NFPA 1582 Annual Fitness and Screening Grant was extended until December 22nd 2019

Health & Safety Activities (see Safety Officer Report)

- Suicide prevention training scheduled for Jan 9th All-department meeting (Shea)
- All smoke extraction systems were inspected and tested at 1-1,1-3,1-4,1-6 and passed inspection. 1-3 door timers at 1-1 and 1-3 will be set to time out in 4 minutes.
- Chief K will meet with KDS air quality consultant for a walk-through in consideration of an annual air quality contract.
- Request to safety committee to review and recommend implementation of Healthy In-Healthy-Out brochure. Chief K has requested a copy of Redmond Fire's carcinogen reduction policy.
- Station safety recommendations from CIAW are nearing completion.



Accidents, Incidents, and Injury

- Minor damage occurred to aid 1-2 during a apparatus positioning incident while responding to an incident.

IT/Web Development:

- Implementation plan for Office 365 migration and computer/server replacement ongoing. These items have been budgeted for 2019 completion.
- A new service agreement will become effective in 2020.

Labor Management Report

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

STATION UPTIME REPORT	November 2019
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	2 resident(s)
Station 6	Staffing of 2 = 23%
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked November 2019
(31) Career-Union	Regular Hours: 5028; Overtime Hours: 110; Sick Leave Hours: 246 (includes paternity and FMLA); Kelly Day Hours: 792; Vacation Hours: 456; Personal Leave: 148; Training OT: 0; Bereavement: 0; Mob: 96;
(26) Volunteer Responders	1054 Regular Hours
(13) PACT	
(04) Residents	230 Regular Hours
(02) Maintenance/Logistics PT	104 Regular Hours

Legal Issues:

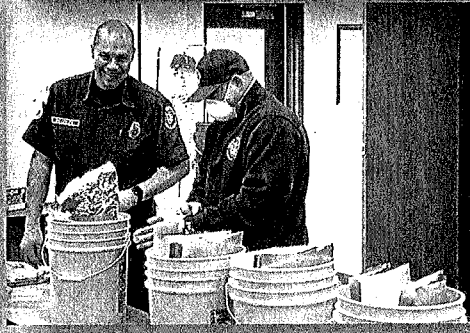
- Legal Services RFP results (Shea)
- Legal opinion regarding employee activity during breaks
- Legal opinion regarding Weyerhaeuser property donation draft
- Legal Opinion regarding response to Tribal Properties (pending tribe determination of contract).

Policy/ Procedures & Guidelines:

- 1.1009 - Purchasing and Inventory (review process)

Risk Management:

- The fire department (Jessica) completed 2 weeks- ready to sustain operations without substantial delivery of food. Crews are assisting to repack food items to achieve a 20 year shelf life.
- A PPE/Uniform Committee has researched compliance and has recommend a standard. Recommended business hours Class-B and after hours short and long sleeve T-shirts with names. Joslin has completed station wear order.

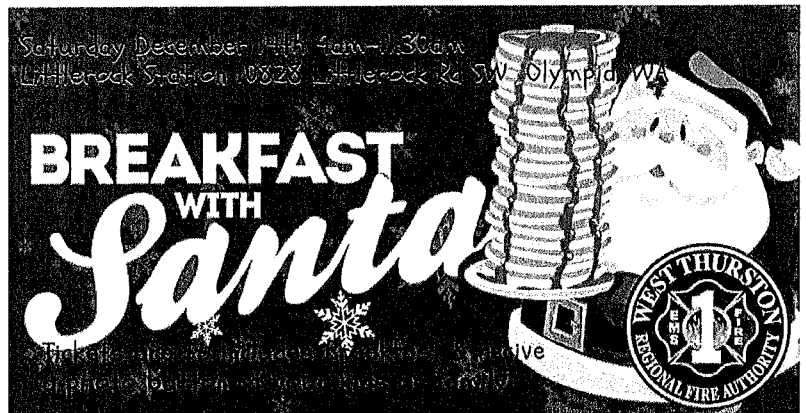


Action/ Review/ Discussion Items:

- HAM Radio acquisition and installation (Bid)
- Annual Transport fee analysis
- Maytown well plan
- Facility maintenance plan

Public Education/ Public Relations Activities:

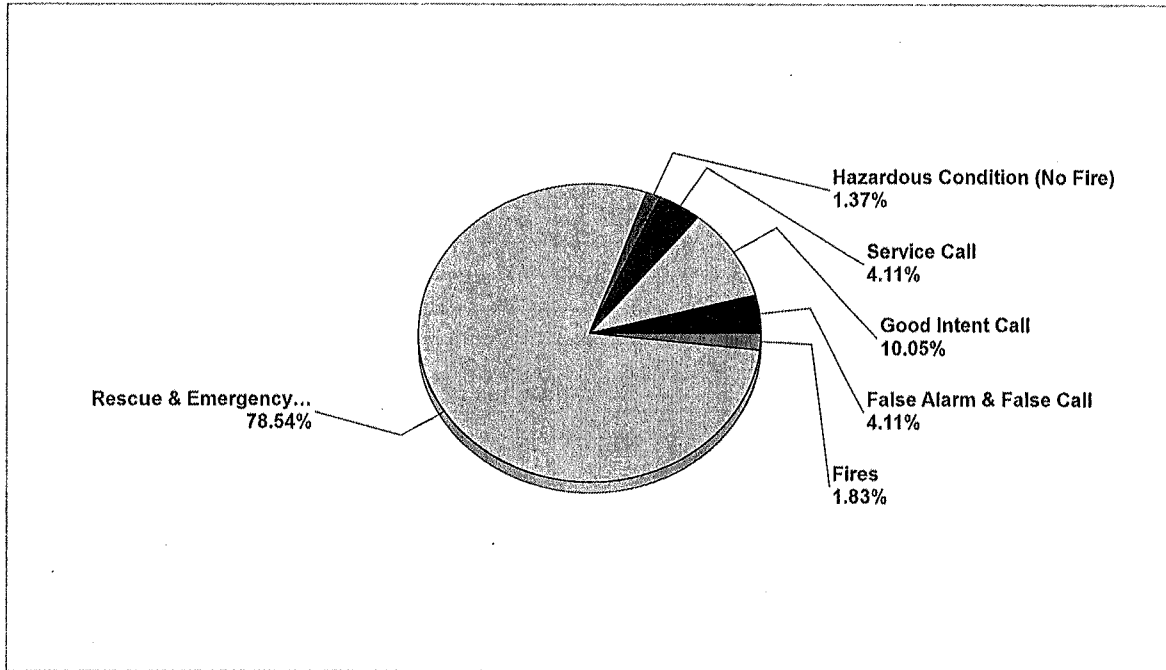
- December 6th Xmas Tree Lighting and Fire Department meet with Gov Office Olympia Capitol Rotunda Time 1700
- December 7th Boot Drive for Christmas Kids 0900 Meet at sta 1-2, then disperse to locations in South and North
- December 8th Boot Drive Scott Lake
- December 14th Santa Pancake Breakfast-Set up prior-0900-1130 breakfast then clean-up
- December 14th Santa Mobile and Food Drive-Time TBD
- December date TBD Xmas Wrapping Party-Date and Time TBD





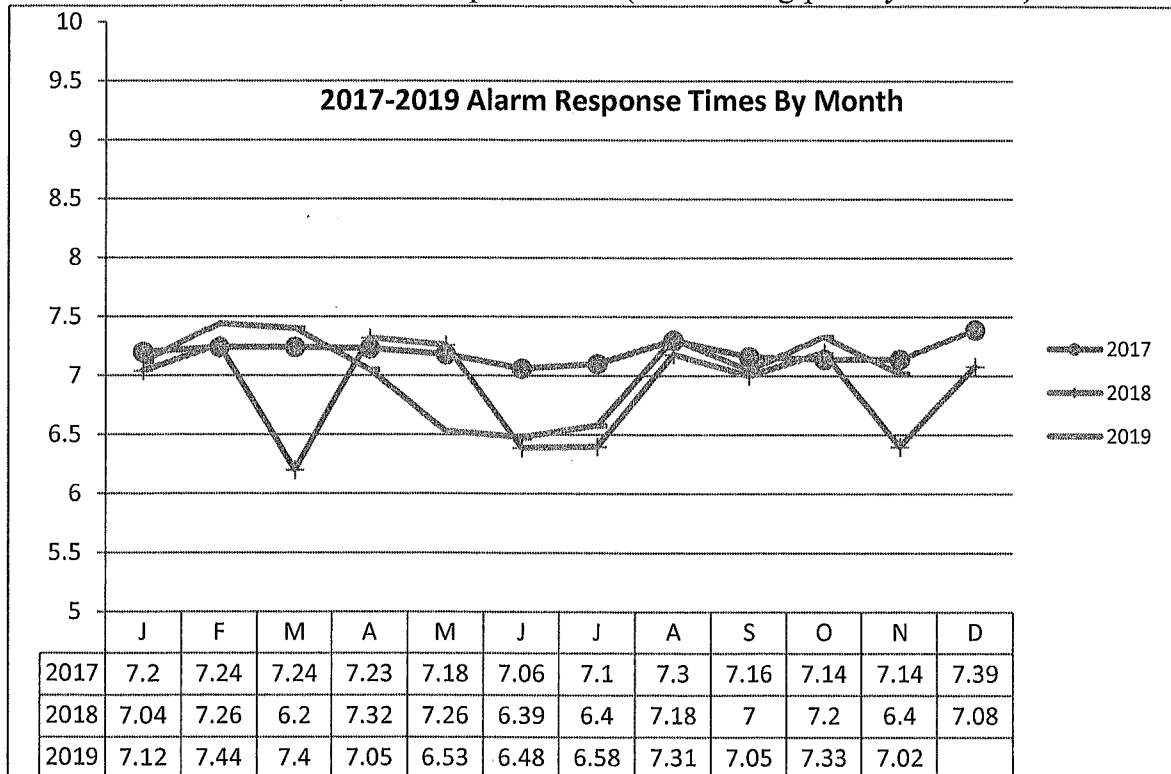
West Thurston Monthly-YTD Alarm Information

ER report #553-Major Incident Types



Average Response Time: 7:02 Minutes

No mutual aid, I-5 or Capitol Forest (first arriving-priority incidents)





WTRFA Monthly/ YTD Operations Summary

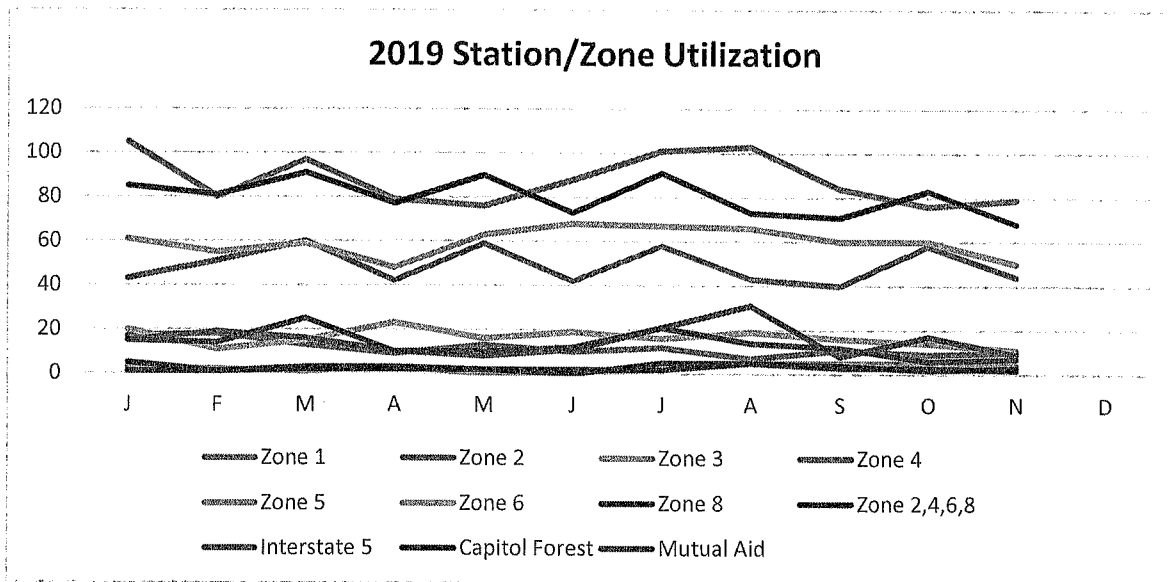
Description	Monthly Call Volume	YTD Call Volume
EMS/RESCUE	172	2097 (73%)
Fire	04	105 (4%)
Other	43	679 (24%)
For Month	219	2881
WT- Transports	57	(33%) of EMS

Hospital	Monthly	YTD
SPH	40	542
PHC	37	426
CMC	04	74
MAMC	00	00
Harborview	00	05
GH	00	00
Other	00	03
Total	81	1050

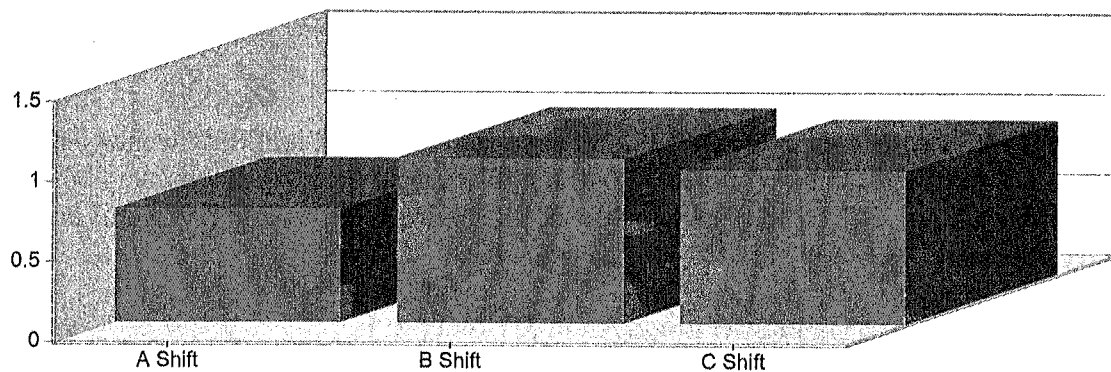
Tribal Property	Monthly	YTD
Lucky Eagle (12888)	05	62
Eagles Landing (12840)	00	15
Great Wolf Lodge (20500)	04	62
Fairfield Inn (6223)	00	02
Total	09	WTRFA 141 (5%)

Aid Unit Utilization	Transports For Month	YTD
Aid 1-1 – App 05	15	223
Aid 1-2 – App 06	20	274
Aid 1-3 – App 03	22	229
Aid 1-6 – App 55	00	00
Aid 1-4	00	01
Transported ALS	20	283
Airlift	00	04
Private Ambulance	04	36
Other FD	00	04

Station Zone	Monthly	AVG. Response Time (Month)	*YTD	Percentage YTD
1 – Grand Mound/Sargent	79	6:08	891	31%
2 – Littlerock Rd	44 (68)	7:03	541 (885)	19% (31%)
3 – Albany Street	50	6:55	661	23%
4 – Scott Lake- Sta. 1-2	10	7:29	129	5%
5 – Michigan Hill- Sta. 1-3	04	12:03	29	<1%
6 – Maytown Rd.	11	8:08	181	6%
8 – Bordeaux- Sta. 1-2	03	13:46	32	1%
I-5 1-1	03	8:34	75	3%
I-5 1-2	00	0	22	<1%
I-5 1-6	06	8:09	69	2%
Capitol Forest	02	16:40	25	<1%
Mutual Aid	07	N/A	146	6%
Average Response time	219	7:02	2881	100%
<i>Average response time for first arriving unit; does not include Mutual aid, Interstate 5 or Capitol Forest incidents (priority calls-ER report #1605)</i>				



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



A Shift 0:42- B Shift 1:02- C Shift 0:57
 Start Date: 11/01/2019 | End Date: 11/30/2019
 Doc Id: 654
 Emergencyreporting



WTRFA Operations Report:

Notable Fire Incidents:

- November 30th- RO190002882 – 2110 hours - 19200 block of Moon Road SW – 5th wheel trailer fire- total loss \$5500 – no insurance – Cause- accidental/ electrical

Project Work Status:

Fire Brigade – In Progress.

New Aid Unit Bid Spec & Bid process–Pre-build conference held on December 4th with BraunNW – looking for a mid to late summer completion on the 2 units.

Sargent Rd Energy Study – Meeting with Smart Solar and with input on a higher efficiency R-value wrap from Commissioner Pethia. The vendor will look at the potential of obtaining a higher level reflective insulation. When that is complete, a new bid submittal will be provided. There were no other vendors that responded to the RFQ. – **Awaiting vendor.**

Albany Street Generator Project – The Generator has been installed on site. Confidence testing and acceptance will be on December 10th at 1300hrs.

New Engine Bid Spec – Awaiting information back from True North from our last meeting – **In Progress.**

Amateur Radio Project –Day wireless toured the 4 stations with Chief Kaleiwahea on October 29th and provided an installation quote \$32,000 for all four stations. My recommendation is to install station 1-1 & 1-2 (\$16,000) and conduct training with WTRFA and EM teams and then consider station 1-3 & 1-6 at end of 2020– **In Progress.**

Thurston County Emergency Alerting System & Smart 911:
Administrative staff training - **Pending**

Maytown Water:

Chief K met Thurston County at the proposed well site. We received a letter that the location would not be approved based on distance from current drain field location (30'). I told them if we locate water at the proposed site we would relocate the drain field. TC suggested we conduct perk tests and a drain field design. I told them I wanted to drill one or more test holes first to locate water and submit a relocated drain field dependent upon the findings. They suggested it wasn't recommended. I suggested the station is a critical infrastructure to support the communities emergency service needs and we must locate a suitable water source and as a last resort we will consider a desalination system. **In Process**



Planning & Project list update: A review of the current project list and update – priority list was completed for the 2020 budget. A review of the Strategic Plan update is underway with an emphasis of reviewing response strategy, volunteer program, and other program areas to seek improvements. - **In Process**

Facility-To-Do List: I have completed the facility-to-do maintenance and repair list. The plan is to have the CC crews' work 3 days a week beginning in January 2020 to complete what their skill level will permit (painting, heavy cleaning etc.). We have or are identifying the items that will need to be addressed by a contractor.

November Training Report – Captain Rob Smith

With November behind us, we look to end our 2019 campaign with the long anticipated “High Reliability Officer” presentation on December 4, 2019 at noon and hosted by WTRFA at Station 1-2. I personally think it is a fitting way to wrap up 2019 for our newly developed County Officer Luncheon, which is sponsored by the Thurston County Chiefs Association and coordinated by the Thurston County Training Officers, because it will give us some motivation with momentum going into 2020.

Speaking of momentum, we will continue training with our mutual aid partners. This year, we've participated with nearly every fire department in the county with training in some form or another. For example, Olympia Airport operations and Active Shooter training, as well as county-wide MCO's and other trainings that allow us to operate together to learn how we can do it better. Through training we have strengthened relationships and this helps to build a better training program which leads to better trained Firefighter/EMT's. What we have also posted optional monthly UL Studies assignments for our Firefighters to learn more about the science behind fire behavior and evidence-based tactics to consider. The hope here is that it arms our personnel with solid information to do our job better with better outcomes. The feedback so far with this approach has been excellent and we will continue doing it.

If you have any questions about my training report, I'm happy to answer them. Thank you.

Completed Training for November
Regularly Scheduled Shift, Thursday Night Drills and Saturday Training featuring required training topics and non-required training:
<ul style="list-style-type: none">November 6 – Hazard Zone Accountability Train-the-Trainer at Mark Noble in Olympia – 1800-2030 (R. Smith)November 7 – A Shift Drill Engine Co Ops 1000-1500

Scheduled Training
<ul style="list-style-type: none">December 3 – IFSAC Written Exam Proctor @SPSCC 1800-2030December 4 - 451 Ignite Leadership – The High Reliability Officer at Station 1-2 – 1200-1430December 5 – Thursday Night Drill – Emergency Operations Center Drill at Station 1-1 – 1800-2100December 17 - B Shift Drill – Hazard Zone Accountability 1000-1500

Future Planned Training / Not yet Scheduled
As budget allows (tentative/approximate schedule);
<ul style="list-style-type: none">NFPA 1403 Live Fire Acquired Structure Burn – date pendingTraining with Mutual Aid Partners (Riverside Fire Authority – Lewis County) dates TBDTechnical Rescue Training – Rope Rescue Operations Level – Scheduling for 2Q 2020 with Department SORT Members – date pending
Major / Ongoing Projects



WTRFA CHIEFS REPORT
November 2019

- November 8 - IFSAC Written Exam Proctor at Station 1-2 1800-2000 (R. Smith – examinees R. Roland and J. Spiegelberg)
- November 14 – B Shift Drill Engine Co Ops 1000-1500
- November 14 – Cardiac Arrest Review (CAR) Instructor Evaluation and Quarterly Defib/AED delivered (R. Smith and Vavrinec evaluated) at Station 1-2 1800-2000.
- November 16 - IFSAC Evaluator – Live Fire Practical's at Mark Noble 0800-1430 (R. Smith)
- November 21 – C Shift Drill Engine Co Ops 1000-1500
- November 25 – A Shift – Quarterly Defib/CAR 1100-1200 @Station 1-1

- December 18 – C Shift Drill – Hazard Zone Accountability 1000-1500
- December 19 – A Shift Drill – Hazard Zone Accountability 1000-1500

- **Operations Policies 4000 Section Review and recommend revisions as needed** – Target Completion date January 31, 2020.
- **Revise PPG Orientation Tests** – Target Completion date January 31, 2020.
- **Thurston County Training Officers:** Recruit Academy Curriculum Build for 7th Ed Text for 2020 (RA 20-01) – in progress
- **Thurston County Training Officers:** Fire Behavior and Building Construction stand-alone class offering – planning stages
- **Thurston County Training Officers:** Coordinate/lead MCO's multiple dates 1st, 2nd, 3rd, and 4th Q 2020 with all Thurston County Departments in the Cooperative.- in planning
- **WTRFA Training Division:** New Target Solutions Platform improvements to help end-user experience – in progress and target rollout for 1Q - 2020.
- **Ladder Truck Training:** Develop Advanced Functions Task Book Training (phase 2) – in progress
- **Apparatus / Equipment Committee** – January - TBD
- **Training Tower:** Reconsider plans – Reactivate 30 days
- **Training Task Books** – review and revision – target completion end of 2Q 2020
- **EFO Program Application** – Opens January 2020.

4th Quarter 2019 Training Requirements: Posted – in progress
Annual Training Requirements (WAC) 2019: Posted – in progress

<u>Monthly Summary *Training Events Scheduled (subject to change)*</u>		
<i>Subject</i>	<i>Dates</i>	<i>Description and Requirement</i>
WAC Annual Training	Ongoing/expires 12/31/2019	TCTC Annual Training Requirements
Rehab Training	TBD	Station 1-2 - TBD
Officer Luncheon	Dec 4	"High Reliability Officer" Station 1-2 -- 1200-1430
Thursday Night Drill	Dec 5	EOC/ECC Drill Station 1-1 – 1800-2100
<u>Monthly Shift Drills *Required by All Line Personnel*</u>		
<i>Subject</i>	<i>Dates</i>	<i>Description and Equipment Needed</i>
A Shift – ENG CO OPS	December 19	Classroom 1000-1200 @Station 1-2, 1300-1500 @Station 1-1



WTRFA CHIEFS REPORT
November 2019

B Shift – ENG CO OPS	December 17	Classroom 1000-1200 @Station 1-2, 1300-1500 @Station 1-1
C Shift – ENG CO OPS	December 18	Classroom 1000-1200 @Station 1-2, 1300-1500 @Station 1-1

West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 12/6/2019 9:58:59 AM



Incident Count per User-Defined Fields for Date Range

Start Date: 11/01/2019 | End Date: 11/30/2019

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Call Type (Required)	
ALS	51
BLS	131
FIRE	37

USER-DEFINED FIELD: Patient Dispo? (Required)	
AMA	11
Cancelled	14
DOA	5
FIRE	27
No Medical Need	32
POV	12
T & R	32
TRANSPORT	81
UTL	5

USER-DEFINED FIELD: Transport BLS or ALS? (Required)	
ALS	20
BLS	61
N/A	138

USER-DEFINED FIELD: Unit that transported? (Required)	
A1-1	15
A1-2	20
A1-3	22
Medic Unit	20
N/A	138
Private Amb	4

USER-DEFINED FIELD: Transport Location (Not POV)? (Required)	
Centralia Providence	37
CMC	4
N/A	138
SPH	40

USER-DEFINED FIELD: 2nd Patient Dispo?	
AMA	2

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

ANSWERS	# INCIDENTS
TRANSPORT	1

USER-DEFINED FIELD: 2nd Patient transport by?	
A1-2	1

USER-DEFINED FIELD: 2nd Patient Transport Location?	
Centralia Providence	1

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

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West Thurston Regional Fire Authority

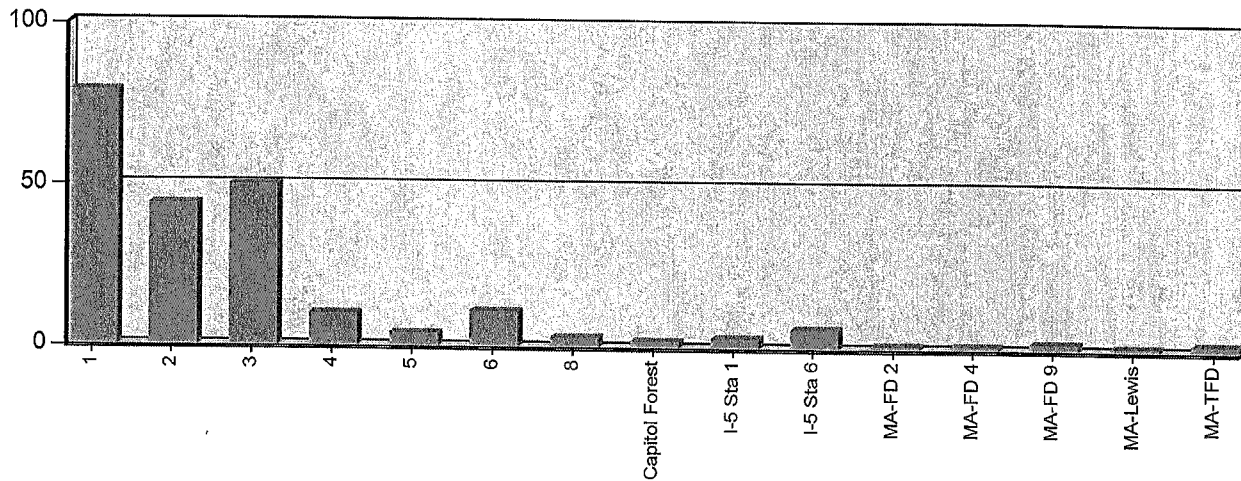
Olympia, WA

This report was generated on 12/6/2019 10:02:05 AM



Incident Count per Zone for Date Range

Start Date: 11/01/2019 | End Date: 11/30/2019



ZONE	# INCIDENTS
1 - Grand Mound	79
2 - Littlerock	44
3 - Rochester	50
4 - Scott Lake	10
5 - Michigan Hill	4
6 - Maytown	11
8 - Bordeaux / Mima / Gate	3
Capitol Forest - Capitol Forest Zone	2
I-5 Sta 1 - I-5 Station 1-1 Area	3
I-5 Sta 6 - I-5 Station 1-6 Area	6
MA-FD 2 - TCFD 2 - Yelm / Rainier	1
MA-FD 4 - TCFD 4 - Tenino	1
MA-FD 9 - TCFD 9 - McLane / Black Lake	2
MA-Lewis - Lewis County	1
MA-TFD - Tumwater FD	2

TOTAL: 219

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

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West Thurston Regional Fire Authority

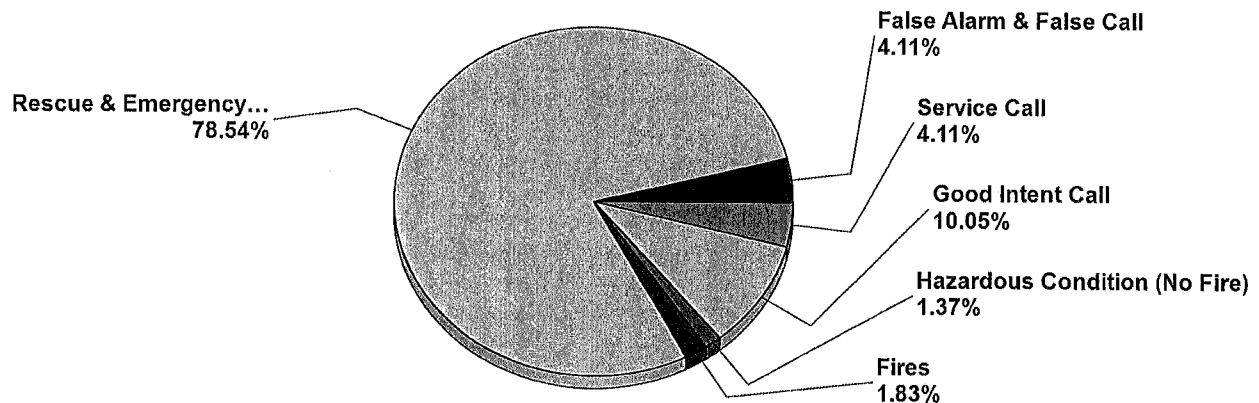
Olympia, WA

This report was generated on 12/6/2019 10:01:14 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2019 | End Date: 11/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	1.83%
Rescue & Emergency Medical Service	172	78.54%
Hazardous Condition (No Fire)	3	1.37%
Service Call	9	4.11%
Good Intent Call	22	10.05%
False Alarm & False Call	9	4.11%
TOTAL	219	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.91%
114 - Chimney or flue fire, confined to chimney or flue	1	0.46%
117 - Commercial Compactor fire, confined to rubbish	1	0.46%
321 - EMS call, excluding vehicle accident with injury	153	69.86%
322 - Motor vehicle accident with injuries	8	3.65%
324 - Motor vehicle accident with no injuries.	11	5.02%
441 - Heat from short circuit (wiring), defective/worn	1	0.46%
444 - Power line down	2	0.91%
500 - Service Call, other	1	0.46%
510 - Person in distress, other	1	0.46%
551 - Assist police or other governmental agency	1	0.46%
561 - Unauthorized burning	5	2.28%
571 - Cover assignment, standby, moveup	1	0.46%
600 - Good intent call, other	1	0.46%
611 - Dispatched & cancelled en route	15	6.85%
622 - No incident found on arrival at dispatch address	2	0.91%
631 - Authorized controlled burning	2	0.91%
650 - Steam, other gas mistaken for smoke, other	1	0.46%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.46%
700 - False alarm or false call, other	3	1.37%
743 - Smoke detector activation, no fire - unintentional	2	0.91%
744 - Detector activation, no fire - unintentional	1	0.46%
745 - Alarm system activation, no fire - unintentional	2	0.91%
746 - Carbon monoxide detector activation, no CO	1	0.46%
TOTAL INCIDENTS:	219	100.00%











Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.
Does not include Imported data.

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Incident Report 5 results found — Download CSV — Export to Google Earth

Grid View

Map View









< Back		1		Next >	
2019-0002865	11/28/2019 09:52:29 Station: 1-3 Disp. #: RO190002865	611 - Dispatched & cancelled en route 12888 188TH AVE SW Rochester WA 98579			Reviewed Delete
2019-0002824	11/21/2019 16:53:33 Station: 1-3 Disp. #: RO190002824	321 - EMS call, excluding vehicle accident with injury 12888 188TH AVE SW Rochester WA 98579			Reviewed Delete
2019-0002721	11/08/2019 20:15:32 Station: 1-3 Disp. #: RO190002721	321 - EMS call, excluding vehicle accident with injury 12888 188TH AVE SW Rochester WA 98579			Reviewed Delete
2019-0002708	11/06/2019 19:09:28 Station: 1-3 Disp. #: RO190002708	321 - EMS call, excluding vehicle accident with injury 12888 188TH AVE SW Rochester WA 98579			Reviewed Delete
2019-0002701	11/05/2019 17:43:00 Station: 1-3 Disp. #: RO190002701	321 - EMS call, excluding vehicle accident with injury 12888 188TH AVE SW Rochester WA 98579			Reviewed Delete
< Back		1		Next >	

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Incident Report 4 results found — Download CSV — Export to Google Earth

Grid View

Map View

< Back		1		Next >	
2019-0002839	11/24/2019 05:09:37 Station: 1-1 Disp. #: RO190002839	321 - EMS call, excluding vehicle accident with injury 20500 OLD HWY 99 SW Rochester WA 98579	 Reviewed	 Delete	
2019-0002820	11/21/2019 14:24:55 Station: 1-1 Disp. #: RO190002820	321 - EMS call, excluding vehicle accident with injury 20500 OLD HWY 99 SW Rochester WA 98579	 Reviewed	 Delete	
2019-0002706	11/06/2019 14:52:34 Station: 1-1 Disp. #: RO190002706	321 - EMS call, excluding vehicle accident with injury 20500 OLD HWY 99 SW Rochester WA 98579	 Reviewed	 Delete	
2019-0002673	11/02/2019 00:31:16 Station: 1-1 Disp. #: RO190002673	321 - EMS call, excluding vehicle accident with injury 20500 OLD HWY 99 SW Rochester WA 98579	 Reviewed	 Delete	
< Back		1		Next >	

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West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 12/6/2019 12:28:42 PM



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

Mutual Aid: All Types and None | Response Mode(s): Lights and Sirens | Zone(s): 1 - Grand Mound, 2 - Littlerock, 3 - Rochester, 4 - Scott Lake, 5 - Michigan Hill and 2 more | Start Date: 11/01/2019 | End Date: 11/30/2019

Incident Number	Date	Apparatus	Response Time
Bordeaux / Mima / Gate			
2019-0002844	11/25/2019	A1-2	14:34
2019-0002810	11/19/2019	A1-2	15:08
2019-0002682	11/03/2019	A1-2	11:37
Number of Calls: 3			Avg Response Time: 13:46
Grand Mound			
2019-0002879	11/29/2019	A1-1	4:44
2019-0002874	11/29/2019	A1-1	7:20
2019-0002868	11/28/2019	E1-3	3:30
2019-0002866	11/28/2019	A1-1	5:50
2019-0002855	11/26/2019	E1-1	7:29
2019-0002848	11/25/2019	A1-1	6:14
2019-0002839	11/24/2019	A1-1	8:48
2019-0002838	11/23/2019	E1-1	7:18
2019-0002836	11/22/2019	BN1-6	4:20
2019-0002833	11/22/2019	E1-1	4:26
2019-0002821	11/21/2019	CH1-1	2:28
2019-0002820	11/21/2019	A1-1	4:56
2019-0002807	11/19/2019	A1-1	6:24
2019-0002802	11/18/2019	TO1-1	0:00
2019-0002797	11/17/2019	A1-1	5:35
2019-0002795	11/17/2019	E1-1	9:52
2019-0002794	11/17/2019	A1-1	4:15
2019-0002790	11/16/2019	A1-1	4:31
2019-0002786	11/16/2019	E1-1	8:12
2019-0002785	11/16/2019	A1-1	6:59
2019-0002783	11/15/2019	E1-3	3:10
2019-0002782	11/15/2019	A1-1	5:37
2019-0002778	11/14/2019	A1-1	3:15
2019-0002777	11/14/2019	E1-3	9:26
2019-0002770	11/14/2019	E1-1	5:39
2019-0002765	11/13/2019	E1-1	8:10
2019-0002764	11/13/2019	A1-1	3:17
2019-0002762	11/13/2019	A1-1	0:00
2019-0002760	11/13/2019	A1-1	5:15

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



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Incident Number	Date	Apparatus	Response Time
2019-0002758	11/13/2019	A1-1	4:21
2019-0002754	11/13/2019	A1-1	7:52
2019-0002752	11/13/2019	E1-1	8:23
2019-0002748	11/12/2019	A1-1	4:48
2019-0002744	11/12/2019	A1-1	9:08
2019-0002740	11/11/2019	A1-1	4:29
2019-0002735	11/11/2019	A1-1	7:54
2019-0002734	11/10/2019	A1-1	12:08
2019-0002731	11/10/2019	A1-1	8:15
2019-0002729	11/10/2019	A1-1	9:43
2019-0002727	11/10/2019	A1-1	4:33
2019-0002726	11/09/2019	E1-1	9:55
2019-0002725	11/09/2019	A1-1	4:27
2019-0002720	11/08/2019	A1-1	2:39
2019-0002717	11/08/2019	E1-1	4:40
2019-0002706	11/06/2019	A1-1	6:37
2019-0002704	11/06/2019	A1-1	6:07
2019-0002702	11/05/2019	A1-1	3:35
2019-0002692	11/04/2019	E1-1	4:31
2019-0002691	11/04/2019	E1-1	4:51
2019-0002688	11/04/2019	BN1-6	6:15
2019-0002686	11/03/2019	A1-2	13:31
2019-0002685	11/03/2019	A1-1	6:31
2019-0002676	11/02/2019	E1-1	6:10
2019-0002674	11/02/2019	A1-1	10:16
2019-0002673	11/02/2019	A1-1	8:15
2019-0002668	11/01/2019	E1-1	5:26
2019-0002666	11/01/2019	A1-1	5:40

Number of Calls: 57

Avg Response Time: 6:08

Little Rock

2019-0002881	11/30/2019	E1-2	11:53
2019-0002876	11/29/2019	A1-2	6:40
2019-0002875	11/29/2019	A1-2	9:29
2019-0002871	11/28/2019	E1-2	11:35
2019-0002870	11/28/2019	A1-2	3:24
2019-0002864	11/27/2019	A1-2	7:38
2019-0002862	11/26/2019	A1-2	7:32
2019-0002856	11/26/2019	TO1-1	0:00
2019-0002853	11/26/2019	A1-2	5:19
2019-0002852	11/26/2019	E1-2	8:00
2019-0002849	11/25/2019	E1-2	3:47

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



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Incident Number	Date	Apparatus	Response Time
2019-0002843	11/24/2019	A1-2	7:13
2019-0002837	11/23/2019	A1-2	5:06
2019-0002834	11/22/2019	A1-2	9:47
2019-0002831	11/22/2019	A1-2	4:15
2019-0002826	11/21/2019	A1-2	2:44
2019-0002822	11/21/2019	E1-2	3:18
2019-0002817	11/21/2019	A1-2	4:52
2019-0002813	11/20/2019	A1-2	7:17
2019-0002811	11/20/2019	A1-2	5:58
2019-0002798	11/18/2019	A1-2	11:25
2019-0002796	11/17/2019	E1-2	6:27
2019-0002791	11/16/2019	A1-2	10:11
2019-0002771	11/14/2019	A1-2	7:12
2019-0002763	11/13/2019	BN1-6	7:41
2019-0002757	11/13/2019	A1-2	4:43
2019-0002756	11/13/2019	E1-2	9:31
2019-0002751	11/13/2019	E1-2	6:09
2019-0002749	11/12/2019	A1-2	6:18
2019-0002743	11/11/2019	A1-2	3:44
2019-0002711	11/07/2019	A1-2	10:17
2019-0002698	11/05/2019	A1-2	9:39
2019-0002695	11/05/2019	A1-2	12:05
2019-0002690	11/04/2019	A1-2	9:45
2019-0002684	11/03/2019	E1-2	7:58
2019-0002681	11/02/2019	BN1-6	8:58
2019-0002679	11/02/2019	A1-2	4:48
2019-0002672	11/02/2019	A1-2	5:48
		Number of Calls: 38	Avg Response Time: 7:03
Maytown			
2019-0002872	11/28/2019	BN1-6	3:19
2019-0002829	11/22/2019	A1-2	10:55
2019-0002739	11/11/2019	BN1-6	8:04
2019-0002732	11/10/2019	BN1-6	5:59
2019-0002723	11/09/2019	BN1-6	4:56
2019-0002719	11/08/2019	A1-2	11:38
2019-0002710	11/07/2019	A1-2	13:01
2019-0002700	11/05/2019	E1-2	6:49
2019-0002687	11/03/2019	A1-2	8:21
2019-0002675	11/02/2019	BN1-6	8:06
		Number of Calls: 10	Avg Response Time: 8:08

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Incident Number	Date	Apparatus	Response Time
Michigan Hill			
2019-0002840	11/24/2019	A1-3	10:46
2019-0002769	11/14/2019	A1-3	11:27
2019-0002736	11/11/2019	A1-3	11:33
2019-0002683	11/03/2019	A1-3	14:29
		Number of Calls: 4	Avg Response Time: 12:03
Rochester			
2019-0002882	11/30/2019	CH1-1	8:55
2019-0002869	11/28/2019	A1-3	8:07
2019-0002859	11/26/2019	BN1-6	10:32
2019-0002850	11/26/2019	E1-3	5:38
2019-0002846	11/25/2019	A1-3	5:53
2019-0002832	11/22/2019	A1-3	5:02
2019-0002830	11/22/2019	A1-3	5:32
2019-0002828	11/21/2019	E1-3	5:27
2019-0002827	11/21/2019	B1-1	8:58
2019-0002824	11/21/2019	A1-3	10:53
2019-0002805	11/18/2019	A1-3	6:22
2019-0002804	11/18/2019	E1-3	5:46
2019-0002803	11/18/2019	E1-3	6:23
2019-0002801	11/18/2019	A1-3	2:40
2019-0002800	11/18/2019	B1-3	5:31
2019-0002787	11/16/2019	E1-3	6:09
2019-0002779	11/15/2019	A1-3	5:05
2019-0002776	11/14/2019	A1-3	5:18
2019-0002772	11/14/2019	A1-3	10:56
2019-0002761	11/13/2019	A1-3	6:14
2019-0002755	11/13/2019	A1-3	8:46
2019-0002750	11/12/2019	A1-3	6:37
2019-0002733	11/10/2019	A1-3	5:44
2019-0002730	11/10/2019	A1-3	6:19
2019-0002724	11/09/2019	A1-3	6:15
2019-0002722	11/09/2019	E1-1	13:46
2019-0002721	11/08/2019	A1-3	7:53
2019-0002718	11/08/2019	A1-3	8:44
2019-0002713	11/08/2019	A1-3	9:26
2019-0002708	11/06/2019	A1-3	7:34
2019-0002707	11/06/2019	A1-3	6:51
2019-0002701	11/05/2019	A1-3	7:26
2019-0002699	11/05/2019	BN1-6	5:07
2019-0002697	11/05/2019	A1-3	7:10

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



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Incident Number	Date	Apparatus	Response Time
2019-0002689	11/04/2019	A1-3	3:49
2019-0002680	11/02/2019	A1-3	6:02
2019-0002677	11/02/2019	A1-3	5:12
2019-0002671	11/01/2019	A1-3	5:19
Number of Calls: 38			Avg Response Time: 6:55
Scott Lake			
2019-0002867	11/28/2019	A1-2	8:32
2019-0002858	11/26/2019	A1-2	7:40
2019-0002814	11/20/2019	BN1-6	7:32
2019-0002788	11/16/2019	BN1-6	4:09
2019-0002767	11/14/2019	A1-2	8:48
2019-0002759	11/13/2019	TO1-1	7:00
2019-0002738	11/11/2019	A1-2	8:45
Number of Calls: 7			Avg Response Time: 7:29
Total Number of Calls: 157			Total Avg Response Time: 7:02

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

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