



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, October 14, 2019 at 1800 hrs – Littlerock Rd Fire Station

- I. CALL TO ORDER**
- II. ATTENDANCE**
- III. AWARDS PRESENTATIONS**
- IV. PUBLIC HEARING AND COMMENT**
 - a. 2020 Budget Proposal (*separate attachment*)
- V. ADDITIONS/DELETIONS TO AGENDA**
- VI. LABOR MANAGEMENT TEAM REPORT**
- VII. NEW BUSINESS (ACTION ITEMS)**

ITEM	RESPONSIBLE	OUTCOME
1. Expenditures: Accts Payable \$117,161.69 (pages 1-8) Payroll \$408,973.02 (pages 9-10) TOTAL: \$526,134.71 warrants \$204,195.76 EFTs \$321,938.95	Board	Approve/Reject
2. Meeting Minutes – September 9, 2019 (pages 11-14)	Board	Approve/Reject
3. Purchase Requests – Utility Truck (pages 15-19)	Board	Approve/Reject
4. Proxy Authority – WFCOA conference (pages 20)	Board	Approve/Reject

VIII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Policy 1.2021 Leave, Disability and Shared Leave Bank recommended changes (pages 21-28)	Board	Approve/Reject
2. NEW Policy – Peer Support Team (pages 29-30)	Board	Feedback AND Approve/Reject
3. GEMT Set-aside consideration	Board	Approve/Reject

IX. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. GEMT update	Linda Shea	Update
2. Beaver Creek Property	Chief Scott	Update
3. Chehalis Tribe negotiations	Chief Kaleiwahea	Update
4. Weyerhaeuser/Mima Tree Farm	Chief Kaleiwahea	Update

X. COMMUNICATIONS (NONACTION ITEMS)

ITEM	RESPONSIBLE	OUTCOME
1. Treasurer/Fund September 2019 Reports (pages 31-38)	Chief Scott/Linda	Informational
2. October 2019 Budget reports (pages 39-42)	Chief Scott/Linda	Informational
3. Operations Committee Update	Chief Scott	Informational
4. Hosting of PNW Seismic Network instrument at Station 1-2 (pages 43-44)	Linda S	Informational
5. 2018 Audit Report – TCFPD #1 (pages 45-46)	Linda S	Informational
6. Bay door maintenance contract (pages 47-50)	Linda S	Informational
7. AD&D and Accident/Health insurance policy renewals (pages 51-54)	Linda S	Informational
8. EAP utilization report (pages 55-56)	Linda S	Informational

XI. CHIEFS REPORT (pages 57-77)**XII. 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

XIII. GOOD OF THE ORDER**XIV. ADJOURNMENT**

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 12:10:52 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
191001001 Action Communications Inc	1605	10/14/2019	Claims	6700	700.82	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1909173 09/27/2019 10/14/2019			Speaker/Microphone with Audio Jack (x6) for		700.82	
191001002 Air Exchange Inc	1606	10/14/2019	Claims	6700	1,395.74	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
91600383 09/27/2019 10/14/2019			1-2 Littlerock Plymovent Hose & Safety Disconnect		1,395.74	
191001003 Alarm Center Inc	1607	10/14/2019	Claims	6700	85.39	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1189516 09/18/2019 10/14/2019			1-2 Littlerock QR3 2019 Srvc		85.39	
191001004 Batteries Plus	1608	10/14/2019	Claims	6700	15.25	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
P18881206 09/27/2019 10/14/2019			A63 E1-2 Flashlight Battery		15.25	
191001005 Berryman Thomas A	1609	10/14/2019	Claims	6700	699.96	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
WARRANT REISSUE 10/04/2019 10/14/2019			Lost Warrant Replacement (1459817)		699.96	
191001006 Brightwire Networks LLC	1610	10/14/2019	Claims	6700	6,667.38	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
16062 09/18/2019 10/14/2019			August 2019 Agreement		2,222.46	
16246 09/18/2019 10/14/2019			Sept 2019 Agreement		2,222.46	
16371 09/18/2019 10/14/2019			Oct 2019 Agreement		2,222.46	
191001007 C W Nielsen Mfg Corp	1611	10/14/2019	Claims	6700	215.80	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
32438 10/09/2019 10/14/2019			Service Pins (x10)		215.80	
191001008 Capital Business Machines Inc	1612	10/14/2019	Claims	6700	175.24	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
876719 10/04/2019 10/14/2019			1-2 Littlerock Copies		20.49	
876719 10/04/2019 10/14/2019			Vol R&R Grant Copies		81.95	
876720 10/04/2019 10/14/2019			1-1 Grand Mound Copies		54.46	
876718 10/04/2019 10/14/2019			1-6 Maytown Copies		18.34	
191001009 Carefirst Bluecross Blueshield Payment Administrator	1613	10/14/2019	Claims	6700	192.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1924800123284 09/18/2019 10/14/2019			M. Harris Medical Premium		192.00	
191001010 Cedar Creek Correction Center	1614	10/14/2019	Claims	6700	483.98	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1908.1097 09/18/2019 10/14/2019			Aug 2019 Work Crew		483.98	
191001011 Citi Cards	1615	10/14/2019	Claims	6700	8,950.57	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
AMAZON 10/09/2019 10/14/2019			1-2 Littlerock Facility Supply (air freshener)		0.72	
AMAZON 10/09/2019 10/14/2019			Rehab Protien Bars		25.90	
AMAZON 10/09/2019 10/14/2019			Cell Charger Cables/Stand (Ch. Scott)		46.38	
ICAN PARTY PLACE 10/09/2019 10/14/2019			Annual Banquet - tent rental		535.57	
AUTOZONE 10/09/2019 10/14/2019			1-2 Littlerock - RainX		10.91	
'D BATH & BEYOND 10/09/2019 10/14/2019			Annual Banquet - prize		120.22	
BEST BUY 10/09/2019 10/14/2019			Annual Banquet - prize		54.64	
BEST BUY 10/09/2019 10/14/2019			Annual Banquet - prize		393.44	
CHEVRON 10/09/2019 10/14/2019			Annual Banquet - ice		28.90	
CITI CARD 10/09/2019 10/14/2019			Interest		67.08	
CLASSMAKER 10/09/2019 10/14/2019			Mnthly Subscripion		19.95	
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West Thurston Regional Fire Authority

Time: 12:10:52 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
COSTCO	10/09/2019	10/14/2019	Station supplies (water, gatorade)		209.09	
COSTCO	10/09/2019	10/14/2019	Station Supplies		110.76	
COSTCO	10/09/2019	10/14/2019	A70 Staff-1 Fuel		37.34	
COSTCO	10/09/2019	10/14/2019	1-2 Littlerock Station Supply (Coffee)		119.90	
COSTCO	10/09/2019	10/14/2019	Annual Banquet - prize		280.28	
COSTCO	10/09/2019	10/14/2019	Annual Banquet - meal		257.39	
COURAGE COFFEE	10/09/2019	10/14/2019	SWWF Pub-Ed		13.80	
'SPORTING GOODS	10/09/2019	10/14/2019	Annual Banquet - prize		21.85	
ETSY	10/09/2019	10/14/2019	Annual Banquet		29.94	
FAIR BBQ	10/09/2019	10/14/2019	SWWF Pub-Ed (Santee, Weinstein)		32.00	
FIGAROS	10/09/2019	10/14/2019	BOFC Mtng		114.59	
FIRESTORE	10/09/2019	10/14/2019	Leather Front - cutsom decal (Sanchez)		26.38	
FIRESTORE	10/09/2019	10/14/2019	Leather Front (Devert)		66.98	
FRED MEYER	10/09/2019	10/14/2019	A70 Staff-1 Fuel		35.72	
FRED MEYER	10/09/2019	10/14/2019	Annual Banquet - prize		195.43	
FRED MEYER	10/09/2019	10/14/2019	Annual Banquet - meal		31.44	
GE APPLICANCES	10/09/2019	10/14/2019	1-4 Scott Lake - fridge filters		115.79	
GLOW WITH US	10/09/2019	10/14/2019	Glow sticks		352.00	
VINE LINE APPAREL	10/09/2019	10/14/2019	Annual Banquet		167.49	
OFFICE DEPOT	10/09/2019	10/14/2019	Station Supplies		313.26	
OFFICE DEPOT	10/09/2019	10/14/2019	Office Supplies (paper, hole punch)		122.75	
OLYMPIA CARD	10/09/2019	10/14/2019	Fuel - Ch. K		46.24	
REILLY AUTO PARTS	10/09/2019	10/14/2019	A66 BN-1 Wipers		50.25	
REILLY AUTO PARTS	10/09/2019	10/14/2019	1-2 Littlerock - oil, DEF		32.74	
EBES PASTRY CAFE	10/09/2019	10/14/2019	Annual Banquet		137.32	
ELITE AUTOGLASS	10/09/2019	10/14/2019	A23 BN1-6 Repair Windshield		159.66	
ETY STORE FRONTS	10/09/2019	10/14/2019	Acceleratn-Hydrocarbon Scanner		1,687.20	
TLEBUTT BREWING	10/09/2019	10/14/2019			42.82	
TH BAY DICKERSON	10/09/2019	10/14/2019	Annual Banquet		698.58	
ART FOODSERVICE	10/09/2019	10/14/2019	Annual Banquet - Meal		174.09	
ART FOODSERVICE	10/09/2019	10/14/2019	Annual Banquet - Meal		18.10	
THE OLYMPIAN	10/09/2019	10/14/2019	Bid Advertisement (new Aid Units)		305.77	
USPS	10/09/2019	10/14/2019	Stamps		165.00	
VISTAPRINT	10/09/2019	10/14/2019	District Posters		168.83	
OURCE BOOKSHEL	10/09/2019	10/14/2019	Fire Service Pump Operator Training Books		73.85	
WA FIRE CHIEFS	10/09/2019	10/14/2019	Fire Prevention Institute Training (Dyer)		450.00	
WSP	10/09/2019	10/14/2019	Collision Reports for EF Recovery		52.50	
WSP	10/09/2019	10/14/2019	Collision Reports for EF Recovery		10.50	
ZOOM	10/09/2019	10/14/2019	Mnthly communications Service		16.17	
IT RACING EQUIPM	10/09/2019	10/14/2019	A09 B1-1 Winch Remote		-75.40	
CHEVRON	10/09/2019	10/14/2019	Ice		43.35	
COSTCO	10/09/2019	10/14/2019	PACT Dinner		27.41	
COSTCO	10/09/2019	10/14/2019	Station Supplies		174.19	
FIRESTORE	10/09/2019	10/14/2019	Collar Pins (x10)		68.89	
HARBOR FREIGHT	10/09/2019	10/14/2019	Voltage Tester (Fire Investigation)		6.00	
OFFICE DEPOT	10/09/2019	10/14/2019	Station Supplies		69.96	
TRACTOR SUPPLY	10/09/2019	10/14/2019	1-2 Littlerock Matts for exercise area		93.98	
WINDY CITY	10/09/2019	10/14/2019	Pub Ed Fire Hats		-0.26	
MADSEN'S	10/09/2019	10/14/2019	Axe awards		274.99	

191001012 City Of Olympia 1616 10/14/2019 Claims 6700 17,252.06

Invoice #	Rcvd Date	Due Date	Description	Amount
10403/17256	09/18/2019	10/14/2019	A07 E1-6 Annual Service	4,803.49
10403/17256	09/18/2019	10/14/2019	A07 E1-6 Repair bumper valve, serpentine belt,	8,747.32
10403/17256	09/18/2019	10/14/2019	A22 E1-3 Overheating Issue & Water gauge level	1,813.68
10403/17256	09/18/2019	10/14/2019	A19 A1-2 warranty turbo replacement	354.58
10403/17256	09/18/2019	10/14/2019	A19 A1-2 Replace Air horn, new inverter pigtail	804.18
10403/17256	09/18/2019	10/14/2019	A23 BN1-6 Annual PM Service	728.81

191001013 City Sanitary Inc 1617 10/14/2019 Claims 6700 140.30

Invoice #	Rcvd Date	Due Date	Description	Amount
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2

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 12:10:52 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
SEPT 2019	10/10/2019	10/14/2019	1-1 Grand Mound recycle		121.45	
SEPT 2019	10/10/2019	10/14/2019	1-3 Rochester recycle		18.85	
191001014 Clearwater Utility Services LLC	1618	10/14/2019	Claims	6700	463.65	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
13679	09/18/2019	10/14/2019	1-1 Grand Mnd Water Srvc		154.55	
13656	09/18/2019	10/14/2019	1-2 Littlerock Water Srvc		154.55	
13664	09/18/2019	10/14/2019	1-6 Maytown Water Srvc		154.55	
191001015 Comcast	1619	10/14/2019	Claims	6700	1,022.74	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
1030	09/18/2019	10/14/2019	1-2 Littlerock Phone/Cable		321.61	
1030	09/18/2019	10/14/2019	1-6 Maytown Phone/Cable		229.71	
1030	09/18/2019	10/14/2019	1-1 Grand Mnd Phone/Cable		321.61	
1030	09/18/2019	10/14/2019	1-4 Scott Lk Phone/Cable		243.98	
1030	09/18/2019	10/14/2019	1-3 Rochester Phone/Cable		181.51	
1030	09/18/2019	10/14/2019	Billing Corrections		-275.68	
191001016 DE Lage Landen	1620	10/14/2019	Claims	6700	293.44	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
65217249	09/18/2019	10/14/2019	1-2 Littlerock Copier Lease		293.44	
191001017 Day Management Corp	1621	10/14/2019	Claims	6700	917.15	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
244876-00	09/18/2019	10/14/2019	Smart Batteries (x10)		917.15	
EFT Department Of Revenue	1597	10/14/2019	Claims	6700	1,496.92	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
OCT 31 2019	10/09/2019	10/14/2019	QR3 2019 LET		951.03	
OCT 2019	10/09/2019	10/14/2019	2019 Unclaimed Property		545.89	
191001018 Emergency Reporting Inc C/O Backdraft OpCo, LLC	1622	10/14/2019	Claims	6700	545.97	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
2019_7860	09/27/2019	10/14/2019	Nov 2019 Mnthly Srvc		545.97	
191001019 First Choice Health Network	1623	10/14/2019	Claims	6700	158.95	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
SEPT 2019	10/04/2019	10/14/2019	Sept 2019 EAP		158.95	
191001020 Great Western States Supply LLC	1624	10/14/2019	Claims	6700	155.38	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
51211	09/18/2019	10/14/2019	1-1 Grand Mnd Bark		77.69	
53005	09/18/2019	10/14/2019	1-1 Grand Mnd Bark		77.69	
191001021 Grindstuffs Northwest Champion	1625	10/14/2019	Claims	6700	180.89	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
31308	09/27/2019	10/14/2019	Banquet Awards		180.89	
191001022 Harris, Mike	1626	10/14/2019	Claims	6700	381.08	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REIMBURSEMENT	09/18/2019	10/14/2019	Harris Teeter Pharmacy & Capital Travel Medicine		381.08	
191001023 Jenrette Thom	1627	10/14/2019	Claims	6700	72.78	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
REIMBURSEMENT	10/09/2019	10/14/2019	CCCC crew Reimbursement		72.78	

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 12:10:52 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 4

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
191001024 Joes Refuse Inc	1628	10/14/2019	Claims	6700	176.47	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
SEPT 2019 10/10/2019 10/14/2019 1-1 Grand Mound garbage					137.35	
SEPT 2019 10/10/2019 10/14/2019 1-3 Rochester garbage					39.12	
191001025 John's Plumbing and Pumps Inc	1629	10/14/2019	Claims	6700	3,322.25	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
14257 09/27/2019 10/14/2019 1-1 Grand Mnd Kitchen Faucet (Dorm), Bay Sink					3,322.25	
191001026 Knight Fire Protection Inc	1630	10/14/2019	Claims	6700	2,490.03	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
65936 10/04/2019 10/14/2019 Recharged Fire Extinguisher					20.69	
67682 10/04/2019 10/14/2019 1-1 Grand Mnd Annual Fire Sprinkler System					322.62	
67679 10/04/2019 10/14/2019 1-2 Littlerock Annual Fire Sprinkler System					712.14	
67678 10/04/2019 10/14/2019 1-3 Rochester Annual Fire Sprinkler System					298.88	
67680 10/04/2019 10/14/2019 1-4 Scott Lake Annual Fire Sprinkler System					523.37	
67681 10/04/2019 10/14/2019 1-6 Maytown Annual Fire Sprinkler System					612.33	
191001027 LN Curtis & Sons Inc	1631	10/14/2019	Claims	6700	6,780.62	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
CM17410 09/18/2019 10/14/2019 Credit for Wildland Shirt (4xl)					-139.35	
303554 09/18/2019 10/14/2019 Wildland Water Case / Clip (x3)					76.08	
314599 09/18/2019 10/14/2019 Annual Flow Tests - Facepieces (x107) Packs/Masks					5,967.95	
313815 09/18/2019 10/14/2019 Wildland Shirt (x3)					307.27	
318549 09/18/2019 10/14/2019 MSA Fire Helmet (Fitzgerald)					320.50	
323572 09/18/2019 10/14/2019 1-1 Grand Mnd Aircheck Analysis, 1-2 Littlerock					248.17	
191001028 Lincoln Creek Lumber	1632	10/14/2019	Claims	6700	275.74	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
378021 09/18/2019 10/14/2019 1-2 Littlerock RainX for apparatus					12.66	
378225 09/18/2019 10/14/2019 1-4 Scott Lake 5ft Ladder					49.17	
378877 09/18/2019 10/14/2019 1-2 Littlerock Seal Tape, Adapter Tee, plywood					213.91	
191001029 Mountain Mist Water	1633	10/14/2019	Claims	6700	232.96	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
029585 09/27/2019 10/14/2019 1-2 Littlerock Water					90.06	
029585 09/27/2019 10/14/2019 1-6 Maytown Water					38.56	
029585 09/27/2019 10/14/2019 1-1 Grand Mound Water					62.83	
029585 09/27/2019 10/14/2019 1-3 Rochester Water					38.27	
029585 09/27/2019 10/14/2019 1-4 Scott Lake Water					3.24	
191001030 Northwest Water Systems	1634	10/14/2019	Claims	6700	750.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
19-15277 09/27/2019 10/14/2019 1-2 Littlerock Water Mangment Set Up/1st Mnth					250.00	
19-15278 09/27/2019 10/14/2019 1-1 Grand Mnd Water Mangment Set Up/1st Mnth					250.00	
19-15276 09/27/2019 10/14/2019 1-6 Maytown Water Mangment Set Up/1st Mnth					250.00	
191001031 Olympia Sheet Metal Inc	1635	10/14/2019	Claims	6700	10,563.41	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
56814 09/18/2019 10/14/2019 1-1 Grand Mnd Install Condensate Pump EMT Rm					1,715.61	
56815 09/18/2019 10/14/2019 1-1 Grand Mnd Repair Leak on HP #5					1,456.65	
56816 09/18/2019 10/14/2019 1-4 Scott Lake Repair Water Leak on AC					798.46	
56889 09/18/2019 10/14/2019 1-1 Grand Mnd Replace Blower on Unit 3					2,093.26	
56892 09/18/2019 10/14/2019 1-2 Littlerock Repair Short in Unit 1 (admin)					1,294.80	
56890 09/18/2019 10/14/2019 1-3 Rochester wash outdoor units					755.30	
56891 09/18/2019 10/14/2019 1-4 Scott Lake Diagnose/repair Unit 2					1,618.50	
56896 09/18/2019 10/14/2019 1-6 Maytown Install Condensate Pump in Unit 1					830.83	
191001032 On-Hold Concepts Inc	1636	10/14/2019	Claims	6700	19.95	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						

(4)

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MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 5

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	494754	09/27/2019	10/14/2019	Mnthly On Hold Srvc	19.95	
191001033 Pacific Power Group LLC	1637	10/14/2019	Claims	6700	4,021.47	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	6512795	10/04/2019	10/14/2019	A62 E1-1 Turbo Repairs	4,021.47	
191001034 Paladin Background Screening LLC	1638	10/14/2019	Claims	6700	44.00	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1876	09/27/2019	10/14/2019	Background Check (Howe, J.)	44.00	
191001035 Pilot Travel Centers LLC	1639	10/14/2019	Claims	6700	395.83	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	414843976	09/27/2019	10/14/2019	A66 BN-1	41.39	
	414843976	09/27/2019	10/14/2019	A23 BNI-6	295.69	
	414843976	09/27/2019	10/14/2019	A25 TO1-1	58.75	
191001036 Pioneer Fire And Security Inc	1640	10/14/2019	Claims	6700	187.11	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	93802	09/18/2019	10/14/2019	1-1 Grand Mnd QR3 2019 Alarm Monitoring Srvc	97.11	
	93868	09/18/2019	10/14/2019	1-3 Rochester Annual Fire Alarm Inspection	90.00	
191001037 Puget Sound Energy	1641	10/14/2019	Claims	6700	3,150.06	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	200017639499	09/18/2019	10/14/2019	1-1 Grand Mnd Aug 2019	703.59	
	200016026946	09/18/2019	10/14/2019	1-2 Littlerock Sept 2019	745.69	
	200012762536	09/18/2019	10/14/2019	1-3 Rochester Aug 2019	261.77	
	220005346105	09/18/2019	10/14/2019	1-4 Scott Lake Sept 2019	141.28	
	200020145567	09/18/2019	10/14/2019	1-6 Maytown Aug 2019	400.59	
	200009308335	09/18/2019	10/14/2019	1-5 Michigan Hill Sep 2019	53.25	
	220006625754	09/18/2019	10/14/2019	1-7 Old Hwy 99 Sep 2019	99.50	
	200016026946	09/18/2019	10/14/2019	1-2 Littlerock Oct 2019	587.75	
	220005346105	09/18/2019	10/14/2019	1-4 Scott Lake Oct 2019	156.64	
191001038 Rochester Lumber	1642	10/14/2019	Claims	6700	206.29	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1103157	10/09/2019	10/14/2019	Thread Compound (Fire Hydrant Lube)	10.77	
	1102858	10/09/2019	10/14/2019	Rags, stir sticks, tape, spray paing, bucket (fire	53.15	
	1102886	10/09/2019	10/14/2019	Paint supplies (fire hydrant supplies)	23.77	
	1103246	10/09/2019	10/14/2019	1-3 Rochester Gutter Splashguard, DEF, TruFuel,	50.65	
	1103577	10/09/2019	10/14/2019	Push Broom (maintenance trailer), Spray Paint	20.48	
	1103579	10/09/2019	10/14/2019	Round Up	47.47	
191001039 Rochester Water Association	1643	10/14/2019	Claims	6700	49.50	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	100100	09/27/2019	10/14/2019	1-3 Rochester Water	49.50	
191001040 Scott Lake Maintenance Co	1644	10/14/2019	Claims	6700	42.00	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	2165	09/27/2019	10/14/2019	1-4 Scott Lake Water	42.00	
191001041 Sound Apparel LLC	1645	10/14/2019	Claims	6700	347.33	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	TG3603	10/04/2019	10/14/2019	T-shirts (x37)	347.33	
191001042 Sound Guard Security Systems Inc	1646	10/14/2019	Claims	6700	225.01	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	176716	09/27/2019	10/14/2019	1-3 Rochester QR4 2019 Monitoring	225.01	

5

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 12:10:52 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 6

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
191001043 Stericycle Inc	1647	10/14/2019	Claims	6700	122.95	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
3004811470	09/18/2019	10/14/2019	1-1 Grand Mnd Hazo Waste		10.36	
3004810466	09/18/2019	10/14/2019	1-3 Rochester Hazo Waste		10.36	
3004810466	09/18/2019	10/14/2019	1-2 Littlerock Hazo Waste		71.15	
3004844185	09/18/2019	10/14/2019	1-2 Littlerock Hazo Waste (Sep)		10.36	
3004844185	09/18/2019	10/14/2019	1-3 Rochester Hazo Waste (Sep)		10.36	
3004845283	09/18/2019	10/14/2019	1-1 Grand Mnd Hazo Waste (Sep)		10.36	
191001044 Systems Design West LLC	1648	10/14/2019	Claims	6700	1,519.15	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
20191096	09/18/2019	10/14/2019	Aug 2019 Transports		1,519.15	
191001045 TC Solid Waste	1649	10/14/2019	Claims	6700	18.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
2131950	09/18/2019	10/14/2019	Disposal of Surplus Items		18.00	
191001046 Terminix LP	1650	10/14/2019	Claims	6700	502.81	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
389226087	09/18/2019	10/14/2019	1-2 Littlerock Pest Control		139.19	
389226797	09/18/2019	10/14/2019	1-4 Scott Lake Pest Control		84.16	
389870140	09/18/2019	10/14/2019	1-6 Maytown Pest Control		92.79	
389995286	09/18/2019	10/14/2019	1-1 Grand Mnd Pest Control		94.95	
389996360	09/18/2019	10/14/2019	1-3 Rochester Pest Control		91.72	
191001047 Thurston County CPED Bldg Dev Center	1651	10/14/2019	Claims	6700	585.00	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
272862	10/09/2019	10/14/2019	Critical Area Review Permit - Beaver Creek		585.00	
191001048 Travers Electric Inc	1652	10/14/2019	Claims	6700	6,053.20	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
141982	09/18/2019	10/14/2019	1-1 Grand Mnd Install Above Ground Flag Lighting		2,875.54	
141983	09/18/2019	10/14/2019	1-2 Littlerock Install Above Ground Flag Lighting		3,177.66	
191001049 True North Emergency Equipment, Inc	1653	10/14/2019	Claims	6700	13,815.21	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
000901	10/10/2019	10/14/2019	App21 E1-7 cylinder repair		13,815.21	
191001050 Tumwater Printing	1654	10/14/2019	Claims	6700	191.28	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
120542	10/09/2019	10/14/2019	Car Seat ID Stickers		191.28	
191001051 Valley Freightliner Inc	1655	10/14/2019	Claims	6700	696.06	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
SR303011325:01	09/27/2019	10/14/2019	A63 E1-2 Wiper Arm / Wiper Assembly Repairs		696.06	
191001052 Verizon Wireless	1656	10/14/2019	Claims	6700	1,420.86	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
9837931425	09/18/2019	10/14/2019	Apparatus Cells		307.29	
9838760106	09/18/2019	10/14/2019	Ch. K Cell		45.11	
9838760106	09/18/2019	10/14/2019	Cpt Stone, Cpt. Christenson, Cpt. Smith Cell		138.78	
9838760106	09/18/2019	10/14/2019	Ch. Scott Cell (includes new phone)		89.05	
9838760106	09/18/2019	10/14/2019	Modems		840.63	
191001053 Visa Anchor Bank	1657	10/14/2019	Claims	6700	37.75	
<i>Invoice # Rcvd Date Due Date Description Amount</i>						
AWESOME FORD	09/27/2019	10/14/2019	A23 BNI-6 Key Fob		37.75	

(6)

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 12:10:52 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 7

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
191001054	WHA Insurance Agency Inc	1658	10/14/2019	Claims	6700	9,413.00	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	753893 09/18/2019 10/14/2019 24 Hr AD&D Policy - Vol LOD					164.00	
	753894 09/18/2019 10/14/2019 24 Hr AD&D Policy - Vol Only					931.00	
	753891 09/18/2019 10/14/2019 Group Insurance 2019-2022					8,318.00	
191001055	Washington Fire Comm Assn	1659	10/14/2019	Claims	6700	680.00	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	CF2019-107 09/18/2019 10/14/2019 WFCA Conference (Pethia, Ricks)					680.00	
191001056	Wells Fargo Financial Leasing	1660	10/14/2019	Claims	6700	159.69	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	5007225951 09/18/2019 10/14/2019 1-1 Grand Mnd Copier Lease					159.69	
191001057	West Thurston Reg Fire PETTY CASH	1661	10/14/2019	Claims	6700	500.00	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	GATE RANCH 09/27/2019 10/14/2019 Annual Banquet event space					500.00	
191001058	Westcare Clinic Inc	1662	10/14/2019	Claims	6700	1,783.00	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	0819WTRF 09/18/2019 10/14/2019 Volunteer Physicals (Early, George, Pullin)					1,783.00	
191001059	Wilcox & Flegel	1663	10/14/2019	Claims	6700	3,526.80	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	9600076 09/18/2019 10/14/2019 1-1 Grand Mnd Diesel (250 gal)					698.99	
	0421313 09/18/2019 10/14/2019 1-2 Littlerock Diesel (250 gal)					698.99	
	0426217 09/18/2019 10/14/2019 1-1 Grand Mnd Diesel (120 gal)					343.91	
	0426634 09/18/2019 10/14/2019 1-2 Littlerock Diesel (150 gal)					429.89	
	CL06499 09/18/2019 10/14/2019 A20 A1-1					132.77	
	CL06499 09/18/2019 10/14/2019 A08 E1-4					70.45	
	CL06499 09/18/2019 10/14/2019 A23 BNI-6					21.06	
	CL06499 09/18/2019 10/14/2019 A05 A1-6					36.57	
	CL06499 09/18/2019 10/14/2019 A63 E1-2					65.21	
	CL06499 09/18/2019 10/14/2019 A1-1 T1-1					81.64	
	CL06499 09/18/2019 10/14/2019 A09 B1-1					21.47	
	CL06499 09/18/2019 10/14/2019 A22 E1-3					162.35	
	CL06499 09/18/2019 10/14/2019 A23 BNI-6					183.28	
	CL06499 09/18/2019 10/14/2019 A24 CHI-2					42.67	
	CL06499 09/18/2019 10/14/2019 A25 TO1-1					60.80	
	CL06499 09/18/2019 10/14/2019 A57 U1-2					141.95	
	CL06499 09/18/2019 10/14/2019 A62 E1-1					51.70	
	CL06499 09/18/2019 10/14/2019 A72 A1-3					283.10	
191001060	Wilson Parts Corp	1664	10/14/2019	Claims	6700	193.46	
	<i>Invoice # Rcvd Date Due Date Description Amount</i>						
	538697839 09/18/2019 10/14/2019 1-2 Littlerock 5W20 Oil (x2)					7.06	
	538713081 09/18/2019 10/14/2019 1-2 Littlerock Brush Heads (x5)					63.07	
	538713884 09/18/2019 10/14/2019 Parade 1-1 (GMC Antique) New Battery, Cables					123.33	

61 Vouchers:

117,161.69

7

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VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

12:11:54 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page:

1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
191001061	1665	10/14/2019	Payroll	6700	572.00	
191001123	1574	10/16/2019	Payroll	6700	805.09	
191001062	1666	10/14/2019	Payroll	6700	2,325.00	
EFT	1497	10/15/2019	Payroll	6700	1,528.41	
EFT	1520	10/31/2019	Payroll	6700	2,678.69	
191001106	1557	10/16/2019	Payroll	6700	576.57	
EFT	1521	10/31/2019	Payroll	6700	5,291.15	
191001124	1575	10/16/2019	Payroll	6700	659.92	
191001125	1576	10/16/2019	Payroll	6700	525.06	
191001126	1577	10/16/2019	Payroll	6700	291.48	
EFT	1522	10/31/2019	Payroll	6700	4,720.64	
EFT	1523	10/31/2019	Payroll	6700	4,935.05	
EFT	1558	10/16/2019	Payroll	6700		
191001108	1559	10/16/2019	Payroll	6700	676.95	
EFT	1524	10/31/2019	Payroll	6700	3,765.08	
EFT	1598	10/14/2019	Payroll	6700	30,137.06	
EFT	1599	10/14/2019	Payroll	6700	37,539.86	
EFT	1600	10/14/2019	Payroll	6700	43,133.54	
EFT	1601	10/14/2019	Payroll	6700	33,593.83	
EFT	1525	10/31/2019	Payroll	6700	4,561.28	
191001063	1667	10/14/2019	Payroll	6700	3,422.74	
191001127	1578	10/16/2019	Payroll	6700	513.45	
EFT	1526	10/31/2019	Payroll	6700	4,343.71	
EFT	1527	10/31/2019	Payroll	6700	4,748.70	
EFT	1602	10/14/2019	Payroll	6700	718.35	
EFT	1603	10/14/2019	Payroll	6700	2,242.48	
191001109	1560	10/16/2019	Payroll	6700	319.92	
EFT	1561	10/16/2019	Payroll	6700	1,168.21	
191001064	1668	10/14/2019	Payroll	6700	137.00	
EFT	1498	10/15/2019	Payroll	6700	1,752.54	
EFT	1528	10/31/2019	Payroll	6700	3,784.91	
191001128	1579	10/16/2019	Payroll	6700	9.18	
EFT	1580	10/16/2019	Payroll	6700	63.49	
191001065	1669	10/14/2019	Payroll	6700	4,950.00	
EFT	1499	10/15/2019	Payroll	6700	1,243.62	
EFT	1529	10/31/2019	Payroll	6700	3,009.87	
EFT	1530	10/31/2019	Payroll	6700	3,950.90	
EFT	1562	10/16/2019	Payroll	6700	1,423.63	
EFT	1581	10/16/2019	Payroll	6700	253.41	
191001131	1582	10/16/2019	Payroll	6700	243.51	
191001066	1670	10/14/2019	Payroll	6700	5,171.76	
191001112	1563	10/16/2019	Payroll	6700	626.92	
191001132	1583	10/16/2019	Payroll	6700	429.36	
EFT	1564	10/16/2019	Payroll	6700	117.73	
EFT	1531	10/31/2019	Payroll	6700	4,982.19	
EFT	1500	10/15/2019	Payroll	6700	985.50	
EFT	1532	10/31/2019	Payroll	6700	3,679.99	
EFT	1501	10/15/2019	Payroll	6700	2,363.93	
EFT	1533	10/31/2019	Payroll	6700	4,688.19	
EFT	1534	10/31/2019	Payroll	6700	4,220.38	
191001133	1584	10/16/2019	Payroll	6700	124.63	
EFT	1502	10/15/2019	Payroll	6700	1,065.66	
EFT	1535	10/31/2019	Payroll	6700	3,897.32	

9

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 12:11:54 Date: 10/10/2019

MCAG #: 2964

10/14/2019 To: 10/14/2019

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
191001134	1585	10/16/2019	Payroll	6700	11.61	
EFT	1565	10/16/2019	Payroll	6700	734.43	
191001135	1586	10/16/2019	Payroll	6700	546.70	
EFT	1587	10/16/2019	Payroll	6700	126.54	
191001115	1566	10/16/2019	Payroll	6700	538.36	
EFT	1536	10/31/2019	Payroll	6700	3,732.48	
EFT	1537	10/31/2019	Payroll	6700	4,485.60	
191001116	1567	10/16/2019	Payroll	6700	225.65	
EFT	1503	10/15/2019	Payroll	6700	985.50	
EFT	1538	10/31/2019	Payroll	6700	4,398.72	
EFT	1539	10/31/2019	Payroll	6700	4,605.58	
EFT	1504	10/15/2019	Payroll	6700	689.85	
EFT	1540	10/31/2019	Payroll	6700	3,579.55	
EFT	1541	10/31/2019	Payroll	6700	1,938.06	
EFT	1542	10/31/2019	Payroll	6700	2,413.92	
191001117	1568	10/16/2019	Payroll	6700	265.58	
191001137	1588	10/16/2019	Payroll	6700	31.58	
191001118	1569	10/16/2019	Payroll	6700	64.46	
191001138	1589	10/16/2019	Payroll	6700	60.91	
EFT	1543	10/31/2019	Payroll	6700	4,342.31	
EFT	1544	10/31/2019	Payroll	6700	7,544.18	
EFT	1545	10/31/2019	Payroll	6700	4,251.80	
EFT	1546	10/31/2019	Payroll	6700	4,665.46	
EFT	1547	10/31/2019	Payroll	6700	4,521.68	
191001139	1590	10/16/2019	Payroll	6700	311.84	
EFT	1505	10/15/2019	Payroll	6700	458.55	
EFT	1548	10/31/2019	Payroll	6700	4,574.95	
EFT	1549	10/31/2019	Payroll	6700	5,006.27	
EFT	1570	10/16/2019	Payroll	6700	789.07	
191001140	1591	10/16/2019	Payroll	6700	203.17	
191001120	1571	10/16/2019	Payroll	6700	347.78	
191001121	1572	10/16/2019	Payroll	6700	92.35	
191001099	1550	10/31/2019	Payroll	6700	6,888.24	
EFT	1506	10/15/2019	Payroll	6700	934.70	
EFT	1551	10/31/2019	Payroll	6700	3,759.55	
191001122	1573	10/16/2019	Payroll	6700	597.52	
EFT	1552	10/31/2019	Payroll	6700	4,975.88	
EFT	1553	10/31/2019	Payroll	6700	4,595.72	
191001067	1671	10/14/2019	Payroll	6700	55,694.70	
EFT	1554	10/31/2019	Payroll	6700	5,005.69	
EFT	1604	10/14/2019	Payroll	6700	1,155.66	
EFT	1555	10/31/2019	Payroll	6700	4,973.59	
191001068	1672	10/14/2019	Payroll	6700	270.00	
EFT	1556	10/31/2019	Payroll	6700	4,607.44	
97 Vouchers:					408,973.02	

(10)



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

10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614



September 9, 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, Jones, Pethia and Ricks, Chiefs Kaleiwahea, Scott and Stone, Union Representative Garza, Captains Christenson and Dyer, FFs Hall, Panuska, and White, Volunteer Coordinator J. Joslin, PACT members G. Broumley, C. Matson and C. Kohlmann, guests Bob Willey and Chief Kytta (Riverside Fire Authority), and Secretary Linda Shea were present. Commissioner Elkins was absent (excused).

Public Comment/Presentations: Mr. Willey and Chief Kytta presented information on ham radio systems and made recommendations on implementing an emergency radio program within West Thurston Fire. Commissioner Jernigan moved to have the department pursue the purchase of the necessary equipment. Commissioner Ricks seconded the motion. Motion carried 5-0.

Additions/Deletions to the Agenda:

1. Linda Shea requested the addition of "Peer Support Policy" under New Business.
2. Chief Scott requested the addition of "Energy Audit" under Unfinished Business.

Labor Management Team Report: It was reported that an MOU was recently signed to allow for a temporary backfill behind a firefighter currently on short term disability. An offer has been sent by the union to the department to begin labor negotiations (Commissioners Jernigan and Elkins will participate on the negotiation team.)

New Business:

1. Expenditure Approval. Commissioner Pethia moved to approve the expenditures in the amount of \$427,613.60. Commissioner Jones seconded the motion. Motion carried 5-0.
2. Minutes. Commissioner Pethia moved to approve the August 12, 2019 general board minutes. Commissioner Jones seconded the motion. Motion carried 5-0.
3. Purchase Requests. Linda presented four purchase requests:
 - a. \$250 Service Award for a retiring volunteer (general fund);
 - b. \$12,000 for new nozzles (GEMT funds);
 - c. \$34,000 Office 365 Migration and Computer Replacements (GEMT funds);
 - d. Replacement Gas Detector (est. \$1,700 – bids pending) for fire investigator team (general fund).

Commissioner Dahl moved to approve all four purchase requests. Commissioner Jones seconded the motion. Motion carried 5-0.

Chief Scott presented specifications for the purchase of two new aid units plus two self-loading gurneys (initial estimates of \$180,000 per unit.) Discussion was held on the best manufacturer (Ford, Dodge,

Chevy) and fuel system (gas or diesel). Commissioner Dahl moved to approve the issuance of the aid unit bids. Commissioner Pethia seconded the motion. Motion carried 5-0.

4. 2020 Budget - draft. Linda distributed a draft budget for 2020, requesting feedback by the October meeting, when public comment will also be invited. Final budget approval will occur at the November meeting.
5. Leave, Disability and Shared Leave Bank policies consolidation. Linda presented a new policy which consolidates three policies covering leave, disability and use of the shared leave bank into one policy. She noted two changes:
 - a. Allowance for employees to buy-back leave used while on disability; and
 - b. Requirement for employees to use leave when released from jury duty and choose to not return to shift.

Union Rep Garza reported he had no issues with the policy. Commissioner Dahl moved to approve the policy. Commissioner Pethia seconded the motion. Motion carried 5-0.

6. Resolution #2019-010, Surplus of 1954 GMC Fire Pumper. Linda presented a revised resolution to formalize the board's decision to surplus the 1954 GMC pumper (with additional bunker gear items added for surplus approval.) Discussion was also held on the appropriate sale price. Commissioner Dahl moved to approve the resolution with no set minimum (reserve) bid amount for the pumper. Commissioner Jones seconded the motion. Motion carried 4-0, with Commissioner Jernigan abstaining.
7. TCSO lease. Linda reported the Thurston Co. Sheriff's Office would like to renew their current annual space lease at the Grand Mound station, at the same lease amount. Commissioner Dahl moved to approve the extension of the lease. Commissioner Pethia seconded the motion. Motion carried 5-0.
8. Peer Support Policy. Linda distributed a draft Peer Support Team policy and interest form for board review, reporting that the department plans to bring a Peer Support educator onsite to train members once the team has been selected.

Unfinished Business (action items):

1. Energy audit. Chief Scott reported that Delta Connects submitted a quote for \$3,762 to install software that will enable better management of the HVAC system at Station 1-1, as recommended by the energy auditor. Commissioner Dahl approved the quote to proceed with Delta Connects. Commissioner Jones seconded the motion. Motion carried 5-0.

The board recessed for a 5 minute break at 19:40, reconvening at 19:45.

Unfinished Business (nonaction items):

1. GEMT update. Linda reported all five managed care organizations (MCOs) have made their GEMT payments from 2017. Total GEMT revenue collections to-date are \$1,137,000, with \$259,000 paid out for program costs, leaving a net collection of \$878,000.
2. Beaver Creek property. Chief Scott reported the gopher study has been completed (no issues), and the designer hopes to have all the county-identified issues resolved shortly.
3. Chehalis Tribe negotiations. Chief Kaleiwahea reported he hopes to receive a final proposal from the tribe next month. He will continue to work on obtaining values for tribal properties.
4. Weyerhaeuser meeting. Chief Kaleiwahea reported that Weyerhaeuser is working on a sales agreement for the Mima property purchase.

Communications:

1. Thurston County Treasurer August 2019 reports were presented as per RCW 52.16.050(4).
2. September 2019 budget reports were distributed. Discussion was held on reserving a portion of the GEMT funds (up to \$500k) to cover potential shortfalls in the future.

3. Operations Committee Update. Chief Scott reported the ops committee is working on nozzle and other equipment standardizations, meeting every other month.
4. MOU Temporary FF. Chief Scott presented the signed MOU for the backfill of a firefighter currently on disability leave.
5. Comprehensive Plan Amendment. Chief Kaleiwahea presented a Comprehensive Plan Amendment which was submitted to the county regarding rezoning of the Old 99 station. Early indications are that the rezoning will not occur until 2021.
6. Amateur Radio Quote. Chief Kaleiwahea presented communication regarding costs for amateur radio equipment (*discussed during **Public Presentation** by B. Willey and Chief Kytta, previously.*)
7. Regional Fire & EMS Study. Chief Kaleiwahea presented portions of the final study, as procured by the City of Tumwater Fire department.

Chief Reports: Refer to printed reports. Chief Kaleiwahea reported that an invite would be sent out on Tuesday regarding the upcoming annual banquet, to be held at the Gate Ranch on September 28.

Commissioner Reports:

1. EMS Council. Commissioner Ricks reported the council reviewed budgets, and also noted that the number of trained First Aid/CPR residents in Thurston County is phenomenal.
2. West Thurston Admin Board. Next meeting in October.
3. Thurston County Fire Commissioners. Commissioner Ricks reported on the annual picnic, which was attended by candidates for port commissioner.
4. Washington Fire Commissioners. No update.
5. Training Consortium. No update.
6. Community Communications. Commissioner Pethia reported the commissioners are continuing to look into emergency preparedness operations.

Good of the Order: None.

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

Submitted for Board approval by:

Linda Shea, Secretary

John Jones, Board Member

Dave Pethia, Board Member

John Ricks, Board Member

Calvin Dahl, Board Member

Ben Elkins, Board Member

Jeff Jernigan, Board Member

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**West Thurston Regional Fire Authority
Governing Board**

AGENDA ITEM SUMMARY

Agenda Date: October 14, 2019

Agenda Item #: New Business

Presenter: Chief R. W. Scott

Item Title: New Utility Truck

Action Needed: Discussion/Approval

Background Information:

1. The 2003 Ford F250 Utility truck (white) is in need of extensive and expensive work that will approach the low end cost of its current sale value (\$4187.00)
2. In March 2019 the Board had previously approved the purchase of a replacement utility vehicle;

The board approved the purchase of a replacement utility vehicle at the March 11, 2019 BOFC meeting (see language from minutes, below.) The approval was based on the bid presented by Chief K (attached below), which is \$35k. The discussion was first brought up at the February 2019 meeting, at which point the board asked Chief K to come back with bids at the March meeting.

Light Duty Vehicle purchase. Chief Kaleiwahea presented a proposal for the purchase of a new light duty vehicle to replace the aging utility truck. Discussion was held on the merits of buying a used vehicle vs. a new vehicle, vs. utilizing current apparatus. Commissioner Jernigan moved to approve the purchase of a used vehicle to replace the utility truck. Commissioner Elkins seconded the motion. Motion carried 5-1, with Commissioner Jones voting nay.

3. It was further decided that due to the proximity of the excess levy vote timing, it was prudent to wait until the outcome of the vote was heard.
4. Given the need for repairs, it is reasonable to allow for the purchase of a replacement unit immediately utilizing the State Contract process.
5. Columbia Ford in Longview holds the 2019 and 2020 State Purchasing Contract for fleet vehicles. They currently have available for immediate delivery 7 F250 trucks that are 2019 model. If we chose to order off of the 2020 contract there will be not only a cost increase as some of the options have changed, but delivery time is 12-14 weeks after ordering.

Item Description:

2019 Ford F250 extended cab 4WD 8ft box 6.2L gas motor (see attached)

Bid Submittals:

Purchase under state bid (see attached)

Recommendation:

1. Reauthorize purchase of replacement unit for the cost of **\$36,169.83** which includes tax, plus any other site or licensing charges.
2. Declare existing 2003 Ford F250 as surplus for immediate listing on state surplus site.
3. Utilize proceeds from sale of surplus unit for the purchase and outfitting new unit with appropriate basic warning equipment, signage, radios, accessories.
4. Use GEMT funding as already budgeted in 2019 for acquisition.

Attachments:

1. Repair estimate from Larry at the Olympia Shop
2. Columbia Ford Vehicle Sheet

Color Options & Qty

Oxford White (Z1) – H054, H055, H056, H057, H058, H059, H060

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2019-0821-0001	2019 Ford F250 Pickup, Regular Cab, 4WD, 142WB, 8ft Box, 6.2L V8 Gas, TorqShift-G 6-speed auto w/SelectShift, 10000# GVWR, 3830# Payload, 3.73 RAR (F2B/600A/996/44S/142WB)	1	\$25,593.00	\$25,593.00
2019-0821-0002	INFORMATION ONLY: Columbia Ford offers a \$300 Prompt Payment Discount if payment is received within 20 days of vehicle delivery.	1	\$0.00	\$0.00
2019-0821-0005	Alternative Cab/Wheelbase: Extended Cab, 164WB, 8ft box, 10000# GVWR, 3490# Payload (X2B/164WB)	1	\$2,401.00	\$2,401.00
2019-0821-0008	CNG/Propane Gaseous Engine Prep Package (includes hardened engine intake valves and valve seats and bi-fuel manifold) (Only available with 6.2L V8 Gas Engine #996) (98F)	1	\$303.00	\$303.00
2019-0821-0018	Medium Duty Battery, Dual 78AH, 1500CCA Total (Included with diesel) (86M)	1	\$203.00	\$203.00
2019-0821-0019	Extra Extra HD 240 Amp Alternator (Only available with gas) (67E)	1	\$83.00	\$83.00
2019-0821-0021	Skid Plates (Transfer case and fuel tank) (4x4 Only) (included with FX4 Off-Road Package #17X) (41P)	1	\$97.00	\$97.00
2019-0821-0022	Power Equipment Group - Regular/Extended Cabs (includes power door locks and windows, manual-folding, manually-telescoping trailer tow mirrors with power heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals, perimeter alarm, power tailgate lock, Remote Keyless Entry, upgraded door-trim panel) (deletes passenger-side door lock cylinder) (Includes four (4) RKE Fobs w/ Integrated Keys) (90L/54K)	1	\$1,198.00	\$1,198.00
2019-0821-0029	Platform Running Boards (Extended/Crew Cabs)(18B)	1	\$429.00	\$429.00
2019-0821-0036	Upfitter Switches (6) (located in overhead console) (66S)	1	\$160.00	\$160.00
2019-0821-0050	Exterior backup alarm (factory) (76C)	1	\$134.00	\$134.00
2019-0821-0054	NEW - XL Value Package [Includes Audio Pkg #585: AM/FM/MP3 and SYNC - Voice Recognition Communications (hands-free cell phone) with 911 Assist, 4.2in LCD screen in center stack, AppLink, and (1) smart-charging USB port) (Regular cab includes 4 speakers, Ext/Crew Cab includes 6 speakers)] PLUS: bright chrome hub covers and center ornaments - SRW only, chrome front and rear step bumper, Cruise Control #525) (Does not include rear bumper if ordered with Pickup Box Delete #66D) (96V)	1	\$966.00	\$966.00
2019-0821-0056	110V/400W Outlet (with 40/20/40 seats, there is one in-dash mounted outlet; 2nd outlet in the console requires 40/console/40 seats)(43C)	1	\$72.00	\$72.00
2019-0821-0067	Snow Plow Prep Package (4x4 Only) (increases front springs to max 5600# w/ gas or 6000# w/ diesel, Extra HD Alternator #67D) (Not compatible with Heavy Service Front Suspension Packages #67H or 63R) (473)	1	\$180.00	\$180.00
2019-0821-0070	Trailer Brake Controller (52B)	1	\$261.00	\$261.00
2019-0821-0071	Electronic Locking Rear Axle (3.31/3.55/3.73/4.30) (X3H/X3J/X3E/X4M)	1	\$377.00	\$377.00
2019-0821-0201	Stock Vehicle Upcharge (Call Dealer for Availability) (DLR)	1	\$250.00	\$250.00
2019-0821-0205	Floor Mats, HD Rubber Molded, Front (Weather Tech)(DLR)	1	\$120.00	\$120.00

17

2019-0821-0206 Floor Mats, HD Rubber Molded, Rear (Weather Tech) (DLR)	1	\$100.00	\$100.00
2019-0821-0209 Spray-In Bedliner (Line-X) (DLR)	1	\$440.00	\$440.00

Quote Totals

		Total Vehicles:	1
		Sub Total:	\$33,367.00
		8.4 % Sales Tax:	\$2,802.83
		Quote Total:	\$36,169.83

Estimate for Vehicle 3319-A 57 UT1-2

2003 Ford F-250 after inspection this is what it needs

Issue	Parts	Labor	
Tires LT235/85R16	\$900.00	\$248.00	
Front sway bar bushings	\$100.00	\$124.00	
Alignment	\$150.00	\$62.00	
Front differential cover	\$125.00	\$124.00	
Transfer case skid plate	\$400.00	\$124.00	
Shocks	\$500.00	\$186.00	
Driveline carrier bearing	\$100.00	\$124.00	
Annual service	\$300.00	\$620.00	
	\$2,575.00	\$1,612.00	\$4,187.00

WASHINGTON FIRE COMMISSIONERS ASSOCIATION



PROXY AUTHORITY

ARTICLE 2 — VOTING RIGHTS

Each active member in attendance at the annual meeting shall be entitled to one vote in person and one vote for each proxy (if any) carried by the member, on each matter submitted to the vote of the members. No other class of members shall have voting rights. Each active member unable to attend a membership meeting may authorize such member's vote to be cast by proxy. The proxy vote may be cast by the active member, secretary, fire chief or attorney of a member district or regional fire authority if authorized in writing by the governing board of the proxy voter's member district or regional fire authority. Proxy authorizations must be submitted to the association seven (7) days prior to the membership meeting at which such proxy vote may be cast. No individual may serve as proxy for more than two active members.*

The Proxy Authority form below must be returned to the WFCA office by Thursday, October 17, 2019.

Mail to: WFCA, PO Box 134, Olympia, WA 98507

or Fax to: (360) 664-0415

or Scan form and email to: wfca@wfca.wa.gov

*Active member "is an individual who holds elected office of a member fire protection district or regional fire authority that has paid its annual district or regional fire authority membership fee to the association." Article 1, Section 2, WFCA Bylaws

PROXY AUTHORITY

NAME: _____
☐ Commissioner ☐ RFA Elected Official ☐ Secretary ☐ Fire Chief ☐ Attorney

is authorized to serve as proxy for: _____
(Name & Title)

of _____
(Fire District/RFA)

The active member unable to attend the business meeting must obtain the signatures from the majority of his/her governing board:

Proposed changes-
Section 3.4.c
Definition of Family Member



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.



\$282/month additional
cost to department
(Dimartino
Surcharge)

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)). *and 49.12.265 (see statutes following)*

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.

RCW 49.12.265

Sick leave, time off—Care of family members—Definitions.

The definitions in this section apply throughout RCW 49.12.270 through 49.12.295 unless the context clearly requires otherwise.

(1) "Child" means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis who is: (a) Under eighteen years of age; or (b) eighteen years of age or older and incapable of self-care because of a mental or physical disability.

(2) "Grandparent" means a parent of a parent of an employee.

(3) "Parent" means a biological or adoptive parent of an employee or an individual who stood in loco parentis to an employee when the employee was a child.

(4) "Parent-in-law" means a parent of the spouse of an employee.

(5) "Sick leave or other paid time off" means time allowed under the terms of an appropriate state law, collective bargaining agreement, or employer policy, as applicable, to an employee for illness, vacation, and personal holiday. If paid time is not allowed to an employee for illness, "sick leave or other paid time off" also means time allowed under the terms of an appropriate state law, collective bargaining agreement, or employer policy, as applicable, to an employee for disability under a plan, fund, program, or practice that is: (a) Not covered by the employee retirement income security act of 1974, 29 U.S.C. Sec. 1001 et seq.; and (b) not established or maintained through the purchase of insurance.

(6) "Spouse" means a husband or wife, as the case may be.

RCW 49.46.210

Paid sick leave—Authorized purposes—Limitations—"Family member" defined.

(1) Beginning January 1, 2018, except as provided in RCW 49.46.180, every employer shall provide each of its employees paid sick leave as follows:

(2) For purposes of this section, "family member" means any of the following:

(a) A child, including a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status;

(b) A biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child;

(c) A spouse;

(d) A registered domestic partner;

(e) A grandparent;

(f) A grandchild; or



WEST THURSTON REGIONAL FIRE AUTHORITY

Section: XXXX – Peer Support Team

Policy: 1.XXXX Version: 1

Effect Date: X/X/2019

Applies to: All department members

Policy Administrator: Office Manager

1.0 POLICY:

1.1 This policy requires the department to ensure the safety and health of all members of the department, including mental health.

1.2 The department will support the development and sustainability of a Peer Support Team made up of trained, trusted members who have been screened and vetted as a person of trust who can maintain confidentiality and provide active empathetic listening, nonjudgmental support and relative resources to a member in need.

2.0 PEER SUPPORT GROUP CREATION:

2.2 Nominations to the Peer Support Team must be submitted on the Peer Support Team Interest form. Self-nominations will be accepted. The department will announce when submittals will be accepted.

2.3 Nominations will be reviewed and selected by a committee made up of the Fire Chief, the IAFF Union Representative, a Volunteer Officer, and a Peer Support Team member (post-team creation).

3.0 ROLES AND RESPONSIBILITIES

3.1 The Peer Support Team will consist of two members from each of the three shifts, plus one team leader.

3.2 Peer Support Team members will be available 24/7 during their scheduled on-call shift by phone and will respond within one hour of a request for support.

3.3 The Peer Support Team will meet formally on a quarterly basis to XXX and do monthly check-ins with each other to ensure XXX

4.0 DEPLOYMENT

4.1 The Peer Support Team will automatically be deployed in the event of a line-of-duty death, an active-duty injury, or a mass-casualty incident.

DRAFT



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

Page 1 of 5

Cash Activity

Date	Description	Amount	Notes
09/01/2019	Beginning Cash Balance	\$3,677,171.98	
	Receipts/Deposits/Refunds:		
09/03/2019	District Deposit \$322,563.51 / 6701	322,563.51	
09/03/2019	District Deposit \$34,447.71 / 6701	34,447.71	
09/04/2019	Credit Card Deposit \$30.00 / 6701	30.00	
09/04/2019	District Deposit \$102.65 / 6701	102.65	
09/04/2019	District Deposit \$4,127.87 / 6701	4,127.87	
09/05/2019	District Deposit \$383.05 / 6701	383.05	
09/05/2019	District Deposit \$590.35 / 6701	590.35	
09/05/2019	District Deposit \$896.40 / 6701	896.40	
09/05/2019	Interest on Tax Refunds	(14.23)	✓
09/06/2019	Credit Card Deposit \$25.00 / 6701	25.00	
09/06/2019	District Deposit \$4,432.48 / 6701	4,432.48	
09/06/2019	District Deposit \$640.57 / 6701	640.57	
09/09/2019	District Deposit \$11,043.57 / 6701	11,043.57	
09/10/2019	District Deposit \$1,986.88 / 6701	1,986.88	
09/11/2019	Credit Card Deposit \$782.36 / 6701	782.36	
09/11/2019	District Deposit \$4,081.18 / 6701	4,081.18	
09/12/2019	Credit Card Deposit \$255.00 / 6701	255.00	
09/12/2019	Interest on Tax Refunds	(7.26)	✓
09/13/2019	District Deposit \$113.00 / 6701	113.00	
09/17/2019	Credit Card Deposit \$100.00 / 6701	100.00	
09/17/2019	District Deposit \$1,127.91 / 6701	1,127.91	
09/17/2019	District Deposit \$467.19 / 6701	467.19	
09/18/2019	District Deposit \$2,105.61 / 6701	2,105.61	
09/18/2019	District Deposit \$389.84 / 6701	389.84	
09/18/2019	District Deposit \$448.55 / 6701	448.55	
09/18/2019	District Deposit \$534.05 / 6701	534.05	
09/18/2019	Interest on Tax Refunds	(1.12)	✓
09/19/2019	District Deposit \$1,184.07 / 6701	1,184.07	
09/20/2019	District Deposit \$1,832.40 / 6701	1,832.40	
09/20/2019	District Deposit \$2,766.90 / 6701	2,766.90	
09/23/2019	Credit Card Deposit \$94.65 / 6701	94.65	
09/25/2019	District Deposit \$2,843.82 / 6701	2,843.82	
09/25/2019	District Deposit \$4,026.25 / 6701	4,026.25	
09/26/2019	Interest on Tax Refunds	(0.39)	✓
09/27/2019	District Deposit \$1,105.20 / 6701	1,105.20	
09/27/2019	District Deposit \$413.52 / 6701	413.52	
09/30/2019	Credit Card Deposit \$358.22 / 6701	358.22	
09/30/2019	Tax & Assessment Receipts	68,871.62	✓
09/30/2019	Interest Paid	6,546.68	✓
	Total Deposits	\$481,695.06	
	Warrant Issues & Voids/Fees/ACH/Wires:		
09/10/2019	Electronic Disbursement	(1,155.66)	
09/10/2019	Issued Warrants	(140,887.37)	
09/11/2019	Electronic Disbursement	(3,345.24)	
09/13/2019	Electronic Disbursement	(13,172.15)	
09/30/2019	Electronic Disbursement	(269,053.18)	
09/30/2019	Electronic Disbursement	(1,069.58)	
	Total Warrants and Electronic Disbursements	(\$428,683.18)	✓

Reviewed by: 

31



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

09/30/2019	Ending Cash Balance	✓ \$3,730,183.86	*
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Warrant Activity

09/01/2019	Beginning Warrants Outstanding	\$19,184.63
	Total Warrants Issued	140,887.37
	Total Warrants Redeemed	(150,698.10)
	Total Warrants Voided	-
09/30/2019	Ending Warrants Outstanding	\$9,373.90

Investment Activity

09/01/2019	Beginning Interest Receivable	\$15,153.99
	Interest Earned	6,248.89
	Cash Paid	(6,546.68)
09/30/2019	Ending Interest Receivable	\$14,856.20

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

1.94%
 2.09%

*

Sept 2018 balance: \$2,845,897 + 884,287
 Sept 2017 balance: \$2,751,784
 Sept 2016 balance: \$2,836,611
 Sept 2015 balance: \$2,768,164



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

Cash Activity

Date	Description	Amount	Notes
09/01/2019	Beginning Cash Balance	\$851,162.06	
	Receipts/Deposits/Refunds:		
09/05/2019	Interest on Tax Refunds	(1.96)	
09/12/2019	Interest on Tax Refunds	(1.56)	
09/18/2019	Interest on Tax Refunds	(0.15)	
09/26/2019	Interest on Tax Refunds	(0.08)	
09/30/2019	Tax & Assessment Receipts	13,064.63	
09/30/2019	Interest Paid	1,357.33	
	Total Deposits	\$14,418.21	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
09/30/2019	Ending Cash Balance	\$865,580.27	

Warrant Activity

09/01/2019	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
09/30/2019	Ending Warrants Outstanding	\$0.00

Investment Activity

09/01/2019	Beginning Interest Receivable	\$3,080.92
	Interest Earned	1,356.55
	Cash Paid	(1,357.33)
09/30/2019	Ending Interest Receivable	\$3,080.14

TCIP Yield (used to calculate interest earnings)	1.94%
LGIP Yield (budget benchmark)	2.09%



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

Cash Activity

Date	Description	Amount	Notes
09/01/2019	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	
09/30/2019	Ending Cash Balance	\$0.00	

Warrant Activity

09/01/2019	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
09/30/2019	Ending Warrants Outstanding	\$0.00

Investment Activity

09/01/2019	Beginning Interest Receivable	\$0.00
	Interest Earned	-
	Cash Paid	-
09/30/2019	Ending Interest Receivable	\$0.00

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

1.94%
 2.09%



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

Cash Activity

Date	Description	Amount	Notes
09/01/2019	Beginning Cash Balance	\$656,532.89	
	Receipts/Deposits/Refunds:		
09/30/2019	Interest Paid	1,112.39	
	Total Deposits	\$1,112.39	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
09/30/2019	Ending Cash Balance	\$657,645.28	

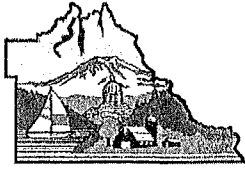
Warrant Activity

09/01/2019	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
09/30/2019	Ending Warrants Outstanding	\$0.00

Investment Activity

09/01/2019	Beginning Interest Receivable	\$2,590.89
	Interest Earned	1,045.83
	Cash Paid	(1,112.39)
09/30/2019	Ending Interest Receivable	\$2,524.33

TCIP Yield (used to calculate interest earnings) 1.94%
LGIP Yield (budget benchmark) 2.09%



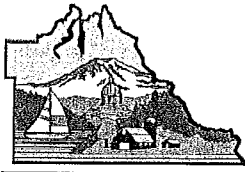
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 09-01-2019 To 09-30-2019

District: W THURSTON RFA

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 67A0 W THURSTON RFA GENERAL FUND					
2019	67A00000121100	\$707.24	\$0.00	\$0.00	\$707.24
2018	67A00000121100	\$31,955.65	(\$345.57)	\$998.62	\$30,611.46
2017	67A00000121100	\$16,395.93	(\$206.63)	\$228.04	\$15,961.26
2016	67A00000121100	\$2,092.91	(\$98.98)	(\$81.26)	\$2,075.19
2015	67A00000121100	\$892.94	\$94.83	\$2.54	\$985.23
2014	67A00000121100	\$372.57	\$91.60	\$54.03	\$410.14
2013	67A00000121100	\$235.16	\$57.25	\$57.25	\$235.16
2012	67A00000121100	\$231.89	(\$24.85)	(\$24.85)	\$231.89
2011	67A00000121100	(\$0.46)	\$0.00	\$0.00	(\$0.46)
Fund Total:		\$52,883.83	(\$432.35)	\$1,234.37 ✓	\$51,217.11
Fund: 67A6 W THURSTON RFA M&O FUND					
2015	67A60000121100	\$182.02	\$21.01	\$0.56	\$202.47
Fund Total:		\$182.02	\$21.01	\$0.56 ✓	\$202.47
District Total:		\$53,065.85	(\$411.34)	\$1,234.93	\$51,419.58



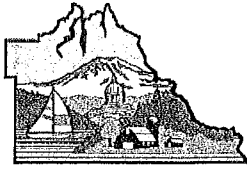
THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 09-01-2019 To 09-30-2019

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	\$710,826.54	\$22.70	\$24,689.41	\$686,159.83
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:		\$710,826.88	\$22.70	\$24,689.41 ✓	\$686,160.17
Fund: 6614 F.D.#1 BOND ROCHESTER					
2019	66140000121100	\$227,444.11	\$18.12	\$7,877.75	\$219,584.48
2018	66140000121100	\$5,970.76	(\$67.82)	\$163.94	\$5,739.00
2017	66140000121100	\$2,960.09	(\$92.79)	(\$59.57)	\$2,926.87
2016	66140000121100	\$264.28	(\$25.24)	(\$19.11)	\$258.15
2015	66140000121100	\$120.82	\$29.05	\$0.78	\$149.09
2014	66140000121100	\$115.35	\$29.49	\$17.40	\$127.44
2013	66140000121100	\$13.79	\$18.65	\$18.65	\$13.79
2012	66140000121100	\$14.66	(\$6.94)	(\$6.94)	\$14.66
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:		\$236,903.87	(\$97.48)	\$7,992.90	\$228,813.49
Fund: 6615 F.D.#1 M&O ROCHESTER					
2019	66150000121100	\$272,878.23	\$21.75	\$9,451.72	\$263,448.26
2018	66150000121100	\$7,412.91	(\$84.20)	\$203.51	\$7,125.20
2017	66150000121100	\$4,009.93	(\$125.69)	(\$80.69)	\$3,964.93
Fund Total:		\$284,301.07	(\$188.14)	\$9,574.54 ✓	\$274,538.39
District Total:		\$1,232,031.82	(\$262.92)	\$42,256.85	\$1,189,512.05



THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 09-01-2019 To 09-30-2019

District: FIRE DISTRICT #11

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund: 6710 EXPENSE FUND/LITTLE ROCK FD#11					
2019	67100000121100	\$715,861.95	(\$327.75)	\$24,208.77	\$691,325.43
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:		\$715,862.28	(\$327.75)	\$24,208.77	\$691,325.76
Fund: 6712 BOND DEBT SERVICE FUND/FD #11					
2019	67120000121100	\$136,042.76	(\$101.66)	\$5,114.48	\$130,826.62
2018	67120000121100	\$2,960.80	(\$110.27)	\$26.30	\$2,824.23
2017	67120000121100	\$1,380.42	(\$87.34)	(\$51.53)	\$1,344.61
2016	67120000121100	\$246.96	(\$17.52)	(\$17.52)	\$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:		\$140,793.91	(\$316.79)	\$5,071.73	\$135,405.39
Fund: 6715 M&O FUND/LITTLE ROCK FD #11					
2019	67150000121100	\$275,127.12	(\$198.99)	\$9,226.69	\$265,701.44
2018	67150000121100	\$6,441.43	(\$241.00)	\$57.50	\$6,142.93
2017	67150000121100	\$3,220.73	(\$203.78)	(\$120.22)	\$3,137.17
Fund Total:		\$284,789.28	(\$643.77)	\$9,163.97	\$274,981.54
District Total:		\$1,141,445.47	(\$1,288.31)	\$38,444.47	\$1,101,712.69

West Thurston Regional Fire Authority
Budget Report as of:

Oct-19

83% of Year Expended

GENERAL FUND	Title	January	February	March	April	May	June	July	August	Sept	October	YTD Collected/ Expended	Total Budget	Budget Remaining	% Dev/Exp
	Beg Bal-Unresv GF 67A0	728,046	(759)									727,287	727,287		
	Beg Bal-Oper Res 67A0	2,449,000										2,449,000	2,449,000		
	Beg Bal-Wildland Res 67A0	219,592										219,592	219,592		
	Beg Bal-GEANT Res 67A0	202,707				(50,000)			(50,000)			75,707	75,707		
	BEGINNING BALANCES	3,599,345	(759)	-	-	(50,000)	(27,000)	-	(50,000)	-	-	3,471,586	3,471,586		
	Property Tax	5,507	5,681	6,457	8,212	8,034	2,503	(2,328)	(291)	1,234		35,010	1,581,150	(35,010)	
	Property Tax-Regular District #1	-	45,094	63,067	634,134	105,967	6,790	6,058	7,071	24,699		892,869	688,281		
	Property Tax-M&O #1 6615	567	17,481	23,938	242,427	40,615	3,372	2,641	2,474	9,575		343,090	606,140	263,050	
	Property Tax-Regular District #11	920	25,599	38,218	638,052	110,219	5,188	73	5,241	24,209		847,717	1,545,337	697,620	
	Property Tax-M&O #11 6715	1,467	10,453	15,625	246,355	42,803	1,997	(2,333)	1,675	9,164		327,306	606,235	278,929	
	Property Tax-M&O	102	5	7	(5)	26	-	7	-	1		143		(143)	
	Sale of Tax Title Property GF	-	-	-	-	-	-	-	-	-		-	-	-	
	FEMA Grant-Cancer Screenings	-	-	-	22,770	-	-	-	-	-		22,770	32,226	9,456	
	FEMA Grant-Vol Recruit	-	26,385	22,770	(22,770)	-	46,085	-	-	-		72,470	198,782	126,312	
	GEANT	9,927	26,118	52,395	92,136	80,653	(218,626)	422,941	90,876	323,834		880,253		(880,253)	
	State Grant-Dept Of Health	-	-	1,266	-	-	-	-	-	-		1,266	1,200	(66)	
	State Grant-Other	-	-	-	22,713	-	-	-	-	-		22,713	24,540	1,827	
	DNR Timber Trust 2 - State Forest	-	-	-	-	-	357	-	-	-		357		(357)	
	DNR PLIT NAA/NRCA	-	-	-	-	-	-	-	-	-		-	-	-	
	Interlocal Grants (incl. Timber Harvest Tax & Medic 1 815 support)	-	38,578	-	-	54,178	140	-	25,555	-		118,451	59,000	(59,451)	
	Printing & Duplicating Services	-	-	-	-	-	-	5	10	17		32		(32)	
	Mobilizations	19,194	15,703	-	-	-	-	-	7,965	34,448		77,309	350,210	87,837	
	Intergov't/Tribal	76,330	-	-	76,330	-	-	54,698	55,016	45,488		262,374	394,380	68,630	
	Ambulance & Emer Aid Fees	28,765	18,658	25,968	31,004	64,797	41,157	42,136	27,777	6,524		325,750	20,000	(33,010)	
	Other Interest	5,711	3,893	3,773	6,982	9,501	4,457	7,702	4,519	1,082		53,010	47,050	(1,965)	
	Space & Trac Leases (long-term)	4,572	1,755	544	4,684	1,845	6,398	5,340	22,795	-		49,015		-	
	Contributions And Donations From Private Sources (XX)	-	-	-	-	-	-	-	-	-		-	-	-	
	Sale Of Surplus	-	-	-	-	-	-	-	686	383		1,069	5,000	(1,069)	
	Misc Revenue - Incident Cost Recovery	647	1,762	324	283	-	704	1,608	600	-		5,928		(928)	
	Misc Revenue - Prior Year	7,941	100	-	-	200	1,163	-	-	-		9,404		(9,404)	
	Misc Revenue - Field Tax Refunds	-	-	832	-	475	-	625	-	-		1,931		(1,931)	
	Misc Revenue - Other	-	23	-	-	150	(150)	-	1,050	(1,050)		23		(23)	
	Other-Sales Tax	(307)	118	54	(185)	131	1,153	(1,274)	39	131		(140)		140	
	Sale Of Assets	-	-	-	-	-	-	-	-	-		-	-	-	
	Insurance Recovery	-	-	-	-	-	-	-	-	-		-	-	-	
	Transfers In	-	-	-	-	-	-	-	-	-		-	-	-	
	TOTAL REVENUE	161,344	237,405	255,187	2,008,122	519,592	(97,312)	538,000	253,057	479,728	-	4,350,122	5,471,250	1,121,128	0.80
	Admin-Salaries-Commissioner	1,003	2,197	789	2,539	2,453	1,429	2,048	1,577	917	661	15,609	27,648	12,039	
	Admin-Salaries-Admin	40,566	41,064	40,447	40,635	41,333	40,891	39,973	61,036	45,614	45,416	436,975	493,996	57,021	
	Admin-Salaries-Temporary Adm	1,074	1,667	887	1,367	1,353	1,431	1,602	1,857	1,757	1,208	14,201	23,400	9,200	
	Admin-Benefits-Commissioner	92	168	60	204	188	53	192	121	70	63	1,210	2,232	1,022	
	Admin-Benefits-Admin	13,572	13,346	18,074	13,856	13,286	13,290	13,764	19,695	14,774	15,529	149,227	186,397	37,170	
	Admin-Benefits-Temporary Adm	119	128	68	136	104	109	159	142	134	138	1,236	2,026	790	
	Admin-Office & Oper Supplies	14	195	301	140	-	92	85	70	634	191	1,722	3,535	1,813	
	Admin-Minor Equip/Computers (noninv)	1,174	724	520	584	800	498	441	441	528	453	6,164	3,623	(2,541)	
	Admin-Small & Attractive Assets (inventoriable)	-	278	-	-	-	-	-	-	-	-	278	5,000	4,722	
	Admin-Software	5,471	973	805	347	594	5,108	2,458	546	546	546	17,394	19,980	2,586	
	Admin-Small & Attractive Assets Inventoriable (GEANT)	-	-	-	-	1,860	4,374	-	-	-	-	6,234	76,879	(6,234)	
	Admin-Prof Services	7,075	7,333	6,326	4,638	7,883	3,702	6,387	4,316	4,717	8,247	60,824	16,055		
	Admin-Communication	89	90	90	90	109	(34)	9	57	110	315	925	1,680	755	
	Admin-Advertising	-	-	-	-	-	-	-	-	-	306	306	500	194	
	Admin-Insurance	355	159	159	159	159	159	159	159	159	9,572	11,199	58,684	47,485	
	Admin-Equipment Maint	81	97	96	254	(2,085)	110	450	(177)	131	93	(951)	2,360	3,311	
	Admin-Misc-Commissioner	412	1,647	1,437	(257)	2,294	653	653	216	262	782	8,021	9,090	1,069	
	Admin-Misc-Admin	833	250	906	1,358	936	-	634	591	83	1,198	6,808	4,300	(2,508)	
	Admin-Dues & Membership	3,600	660	-	2,250	-	-	-	-	-	-	6,510	11,800	5,290	
	Admin-Elections	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Suppl-Salaries-Career FF	235,462	230,508	219,966	215,311	215,260	212,336	216,356	237,890	221,562	223,235	2,227,885	2,674,729	446,844	

39

Title	January	February	March	April	May	June	July	August	Sept	October	YTD Collected/ Expended	Total Budget	Budget Remaining	% Rev/Exp
Suppr-Salaries-Vol Pts	6,335	2,803	13,101	7,106	2,699	2,705	7,049	2,579	2,760	8,879	56,035	77,140	21,105	
Suppr-Salaries-Mobse OT	-	-	-	-	-	-	2,537	15,978	5,332	26	23,873	-	(23,873)	
Suppr-Salaries-Training OT	271	418	-	1,873	1,932	901	1,466	-	-	26	9,304	34,160	24,856	
Suppr-Benefits-Career FF	68,392	101,252	53,455	107,489	74,161	75,337	102,657	75,707	79,991	102,920	841,359	1,187,015	345,656	
Suppr-Benefits-Volunteer	696	1,332	1,554	664	1,205	447	801	389	331	827	8,246	9,531	1,285	
Suppr-Benefits-Mobse OT	0	-	-	-	-	-	37	232	77	6	352	-	(352)	
Suppr-Benefits-Training OT	4	6	-	29	28	17	33	-	-	39	155	3,596	3,441	
Suppr-Bunker Gear	5,392	465	5,276	196	7,990	4,800	-	1,227	-	321	25,667	27,350	1,683	
Suppr-Uniforms	237	1,240	-	704	542	(957)	(8)	998	854	699	4,308	14,000	9,692	
Suppr-Rehab Supplies	-	49	-	-	-	404	-	-	29	252	734	2,500	1,766	
Suppr-Bunker Gear GEMT	-	-	-	-	-	-	-	-	-	-	-	27,000	27,000	
Suppr-Small Tools	1,235	137	-	-	1,003	-	5,406	(1,713)	-	1,618	7,686	12,000	4,314	
Suppr-Minor Equipment	160	212	-	-	-	2,636	26	50	209	-	3,293	2,500	(793)	
Suppr-Health & Wellness Equip	-	3,183	194	1,365	-	-	-	-	-	94	4,836	5,759	923	
Suppr-Small & Attractive Assets (Inventoriable)	-	1,281	-	-	-	-	-	-	-	-	1,281	2,500	1,219	
Suppr-Wildland Tools/Gear	-	-	149	-	-	3,045	9,692	-	-	244	15,258	18,000	3,585	
Suppr-Comm/Modems	3,096	1,298	1,258	1,284	1,294	1,071	1,283	1,255	1,288	1,287	14,415	18,000	3,585	
Suppr-Advertising	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	
Medical Costs	26,932	(4,095)	-	-	-	-	-	-	-	-	22,837	60,428	37,591	
Suppr-Insurance	1,230	-	-	-	-	185	-	180	-	-	1,595	15,073	13,478	
Suppr-Miscellaneous	2,718	(320)	302	266	-	201	328	550	430	10,477	14,952	16,400	1,448	
Suppr-Misc-Volunteer	623	-	-	-	-	-	-	-	338	102	623	-	(623)	
Fire Inv-Salaries	375	-	-	113	100	-	88	450	338	102	1,565	4,000	2,436	
Fire Inv-Benefits	30	-	-	11	8	-	8	34	26	12	128	600	472	
Fire Prev-Pub Ed (public)	246	-	-	1,871	384	-	936	-	-	352	3,790	4,000	210	
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	3,166	8,000	4,834	
Training-Pub Ed/EMS (dept)	4	-	-	-	-	-	-	-	316	569	890	1,500	610	
Training-Travel/Registrations (Fire)	-	8,345	4,223	2,910	5,221	(850)	2,237	4,893	448	-	27,447	53,916	26,469	
Training Reimb-Residents	-	-	2,023	-	-	-	-	-	125	-	125	25,000	24,875	
Training-Travel/Registrations (EMS)	-	-	-	(341)	-	-	-	1,500	-	-	3,182	4,000	818	
Facilities-Operating Supplies General	2,871	981	953	511	1,505	1,552	1,053	-	2,252	904	12,582	18,750	6,168	
Facilities Station 1-1 Kitchen	1	-	-	-	-	-	-	-	-	-	1	250	249	
Facilities Station 1-2 Kitchen	-	-	-	-	-	22	31	-	-	-	53	250	250	
Facilities Station 1-3 Kitchen	-	-	-	-	-	-	-	-	-	-	-	250	250	
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	-	-	-	21,739	40,000	18,261	
Facilities-Water	944	460	345	362	343	377	354	341	338	324	4,190	4,500	310	
Facilities-Phone/Cable	1,323	1,323	1,323	1,302	1,302	1,302	1,302	1,376	1,439	1,023	13,036	15,756	2,720	
Facilities-Electricity	5,280	3,065	5,513	5,299	4,240	3,272	2,618	2,378	5,221	3,150	40,036	55,620	15,584	
Facilities-Garage	561	176	488	261	252	348	562	369	317	440	3,774	4,500	726	
Facilities-Repairs & Maint	15,711	8,216	7,442	14,632	2,275	1,882	4,488	14,662	6,679	27,319	103,306	104,723	1,417	
Facilities-Repairs & Maint GEMT	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equip-Fuel	2,465	3,664	2,937	3,920	1,856	5,007	3,366	2,898	5,384	4,042	35,539	50,500	14,961	
Vehicle & Equip-Repairs & Maint	18,535	8,611	3,598	9,175	17,804	49,279	30,296	38,936	21,690	36,152	234,076	128,500	(105,576)	
Vehicle & Equip-Repairs & Maint GEMT	-	-	-	-	-	-	-	-	-	-	-	100,000	100,000	
Refunds/Fund Bal Adjusts	-	-	-	-	-	-	-	-	-	-	-	-	-	
Payroll Clearing	(2,712)	(2,662)	(2,852)	2,822	(3,105)	(1,252)	7,224	(2,926)	(2,603)	4,632	(3,434)	-	3,434	
Capital Draw Clearing	-	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Expenditures GEMT	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers-Out - Other Costs Allocations	-	-	-	-	-	148,318	-	-	-	-	148,318	-	-	
TOTAL GF EXPENDITURES/OTHER	478,582	447,260	397,107	455,361	413,596	588,671	472,340	495,932	425,266	518,839	4,692,955	5,933,550	1,240,595	0.79
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	1,652	(4,807)	-	53	6,476	23,159	16,683	
Admin-Minor Equip-Vol Rec (FEMA)	-	1,393	2,211	-	-	-	-	-	-	-	3,603	-	(3,603)	
Admin-Prot Svcs-Vol Rec (FEMA)	4,642	-	-	-	-	-	-	-	-	-	4,642	9,179	4,537	
Admin-Misc-Vol Rec (FEMA)	63	84	93	149	133	214	-	773	-	-	1,508	-	(1,508)	

40

Title	January	February	March	April	May	June	July	August	Sept	October	YTD Collected/ Expended	Total Budget	Budget Remaining	% Rev/exp
Suppl-Salaries-Vol Pts (FEMA)	5,120	303	(10,138)	3,600	181	170	3,392	110	198	2,954	5,890	60,000	54,110	
Suppl-Benefits-Vol (FEMA)	405	(882)	(1,207)	275	(985)	43	260	(21)	15	226	(1,872)	2,880	4,752	
Medical Costs-Vol Rec	932	566	566	(100)	(90)	-	-	-	-	1,783	3,657		(3,657)	
Suppl-Misc-Vol Rec (FEMA)	-	-	-	-	-	-	-	-	167	82	249		(249)	
Training Reimb-Vol Rec (FEMA)	6,578	-	-	-	-	-	195	400	-	-	7,173	20,000	12,827	
TOTAL VOL REB EXPENDITURES	24,004	7,982	(2,117)	10,371	5,612	6,786	10,289	(19,210)	380	5,098	49,196	172,692	123,496	0.28
GENERAL FUND ENDING BALANCE	3,258,103	3,040,266	2,900,462	4,437,852	4,538,235	3,845,467	3,900,838	3,677,173	3,731,254	3,207,312	3,079,558	2,964,353		
EMERGENCY RESERVE FUND														
Beg Bal-Emerg Res 6/7/4	648,039										648,039	648,039		
Other Interest-Emergency Res	1,027	727	725	1,411	1,729	771	1,323	781	1,112		9,606	10,000	394	
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	657,645	657,645	658,039		
BOND DEBT FUND														
Beg Bal-Reserved Debt Srv	438,732										438,732	438,732		
Property Tax-Bond Debt	1,433	19,780	27,563	324,951	56,031	3,826	2,151	2,757	13,065		451,557	803,950	352,393	
Sale of Tax Title Property Debt Svc						47					47		(47)	
Interlocal Grants		3,781			3,781						7,562		(7,562)	
Other Interest-Debt Svc	1,009	646	607	1,153	1,641	823	1,506	920	1,354		9,658	10,000	3,706	
Transfers In-Debt Svc						148,318					148,318	152,024	670,000	
Debt Svc-Principal Debt Srv Fund						141,086					141,086	811,086		
Debt Svc-Interest And Other Debt Srv Fund						49,207					49,207	94,888	45,681	
BOND DEBT ENDING BALANCE	441,174	465,381	493,551	819,655	881,108	843,828	847,485	851,162	865,580	865,580	865,580	498,732		

498,732

41

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Indoor Host FAQ

How much will the equipment and installation cost?

The equipment and installation does not cost the host anything.

How long will the equipment be on my property?

The equipment remains in place indefinitely or until the agreement between the PNSN and the host changes.

What if I sell my property or move?

You will have the option to have the equipment removed or offered to the next owner. Please contact the PNSN if you plan to move or sell your property.

How much space is needed?

The equipment needs approximately 4 square feet (2' x 2') of space. See examples in the accompanying photos.

Where will the equipment go?

The equipment typically is located on a concrete pad like a garage or basement floor. Or, if necessary, outside near the building.

Will the equipment affect my utility bills?

No. The amount of power used at a seismic station is equivalent to a small light bulb.

Do I need internet service to host the equipment?

A high-speed internet connection is strongly preferred. A fast internet connection greatly improves our network's capabilities.

How will seismic data affect my internet bill if my home Internet is used?

Seismic sites use a few GBs of data total per month. This is less than 0.02 Mbps, most home connections are 10 Mbps or more (about 0.2% of a typical home Internet bandwidth).

Indoor Host FAQ

What if my electricity or internet goes out? Who do I contact?

The instrument has backup power for at least 4 days. For extended outages, please contact the PNSN.

Will my network be secure?

We work with our hosts to ensure optimized network security. We implement up-to-date industry-standard firewalls and procedures.

How long will the installation take?

Typically 2-4 hours but up to one day for an indoor installation.

How sensitive is the equipment?

The equipment will be able to detect very small magnitude earthquakes. Normal daily activities will not trigger the instrument or affect locating an earthquake.

How often will you need access to the equipment?

Ideally, we would visit every five years for back-up battery replacement, or as needed for maintenance. PNSN staff will work with hosts to schedule a convenient time to visit the site.

Will I have access to the data? Can I see the data?

Yes, the seismic data will be displayed at pnsn.org/seismograms.

Who has access to my address and contact information?

Only PNSN staff have access to your contact information and it will not be shared with others.

What if we need the equipment moved temporarily?

We will move equipment whenever needed. Please contact the PNSN.

Will the equipment interfere with the look of my property?

The PNSN makes every effort to minimize the visual impact of the equipment.

What if the equipment gets damaged?

You are not liable for damage. If you suspect something has happened to the equipment, please contact the PNSN.



**Office of the Washington State Auditor
Pat McCarthy**

Letter No. 1024792

October 7, 2019

Linda Shea and Board of Commissioners
Thurston County Fire Protection District No. 1
Olympia, Washington

Dear Linda Shea:

Independent audits are essential to a government's accountability to the public. The State Auditor's Office takes seriously our role to advocate for government accountability and transparency, and to promote positive change.

We have inquired as to Thurston County Fire Protection District No. 1's financial activities as called for by Washington state law (RCW 43.09.260). To assist us in that process, local governments are required by state law (RCW 43.09.230) to prepare, certify to, and submit annual reports to our Office summarizing, among other things, all collections made, amounts receivable or payable, expenditures made and debt owed. Through its annual report submissions to our Office, the District certified that it had no financial activity from January 1, 2018 through December 31, 2018. Because there was no activity, we are notifying you through this letter that we did not perform an audit of the District for this period.

We will examine the District's activities during the next audit period. We want to emphasize that, if conditions change, an on-site audit may be required in future years. For example, if the District spends \$750,000 or more of federal funds in any fiscal year beginning on or after January 1, 2015, federal rules require the District to receive a financial statement and single audit for that year. Also, if annual revenue is expected to consistently exceed \$300,000, an onsite accountability audit could be performed based on a pre-determined schedule. If you anticipate exceeding these thresholds, we ask that you contact our Office so we can help you meet your audit requirements.

If you have any questions or concerns, please do not hesitate to contact Diana Windsor, Assistant Audit Manager, at (509) 329-3701 ext. 101 or windsord@sao.wa.gov. This letter is a public record and will be posted to our website at www.sao.wa.gov.

Sincerely,

Pat McCarthy
State Auditor
Olympia, WA

45

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PROPOSAL

CUSTOMER:	PROJECT (site address):
West Thurston Regional Fire Authority 10828 Littlerock Road SW Olympia WA 98512 Linda Patraca	All Fire Stations Multiple Locations Planned Maintenance Agreement & Service Rate Agreement

Prices based on:	<input type="checkbox"/> PLANS	<input type="checkbox"/> SPECS	<input type="checkbox"/> VERBAL INFO	<input type="checkbox"/> SKETCHES
Addenda #(s) are included in this quote.				
SCOPE OF WORK – PLANNED MAINTENANCE				
- Travel to each location and provide planned maintenance and thorough inspection services.				
- Perform general adjustments, lubrication, and testing.				
- Provide a detailed report of the service provided and overall condition of each opening (see attachment).				
- Provide follow up quotes for repairs as needed.				
PRICING – PLANNED MAINTENANCE – TOTAL COST FOR ALL LOCATIONS PER PM SERVICE -----				
- Includes Scissor Lift Rental Fees				
SCOPE OF WORK – SERVICE				
- Respond to all service requests in a timely manner and communicate clear ETA's if service will be delayed				
- Provide 24/7/365 emergency service response				
- Provide prompt quotes for all major follow-up repair recommendations				
PRICING – SERVICE RATES – 10% DISCOUNT OFF DH PACE LIST RATES				
- Current List Rates (Subject to Change)				
- \$135 per hour – one-man crew				
- \$225 per hour – two-man crew				
- Overtime Rates – Pre-scheduled work outside of Mon-Fri 7am-5pm, or emergency service work that extends beyond 5pm – Standard Hourly Rate x 1.5				
- Emergency Rates – Calls received after normal business hours, holidays, and weekends - \$270 per hour with a two-hour minimum				
- Travel Charges – Hourly rate charged portal-completion – drive from previous location to site – with a 1.5 hour max travel charge				
- Equipment Rental Fees Charged As Needed (Scissor Lift, Forklift, Other Specialty Equipment)				
PAGE 2: TERMS AND CONDITIONS				
PAGE 3: SAMPLE SERVICE TICKET				
PAGE 4: SAMPLE PM FORM				
The proposal described herein, including all price(s) quoted, is made conditionally upon Seller's (1) verification of Buyer's credit status; and (2) Buyer's acceptance of any special payment by Seller. To accept this Proposal, Buyer must date, sign, and return the original copy hereof to Seller within 30 days after the date hereof. Unless expressly disclosed and stated, the amount of any sales and use tax is not included in this proposal. DEPOSIT ON SPECIAL ORDER ITEMS IS NON-REFUNDABLE.				
TOTAL				
DEPOSIT				
BALANCE				

Buyer acknowledges and agrees that each and all of the terms and conditions on Attachment A (**TERMS AND CONDITIONS**) are a part of this Proposal and that upon Buyer's acceptance of this Proposal shall constitute a valid and binding contract between the parties and all prior proposals, discussions and agreements respecting the subject matter hereof are cancelled.

PROPOSAL – SELLER	ACCEPTANCE – BUYER
This Proposal is made this <u>8th</u> day of <u>October</u> , <u>2019</u> .	This Proposal is made this <u>Enter date</u> day of <u>Enter Month</u> , <u>Enter Year</u> .
<u>Ben Wishall</u>	<u>Enter Name</u>
TYPE OR PRINT NAME OF SELLER	TYPE OR PRINT NAME OF BUYER
BY: <u>Ben Wishall</u> Branch Manager	BY: _____
SIGNATURE	SIGNATURE OF OWNER, PARTNER, or OFFICER (state which)

47

Attachment A: TERMS AND CONDITIONS

Terms. The products ("Products") described in this contract and the labor necessary to install the Products ("Labor") are herein collectively referred to as the "Work".

Condition Precedent. Buyer and Seller agree that if, following Buyer's acceptance hereof, a contract is to be executed by them, Seller's performance hereunder shall be subject to the condition precedent that the terms and conditions of such contract are acceptable to Seller.

Scope of Work. Seller agrees to perform for Buyer the Work at the Project. Buyer acknowledges and agrees that: (i) the prices quoted by Seller for the Products are based upon plans, specifications, verbal information or sketches as indicated herein and the addenda hereto; and (ii) that the Work contemplated under this Proposal is fully and correctly described herein.

Unless included in the description of and prices quoted for Products, glass, glazing, painting and electrical wiring is excluded under this Proposal and will be provided only upon receipt of a supplemental order signed by Buyer.

Proposal Price. Conditional upon Seller's prior approval of Buyer's credit, Buyer will pay Seller the unpaid balance for performance of the Work within 30 days of the date of Seller's invoice. If performance of the Work extends over 30 days, Buyer agrees to pay Seller progress payments under Seller's regular billing terms and if Products have been delivered to the Project or stored in a mutually agreed location, Buyer agrees to pay an amount not to exceed 90% of the Proposal Price in payment of the cost of such Products.

If payment of any sum is not made when and as due under this Proposal, Buyer shall pay interest on such delinquent sums at the rate of 1.50% per month or, the highest contract rate allowed under applicable law.

If following Buyer's default Seller refers this account to an attorney for collection, Buyer agrees to pay all attorneys' fees incurred by Seller whether or not a lawsuit for collection is instituted, and all other costs of collection and litigation.

Contract Time. Installation dates are estimates only and Seller cannot guarantee commencement of Work or completion thereof on any given date. Completion dates cannot be given until Seller has been furnished with complete approved drawings and any additional information it may request. Seller shall not be liable for total or partial failure to complete or for any delay in delivering Products or Labor under this Proposal. Seller shall not be liable in any event for any special or consequential damages on account of failure or delay in performance regardless of cause.

Work Performance. Performance of the Work will be made by Seller in a prompt manner but Seller cannot be responsible for damage or delay due to acts of God, accidents, civil disturbances, delays in transportation by common carrier, strikes, war, unavailability of material or other cause beyond the reasonable control of Seller.

If Products are installed before a finished floor is completed, warranty is limited and Seller assumes no responsibility for fitting the Product to the floor. An additional charge may be made to Buyer for returning to the Project for adjustments to the Product.

Seller assumes no responsibilities for failure of installation of the Product due to structural deficiencies in an existing building. Buyer shall prepare the Project for installation in accordance with requirements of Seller.

If special work, requiring additional material and labor is required to meet conditions other than those specifically described in this Proposal, Buyer agrees to pay an additional charge therefore.

Seller shall be allowed uninterrupted and exclusive access to the Project during performance of the Work.

No Product may be returned without Seller's prior written approval. All Product returned is subject to a minimum of 25% restocking fee.

Cancellation. In the event Buyer cancels this Proposal after the Seller has commenced Work, Buyer shall forfeit the amount of the down payment given to Seller at the time of the execution of this Proposal, and in addition, shall pay to the Seller such proportion of the total Proposal Price as the amount of Work bears to the total amount of Work agreed upon to be furnished under this Proposal, plus a sum equal to 25% of the total Proposal Price as liquidated damages, which amount is to be paid within 30 days from the date of such cancellation.

In the event of Buyer's insolvency this Proposal shall be cancelled and Seller shall have no further obligations to Buyer hereunder.

Insurance. Seller shall carry workmen's compensation and public liability insurance to cover the Work. Seller shall not be liable to indemnify, hold harmless or protect in any way the Buyer, or any other party involved in the Work, whether an employee of Seller or Buyer or any third party, except to the extent of the workmen's compensation and public liability insurance maintained by Seller.

Buyer shall keep the Project adequately insured against any loss to Seller by reason of damage to Seller's Product or Work or Seller's vehicles, equipment and tools by vandalism, fire, water, windstorm and any other occurrence during the course of Work.

Alterations. Any alterations or modifications initiated by Buyer must be agreed upon between the parties and the price fixed by them before work on such alteration or modification shall commence. Payment for such alteration or modification shall be made at the time of the completion of the Work.

Permits and Licenses. Buyer shall be responsible for securing the necessary permits and licenses for the Work at Buyer's own cost and expense.

Warranties. Seller warrants the Product sold to be free from defects in material and workmanship under normal and intended use and service. This warranty extends only to the Buyer and expires one year after the date of delivery or installation of the Product by Seller.

Parts and labor for service work are warranted for the following periods: All replacement parts 90 days; labor-service 30 days. Seller's sole obligation is limited to repairing or replacing any parts which shall be determined by Seller to be defective and is conditioned upon Buyer giving notice of any such defect to Seller within the warranty period. If Seller concludes that repair or replacement is necessary, Seller will commence work within a reasonable time after the decision to repair or replace is made.

This warranty does not apply to any Product which has been altered or repaired by any person not authorized by the Seller or which has been subjected to misuse, neglect or accident.

Seller assumes no liability for incidental or consequential damages. Warranties implied by law are limited to duration to one year period described above.

Wood Products will be guaranteed only if properly protected within 10 days of delivery or installation by Seller with a prime and finish coat of manufacturer's recommended paint.

No warranty will be honored unless the Proposal Price has been paid in full, including any applicable service charges.

Modification of Proposal. Any modification of this Proposal or additional obligation assumed by either party in connection with this Proposal shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

Governing Law. It is agreed that this Proposal shall be governed by, construed and enforced in accordance with the laws of the state in which the Project is located.

PLANNED MAINTENANCE INSPECTION CHECKLIST • Sectional Doors and Operators

CUSTOMER: _____ STORE #: _____ SERVICE TICKET #: _____ WORK ORDER #: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

CONTACT: _____ PHONE: _____ DATE: _____

DH Pace Asset ID #	Customer Asset ID #	Door Location / Description	Cycles	Manufacturer	Model #	Serial #	Barcode #

If there are more than four [4] doors, complete additional "PLANNED MAINTENANCE INSPECTION CHECKLIST • Sectional Doors and Operators" forms.

INSPECTION CHECKLIST		DH PACE ASSET ID # →				
ADJUST						
1.	All springs (counterbalance assemblies).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	Level door.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	Track spacing.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Operator clutch, limit assemblies, and brake.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
LUBRICATE						
1.	All counterbalance shaft bearings.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	All rollers and hinges.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	All chain hoist bearings and disconnect.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	All operator bearings, chains, and pivot points.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
5.	All operator gear reducers.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
TIGHTEN						
1.	All hardware (hinges included).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	Couplings.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	Drums.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Track brackets and mounting devices.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
5.	Operator sprockets, belts, and mounting brackets.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.	Drawbar arm and hook ups.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
INSPECT						
1.	Safety equipment, brake solenoids, hoses, and controls.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	All rollers, bearings, cables, chains, and shafts.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	Track and hardware (hinges, weatherstrip, locks, etc.).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Operator belts, bearings, chains, and disconnects.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
ASSIGN a LETTER GRADE to EACH DOOR		QA QB QC QD QF	QA QB QC QD QF	QA QB QC QD QF	QA QB QC QD QF	QA QB QC QD QF
ASSIGN a LETTER GRADE to EACH OPERATOR		QA QB QC QD QF	QA QB QC QD QF	QA QB QC QD QF	QA QB QC QD QF	QA QB QC QD QF
A=Excellent • New with no wear or tear, visible or otherwise, less than 6 mth old		B=Good • No visible signs of wear or tear	C=Average • Normal wear and tear, with minimal repairs needed within 1 year	D=Fair • Condition is below average, but with life greater than 1 year left on door	F=Poor • Major repair needed, less than 1 year life left	

This form is not intended to certify the sectional doors and operators meet industry standards.

DH Pace Asset ID #	Customer Asset ID #	Comments or Description of Needed Repairs	Customer Approval	Repair Completed

CUSTOMER SIGNATURE _____

DATE _____

TECHNICIAN SIGNATURE _____

DATE _____

PRINT CUSTOMER'S NAME _____

PRINT TECHNICIAN'S NAME _____

CUSTOMER _____ DATE _____ SYSTEM NO. _____
WORK ORDERED BY _____ SEE _____
JOB SITE _____ PROBLEM DESCRIPTION _____
CITY _____ STATE _____ ZIP _____
MAIN # _____ CELL # _____

EQUIPMENT SERVICED

MFG / TYPE	COMPONENTS SERVICED	DOOR ID	DOOR LOCATION

MATERIALS FURNISHED and INSTALLED

QTY.	WHSE #	PART NO.	DESCRIPTION	UNIT	TOTAL

SERVICE TECH	HR	DATE	COMP Y / N	SHOP TIME		JOB TIME		JOB TIME		LUBE
				TIME IN	TIME OUT	TIME IN	TIME OUT	TIME IN	TIME OUT	
1.										TRUCK and EQUIPMENT CHARGE
2.										TOTAL MATERIAL
3.										LABOR
4.										PM DISCOUNT
										SUB TOTAL
										SALES TAX

DESCRIPTION OF WORK: _____

TOTAL

TERMS: C.O.D.
UNLESS CREDIT LINE ESTABLISHED

CUSTOMER NOTICE: WARRANTY FOR LABOR IS 30 DAYS AND REPLACED PARTS 90 DAYS. ANY UNSATISFACTORY WORK MUST BE REPORTED TO THE COMPANY WITHIN 10 DAYS OR WORK WILL BE CONSIDERED ACCEPTABLE. THE MINIMUM RESTOCKING FEE FOR ANY RETURNED MERCHANDISE IS 25%.

COMMERCIAL OPERATOR COMPLIANCE • Mfg. before 08-29-10: ☐ YES ☐ NO
Is UL 325 compliant? ☐ YES ☐ NO If "NO", check reason(s) below:
☐ Safety device is not monitored ☐ No external safety device(s)
☐ Other: _____

☐ Customer has been made aware of reason for non-compliance. _____
Customer Initials

SERVICE STICKER
☐ YES ☐ NO

FIRE DOORS AT SITE ☐ YES ☐ NO
Rolling Steel _____ Counter _____
Sliding _____ Other _____

WORK ACCEPTED AS SATISFACTORY AND COMPLETE BY:

SIGNATURE: _____ DATE: _____
PRINT NAME: _____
TITLE: _____ TIME: _____

PAYMENT ☐ CASH ☐ CHECK # _____

* If your check is dishonored or returned for any reason, your account will be electronically debited for the amount of the check, plus the state maximum processing fee.

☐ CREDIT CARD

Type _____ Approval # _____

50

Please complete our customer survey at DHPACE.com/MySurvey and enter code: _____

Volunteers only



24-HOUR ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE PROPOSAL

Date Prepared: 9/6/2019

Policyholder Name: West Thurston Regional Fire Authority

Policy Number: BADD-95381-WA10040 & EXAD-95381-WA10040

Effective Date: 11/15/2019

Policyholder State: Washington

This proposal summary is valid for 90 days from the Date Prepared or 1 day prior to the Proposed Effective Date, whichever date is earlier.

Covered Class:

Class A: All Active Volunteer Members of the Policyholder

Class A: All Active Volunteer Members of the Policyholder

(Line-of-Duty Coverage would be a separate policy.)

Type of Coverage:

24-Hour Coverage ☒

Line-of-Duty Coverage

Number of Insured Persons (Active Members): 53

Quote Options:	Present Plan	Plan 2	Plan 3
24-Hour Principal Sum:	Class A: \$25,000	Class A: \$50,000	Class A: \$75,000
Line-of-Duty Principal Sum:	Class A: \$25,000	Class A: \$50,000	Class A: \$75,000
Annual Premium 24h with Line-of-Duty	\$1,095	\$2,079	\$2,901
Three Year Pre-Pay 24h with Line-of-Duty	\$2,955	\$5,613	\$7,831

Premium is due within 30 days of the Effective Date of the policy.

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Plans of Insurance for the
West Thurston Regional Fire Authority
Benefits apply while performing a Covered Activity.

Covered + Volunteer

Class 1

All volunteer classes of membership including but not limited to a Volunteer Member, Emergency Volunteer, Auxiliary Member, Fire Corps, Community Volunteer, Board Member, Trustee, Administrative Personnel, Junior Member, Member in Training, Probationary Member, and Part-Time Employees of the Policyholder.

53

Class 2

Career Personnel of the Policyholder.

Section I: Death Benefits

	<u>Present Plan</u>	<u>Plan 1</u>	<u>Plan 2</u>
A. Covered Injury Death Benefit	\$50,000	\$75,000	\$100,000
B. Covered Illness Death Benefit	\$50,000	\$75,000	\$100,000
C. HIV Positive Diagnosis Lump Sum Benefit	\$50,000	\$75,000	\$100,000
D. Bereavement Benefit	\$5,000	\$7,500	\$10,000
E. Dependent Child Benefit (Per Child)	Up to \$10,000	\$10,000	\$10,000
F. Seatbelt Benefit	\$12,500	\$18,750	\$25,000
G. Airbag Benefit	\$12,500	\$18,750	\$25,000
H. Final Expenses Benefit*	\$5,000	\$7,500	\$10,000
I. Spousal Benefit	\$15,000	\$15,000	\$15,000
J. Surviving Spouse Education Benefit	Up to \$10,000	\$10,000	\$10,000
K. Dependent Child Education Benefit	Up to \$10,000	\$10,000	\$10,000

* Includes repatriation to the funeral home as well as other locations, cremation, burial services, grave marker/headstone.

Section II: Impairment Benefits

A. Dismemberment, Loss of Speech or Hearing Benefit**	Up to \$50,000	\$75,000	\$100,000
B. Vision Impairment Benefit**	Up to \$50,000	\$75,000	\$100,000
C. Cosmetic Disfigurement from Burns Benefit**	Up to \$50,000	\$75,000	\$100,000
D. Permanent Physical Impairment Benefit**	Up to \$50,000	\$75,000	\$100,000
E. Felonious Assault Benefit	Up to \$25,000	\$37,500	\$50,000
F. Impairment Modification Benefit**	Up to \$50,000	\$50,000	\$50,000
G. Paralysis Benefit**	Up to \$50,000	\$75,000	\$100,000

** Benefits payable are based on the percentage of impairment or loss as defined in the Policy.

Section III: Income Protection Benefits

A. Weekly Total Disability Benefits	Up to \$600	\$600	\$600
A.i. Covered Injury Minimum Weekly Total Disability Benefit	\$150	\$150	\$150
A.ii. Covered Illness Minimum Weekly Total Disability Benefit	\$150	\$150	\$150
A.iii. Covered Injury Weekly Earned Income Replacement Benefit***	\$450	\$450	\$450
A.iv. Covered Illness Weekly Earned Income Replacement Benefit***	Up to \$450	\$450	\$450
B. Partial Disability Benefit ***	Up to \$600	\$600	\$600
C. Cost of Living Adjustment	Up to \$1,800	\$1,800	\$1,800
D. First Week Disability Benefit***	Up to \$1,000	\$1,000	\$1,000
E. Transition Benefit	Up to \$600	\$600	\$600
F. Retraining Benefit	Up to \$20,000	\$20,000	\$20,000
G. Weekly Permanent Physical Impairment	Up to Not Included	Not Included	Not Included

*** Benefits are payable in coordination with the Loss of Earnings Coverage as defined in the Policy.

Plans of Insurance for the West Thurston Regional Fire Authority
Benefits apply while performing a Covered Activity.

Section IV: Medical Expenses

	<u>Present Plan</u>	<u>Plan 1</u>	<u>Plan 2</u>
A. Medical Expense Benefit****	Up to \$10,000	\$25,000	\$50,000
B. Plastic Surgery Expense Benefit****	Up to \$25,000	\$25,000	\$25,000

**** We will not pay covered medical expenses incurred by an Insured Person that are paid or payable under Workers' Compensation, no fault auto or similar insurance.

Section V: Additional Benefits

	<u>Present Plan</u>	<u>Plan 1</u>	<u>Plan 2</u>
A. Daily Hospital Confinement and Outpatient Treatment Benefit	\$25	\$30	\$35
B. Daily Critical Care Benefit	\$50	\$60	\$70
C. Family Expense Benefit	\$10,000	\$10,000	\$15,000
D. Occupational Rehabilitation Benefit	\$5,000	\$10,000	\$10,000
E. Mental Stress Management Benefit	\$10,000	\$10,000	\$15,000
F. Traumatic Incident Benefit	\$5,000	\$10,000	\$10,000
G. Health Insurance Premium Benefit	Up to \$12,000	\$12,000	\$12,000

Annual Premium

The annual payment option offers a one-year rate guarantee.

3-year Installment Premium:

The installment payment option offers a three-year rate guarantee which is paid each year for three years and represents a 6.7% discount off the annual premium.

\$8,318

\$9,851

\$11,387

3-year Prepaid Premium:

The prepaid payment option offers a three-year rate guarantee which is paid in full at the beginning of the Policy Term and represents a 10% discount off the annual premium.

\$24,063

\$28,499

\$32,943

Preparation Date: September 12, 2019

Renewal Date: November 15, 2019

Proposal ID: 34284

This proposal is valid for 90 days from the Preparation Date or until 1 day prior to the Renewal Date, whichever is later.
Underwritten by: AXIS Insurance Company

54

West Thurston Regional Fire Authority No. 11

January 01, 2019 - September 30, 2019 on New Cases

UTILIZATION RATE SUMMARY

Type	Count	Individuals Served	Sessions / Activities	Hours
EAP Cases	11	12	22	5.67
Mandatory Referrals	0	0	0	0
Information Calls	0	0	0	0
Supervisor Consultations	0	0	0	0
Account Management	N/A	N/A	2	0.42
Organizational Services & CISD	9	5	9	2.33
Total	20	17	33	8.42

Population / Utilization Rate	Weighted Population Of:	105
Total Current Period Rate (EAP Cases + Mandatory Referral Cases / Weighted Population)		10.48%
Total Annualized Utilization Rate (projected if applicable)		13.96%

New/Ongoing Cases Summary		Referral/Closed Cases Count	
Total New Cases	11	Total Cases Closed	11
Total Cases To 9/30/2019	59		

Notes:

1. Hours for services provided before 4/1/13 were not counted by our former system so are not included.
2. "Total Cases To ..." outlined above represent the total number of cases seen since inception of contract.

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WEST THURSTON REGIONAL FIRE AUTHORITY

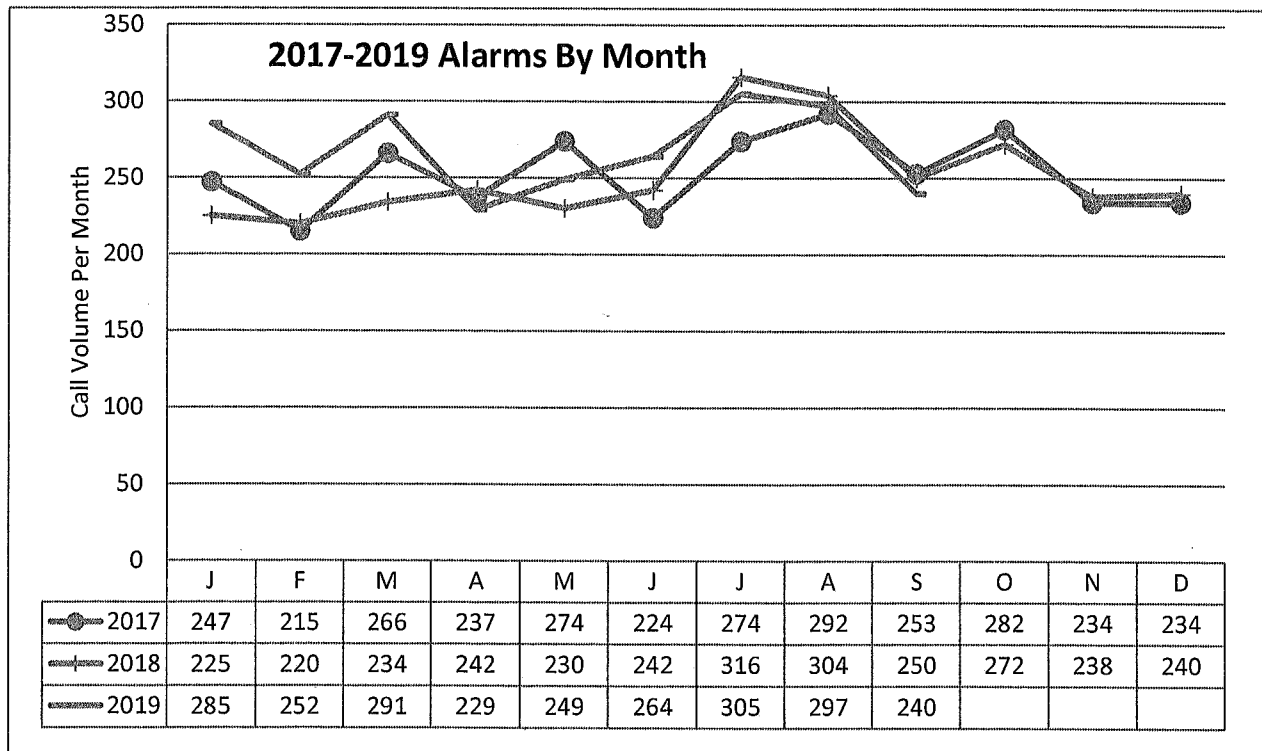
Thurston County Fire Protection District #1, #11 & #14

CHIEF'S REPORT

Month of Report: September 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	82	2172	14	61	95
SEP	240	176	05	59	2412	12	66	86
OCT								
NOV								
DEC								
YEAR	2412	1765	94	592	2412	121	601	873



57



Agreements, Resolutions, Contracts & Leases:

- Weyerhaeuser Property Acquisition (Draft Pending)

Budget & Finance/Planning:

- Budget Hearing
- Strategic plan 2020/2021 update – November/December 2019 Meeting

Expenditure Planning:

- Utility unit \$4000 repairs/includes tires; likely sustained impact during mobilization
- Disaster supplies: Food \$4,594 to sustain 80 people for 2 weeks (Joslin)
- Waiting on Ham Radio installation bids (\$2000)
- Utility Truck replacement \$35,000
- Engine, Aid Unit & Brush Unit specification development is ongoing.

Development Services (New Construction) Tracking

- 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

- September 19th - RO190002302-19600 block of Michigan Hill Road SW- 1000 square foot detached garage/shop/dog kennel. A food dehydrator caught fire (undetermined) causing limited damage < \$1000 dollars to the structure burn marks to the cinderblock wall and heat damage to a television hanging above the dehydrator. Cause: Accidental; Origin: Electrical malfunction in dehydrator.

Grant/Donations/Unanticipated Revenue:

- EMW-2014-FF-00386-SAFER Grant – FEMA is conducting an audit. Funding for the Volunteer Coordinator position has been exhausted.
- EMW-2017-FO-07118- NFPA 1582 Annual Fitness and Screening Grant was extended until December 22nd 2019

Health & Safety Activities (see Safety Officer Report)

- WTRFA Annual Health & Safety Program Oct. 9th & 10th
- October- Request to safety committee to review and recommend implementation of Healthy In- Healthy-Out brochure.
- October- Request monthly shift safety meeting minutes and roster submitted to Chief Kaleiwahea at the Monthly Officers Meeting.

Accidents, Incidents, and Injury

- FF Panuska release to full duty
- FF Morales sustained an injury to his foot/ankle while lifting a patient. He was out for a few shifts and has returned to full-duty.



IT/Web Development (Joslin)

- 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:

- Joshua Howe was offered a full-time position to fill the vacancy left by Schwartz. His start date was Sept. 23rd for site specific training recommended by Captain Smith. Josh has been placed on B-shift.

STATION UPTIME REPORT	September 2019
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	2 resident(s)
Station 6	Staffing of 2 = 33%
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked September 2019
(31) Career-Union	Regular Hours: 5715; Overtime Hours: 288; Sick Leave Hours: 201 (includes paternity and FMLA); Kelly Day Hours: 768; Vacation Hours: 554; Personal Leave: 84; Training OT: 0; Bereavement; Mob: 0; Mob backfill: 0; Training Hours: 46
(1) Temp-Part-time	Temp Hours: 0
(26) Volunteer Responders	1686 Regular Hours
(13) PACT	
(04) Residents	270 Regular Hours
(02) Maintenance/Logistics PT	72 Regular Hours

Legal Issues:

- Legal Opinion regarding response to Tribal Properties (pending tribe determination of contract).

Policy/ Procedures & Guidelines:

- Peer Support Guidelines and planning ongoing

Risk Management:

- 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.

Action/ Review/ Discussion Items:

- Weyerhaeuser proposal
- Chehalis Tribe Contract (pending contact from tribe)
- Tumwater Study- McLane Black Lake will explore options with Tumwater in future.



Public Education/ Public Relations Activities:

Antique Fire Engine, Police, Medic Unit, Heavy Equipment,
Wildland Engine, Brown Ambulance

Touch A Truck and Disaster Preparedness



Here is a list of items in need:

Canned Food Items	Baked Food Items	Personal Hygiene Items
Canned Tomatoes	Cereal	Shampoo/Conditioner
Spaghetti Sauce	Flour	Deodorant
Canned Chicken	Crackers	Hand Soap / Body Wash
Canned Salmon	Pasta	Toilet Paper
Canned Tuna	Cake Mixes	Diapers/Wipes
Peanut Butter	Rice	Laundry Soap
Jelly	Sugar	Dishwashing Soap
Canned Fruit	Oatmeal	Feminine Products

Enjoy a **FREE** family event that
is fun for all ages!

This fun family event offers hands-on opportunities for everyone to **EXPLORE, LEARN, CLIMB** and **TOUCH** a variety of Trucks and Apparatus. You can meet the people who build, protect and serve our community! You will also learn how to Plan, Prepare and Recover from a Disaster! Are you Ready?

**When: Saturday October 12th
11am to 3pm**

**Where: West Thurston Fire
-Littlerock Station-
10828 Littlerock Rd SW Olympia**

DISASTER

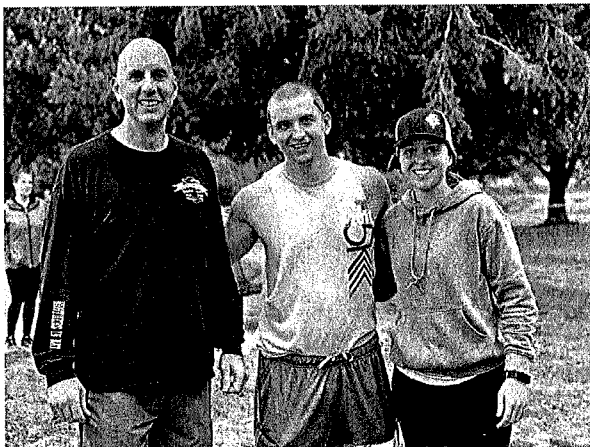


For more information, please call West Thurston Fire Department 360-352-1614

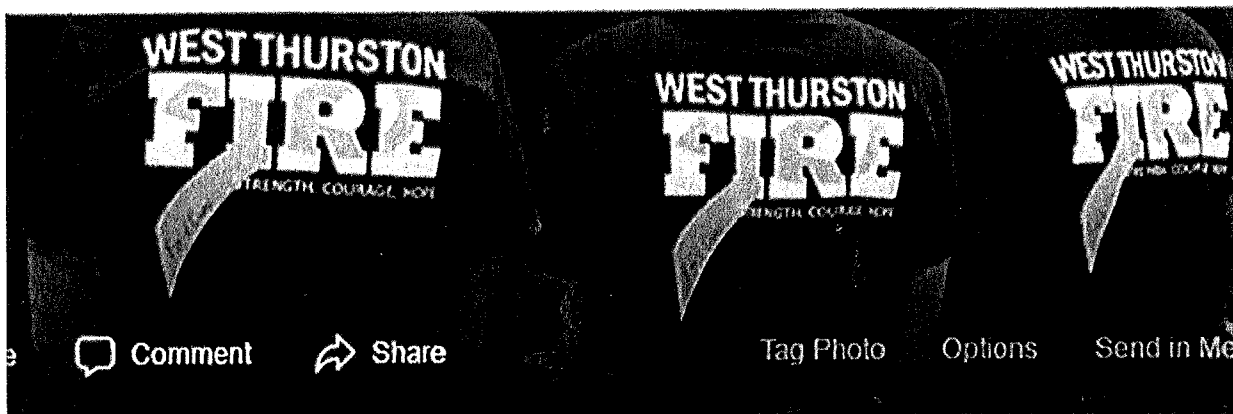


- You are invited to **HELP** for the WTRFA National Fire Prevention Week October 6-12 event- This year WTRFA will sponsor Touch-A-Truck and Disaster Preparedness Event at station 1-2 @ 11am to 3pm.

- Brent Strong Memorial 5K – Run/walk Sept 14th @ Marathon Park - Olympia, WA.



- WTRFA-Local3825 Support Breast Cancer Awareness

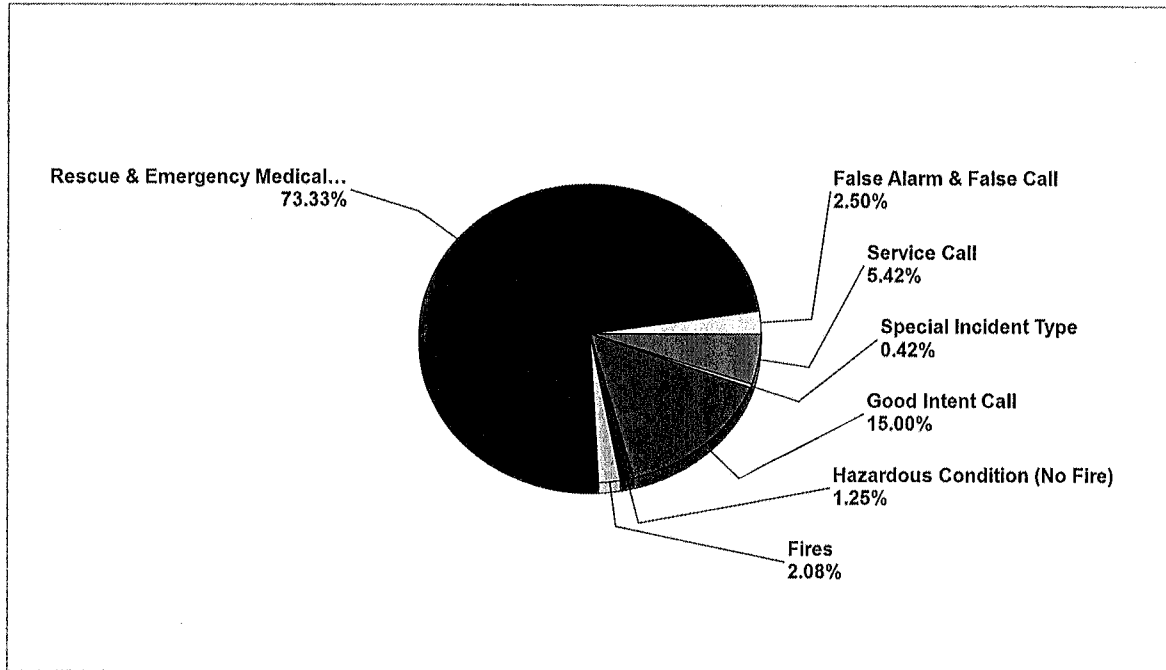


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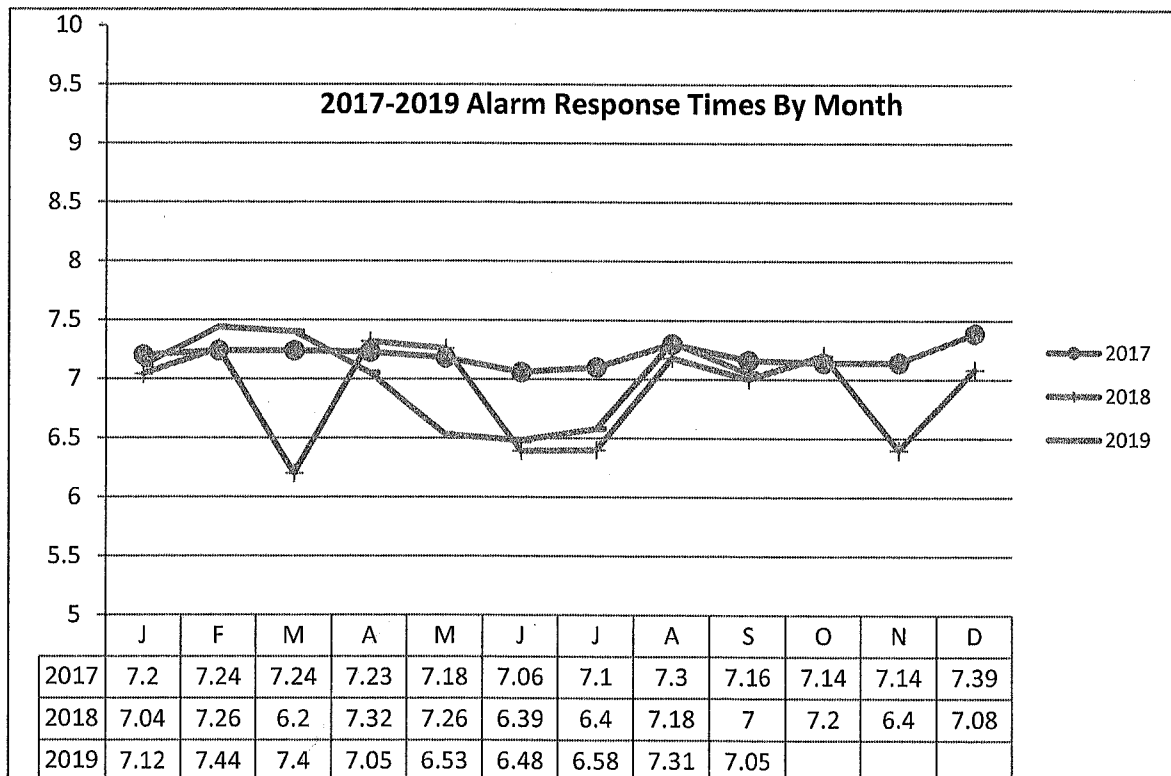
West Thurston Monthly-YTD Alarm Information

ER report #553-Major Incident Types



Average Response Time: 7:05 Minutes

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



61



WTRFA Monthly/ YTD Operations Summary

Description	Monthly Call Volume	YTD Call Volume
EMS/RESCUE	240	1765 (73%)
Fire	05	94 (3%)
Other	59	592 (24%)
For Month	176	2412
WT- Transports	66	(37.5%) of EMS

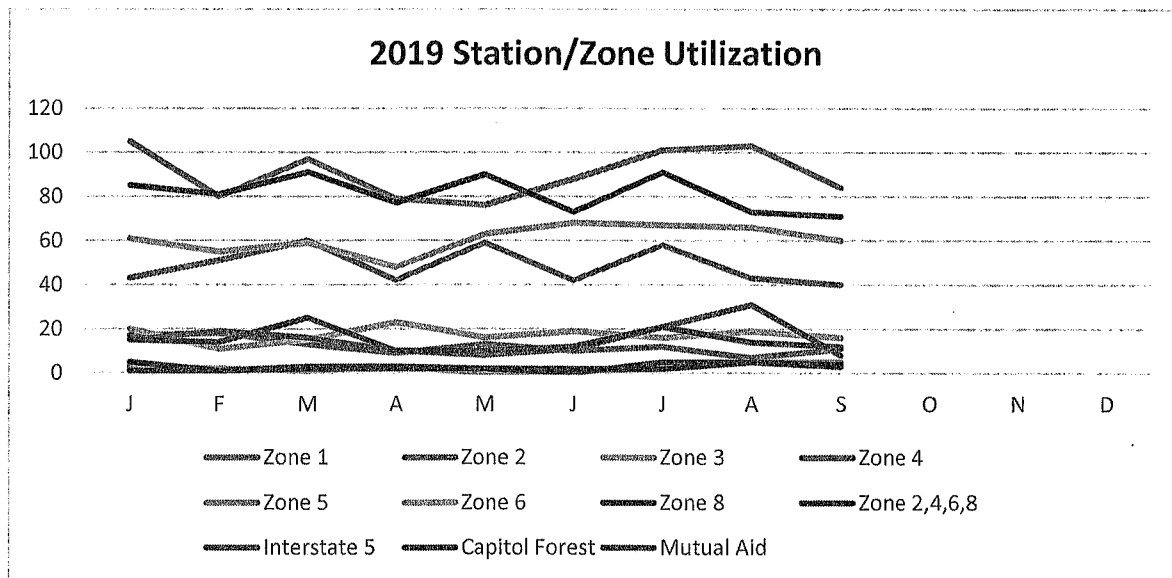
Hospital	Monthly	YTD
SPH	42	452
PHC	40	348
CMC	05	65
MAMC	00	00
Harborview	00	05
GH	00	00
Other	00	03
Total	86	873

Tribal Property	Monthly	YTD
Lucky Eagle (12888)	04	50
Eagles Landing (12840)	02	13
Great Wolf Lodge (20500)	02	55
Fairfield Inn (6223)	00	02
Total	19	WTRFA 120 (5%)

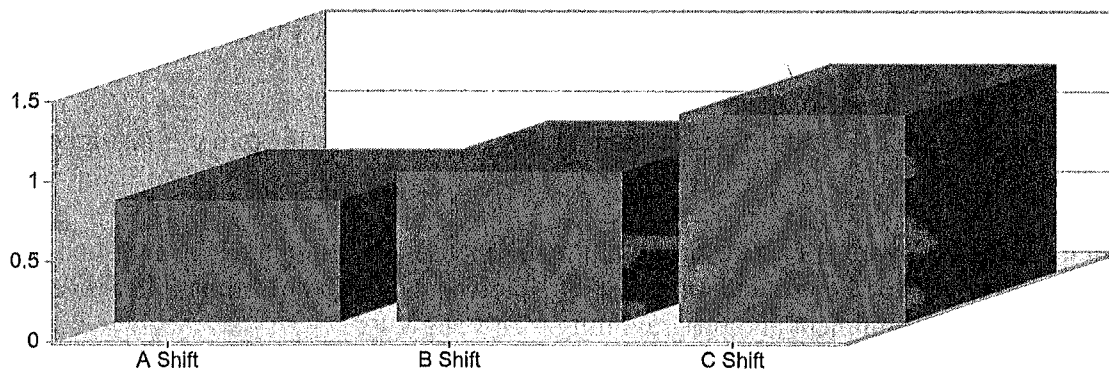
Aid Unit Utilization	Transports For Month	YTD
Aid 1-1 – App 05	19	190
Aid 1-2 – App 06	18	227
Aid 1-3 – App 03	29	185
Aid 1-6 – App 55	00	00
Aid 1-4	00	01
Transported ALS	17	238
Airlift	00	04
Private Ambulance	03	26
Other FD	00	03

Station Zone	Monthly	AVG. Response Time (Month)	*YTD	Percentage YTD
1 – Grand Mound/Sargent	84	6:46	763	31%
2 – Littlerock Rd	40 (71)	7:23	439 (734)	18% (30%)
3 – Albany Street	60	6:32	551	23%
4 – Scott Lake- Sta. 1-2	11	8:58	110	5%
5 – Michigan Hill- Sta.1-3	02	7:15	20	<1%
6 – Maytown Rd.	16	8:52	156	6%
8 – Bordeaux-Sta.1-2	04	7:38	27	1%
I-5 1-1	02	8:19	65	3%
I-5 1-2	03	7:03	19	<1%
I-5 1-6	03	10:16	56	2%
Capitol Forest	03	12:51	20	<1%
Mutual Aid	12	N/A	133	6%
Average Response time	240	7:05	2412	100%

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



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



A Shift 0:46- B Shift 0:56- C Shift 1:18
Start Date: 09/01/2019 | End Date: 09/30/2019
Doc Id: 654
Emergencyreporting



WTRFA Operations Report:

Notable Incidents:

- September 19th - RO190002302-19600 block of Michigan Hill Road SW- 1000 square foot detached garage/shop/dog kennel. A food dehydrator caught fire (undetermined) causing limited damage < \$1000 dollars to the structure burn marks to the cinderblock wall and heat damage to a television hanging above the dehydrator. Cause: Accidental; Origin: Electrical malfunction in dehydrator.

Project Work Status:

Station 2 Door Repair – Scott Wall Construction will be on site on October 14th to begin repair on damaged bay door at Littlerock station. – **Scheduled.**

Station 2 HVAC Repair – Was repaired on 9-3-19, there was a short in the wires. Total cost \$1294.80 – **Completed.**

Bay Door Repair Contract – We have entered into an annual maintenance program contract with DH Pace Door Innovations. They were one of 10 contractors that responded to our RFQ. The vendor has 24 hour response and will perform annual maintenance of all bay doors. – **Completed.**

New Aid Unit Bid Spec – Bids are out currently – they are due back in on November 1st for an opening on November 6th. – **In Progress.**

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

Amateur Radio Project – Request for bids for equipment installation have been issued to Daywireless & Whisler Communications. Chief Kaleiwahea will be meeting with Steve Tomlin to discuss repeater equipment and programming – **In Progress.**

Brush Units Spec – Sample drawings of a skid have been provided by the vendor for review. The committee will meet in the coming weeks to further come up with options for chassis design. – **In Progress.**

Albany Street Generator Project – The site had a locate completed this past week with all of the parts being received by the vendor – **Awaiting Vendor.**

Sargent Rd Energy Study – We have finally gained access to the HVAC system after meeting with Delta Systems and Olympia Sheet Metal. We are finalizing a date to have OSM perform the changes to the system as outlined by Ecotope – **To be Completed by Nov. 1**

Bunker Gear Standards and Compliance - Completed



Thurston County Emergency Alerting System & Smart 911:

Administrative staff training to send early alerts will occur this month- **Pending**

Maytown Water:

I asked Pam at Advanced Drilling the go ahead to start the permit process to drill a well. Pam told me she is waiting for an update from John at State Ecology and Stephanie from Thurston County regarding a buffer zone waiver. On 10/09/2019 Pam told me she will make contact with John again and ask for an update. -**In Process**

Planning & Project list update: A review of the current project list and update – priority list was completed for the 2020 draft 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**

Apparatus maintenance schedule - Completed

Facility-To-Do List: We are working on developing a platform to enter facility maintenance items that need to be completed. The plan is to have the CC crews' work 1 day a week through the winter months to complete what their skill level will permit (painting, heavy cleaning etc.)



Training Report – by Capt. Rob Smith

September 2019, Monthly Training Report | Prepared by Training Captain, Rob Smith

Completed Training for September	Scheduled Training	Future Planned Training / Not yet Scheduled
<p>Regularly Scheduled Shift, Thursday Night Drills and Saturday Training featuring required training topics and non-required training:</p> <ul style="list-style-type: none"> Sept 10 - EVIP 3.0 Refresher 1000-1200 @Station 1-2 Sept 11 – A Shift Drill Engine Co Ops 1000-1400 Sept 12 – B Shift Drill Engine Co Ops 1000-1400 Sept 13 – C Shift Drill Engine Co Ops 1000-1400 Sept 20 – EVIP 3.0 Refresher 1200-1400 @Station 1-1 Sept 24 – MCO @Station 6-4 – 0900-1200 Sept 25 – MCO @Station 6-4 – 0900-1200 Sept 28 - Live Fire Train-the-Trainer @EOFD (R. Smith) 	<ul style="list-style-type: none"> October 11 – MCO @Station 6-4 – 0900-1200 October 15 – B Shift Drill Engine Co Ops 1000-1500 October 16 – C Shift Drill Engine Co Ops 1000-1500 October 17 – Thursday Night Drill – Blue Card SIMS October 23 – A Shift Drill Engine Co Ops 1000-1500 October TBD – Rehab Training TBD October 28-29 Responder V Machinery 4 Brothers Training @Station 1-2 – 0800-1200; 1300-1700 December 4 - 451 Ignite Leadership – The High Reliability Officer at Station 1-2 – 1200-1400 	<p>As budget allows (tentative/approximate schedule);</p> <ul style="list-style-type: none"> NFPA 1403 Live Fire Acquired Structure Burn – <i>date pending</i> Training with Mutual Aid Partners (Riverside Fire Authority – Lewis County) dates TBD Technical Rescue Training – Rope Rescue Operations Level – Scheduling for 2Q 2020 with Department SORT Members – <i>date pending</i> <p>Major / Ongoing Projects</p> <ul style="list-style-type: none"> Brent Strong Memorial -committee meeting irregularly – Live Fire Train-the-Trainer @EOFD Sept 28 & 29 - complete Ladder Truck Training: Develop Advanced Functions Task Book Training (phase 2) – in progress 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 Apparatus / Equipment Committee – October 24 meeting Thurston County Training Officers: Coordinate/lead MCO's multiple dates 1st, 2nd, 3rd, and 4th Q 2019 with all Thurston County Departments in the Cooperative.- in progress WTRFA Training Division: New Target Solutions Platform improvements to help end-user experience – in progress and target is rollout for 1Q - 2020. Training Tower: Reconsider plans – Reactive 30 days

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



OCTOBER 2019 ENGINE COMPANY OPERATIONS

<i>Monthly Summary *Training Events Scheduled (subject to change)*</i>		
<i>Subject</i>	<i>Dates</i>	<i>Description and Requirement</i>
WAC Annual Training	Ongoing/expires 12/31/2019	TCTC Annual Training Requirements
Health & Wellness Clinic	October 9 October 10	Station 1-1 – 1300-1900 Station 1-2 – 1300-1900
Thursday Night Drill	October 17	Blue Card Sims – Officers @Station 1-2 1800-2100
Rehab Training	TBD	Station 1-2 - TBD
Man v. Machine Hands- On Training	October 28 October 29	Station 1-2 – 0800-1200; 1300-1700 Station 1-2 – 0800-1200; 1300-1700
<i>Monthly Shift Drills *Required by All Line Personnel*</i>		
<i>Subject</i>	<i>Dates</i>	<i>Description and Equipment Needed</i>
B Shift – ENG CO OPS	October 15	Satisfies 4th Q –Engine Co Ops, 1000-1200 @Station 1-2, 1300-1500 @Station 1-1
C Shift – ENG CO OPS	October 16	Satisfies 4th Q –Engine Co Ops, 1000-1200 @Station 1-2, 1300-1500 @Station 1-1
A Shift – ENG CO OPS	October 23	Satisfies 4 th Q –Engine Co Ops, 1000-1200 @Station 1-2, 1300-1500 @Station 1-1
A Shift – MCO	Oct 11	Satisfies 4 th Q Engine Co Ops or Interior Structural Firefighting 0900-1200 @ Station 6-4

67

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West Thurston Regional Fire Authority

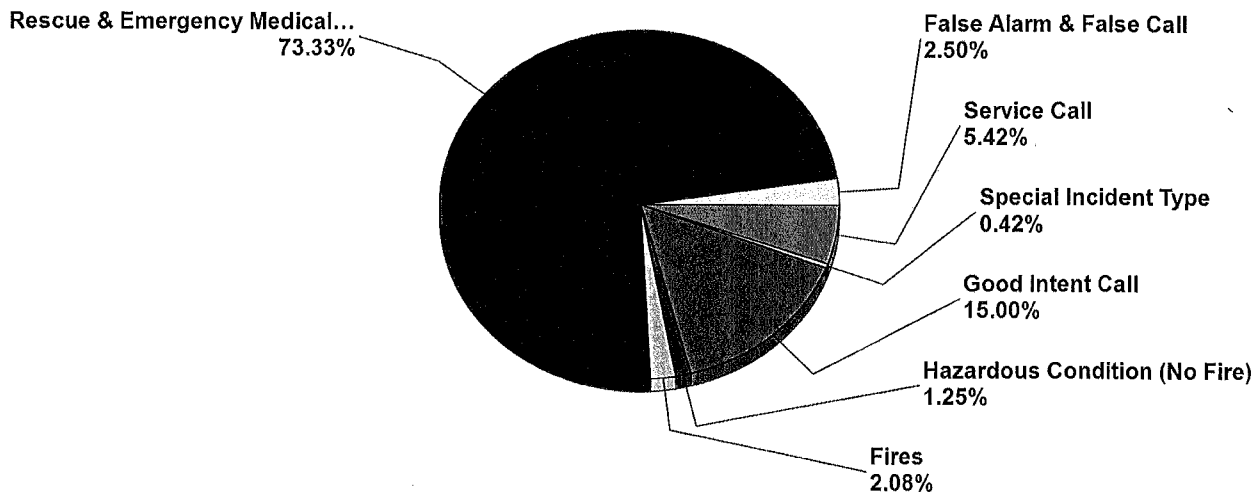
Olympia, WA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2019 | End Date: 09/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	2.08%
Rescue & Emergency Medical Service	176	73.33%
Hazardous Condition (No Fire)	3	1.25%
Service Call	13	5.42%
Good Intent Call	36	15.00%
False Alarm & False Call	6	2.50%
Special Incident Type	1	0.42%
TOTAL	240	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.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.83%
131 - Passenger vehicle fire	1	0.42%
142 - Brush or brush-and-grass mixture fire	2	0.83%
321 - EMS call, excluding vehicle accident with injury	155	64.58%
322 - Motor vehicle accident with injuries	10	4.17%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.42%
324 - Motor vehicle accident with no injuries.	10	4.17%
440 - Electrical wiring/equipment problem, other	2	0.83%
442 - Overheated motor	1	0.42%
500 - Service Call, other	1	0.42%
561 - Unauthorized burning	10	4.17%
571 - Cover assignment, standby, moveup	2	0.83%
611 - Dispatched & cancelled en route	24	10.00%
622 - No incident found on arrival at dispatch address	6	2.50%
631 - Authorized controlled burning	6	2.50%
700 - False alarm or false call, other	2	0.83%
743 - Smoke detector activation, no fire - unintentional	2	0.83%
744 - Detector activation, no fire - unintentional	1	0.42%
745 - Alarm system activation, no fire - unintentional	1	0.42%
911 - Citizen complaint	1	0.42%
TOTAL INCIDENTS:	240	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.

70

West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 10/7/2019 12:19:38 PM



Incident Count per User-Defined Fields for Date Range

Start Date: 09/01/2019 | End Date: 09/30/2019

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Call Type (Required)	
ALS	55
BLS	132
FIRE	53
TOTAL	240

23%
55%
22%

USER-DEFINED FIELD: Patient Dispo? (Required)	
AMA	13
Cancelled	25
DOA	2
FIRE	36
No Medical Need	21
POV	7
T & R	43
TRANSPORT	87
UTL	6
TOTAL	240

USER-DEFINED FIELD: Transport BLS or ALS? (Required)	
ALS	17
BLS	69
N/A	154
TOTAL	240

USER-DEFINED FIELD: Unit that transported? (Required)	
A1-1	19
A1-2	18
A1-3	29
Medic Unit	17
N/A	154
Private Amb	3
TOTAL	240

WTRFA
66
TOTAL
86

USER-DEFINED FIELD: Transport Location (Not POV)? (Required)	
Centralla Providence	40
CMC	5
N/A	153
SPH	42
TOTAL	240

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

USER-DEFINED FIELD: 2nd Patient transport by?	
A1-3	1
Privit Amb	1

USER-DEFINED FIELD: 2nd Patient Transport Location?	
SPH	2

71

West Thurston Regional Fire Authority

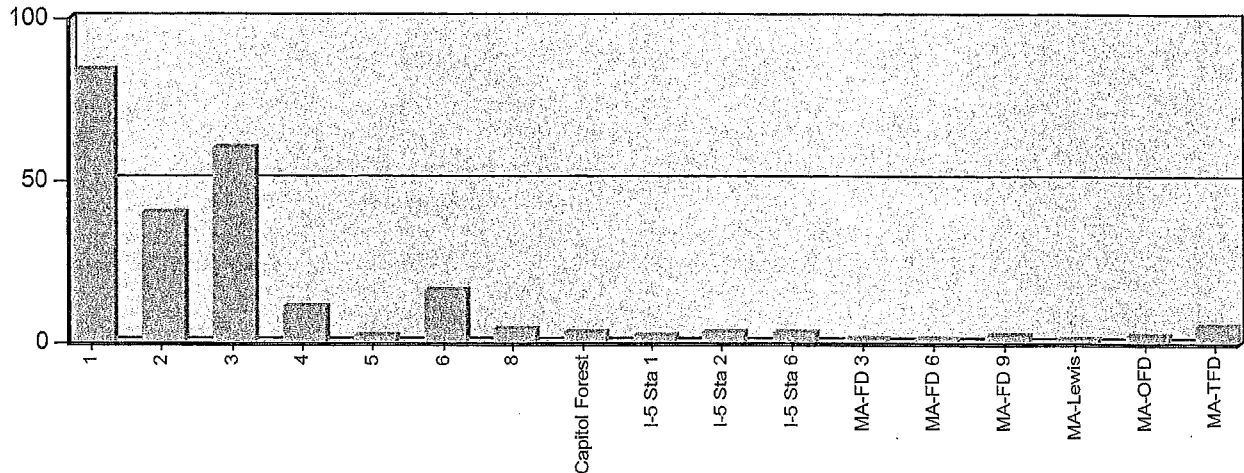
Olympia, WA

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Incident Count per Zone for Date Range

Start Date: 09/01/2019 | End Date: 09/30/2019



ZONE	# INCIDENTS
1 - Grand Mound	84
2 - Littlerock	40
3 - Rochester	60
4 - Scott Lake	11
5 - Michigan Hill	2
6 - Maytown	16
8 - Bordeaux / Mima / Gate	4
Capitol Forest - Capitol Forest Zone	3
I-5 Sta 1 - I-5 Station 1-1 Area	2
I-5 Sta 2 - I-5 Station 1-2 Area	3
I-5 Sta 6 - I-5 Station 1-6 Area	3
MA-FD 3 - TCFD 3 - Lacey FD	1
MA-FD 6 - TCFD 6 - East Olympia	1
MA-FD 9 - TCFD 9 - McLane / Black Lake	2
MA-Lewis - Lewis County	1
MA-OFD - Olympia FD	2
MA-TFD - Tumwater FD	5

TOTAL: 240

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

West Thurston Regional Fire Authority

Olympia, WA

This report was generated on 10/8/2019 5:11:20 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: 09/01/2019 | End Date: 09/30/2019

Incident Number	Date	Apparatus	Response Time
Bordeaux / Mima / Gate			
2019-0002200	09/05/2019	A1-2	7:10
2019-0002198	09/05/2019	A1-2	8:06
		Number of Calls: 2	Avg Response Time: 7:38
Grand Mound			
2019-0002411	09/30/2019	A1-1	4:55
2019-0002409	09/29/2019	E1-1	4:34
2019-0002406	09/29/2019	A1-1	5:33
2019-0002389	09/27/2019	A1-1	7:06
2019-0002388	09/27/2019	A1-1	7:05
2019-0002378	09/26/2019	A1-1	7:59
2019-0002375	09/26/2019	E1-1	9:26
2019-0002374	09/25/2019	A1-1	8:27
2019-0002373	09/25/2019	A1-1	6:42
2019-0002371	09/25/2019	A1-1	6:38
2019-0002369	09/25/2019	E1-4	7:48
2019-0002368	09/25/2019	A1-1	6:59
2019-0002365	09/24/2019	A1-1	1:06
2019-0002359	09/24/2019	A1-1	3:28
2019-0002358	09/24/2019	A1-1	4:32
2019-0002349	09/23/2019	A1-1	6:31
2019-0002346	09/22/2019	A1-1	5:23
2019-0002331	09/21/2019	E1-3	3:25
2019-0002330	09/21/2019	A1-1	3:49
2019-0002324	09/20/2019	E1-1	6:43
2019-0002323	09/20/2019	E1-3	8:37
2019-0002320	09/19/2019	A1-1	5:20
2019-0002313	09/18/2019	E1-1	4:49
2019-0002312	09/18/2019	A1-1	4:00
2019-0002309	09/18/2019	A1-1	6:44
2019-0002308	09/18/2019	A1-1	7:02
2019-0002307	09/17/2019	A1-1	6:22
2019-0002298	09/17/2019	E1-3	11:02
2019-0002296	09/17/2019	A1-1	10:56
2019-0002288	09/16/2019	A1-1	6:25

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

73

Incident Number	Date	Apparatus	Response Time
2019-0002281	09/15/2019	A1-1	7:25
2019-0002268	09/13/2019	A1-1	4:53
2019-0002260	09/12/2019	A1-1	6:23
2019-0002256	09/12/2019	A1-1	4:58
2019-0002240	09/10/2019	E1-1	5:58
2019-0002238	09/10/2019	A1-3	8:35
2019-0002237	09/10/2019	A1-1	4:21
2019-0002236	09/10/2019	A1-1	7:04
2019-0002231	09/09/2019	A1-1	7:55
2019-0002230	09/09/2019	A1-1	8:25
2019-0002224	09/07/2019	A1-2	16:56
2019-0002223	09/07/2019	A1-3	8:54
2019-0002222	09/07/2019	A1-1	7:16
2019-0002221	09/07/2019	E1-1	14:48
2019-0002220	09/07/2019	A1-1	5:34
2019-0002219	09/07/2019	A1-1	5:41
2019-0002215	09/06/2019	E1-1	7:13
2019-0002213	09/06/2019	A1-1	7:44
2019-0002212	09/06/2019	E1-1	5:07
2019-0002199	09/05/2019	B1-3	4:09
2019-0002194	09/04/2019	A1-1	6:51
2019-0002193	09/04/2019	A1-1	6:42
2019-0002190	09/03/2019	A1-1	4:46
2019-0002189	09/03/2019	BN1-6	11:06
2019-0002183	09/02/2019	A1-3	8:43
2019-0002182	09/02/2019	A1-1	6:13
2019-0002178	09/01/2019	A1-1	4:03

Number of Calls: 57

Avg Response Time: 6:46

Little Rock

2019-0002410	09/30/2019	E1-2	8:27
2019-0002404	09/29/2019	E1-2	7:39
2019-0002400	09/29/2019	A1-3	20:10
2019-0002399	09/28/2019	A1-2	7:47
2019-0002398	09/28/2019	A1-2	5:35
2019-0002386	09/26/2019	A1-2	11:27
2019-0002383	09/26/2019	A1-2	1:29
2019-0002379	09/26/2019	A1-2	5:44
2019-0002363	09/24/2019	A1-2	6:56
2019-0002353	09/23/2019	A1-2	5:12
2019-0002351	09/23/2019	A1-2	5:59
2019-0002343	09/22/2019	A1-2	6:26

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Doc Id: 1605

Page # 2 of 5

74

Incident Number	Date	Apparatus	Response Time
2019-0002329	09/21/2019	A1-2	9:53
2019-0002319	09/19/2019	E1-2	5:15
2019-0002317	09/19/2019	A1-2	6:39
2019-0002314	09/18/2019	A1-2	6:43
2019-0002301	09/17/2019	B1-2	3:20
2019-0002300	09/17/2019	A1-2	6:25
2019-0002294	09/16/2019	A1-2	5:34
2019-0002293	09/16/2019	E1-2	15:49
2019-0002267	09/13/2019	TO1-1	5:18
2019-0002265	09/12/2019	A1-2	9:12
2019-0002252	09/11/2019	E1-2	7:55
2019-0002250	09/11/2019	A1-2	7:56
2019-0002235	09/10/2019	A1-2	11:33
2019-0002229	09/08/2019	A1-2	5:18
2019-0002211	09/06/2019	E1-3	11:58
2019-0002209	09/06/2019	BN1-6	5:23
2019-0002208	09/06/2019	E1-2	6:09
2019-0002191	09/03/2019	A1-2	6:44
2019-0002188	09/03/2019	A1-2	0:00
Number of Calls: 31			Avg Response Time: 7:23
Maytown			
2019-0002412	09/30/2019	BN1-6	9:16
2019-0002394	09/28/2019	A1-1	12:49
2019-0002372	09/25/2019	BN1-6	9:05
2019-0002361	09/24/2019	TO1-1	3:56
2019-0002327	09/20/2019	BN1-6	6:51
2019-0002310	09/18/2019	A1-2	15:56
2019-0002245	09/11/2019	BN1-6	8:29
2019-0002244	09/11/2019	A1-2	9:44
2019-0002225	09/07/2019	E1-1	8:06
2019-0002197	09/05/2019	BN1-6	10:49
2019-0002192	09/04/2019	BN1-6	2:39
Number of Calls: 11			Avg Response Time: 8:52
Michigan Hill			
2019-0002302	09/17/2019	E1-3	7:15
Number of Calls: 1			Avg Response Time: 7:15
Rochester			
2019-0002218	09/07/2019	A1-3	6:49
2019-0002413	09/30/2019	A1-3	7:20
2019-0002405	09/29/2019	A1-3	7:50
2019-0002403	09/29/2019	A1-3	5:22

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Doc Id: 1605
Page # 3 of 5

75

Incident Number	Date	Apparatus	Response Time
2019-0002396	09/28/2019	E1-1	6:22
2019-0002395	09/28/2019	A1-3	9:22
2019-0002392	09/27/2019	A1-3	6:26
2019-0002391	09/27/2019	E1-3	6:20
2019-0002390	09/27/2019	A1-3	5:15
2019-0002385	09/26/2019	A1-3	3:56
2019-0002384	09/26/2019	A1-3	7:36
2019-0002381	09/26/2019	A1-1	5:46
2019-0002376	09/26/2019	A1-1	12:21
2019-0002357	09/24/2019	A1-3	8:04
2019-0002350	09/23/2019	A1-3	6:21
2019-0002347	09/23/2019	A1-3	3:23
2019-0002345	09/22/2019	A1-3	6:00
2019-0002341	09/22/2019	A1-3	3:08
2019-0002340	09/22/2019	A1-3	4:46
2019-0002328	09/20/2019	A1-3	2:12
2019-0002325	09/20/2019	A1-3	6:05
2019-0002321	09/20/2019	A1-3	8:47
2019-0002316	09/18/2019	A1-1	4:34
2019-0002306	09/17/2019	A1-2	0:00
2019-0002305	09/17/2019	E1-1	2:57
2019-0002295	09/17/2019	A1-3	8:34
2019-0002292	09/16/2019	A1-3	4:08
2019-0002290	09/16/2019	A1-1	6:12
2019-0002289	09/16/2019	A1-3	5:07
2019-0002287	09/15/2019	A1-1	3:04
2019-0002286	09/15/2019	A1-3	4:40
2019-0002280	09/14/2019	A1-1	4:30
2019-0002278	09/14/2019	A1-3	7:16
2019-0002272	09/14/2019	A1-3	7:34
2019-0002269	09/13/2019	A1-3	8:13
2019-0002264	09/12/2019	A1-1	7:52
2019-0002263	09/12/2019	A1-3	6:11
2019-0002261	09/12/2019	A1-3	5:12
2019-0002257	09/12/2019	A1-3	5:09
2019-0002242	09/11/2019	A1-3	13:36
2019-0002241	09/11/2019	A1-3	13:28
2019-0002228	09/08/2019	A1-3	5:35
2019-0002203	09/05/2019	A1-3	4:55
2019-0002185	09/02/2019	A1-3	7:31
2019-0002181	09/01/2019	A1-3	6:17

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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Doc Id: 1605

Page # 4 of 5

76

Incident Number	Date	Apparatus	Response Time
2019-0002179	09/01/2019	B1-1	17:48
2019-0002177	09/01/2019	A1-3	7:14
Number of Calls: 47			Avg Response Time: 6:32
Scott Lake			
2019-0002397	09/28/2019	A1-2	8:11
2019-0002393	09/28/2019	A1-2	10:47
2019-0002370	09/25/2019	A1-2	9:28
2019-0002344	09/22/2019	A1-2	7:58
2019-0002338	09/22/2019	BN1-6	1:24
2019-0002207	09/06/2019	BN1-6	17:42
2019-0002184	09/02/2019	B1-2	7:21
Number of Calls: 7			Avg Response Time: 8:58
Total Number of Calls: 156			Total Avg Response Time: 7:05

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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Doc Id: 1605
Page # 5 of 5

77

