



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

October 12, 2020 – Governing Board Business Meeting at Littlerock station and via Zoom virtual meeting.

Call to Order/Attendance: Commissioner Ricks called the meeting to order at 18:00 hours. Commissioners Culleton, Dahl, Elkins (18:30), Jernigan and Pethia, Chiefs Kaleiwahea, Scott, R. Stone, and R. Smith, Captain L. Dyer, FF C. White, Rehab Coordinator S. Giordano, guests Jenifer Whisler, John Grismore (Smart Energy), Steve Jahn (True North), Ryan Villalobos (True North), Adam Cummings (City of Olympia maintenance shop) and Secretary Linda Shea were present.

Additions/Deletions to the Agenda: Commissioner Pethia requested a review of the Health Care workshop be added, under Commissioner's Reports.

Public Presentations: John Grismore presented information on the installation of solar panels at the Grand Mound station 1-1 as an energy-savings solution. He reported the installation of 167 solar panels could offset energy costs by approximately 40%, and the return-on-investment would be approximately 13 years. He can provide a price quote once he reviews the building plans, which Chief Scott will send to him.

Public Hearing on 2021 Budget:

1. No members of the public were present at the Littlerock station or via Zoom, so a full recap of the budget was not necessary.
2. Linda reported three budget changes from the version presented to the board at the September 14, 2020 meeting:
 - a. \$33k for a part-time maintenance position as recommended by Chief Kaleiwahea.
 - b. \$4k for additional costs related to the Stryker cot annual preventative maintenance.
 - c. \$4k increase in the debt repayment costs for the new engine.
3. No further comment was given by the board or members in attendance.
4. Linda requested that the board formally approve the budget so she can move forward with the appropriate resolutions for the county. Commissioner Dahl moved to approve the 2021 budget. Commissioner Pethia seconded the motion. Motion carried 5-0.

Labor Management Team Report: Chief Scott reported no issues.

New Business:

1. New Class 1 Fire Engine Purchase. Chief Scott introduced Steve Jahn and Ryan Villalobos from True North, who spoke about the features of the Class 1 fire engine the department is proposing to purchase. Chief Scott briefed the board on the Operations Committee's process of selection, and the financing process. Commissioner Dahl moved to approve the purchase of the Class 1 fire engine from True North. Commissioner Jernigan seconded the motion. Motion carried 6-0.
2. Expenditure Approval. Commissioner Pethia moved to approve the expenditures of \$523,341.92. Commissioner Jernigan seconded the motion. Motion carried 6-0.
3. Meeting Minutes.

- a. Commissioner Pethia moved to approve the general board meeting minutes of 9-14-2020. Commissioner Jernigan seconded the motion. Motion carried 6-0.
 - b. Commissioner Pethia moved to approve the special board meeting minutes of 9-29-2020. Commissioner Elkins seconded the motion. Motion carried 6-0.
4. Resolution #2020-019, Surplus Property.
- a. Linda presented Resolution #2020-019 to surplus miscellaneous items, including the former support unit (2007 Ford Ambulance.) Commissioner Dahl moved to approve Resolution #2020-019. Commissioner Pethia seconded the motion. Motion carried 6-0.
 - b. Commissioner Dahl requested the unit be donated to another fire department. Chief Kaleiwahea noted since this unit was donated to West Thurston by Medic One, donating to another fire department was reasonable given the relatively low resale value of the unit (estimated between \$1,000 - \$1,500.)

Unfinished Business (action items): None.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported the letter will be mailed to the tribe mid-October, pending payment by the tribe for third quarter services.
2. Ham Radios.
 - a. Chief Kaleiwahea reported issues with the installation of the antenna at the Grand Mound station 1-1 which requires replacement of the guide wires; the Littlerock station 1-2's antenna has been installed.
 - b. The board agreed this item can be removed from future agendas; updates will be provided via the Chief's reports.

Communications:

1. Thurston County Treasurer September 2020 reports were presented as per RCW 52.16.050(4). Linda pointed out the adjustments made to move funds from General Fund to the Bond Debt Fund. She noted these were corrections for payments made by non-taxed state agencies for fire protection services, where the portion of the payments that were for the Bond Debt had been incorrectly posted in the General Fund.
2. October 2020 budget reports were distributed. Linda projects the budget to be underspent by approximately \$90,000 by the end of the year.
3. Operations Committee update. Chief Scott reported the new aid units are in-service. The operations committee is actively meeting on other projects, including the roll-out of new water rescue equipment.

Chief Reports: Refer to printed reports.

1. Chief Kaleiwahea reported the annual Health & Wellness days were completed.
2. Chief Kaleiwahea reported the air quality stations for all stations came back with good results, with no issues or concerns with the air quality tested.

Commissioner Reports:

1. Commissioner Pethia reported on his attendance at the recent healthcare workshop, noting that the low number of employees taking advantage of the wellness options offered through the health care package is concerning. He suggested some collaboration with the union to encourage employees to utilize the services being offered to them.
2. Commissioner Ricks reported the EMS council discussed ALS contracts and reviewed the 2019 end-of-year budget. He noted there are 31 EMT students.

3. Commissioner Elkins reported the county commissioner's association had a speaker from the Veteran's Affairs who covered veteran's benefits.

Good of the Order:

1. Linda presented a thank-you from a citizen, recognizing FF's Devert, Santee, Roland, and Cooke, and LT's Swecker and Lyon for their professionalism on a call.
2. Commissioner Elkins recognized the crew's efforts on the Mima/Bordeaux Rd fire, and thanked Captain Eric Smith for giving him a firsthand tour of the fire incident grounds.

Adjournment: The board adjourned the meeting at 19:17 hours.

Submitted for Board approval by:

Linda Shea

Linda Shea, Secretary

Tom Culleton, Board Member

Dave Pethia, Board Member

John Ricks, Board Member

Calvin Dahl, Board Member

Ben M. Elkins

Ben Elkins, Board Member

Jeff Jernigan

Jeff Jernigan, Board Member

Signature: 
Jeff Jernigan (Nov 19, 2020 10:13 PST)

Email: jeff.jernigan@westthurstonfire.org

Signature: 
Ben M. Elkins (Nov 21, 2020 19:27 PST)

Email: ben.elkins@westthurstonfire.org

Signature: 
LINDA SHEA (Nov 23, 2020 06:42 PST)

Email: linda.shea@westthurstonfire.org

MINUTES 101220

Final Audit Report

2020-11-23

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