



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, September 9, 2024, at 1730 hr.

In-Person: 18720 Sargent Rd SW, Rochester St. 1-1

Zoom virtual meeting link:

<https://us02web.zoom.us/j/81244447713?pwd=o1Ta9EnZ4UpX7d4jhb64wXuBXT0lyr.1>

Meeting ID: 812 5757 3777

Passcode: 242611

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

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) FF/EMT Fox & Hoskison Badge Pinning		Chief Drake	
2) Expenditures: Accts Payable \$122,393.53 Payroll \$427,132.69 TOTAL: \$549,526.22 Warrants \$192,237.13 EFTs \$357,289.09	1-10	Shannon	Accept/Reject
3) Meeting Minutes a) Aug 12, 2024, General Meeting b) Aug 26, 2024, General Meeting	11-14	Shannon	Accept/Reject
4) RFQ – Domestic Water Supply St. 1-1	15-18	Shannon	Accept/Reject
5) Resolution 2024-006 Surplus Radios	19-20	Shannon	Accept/Reject
6) Fire Chief Contract	21-25	Shannon	Accept/Reject

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Surplus Radios		Shannon	Accept/Reject

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME

X. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1) Chief/Safety/Training Reports	26—38	Chief Drake	Informational
2) Recruit & Retention Coordinator Report	39	Andrea Reynoldson	Informational
3) Commissioner Meetings		BOFC	Informational

EXECUTIVE SESSION. THE PURPOSE OF THIS EXECUTIVE SESSION IS PURSUANT TO RCW 42.30.110 (G) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC. THE DURATION OF THE EXECUTIVE SESSION IS SET AT 30 MINUTES BUT THIS MAY BE EXTENDED BY THE PRESIDING OFFICER. ACTION MAY OR MAY NOT BE TAKEN AFTER THE BOARD RECONVENES INTO REGULAR SESSION, AND NO ACTION SHALL BE TAKEN IN THE EXECUTIVE SESSION.

TIME IN: _____
EXTENDED: _____
TIME OUT: _____

XI. GOOD OF THE ORDER:

XII. ADJOURNMENT:

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:26:41 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
240901001 1st Security Bank	1445	09/09/2024	Claims	6700	1,402.75	
Invoice # Rcvd Date Due Date Description Amount						
CHEVRON 09/04/2024 09/09/2024 Ice - Rehab					35.88	
PRECISION PRINTING 09/04/2024 09/09/2024 Sign Boards for Training					97.38	
SPACE AGE 09/04/2024 09/09/2024 A78 B1-3 EMAC OR Fire Mobe					50.25	
ODIES TRUCK & AUTO 09/04/2024 09/09/2024 A78 B1-3 EMAC OR Fire Mobe					74.61	
LOVES 09/04/2024 09/09/2024 A78 B1-3 EMAC OR Fire Mobe					59.40	
PILOT 09/04/2024 09/09/2024 A78 B1-3 EMAC OR Fire Mobe					86.66	
BIG R BURNS 09/04/2024 09/09/2024 A78 B1-3 Items for Front Sprayer Monitor					52.86	
NAPA 09/04/2024 09/09/2024 A78 B1-3 Air Filter					58.69	
NAPA 09/04/2024 09/09/2024 A78 B1-3 Cabin Air Filter					21.69	
AM PM 09/04/2024 09/09/2024 A14 Biq Horn Mobe					31.66	
CHEVRON 09/04/2024 09/09/2024 A14 Biq Horn Mobe					28.30	
CHEVRON 09/04/2024 09/09/2024 A14 Biq Horn Mobe					5.39	
MTN VIEW MARKET 09/04/2024 09/09/2024 A14 Biq Horn Mobe					56.41	
MERCER CARD LOCK 09/04/2024 09/09/2024 A14 Biq Horn Mobe					11.77	
MERCER CARD LOCK 09/04/2024 09/09/2024 A14 Biq Horn Mobe					21.48	
MERCER CARD LOCK 09/04/2024 09/09/2024 A14 Biq Horn Mobe					18.90	
MERCER CARD LOCK 09/04/2024 09/09/2024 A14 Biq Horn Mobe					13.24	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					31.88	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					25.18	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					25.99	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					42.64	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					40.22	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					46.89	
CHEVRON 09/04/2024 09/09/2024 A14 Retreat Mobe					36.41	
END OF TRAIL 09/04/2024 09/09/2024 A14 Retreat Mobe					34.42	
CHEVRON 09/04/2024 09/09/2024 A78 B1-3 Retreat Mobe					77.19	
SHELL 09/04/2024 09/09/2024 A78 B1-3 Retreat Mobe					10.70	
SHELL 09/04/2024 09/09/2024 A78 B1-3 Retreat Mobe					52.99	
SHELL 09/04/2024 09/09/2024 A78 B1-3 Retreat Mobe					102.59	
SHELL 09/04/2024 09/09/2024 A78 B1-3 Retreat Mobe					10.48	
ARRIORS QUICK STOP 09/04/2024 09/09/2024 A70 SU1-8 Stayman Mobe					42.60	
DEEP WATER GAS 09/04/2024 09/09/2024 A70 SU1-8 Stayman Mobe					22.05	
DEEP WATER GAS 09/04/2024 09/09/2024 A70 SU1-8 Stayman Mobe					33.12	
CHEVRON 09/04/2024 09/09/2024 A14 Biq Horn Mobe					42.83	
240901002 Baker Justin	1446	09/09/2024	Claims	6700	113.93	Reimbursement
Invoice # Rcvd Date Due Date Description Amount						
REIMBURSEMENT 08/15/2024 09/09/2024 Reimbursement for Retreat Mobe Hotel					113.93	
240901003 Batteries Plus	1447	09/09/2024	Claims	6700	637.84	P75111778
Invoice # Rcvd Date Due Date Description Amount						
P75111778 08/14/2024 09/09/2024 1-6 Maytown Cache Batteries (AAA, AA, C)					637.84	
240901004 Berryman Thomas A	1448	09/09/2024	Claims	6700	456.21	Reissue Lost Warrant
Invoice # Rcvd Date Due Date Description Amount						
ST WARRANT REISSUE 08/30/2024 09/11/2024 Reissue Lost Warrant 1589967 from 1/9/2024					456.21	
240901005 Bigfoot Pest Management LLC	1449	09/09/2024	Claims	6700	514.45	16115, 16113, 16114, 16111, 16116
Invoice # Rcvd Date Due Date Description Amount						
16115 09/04/2024 09/09/2024 1-1 Grand Mound Pest Control					102.89	
16113 09/04/2024 09/09/2024 1-2 Littlerock Pest Control					102.89	
16114 09/04/2024 09/09/2024 1-3 Rochester Pest Control					102.89	
16111 09/04/2024 09/09/2024 1-4 Scott Lake Pest Control					102.89	
16116 09/04/2024 09/09/2024 1-6 Maytown Pest Control					102.89	
240901006 Brookfield Group, The	1450	09/09/2024	Claims	6700	697.72	72300
Invoice # Rcvd Date Due Date Description Amount						
72300 09/03/2024 09/09/2024 Hosted Voice Over Service (Sep 2024)					697.72	
240901007 Capital Business Machines Inc	1451	09/09/2024	Claims	6700	288.01	220189, 220190, 220188

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:26:41 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>220189</td> <td>08/14/2024</td> <td>09/09/2024</td> <td>1-1 Grand Mound Copies (July)</td> <td style="text-align: right;">96.61</td> </tr> <tr> <td>220190</td> <td>08/14/2024</td> <td>09/09/2024</td> <td>1-2 Littlerock Copies (July)</td> <td style="text-align: right;">167.57</td> </tr> <tr> <td>220188</td> <td>08/14/2024</td> <td>09/09/2024</td> <td>1-6 Maytown Copies (July)</td> <td style="text-align: right;">23.83</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	220189	08/14/2024	09/09/2024	1-1 Grand Mound Copies (July)	96.61	220190	08/14/2024	09/09/2024	1-2 Littlerock Copies (July)	167.57	220188	08/14/2024	09/09/2024	1-6 Maytown Copies (July)	23.83																																																		
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
220189	08/14/2024	09/09/2024	1-1 Grand Mound Copies (July)	96.61																																																																								
220190	08/14/2024	09/09/2024	1-2 Littlerock Copies (July)	167.57																																																																								
220188	08/14/2024	09/09/2024	1-6 Maytown Copies (July)	23.83																																																																								
240901008 Capital Heating & Cooling	1452	09/09/2024	Claims	6700	4,613.58	152944																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>152944</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>1-3 Maytown New Heat Pump (watch office)</td> <td style="text-align: right;">4,613.58</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	152944	09/03/2024	09/09/2024	1-3 Maytown New Heat Pump (watch office)	4,613.58																																																												
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
152944	09/03/2024	09/09/2024	1-3 Maytown New Heat Pump (watch office)	4,613.58																																																																								
240901009 Carefirst Bluecross Blueshield Payment Administrator	1453	09/09/2024	Claims	6700	286.00	242191008513																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>242191008513</td> <td>08/15/2024</td> <td>09/09/2024</td> <td>Harris Medical Premium</td> <td style="text-align: right;">286.00</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	242191008513	08/15/2024	09/09/2024	Harris Medical Premium	286.00																																																												
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
242191008513	08/15/2024	09/09/2024	Harris Medical Premium	286.00																																																																								
240901010 Cedar Creek Correction Center	1454	09/09/2024	Claims	6700	564.24	2408.1778																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>2408.1778</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Aug 2024 Work Crew</td> <td style="text-align: right;">564.24</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	2408.1778	09/04/2024	09/09/2024	Aug 2024 Work Crew	564.24																																																												
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
2408.1778	09/04/2024	09/09/2024	Aug 2024 Work Crew	564.24																																																																								
240901011 Citi Cards	1455	09/09/2024	Claims	6700	3,404.44																																																																							
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>FF Glove Safety Straps</td> <td style="text-align: right;">20.56</td> </tr> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>FF Ear Plugs</td> <td style="text-align: right;">143.49</td> </tr> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Garage Door Remotes, Broom Handle</td> <td style="text-align: right;">86.31</td> </tr> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-1 Bay Door Opener Receiver</td> <td style="text-align: right;">51.97</td> </tr> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-6 Maytown Facility Supply Cache (cleaner)</td> <td style="text-align: right;">38.78</td> </tr> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-3 Rochester Saueegee</td> <td style="text-align: right;">16.74</td> </tr> <tr> <td>AMAZON</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-1 Grand Mound Stove Burner Knobs</td> <td style="text-align: right;">32.39</td> </tr> <tr> <td>COSTCO</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-6 Facility Supplies (coffee, ziploc bags, soaps)</td> <td style="text-align: right;">1,461.04</td> </tr> <tr> <td>FIREHOSE DIRECT</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Fire Hose Camlock Fittings</td> <td style="text-align: right;">146.65</td> </tr> <tr> <td>GLOW WITHUS</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Glow sticks for Pub Ed event</td> <td style="text-align: right;">952.00</td> </tr> <tr> <td>USPS</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Stamps</td> <td style="text-align: right;">220.29</td> </tr> <tr> <td>ITMER PUBLIC SAFETY</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Flare Containers</td> <td style="text-align: right;">216.90</td> </tr> <tr> <td>ZOOM</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>Mnthly communications Service</td> <td style="text-align: right;">17.32</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	AMAZON	09/04/2024	09/09/2024	FF Glove Safety Straps	20.56	AMAZON	09/04/2024	09/09/2024	FF Ear Plugs	143.49	AMAZON	09/04/2024	09/09/2024	Garage Door Remotes, Broom Handle	86.31	AMAZON	09/04/2024	09/09/2024	1-1 Bay Door Opener Receiver	51.97	AMAZON	09/04/2024	09/09/2024	1-6 Maytown Facility Supply Cache (cleaner)	38.78	AMAZON	09/04/2024	09/09/2024	1-3 Rochester Saueegee	16.74	AMAZON	09/04/2024	09/09/2024	1-1 Grand Mound Stove Burner Knobs	32.39	COSTCO	09/04/2024	09/09/2024	1-6 Facility Supplies (coffee, ziploc bags, soaps)	1,461.04	FIREHOSE DIRECT	09/04/2024	09/09/2024	Fire Hose Camlock Fittings	146.65	GLOW WITHUS	09/04/2024	09/09/2024	Glow sticks for Pub Ed event	952.00	USPS	09/04/2024	09/09/2024	Stamps	220.29	ITMER PUBLIC SAFETY	09/04/2024	09/09/2024	Flare Containers	216.90	ZOOM	09/04/2024	09/09/2024	Mnthly communications Service	17.32
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
AMAZON	09/04/2024	09/09/2024	FF Glove Safety Straps	20.56																																																																								
AMAZON	09/04/2024	09/09/2024	FF Ear Plugs	143.49																																																																								
AMAZON	09/04/2024	09/09/2024	Garage Door Remotes, Broom Handle	86.31																																																																								
AMAZON	09/04/2024	09/09/2024	1-1 Bay Door Opener Receiver	51.97																																																																								
AMAZON	09/04/2024	09/09/2024	1-6 Maytown Facility Supply Cache (cleaner)	38.78																																																																								
AMAZON	09/04/2024	09/09/2024	1-3 Rochester Saueegee	16.74																																																																								
AMAZON	09/04/2024	09/09/2024	1-1 Grand Mound Stove Burner Knobs	32.39																																																																								
COSTCO	09/04/2024	09/09/2024	1-6 Facility Supplies (coffee, ziploc bags, soaps)	1,461.04																																																																								
FIREHOSE DIRECT	09/04/2024	09/09/2024	Fire Hose Camlock Fittings	146.65																																																																								
GLOW WITHUS	09/04/2024	09/09/2024	Glow sticks for Pub Ed event	952.00																																																																								
USPS	09/04/2024	09/09/2024	Stamps	220.29																																																																								
ITMER PUBLIC SAFETY	09/04/2024	09/09/2024	Flare Containers	216.90																																																																								
ZOOM	09/04/2024	09/09/2024	Mnthly communications Service	17.32																																																																								
240901012 City Of Olympia	1456	09/09/2024	Claims	6700	13,036.00	CINV-24-001685																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A19 A1-3 Annual Service</td> <td style="text-align: right;">1,653.62</td> </tr> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A20 A1-6 Check Engine Light On</td> <td style="text-align: right;">1,359.18</td> </tr> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A23 TO1-3 Quarterly Service</td> <td style="text-align: right;">460.52</td> </tr> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A63 E1-6 Replace Tank to Pump Kit</td> <td style="text-align: right;">1,201.56</td> </tr> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A63 E1-6 Alignment & Air Horn</td> <td style="text-align: right;">3,327.27</td> </tr> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A63 E1-6 Annual Service</td> <td style="text-align: right;">3,003.40</td> </tr> <tr> <td>CINV-24-001685</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>A76 A1-2 Replace AC Condensor</td> <td style="text-align: right;">2,030.45</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	CINV-24-001685	09/03/2024	09/09/2024	A19 A1-3 Annual Service	1,653.62	CINV-24-001685	09/03/2024	09/09/2024	A20 A1-6 Check Engine Light On	1,359.18	CINV-24-001685	09/03/2024	09/09/2024	A23 TO1-3 Quarterly Service	460.52	CINV-24-001685	09/03/2024	09/09/2024	A63 E1-6 Replace Tank to Pump Kit	1,201.56	CINV-24-001685	09/03/2024	09/09/2024	A63 E1-6 Alignment & Air Horn	3,327.27	CINV-24-001685	09/03/2024	09/09/2024	A63 E1-6 Annual Service	3,003.40	CINV-24-001685	09/03/2024	09/09/2024	A76 A1-2 Replace AC Condensor	2,030.45																														
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A19 A1-3 Annual Service	1,653.62																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A20 A1-6 Check Engine Light On	1,359.18																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A23 TO1-3 Quarterly Service	460.52																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A63 E1-6 Replace Tank to Pump Kit	1,201.56																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A63 E1-6 Alignment & Air Horn	3,327.27																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A63 E1-6 Annual Service	3,003.40																																																																								
CINV-24-001685	09/03/2024	09/09/2024	A76 A1-2 Replace AC Condensor	2,030.45																																																																								
240901013 City Sanitary Inc	1457	09/09/2024	Claims	6700	220.21	18674764S188, 18674547S188																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>18674547S188</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-3 Rochester Recycle</td> <td style="text-align: right;">30.60</td> </tr> <tr> <td>18674764S188</td> <td>09/04/2024</td> <td>09/09/2024</td> <td>1-1 Grand Mound Recycle</td> <td style="text-align: right;">189.61</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	18674547S188	09/04/2024	09/09/2024	1-3 Rochester Recycle	30.60	18674764S188	09/04/2024	09/09/2024	1-1 Grand Mound Recycle	189.61																																																							
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
18674547S188	09/04/2024	09/09/2024	1-3 Rochester Recycle	30.60																																																																								
18674764S188	09/04/2024	09/09/2024	1-1 Grand Mound Recycle	189.61																																																																								
240901014 Clearfly	1458	09/09/2024	Claims	6700	226.63	640878																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>640878</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>Sep 2024 SIP Trunk Srvcs</td> <td style="text-align: right;">226.63</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	640878	09/03/2024	09/09/2024	Sep 2024 SIP Trunk Srvcs	226.63																																																												
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
640878	09/03/2024	09/09/2024	Sep 2024 SIP Trunk Srvcs	226.63																																																																								
240901015 Comcast	1459	09/09/2024	Claims	6700	1,041.11	1030																																																																						
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Invoice #</th> <th style="text-align: left;">Rcvd Date</th> <th style="text-align: left;">Due Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>1030</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>1-2 Littlerock Phone/Cable</td> <td style="text-align: right;">227.05</td> </tr> <tr> <td>1030</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>1-6 Maytown Phone/Cable</td> <td style="text-align: right;">227.05</td> </tr> <tr> <td>1030</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>1-1 Grand Mound Phone/Cable</td> <td style="text-align: right;">216.51</td> </tr> <tr> <td>1030</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>1-4 Scott Lake Phone</td> <td style="text-align: right;">172.20</td> </tr> <tr> <td>1030</td> <td>09/03/2024</td> <td>09/09/2024</td> <td>1-3 Rochester Phone/Cable</td> <td style="text-align: right;">198.30</td> </tr> </tbody> </table>							Invoice #	Rcvd Date	Due Date	Description	Amount	1030	09/03/2024	09/09/2024	1-2 Littlerock Phone/Cable	227.05	1030	09/03/2024	09/09/2024	1-6 Maytown Phone/Cable	227.05	1030	09/03/2024	09/09/2024	1-1 Grand Mound Phone/Cable	216.51	1030	09/03/2024	09/09/2024	1-4 Scott Lake Phone	172.20	1030	09/03/2024	09/09/2024	1-3 Rochester Phone/Cable	198.30																																								
Invoice #	Rcvd Date	Due Date	Description	Amount																																																																								
1030	09/03/2024	09/09/2024	1-2 Littlerock Phone/Cable	227.05																																																																								
1030	09/03/2024	09/09/2024	1-6 Maytown Phone/Cable	227.05																																																																								
1030	09/03/2024	09/09/2024	1-1 Grand Mound Phone/Cable	216.51																																																																								
1030	09/03/2024	09/09/2024	1-4 Scott Lake Phone	172.20																																																																								
1030	09/03/2024	09/09/2024	1-3 Rochester Phone/Cable	198.30																																																																								
240901016 DE Lage Landen	1460	09/09/2024	Claims	6700	294.53	82972928																																																																						

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:26:41 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 3

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	82972928	09/03/2024	09/09/2024	1-2 Littlerock Copier Lease	294.53	
240901017 Eric T. Quinn, P.S.	1461	09/09/2024	Claims	6700	1,554.75	1797, 1739
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1797	09/03/2024	09/09/2024	Legal Srvcs (Aug 2024)	954.75	
	1739	09/03/2024	09/09/2024	Legal Srvcs (June)	600.00	
240901018 First Choice Health Network	1462	09/09/2024	Claims	6700	141.12	0121429
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	0121429	09/04/2024	09/09/2024	EAP Monthly Srvcs Aug 2024	141.12	
240901019 Harris, Mike	1463	09/09/2024	Claims	6700	8.73	Reimbursement
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	REIMBURSEMENT	09/03/2024	09/09/2024	RX: 7340633 Fred Meyer	8.73	
240901020 Herc Rentals Inc	1464	09/09/2024	Claims	6700	705.46	34836057-001
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	34836057-001	09/03/2024	09/09/2024	1-3 Rochester Brush Chipper (tree trimming)	705.46	
240901021 Home Depot Credit Services	1465	09/09/2024	Claims	6700	333.52	6611101, 3290086, 161187, 2161818
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	6611101	09/04/2024	09/09/2024	A22 E1-3 Ladder Rope	49.98	
	3290086	09/04/2024	09/09/2024	Facility Maintenance Supplies (water softener, pavers)	68.41	
	161187	09/04/2024	09/09/2024	Facility Maintenance Supplies (drill bit)	42.75	
	2161818	09/04/2024	09/09/2024	Facility Maintenance Supplies (hose, lag screws, lacquer)	172.38	
240901022 Intelligent Technical Solutions, LLC	1466	09/09/2024	Claims	6700	4,207.21	163315
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	163315	09/04/2024	09/09/2024	Mnthly Srvcs Sep 2024	4,207.21	
240901023 Interpath Laboratory, Inc	1467	09/09/2024	Claims	6700	126.70	3652540
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	3652540	09/04/2024	09/09/2024	Labs (T. Kendall)	126.70	
240901024 Joes Refuse Inc	1468	09/09/2024	Claims	6700	180.24	18671040S188, 18670901S188
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	18671040S188	09/04/2024	09/09/2024	1-1 Grand Mound Refuse	140.31	
	18670901S188	09/04/2024	09/09/2024	1-3 Rochester Refuse	39.93	
240901025 LN Curtis & Sons Inc	1469	09/09/2024	Claims	6700	33,994.31	859618, 861816, 855834
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	859618	02/13/2024	09/09/2024	Red Attack Hose (x43) & Blue Attack Hose (x28)	29,349.23	
	861816	02/13/2024	09/09/2024	Fire Fighting Essential Book (x5)	672.81	
	855834	02/13/2024	09/09/2024	SCBA Facepieces (x8)	3,972.27	
240901026 Leco Supply, Inc.	1470	09/09/2024	Claims	6700	1,177.57	225373
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	225373	09/04/2024	09/09/2024	1-6 Maytown Cache Facility Supplies (towels, garbage)	1,177.57	
240901027 Lincoln Creek Lumber	1471	09/09/2024	Claims	6700	15.34	444726
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	444726	09/04/2024	09/09/2024	1-2 Littlerock Facility Supplies (ant raid/killer)	15.34	
240901028 McLane Black Lake Fire Dept	1472	09/09/2024	Claims	6700	3,500.00	997
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	997	09/04/2024	09/09/2024	2024 SORT Dues	3,500.00	
240901029 Mountain Mist Water	1473	09/09/2024	Claims	6700	284.94	029585
	Invoice #	Rcvd Date	Due Date	Description	Amount	

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:26:41 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 4

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	029585	09/04/2024	09/09/2024	1-2 Littlerock Water	74.55	
	029585	09/04/2024	09/09/2024	1-6 Maytown Water	17.15	
	029585	09/04/2024	09/09/2024	1-1 Grand Mound Water	135.47	
	029585	09/04/2024	09/09/2024	1-3 Rochester Water	57.77	
240901030 Northwest Water Systems	1474	09/09/2024	Claims	6700	3,146.64	16607, 16476, 16335, 16655
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	16607	09/04/2024	09/09/2024	1-6 Maytown Water Svc, Salt (x3)	252.84	
	16476	09/04/2024	09/09/2024	1-2 Littlerock Water Svc, Salt (x2)	234.95	
	16335	09/04/2024	09/09/2024	1-1 Grand Mound Water Svc	199.17	
	16655	09/04/2024	09/09/2024	1-6 Maytown Replace Water Pump	2,459.68	
240901031 Olympia Multi-Specialty Clinic LLP	1475	09/09/2024	Claims	6700	150.00	1-195710.7-3
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1-195710.7-3	09/04/2024	09/09/2024	CPT Code 93015 (G. Blocher)	150.00	
240901032 Olympia Sheet Metal Inc	1476	09/09/2024	Claims	6700	3,070.33	69020, 69021, 69019
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	69019	09/04/2024	09/09/2024	1-1 Grand Mound Qrtly Boiler Maintenance	270.75	
	69021	09/04/2024	09/09/2024	1-1 Grand Mound Annual Diesel Exhaust System	173.28	
	69021	09/04/2024	09/09/2024	1-3 Rochester Annual Diesel Exhaust System	173.28	
	69021	09/04/2024	09/09/2024	1-4 Scott Lake Annual Diesel Exhaust System	173.28	
	69021	09/04/2024	09/09/2024	1-6 Maytown Annual Diesel Exhaust System	173.28	
	69020	09/04/2024	09/09/2024	1-1 Grand Mound Semi-Annual HVAC Maintenance	644.39	
	69020	09/04/2024	09/09/2024	1-2 Littlerock Semi-Annual HVAC Maintenance	373.64	
	69020	09/04/2024	09/09/2024	1-3 Rochester Semi-Annual HVAC Maintenance	351.98	
	69020	09/04/2024	09/09/2024	1-4 Scott Lake Semi-Annual HVAC Maintenance	319.49	
	69020	09/04/2024	09/09/2024	1-6 Maytown Semi-Annual HVAC Maintenance	416.96	
240901033 On-Hold Concepts Inc	1477	09/09/2024	Claims	6700	19.95	646611
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	646611	09/04/2024	09/09/2024	Mnthly On Hold Svc	19.95	
240901034 Pilot Travel Centers LLC	1478	09/09/2024	Claims	6700	332.21	679501912
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	679501912	09/04/2024	09/09/2024	A77 BN1-6	204.82	
	679501912	09/04/2024	09/09/2024	A71 STAFF-2	51.03	
	679501912	09/04/2024	09/09/2024	A25 CH1-2	72.89	
	679501912	09/04/2024	09/09/2024	Late Fees	3.47	
240901035 Puget Sound Energy	1479	09/09/2024	Claims	6700	4,407.00	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	200017639499	08/15/2024	09/09/2024	1-1 Grand Mound Bdqt Plan (Jul 24)	1,975.00	
	220025935044	08/15/2024	09/09/2024	1-2 Littlerock Bdqt Plan (Aug 24)	772.00	
	220025935051	08/15/2024	09/09/2024	1-4 Scott Lake Bdqt Plan (Aug 24)	240.00	
	220025935069	08/15/2024	09/09/2024	1-6 Maytown Bdqt Plan (Jul 24)	811.00	
	220006625754	08/15/2024	09/09/2024	1-7 Old Hwy 99 Bdqt Plan (Jul 24)	164.00	
	220033813829	08/15/2024	09/09/2024	1-3 Rochester Bdqt Plan (Aug 2024)	445.00	
240901036 Radia Inc PS	1480	09/09/2024	Claims	6700	93.00	ZCDPJS1
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	ZCDPJS1	08/15/2024	09/09/2024	CPT Code 71046 (K. McCutheon)	93.00	
240901037 Rochester Lumber Parr Lumber Company	1481	09/09/2024	Claims	6700	82.46	1233288, 1233754, 1234074
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	1233288	09/04/2024	09/09/2024	1-3 Rochester Sign (sander belts)	16.76	
	1233754	09/04/2024	09/09/2024	1-3 Rochester Sign (nuts, bolts, all thread)	42.46	
	1234074	09/04/2024	09/09/2024	1-1 Grand Mound Dorm Shower Repair (wall texture,	23.24	
240901038 Rochester Water Association	1482	09/09/2024	Claims	6700	57.30	100100

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time: 11:26:41 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 5

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	100100	09/04/2024	09/09/2024	1-3 Rochester Water Srvc	57.30	
240901039 Scott Lake Maintenance Co C/O Northwest Water Syst	1483	09/09/2024	Claims	6700	119.20	2267600
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	2267600	09/04/2024	09/09/2024	1-4 Scott Lake Water Srvc	119.20	
240901040 Silke Communications	1484	09/09/2024	Claims	6700	1,680.97	320000965
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	320000965	08/14/2024	09/09/2024	BK Portable Radio Batteries (x10)	1,680.97	
240901041 Snure Seminars	1485	09/09/2024	Claims	6700	200.00	041
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	041	08/14/2024	09/09/2024	2024 Snure Laws Update (Merryman, Ricks)	100.00	
	041	08/14/2024	09/09/2024	2024 Snure Laws Update (Hemmingaer, Patraca)	100.00	
240901042 Stericycle Inc	1486	09/09/2024	Claims	6700	65.75	8008200485
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	8008200485	09/04/2024	09/09/2024	1-3 Rochester Hazo Waste	65.75	
240901043 Systems Design West LLC	1487	09/09/2024	Claims	6700	21,844.56	20241548, WAGEMT2378
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	WAGEMT2378	09/04/2024	09/09/2024	SFY 2023 Cost Reporting Consulting Srvc	20,000.00	
	20241548	09/04/2024	09/09/2024	July Transports (x68), MVA Billing (x1)	1,844.56	
240901044 Tumwater Eye Center, Inc.	1488	09/09/2024	Claims	6700	373.00	30836
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	30836	09/04/2024	09/09/2024	CPT Codes 92014, 92015, 92250 (G. Blocher)	373.00	
240901045 Tumwater Printing	1489	09/09/2024	Claims	6700	227.43	123790
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	123790	09/04/2024	09/09/2024	Business Cards Chief Drake (x250)	227.43	
240901046 Verizon Wireless	1490	09/09/2024	Claims	6700	343.14	9972232795, 9971240493
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	9971240493	09/04/2024	09/09/2024	App Cells x5	49.53	
	9972232795	09/04/2024	09/09/2024	Chief, R&R Coordinator Cells	84.89	
	9972232795	09/04/2024	09/09/2024	Captain Cells	128.70	
	9972232795	09/04/2024	09/09/2024	Modems	80.02	
240901047 WHA Insurance Agency Inc	1491	09/09/2024	Claims	6700	8,346.00	928184
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	928184	09/04/2024	09/09/2024	Policy PRCO93869WA 1004 11-15-2022 to 11-15-2025	8,346.00	
240901048 Wells Fargo Financial Leasing	1492	09/09/2024	Claims	6700	159.99	5030953706
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	5030953706	08/14/2024	09/09/2024	1-1 Grand Mound Copier Lease (8/7 - 9/6)	159.99	
240901049 West Thurston Reg Fire PETTY CASH	1493	09/09/2024	Claims	6700	12.50	
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	PETTY CASH	09/04/2024	09/09/2024	Repayment ACH Transactions Fees (Jul 2024)	12.50	
240901050 Wilcox & Flegel	1494	09/09/2024	Claims	6700	3,634.56	0890099-IN, 0890100-IN, 0893293-IN, 0893294-IN, CL42262
	Invoice #	Rcvd Date	Due Date	Description	Amount	
	0890099-IN	08/15/2024	09/09/2024	1-2 Littlerock Diesel (145 gal)	544.26	
	0890100-IN	08/15/2024	09/09/2024	1-1 Grand Mound Diesel (180 gal)	675.63	
	0893293-IN	08/15/2024	09/09/2024	1-1 Grand Mound Diesel (160 gal)	599.86	
	0893294-IN	08/15/2024	09/09/2024	1-2 Littlerock Diesel (150 gal)	562.38	

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

11:26:41

Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 6

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	CL42262	08/15/2024	09/09/2024	A71 STAF-2	35.82	
	CL42262	08/15/2024	09/09/2024	A25 CH1-2	124.12	
	CL42262	08/15/2024	09/09/2024	A14 SU1-8	53.32	
	CL42262	08/15/2024	09/09/2024	A77 BN1-6	434.67	
	CL42262	08/15/2024	09/09/2024	A24 BN1	106.24	
	CL42262	08/15/2024	09/09/2024	A73 U1-2	468.82	
	CL42262	08/15/2024	09/09/2024	A07 E1-7	29.44	

50 Vouchers:

122,393.53

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

11:25:12 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page:

1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo
240901051	Aflac	1495	09/09/2024	Payroll	6700	484.51	
240901052	Benefit Solutions Inc-WSCFF	1496	09/09/2024	Payroll	6700	2,325.00	
	EFT Bennett Matthew Shaun	1378	09/13/2024	Payroll	6700		
	EFT Bennett Matthew Shaun	1404	09/30/2024	Payroll	6700		
	EFT Berryman Thomas A	1387	09/11/2024	Payroll	6700		
	EFT Betts Brandon John	1405	09/30/2024	Payroll	6700		
	EFT Brownell Scott Lee	1388	09/11/2024	Payroll	6700		
	EFT Calica Reece Lewis	1389	09/11/2024	Payroll	6700		
	EFT Christenson Brian David	1406	09/30/2024	Payroll	6700		
	EFT Cooke Hans Robert	1407	09/30/2024	Payroll	6700		
	EFT Cooper Bailey Andrew	1408	09/30/2024	Payroll	6700		
	EFT Crabb William Nicholas	1390	09/11/2024	Payroll	6700		
	EFT Davis Dustin James	1409	09/30/2024	Payroll	6700		
	EFT Dean Sarah Linnea	1410	09/30/2024	Payroll	6700		
	EFT Department Of Retirement Services Deferred Comp	1441	09/09/2024	Payroll	6700	35,630.69	
	EFT Department Of Retirement Systems Retirement	1442	09/09/2024	Payroll	6700	44,641.88	
	EFT Department Of The Treasury	1443	09/09/2024	Payroll	6700	51,420.56	
	EFT Devert Brent Nathaniel	1411	09/30/2024	Payroll	6700		
240901053	Dimartino Associates Brown & Brown of WA, Inc	1497	09/09/2024	Payroll	6700	2,449.66	
	EFT Drake Nathan Tyler	1412	09/30/2024	Payroll	6700		
	EFT Eliason Nate Iver	1391	09/11/2024	Payroll	6700		
	EFT Fox Timothy Andrew	1379	09/13/2024	Payroll	6700		
	EFT Fox Timothy Andrew	1413	09/30/2024	Payroll	6700		
240901054	GET Program	1498	09/09/2024	Payroll	6700	287.00	
	EFT Garza Isaac Wayne	1380	09/13/2024	Payroll	6700		
	EFT Garza Isaac Wayne	1414	09/30/2024	Payroll	6700		
240901055	HRA VEBA Trust	1499	09/09/2024	Payroll	6700	8,000.00	
	EFT Hall Aaron David	1381	09/13/2024	Payroll	6700		
	EFT Hall Aaron David	1415	09/30/2024	Payroll	6700		
	EFT Harding Arthur James William	1392	09/11/2024	Payroll	6700		
	EFT Heilman Chris Douglas	1416	09/30/2024	Payroll	6700		
	EFT Hemminger Shannon Marie	1417	09/30/2024	Payroll	6700		
	EFT Hoskison Jordan Tyler	1418	09/30/2024	Payroll	6700		
	EFT Hull Nathan Scott	1419	09/30/2024	Payroll	6700		
240901056	IAFF Local 3825 Treasurer	1500	09/09/2024	Payroll	6700	6,469.55	
	EFT Josselyn Jesse West	1393	09/11/2024	Payroll	6700		
	EFT Kaleiwahea Blake William	1420	09/30/2024	Payroll	6700		
	EFT Kautz Austin Robert	1394	09/11/2024	Payroll	6700		
	EFT Kondrack Andrew Joseph	1421	09/30/2024	Payroll	6700		
	EFT Lohse Ryan Jacob	1422	09/30/2024	Payroll	6700		
	EFT Loofbourow Josh Kenneth	1395	09/11/2024	Payroll	6700		
	EFT Lyon Colby Wayne	1382	09/13/2024	Payroll	6700		
	EFT Lyon Colby Wayne	1423	09/30/2024	Payroll	6700		
	EFT Miller Devann Munroe	1424	09/30/2024	Payroll	6700		
	EFT Morales Michael Lawrence	1425	09/30/2024	Payroll	6700		
	EFT Palmerson Erik Morgan	1383	09/13/2024	Payroll	6700		
	EFT Palmerson Erik Morgan	1426	09/30/2024	Payroll	6700		
	EFT Parker Gregory Jerel	1384	09/13/2024	Payroll	6700		
	EFT Parker Gregory Jerel	1427	09/30/2024	Payroll	6700		
	EFT Patraca Linda Ellen	1428	09/30/2024	Payroll	6700		
	EFT Reynoldson Andrea Gail	1429	09/30/2024	Payroll	6700		
240901112	Ricks John Rual	1396	09/11/2024	Payroll	6700		
	EFT Ruiz Steve Shane	1430	09/30/2024	Payroll	6700		

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

Time:

11:25:12 Date: 09/11/2024

09/09/2024 To: 09/09/2024

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Santee Ricardo Leon	1431	09/30/2024	Payroll	6700		
EFT Scott Robert William	1397	09/11/2024	Payroll	6700		
EFT Sexton Thomas Edward	1432	09/30/2024	Payroll	6700		
EFT Singleton Charles Ed	1433	09/30/2024	Payroll	6700		
EFT Smith Eric David	1385	09/13/2024	Payroll	6700		
EFT Smith Eric David	1434	09/30/2024	Payroll	6700		
EFT Spiegelberg John Steven	1398	09/11/2024	Payroll	6700		
EFT Stone Roger Lee	1435	09/30/2024	Payroll	6700		
EFT Swecker Joel Anthony	1386	09/13/2024	Payroll	6700		
EFT Swecker Joel Anthony	1436	09/30/2024	Payroll	6700		
240901115 Teitzel Steven David	1399	09/11/2024	Payroll	6700		
EFT Trautman Alexander Paul	1437	09/30/2024	Payroll	6700		
EFT Trott Thomas John	1438	09/30/2024	Payroll	6700		
240901057 Trusteed Plans	1501	09/09/2024	Payroll	6700	48,857.55	
240901116 Vargas Julio Cesar	1400	09/11/2024	Payroll	6700		
EFT Vaughn Catcher Nathan	1401	09/11/2024	Payroll	6700		
EFT Visser Miranda Louise	1402	09/11/2024	Payroll	6700		
EFT Washington State Support Registry	1444	09/09/2024	Payroll	6700	768.66	
240901058 West Thurston Fire - House Funds	1502	09/09/2024	Payroll	6700	210.00	
				72 Vouchers:		427,132.69



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

August 12, 2024 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia St. 1-2

Call to Order/Attendance: Commissioner Dahl called the meeting to order at 17:30 hours.

Commissioners: Scott, Ricks, Culleton, Reed, Merryman

Chief:

Asst. Chief: N. Drake

Battalion Chief: R. Stone, B. Christenson, E. Smith

Captains: B. Christenson, E. Smith

Lieutenants: T. Sexton, E. Palmerson, C. Lyon, M. Morales (Zoom)

Firefighters: J. Loofbourow, B. Devert

Volunteer:

Admin: Admin Svcs Director/Secretary S. Hemminger, Recruit & Retention Coord. A. Reynoldson

Union Representative: A. Trautman

Guests: Brenda Smith, Mike Peoples, Tom Fitzgerald, Emily Morales (Zoom), Jenifer Whisler (Zoom)

Additions/Deletions to the Agenda: None

Public Comments/Presentations: None

Labor Management: A. Trautman, two FF/EMT's out, one work related, the other is not. FF/EMT S. Ruiz accepted the FTE position replacing C. White.

New Business:

1. Recognized Volunteer Tom Fitzgerald for 36 years of service with the RFA.
2. Expenditure Approval – Commissioner Merryman moved to approve the total expenditure amount of \$514,218.50. Commissioner Ricks seconded the motion. Motion carried 6-0.
3. Meeting Minutes – Commissioner Scott moved to approve the July 8, 2024, July 11, 2024, and July 22, 2024, meeting minutes. Commissioner Reed seconded the motion. Motion carried 6-0.
4. Surplus Radios – Chief Miles Burmeister with Lewis County Fire Dist. 11, Pe Ell (small volunteer department) inquired if the RFA could provide them with some of the surplus radios. Commissioner Merryman asked if the RFA could give surplus items away referencing a change in July made by the State Auditors Office. Admin Svcs Director to confirm with SAO. Item tabled.

Unfinished Business (action items): None

Unfinished Business (non-action items):

Communications:

- 1 2024 Wage Benefit Survey for WFCOA was presented for informational purposes only.

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

Recruit & Retention Coordinator Update: Refer to printed report.

Commissioner Reports:

Commissioner Ricks – No EMS meeting.

Good of the Order: National Night Out is on August 6th, 2024, and the RFA was invited to attend the Scott Lake Community event.

Adjournment: The board adjourned the meeting at 1813 hours.

Submitted for Board approval by:

Shannon Hemminger, Secretary

Calvin Dahl, Board Member

John Ricks, Board Member

Robert Scott, Board Member

Tom Culleton, Board Member

Jeff Merryman, Board Member

Mike Reed, Board Member



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

August 26, 2024 – Governing Board Business Meeting at 10828 Littlerock Rd SW, Olympia St. 1-2

Call to Order/Attendance: Commissioner Dahl called the meeting to order at 17:30 hours.

Commissioners: Scott, Ricks, Culleton, Reed, Merryman (Excused)

Chief:

Asst. Chief: N. Drake

Battalion Chief: E. Smith, R. Stone (Zoom)

Captains:

Lieutenants: M. Morales

Firefighters: T. Fox, J. Hoskison

Volunteer: B. Crabb,

Admin: Admin Svcs Director/Secretary S. Hemminger, Recruit & Retention Coord. A. Reynoldson

Union Representative: A. Trautman

Guests: Emily Morales, Ali Walters, Kelsey Loftness, Wendy Hill, Ben Miller-Todd, Chris Clem, Andrew Weinstein, Rob Laymond, Sonya Kirkendall, George Kirkendall.

Additions/Deletions to the Agenda: Rob Laymond, Thurston County Commissioner, Dist. 4 Candidate.

Public Comments/Presentations: Rob Laymond, Thurston County Commissioner Dist. 4 candidate talked about the upcoming election and what he's running on.

Labor Management: None

New Business:

1. Recognition: BC Christenson, Lt. Morales, FF/EMT Fox and Hoskison were recognized for saving a cardiac arrest patient in February 2024. Medic One recognized each FF/EMT and Paramedic with a certificate and a "save" pin they can proudly wear on their uniform.

Unfinished Business (action items): None

Unfinished Business (non-action items): None

Communications: None

Chief/Training/EMS/Shift Reports: None

Recruit & Retention Coordinator Update: None

Commissioner Reports: None

Good of the Order:

Adjournment: The board adjourned the meeting at 1754 hours.

Submitted for Board approval by:

Shannon Hemminger, Secretary

Calvin Dahl, Board Member

John Ricks, Board Member

Robert Scott, Board Member

Tom Culleton, Board Member

Jeff Merryman, Board Member

Mike Reed, Board Member



**West Thurston Regional Fire Authority
Governing Board**

REQUEST FOR QUOTE SUMMARY

RFQ Item/Service:

Background Information: Due to pitting on the internal parts of the valve on the domestic water supply line at the Grand Mound station, a request for quote was sent out July 26, 2024 with a response date of August 30, 2024. The request was sent to qualified vendors that could replace the current back flow preventer valve and install a redundant system to prevent loss of water to the building if one valve stops working properly. The RFQ was sent to 11 vendors, with 1 that has provided a response.

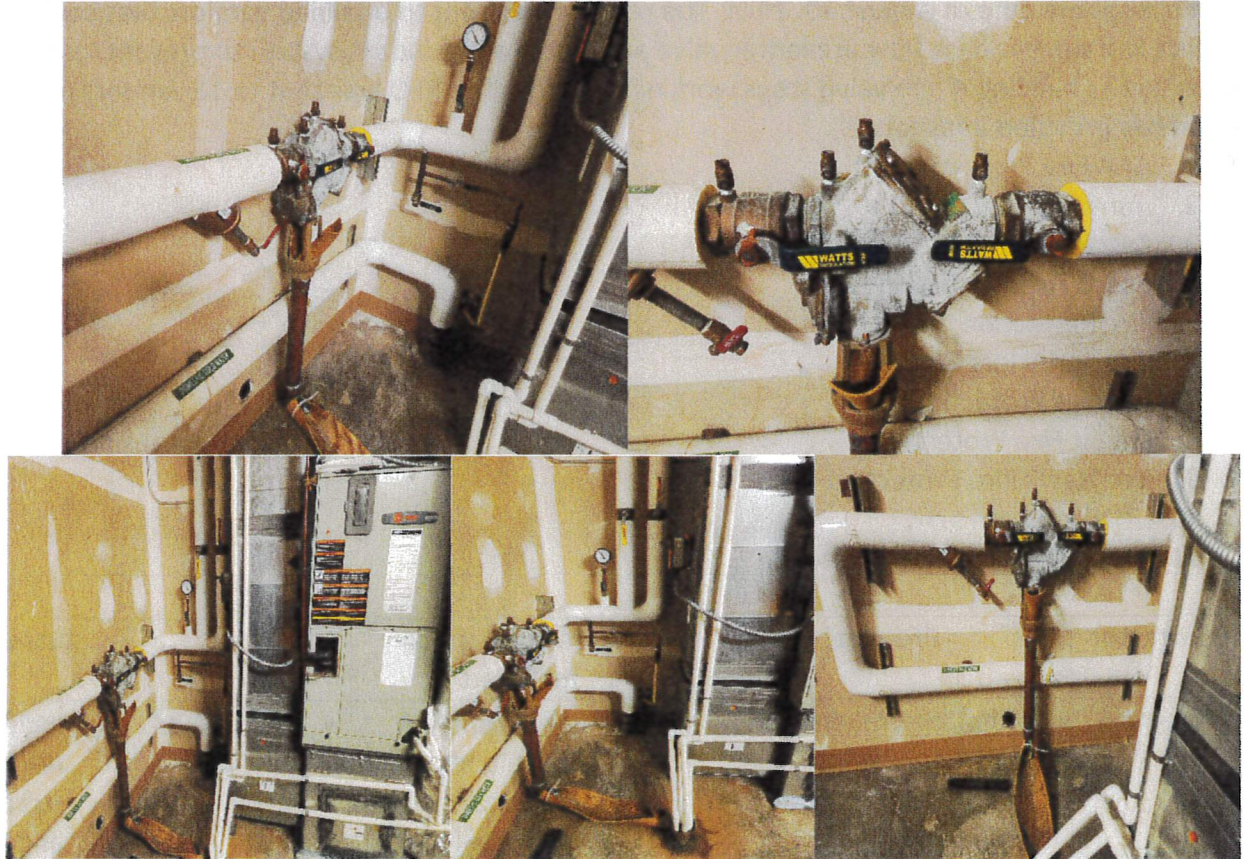
1. AAA Fire Protection Inc
2. Amerisafe Inc.
3. Cascade Fire & Security
4. Cosco Fire Protection
5. Fire Protection Inc.
6. Fire Sprinklers Inc.
7. Fox Fire Protection, Inc
8. Knight Fire Protection
9. Red Hawk Fire Protection LLC
- 10. STOP Inc**
11. Western States Fire Protection

Contractor	Proposal	Warranty/Service included	Cost (excl. tax)	Notes
STOP Inc	<ul style="list-style-type: none"> • Replace broken backflow device and install secondary device as a bypass • Disconnect failed device • Install new Watts LF009 for main system and bypass system altering the line as needed to accommodate new units • Charge system, check for leaks and proper operation • Perform BAT test for backflow device 	<ul style="list-style-type: none"> • 1 year warranty on the device body and new connections that are installed • Failures to device caused by foreign material, adverse water conditions or any other circumstances that vendor has no control over will Not be warrantied 	<ul style="list-style-type: none"> • \$8, 664.34 (includes tax) 	<ul style="list-style-type: none"> • Includes new strainer and unions to make future services quick and easy when needed

--	--	--	--	--

Recommendation: STOP Inc.

- Only vendor to come and look into system
- Only vendor to provide a quote
- We need to replace the valve due to its age
- Need a redundant system to prevent closing of the station



WEST THURSTON REGIONAL FIRE AUTHORITY

1-1 Grand Mound Fire Station
18720 Sargent Rd.
Rochester, WA 98579
Tel: (360) 352-1614



STOP INC
PO Box 111616
Tacoma, WA 98411
Tel: 877-380-7904
E-mail: info@stopinc.com

Q7089

Quote is

QUOTE DETAILS

SCHEDULED	
CURRENT PRICE	\$8,000.31
JOB LEAD	CREW
JOB TYPE: Plumbing	
RESPECTFULLY SUBMITTED BY: Trevor Kelley	
TECHNICIAN: Robert Fowler	
DISPATCH NOTES: Original call J146799: Arrived to site for annual testing. Findings: We found the device is broken and in need of replacement. Submitting a bid to replace the device. Priority: High	
PROJECT MANAGER: Josh Kelley	

QUOTE DESCRIPTION

July 30, 2024

Re: Bid to replace the broken backflow device on the water system and install a secondary device as a bypass.

Scope of work:

- 01) Schedule work with management for a water shutdown.
- 02) Shut down the water to the device and drain the system.
- 03) Disconnect the failed device and up to 4' of the water line from the plumbing system.
- 04) Install a new Watts LF009 for the main system and the bypass system, altering the line as needed to accommodate the new units.
- 05) Charge the system, checking the devices for leaks and proper operation.
- 06) Perform a BAT test for the backflow device and send the report to the water purveyor.
- 07) Clean the work site, hauling away excess debris.

Exclusions:

- 01) Repair or replacement of any other piping, fixtures, or utilities.
- 02) Upgrades or alterations to the existing system.
- 03) Repair or replacement of any of the finished surfaces.
- 04) Overtime or weekend work.

Terms and Conditions:

- 01) Price is valid for 15 days from date of bid.
- 02) Bid must be signed in DocuSign prior to scheduling.
- 03) Payment is due within 30 days from the date of completion.
- 04) A credit card will be required prior to the services without an account.

* Failures to the device caused by foreign material, adverse water conditions or any other circumstances that STOP Inc has no control over, will not be warranted.

*** Failed device:**

* Watts 2" 909M1 ser. 442543 - Water riser room

Bid Price: \$8,664.34 including tax

STOP INC

Tel: 877-380-7904 Fax: 253-275-0223 E-mail: info@stopinc.com

WORK DETAILS

NAME	DESCRIPTION	UNIT PRICE	QTY	PRICE
Price Per Bid				
1" Copper PP Fitting		\$24.38	6	\$146.28
1" Copper Pipe Type L Per Ft		\$15.62	10	\$156.20
1" PP Ball Valve		\$64.72	2	\$129.44
1" PP Union		\$79.06	2	\$158.12
2" Brass Union		\$137.14	2	\$274.28
2" Copper PP Fitting		\$113.52	10	\$1,135.20
2" Copper Pipe Type L Per Ft		\$43.00	10	\$430.00
Admin Fee		\$160.00	1	\$160.00
Backflow Testing 1-2		\$60.00	2	\$120.00
Fuel Surcharge		\$25.00	2	\$50.00
Misc Materials		\$41.30	2	\$82.60
Misc. Backflow Parts		\$541.65	1	\$541.65
Permit		\$320.00	1	\$320.00
Prevailing Wage Labor Regular Time		\$180.00	10	\$1,800.00
Propress	Propress	\$100.00	1	\$100.00
Sawzall Blade Bi-Metal		\$31.92	1	\$31.92
Thread Sealant	Thread sealant or Thread Tape	\$3.95	1	\$3.95
Truck Charge/PPE	Truck Charge/PPE	\$70.00	1	\$70.00
Unistrut Clamp 1"		\$5.30	2	\$10.60
Unistrut Clamp 2"		\$12.64	2	\$25.28
Unistrut Per Ft		\$15.20	4	\$60.80
Water Purveyor Reports Submittal Fee		\$10.00	1	\$10.00
Watts Backflow 009 1" RPBA		\$615.28	1	\$615.28
Watts Backflow 009 2" RPBA		\$1,329.93	1	\$1,329.93
Watts Backflow Air Gap 1" - 1 1/2"		\$238.78	1	\$238.78

\$8,000.31

Net: \$8,000.31
Net Labor: \$0.00
Tax: \$664.03
Total: \$8,664.34

STOP INC

Tel: 877-380-7904 Fax: 253-275-0223 E-mail: info@stopinc.com



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



10828 Littlerock Rd SW
 Olympia WA 98512
 360.352.1614

RESOLUTION NO. 2024-006

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

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

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

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

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

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

Adopted at the Board of Commissioners meeting of the West Thurston Regional Fire Authority this
 9th day of September 2024, the following majority of commissioners being present and voting:

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

 Calvin Dahl, Commissioner

 John Ricks, Commissioner

 Robert Scott, Commissioner

 Tom Culleton, Commissioner

 Jeff Merryman, Commissioner

 Mike Reed, Commissioner

 Shannon Hemminger, Secretary

**EXHIBIT 1 – Surplus Property
Resolution #2024-006**

Item	Value	Serial#	Tag#	Reason
1 Bendix King Handheld Radio w/charger			567	Replaced, outdated
16 Motorola XTS 1500 Radios			0067,0032,0068,0031,0070,0029,0028,0074,0071,0069,0066,0057,0063,0064,0056,0030	Replaced, outdated
17 Motorola HT1250 Radios			0055, 0054, 0023,0019, 0022, 0014, 0008, 0020, 0021, 0015, 0018, 0013, 0011, 0016, 0009, 07-00008, 5022.	Replaced, outdated
1 BK Radio KNG2-P150			0465	Replaced, outdated
3 Motorola Chargers		HTN9000B HTN9000A HTN9000D	0507	Replaced, outdated
2 Larsen Antennae 825, Model # NM03E825B				Replaced, outdated
64 Misc. Motorola Batteries				Replaced, outdated
7 RELM Wireless rechargeable Batteries, Model # LAA0170				Replaced, outdated
33 Motorola Lapel Microphones				Replaced, outdated
3 BK Lapel Microphones				Replaced, outdated
32 Misc. Motorola Radio Chargers 11 w/model # RLN5233 21 w/model # WPLN420B				Replaced, outdated
8 BK Radio Chargers Model #KAA0355P				Replaced, outdated
1 Motorola Radio Face				Replaced, outdated

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



Fire Chief Agreement and Contract

Term October 1, 2024, to September 30, 2025.

Index of Sections:

Section 1:	_____	Agreement
Section 2:	_____	Term and Amendments
Section 3:	_____	Compensation
Section 4:	_____	Insurance
Section 5:	_____	Hours of Duty and Compensatory Time
Section 6:	_____	Holidays
Section 7:	_____	Vacations
Section 8:	_____	Sick and Bereavement Leave
Section 9:	_____	Job Performance and Evaluation Reports
Section 10:	_____	General Conditions
Section 11:	_____	Uniforms and Protective Clothing
Section 12:	_____	Separation from Service
Section 13:	_____	Governing Law and Venue
Section 14:	_____	Mergers, Acquisitions, Consolidations, Restructure

Section 1-Agreement:

- 1.1 The sections contained herein constitutes an agreement between the West Thurston Regional Fire Authority Governing Board, hereinafter referred to as the "Agency/WTRFA" and Nathan Drake, hereinafter referred to as "Fire Chief", governing wages, benefits and terms of employment.
- 1.2 This agreement replaces and supersedes any previous agreement or contract.

Section 2 -Term:

- 2.1 Employment conditions hereunder shall begin October 1, 2024, and shall be in effect for a period of one year, unless terminated pursuant to section 12. Upon mutual agreement between the Agency/WTRFA and the West Thurston Regional Fire Authority Governing Board, this contract may be extended beyond September 30, 2025.
- 2.2 Upon thirty days' notice, either party may request the other to meet for negotiations amending this agreement.

Section 3 -Compensation:

- 3.1 For all the services rendered by the Fire Chief under this agreement, the Agency/WTRFA shall provide the following compensation beginning October 1, 2024: \$12,084 per month for the first year.
- 3.2 Compensation will be increased on October 1, 2025, by \$834.00 per month (pursuant to a satisfactory performance evaluation).
- 3.3 Yearly COLA increase based on June-to-June Seattle-Tacoma-Bellevue CPI-U, with a minimum increase of 2.5% and a maximum increase of 5%.

Section 4-Insurance and Retirement:

- 4.1 The Fire Chief and his/her qualifying dependents shall be eligible for Medical, dental, vision.
- 4.2 The Fire Chief will receive the same benefits of VEBA (including wellness incentive) and MERP; Deferred Compensation, Long-term disability, Life Insurance and Longevity benefits as defined in the agreement between the Agency/WTRFA and Local 3825 ending December 31, 2025. Benefit modifications will be negotiated after the Local 3825 CBA Contract is negotiated/renewed in 2025.
- 4.3 If the Fire Chief is not eligible to receive a benefit similar or the same as the local 3825 agreement (MERP) a proportionate amount will be authorized to be applied to another qualifying benefit.

Section 5-Hours of Duty and Compensatory Time:

- 5.1 The Fire Chief workweek may be more or less than forty hours depending on workload. The only requirement is that the work is completed in a timely manner.
- 5.2 The Fire Chief shall utilize the agency's time recording system to show hours of work and hours of compensatory time, annual and sick leave taken.
- 5.3 Compensatory time is authorized up to 80 hours per year, with no yearly roll over. Separation from service shall not require compensation for any unused compensatory time.

- 5.4 Compensatory time will be accrued for response and on-scene time for response to incidents requiring additional overhead or manpower and are outside normal business hours. A minimum of 2.0 hours compensatory time will be accrued up to the first two hours, then hour for hour until response is no longer needed.
- 5.5 Compensatory time worked as an extension to regular business hours, i.e. events, community commitments etc., shall accrue hour for hour.
- 5.6 Third part vendor reimbursement: Should the Chief perform Firefighter/EMT duties for a third-party vendor (MOBE, FF/EMT academy instructor etc), who reimburses the Agency/WTRFA for his services, then overtime pay is billed.

Section 6 - Holidays:

- 6.1 The Fire Chief shall receive ten (10) paid holidays each year, and two eight (8) hour personal Holidays for an eight hour per day permanent shift or two-ten (10) hour personal Holidays for a ten hour per day permanent shift.
- 6.2 Nothing in their clause shall prevent the Fire Chief from working a Holiday and taking another day off within the same month.

Section 7 -Vacations:

- 7.1 The Fire Chief shall accrue seven (7) weeks' vacation annually; accrued monthly for the term of this agreement. The vacation leave bank will cap at 720 hours, time accrued beyond 720 hours will be lost and not eligible for compensation.
- 7.2 Vacation may be accumulated for a period not to exceed two years' worth of time; provided that in the event of retirement, dismissal or resignation, vacation pay shall be limited to 240 hours for cash out purposes.

Section 8 -Sick and Bereavement Leave:

- 8.1 The Fire Chief will accrue eight (8) hours of sick leave per month with a maximum of 1040 hours accrual for an eight hour per day permanent work schedule, and ten (10) hours of sick leave per month with a maximum of 1040 hours accrual for a ten (10) hour per day permanent work schedule (not to exceed a forty (40) hour work week).
- 8.2 Upon retirement, the Fire Chief shall have the option to use 25% of accrued sick leave towards his/her VEBA account upon separation from service. This lump sum payment to VEBA has no cash value option to the Fire Chief.
- 8.3 If separated from service for any reason other than retirement, the FIRE CHIEF shall not be compensated for unused sick leave.
- 8.4 Upon notification, the Fire Chief shall be granted bereavement leave with pay in the event of a death in the immediate family in accordance with department policy.

Section 9-Job Performance and Evaluation Reports:

- 9.1 The Fire Chief will be evaluated on job performance by the WTRFA Board of Commissioners on or before September 30th of each calendar year. The performance evaluation shall be based on the performance objectives agreed to by both parties.
- 9.2 Any concerns relating to the job performance will be defined in writing and corrections required will be stipulated in writing. In the absence of any identified concerns, it is understood that the job performance is above average.
- 9.3 All evaluations must be approved at a regularly scheduled meeting of the WTRFA Board of Commissioners.

- 9.4 The Fire Chief shall have an opportunity to review a preliminary draft of each evaluation and may request a review session with the WTRFA Board prior to the evaluation becoming permanent and being placed in the Fire Chief's file.

Section 10 - General Conditions:

- 10.1 The Fire Chief shall be furnished with such facilities and equipment which are required for the adequate performance of the Agency/WTRFA operations, and which are within budget limitations of the Agency/WTRFA.
- 10.2 The Fire Chief shall determine his own work schedule.
- 10.3 It is a benefit to the Agency/WTRFA that the Fire Chief attends outside educational programs to keep current with changing practices. The Fire Chief shall be encouraged to attend these functions to the extent that they are budgeted for and approved by the WTRFA Board.
- 10.4 The Fire Chief shall be provided a department vehicle for on-call purposes, business meetings, and performing other department duties; De minimis personal use of the agency vehicle may occur to maintain response readiness.

Section 11-Uniforms and Protective Clothing:

- 11.1 The Agency/WTRFA will provide and maintain all required uniforms and protective clothing and equipment, to include but not limited to:
- Five (5) Uniform Shirts and pants
 - Full Class A
 - NFPA standard boots
 - Five (5) insignias
 - Two (2) badges.
 - One Cell phone

Section 12-Separation from Service:

- 12.1 Resignation of or dismissal from the Agency/WTRFA shall constitute separation from service in the following manner.
- Resignation: The Fire Chief may request to be release from this agreement by notifying the WTRFA Board of Commissions at least thirty (30) calendar days before the requested resignation would be effective. If the Fire Chief wishes to remain with the Agency, he shall return to his previous position with the Authority, at the rank and pay of his previous position, with no sacrifice in benefits, seniority, or other rights conferred by applicable agreements.
 - Dismissal: The WTRFA Board may dismiss or suspend the Fire Chief for cause, by delivering at least sixty (60) calendar days before the effective date thereof, a written statement of specific charges in person or by certified mail to the Fire Chief. The Agency/WTRFA may withdraw or modify the dismissal or suspension anytime within the thirty (30) calendar days after the original notice is delivered.
- 12.2 Dismissal shall be subject to the following limitations:
- a) Persistent incompetence, inefficiency, inattention to or dereliction to duty that the Fire Chief has received written notification of and failed to correct.
 - b) Gross insubordination, or egregious discourteous treatment of the public or a fellow employee or any other act or omission or commission tending to injure the public service or any other willful failure on the part of the Fire Chief to maintain proper conduct.

- c) Mental or physical unfitness for the position as determined by an Independent Medical Evaluator (IME).
- d) Proven drunkenness while on duty, or use of narcotics, or other habit-forming drugs that interfere with efficiency or mental or physical fitness of the Fire Chief.
- e) Conviction of a job-related felony.

12.3 In the event of dismissal under Sections (a), (b), or (c) above, the Fire Chief shall be given ninety (90) days severance pay in addition to the sixty (60) days required before this section becomes effective. In the event the Fire Chief is dismissed under sections (d) or (e) above the Fire Chief may be dismissed without any severance pay. In any event, the Fire Chief is entitled to a review board of not less than three nor more than five persons agreeable to both the Fire Chief and the WTRFA Board. For non-criminal matters, the decision of this Review Board is binding on both the Fire Chief and the Agency/WTRFA

Section 13 -Governing Law and Venue:

13.1 The validity, interpretation and execution of this contract and the performance of the rights accruing under this contract are all to be governed by the laws of the State of Washington. Should it be necessary to file an action concerning the terms of this agreement, venue shall be in Thurston County Superior Court, State of Washington.

Section 14 -Mergers, Consolidations, and Regionalization, Restructuring, or personnel reductions:

14.1 For the term of this agreement if West Thurston Regional Fire Authority merges, consolidates contracts, regionalizes (RFA), restructures, reduces personnel or combines in any form which forces the Agency/WTRFA to eliminate the Fire Chief position, West Thurston RFA shall reappoint the Fire Chief to the next lower-level position for the remainder of the term stated herein. During the remainder of the term the Fire Chief shall maintain all wages and benefits defined herein.

Signed on this 9th Day of September 2024.

Shannon Hemminger, Board Secretary

Calvin Dahl, WTRFA Board Commissioner

Tom Culleton, WTRFA Board Commissioner

Robert Scott, WTRFA Board Commissioner

John Ricks, WTRFA Board Commissioner

Jeff Merryman, WTRFA Board Commissioner

Mike Reed, WTRFA Board Commissioner



WEST THURSTON REGIONAL FIRE AUTHORITY

CHIEF REPORT | August 2024 *Assistant Chief N. Drake*

CHIEF'S RECAP

Staffing

Our staffing challenges continued into August with 4 firefighters out for due to injury or illness. We did see an increase of both sick time use (446 to 538) and shift OT (265 to 299) from last month with no mandatory OT. We had 1 FF on light duty working during the week at Station 1-2. I anticipate 2 of our FF to return to full duty later this month that should relive some of our staffing challenges. I will continue to monitor this closely in the next couple months to ensure proper staffing is met to keep OT costs down and moral up. Maintaining proper staffing is a priority of mine for upcoming months.

Wildland Mobilizations

During August WTRFA deployed personal and brush units on 3 mobilizations. So far this year WTRFA has deployed on 8 Fires and anticipated \$52,677 in equipment reimbursement. I believe we are on the tail end of this fire season with a few possible this month.

1. 7/30 to 8/6: Retreat Fire. STL: Berryman
2. 8/7 to 8/13: Retreat Fire B1-3: Morales, Lohse
3. 8/20 to 8/23: Stayman Fire STL: Cooke

Facility Maintenance

1. Station 1-1 had a domestic water valve RFQ has been received and are being reviewed.
2. Boost pump at Station 1-6 was replaced and working properly.
3. Station 1-3 trees were trimmed over front driveway.
4. New sign was placed at Station 1-3. Looks Great. Thanks Chris Heilman.
5. Station 1-4 drain field has some minor damage. Working with C. Heilman to fix and prevent future damage.

Community Events

1. Tacoma Train Cruisers Poker Run August 3rd and 4th. Crews had EMT's standing by at location both days. Thank you to FF Hoskison for planning and supervising the event. Thanks to EMT Kautz, EMT Crabb, EMT Vaughn and EMT Eliason for helping with the event.
2. Scott Lake Night Out August 6th at Community Park. Great event for both public outreach and volunteer recruitment. Thank you to the numerous volunteers who helped with the event.
3. Stand by EMT August 11th. FF Harding and EMT Crabb were EMT Standby for a horse event.
4. SWW Fair August 14th and 15th. WTRFA assisted Riverside RFA for 2 days at the SWW Fair. This was a great event that reaches many in our community. We look forward to helping next year.

Training

1. We had 9 recruits start EMT Class. The EMT Class will be completed in December.
2. We have 5 recruits starting Fire Academy on September 10th.
3. Congratulations to FF Tim Fox and FF Jordan Hoskison for completing first year probation.



P.O. Box 879
Rochester WA 98579
360.273.5582

THURSTON COUNTY FIRE PROTECTION DISTRICT'S 1 & 11
WEST THURSTON FIRE RESCUE
"Serving Better Together"



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

To: Chief N. Drake
From: Lt. Joel Swecker- Safety Officer
Subject: August 2024 Safety Report
Date: 08/30/2024
CC: 2024 Safety File

AC N. Drake & Board of Commissioners

The following report is a recap of August's safety topics, concerns, reported accident/injuries/near misses, and completed tasks/assignments.

Accident/Injury Reports-

1. 8/8/2024- **Injury Report**-sustained to member during physical fitness. Member received injury to right thumb. No violation or disregard to policy or PPE. Being handled by Admin at this time for L&I claim. Loss of work did occur.

Monthly Safety Topic-

- Wildfire Operations Safety (July) and Scene Safety & Staging (August)
- Workplace fitness and safety concerns (September).

Safety Committee

- Next meeting September 11th (Wednesday) @Station 1-1, 1830- previous meeting cancelled due to mobilizations and no attendance (August).

Station Safety Inspections

1. Station 1- Nothing to report
2. Station 2- Nothing to report
3. Station 3- Smoke detectors dead, replaced. No issues at this time
4. Station 4- **In need of a lock for the chain link fence access to generators.
5. Station 6- Nothing to report

FIIRE Safety (L&I) Program

- Last meeting (Zoom) on August 6th @10am. Subject: On Duty Fitness – Pam Zenzius.
 - Meeting covered fitness safety within the fire station and a statistics and concerns with rising trend in injuries occurring during work-out times for on duty staff.

- Next Meeting September 10th (optional)
 - Agenda topics to include FIIRE program permanent, enrollment, and grant options for different safety programs within each agency.

Upcoming-

1. Ongoing focus for injury free workplace
2. Finalizing 3rd Quarterly Safety Report and posting at end of September.
3. Review of 2024 FIIRE goals to ensure compliance and/or implementation

Completed-

1. Stations 3 & 2 had minor safety issues regarding facilities. Has been taken care of.
2. 2nd Quarter Safety Officers Report completed and posted to all Station's Safety Boards

Respectfully Submitted,

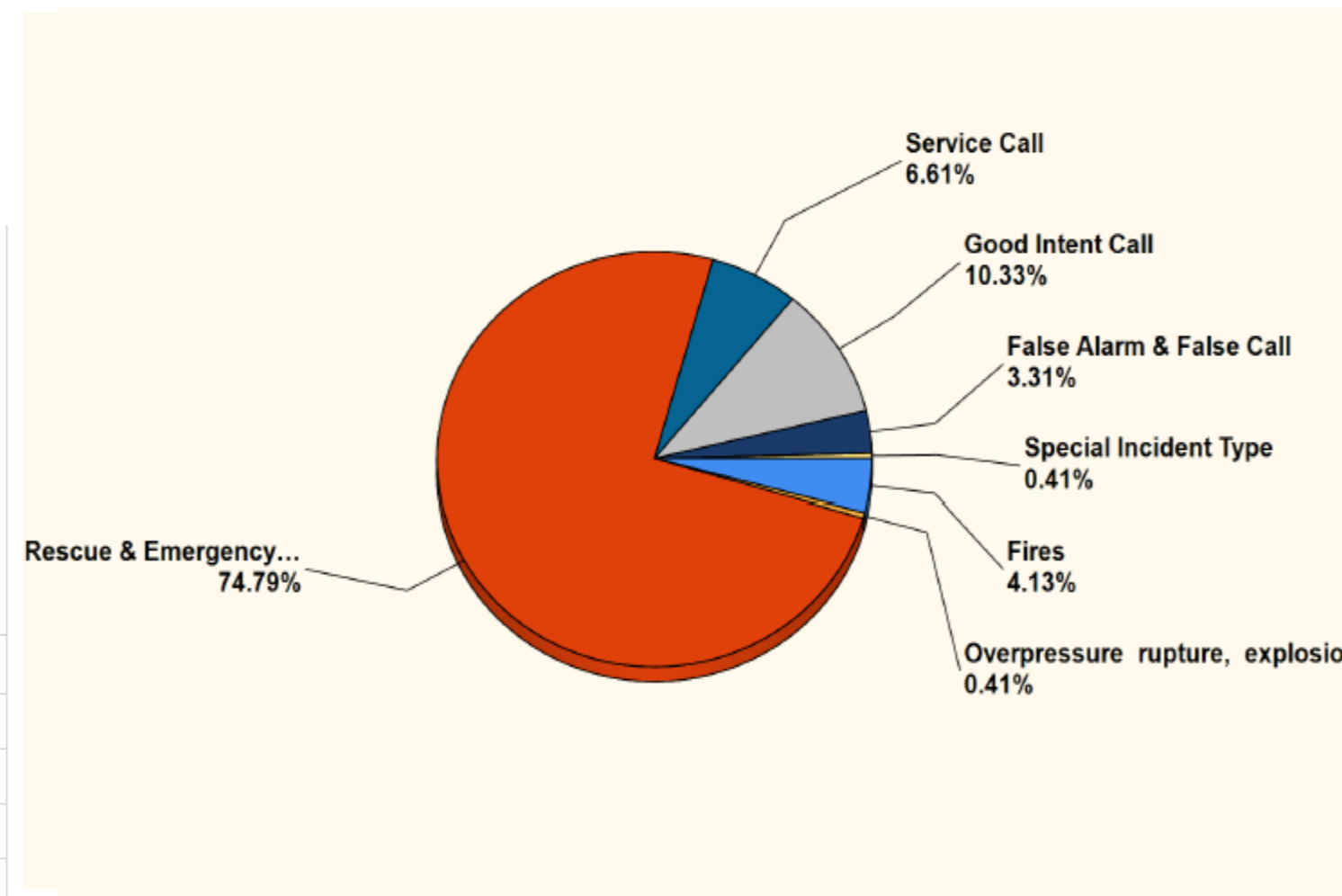
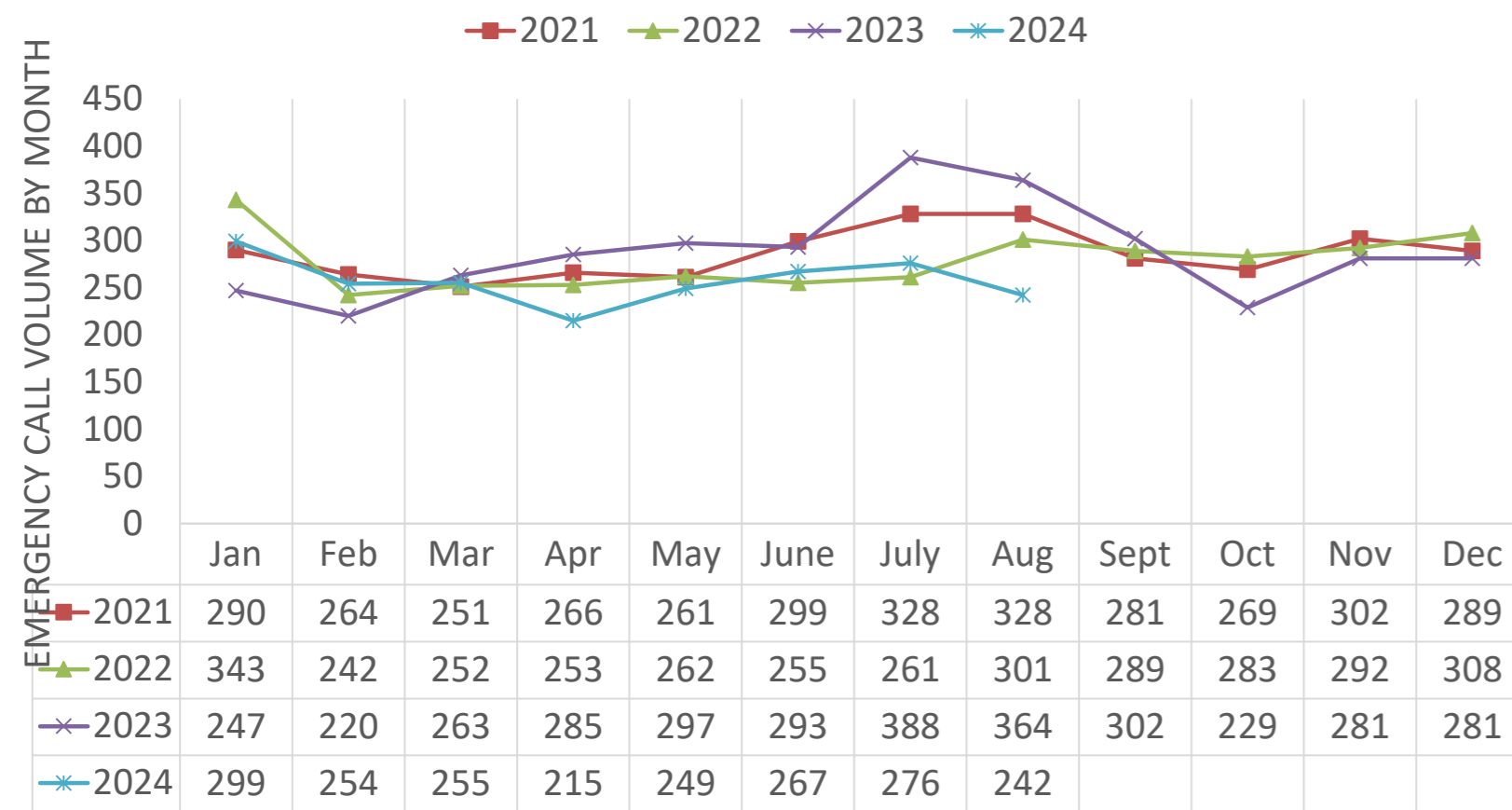
Lt. J. Swecker – HSO
West Thurston Regional Fire Authority

WEST THURSTON REGIONAL FIRE AUTHORITY

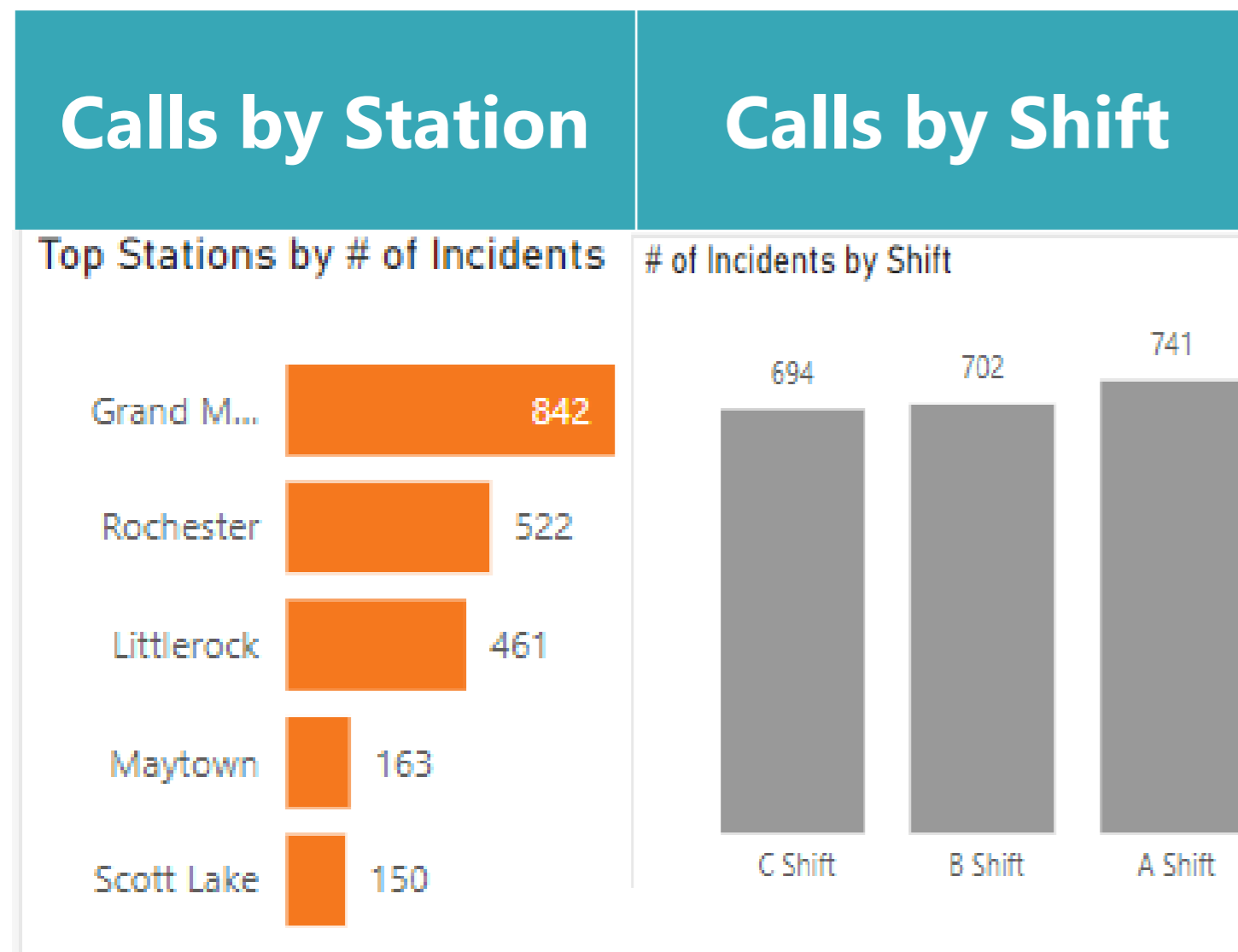


2024 BY THE NUMBERS – Monthly Report August 2024
Assistant Chief Nathan Drake

4-YEAR INCIDENT VOLUME COMPARISON BY MONTH
2021-2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	4.13%
Overpressure rupture, explosion, overheating - no fire	1	0.41%
Rescue & Emergency Medical Service	181	74.79%
Service Call	16	6.61%
Good Intent Call	25	10.33%
False Alarm & False Call	8	3.31%
Special Incident Type	1	0.41%
TOTAL	242	100%



○ 2138 FOR YEAR
○ 2357 PRIOR YEAR
○ -219 CHANGE PYTD
○ -9% % PYTD

📍 **AUGUST AVERAGE PRIMARY RESPONSE TIME 8:17**

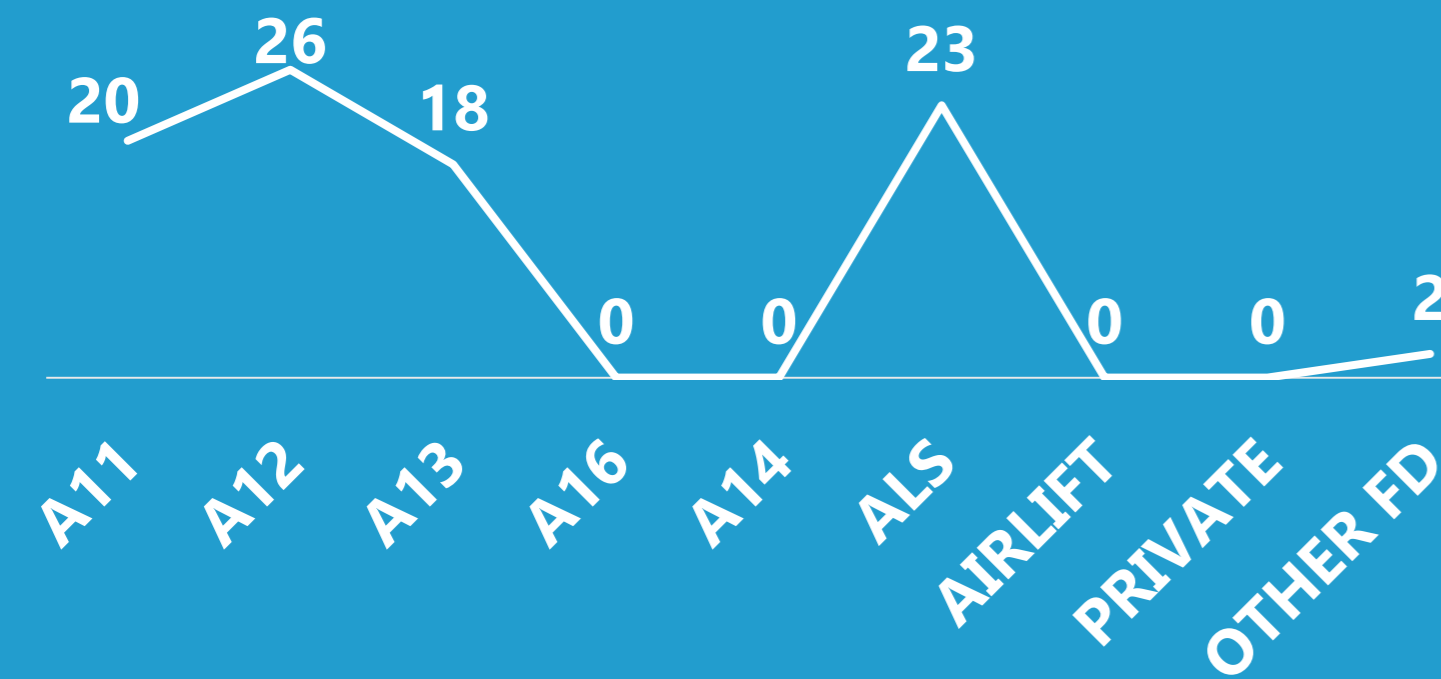
📞 **AUGUST CALLS = 242**

📌 **38.43% OVERLAPPING CALLS (93) IN AUGUST**

WTRFA INCIDENT RESPONSE SUMMARY

PATIENT TRANSPORTS

WTRFA AID UNIT TRANSPORTS – AUGUST



YTD WTRFA TRANSPORTS



535

AUGUST WTRFA TRANSPORTS



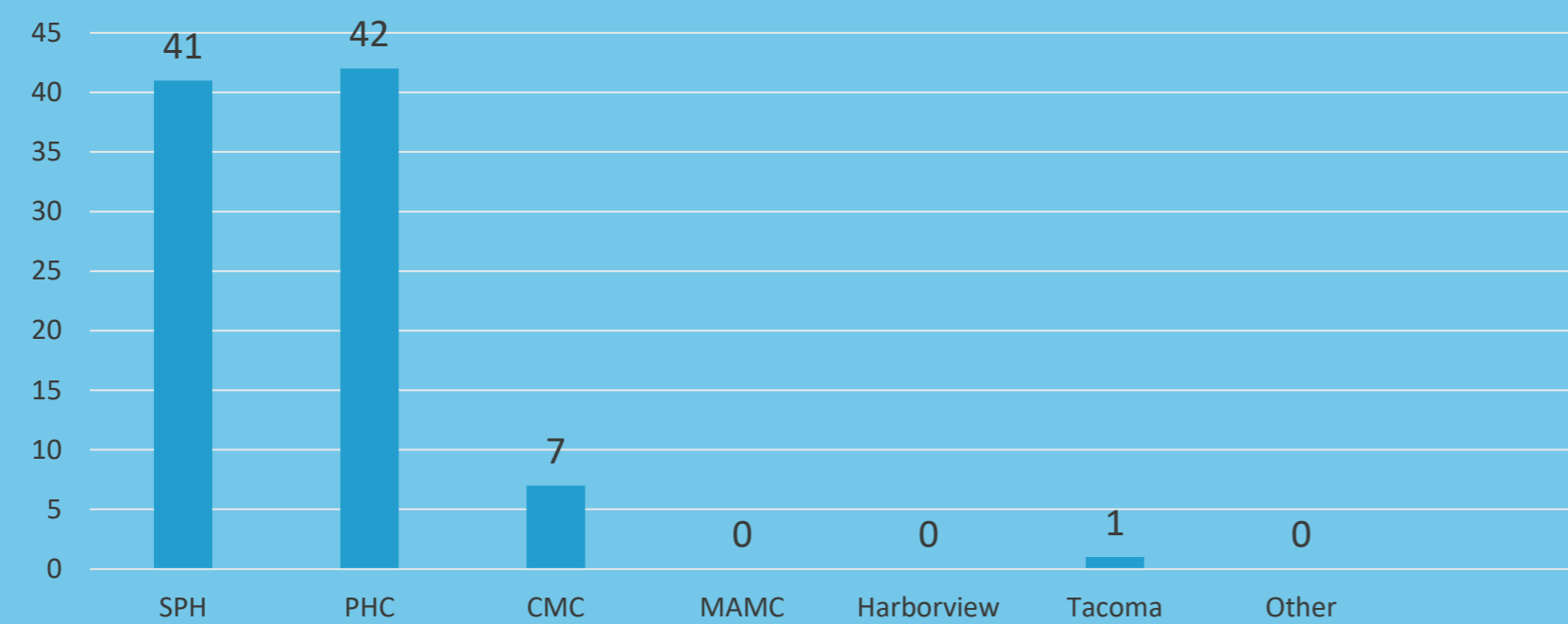
64

Total Transports YTD

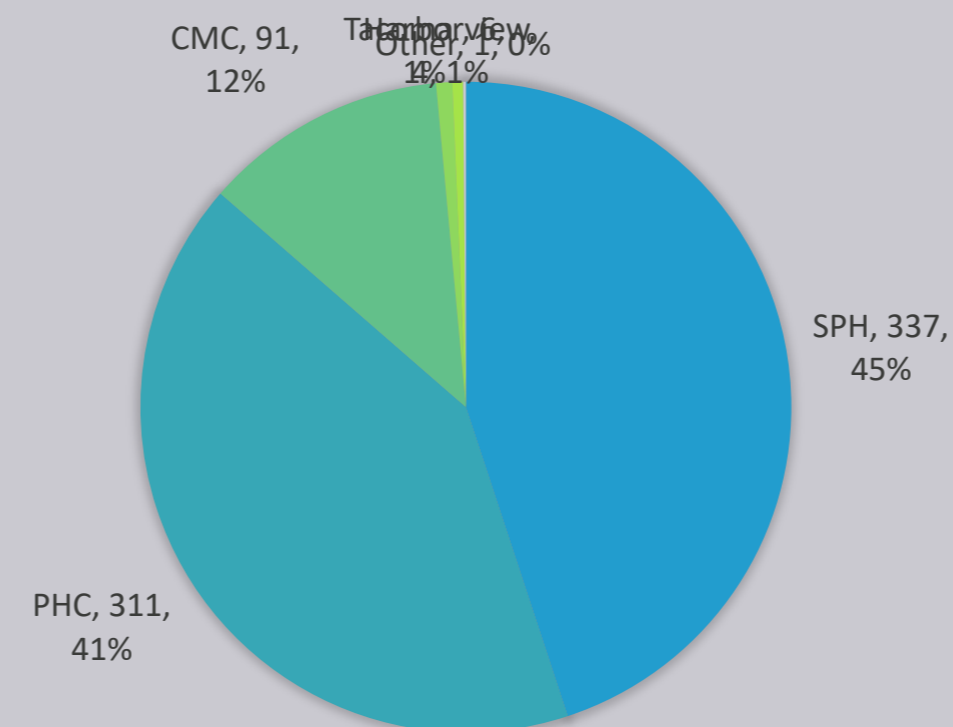


ALS = 169
BLS = 558

TRANSPORT DESTINATION – AUGUST



DESTINATION - YTD



MUTUAL AID/AUTO AID FOR AUGUST



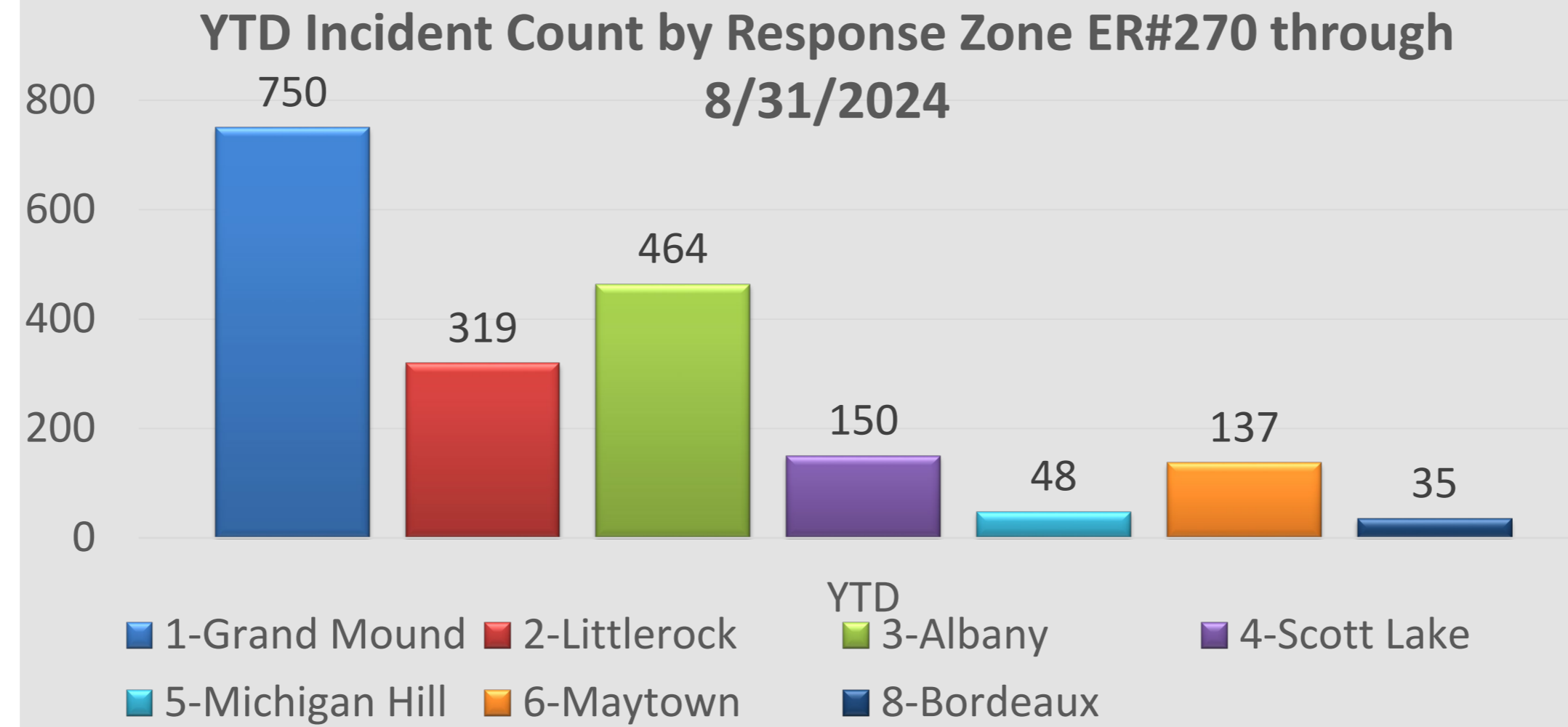
AID GIVEN: 6
AID RECEIVED: 6

Average Response Time COMPLIANCE YTD



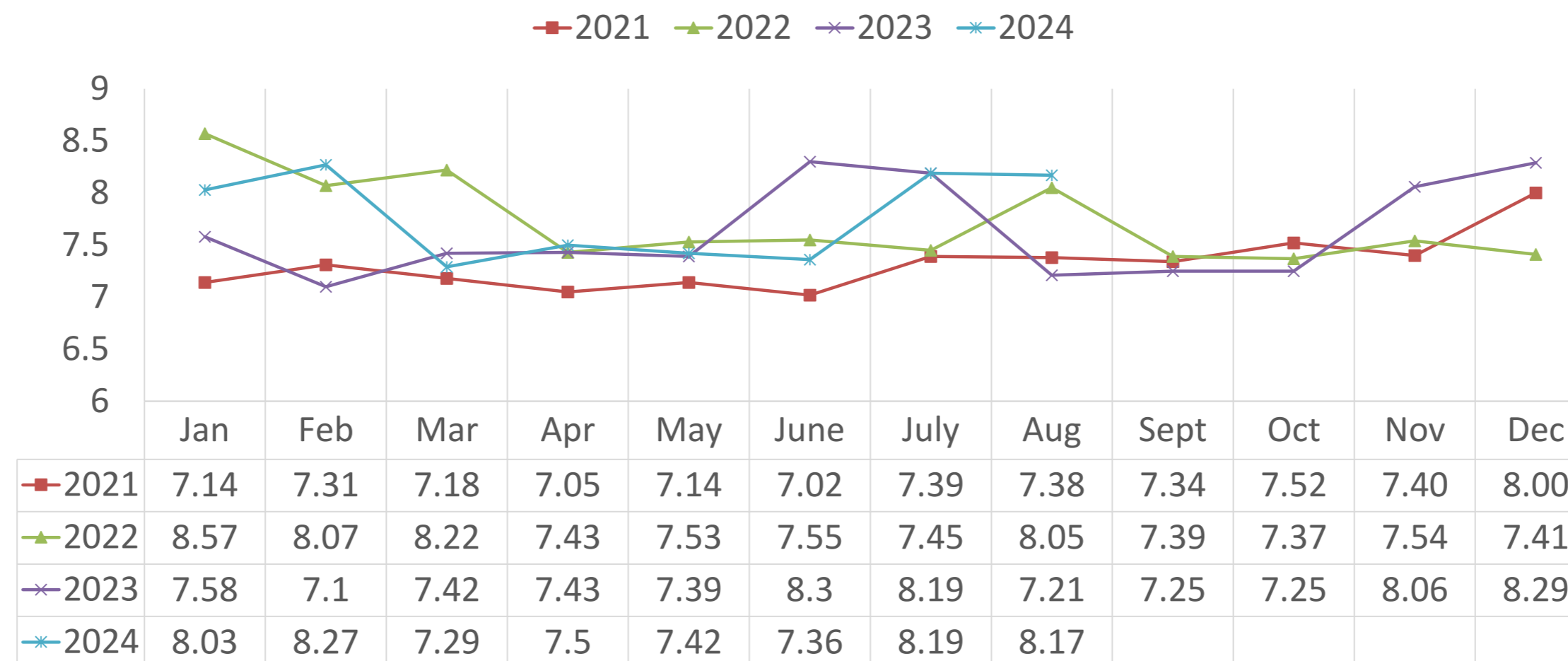
7:56 *ER1645 Initial Unit
Arrival in Primary Zones
1,2,3,4,6

YTD Incident Count By Response Zone



Average Response Time By Month

2021-2024 AVERAGE RESPONSE TIME BY MONTH

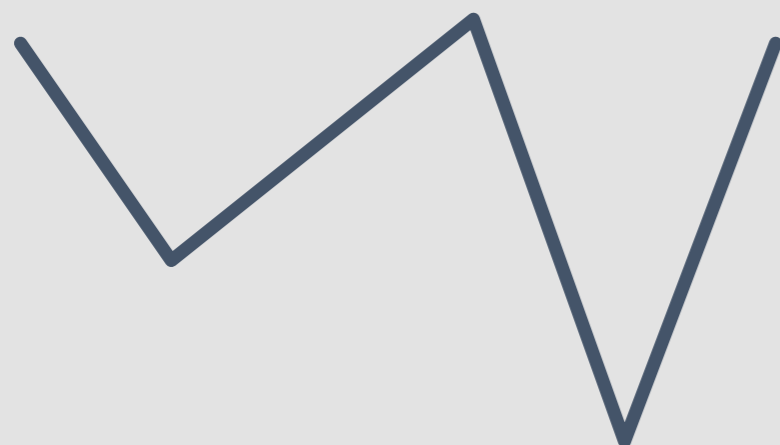


Breakdown per Zone July

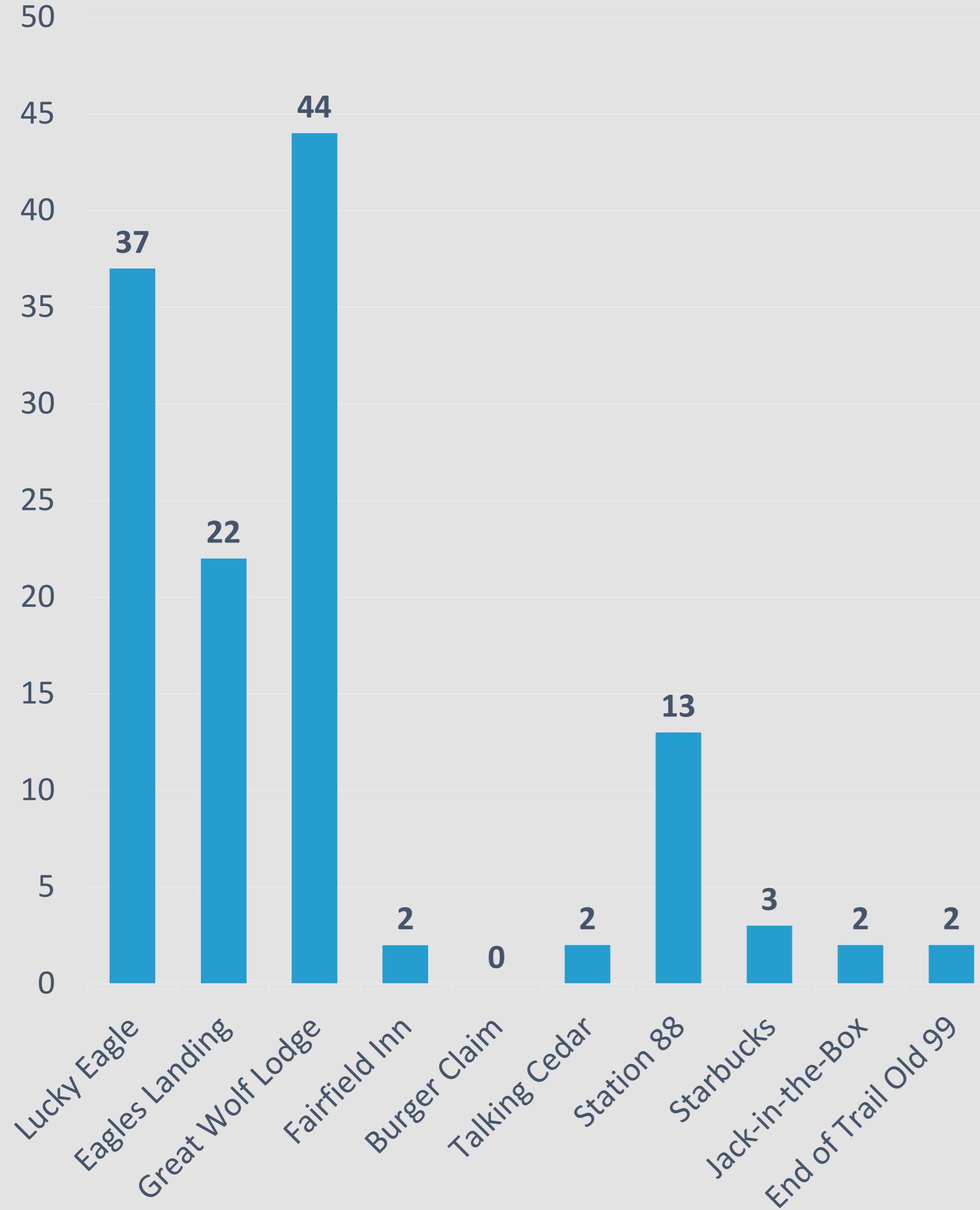
ZONE	# INCIDENTS
1 - Grand Mound	68
2 - Littlerock	53
3 - Rochester	53
4 - Scott Lake	17
5 - Michigan Hill	3
6 - Maytown	15
8 - Bordeaux / Mima / Gate	5
Capitol Forest - Capitol Forest Zone	5
I-5 Sta 1 - I-5 Station 1-1 Area	6
I-5 Sta 6 - I-5 Station 1-6 Area	9
MA-FD 13 - TCFD 13 - Griffin FD	1
MA-FD 4 - TCFD 4 - Tenino	2
MA-FD 9 - TCFD 9 - McLane / Black Lake	3
MA-Lewis - Lewis County	2

TOTAL: 242

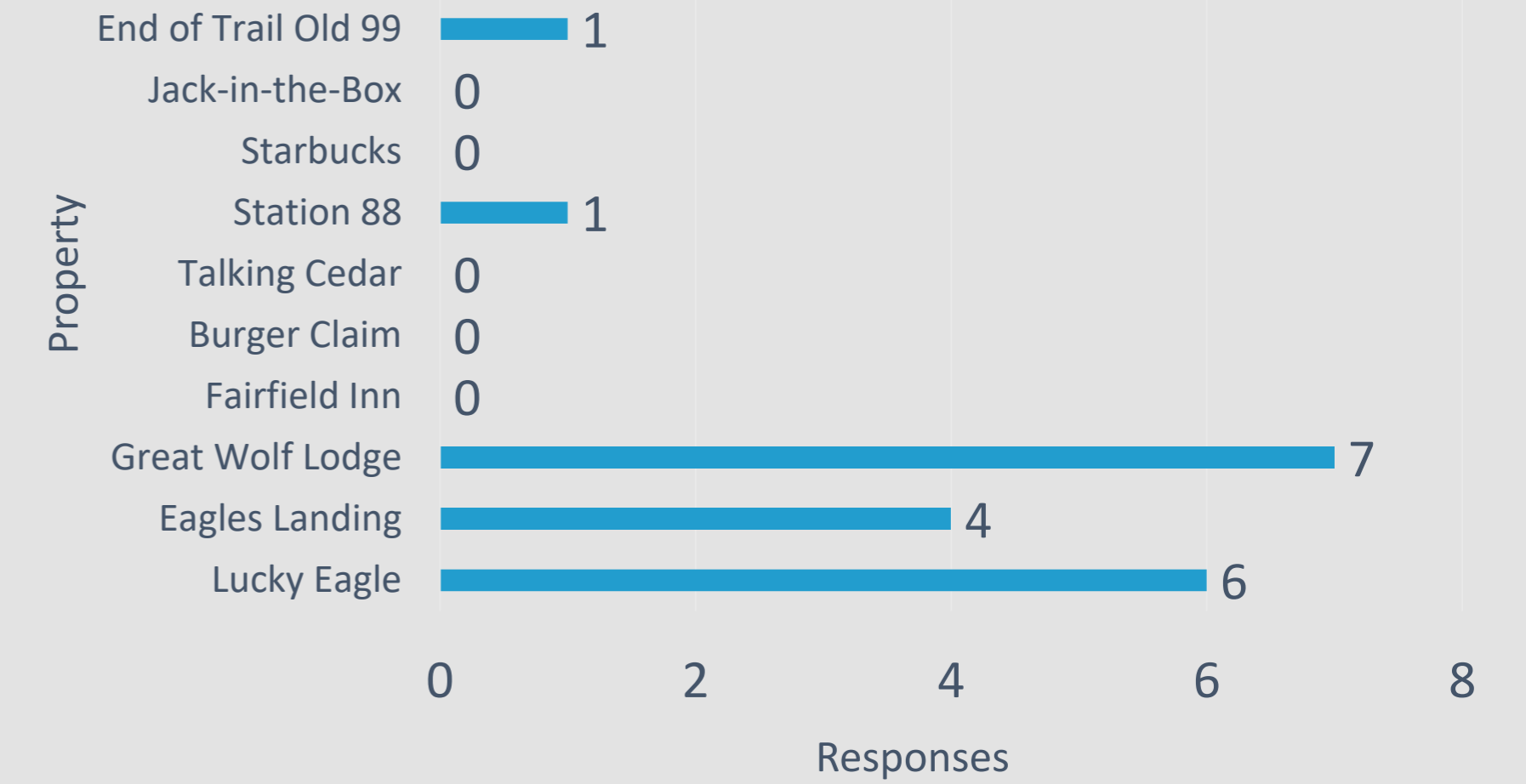
36.81% Overlapping Calls (787) YTD



TRIBAL PROPERTY RESPONSES - YTD



TRIBAL PROPERTY RESPONSES - AUGUST



7,218

Total Personnel Hours August
(Includes all volunteer and career time)

299

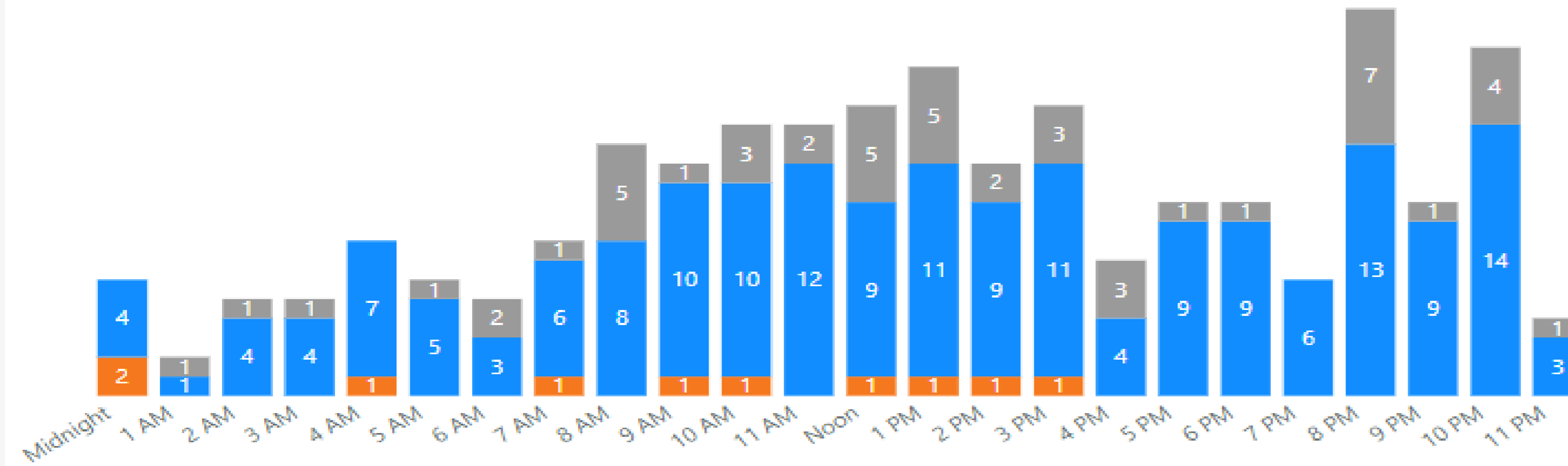
Shift Overtime Hours August

538

Sick Leave Hours August

of Incidents by Hour of the Day

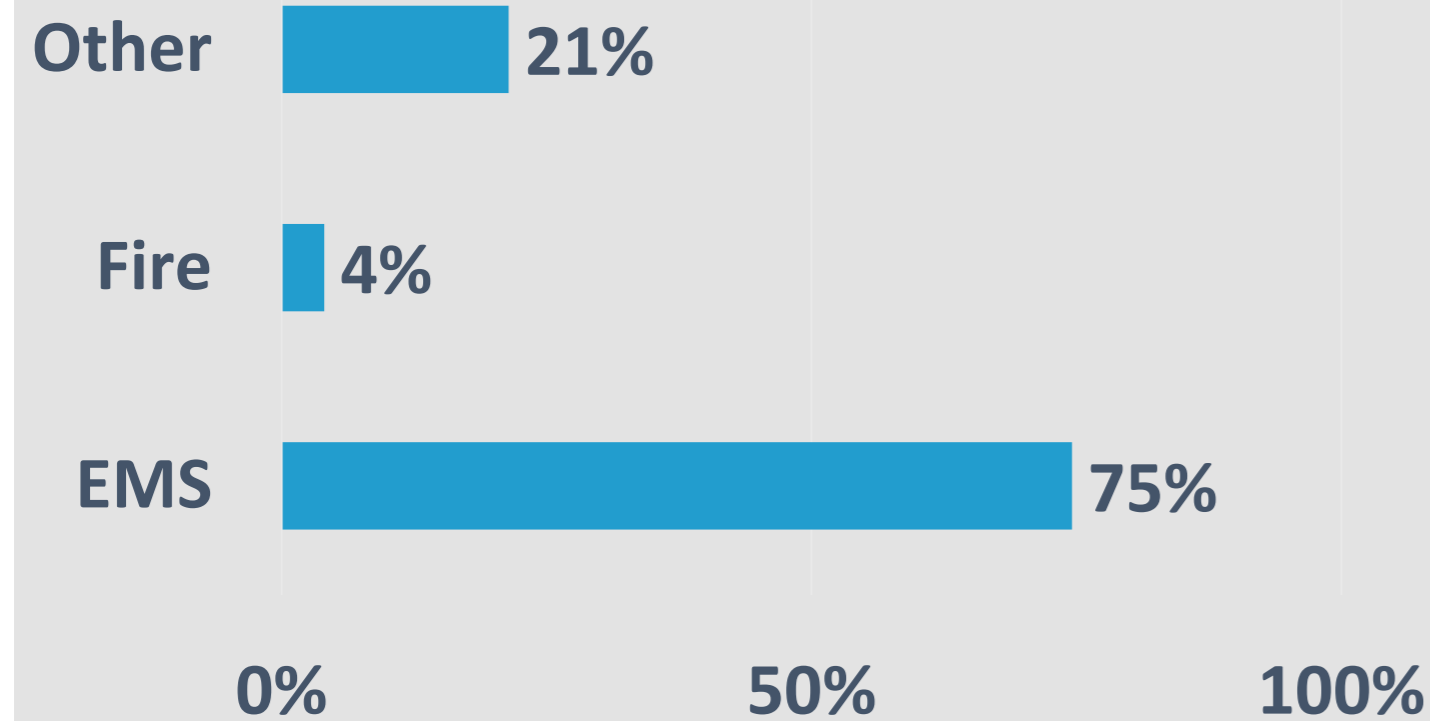
Incident Category ● Fire ● EMS ● Other



Busiest Days of the Week August

Friday

2024 Incidents by Category



75%

EMS calls make up the largest percentage of calls

Average Turnout Time Per Shift for August



OUR MISSION AND VISION/ RESPONSE STANDARDS/PERFORMANCE MEASUREMENTS

MISSION

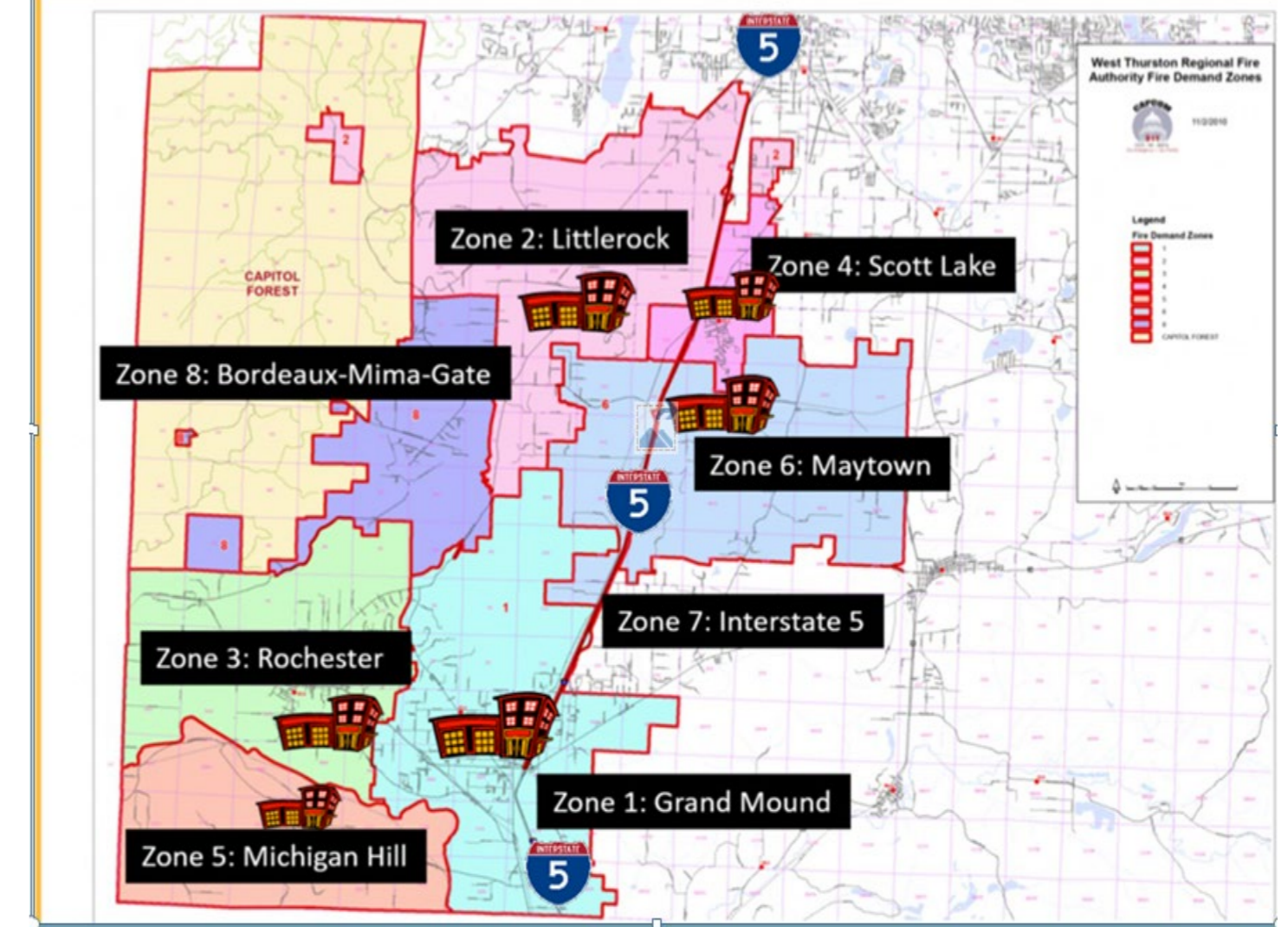
It shall be the mission of West Thurston Regional Fire Authority to develop, operate and manage resources granted by the people of the region to preserve lives and property in our communities by providing services directed toward prevention, management and mitigation of fire, emergency medical, rescue, and disaster incidents.

VISION

To be recognized by our community as an agency that is responsive to the community's needs and concerns, we must be a model of excellence in providing services through education, prevention and mitigation in addition to fostering an environment of involvement, trust and cohesion: West Thurston should be a community service leader.



OUR DISTRICT

THE RFA RESPONSE ZONES:



OUR COMMUNITIES



 Population Served	25,000
 Communities Served	9

Time to Dispatch:
60 seconds 90% of the time

Turnout time:
90 seconds 90% of the time

Arrival of 1st (Most Appropriate) Apparatus - Engine, AID Unit (EMT), Rescue, Hazmat, Wildland.
8 minutes overall average for most zones

Response and assembly at a structure fire:
Rural Zones (2,5,6,8) 6 personnel at the scene in 14 minutes, 90% of the time;
Suburban Zones (1,3 & 4) 10 personnel at the scene in 10 minutes 90% of the time.

Arrival of ALS by TC Medic One:
Medic One has adopted a suburban response time of 20 minutes.

Cardiac Arrest Survival



0 Minutes
BREATHING STOPS; THE HEART WILL SOON STOP BEATING

4-6 Minutes
POSSIBILITY OF LONG-TERM BRAIN DAMAGE

6-10 Minutes
HIGH PROBABILITY OF LONG-TERM BRAIN DAMAGE

Over 10-15 Minutes
CERTAIN IRREVERSIBLE BRAIN DAMAGE RESULTING IN DEATH

A-Shift August 2024 Month End Report

By BC Stone

Greater Alarms

- 1.) Fatal Fiery Motor Vehicle Accident. There was only one single occupant who had perished from either mechanism of injury, or from being incinerated. At shift change we were dispatched for a service call to remove the victim. Beings our crew had already been engaged throughout the alarm was best to keep them over for the extrication. This way the new crew coming on didn't have to deal with any unnecessary exposure.
- 2.) Responded for a rapidly spreading brush fire on I-5 @ M/P 90 Southbound. We were able to stop the fire between the I-5 corridor & the railroad tracks. Access from Jare St. S.W. helped eliminating any exposure threats.
- 3.) Followed up with the occupants of the working fire off of 91st Ave which ended up having significant damage. They're still slowly getting things back in order. Best part of showing up is eventually they will work through this tragic fire to move on, but they'll never forget us taking the extra steps the fire department toke to help them progress forward...
- 4.) All alarms were entered 100 percent into emergency reporting.

PEER Support

- 1.) Nancy Bohl-Penrod the director of **The Counseling Team International** will be here this month to deliver **An Overview of Peer Support Training for E.M.S. Professionals**. Several of our members have attended her seminars in the past. This will offer good remedial training for current members. This course is for any new member's career or volunteer wanting to get involved.

Training

- 1.) OTEP'S and 3rd quarter defibs have been completed for August.
- 2.) Last month did several live fire hose lays & ladders at the Middle School off of Hwy 12 and at Littlerock Elementary School. Gave us departmentally a lot of exposure to the public
- 3.) Will be conducting several trainings operations and walk throughs. The 2nd week in September will be at the Great Wolf Lodge. On the Third week we'll visit Electrolux Warehouse off of 196Th Ave S.W.
- 4.) Computer based training is in at 70 percent. Basically once the walk throughs are completed, and some Blue Card activities are done 3rd quarter will be complete.

Apparatus/Projects

- 1.) E1-7 the telesquirt engine has had the UL Ladder testing completed. Still finishing up some small work order repairs.
- 2.) E1-2 had regular a servicing and work order items completed. The collision Center has regrouped with the shop to get body work completed. Still haven't set an exact time when this will be completed?
- 3.) Next in for repairs is E1-6 (ALF) to have the foam unit repaired. Also one of the discharge valves will be repaired.
- 4.) Have continued with the Tahoe & any brush trucks returning on a mob to have their post mob services done before being sent back out in service.

Shift concerns

- 1.) The ongoing amount of false alarms given at Maple Lane facility is getting very consuming and frustrating.

B Shift August 2024

BC Christenson

Greater Alarms:

- 8/15/2024 West Thurston and mutual aid partners responded to a structure fire at 8910 Blomberg St SW. On arrival, units encountered a fully involved 2 story shop in close proximity to the home. Initially the access to the fire was very difficult due to powerlines dropped and intensity of the fire. After mutual aid arrived the house was cleared with no extension to the home. The crews did a great job keeping the fire to the building of origin. Good news is a Saint Bernard was found safe in the house, bad news was a firefighter from District 9 suffered a minor knee injury.

Training:

- On 8/7/24 Lieutenant Sexton secured both Rochester Middle School and Littlerock Elementary for hands on training for the north and South crews.

Personnel and Projects:

- On August 3rd and 4th the Trail Cruisers Annual Poker run returned. Firefighter Jordan Hoskison headed up the task of providing EMS coverage for the event. He developed an Incident Action Plan and staffing for both days. He enlisted the help of Volunteers Catcher Vaughn, Austin Kautz, Bill Crabb, and Nate Eliason. Jordan did an amazing job putting together this event!
- I am proud to announce that Timothy Fox and Jordan Hoskison have completed the probationary requirements and as of August 31st. Tim and Jordan both worked very hard during probation and were always willing to go the extra mile. Congratulations!
- I will be working with Firefighter Fox to get a handle on the inventory and get as much information from the previous program coordinator that we can. Tim volunteered to take this on before he was even asked! We understand that a switch to new software is coming soon and we will all be training on it soon.
- I have asked Firefighter Hoskison to possibly take on some of our larger events like Trail Cruisers and Scott Lake kids fishing derby. I've spoken with Andrea and she's always looking for help and welcomed it. Updates to follow.



WEST THURSTON REGIONAL FIRE AUTHORITY

10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

September 1, 2024

To: Chief Nathan Drake
From: Battalion Chief Eric Smith
RE: August 2024 Report

Chief,

The following is a brief synopsis C-shift and pre-fire plan activities for August 2024.

Major events- August 14, 2024. We experienced a significant fire on Blomberg St. off of 93rd Ave. I was on vacation and the fire was handled by BC Christenson, FF Santee and FF Bennett on E1-2. A shop and vehicles were fully involved upon arrival. The fire was extending to a house. FF Bennett and Santee did a 2 ½ blitz attack and were able to keep the fire to the shop even though the outside of the nearby house was severely damaged by heat. When Tumwater firefighters arrived and were able to do a search of the house they were able to find a Saint Bernard that would have perished had BC Christenson and the E1-2 crew not stopped it where they did. Kudos to our firefighters working that day.

Pre-fire plan/preparation- I have been working to contact the property owners at 19415 Ivan St. On the north end of DOT property near the Old 99 park and ride. A homeless encampment has sprouted up. I have contacted Department of Transportation to make sure they are aware of the encampment. I am working to contact the property owner between Modern machinery and across from I5 truck wash. The issue that we have been having is the homeless encampment have been burning garbage and engaging in “warming fires” at all times of the day. We are concerned that one of these fires will become a brush fire. A brush fire in this area would quickly become a major event. The I5 interchange would be shut down resulting in grid lock in the area. A fire would also endanger the modern machinery equipment yard where millions of dollars’ worth of construction equipment is stored. We have spoken to the residents of the encampment several times as to the dangers of fires this time of year. The residents say they are going to stop burning only to do the same thing the next day. I will continue to work with DOT, ORCAA, and law enforcement to curtail the illegal burning at this location.

Training- C-Shift conducted two training Tuesday events. We were able to drill on ladders, extended attack and tender operations. We were also able to cover our required EMT practical’s to include burn assessment and Defibulator and cardiac arrest review.

TCOMM- We are taking notes as to our dispatch effectiveness and looking too take advantage of opportunities to better our fire response effectiveness. I am going start attending the appropriate meetings at TCOMM to ensure we are in the loop when we transition to the new radio system and to keep our dispatching standards at the highest level.

Injury- We have had two c-shift members on extended time off from physical injury. One work related and the other happened some time ago at home. We hope to get both members back this month.

Thank you and please contact me with any questions.

Battalion Chief Eric Smith



WEST THURSTON REGIONAL FIRE AUTHORITY
10828 Littlerock RD SW, Olympia WA 98512 (360) 352-1614 • Fax: (360) 352-1696

September 2024

Recruit and Retention Coordinator Report

Event and Activities August

- PACT drill with our new volunteers continues to be super successful. The feedback from each member has been super positive.
 - We hope to keep this going through academy as study sessions for both Fire and EMT.
- EMT Applications were submitted for EMT class. 9 candidates were accepted and have started EMT class. And we have 5 recruits that were accepted into fire academy starting September 10th.
- Coloring contest was successful. We had 20 returned coloring pages. Both winners from Rochester and Littlerock were beyond excited. Thank you to our B shift crews for making this super successful and fun for the winners on the first day of school.

Upcoming Event and Activities September and October

- An increase in ride-alongs is being scheduled for the new applications we are receiving for volunteers.
- We spent time welcoming students back into our Rochester schools and Littlerock elementary.
- Back to school Bash September 13th.
- September 16th and November 25th for our next blood drives at station 1-1.
- We will have a staffed aid unit at the upcoming RHS football games.
- Safety prevention week on October 6-12th. We plan on being in Rochester and Littlerock schools for fire prevention education and a recruitment event October 10th at station 1-1.
- Multiple trunk or treats and haunted bus barn events in October.
- Next round of interviews will be at the end of October. We currently have 15 applications at this time.

We have tons of holiday stuff coming up as well to help support our department.