



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, April 11, 2022 at 1800 hr

In-Person: 10828 Littlerock Rd SW (Littlerock station 1-2)

Zoom virtual meeting link (for viewing only):

<https://us02web.zoom.us/j/86399434512?pwd=di9qSHlzVk5OSjByM1lPY3UyM2RQQT09>

Meeting ID: 863 9943 4512

Passcode: 148054

- I. CALL TO ORDER**
- II. ATTENDANCE**
- III. ADDITIONS/DELETIONS TO AGENDA**
- IV. PUBLIC COMMENTS/PRESENTATIONS**
 - a. Wildland Presentation (Capt. Drake, Lt. Lyon, FF Cooke)
- V. LABOR MANAGEMENT**
- VI. NEW BUSINESS (ACTION ITEMS)**

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Expenditures Accts Payable \$ 78,079.62 Payroll \$439,845.62 TOTAL: \$517,925.24 <i>warrants \$155,469.18</i> <i>EFTs \$362,456.06</i>	1-6 7-9	Linda S/Board	Approve/Reject
2. Meeting Minutes – March 14, 2022	10-11	Linda S/Board	Approve/Reject
3. Policy #2021, Career Member Benefits, Leave, Disability and Shared Leave Bank update	12-18	Linda S/Board	Approve/Reject
4. Purchase Request – Hose/Nozzles	19-34	Chief Scott/Board	Approve/Reject
5. 2022-2026 Strategic Plan - Final	35-70	Chief Smith	Approve/Reject
6. Hazard Mitigation plan	N/A	Commr. Pethia/Chief Scott	Board input

VII. UNFINISHED BUSINESS (ACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME

VIII. UNFINISHED BUSINESS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME

IX. COMMUNICATIONS (NONACTION ITEMS)

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Treasurer/Fund March 2022 Reports	71-75	Linda S	Informational
2. April 2022 Budget reports	76-79	Linda S	Informational
3. Grand Mound/Old 99 rezone update	80	Chiefs Kaleiwahea/Scott/Smith	Informational

X. DEPARTMENT REPORTS

ITEM	Page(s)	RESPONSIBLE	OUTCOME
1. Chiefs/Training/Safety	81-92	Chiefs Kaleiwahea/Scott/Smith	Informational
2. EMS/Public Education	93-98	Captain Dyer	Informational
3. Commissioner Meetings	N/A	BOFC	Informational

XI. GOOD OF THE ORDER

- a. BVFF meeting to follow

XII. ADJOURNMENT

VOUCHER APPROVAL TRANSMITTAL

West Thurston Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220401001 1st Security Bank	688	04/11/2022	Claims	6700	74.20	
Invoice #	Rcvd Date	Due Date	Description		Amount	
FIGAROS	04/07/2022	04/11/2022	Wildland Refresher Training Meal		74.20	
220401002 Air Exchange Inc	689	04/11/2022	Claims	6700	723.00	91606883
Invoice #	Rcvd Date	Due Date	Description		Amount	
91606883	04/07/2022	04/11/2022	1-2 Littlerock Plymovent Maintenance		723.00	
220401003 Brightwire Networks LLC	690	04/11/2022	Claims	6700	4,508.34	20572, 20746
Invoice #	Rcvd Date	Due Date	Description		Amount	
20572	03/16/2022	04/11/2022	New Monitors (x2) N. Drake		497.34	
20746	03/16/2022	04/11/2022	Mnthly Srvc		4,011.00	
220401004 Capital Business Machines Inc	691	04/11/2022	Claims	6700	291.19	96989, 96990, 96991
Invoice #	Rcvd Date	Due Date	Description		Amount	
96989	04/07/2022	04/11/2022	1-1 Grand Mound Copies		68.54	
96990	04/07/2022	04/11/2022	1-2 Littlerock Copies		204.29	
96991	04/07/2022	04/11/2022	1-6 Maytown Copies		18.36	
220401005 Carefirst Bluecross Blueshield Payment Administrator	692	04/11/2022	Claims	6700	222.00	220640037737
Invoice #	Rcvd Date	Due Date	Description		Amount	
220640037737	03/23/2022	04/11/2022	Harris Medical Premium		222.00	
220401006 Citi Cards	693	04/11/2022	Claims	6700	4,880.31	
Invoice #	Rcvd Date	Due Date	Description		Amount	
ACTIVE911	04/07/2022	04/11/2022	Annual Alerting Subscription		999.01	
AMAZON	04/07/2022	04/11/2022	1-4 Scott Lake Vacumm Filters		14.16	
AMAZON	04/07/2022	04/11/2022	A74 & New Brush Truck Step Hitch Mounts		404.48	
AMAZON	04/07/2022	04/11/2022	A74 & New Brush Truck Step Flat Mounts		419.32	
AMAZON	04/07/2022	04/11/2022	A74 & New Brush Truck Step Hitch Mounts		404.48	
AMAZON	04/07/2022	04/11/2022	Fitness Bands, Barbell Clamps		171.68	
AMAZON	04/07/2022	04/11/2022	1-6 Maytown Cache Supplies (CR2032 batteries)		18.14	
AMAZON	04/07/2022	04/11/2022	1-3 Rochester Facility Supplies (swiffer, BBQ tools, mini		54.75	
BEST BUY	04/07/2022	04/11/2022	Projector Remote		54.69	
BREWERY CITY PIZZA	04/07/2022	04/11/2022	All Dept. Meeting		162.98	
CITI CARD	04/07/2022	04/11/2022	Interest		84.63	
HAIX	04/07/2022	04/11/2022	Wildland Boots (M. Panuska)		324.95	
HAIX	04/07/2022	04/11/2022	Wildland Boots (C. Lyon)		349.95	
OFFICE DEPOT	04/07/2022	04/11/2022	Office Supplies (paper)		131.65	
FIRE SAFETY USA	04/07/2022	04/11/2022	Structural/Bunker Boots (Palmerson)		626.95	
TRACTOR SUPPLY	04/07/2022	04/11/2022	Facility Maintenance (oil, washer)		43.43	
SOURCE FUELING	04/07/2022	04/11/2022	1-2 Littlerock Diesel Tank Flow Meter - Return		-167.38	
ITMERE PUBLIC SAFET	04/07/2022	04/11/2022	Structural/Bunker Boots (E. Singelton)		700.76	
WIX.COM	04/07/2022	04/11/2022	Annual Site Search-Fast Simon Starter		65.50	
ZOOM	04/07/2022	04/11/2022	Mnthly communications Service		16.18	
220401007 City Of Olympia	694	04/11/2022	Claims	6700	3,545.04	10403/17256
Invoice #	Rcvd Date	Due Date	Description		Amount	
10403/17256	03/24/2022	04/11/2022	A09 B1-3 Repair Coolant Lead		532.61	
10403/17256	03/24/2022	04/11/2022	A24 BN 1-6 Quarterly Service		1,293.46	
10403/17256	03/24/2022	04/11/2022	A74 B1-1 Annual Service		1,718.97	
220401008 City Sanitary Inc	695	04/11/2022	Claims	6700	168.00	15233460S188, 15233308S188
Invoice #	Rcvd Date	Due Date	Description		Amount	
15233308S188	04/07/2022	04/11/2022	1-3 Rochester Recycle		23.00	
15233460S188	04/07/2022	04/11/2022	1-1 Grand Mound Recycle		145.00	
220401009 Coaxsher	696	04/11/2022	Claims	6700	2,536.46	43001, 43536
Invoice #	Rcvd Date	Due Date	Description		Amount	
43001	03/28/2022	04/11/2022	Duty Pants (x4)		495.64	
43536	03/28/2022	04/11/2022	Duty Pants (Panuska, Howe, Hall, Morales, Lyon,		2,040.82	

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220401010 Comcast	697	04/11/2022	Claims	6700	1,372.56	1030
	Invoice #	Rcvd Date	Due Date	Description		Amount
	1030	03/23/2022	04/11/2022	1-2 Littlerock Phone/Cable		351.32
	1030	03/23/2022	04/11/2022	1-6 Maytown Phone/Cable		285.26
	1030	03/23/2022	04/11/2022	1-1 Grand Mound Phone/Cable		347.19
	1030	03/23/2022	04/11/2022	1-4 Scot Lake Phone/Cable		206.59
	1030	03/23/2022	04/11/2022	1-3 Rochester Phone/Cable		182.20
220401011 DE Lage Landen	698	04/11/2022	Claims	6700	381.79	75885602, 75926735
	Invoice #	Rcvd Date	Due Date	Description		Amount
	75885602	03/28/2022	04/11/2022	2022 Property Tax for Copier Lease		102.07
	75926735	03/28/2022	04/11/2022	1-2 Littlerock Copier Lease		279.72
220401012 DH Pace Company Inc.	699	04/11/2022	Claims	6700	2,926.15	106367, 106368, 106364, 107004, 107001
	Invoice #	Rcvd Date	Due Date	Description		Amount
	106367	03/16/2022	04/11/2022	1-2 Littlerock Semi-Annual Bay Door Maintenance		660.74
	106368	03/16/2022	04/11/2022	1-3 Rochester Semi-Annual Bay Door Maintenance		377.57
	106364	03/16/2022	04/11/2022	1-4 Scott Lake Semi-Annual Bay Door Maintenance		188.78
	107004	03/16/2022	04/11/2022	1-1 Grand Mound Semi-Annual Bay Door Maintenance		1,321.49
	107001	03/16/2022	04/11/2022	1-6 Maytown Semi-Annual Bay Door Maintenance		377.57
220401013 Day Management Corp	700	04/11/2022	Claims	6700	1,191.24	INV718836
	Invoice #	Rcvd Date	Due Date	Description		Amount
	INV718836	03/11/2022	04/11/2022	Minnitor V (x5), Minitor VI (x1) Repairs		1,191.24
220401014 Dean Sarah Linnea	701	04/11/2022	Claims	6700	521.95	Reimbursement
	Invoice #	Rcvd Date	Due Date	Description		Amount
	FIRE SAFETY USA	04/07/2022	04/11/2022	Structural Bunker Boots		521.95
EFT Department Of Revenue	679	04/11/2022	Claims	6700	1,108.10	Use Tax, LET For Q1 2022
220401015 ESO Solutions, Inc.	702	04/11/2022	Claims	6700	628.47	76550
	Invoice #	Rcvd Date	Due Date	Description		Amount
	76550	04/07/2022	04/11/2022	May 2022 Srvc		628.47
220401016 Eric T. Quinn, P.S.	703	04/11/2022	Claims	6700	500.00	1041
	Invoice #	Rcvd Date	Due Date	Description		Amount
	1041	04/07/2022	04/11/2022	March 2022 Leqal Srvc		500.00
220401017 Firefighters Bookstore	704	04/11/2022	Claims	6700	169.42	578387
	Invoice #	Rcvd Date	Due Date	Description		Amount
	578387	03/25/2022	04/11/2022	Fire & Ermerqency Srvc Instructor Book (x2, Parker,		169.42
220401018 First Choice Health Network	705	04/11/2022	Claims	6700	141.12	0104336
	Invoice #	Rcvd Date	Due Date	Description		Amount
	0104336	04/07/2022	04/11/2022	EAP Mar 2022 Srvc		141.12
220401019 Great Western Supply	706	04/11/2022	Claims	6700	71.28	1-0130251, 1-0131558
	Invoice #	Rcvd Date	Due Date	Description		Amount
	1-0130251	03/16/2022	04/11/2022	1-3 Rochester Black Popcorn Rock for hydrant		41.04
	1-0131558	03/16/2022	04/11/2022	1-2 Littlerock, 1-3 Rochester River Rock		30.24
220401020 Harris, Mike	707	04/11/2022	Claims	6700	7,253.56	Reimbursement
	Invoice #	Rcvd Date	Due Date	Description		Amount
	REIMBURSEMENT	03/16/2022	04/11/2022	RX: 6877680 - Fred Meyer Pharmacy		12.76
	REIMBURSEMENT	03/16/2022	04/11/2022	Medicare B		5,702.40
	REIMBURSEMENT	03/16/2022	04/11/2022	Medicare D		1,538.40
220401021 Home Depot Credit Services	708	04/11/2022	Claims	6700	1,133.49	

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Invoice # Rcvd Date Due Date Description Amount						
	1521860	03/21/2022	04/11/2022	1-1 Grand Mound, 1-2 Littlerock Sealant	153.06	
	1162094	03/21/2022	04/11/2022	1-6 Maytown Hose Reel and mounting block	159.13	
	7616889	03/21/2022	04/11/2022	1-3 Rochester Hose Reel And Mounting Block	162.18	
	4613203	03/21/2022	04/11/2022	Facility Maintenance (weed & feed, chisel marker)	180.35	
	4613203	03/21/2022	04/11/2022	1-6 Maytown Wall Pluq in Plate Covers	36.65	
	4613203	03/21/2022	04/11/2022	1-1 Grand Mound Facility Supply (cement)	27.32	
	4613203	03/21/2022	04/11/2022	1-2 Littlerock Door Stop	14.83	
	MARCH 29, 2022	03/21/2022	04/11/2022	1-2 Littlerock Air Compressor Air Line Filter	29.52	
	MARCH 29, 2022	03/21/2022	04/11/2022	1-3 Rochester Surge Protectors, Extension Cords	125.68	
	MARCH 30, 2022	03/21/2022	04/11/2022	1-1 Grand Mnd Bay Floor Project Supplies, 1-6	115.31	
	APRIL 05, 2022	03/21/2022	04/11/2022	1-1 Grand Mound Window Sill Repair	54.70	
	APRIL 04, 2022	03/21/2022	04/11/2022	1-2 Littlerock Plants, 1-1 Grand Mound Window Sill	133.57	
	APRIL 04, 2022	03/21/2022	04/11/2022	1-1 Grand Mound Window Sill Repair - Board	-58.81	
220401022 J & I Power Equipment Inc	709	04/11/2022	Claims	6700	15,875.45	653507, 653514, 653773
Invoice # Rcvd Date Due Date Description Amount						
	653507	12/20/2021	04/11/2022	Kubota 60" Diesel Commercial Lawn Mower	14,441.17	
	653514	12/20/2021	04/11/2022	Tie Down for Kubota	54.68	
	653773	12/20/2021	04/11/2022	0267 Kubota Maintenance (oil Change, Blade Kit)	1,379.60	
220401023 Joes Refuse Inc	710	04/11/2022	Claims	6700	176.69	15229920S188, 15229920S188
Invoice # Rcvd Date Due Date Description Amount						
	15229920S188	04/07/2022	04/11/2022	1-3 Rochester Refuse	39.16	
	15230070S188	04/07/2022	04/11/2022	1-1 Grand Mound Refuse	137.53	
220401024 Leco Supply, Inc.	711	04/11/2022	Claims	6700	360.72	196440B
Invoice # Rcvd Date Due Date Description Amount						
	196440B	03/22/2022	04/11/2022	1-6 Maytown Cache Facility Supplies (garbage bags)	360.72	
220401025 Lemay Mobile Shredding	712	04/11/2022	Claims	6700	58.40	4741563S185
Invoice # Rcvd Date Due Date Description Amount						
	4741563S185	04/07/2022	04/11/2022	1-1 Grand Mound Shredding	58.40	
220401026 Lincoln Creek Lumber	713	04/11/2022	Claims	6700	97.88	415571, 415925
Invoice # Rcvd Date Due Date Description Amount						
	415571	03/28/2022	04/11/2022	1-1 Grand Mound Flaq Pole Rope / Fastener	65.53	
	415925	03/28/2022	04/11/2022	1-1 Grand Mound Bay Floor Project	32.35	
220401027 McLane Black Lake Fire Dept	714	04/11/2022	Claims	6700	3,500.00	606
Invoice # Rcvd Date Due Date Description Amount						
	606	03/24/2022	04/11/2022	2022 SORT Dues	3,500.00	
220401028 Motorola	715	04/11/2022	Claims	6700	58.34	5281351706
Invoice # Rcvd Date Due Date Description Amount						
	5281351706	04/07/2022	04/11/2022	New Brush Truck - Antenna	58.34	
220401029 Mountain Mist Water	716	04/11/2022	Claims	6700	304.13	29585
Invoice # Rcvd Date Due Date Description Amount						
	29585	04/07/2022	04/11/2022	1-2 Littlerock Water	91.60	
	29585	04/07/2022	04/11/2022	1-6 Maytown Water	28.25	
	29585	04/07/2022	04/11/2022	1-1 Grand Mound Water	133.18	
	29585	04/07/2022	04/11/2022	1-3 Rochester Water	46.78	
	29585	04/07/2022	04/11/2022	1-4 Scott Lake Water	4.32	
220401030 Northwest Water Systems	717	04/11/2022	Claims	6700	355.60	22-02053, 22-02041
Invoice # Rcvd Date Due Date Description Amount						
	22-02053	03/21/2022	04/11/2022	1-2 Littlerock Water Srvc	177.80	
	22-02041	03/21/2022	04/11/2022	1-1 Grand Mound Water Srvc	177.80	

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220401031 Olympia Multi-Specialty Clinic LLP	718	04/11/2022	Claims	6700	150.00	1-195710.6-1
Invoice #	Rcvd Date	Due Date	Description			Amount
1-195710.6-1	04/07/2022	04/11/2022	CPT Code 93015 (C. Matson)			150.00
220401032 Olympia Sheet Metal Inc	719	04/11/2022	Claims	6700	396.90	63067
Invoice #	Rcvd Date	Due Date	Description			Amount
63067	03/25/2022	04/11/2022	1-1 Grand Mound Boiler Water Maintenance			396.90
220401033 On-Hold Concepts Inc	720	04/11/2022	Claims	6700	19.95	569115
Invoice #	Rcvd Date	Due Date	Description			Amount
569115	03/31/2022	04/11/2022	On Hold Srvs.			19.95
220401034 Pacific Northwest Fire Training	721	04/11/2022	Claims	6700	350.00	0000144
Invoice #	Rcvd Date	Due Date	Description			Amount
0000144	03/28/2022	04/11/2022	IFSAC Instructor 1 (J. Josselyn)			350.00
220401035 Patraca Linda Ellen	722	04/11/2022	Claims	6700	191.95	Reimbursement
Invoice #	Rcvd Date	Due Date	Description			Amount
REIMBURSEMENT	04/07/2022	04/11/2022	Mileage QR1 2022 Reimbursement			191.95
220401036 Pilot Travel Centers LLC	723	04/11/2022	Claims	6700	535.94	543543239
Invoice #	Rcvd Date	Due Date	Description			Amount
543543239	04/07/2022	04/11/2022	A23 CH1-2			237.71
543543239	04/07/2022	04/11/2022	A24 BN1-6			193.54
543543239	04/07/2022	04/11/2022	A25 CH1-3			104.69
220401037 Pioneer Fire And Security Inc	724	04/11/2022	Claims	6700	97.20	106356
Invoice #	Rcvd Date	Due Date	Description			Amount
106356	03/24/2022	04/11/2022	1-1 Grand Mound QR2 2022 Fire Alarm Monitoring			97.20
220401038 Propane Northwest	725	04/11/2022	Claims	6700	6,481.32	1506583316, 1506758534, 1506812187, 1506812188
Invoice #	Rcvd Date	Due Date	Description			Amount
1506583316	03/16/2022	04/11/2022	1-1 Grand Mound Propane (1150 gal)			3,311.68
1506758534	03/16/2022	04/11/2022	1-6 Maytown Propane (1099.80 gal)			3,167.46
1506812187	03/16/2022	04/11/2022	1-3 Rochester Tank Rental			1.09
1506812188	03/16/2022	04/11/2022	1-5 Michiqan Hill Tank Rental			1.09
220401039 Puget Sound Energy	726	04/11/2022	Claims	6700	3,702.73	
Invoice #	Rcvd Date	Due Date	Description			Amount
200017639499	03/22/2022	04/11/2022	1-1 Grand Mound Feb 2022			1,471.00
220025935044	03/22/2022	04/11/2022	1-2 Littlerock Mar 2022			618.00
220025936018	03/22/2022	04/11/2022	1-3 Rochester Feb 2022			352.00
220025935051	03/22/2022	04/11/2022	1-4 Scott Lake Mar 2022			219.00
220025935077	03/22/2022	04/11/2022	1-5 Michiqan Hill Jan 2022			146.00
220025935069	03/22/2022	04/11/2022	1-6 Maytown Feb 2022			700.00
220006625754	03/22/2022	04/11/2022	1-7 Old Hwy 99 Feb 2022			196.73
220401040 Rochester Lumber	727	04/11/2022	Claims	6700	93.32	1175720, 1176154
Invoice #	Rcvd Date	Due Date	Description			Amount
1175720	03/16/2022	04/11/2022	A21 E1-7 Repairs - Saw Blade, Hack Saw			36.70
1176154	03/16/2022	04/11/2022	Utility 1 Trailer - Paint and supplies			56.62
220401041 Rochester Water Association	728	04/11/2022	Claims	6700	49.50	100100
Invoice #	Rcvd Date	Due Date	Description			Amount
100100	03/29/2022	04/11/2022	1-3 Rochester Water Srvcs			49.50
220401042 Scott Lake Maintenance Co C/O Northwest Water Syst	729	04/11/2022	Claims	6700	103.28	2165
Invoice #	Rcvd Date	Due Date	Description			Amount

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	2165	04/07/2022	04/11/2022	1-4 Scott Lake Water Srvcs	103.28	
220401043 Servpro Of Olympia, Inc	730	04/11/2022	Claims	6700	486.00	4680580
	Invoice #	Rcvd Date	Due Date	Description		Amount
	4680580	03/29/2022	04/11/2022	1-1 Grand Mound Water Mitiaqtion/Containment		486.00
220401044 Shea Linda Marie	731	04/11/2022	Claims	6700	24.21	Reimbursement
	Invoice #	Rcvd Date	Due Date	Description		Amount
	UPS	04/07/2022	04/11/2022	Reimbursement for UPS Shipping of Radios		24.21
220401045 Silke Communications	732	04/11/2022	Claims	6700	1,156.31	120217
	Invoice #	Rcvd Date	Due Date	Description		Amount
	120217	03/11/2022	04/11/2022	A09 E1-3 BK Batteries		1,156.31
220401046 Sound Guard Security Systems Inc	733	04/11/2022	Claims	6700	223.56	184698
	Invoice #	Rcvd Date	Due Date	Description		Amount
	184698	04/07/2022	04/11/2022	1-3 Rochester QR2 2022 Monitoring Service		223.56
220401047 Stanley Convergent Security Solutions Dba Alarm Center	734	04/11/2022	Claims	6700	90.59	6002296208
	Invoice #	Rcvd Date	Due Date	Description		Amount
	6002296208	03/24/2022	04/11/2022	1-2 Littlerock QR2 2022 Fire Alarm Monitoring		90.59
220401048 Stericycle Inc	735	04/11/2022	Claims	6700	91.87	3005945685, 3005962834, 3005963742
	Invoice #	Rcvd Date	Due Date	Description		Amount
	3005945685	03/16/2022	04/11/2022	1-2 Littlerock Hazo Waste (Mar 2022)		71.15
	3005962834	03/16/2022	04/11/2022	1-3 Rochester Hazo Waste (Mar 2022)		10.36
	3005963742	03/16/2022	04/11/2022	1-6 Maytown Hazo Waste (Mar 2022)		10.36
220401049 Systems Design West LLC	736	04/11/2022	Claims	6700	1,613.72	20220473
	Invoice #	Rcvd Date	Due Date	Description		Amount
	20220473	03/16/2022	04/11/2022	Feb 2022 Transports (x64)		1,613.72
220401050 Thurston Co Solid Waste	737	04/11/2022	Claims	6700	54.00	2180403, 2180690, 2181579
	Invoice #	Rcvd Date	Due Date	Description		Amount
	2180403	03/16/2022	04/11/2022	Solid Waste Disposal (03-15-2022)		18.00
	2180690	03/16/2022	04/11/2022	Solid Waste Disposal (03-22-2022)		18.00
	2181579	03/16/2022	04/11/2022	Solid Waste Disposal (04-05-2022)		18.00
220401051 Trailer Boss	738	04/11/2022	Claims	6700	129.55	
	Invoice #	Rcvd Date	Due Date	Description		Amount
	MARCH 22, 2022	03/24/2022	04/11/2022	A68 Hitch Pins/ Sleeve, Utility Trailer 1 Jack		129.55
220401052 Tumwater Family Practice LLC	739	04/11/2022	Claims	6700	893.00	491068, 492640
	Invoice #	Rcvd Date	Due Date	Description		Amount
	491068	03/24/2022	04/11/2022	CPT Code: 99429 NFPA Physical (Parker)		55.00
	492640	03/24/2022	04/11/2022	CPT Code: 99385, 94010, 90715, 90471, 93000 NFPA		398.00
	493113	03/24/2022	04/11/2022	CPT Code: 99429 (Betts)		55.00
	491069	03/24/2022	04/11/2022	CPT Code: 99429 (Cookston)		55.00
	493109	03/24/2022	04/11/2022	CPT Code: 99429 (Howe)		55.00
	493110	03/24/2022	04/11/2022	CPT Code: 99429 (Miller)		55.00
	493108	03/24/2022	04/11/2022	CPT Code: 99429 (Palmerson)		55.00
	493105	03/24/2022	04/11/2022	CPT Code: 99429 (Smith, R)		55.00
	493111	03/24/2022	04/11/2022	CPT Code: 99429 (Tietzel)		55.00
	493107	03/24/2022	04/11/2022	CPT Code: 99429 (Vavrinec)		55.00
220401053 Verizon Wireless	740	04/11/2022	Claims	6700	1,242.07	9901645162, 9902591629
	Invoice #	Rcvd Date	Due Date	Description		Amount
	9901645162	03/24/2022	04/11/2022	Apparatus Cells		192.30
	9902591629	03/24/2022	04/11/2022	Chief Cell Phones		83.64

VOUCHER APPROVAL TRANSMITTAL

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
		03/24/2022	04/11/2022	Captain Cell Phones	126.34	
		03/24/2022	04/11/2022	Modems	839.79	
<hr/>						
220401054 Wells Fargo Financial Leasing	741	04/11/2022	Claims	6700	159.84	5019334092
		Invoice #	Rcvd Date	Due Date	Description	Amount
		5019334092	03/24/2022	04/11/2022	1-1 Grand Mound Copier Lease (April 2022)	159.84
<hr/>						
220401055 Wilcox & Flegel	742	04/11/2022	Claims	6700	4,607.93	0693180-IN, 0693172-IN, 0696516-IN, 0696519-IN, CL26559
		Invoice #	Rcvd Date	Due Date	Description	Amount
		0693180-IN	03/16/2022	04/11/2022	1-1 Grand Mound Diesel (129 gal)	609.31
		0693172-IN	03/16/2022	04/11/2022	1-2 Littlerock Diesel (156 gal)	736.82
		0696516-IN	03/16/2022	04/11/2022	1-1 Grand Mound Diesel (147 gal)	714.89
		0696519-IN	03/16/2022	04/11/2022	1-2 Littlerock Diesel (136 gal)	661.41
		CL26559	03/16/2022	04/11/2022	A25 CH1-3	90.31
		CL26559	03/16/2022	04/11/2022	A24 BN1-6	451.97
		CL26559	03/16/2022	04/11/2022	A22 E1-3	140.89
		CL26559	03/16/2022	04/11/2022	A73 U1-2	423.84
		CL26559	03/16/2022	04/11/2022	A14 CH1-1	262.05
		CL26559	03/16/2022	04/11/2022	A70 STAF-1	43.28
		CL26559	03/16/2022	04/11/2022	A19 A1-3	430.23
		CL26559	03/16/2022	04/11/2022	A71 STAF-2	42.93

56 Vouchers:

78,079.62

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220401056 Aflac	743	04/11/2022	Payroll	6700	762.32	Pay Cycle(s) 04/29/2022 To 04/29/2022 - Suppl Disability Ins
220401151 Arroyo-Lopez Ronald David	652	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
220401057 Benefit Solutions Inc-WSCFF	744	04/11/2022	Payroll	6700	2,400.00	Pay Cycle(s) 04/29/2022 To 04/29/2022 - MERP
EFT Bennett Matthew Shaun	594	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Bennett Matthew Shaun	613	04/29/2022	Payroll	6700		Apr 2022 pay
220401152 Berryman Thomas A	653	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Betts Brandon John	614	04/29/2022	Payroll	6700		Apr 2022 pay
220401153 Brown Curtis Daniel	654	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Brownell Scott Lee	655	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Christenson Brian David	615	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Cooke Hans Robert	616	04/29/2022	Payroll	6700		Apr 2022 pay
220401155 Cookston Jonathon Wayne	656	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Dahl Calvin	657	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Dean Sarah Linnea	617	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Department Of Retirement Services Deferred Comp	680	04/11/2022	Payroll	6700	37,204.96	Pay Cycle(s) 04/29/2022 To 04/29/2022 - Deferred Comp; Pay Cycle(s) 04/29/2022 To 04/29/2022 - Deferred
EFT Department Of Retirement Systems Retirement	681	04/11/2022	Payroll	6700	41,835.31	Pay Cycle(s) 04/29/2022 To 04/29/2022 - PERS 2; Pay Cycle(s) 04/29/2022 To 04/29/2022 - LEOFF 2
EFT Department Of The Treasury	682	04/11/2022	Payroll	6700	44,648.44	941 Deposit for Pay Cycle(s) 04/15/2022 - 04/15/2022; 941 Deposit for Pay Cycle(s) 04/29/2022 - 04/29/2022; 941 Deposit for Pay Cycle(s) 04/13/2022 - 04/13/2022
EFT Dept Of Labor & Industries	683	04/11/2022	Payroll	6700	25,770.89	1ST Quarter L&I: 01/01/2022 - 03/31/2022
EFT Devert Brent Nathaniel	618	04/29/2022	Payroll	6700		Apr 2022 pay
220401058 Dimartino Associates Brown & Brown of WA, Inc	745	04/11/2022	Payroll	6700	2,809.34	Pay Cycle(s) 04/29/2022 To 04/29/2022 - Disability
220401157 Douglass Jeremy	658	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Drake Leah Noel	659	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Drake Nathan Tyler	619	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Dreyer Glenn Michael	660	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Dyer Lanette R	620	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Elkins Ben M	661	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Employment Security Department	684	04/11/2022	Payroll	6700	3,944.54	1st Quarter Unemployment: 01/01/2022 - 03/31/2022
EFT Employment Security Dept PFMLA	685	04/11/2022	Payroll	6700	4,405.09	Pay Cycle(s) 01/01/2022 To 03/31/2022 - PFMLA
220401161 Fitzgerald Thomas J	662	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
220401162 Fox Timothy Andrew	663	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Frasl Kenneth E	664	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
220401059 GET Program	746	04/11/2022	Payroll	6700	137.00	Pay Cycle(s) 04/29/2022 To 04/29/2022 - GET
EFT Garza Isaac Wayne	595	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Garza Isaac Wayne	621	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Giordano Susan Linda	665	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
220401060 HRA VEBA Trust	747	04/11/2022	Payroll	6700	7,675.00	Pay Cycle(s) 04/29/2022 To 04/29/2022 - HRA VEBA

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EFT Hall Aaron David	596	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Hall Aaron David	622	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Heilman Chris Douglas	666	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Heilman Chris Douglas	623	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Howe Joshua Jason	624	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Hull Nathan S	625	04/29/2022	Payroll	6700		Apr 2022 pay
220401061 IAFF Local 3825 Treasurer	748	04/11/2022	Payroll	6700	5,731.94	Pay Cycle(s) 04/29/2022 To 04/29/2022 - Union Dues
220401166 Jernigan Jeff M	667	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Josselyn Jesse West	668	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Kaleiwahea Blake William	626	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Kaleiwahea Russell Edward	597	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Kaleiwahea Russell Edward	627	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Kondrack Andrew Joseph	628	04/29/2022	Payroll	6700		Apr 2022 pay
220401168 Linn Catherine Louise	669	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Lyon Colby Wayne	598	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Lyon Colby Wayne	629	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Maser Robert Charles	670	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Matson Collin Reid	630	04/29/2022	Payroll	6700		Apr 2022 pay
EFT McGeary Michael C	671	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Miller Devann Munroe	631	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Morales Michael Lawrence	632	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Nelson Jacob Matthew	672	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Oregon Dept of Revenue	686	04/11/2022	Payroll	6700	1,655.00	Pay Cycle(s) for OR Tax: 01/01/2022 - 03/31/2022
EFT Palmerson Erik Morgan	599	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Palmerson Erik Morgan	633	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Panuska Miranda Marie	634	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Parker Gregory Jerel	600	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Parker Gregory Jerel	635	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Patraca Linda Ellen	636	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Peoples Michael William	637	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Pethia David C	673	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
220401173 Ricks John Rual	674	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Santee Ricardo Leon	638	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Scott Robert William	639	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Sexton Thomas Edward	640	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Shea Linda Marie	641	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Shea Michael John	675	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Singleton Charles Ed	642	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Smith Eric David	601	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Smith Eric David	643	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Smith Rob Dean	644	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Spiegelberg John Steven	676	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Stone Roger Lee	645	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Swecker Joel Anthony	602	04/15/2022	Payroll	6700		Apr 2022 draw
EFT Swecker Joel Anthony	646	04/29/2022	Payroll	6700		Apr 2022 pay
220401176 Teitzel Steven David	677	04/13/2022	Payroll	6700		Vol/Temp/Comp pay
EFT Trautman Alexander Paul	647	04/29/2022	Payroll	6700		Apr 2022 pay
EFT Trott Thomas John	648	04/29/2022	Payroll	6700		Apr 2022 pay

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220401062 Trusteed Plans	749	04/11/2022	Payroll	6700	56,169.40	Pay Cycle(s) 04/29/2022 To 04/29/2022 - PPO 100; Pay Cycle(s) 04/29/2022 To 04/29/2022 - Dental; Pay Cycle(s) 04/29/2022 To 04/29/2022 - Basic Life; Pay Cycle(s) 04/29/2022 To 04/29/2022 - PPO 300; Pa
EFT Vavrinec Christian Kalil	649	04/29/2022	Payroll	6700	██████████	Apr 2022 pay
EFT Washington State Support Registry	687	04/11/2022	Payroll	6700	768.66	Pay Cycle(s) 04/29/2022 To 04/29/2022 - Child Support
EFT Weinstein Andrew Chase	650	04/29/2022	Payroll	6700	██████████	Apr 2022 pay
220401063 West Thurston Fire - House Funds	750	04/11/2022	Payroll	6700	221.00	Pay Cycle(s) 04/29/2022 To 04/29/2022 - House Funds
EFT White Christopher Charles	651	04/29/2022	Payroll	6700	██████████	Apr 2022 pay
90 Vouchers:					439,845.62	



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



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

March 14, 2022 – Governing Board Business Meeting at Sargent Rd (Grand Mound 1-1) station

Call to Order/Attendance: Commissioner Pethia called the meeting to order at 18:00 hours. Commissioners Culleton (via Zoom), Dahl, Elkins, and Ricks (via Zoom), Chiefs R. Smith and R. Stone, Captain Dyer, Union Representative Lt. Garza, Lt. Swecker, FFs Santee, Brown, Matson and Spiegelberg, Admin Assistant Linda Patraca, and Secretary Linda Shea were present. Commissioner Jernigan, Chiefs Kaleiwahea and Scott were absent (excused.)

Additions/Deletions to the Agenda: Commissioner Dahl requested an executive session to discuss personnel evaluations (42.30.110 (g)).

Public Comments/Presentations: None.

Labor Management: Lt. Garza reported that a contract should be ready for the BOFC at the next meeting. He also reported that an overview was given at the recent Citizen's Advisory Council (CAC) meeting, which was well received.

New Business:

1. Expenditure Approval. Commissioner Dahl moved to approve the expenditures of \$471,016.63. Commissioner Elkins seconded the motion. Motion carried 5-0.
2. Meeting Minutes. Commissioner Dahl moved to approve the general board minutes of February 14, 2022 and the workshop minutes of February 24, 2022. Commissioner Ricks seconded the motion. Motion carried 5-0.
3. Resolution #2022-03, Surplus Property. Linda S. presented Resolution #2022-03 to dispose of surplus property. Commissioner Dahl moved to approve Resolution #2022-03. Commissioner Elkins seconded the motion. Motion carried 5-0.
4. Budget Adjustment for Mobilization funds into Wildland Reserve. Linda S. requested board approval of the movement of the equipment mobilization reimbursements from the General Fund-Unreserved balance into the Mobilization Fund Reserve, to be used for the purchase of the brush truck. Commissioner Elkins moved to approve the transaction. Commissioner Dahl seconded the motion. Motion carried 5-0.

Unfinished Business (action items): None.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Smith reported that he and Chief Kaleiwahea have a meeting scheduled with Kelly Edwards, Tribal Police Chief, later this month to discuss recent emergency response activities.

Communications:

1. Thurston County Treasurer February 2022 reports were presented.

2. March 2022 budget reports were presented. Linda S. noted the Admin-Miscellaneous budget is spent down considerably due to the recent LNI fine. She also noted the Facilities-Heating Fuels budget is spent down considerably as well, which is consistent with past years and related to the usage during the winter months.
3. 2023-2026 Budget/Levy Projections - Update. Linda S. distributed a display of levy rate options, updated to include a rate for adding 6 new firefighters. She reported the CAC had settled on the rate proposal that included 6 new firefighters plus the capital projects identified for the next four years. The board agreed with the proposal recommended by the CAC.

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

1. Chief Smith:
 - a. Call volume is down from last month, but on average for the year.
 - b. Weyerhaeuser is following up on options for a possible easement on the property being considered for a Mima area station.
2. Captain Dyer:
 - a. She plans to decrease the reporting on COVID in the future, given the current pandemic status.
 - b. Egg Dash is coming up April 16.
 - c. Volunteer recruitment is ongoing, but the plan is to hold application/interview processes just a few times a year rather than every month.

Commissioner Reports:

1. Commissioner Ricks reported on the discussions held on hospital turn-around times and ALS contracts.
2. Commissioner Pethia reported that he has not heard from the Health Insurance committee on whether his nominees were selected to serve on the committee.

Good of the Order: None.

The board recessed at 18:40 for 10 minutes to hold individual district board and BVFF meetings before going into executive session.

The board announced it would go into a 30-minute executive session at 18:50. The board concluded the executive session at 19:20 with no official action taken.

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

Submitted for Board approval by:

Linda Shea, Secretary

Tom Culleton, Board Member

Dave Pethia, Board Member

John Ricks, Board Member

Calvin Dahl, Board Member

Ben Elkins, Board Member

Jeff Jernigan, Board Member



WEST THURSTON REGIONAL FIRE AUTHORITY

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

Policy: 1.2021 Version: 34 (replaces policies 1.1018, 1.2015, 1.2016)

Effect Date: 1/1/~~2021~~2022

Applies to: All Paid Career Employees

Policy Administrator: Admin Services Director

1.0 POLICY:

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

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

1.3 Administrative, Exempt and Non-union permanent full-time employees will receive salary increases and a benefits package consistent with the labor agreement, unless otherwise defined in a separate employment agreement or approved by the board following a salary survey.

Permanent Part-time employees are eligible for group medical/dental/life/disability insurance and employer paid retirement and deferred compensation benefits, dependent on hours worked per week. Part-time employees scheduled to work less than 15 days per month and/or less than 30 hours per week are eligible for only those benefits required by law.

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

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

2.0 RESPONSIBILITIES:

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

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

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

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

3.0 LEAVE POLICIES

3.1 BEREAVEMENT LEAVE:

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

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

3.2 CIVIL LEAVE:

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

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

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

3.3 COMPENSATORY TIME / OVERTIME:

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

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

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

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

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

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

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

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

3.3.i. Exempt employees will receive a minimum of 2 hours compensatory exchange time for each call-back incident when physical response is deemed necessary by the Chief Officer.

3.3.j. FLSA-covered employees are eligible to earn compensatory time at 1.5 times for overtime hours worked if the employee elects this option in writing in advance. Overtime must be approved in advance or employee may face disciplinary action.

3.4 DISABILITY LEAVE:

3.4.a. Employees on long term disability leave (12 weeks or more) will be required paid in accordance with policy #2023. to draw a minimum of fifty percent wage from their paid leave bank or work at least fifty percent of their regularly scheduled shifts to maintain other benefits including medical, dental, vacation and sick leave accrual.

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

3.5 LEAVE OF ABSENCE and EXTENDED LEAVE

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

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

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

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

3.6 LEAVE WITHOUT PAY:

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

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

3.7 MILITARY LEAVE

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

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

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

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

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

3.8 SICK LEAVE:

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

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

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

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

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

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

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

3.8.h. Administrative, Exempt and Non-union employees shall be allowed the same sick leave benefits (leave donations and cash-out) as granted union members in the labor agreement unless otherwise bargained in a separate employment agreement.

3.9 VACATION LEAVE:

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

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

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

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

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

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

4.0 DEFINITIONS:

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

Family Member: For purposes of this policy, a family member is defined in accordance with RCW 49.46.210(2)) and RCW 49.12.265

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

Permanent Part Time Employee: A non-response, non-suppression, nonemergency functions, non-supervisory, non-management or non-executive administrative employee who is scheduled

more than 15 days a month and at least 30 hours or more per week and fulfills essential functions as defined by the Employer.

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

Hose and Nozzle Standardization

Cost and replacement analysis

3 year plan for standardization

Current Status of suppression equipment

- Currently our Nozzles and Hose vary from apparatus to apparatus.
- Newly implemented inventory tracking for purchased equipment will build the foundation for life expectancy of equipment to better forecast need for replacement and budgeting for the future.

What are we talking about?

All-American Gladiator Hose



Our Mission

- Operations set forth with a three year project to replace and standardize all hose and nozzles on all apparatus.
- Operations working toward standard universal operating pressures.

Standardization and universal operating as it pertains to the Operations Committee

- Standardization – All apparatus will be equipped and maintained with the same standard equipment across the entire fleet including reserve engines
 - Why? When switching apparatus equipment is displaced from its assigned apparatus and placed on another apparatus. When this occurs there is high rate of misplaced equipment across both apparatus.
 - All apparatus should be standard when functioning in emergency situations to ensure all tools and equipment are available and any person from district is familiar with its operation.

Standardization and universal operating as it pertains to the Operations Committee

- Universal operating pressures – creates a standard operating pressure across all apparatus on every hose line.
 - Our new nozzles operate at 50psi tip pressure. These low pressure nozzles are best paired with hose that is low pressure for proper flow rates and function.
 - The combination of Elkhart nozzles and AAH will provide West Thurston engineers to operate apparatus at the same pressure throughout the fleet on all attack lines when completed.

Equipment Operations Committee Recommendations

- All American Hose (AAH) has been used on our apparatus over the past couple of years. With our new Elkhart nozzles low pressure hose is vital to operation.
- Elkhart Nozzles tested and vetted through operation prior to purchase of 2.5 smoothbore and 1.75 chief xd
- Committee recommended a 3 year plan for all apparatus to be standardized.

Current state of 3 year standardization plan for hose

- Year 1 of plan outfitted all our first out engines with new attack hose. (Completed 2021)
- Year 2 of plan will outfit both reserve engines and both water tenders with new hose.
(quotes obtained awaiting approval)
- Year 3 of plan will replace all hotel bundles and auxiliary hose on all apparatus.
- After year 3 all hose purchase will be minimal to maintain a cache supply.

Cost for hose replacement over next 2 years

Cost of year 2 to outfit reserve engines and water tenders. \$ 15,002.97 (\$12,000 budget) **\$3,002.97 over budget**

Cost of year 3 to replace hotel bundles and auxiliary hose. Estimation at current cost **\$ 10,341**

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	34	EA	FG17X50R15N SNAP-TITE	1.75X50' Cpld 1.5NH Red Ponn Gladiator Poly Dj Attack Hose	\$235.55	\$8,008.70
2	18	EA	FG25X50B25N SNAP-TITE	2.5X50' Cpld 2.5NH Blue Ponn Gladiator Poly Dj Attack Hose	\$326.83	\$5,882.94
Subtotal						\$13,891.64
Tax Total						\$1,111.33
Transportation*						\$0.00
*(to be added when order ships)						
Total						\$15,002.97

Ln	1	qty	description	unit price	total price
•	1	24	1.75 X 50 hose	235.55	5,653.20
•	2	12	2.5 X 50 hose	326.83	3,921.96
•					sub total = 9,575.16
•					tax = 766.01
•					total = 10,341

What Nozzles are we referring to?



Current state of 3 year standardization plan for nozzles

- Year 1 of plan replaced all 1.75 combination nozzles on all of our Engines.
- Year 2 of plan will replace all 1.75 smooth bore nozzles across all Engines, Combo nozzles for 2.5 application on all engines, and finally it will provide the same chief xd 1.75 combo nozzles for both of our tenders.
- Year 3 of plan will provide nozzles for our hotel bundles and complete standardization and universal pressures project

Ph: 206-622-2875
 TF: 800-426-6633
 Fax: 253-236-2997
nwsales@lncurtis.com
 DUNS#: 00-922-4163



Northwest Division
 6507 South 208th Street
 Kent, WA 98032
www.LNCurtis.com
 Quotation No. 220988

Quotation

CUSTOMER:
 West Thurston Regional Fire
 10828 Littlerock Road
 Southwest
 Olympia WA 98512

SHIP TO:
 West Thurston Regional Fire
 10828 Littlerock Road Sw
 Olympia WA 98512

QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
220988	04/01/2022	05/01/2022

SALESPERSON	CUSTOMER SERVICE REP
Chris Mackey cmackey@lncurtis.com 206-915-7397	Chris Mackey cmackey@lncurtis.com 206-915-7397

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	Chris White	C35971	Net 30	FR

F.O.B.	SHIP VIA	DELIVERY REQ. BY
SP	Standard Shipping	

NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

Safety Warning Notice: Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. Any handlers or users of product should refer to applicable SDS prior to handling or utilizing the product. Applicable SDS are included with shipment of products. For other important product notices and warnings, or to request an SDS, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>

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Small Business
CAGE Code: 5E720
DUNS Number: 009224163
SIC Code: 5099
Federal Tax ID: 94-1214350

This pricing remains firm until 05/01/2022. Contact us for updated pricing after this date.

Due to market volatility and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$13,891.64
Tax Total	\$1,111.33
Transportation*	\$0.00
*(to be added when order ships)	
Total	\$15,002.97

[View Terms of Sale and Return Policy](#)



3801 Fruit Valley Rd.
Suite C
Vancouver, WA 98660

Quote

Quote # QT1558017
Date 02/25/2022
Expires 04/29/2022
Sales Rep LeMay, Mark
PO # Elkhart XD
Shipping Method FedEx Ground
Customer West Thurston Fire Authority
Customer # C44576

Bill To

West Thurston Fire Authority
10828 Littlerock Rd. SW
Olympia WA 98502
United States

Ship To

West Thurston Fire Authority
10828 Littlerock Rd. SW
Olympia WA 98502
United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
ELKHART Nozzles	0069XD0F-01010010A		0069XD0F-010100010A ELKHART Nozzles XD Shutoff 1 3/8" Waterway 1.5" MNH outlet, No Smooth Bore 2.5" FNH inlet No Pistol Grip BLACK Bail Custom Laser Etch per form	5	\$514.00	\$2,570.00
ELKHART Nozzles	04XD025F-0501050A		04XD025F-0501050A ELKHART Nozzles Chief XD 250 GPM @ 50 PSI 1.5" FNH inlet BLACK bumper Spinning Teeth	5	\$621.50	\$3,107.50
ELKHART Nozzles	0033XD0F-010100050A		0033XD0F-010100050A ELKHART Nozzles XD Shutoff 1 3/8" Waterway 1.5" MNH outlet No Smooth Bore 1.5" FNH outlet No Pistol Grip ORANGE Bail Custom Laser Etch - per form	10	\$393.00	\$3,930.00
ELKHART Nozzles	04XD0101		04XD0101 ELKHART Nozzles Chief XD Tip 150 GPM @ 50 PSI 1.5" FNH Inlet ORANGE Bumper Spinning Teeth	4	\$502.50	\$2,010.00
66760007			187-XD 1.5 FNH 1-3/16" bore Elk-O-Lite Black Bumper	6	\$124.00	\$744.00



QT1558017



3801 Fruit Valley Rd.
Suite C
Vancouver, WA 98660

Quote

Quote # QT1558017
Date 02/25/2022

Price Summary for MES/ Municipal Emergency Services & Lawmen Supply with LOC LEAGUE
OF
OREGON CITIES and members of National Purchasing Partners Government Division
("NPPGov") Contract #PS20040, RFP 1910 Firefighter Equipment Contract price summary.
3/28/2020, 3 year contract with 3 one year extensions

Subtotal	\$12,361.50
Shipping Cost	\$0.00
Tax Total	\$988.92
Total	\$13,350.42

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1558017



West Thurston Regional Fire Authority

2022-2026 STRATEGIC PLAN

Table of Contents



- I. SUMMARY
- II. INTRODUCTION
- III. APPROACH TO PLANNING
- IV. STRATEGIC INITIATIVES, GOALS & OBJECTIVES
- V. MONITORING & MEASURING SUCCESS
- VI. APPENDIX – IMPLEMENTATION PLAN



Summary

SECTION I

A message from Acting Fire Chief, Rob Smith



I am pleased to present the 2022-2026 Strategic Plan for West Thurston Regional Fire Authority (WTRFA).

The Strategic Plan will serve as a living document and is subject to change under evolving circumstances.

The process used to develop this plan consisted of the following: review of the previous plan, engaging WTRFA personnel and our community, drawing on knowledge of the organization's opportunities and strengths, as well as incorporating emerging risks and concerns.

WTRFA personnel always strive to deliver exceptional service. The growing demand for services, combined with the ever-increasing costs of service delivery, during uncertain and unprecedented times, make it imperative that an effective plan be put in place that will continue to build on the great work of the organization but also maintain the high standards expected by the community.

This strategic plan outlines efforts as to how WTRFA will meet the needs of the community over the next several years.



Introduction

SECTION II

Community

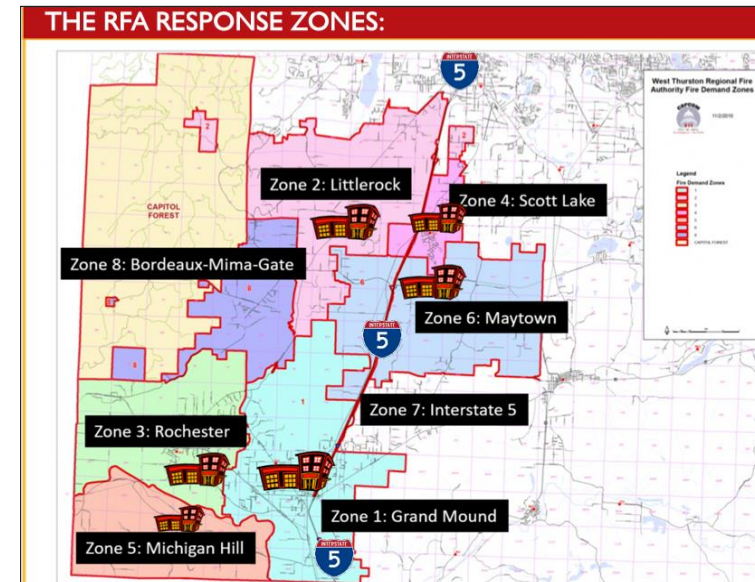


West Thurston Regional Fire Authority (WTRFA) covers a 158 square mile response zone that stretches approximately 12 miles east and west along Interstate 5 from the city limits of Tumwater to the Lewis County Line.

WTRFA delivers comprehensive emergency services including Fire Protection, Rescue and Emergency Medical Services and Patient Transport.

We proudly serve approximately 25,000 residents in the communities of Bordeaux, Delphi, Gate, Grand Mound, Littlerock, Maytown, Michigan Hill, Rochester and Scott Lake.

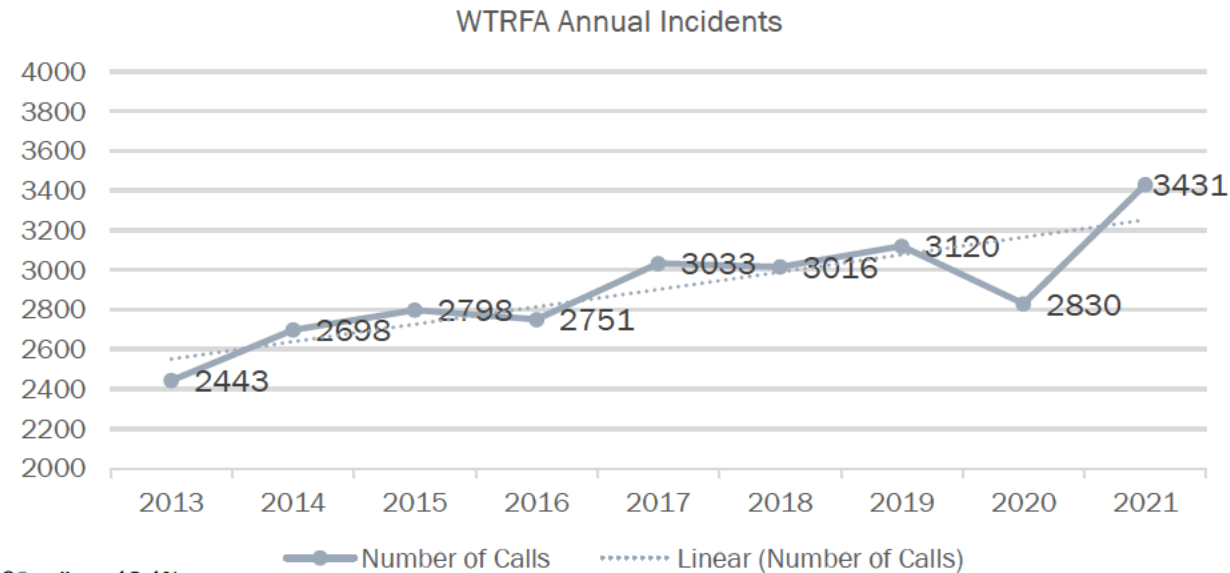
The diverse service area is a mix of urban and rural settings and includes industrial, commercial, residential, and forest land. The business sector of the district has continued to grow over the past few years and is expected to continue to grow over the next several years.



Organization



West Thurston Regional Fire Authority personnel strive to deliver exceptional service. Seventy-five professionals, both career and volunteer, respond to approximately 3,000 emergency 911 service calls each year.



Footnotes:

- In the last 5 years (2017-2021), annual call volume has increased by 398 calls or 13.1%.
- In the last 9 years (2013-2021), annual call volume has increased by 988 calls or 40.4%.
- Upward trend expected to continue.

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.

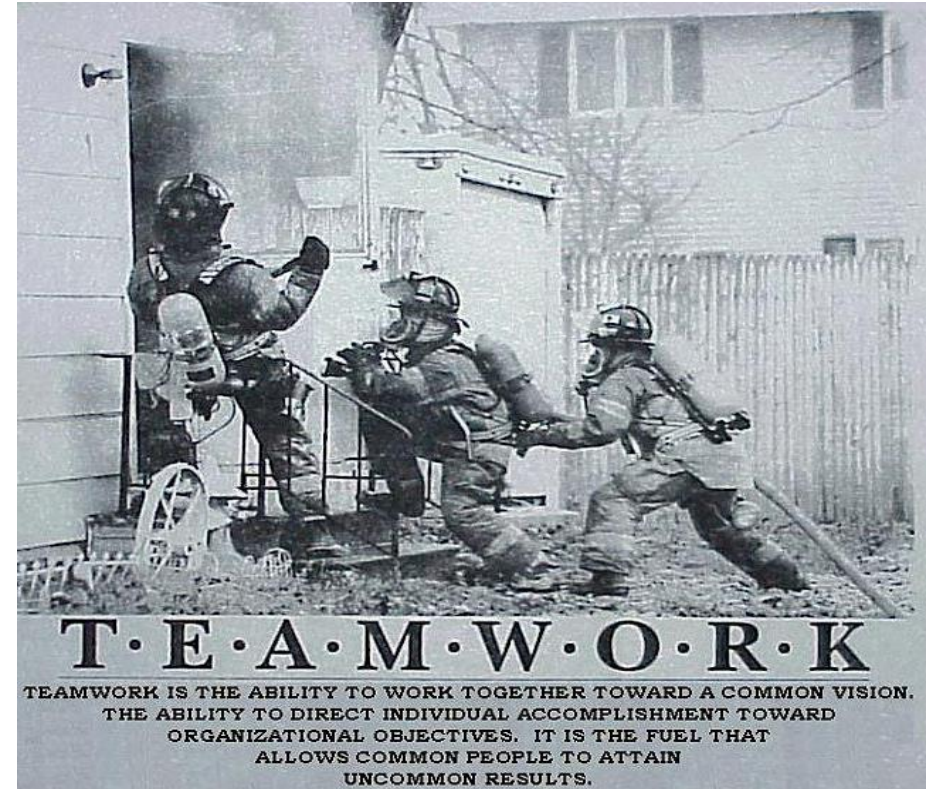


Vision



Vision for the next 5 years:

To be an innovative, nimble, cost-conscious organization built on great people and service excellence while meeting the challenge of change.



Values



Our values drive and guide our decisions and actions:

Service Excellence

We do all we can to ensure we deliver the best possible service to our communities through smart, well trained, humble, dedicated, competent, hard working, safe members. We are active participants in the communities where we live and work.

Integrity and Honesty

We value the public's trust and are committed to honest and ethical behavior. We hold ourselves accountable to these values. We believe in a personal commitment to the organization and the community. Self-discipline is the foundation for managing behavior.

Teamwork and Leadership

We seek out and value the input and opinions of members at all levels of the organization. Teamwork is the building block that drives the department's labor and management process. We work as a team to cooperate locally and regionally to improve service to the public and maintain a safe effective work environment. We believe that members have a responsibility to mentor others.

Innovation

We recognize the value of change in responding to and meeting the ever-evolving needs of our communities and members. We are committed to seeking out effective methods and progressive thinking toward change. We recognize the value of ongoing education and training.

Honor and Respect

We are a fire department family. We are committed and accountable to each other because our lives depend on it. We value the role each member plays in our organization. We respect those that came before us and will strive to make the organization better for those who follow.

Communication

We believe communication is essential to the performance of our organization. We are committed to providing effective and responsive means of communication throughout the organization and community.



Approach to Planning

SECTION III

A roadmap to the future



Planning Approach



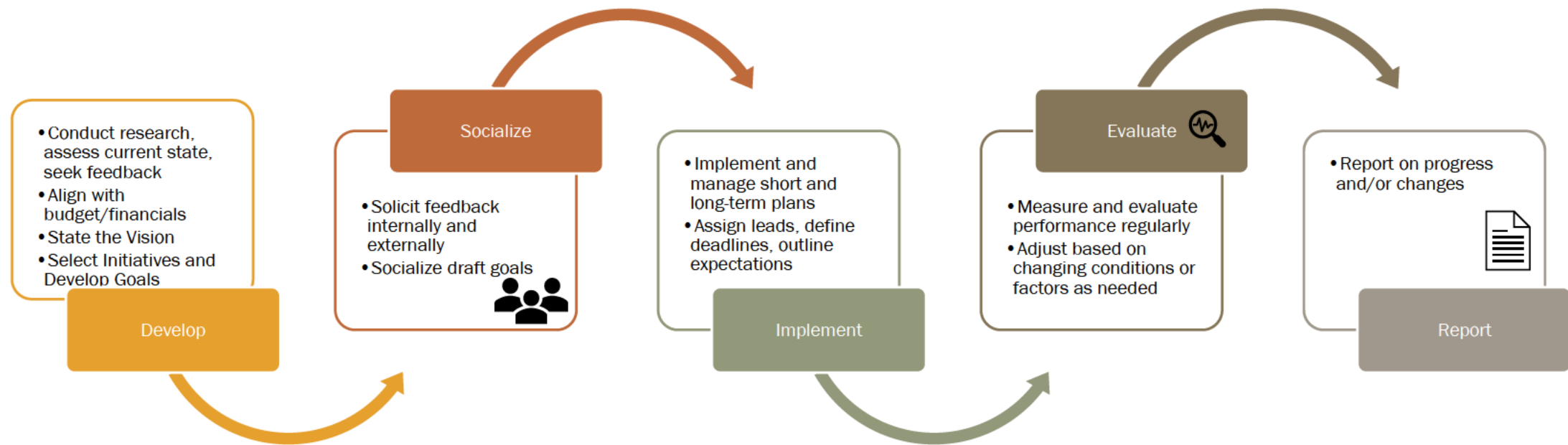
The strategic planning process, which is anchored to our budget, and guided by the organization's mission, vision and values, supports realistic initiatives and goals that will guide WTFRA for the next several years.

Goals and objectives are established to enhance our strengths, identify weaknesses, provide our membership with clear direction and address the needs of our community.

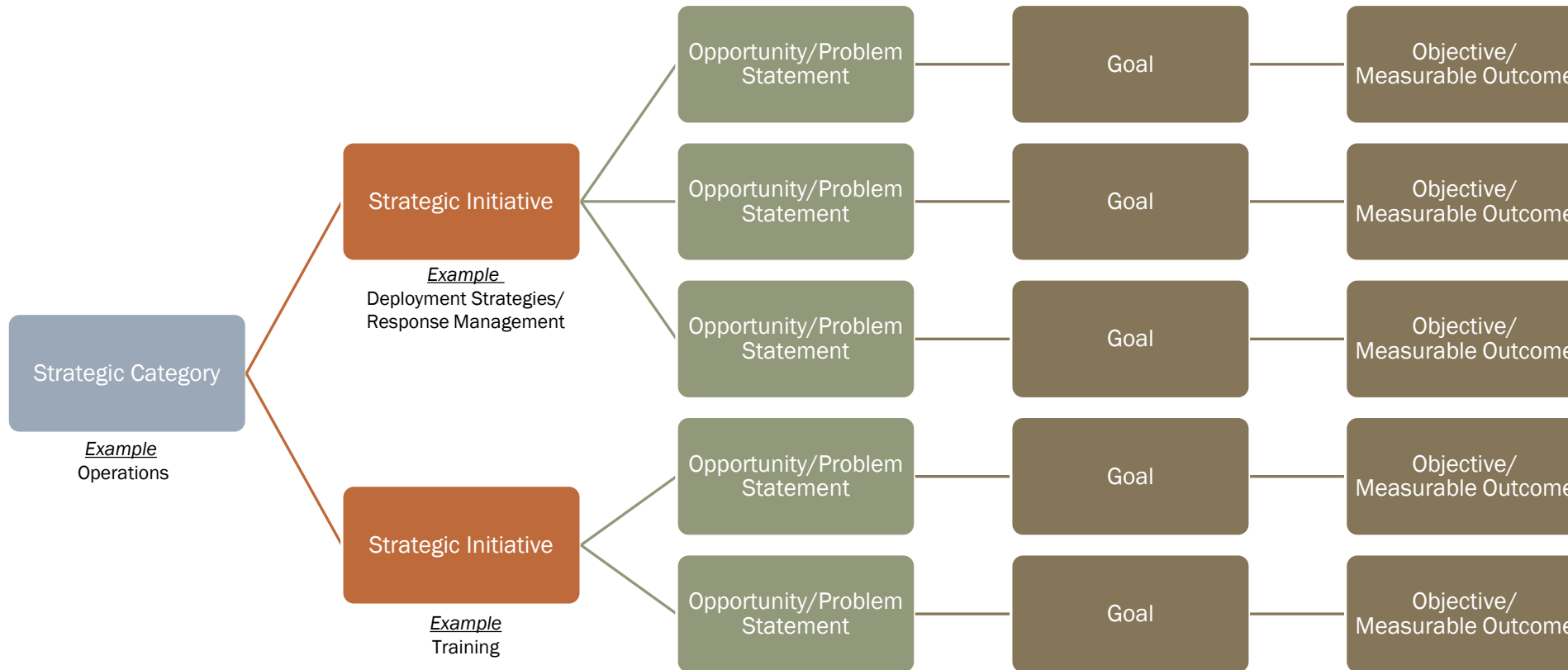
Review of the previous plan, coupled with engaging WTFRA personnel and our community, drawing on knowledge of the organization's opportunities and strengths, as well as incorporating emerging risks and concerns serve as a basis for preparing the plan. All of this assisted with completing the planning process and publication of our 2022-2026 strategic plan. The goal is to offer a clear "line of sight" to the organization's goals and objectives as well as to make the roadmap easy to understand.



Strategic Planning Phases



Strategic Planning Framework



Note: Within a separate implementation plan, each goal also contains details regarding timeframe and point people. Additional detailed plans may be developed as needed.



Strategic Initiatives, Goals and Objectives

SECTION IV

Strategic Categories



Based on the vision for the organization, forecasted growth and change, continuation of key/successful programs and initiatives within the district, as well as new opportunities and to address risks and emerging issues, the following categories were identified as the foundation for the development of WTRFA initiatives, goals and objectives for 2022-2026:

1. Operations
2. Administrative Management & Planning
3. Facilities & Apparatus
4. Public Education & Relations
5. Professional Development & Succession Planning
6. Employer of Choice

Strategic Summary



Operations	<ul style="list-style-type: none">• WTRFA is a blend of outstanding professionals combined with resource/equipment that leverage their skills in a wide variety of situations in our all-risk response model. Work to ensure strategic resource and placement models are flexible and consistent with response needs and goals of the community.
Administrative Management & Planning	<ul style="list-style-type: none">• Be a good steward of public funds and organizational resources.• Take a bullish approach to establishing mutually beneficial partnerships and/or secure funding via alternative sources to expand service delivery using cost effective strategies.
Facilities & Apparatus	<ul style="list-style-type: none">• Proactively manage facilities and apparatus to prevent unnecessary damage and expenses.• Develop a plan to modernize facilities when cost feasible- air handling, HVAC systems, exhaust recovery systems.• Assess and manage apparatus replacement schedules.
Public Education & Relations	<ul style="list-style-type: none">• Enhance the quality-of-service delivery to our community through diversified and transparent communications, training opportunities, partnerships and outreach to citizens.
Professional Development & Succession Planning	<ul style="list-style-type: none">• Enrich the workplace by providing personnel with the necessary support, encouragement, opportunities, skills and tools for safe and effective job performance.• Grow skill-sets across the organization to established standards by promoting professional development.
Employer of Choice	<ul style="list-style-type: none">• Provide for a healthy, enthusiastic, engaged and empathetic workplace.• Practice and encourage open, honest and transparent communication at all levels within the organization.• Retain, reward, recognize and attract talent.

Initiatives, Goals & Objectives



To continue to advance the vision and mission of West Thurston Regional Fire Authority, realistic goals and objectives with timelines and assignees are being established to support the strategic initiatives.

These goals and objectives serve to enhance strengths, to address identified weaknesses and concerns and to provide clear direction.

In addition, the goals and objectives guide WTRFA's efforts and direct the agency to its desired future state while reducing obstacles and distractions along the way.

Senior leadership, along with agency personnel and committees will meet, manage and track progress toward accomplishing these goals and objectives.

Periodic reports of progress and changes will be shared with stakeholders.

Vision: To be an innovative, nimble, cost-conscious organization built on great people and service excellence while meeting the challenge of change.

Values: Service Excellence | Integrity | Teamwork and Leadership | Innovation | Honor and Respect | Communication

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.

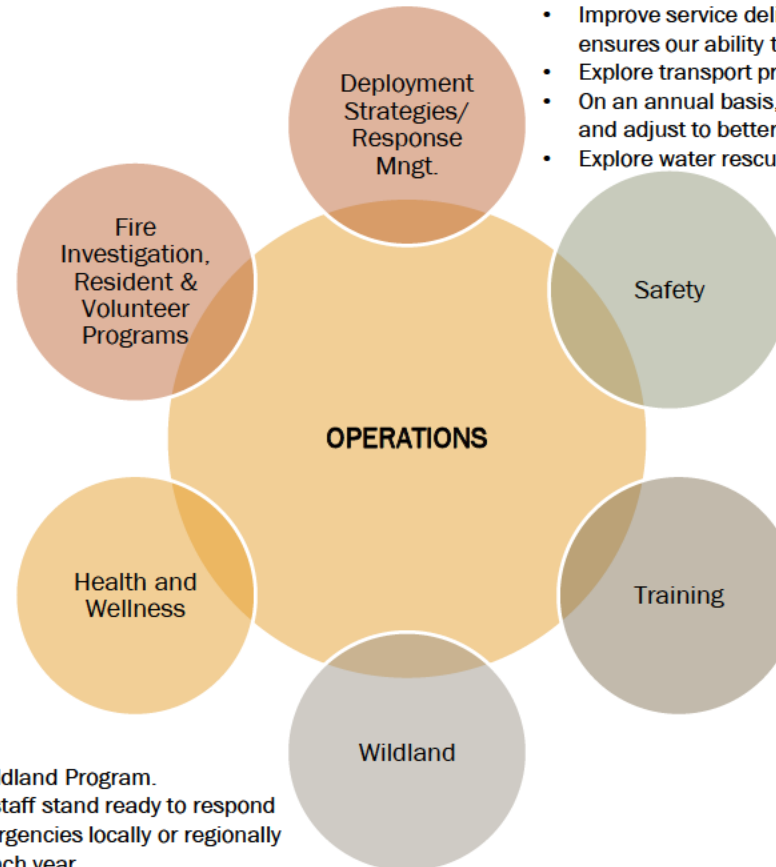


Operations Goals

- Build out fire investigation team (to a team of 6).
- Re-evaluate the Juvenile Fire Setter program.
- Explore partnerships with Thurston County Fire Marshal and Mutual Aid Partners.
- Build out the Resident Program to supplement staffing (to a team of 9).
- Grow the Volunteer Program for more line FF/EMT's and Support Staff (over several years grow by 25% with 70% retention rate).

- Continue to support Fire Fighter Peer Support Program.
- Partner with local and regional agencies to make additional programs/options/training available as needed.
- Grow knowledge and skills within the WTRFA Peer Support Team.
- Improve FF participation rate in the annual Fit for Duty Medical Evaluations (NFPA 1582).
- Promote and encourage routine Physical Fitness.

- Maintain the Wildland Program.
- Ensure WTRFA staff stand ready to respond to wildland emergencies locally or regionally by May 1st of each year.



- Improve service delivery in North Battalion; adopt a model of resource allocation that ensures our ability to respond more efficiently.
- Explore transport program options county-wide.
- On an annual basis, measure Performance of Deployment Strategies implemented and adjust to better meet our response time targets.
- Explore water rescue program with local partner agencies.

- Continue focus on Safety Initiatives and maintain compliance with RCW 296.305.
- Participate in the WA state Firefighter Injury and Illness Reduction (FIIRE) Program to reduce possible injuries and illness. Assess extension of FIIRE program beyond 2022 if feasible and beneficial.

- Fire- Achieve 100% compliance in quarterly/annual training requirements by 12/31 of each year.
- EMS- Achieve 100% compliance in quarterly/annual training requirements by 12/31 of each year.
- Work to achieve compliance among ALL career staff to meet Standards for Professional Development established by NFPA. (varies by role).
- Maintain three trained Special Rescue Staff (SORT).

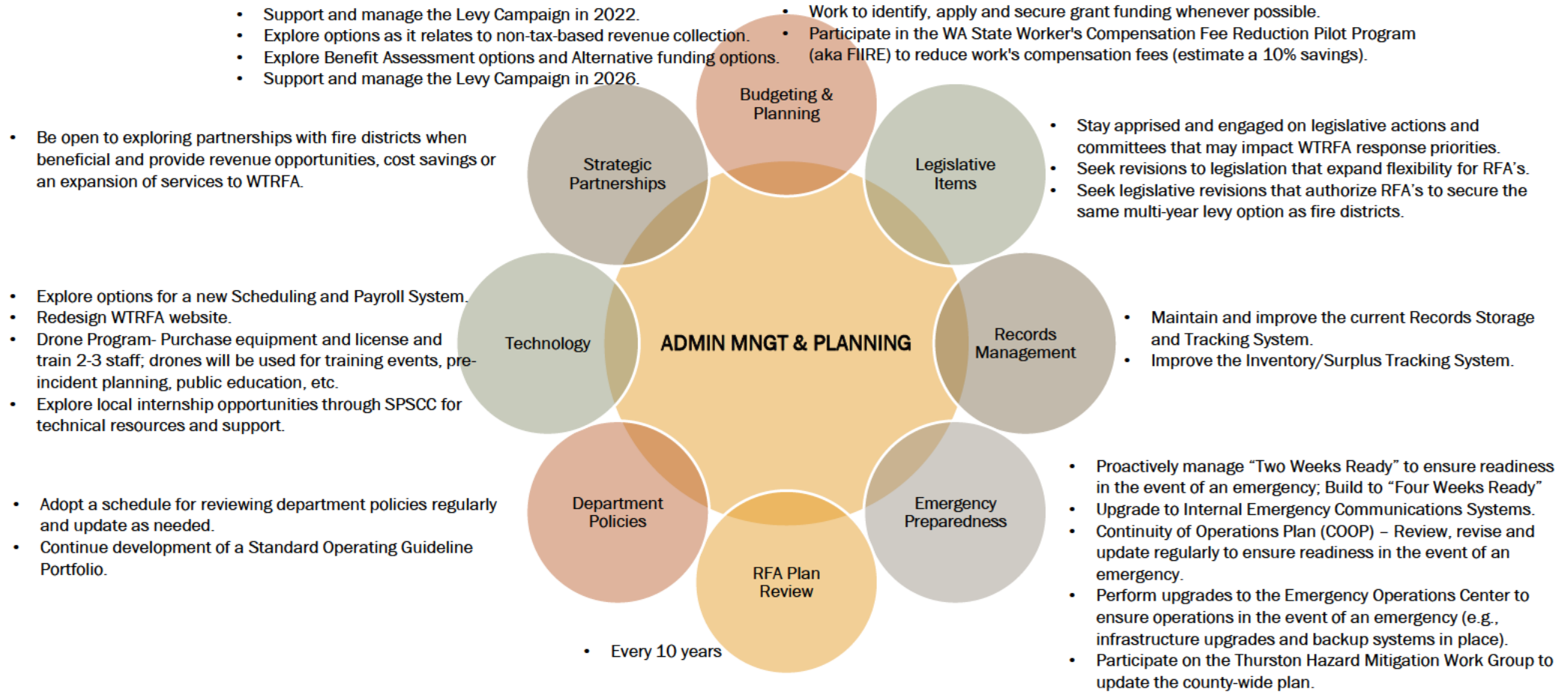
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Administrative Management and Planning Goals



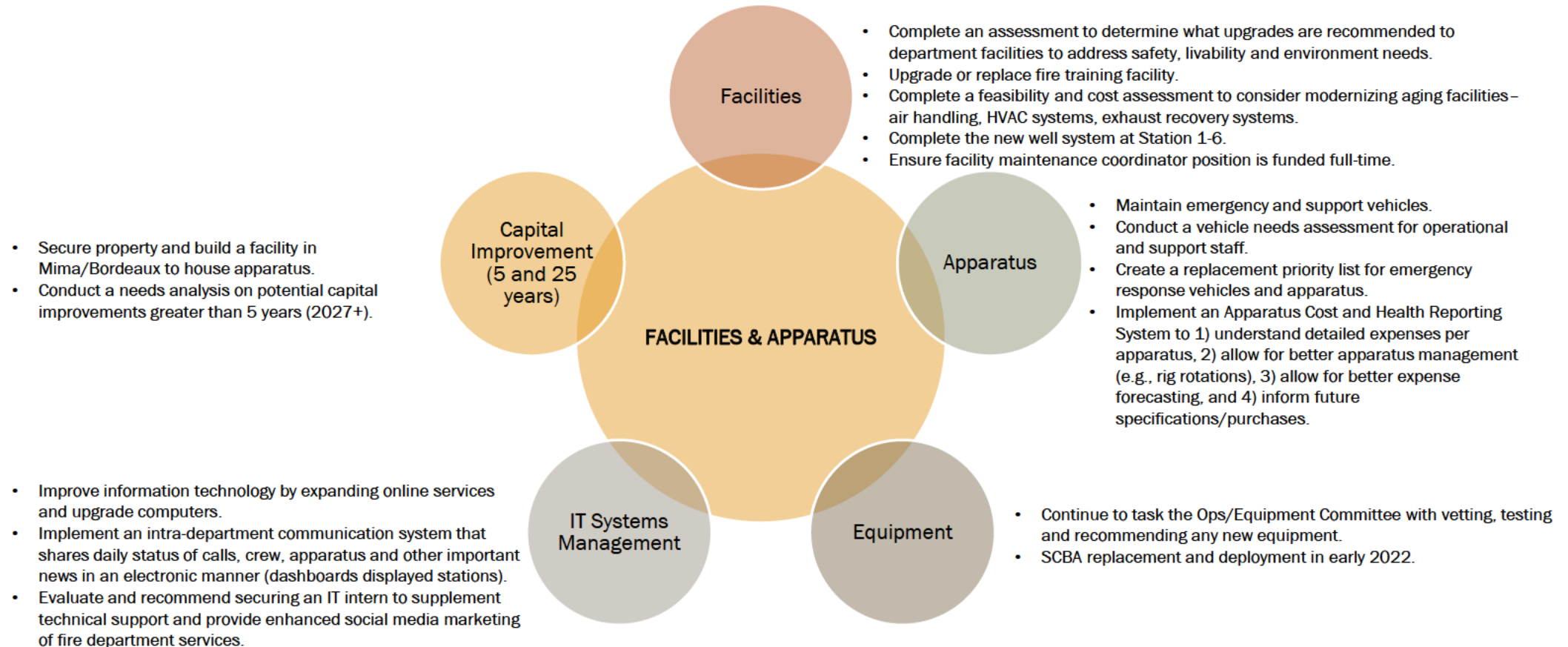
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Facilities and Apparatus Goals



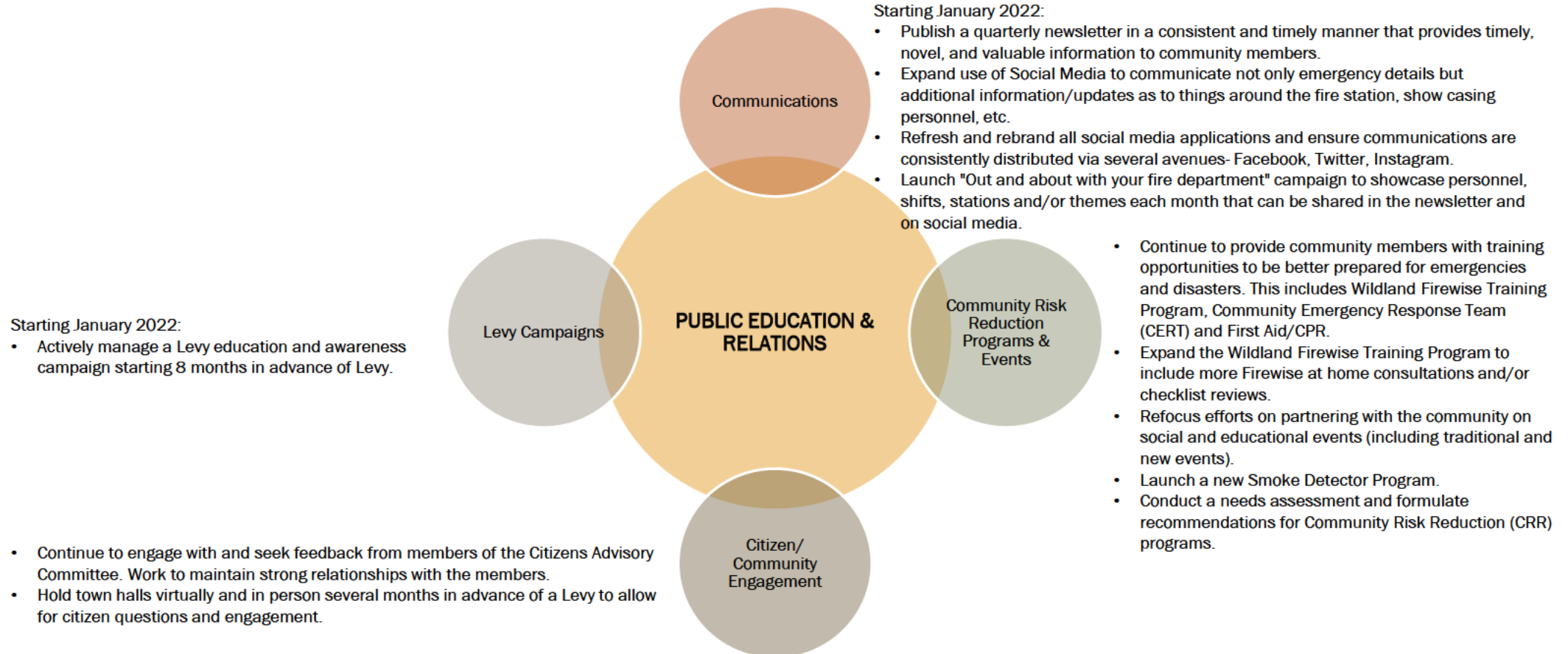
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Public Education & Relations Goals

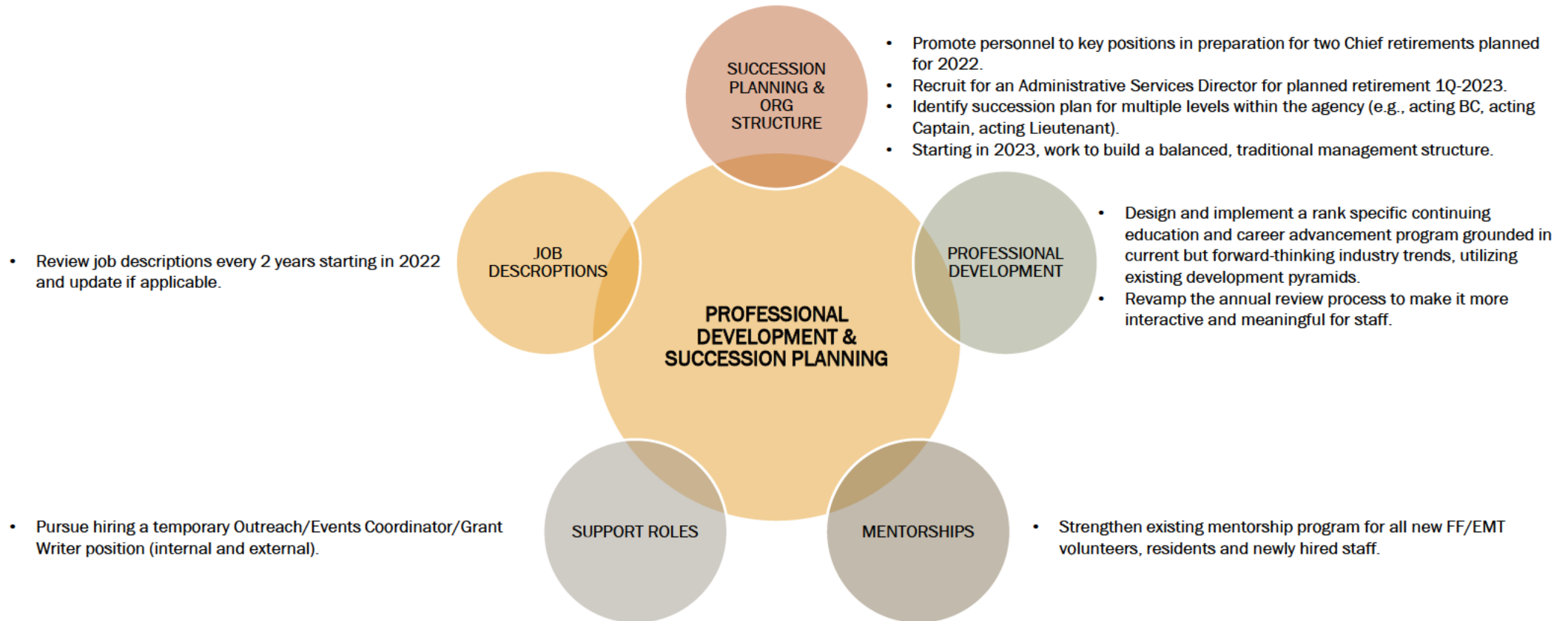


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Mission: It shall be the mission of West Thurston Regional Fire Authority to develop, operate and manage resources granted by the people of the region to preserve lives and property in our communities by providing services directed toward prevention,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

Professional Development & Succession Planning Goals



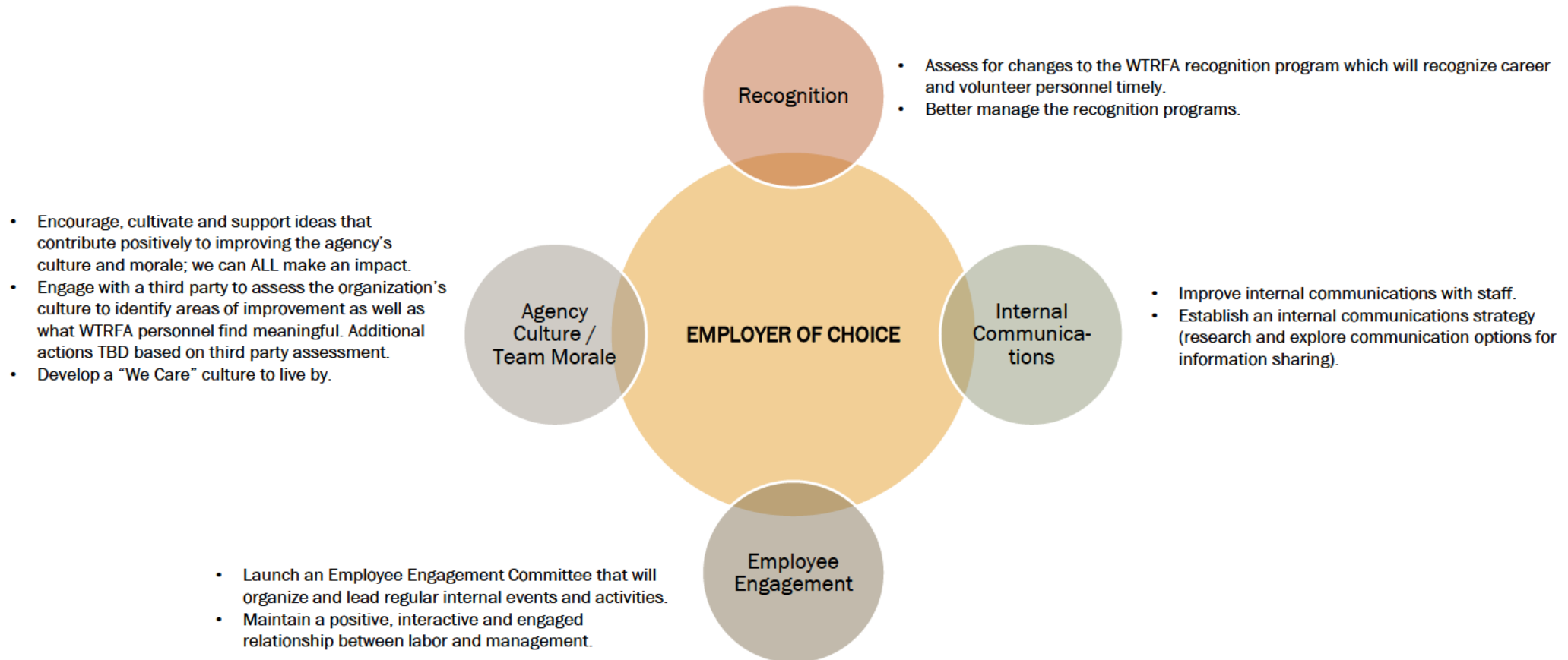
Vision: To be an innovative, nimble, cost-conscious organization built on great people and service excellence while meeting the challenge of change.

Values: Service Excellence | Integrity | Teamwork and Leadership | Innovation | Honor and Respect | Communication

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.



Employer of Choice





Monitoring and Measuring Success

SECTION V

Monitor & Measure Success



A separate, detailed **implementation plan** was developed at the same time as the strategic plan to:

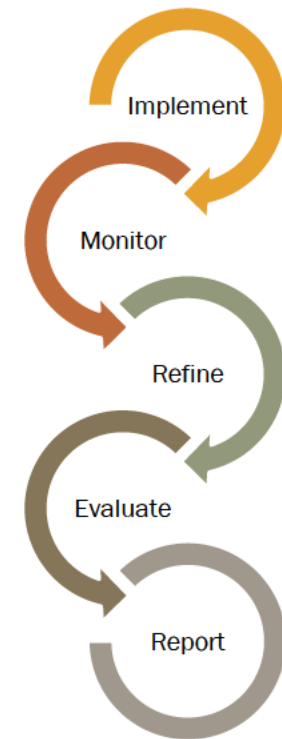
- Assign **time frames/deadlines** to each goal
- Assign **point people responsible for execution and oversight**, and
- Capture **status and outcomes** associated with each goal and objective



Progress will be monitored and tracked at least semi-annually by the Fire Chief and/or a delegated Sr. Staff member.



Formal reporting to the WTRFA staff and the Board of Commissioners will be done annually with a focus on status and outcomes.



West Thurston Regional Fire Authority

Strategic Plan 2022-2026

Questions?

Please contact Acting Fire Chief,
Rob Smith

10828 Littlerock Rd. SW
Olympia, WA 98512

360-352-1614





APPENDIX

IMPLEMENTATION PLAN DETAILS

SECTION VI

Operations

- WTRFA is a blend of outstanding professionals combined with resource/equipment that leverage their skills in a wide variety of situations in our all-risk response model. Work to ensure strategic resource and placement models are flexible and consistent with response needs and goals of the community.

Goals	Objectives	Timeframe	Assigned To
Deployment Strategies / Response Management	Improve service delivery in North Battalion; adopt a model of resource allocation that ensures our ability to respond more efficiently.	2023+	Chief Officer
	Explore transport program options county-wide.	2022-2023	Chief Officer
	On an annual basis, measure Performance of Deployment Strategies implemented and adjust to better meet our response time targets.	Annually	Chief Officer
	Explore water rescue program with local partner agencies.	2023	Chief Officer
Safety	Continued focus on Safety Initiatives and maintain compliance with RCW 296.305.	Continuous	Chief Officer/ Safety Officer
	Participate in the WA state Firefighter Injury and Illness Reduction (FIIRE) Program to reduce possible injuries and illness. Assess extension of FIIRE program beyond 2022 if feasible and beneficial.	2022	Safety Officer
Training	Fire- Achieve 100% compliance in quarterly/annual training requirements by 12/31 of each year.	Annually	Training Officer
	EMS- Achieve 100% compliance in quarterly/annual training requirements by 12/31 of each year.	Annually	EMS Officer
	Work to achieve compliance among ALL career staff to meet Standards for Professional Development established by NFPA (varies by role).	Annually	Training Officer
	Maintain three trained Special Rescue Staff (SORT).	Continuous	Training Officer / SORT Coordinator
Wildland	Maintain the Wildland Program.	Continuous	Wildland Coordinator
	Ensure WTRFA staff stand ready to respond to wildland emergencies locally or regionally by May 1st of each year.	Continuous	Wildland Coordinator
Health and Wellness	Continue to support Fire Fighter Peer Support Program.	Continuous	Peer Support Committee
	Partner with local and regional agencies to make additional programs/options/training available as needed.	Continuous	Peer Support Committee
	Grow knowledge and skills within the WTRFA Peer Support Team.	Continuous	Peer Support Committee
	Improve FF participation rate in the annual Fit for Duty Medical Evaluations (NFPA 1582).	Annually	Chief Officer / EMS Officer
	Promote and encourage routine Physical Fitness by building out peer fitness trainers.	2023	Officers
Fire Investigation, Resident and Volunteer Programs	Build out fire investigation team (to a team of 6).	2022-2024	Chief Officer / Lead Investigator
	Re-evaluate the Juvenile Fire Setter program.	2023	Chief Officer
	Explore partnerships with Thurston County Fire Marshal and Mutual Aid Partners.	2023-2024	Chief Officer
	Build out the Resident Program to supplement staffing (to a team of 9).	2022-2024	Chief Officer / Lead Officers
	Grow the Volunteer Program for more line FF/EMT's and Support Staff (over several years grow by 25% with 70% retention rate).	2022-2025	Chief Officer / Volunteer Advisory Board (VAB)

Administrative Management & Planning

- Be a good steward of public funds and organizational resources.
- Take a bullish approach to establishing mutually beneficial partnerships and/or secure funding via alternative sources to expand service delivery using cost effective strategies.

Goals	Objectives	Timeframe	Assigned To
Budgeting and Planning	Work to identify, apply and secure grant funding whenever possible.	Continuous	Administrative Team
	Participate in the WA State Worker's Compensation Fee Reduction Pilot Program (aka FIIRE) to reduce work's compensation fees (estimate a 10% savings).	2022	Administrative Director / Safety Officer
Legislative Items	Stay apprised and engaged on legislative actions and committees that may impact WTRFA response priorities.	Continuous	Chief Officer
	Seek revisions to legislation that expand flexibility for RFA's.	2023-2026	Chief Officer
	Seek legislative revisions that authorize RFA's to secure the same multi-year levy option as fire districts.	2023-2026	Chief Officer
Records Management	Maintain and improve the current Records Storage and Tracking System.	Continuous	Administrative Staff
	Improve the Inventory/Surplus Tracking System.	2022-2023	Surplus Program Coord.
Emergency Preparedness	Proactively manage "Two Weeks Ready" to ensure readiness in the event of an emergency; Build to "Four Weeks Ready"	2023	Chief Officer / Officer
	Upgrade to Internal Emergency Communications Systems.	2022-2023	Operations Chief
	Continuity of Operations Plan (COOP) – Review, revise and update regularly to ensure readiness in the event of an emergency.	2022	Chief Officer
	Perform upgrades to the Emergency Operations Center to ensure operations in the event of an emergency (e.g., infrastructure upgrades and backup systems in place).	2022-2023	Operations Chief
	Participate on the Thurston Hazard Mitigation Work Group to update the county-wide plan.	2022-2023	Chief Officer and Board of Commissioners Rep
RFA Plan Review	Every 10 years	2022	Chief Officer
Department Policies	Adopt a schedule for reviewing department policies regularly and update as needed.	2023, Annually	Administration, Operations and Safety
	Continue development of a Standard Operating Guideline Portfolio.	2022-2025	Chief Officer
Technology	Explore options for a new Scheduling and Payroll System.	2023-2024	Chief Officer / Administrative Team
	Redesign WTRFA website.	2023	TBD
	Drone Program- Purchase equipment and license and train 2-3 staff; drones will be used for training events, pre-incident planning, public education, etc.	2023-2024	Operations Chief / Training Officer
	Explore local internship opportunities through SPSCC for technical resources and support.	2023-2024	Administrative Team
Strategic Partnerships	Be open to exploring partnerships with fire districts when beneficial and provide revenue opportunities, cost savings or an expansion of services to WTRFA.	2023-2024	Chief Officer
Budgeting and Planning	Support and manage the Levy Campaign in 2022.	2022	Administrative Team
	Explore options as it relates to non-tax-based revenue collection.	2023-2025	Chief Officer
	Explore Benefit Assessment options and Alternative funding options.	2023-2025	Chief Officer
	Support and manage the Levy Campaign in 2026.	2025-2026	Administrative Team

Facilities & Apparatus

- Proactively manage facilities and apparatus to prevent unnecessary damage and expenses.
- Develop a plan to modernize facilities when cost feasible- air handling, HVAC systems, exhaust recovery systems.
- Assess and manage apparatus replacement schedules.

Goals	Objectives	Timeframe	Assigned To
Facilities	Complete an assessment to determine what upgrades are recommended to department facilities to address safety, livability and environment needs.	2022-2023	Chief Officer
	Upgrade or replace fire training facility.	2024-2025	Chief Officer / Training Officer
	Complete a feasibility and cost assessment to consider modernizing aging facilities- air handling, HVAC systems, exhaust recovery systems.	2023-2024	Chief Officer / Facilities Coordinator
	Complete the new well system at Station 1-6.	2023	Chief Officer
	Ensure facility maintenance coordinator position is funded full-time.	2022	Chief Officer
Apparatus	Maintain emergency and support vehicles.	Continuous	Chief Officer / Shift Commanders
	Conduct a vehicle needs assessment for operational and support staff.	2023	Chief Officer
	Create a replacement priority list for emergency response vehicles and apparatus.	2022	Chief Officer
	Implement an Apparatus Cost and Health Reporting System to 1) understand detailed expenses per apparatus, 2) allow for better apparatus management (e.g., rig rotations), 3) allow for better expense forecasting, and 4) inform future specifications/purchases.	2024	Chief Officer
Equipment	Continue to task the Ops/Equipment Committee with vetting, testing, and recommending any new equipment.	Continuous	Ops/Equipment Committee
	SCBA replacement and deployment in early 2022.	2022	Chief Officer/ SCBA Technician
IT Systems Management	Improve information technology by expanding online services and upgrade computers.	2023-2024	Administrative Team
	Implement an intra-department communication system that shares daily status of calls, crew, apparatus, and other important news in an electronic manner (dashboards displayed stations).	2023-2024	Administrative Team
	Evaluate and recommend securing an IT intern to supplement technical support and provide enhanced social media marketing of fire department services.	2023	Public Information Officer
Capital Improvement (5 and 25 years)	Secure property and build a facility in Mima/Bordeaux to house apparatus.	2022-2025	Chief Officer
	Conduct a needs analysis on potential capital improvements greater than 5 years (2027+).	2023	Administrative Team

- Enhance the quality-of-service delivery to our community through diversified and transparent communications, training opportunities, partnerships and outreach to citizens.

Goals	Objectives	Timeframe	Assigned To
Communications	Publish a quarterly newsletter in a consistent and timely manner that provides timely, novel, and valuable information to community members.	Quarterly 2022 Monthly 2023+	PIO
	Expand use of social media to communicate not only emergency details but additional information/updates as to things around the fire station, show casing personnel, etc.	2022	PIO
	Refresh and rebrand all social media applications and ensure communications are consistently distributed via several avenues- Facebook, Twitter, Instagram.	2022-2023	PIO
	Launch "Out and about with your fire department" campaign to showcase personnel, shifts, stations and/or themes each month that can be shared in the newsletter and on social media.	2022	PIO
Community Risk Reduction Programs & Events	Continue to provide community members with training opportunities to be better prepared for emergencies and disasters. This includes Wildland Firewise Training Program, Community Emergency Response Team (CERT) and First Aid/CPR.	2023	EMSO / PIO
	Expand the Wildland Firewise Training Program to include more Firewise at home consultations and/or checklist reviews.	2022	PIO / Officers
	Refocus efforts on partnering with the community on social and educational events (including traditional and new events).	2022	PIO
	Launch a new Smoke Detector Program.	2023	PIO
	Conduct a needs assessment and formulate recommendations for Community Risk Reduction (CRR) programs.	2023-2025	Chief Officer / PIO
Citizen / Community Engagement	Continue to engage with and seek feedback from members of the Citizens Advisory Committee. Work to maintain strong relationships with the members.	Continuous	Chief Officer
	Hold town halls virtually and in person several months in advance of a Levy to allow for citizen questions and engagement.	2022 2026	Chief Officer
Levy Campaigns	Actively manage a Levy education and awareness campaign starting 8 months in advance of Levy.	2022 2026	PIO

Professional Development & Succession Planning

- Enrich the workplace by providing personnel with the necessary support, encouragement, opportunities, skills and tools for safe and effective job performance.
- Grow skill-sets across the organization to established standards by promoting professional development.

Goals	Objectives	Timeframe	Assigned To
Succession Planning & Org Structure	Promote personnel to key positions in preparation for two Chief retirements planned for 2022.	2021-2022	Chief Officer / Board of Commissioners
	Recruit for an Administrative Services Director for planned retirement 1Q-2023.	2022	Chief Officer / Board of Commissioners
	Identify succession plan for multiple levels within the agency (e.g., acting BC, acting Captain, acting Lieutenant).	2022	Chief Officer
	Starting in 2023, work to build a balanced, traditional management structure.	2023	Chief Officer
Professional Development	Design and implement a rank specific continuing education and career advancement program grounded in current but forward-thinking industry trends, utilizing existing development pyramids.	2023	Chief Officer / Training Officer
	Revamp the annual review process to make it more interactive and meaningful for staff.	2023	Chief Officer / Administrative Director
Mentorships	Strengthen existing mentorship program for all new FF/EMT volunteers, residents, and newly hired staff.	Continuous	Officers
Support Roles	Pursue hiring a temporary Outreach/Events Coordinator/Grant Writer position (internal and external).	2022-2023	Chief Officer / Administrative Director
Job Descriptions	Review job descriptions every 2 years starting in 2022 and update if applicable.	2022 2024 2026	Chief Officer / Administrative Director

Employer of Choice

- Provide for a healthy, enthusiastic, engaged and empathetic workplace.
- Practice and encourage open, honest and transparent communication at all levels within the organization.
- Retain, reward, recognize and attract talent.

Goals	Objectives	Timeframe	Assigned To
Recognition	Assess for changes to the WTRFA recognition program which will recognize career and volunteer personnel timely.	2022-2023	Employee Engagement Committee
	Better manage the recognition programs.	2022-2023	Employee Engagement Committee
Internal Communications	Improve internal communications with staff.	2022	All Officers
	Establish an internal communications strategy (research and explore communication options for information sharing).	2022	Administrative Director
Employee Engagement	Launch an Employee Engagement Committee that will organize and lead regular internal events and activities.	2022	Administrative Director
	Maintain a positive, interactive, and engaged relationship between labor and management.	Continuous	Chief Officer / Bargaining Unit Rep
Agency Culture / Morales	Encourage, cultivate, and support ideas that contribute positively to improving the agency's culture and morale; we can ALL make an impact.	Continuous	Employee Engagement Committee
	Engage with a third party to assess the organization's culture to identify areas of improvement as well as what WTRFA personnel find meaningful. Additional actions TBD based on third party assessment.	2023-2024	Chief Officer / Administrative Director
	Develop a "We Care" culture to live by.	2023-2024	Chief Officer / Employee Engagement Committee

Courage. Compassion. Community

WEST THURSTON REGIONAL FIRE AUTHORITY



Thurston County Treasurer
March 2022 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

Cash Activity

Date	Description	Amount	Notes
03/01/2022	Beginning Cash Balance	\$5,626,559.12	
	Receipts/Deposits/Refunds:		
03/02/2022	Credit Card Deposit \$322.80 / 6701	322.80	
03/02/2022	District Deposit \$1,773.60 / 6701	1,773.60	
03/02/2022	District Deposit \$112.80 / 6701	112.80	
03/02/2022	District Deposit \$241.63 / 6701	241.63	
03/02/2022	District Deposit \$3,840.07 / 6701	3,840.07	
03/02/2022	District Deposit \$540.85 / 6701	540.85	
03/03/2022	Credit Card Deposit \$195.44 / 6701	195.44	
03/03/2022	District Deposit \$215.09 / 6701	215.09	
03/04/2022	District Deposit \$3,369.19 / 6701	3,369.19	
03/04/2022	District Deposit \$6,915.91 / 6701	6,915.91	
03/04/2022	District Deposit \$846.24 / 6701	846.24	
03/04/2022	District Deposit \$99.96 / 6701	99.96	
03/08/2022	District Deposit \$399.10 / 6701	399.10	
03/09/2022	District Deposit \$1,297.72 / 6701	1,297.72	
03/09/2022	District Deposit \$167.32 / 6701	167.32	
03/09/2022	District Deposit \$4,487.47 / 6701	4,487.47	
03/11/2022	District Deposit \$225.68 / 6701	225.68	
03/11/2022	District Deposit \$532.37 / 6701	532.37	
03/11/2022	State Forest - Purchase/Other	2.59	
03/11/2022	State Forest - Transfer/Other	1.67	
03/14/2022	District Deposit \$1,055.90 / 6701	1,055.90	
03/14/2022	District Deposit \$20,768.63 / 6701	20,768.63	
03/14/2022	District Deposit \$7,513.69 / 6701	7,513.69	
03/15/2022	District Deposit \$475.11 / 6701	475.11	
03/15/2022	District Deposit \$751.27 / 6701	751.27	
03/16/2022	District Deposit \$1,077.60 / 6701	1,077.60	
03/16/2022	District Deposit \$3,126.08 / 6701	3,126.08	
03/16/2022	District Deposit \$728.16 / 6701	728.16	
03/16/2022	District Deposit \$900.96 / 6701	900.96	
03/17/2022	Credit Card Deposit \$100.00 / 6701	100.00	
03/17/2022	District Deposit \$1,576.42 / 6701	1,576.42	
03/17/2022	Interest on Tax Refunds	(17.81)	
03/21/2022	District Deposit \$1,481.88 / 6701	1,481.88	
03/21/2022	District Deposit \$30,202.05 / 6701	30,202.05	
03/22/2022	Credit Card Deposit \$1,018.20 / 6701	1,018.20	
03/22/2022	District Deposit \$1,883.47 / 6701	1,883.47	
03/22/2022	District Deposit \$247.51 / 6701	247.51	
03/22/2022	District Deposit \$975.77 / 6701	975.77	
03/23/2022	District Deposit \$1,345.85 / 6701	1,345.85	
03/23/2022	District Deposit \$248.32 / 6701	248.32	
03/23/2022	District Deposit \$265.00 / 6701	265.00	
03/23/2022	District Deposit \$399.06 / 6701	399.06	
03/23/2022	District Deposit \$919.17 / 6701	919.17	
03/24/2022	Credit Card Deposit \$25.00 / 6701	25.00	
03/25/2022	State Forest - Purchase/Other	1.29	
03/25/2022	State Forest - Transfer/Other	0.84	
03/28/2022	Credit Card Deposit \$195.00 / 6701	195.00	
03/28/2022	District Deposit \$22,248.54 / 6701	22,248.54	
03/28/2022	District Deposit \$505.96 / 6701	505.96	

Reviewed by: _____



Thurston County Treasurer
March 2022 Statement
West Thurston Regional Fire Authority
Fund 67A0 - W THURSTON RFA GENERAL FUND

03/29/2022	Credit Card Deposit \$760.00 / 6701	760.00	
03/29/2022	District Deposit \$414.49 / 6701	414.49	
03/30/2022	District Deposit \$1,221.60 / 6701	1,221.60	
03/30/2022	District Deposit \$1,361.40 / 6701	1,361.40	
03/30/2022	District Deposit \$1,626.19 / 6701	1,626.19	
03/30/2022	District Deposit \$232.25 / 6701	232.25	
03/30/2022	District Deposit \$38,080.22 / 6701	34,390.28	
03/31/2022	Credit Card Deposit \$275.00 / 6701	275.00	
03/31/2022	State Forest - Interest	0.38	✓
03/31/2022	Tax & Assessment Receipts	224,828.06	✓
03/31/2022	Interest Paid	1,543.33	✓
	Total Deposits	\$392,259.40	
	Warrant Issues & Voids/Fees/ACH/Wires:		
03/15/2022	Electronic Disbursement	(13,172.15)	✓
03/16/2022	Electronic Disbursement	(9,658.39)	✓
03/16/2022	Issued Warrants	(132,167.21)	✓
03/16/2022	Voided Warrants	30.47	
03/16/2022	Voided Warrants	137.60	
03/31/2022	Electronic Disbursement	(316,018.88)	✓
	Total Warrants and Electronic Disbursements	(\$470,848.56)	
03/31/2022	Ending Cash Balance	\$5,547,969.96	

Warrant Activity

03/01/2022	Beginning Warrants Outstanding	\$45,336.67
	Total Warrants Issued	132,167.21
	Total Warrants Redeemed	(167,681.28)
	Total Warrants Voided	(168.07)
03/31/2022	Ending Warrants Outstanding	\$9,654.53

Investment Activity

03/01/2022	Beginning Interest Receivable	\$7,594.48
	Interest Earned	3,126.64
	Cash Paid	(1,543.33)
03/31/2022	Ending Interest Receivable	\$9,177.79

TCIP Yield (used to calculate interest earnings) 0.66%
 LGIP Yield (budget benchmark) 0.20%



Thurston County Treasurer
 March 2022 Statement
 West Thurston Regional Fire Authority
 Fund 67A1 - W THURSTON RFA BOND DEBT

Cash Activity

Date	Description	Amount	Notes
03/01/2022	Beginning Cash Balance	\$509,369.59	
	Receipts/Deposits/Refunds:		
03/11/2022	State Forest - Purchase/Other	0.28	
03/11/2022	State Forest - Transfer/Other	0.18	
03/17/2022	Interest on Tax Refunds	(1.02)	
03/25/2022	State Forest - Purchase/Other	0.14	
03/25/2022	State Forest - Transfer/Other	0.09	
03/30/2022	District Deposit \$38,080.22 / 6701	3,689.94	
03/31/2022	State Forest - Interest	0.05	
03/31/2022	Tax & Assessment Receipts	10,722.91	
03/31/2022	Interest Paid	144.14	
	Total Deposits	\$14,556.71	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
03/31/2022	Ending Cash Balance	\$523,926.30	

Warrant Activity

03/01/2022	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
03/31/2022	Ending Warrants Outstanding	\$0.00

Investment Activity

03/01/2022	Beginning Interest Receivable	\$716.92
	Interest Earned	284.40
	Cash Paid	(144.14)
03/31/2022	Ending Interest Receivable	\$857.18

TCIP Yield (used to calculate interest earnings)	0.66%
LGIP Yield (budget benchmark)	0.20%



Thurston County Treasurer
 March 2022 Statement
 West Thurston Regional Fire Authority
 Fund 67A3 - W THURSTON RFA CAPITAL PROJ

Cash Activity

Date	Description	Amount	Notes
03/01/2022	Beginning Cash Balance	\$0.00	
	Receipts/Deposits/Refunds:		
	No Activity		
	Total Deposits	\$0.00	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
03/31/2022	Ending Cash Balance	\$0.00	

Warrant Activity

03/01/2022	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
03/31/2022	Ending Warrants Outstanding	\$0.00

Investment Activity

03/01/2022	Beginning Interest Receivable	\$0.00
	Interest Earned	-
	Cash Paid	-
03/31/2022	Ending Interest Receivable	\$0.00

TCIP Yield (used to calculate interest earnings)	0.66%
LGIP Yield (budget benchmark)	0.20%



Thurston County Treasurer
 March 2022 Statement
 West Thurston Regional Fire Authority
 Fund 67A4 - W THURSTON RFA RESERVE FUND

Cash Activity

Date	Description	Amount	Notes
03/01/2022	Beginning Cash Balance	\$755,213.88	
	Receipts/Deposits/Refunds:		
03/31/2022	Interest Paid	198.93	
	Total Deposits	\$198.93	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
03/31/2022	Ending Cash Balance	\$755,412.81	

Warrant Activity

03/01/2022	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	-
	Total Warrants Redeemed	-
	Total Warrants Voided	-
03/31/2022	Ending Warrants Outstanding	\$0.00

Investment Activity

03/01/2022	Beginning Interest Receivable	\$960.70
	Interest Earned	421.19
	Cash Paid	(198.93)
03/31/2022	Ending Interest Receivable	\$1,182.96

TCIP Yield (used to calculate interest earnings)	0.66%
LGIP Yield (budget benchmark)	0.20%

West Thurston Regional Fire Authority
Budget Report as of:

Apr-22

33% of Year Expended

Title	January	February	March	April	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
GENERAL FUND												
Beg Bal-Unresv GF 67A0						-	2,067,496	(151,757)	1,915,739	1,915,739		
Beg Bal-Oper Res 67A0						-	3,179,000		3,179,000	3,179,000		
Beg Bal-Wildland Res 67A0						-		-	-	-		
Beg Bal-GEMT Res 67A0						-	400,000		400,000	400,000		
Beg Bal-SCBA Res 67A0						-			-	-		
Beg Bal-Facility Res 67A0						-	250,000		250,000	250,000		
Beg Bal-Apparatus Res 67A0						-	250,000		250,000	250,000		
Beg Bal-Petty Cash									-	-		
BEGINNING BALANCES	-	-	-	-		-	6,146,496	(151,757)	5,994,739	5,994,739		
Property Tax	939	600	73			1,612				(1,612)		
Property Tax-Regular District #1	5,294	59,350	76,945			141,589	1,694,207		1,694,207	1,552,618	8%	
Property Tax-M&O #1 6615	2,996	40,862	51,879			95,737	1,192,481		1,192,481	1,096,744	8%	
Property Tax-Regular District #11	8,927	49,281	56,401			114,609	1,671,999		1,671,999	1,557,390	7%	
Property Tax-M&O #11 6715	6,294	34,774	39,531			80,599	1,245,533		1,245,533	1,164,934	6%	
Property Tax-M&O	-	3	-			3			-	(3)		
Sale of Tax Title Property GF	99	-	-			99			-	(99)		
COVID-19 Nongrant Assistance	-	-	-			-			-	-		
GEMT	29,584	52,730	24,044			106,358	700,000		700,000	593,642	15%	3,086,810
State Grant-Military Dept	-	-	-			-			-	-		
State Grant - DNR Wildland	-	-	-			-			-	-		
State Grant-Dept Of Health	-	-	-			-	1,200		1,200	1,200	0%	
State Grant-Other	-	-	-			-			-	-		
Interlocal Grants (incl. Timber Harvest/DNR Timber Tru	-	26,229	6			26,235	60,000		60,000	33,765	44%	
Printing & Duplicating Services	-	-	-			-			-	-		
Mobilizations	55,275	3,616	59,640			118,531			-	(118,531)		
Intergov't/Tribal	34,390	50,000	34,390			118,781	151,693		151,693	32,912	78%	
Ambulance & Emer Aid Fees	36,766	41,995	43,010			121,771	360,000		360,000	238,229	34%	
Other Interest	3,932	2,027	1,526			7,485	20,000		20,000	12,515	37%	
Space & Fac Leases (short and long-term)	4,621	1,100	400			6,121	54,524		54,524	48,403	11%	
Contributions And Donations From Private S	-	-	-			-			-	-		
Sale Of Surplus	1,246	411	-			1,657			-	(1,657)		
Misc Revenue - Incident Cost Recovery	-	747	-			747	8,000		8,000	7,253	9%	
Misc Revenue - Prior Year	-	-	1,992			1,992			-	(1,992)		
Misc Revenue - Fuel Tax Refunds	-	187	-			187			-	(187)		
Misc Revenue - Other	-	112	50			162			-	(162)		
Other-Sales Tax	(1,017)	1,004	51			39			-	(39)		
Suspense (cancelled warrants, pending depd	-	-	-			-			-	-		
Long Term Debt Issuance	-	-	282,629			282,629	-	(282,629)	(282,629)	(565,258)		

Title	January	February	March	April	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
Premiums on Bonds	-	-	30,663			30,663		(30,663)	(30,663)	(61,326)		
Sale Of Assets	-	-	-			-			-	-		
Insurance Recovery	-	-	-			-			-	-		
Transfers In	-	-	-			-			-	-		
TOTAL REVENUE	189,347	365,027	703,230	-		1,257,604	7,159,637	(313,292)	6,846,345	5,588,741	18%	
TOTAL FUNDS AVAILABLE							13,306,133	(465,049)	12,841,084	11,583,480		
Admin-Salaries-Commissioner	936	1,301	3,349	1,941	-	7,526	27,648		27,648	20,122	27%	
Admin-Salaries-Admin	60,109	59,393	59,553	59,653	-	238,709	852,191		852,191	613,482	28%	
Admin-Salaries-Temporary Adm	3,195	347	313	279	-	4,133	22,199		22,199	18,066	19%	
Admin-Benefits-Commissioner	79	100	256	159	-	594	2,306		2,306	1,712	26%	
Admin-Benefits-Admin	19,398	20,287	19,066	27,531	-	86,282	335,167		335,167	248,885	26%	
Admin-Benefits-Temporary Adm	542	43	24	57	-	666	1,830		1,830	1,164	36%	
Admin-Office & Oper Supplies	185	200	43	257	-	686	3,000		3,000	2,314	23%	
Admin-Minor Equip (noninv)	459	1,163	440	1,094	-	3,156	17,560		17,560	14,404	18%	
Admin-Small & Attractive Assets (inventoria	-	-	2,355	-	-	2,355	21,000		21,000	18,645	11%	
Admin-Software	18,064	2,693	645	1,709	-	23,111	53,993		53,993	30,882	43%	
Admin-Prof Services	9,656	6,544	11,150	6,125	-	33,474	145,075		145,075	111,601	23%	
Admin-Communication	104	104	104	104	-	415	1,236		1,236	821	34%	
Admin-Advertising	-	-	-	-	-	-	500		500	500	0%	
Admin-Insurance	167	141	141	141	-	590	79,805		79,805	79,215	1%	
Admin-Equipment Maint	255	320	385	291	-	1,251	2,660		2,660	1,409	47%	
Admin-Misc-Commissioner	17	37	35	18	-	107	9,748		9,748	9,641	1%	
Admin-Misc-Admin	334	4,155	471	301	-	5,260	6,790		6,790	1,530	77%	
Admin-Dues & Membership	4,630	-	-	3,500	-	8,130	13,890		13,890	5,760	59%	
Admin-Elections	-	9,462	-	-	-	9,462	63,560	10,000	73,560	64,098	13%	
Suppr-Salaries-Career FF	260,367	248,454	255,595	240,507	-	1,004,924	3,016,313		3,016,313	2,011,389	33%	
Suppr-Salaries-Vol Pts	4,709	4,405	4,061	4,958	-	18,132	100,000		100,000	81,868	18%	
Suppr-Salaries-Mobe OT	-	-	-	-	-	-			-	-		
Suppr-Salaries-Training OT	700	-	-	2,648	-	3,348	25,680		25,680	22,332	13%	
Suppr-Salaries-COVID 19 OT	2,404	17,384	-	-	-	19,788			-	(19,788)		
Suppr-Benefits-Career FF	106,895	77,121	76,857	100,680	-	361,552	1,260,418		1,260,418	898,866	29%	
Suppr-Benefits-Volunteer	489	387	377	446	-	1,699	13,716		13,716	12,017	12%	
Suppr-Benefits-Mobe OT	-	-	-	-	-	-			-	-		
Suppr-Benefits-Training OT	46	-	-	175	-	221	1,733		1,733	1,512	13%	
Suppr-Benefits-COVID 19 OT	123	1,136	-	93	-	1,352			-	(1,352)		
Suppr-Bunker Gear/PPE	-	2,603	-	2,525	-	5,128	49,776		49,776	44,648	10%	
Suppr-Uniforms	183	121	1,605	2,536	-	4,445	25,000		25,000	20,555	18%	
Suppr-Rehab Supplies	-	156	221	-	-	377	1,000		1,000	623	38%	
Suppr-COVID 19 PPE Supplies	-	1,559	-	-	-	1,559			-	(1,559)		
Suppr-Small Tools (hand tools)	40	-	500	40	-	580	5,000		5,000	4,420	12%	
Suppr-Minor Equipment (apparatus)	662	382	-	1,156	9,924	12,125	46,000		46,000	33,875	26%	
Suppr-Health & Wellness Equip	-	-	2,268	172	-	2,440	5,000	2,778	7,778	5,338	31%	

Title	January	February	March	April	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
Suppr-Small & Attractive Assets (inventoriak	116	581	-	-	-	697			-	(697)		
Suppr-EMS Supplies	-	-	-	-	-	-	2,000		2,000	2,000	0%	
Suppr-Wildland tools/gear	-	-	-	-	-	-			-	-		
Suppr-Comm/Modems	1,162	1,204	1,220	1,158	-	4,745	14,400		14,400	9,655	33%	
Suppr-Advertising	-	-	-	-	-	-	500		500	500	0%	
Medical Costs	1,937	1,409	541	1,043	-	4,930	48,500		48,500	43,570	10%	
Medical Costs - COVID-19	-	-	-	-	-	-			-	-		
Suppr-Miscellaneous	21	2,116	174	237	-	2,548	17,580		17,580	15,032	14%	
Fire Inv-Salaries	1,015	782	473	665	-	2,935	6,000		6,000	3,065	49%	
Fire Inv-Benefits	87	60	36	65	-	248	560		560	312	44%	
Fire Prev-Pub Ed (public)	222	103	420	-	-	745	4,600		4,600	3,855	16%	
Fire Inv-Professional Svcs	90	249	20	54	-	413	7,563		7,563	7,150	5%	
Fire Inv-Small & Attractive Assets (inventoriak	-	-	-	-	-	-			-	-		
Training-Supplies	-	294	-	169	-	463	8,000		8,000	7,537	6%	
Training-Pub Ed/EMS (dept)	-	-	-	-	-	-	1,500		1,500	1,500	0%	
Training-Travel/Registrations (Fire)	31	2,326	600	350	-	3,307	46,400		46,400	43,093	7%	
Training Reimb-Residents	-	-	-	-	-	-	25,000		25,000	25,000	0%	
Training-Travel/Registrations (EMS)	-	-	-	-	-	-	4,000		4,000	4,000	0%	
Training-Travel/Registrations (Peer Support)	-	-	-	-	-	-	8,000	1,000	9,000	9,000	0%	
Facilities-Operating Supplies General	148	1,327	675	683	-	2,833	22,690		22,690	19,857	12%	
Facilities Station 1-1 Kitchen	-	-	-	-	-	-	250		250	250	0%	
Facilities Station 1-2 Kitchen	-	-	-	-	-	-	250		250	250	0%	
Facilities Station 1-3 Kitchen	-	-	9	-	-	9	250		250	241	3%	
Facilities Station 1-4 Kitchen	-	-	-	-	-	-	250		250	250	0%	
Facilities Station 1-6 Kitchen	-	-	-	-	-	-	250		250	250	0%	
Facilities COVID 19	-	-	-	-	-	-			-	-		
Facilities-Heating Fuels	11,839	15,257	4,588	6,481	-	38,165	37,800		37,800	(365)	101%	
Facilities-Water	432	503	431	457	-	1,823	6,300		6,300	4,477	29%	
Facilities-Phone/Cable	1,303	1,322	1,487	1,373	-	5,483	16,380		16,380	10,897	33%	
Facilities-Electricity	3,609	3,625	3,655	3,703	-	14,592	50,400		50,400	35,808	29%	
Facilities-Garbage	488	401	435	549	-	1,874	5,040		5,040	3,166	37%	
Facilities-Repairs & Maint	3,236	22,190	5,786	6,172	-	37,383	232,017		232,017	194,634	16%	
Vehicle & Equip-Fuel	3,426	5,584	3,471	5,144	-	17,625	55,550		55,550	37,925	32%	
Vehicle & Equip-Repairs & Maint	6,568	24,204	6,003	7,567	1,528	45,870	232,260		232,260	186,390	20%	
Refunds/Fund Bal Adjusts	-	-	-	-	-	-			-	-		
Payroll Clearing	(3,493)	(3,647)	(3,334)	7,393	-	(3,081)			-	3,081		
Payroll Draw Clearing	-	-	-	-	-	-			-	-		
Debt Related Costs	-	-	1,661	-	-	1,661		1,661	1,661	0		
Capital Expenditures (incl. financed equipment)	-	7,440	313,657	14,500	229,347	564,943	327,000	449,610	776,610	211,667	73%	
Transfers-Out - Other Costs Allocations	-	-	-	-	-	-	237,392		237,392	237,392	0%	
TOTAL GF EXPENDITURES/OTHER	526,984	547,327	781,819	516,857	240,799	2,613,786	7,628,476	465,049	8,093,525	5,479,739	32%	
GENERAL FUND ENDING BALANCE	5,808,859	5,626,559	5,547,970	5,031,113								

Title	January	February	March	April	PENDING	YTD Collected / Expended	Original Budget	Adjusts	Revised Budget	Budget Remaining	% Rev/Exp	GEMT to-date
EMERGENCY RESERVE FUND												
Beg Bal-Emerg Res 67A4							754,464		754,464	754,464		
Other Interest-Emergency Res	492	257	199			949	10,000		10,000	9,051		
Transfers In-Emergency Rsrv						-			-	-		
Property Tax-M&O						-			-	-		
EMERGENCY RESERVE ENDING BALANCE	754,956	755,214	755,413	755,413		949	764,464	-	10,000			
BOND DEBT FUND												
Beg Bal-Reserved Debt Srv							490,657		490,657	490,657		
Property Tax-Bond Debt	2,067	9,361	10,723			22,151	327,727		327,727	305,577		
Property Tax-Bond Debt - IAGs	3,690		3,690			7,380			-	(7,380)		
Sale of Tax Title Property Debt Svc						-			-	-		
Interlocal Grants <i>(includes DNR Timber Trust)</i>		3,015	1			3,016			-	(3,016)		
Other Interest-Debt Srv	388	191	143			723	5,000		5,000	4,277		
Transfers In-Debt Svc						-	237,392		237,392	237,392		
Debt Svcs-Principal Debt Srv Fund						-	485,491		485,491	485,491		
Debt Svc-Interest And Other Debt Srv Fund						-	93,201		93,201	93,201		
Transfers Out-Debt Svc						-			-	-		
BOND DEBT ENDING BALANCE	496,802	509,370	523,926	523,926	-	33,269	482,085	-	482,085			

Linda Shea

From: Chief Kaleiwahea
Sent: Thursday, March 17, 2022 1:49 PM
To: Robbie Smith; Robert Scott; Linda Shea
Subject: FW: Notice of 2022-2023 Official Docket Decision - Grand Mound Subarea Plan

Follow Up Flag: Follow up
Flag Status: Flagged

From: Andrew Boughan <andrew.boughan@co.thurston.wa.us>
Sent: Wednesday, March 16, 2022 11:59 AM
To: Chief Kaleiwahea <russ.kaleiwahea@WTRFA.org>
Subject: Notice of 2022-2023 Official Docket Decision - Grand Mound Subarea Plan

Hello,

You are receiving this email because you have a request for a land use and zoning amendment that is being reviewed as part of the Grand Mound Subarea Plan.

Yesterday, the Board took a formal action to adopt the 2022-2023 Official Docket of Comprehensive Plan Amendments. The Board has included the Grand Mound Subarea Plan on the Official Docket, which includes your land use and zoning request. The Board has not yet set priorities – that will occur at an upcoming briefing that hasn't been scheduled yet.

Thank you,

Andrew Boughan | Associate Planner
Thurston County Community Planning & Economic Development
Community Planning Division
2000 Lakeridge Dr SW, Bldg 1, Olympia, Washington 98502
Andrew.Boughan@co.thurston.wa.us | www.thurstonplanning.org
Cell Phone: (360) 522-0553

Total Control Panel

[Login](#)

To: russ.kaleiwahea@westthurstonfire.org [Remove](#) co.thurston.wa.us from my allow list
From: prvs=10747270e6=andrew.boughan@co.thurston.wa.us

You received this message because the domain co.thurston.wa.us is on your allow list.

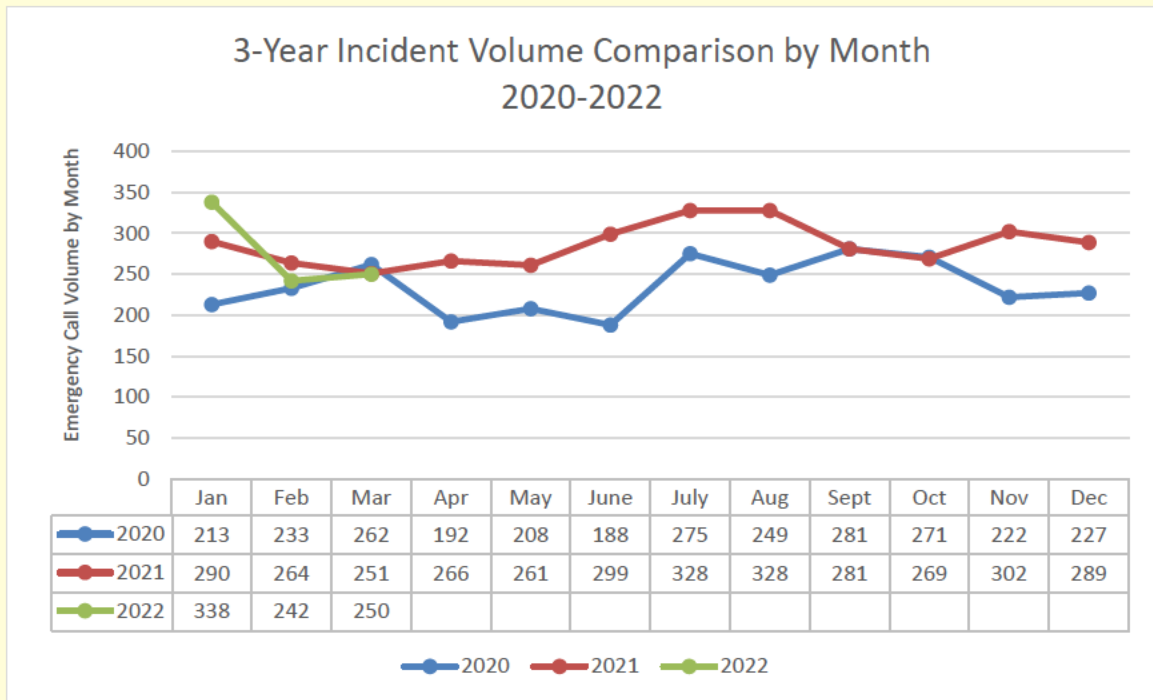


WEST THURSTON REGIONAL FIRE AUTHORITY

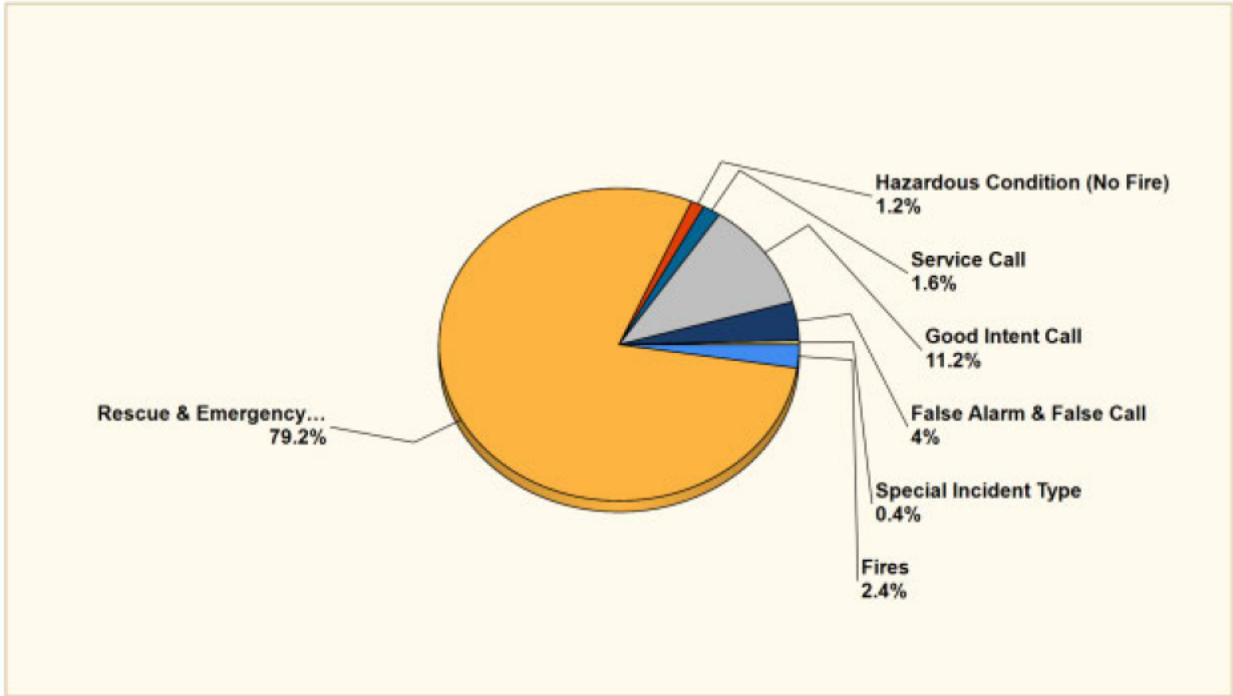
CHIEF REPORT- MARCH 2022 Acting Chief R. Smith

INCIDENT VOLUME BY TYPE – MONTH / YTD / YRLY COMPARISON

MONTH	CALL	EMS			TOTAL	MUTUAL	WTRFA	TOTAL
	VOLUME	RESCUE	FIRE	OTHER	VOLUME	AID	TRANSPORTS	TRANSPORTS
JAN	338	265	08	65	338	21	84	113
FEB	242	184	10	48	580	16	65	83
MAR	250	198	06	46	830	17	68	86
APR								
MAY								
JUN								
JUL								
AUG								
SEP								
OCT								
NOV								
DEC								
YEAR	830	647	24	159	830	54	217	282

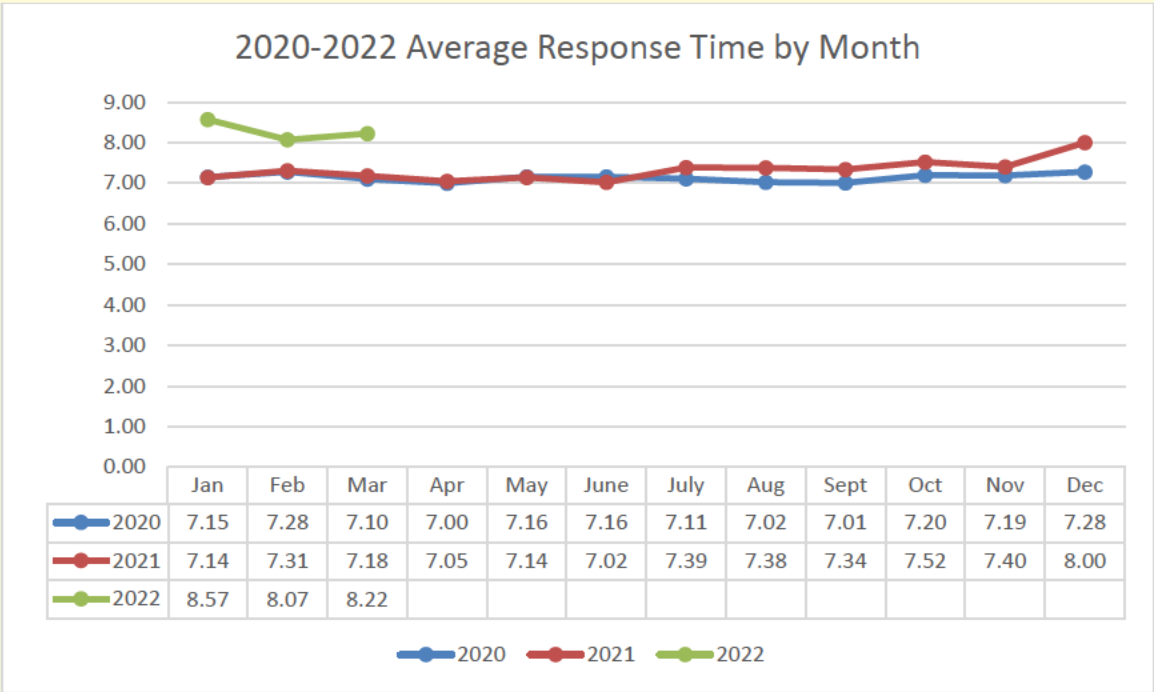


ALL INCIDENTS BY TYPE – MONTH



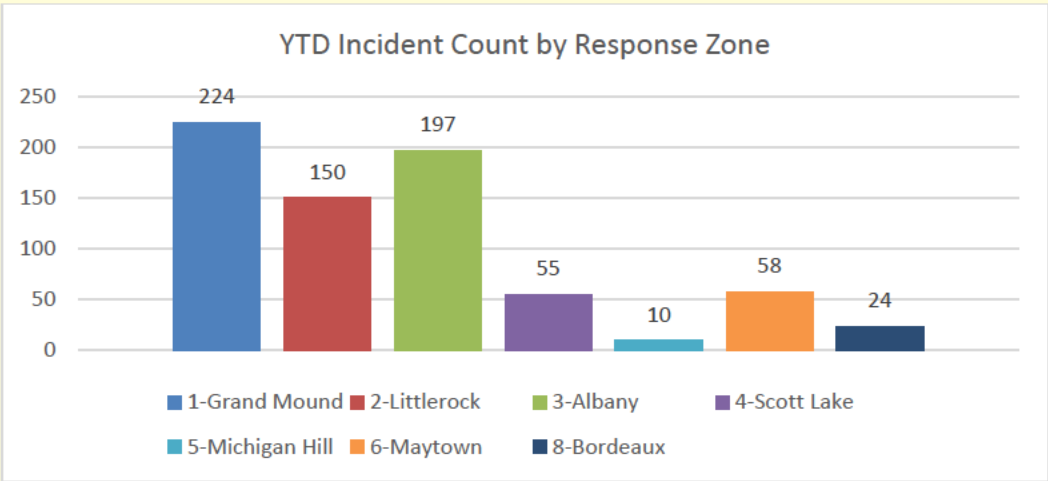
MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	2.4%
Overpressure rupture, explosion, overheat - no fire	0	0
Rescue & Emergency Medical Service	198	79.2%
Hazardous Condition (No Fire)	3	1.2%
Service Call	4	1.6%
Good Intent Call	28	11.2%
False Alarm & False Call	10	4.0%
Special Incident Type	1	0.4%
TOTAL	250	100%

WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH



Average Response Time (Month): 8:22 Minutes
Initial unit arrival-priority incidents-primary zones

- #### Monthly Call Volume and Response Time Comments
- Increase of 25 calls from PYTD (Feb-Mar 2022 compared to Feb-Mar 2021)
 - Increase of 8 calls from prior month
 - Decrease of 1 call as compared to same month last year (Mar 2022 compared to Mar 2021)
 - Overlapping calls occurred 33.2% of the time during March



WEST THURSTON INCIDENT RESPONSE SUMMARY- MONTH DETAIL

INCIDENT TYPE	INCIDENT VOLUME -MONTH	INCIDENT VOLUME- YTD
EMERGENCY MEDICALS/RESCUE	198	647(77.95%)
FIRE/EXPLOSION	06	24(2.90%)
OTHER	46	159 (19.15%)
TOTAL	250	830
WEST THURSTON PATIENT TRANSPORTS	65	(33%) of EMS

TRIBAL PROPERTY LOCATION	INCIDENT VOLUME-MONTH	INCIDENT VOLUME-YTD
Lucky Eagle (12888)	05	12
Eagles Landing (12840)	02	07
Great Wolf Lodge (20500)	10	18
Fairfield Inn (6223)	00	00
Burger Claim (20320)	00	00
Distillery (19770) Sargent Rd	00	01
End of Trail (19615) Elderberry	01	03
Starbucks complex (19725)	00	00
Jack-in-the-Box (19715)	00	00
Total Tribal Property Call Volume	18	41
% of Total WTRFA	7.20%	4.93%
% of Total GM/Rochester	15.8%	9.7%

AID UNIT PT. TRANSPORTS	MONTH	YTD
Aid 1-1 – App 05	26	74
Aid 1-2 – App 06	26	80
Aid 1-3 – App 03	13	53
Aid 1-6 – App 55	00	04
Aid 1-4	00	00
TOTAL WTRFA	65	211
Transported ALS	18	56
Airlift	00	00
Private Ambulance	02	08
Other FD	01	06
TOTAL PT's TRANSPORTED	86	281

TRANSPORT DESTINATION	MONTH	YTD
SPH	47	147
PHC	34	96
CMC	04	21
MAMC	0	0
Harborview	0	0
Mary Bridge	1	1
Other	0	0
TOTAL	86	265

Average response time for first arriving unit-priority-primary zones-all response modes; (ER report #1605)

ZONE-STATION	MONTH	RESPONSE TIME-MONTH	*YTD	% YTD
1 – Grand Mound	59	7:29	224	26.99%
2 – Littlerock	41	9:34	150	18.07%
3 – Albany	55	7:53	197	23.73%
4 – Scott Lake- Sta. 1-2	21	7:53	55	6.63%
5 – Michigan Hill- Sta.1-3	0		10	1.20%
6 – Maytown – Sta. 1-2	26	9:50	58	6.99%
8 – Bordeaux–Sta.1-2	6	10:52	24	2.89%
I-5 1-1	8	8:55	19	2.29%
I-5 1-2	1	1:21	4	0.48%
I-5 1-6	5	9:23	18	2.17%
Capitol Forest	0		7	0.84%
Mutual Aid	3	N/A	21	2.53%
Other	25	N/A	43	5.18%
TOTAL	250	8:33	830	100%

WEST THURSTON STATION UPTIME- MONTH

STATION UPTIME REPORT	MARCH 2022
Station 1	100%
Station 2	100%
Station 3	100%
Station 4	1 resident(s)
Station 6	Staffing of 2 = 0%
Career Battalion (Station 6)	100%

Certified Responders- Personnel Count	Man-Hours Worked MARCH 2022
(31) Career-Union	Regular Hours 4796; Overtime Hours: 237; Sick Leave Hours; 611 (includes paternity and FMLA); Kelly Day Hours: 1032; Vacation Hours 360; Personal Leave: 144; Training OT: 0; Bereavement 0; Mob; 0, Mob Backfill; 0
(26) Volunteer Responders (13) PACT	766 Regular Hours
(06) Residents/Temp/ PT	37 Regular Hours
(01) Maintenance/Logistics FT	175 Regular Hours

WEST THURSTON ADMINISTRATION AND OPERATIONS UPDATES

Agreements, Resolutions, Contracts & Leases:

- Chehalis Tribe ESA – Negotiations – no update
- Meeting scheduled with Kelly Edwards for March 21st to discuss disaster event staffing options on tribal property (no show)
- Letter of Agreement (LOA) for CAPS-TC Chaplaincy Program – finalized and signed
- Weyerhaeuser Land Donation Agreement –(pending)

Budget & Finance/Planning/Levy:

- Multiple facility projects pending
- Internal levy planning kick-off in March
- CAC meeting scheduled March 9, 2022 – unanimous support attained for recommended Levy ask \$1.60/\$1,000
- 2022-2026 strategic plan finalized for Board adoption

Expenditure Planning:

- Class A Pumper purchase (Replacing E1-6)

Development Services (New Construction) Tracking:

- No update

Fire Investigation and Fire Loss Reports:

- March 3, 2022 Residential Structure Fire – 114th Way SW
- March 6, 2022 – Chimney Fire - Jowsey Ct SW (No report required)
- March 14, 2022 Residential Structure Fire – Leitner Rd SW -Mutual aid to D4
- March 22, 2022 Residential Structure Fire – Littlerock Rd SW – Mutual aid to TFD (No report)
- Current Fire Investigation team build out in process. 1 additional member in process; 1 of interest

Health & Safety Activities (see Safety Officer Report)

- FIIRE Program –Safety Improvement Program (SIP) submitted
- WTRFA is continuing to fine-tune with TFP the “Fire Department Physician” designation. WTRFA has begun the next cycle of NFPA 1582 exams early 2022.

Accidents, Incidents, and Injury

- Firefighter/EMT – work-related shoulder injury/work restrictions until April 14th – shift personnel to cover
- BC/Firefighter/EMT– knee surgery / 10 weeks off work (April 16th) – shift personnel to cover
- Lt/Firefighter/EMT – work-related forehead laceration/1 planned shift off work – shift personnel to cover

Labor Management Report

- Negotiations Completed March 21, 2022– presented to BU Members to ratify, then to Board

Human Resources/ Personnel/ Man hours served & Internal Affairs/Employee Engagement:

- New hire – Collin Matson on A shift (replacing FF/EMT Peoples – retirement) 3/8/22
- AFG for Training \$21,500.00 (FEMA Grant) submitted January 21, 2022, by Chief Smith (award notifications 4/30/22).
- SAFER Grant for nine (9) Firefighters submitted February 3, 2022 - to fully fund \$3,499,911.00 for three years (36-month performance period) by Chief Smith (award notifications 5/30/22).
- FIIRE (L&I) Grant submitted March 1, 2022, for \$8335.32 (2:1 \$5584.66 paid by L&I with match -dept to cover 33% of cost or \$2750.65) for extractor by Linda Shea (**awarded 3/24/22**)
- DNR Phase II Grant submitted – denied due to ineligibility.
- 1168 PPE Grant (up to \$20,000) application being prepared by Lt. Lyon (due 3/31)
- 1168 Operations Grant (up to \$100,000) application by Chief Scott and Lt. Lyon – communication equipment, etc. submitted March 29, 2022 (award notifications April 2022)

- All Department Safety Meeting and Debrief March 31, 2022.
- Volume 1, Addition 4 internal March “Flashover News!” published March 1st

Legal Issues:

- Weyerhaeuser Land Donation Agreement –Weyerhaeuser has re-engaged Thurston County about rule interpretation to allow less than five-acre donation

Policy/ Procedures & Guidelines:

- Policy #1019.2 Confidentiality of Patient Information & Staff Verification – draft revision

Action/ Review/ Discussion Items:

- Grand Mound Fire Station – rezone request to Grand Mound Subarea Plan Update
- Rep. Marilyn Strickland 10th district – flag provided from Nation’s Capital
- M & O 2023-2026 Levy Resolution 2022-01 presented for adoption - August 2, 2022 Primary
- 2022-2026 Strategic Plan presented for adoption

Risk Management:

- COVID-19/Proclamation 21-14 – No changes. Thurston County remains in a “Low” transmission rate category –regular testing not required at this time.
- Staffing pressures have eased slightly leading to decreased OT. Expect continued normal occurrences

Public Education/ Public Relations Activities (see PIO Report):

- Captain Dyer published the Winter 2022 Newsletter

Training (see Training Officer Report):

- See Training Officer Report attached

Emergency Weather or Natural Disaster Events/Incidents:

- No incidents

Recruitment and Retention:

- 1 Firefighter in Recruit Academy; 1 EMT student

Wildland Program:

- Grant Application pending – see Human Resources/Personnel update

County Projects & Legislative Impacts:

- No updates

FLEET, FACILITIES, LOGISTICS & PROJECT STATUS REPORT:

Chief R. Scott

Facility-To-Do List: Updated 2022 Priority List completed and revised - **Completed**

New Tender Spec Build – Fouts Brothers – Chassis due for delivery early summer with completion to us in September - Pending

New Brush Truck Build Status – Build is still in process – **In Process**

New Command Truck – Chassis is on order still due for delivery to the vendor in March – **In Progress**

Surplus Engine Offer/Request – A department in California has inquired if the department would be willing to donate the 1995 Pierce that is currently listed for sale (\$29k), to a rural fire department in Mexico. I stated I would refer their request to Ops and the Board – **Discussion to be had**

Sales of Older Brush Unit – Discussion with operations, it has been determined to not sell the extra brush unit – we will retain it for use local – **Information Only**

Tender 1-1 Damage Repair – Tender 1-1 repair completed at BraunNW and is being handled through insurance – Completed

Station 1-1 Visible Mold Abatement – A small amount of surface mold was discovered at Sargent Rd that was from a water leak. A professional contractor determined the mold was surface only and treatable. The mold was removed as was the water damaged drywall. C. Heilman completed the window and sill replacement afterwards - **Completed**

Thurston County Radio System Upgrades – Still nothing additional from TCOMM on the new radio system upgrades. We are seeking grant funding for mitigation of outdated infrastructure not covered by TCOMM radio systems – **In Progress**

Thurston County Hazard Mitigation – Working within the county workgroup to update the current hazard mitigation plan. The latest plan in its scope does not adequately identify target or specific hazards with enough depth to ensure adequate coverage or resilience – **In Progress.**

Facilities Storm Water run-off inspections – Thurston County requirement for inspection and maintenance on impervious surface runoff areas is being addressed – **In Progress.**

Emergency Communications Redundancy – Still working on a scope of work for us to submit for an RFQ to provide for a redundancy and resilience of data and voice connections to all

stations during a commercial cable and internet outage. This search will also look at grant funding opportunities – **In Process.**

March 2022

Monthly Training Report

	March 2022	2022 Total
Total Training Hours	583 hours	1291 hours

Training Events in March 2022

- March Safety Meeting – Lifting basics and back injury prevention
- After Action Review with Lucky Eagle Casino – Training Ideas
- EMS Evaluator Workshop with Medic One
- Finish Fit Test and Training for New SCBA – COMPLETE
- Finish 1st Quarter Requirements – 84% Complete
- OTEP – 1st Quarter Cardiac Arrest Review for crews
- Annual Wildland Refresher (required for Red Card and WAC)
- 60 Hour Rope Rescue Technician Class - FF Aaron Hall
- Probationary evaluation – Congrats FF Sarah Dean
- SORT Trench Drill – 2 days at Station 64
- Post 2nd Quarter Training Requirements

Upcoming training Events

- April Safety Meeting – Review New Lifting SOG
- EVIP Refresher April 11th 12th and 14th.
- Finish 1st Quarter Requirements with 100%
- Saturday Training Day April 30th 0900-1200
- Lucky Eagle Casino Structure Review – May 2022

Training Projects in the Works

- Produce Hose Drill / training videos
- Update Policy and HIPAA Exams
- Possible Practice Burn Houses – Waiting on Owner Permitting
- Task Book in Target Solutions for easy tracking progress
- Training Plan for non-response personnel (Support and Admin and Investigators)
- New SORT Member training with FF Aaron Hall



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: BC R. Smith
 From: Lt. Joel Swecker- Safety Officer
 Subject: March 2022 Safety Report
 Date: 4/3/2022
 CC: Chief R. Kaleiwahea

Chief(s),

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

Accident/Injury Reports-

1. **3/28/22-** Trauma/laceration sustained during a rubbish fire where member misstepped causing him to collide with the closing of the officers side door. Member received a small laceration on his head. ****still awaiting Injury Report from member***
2. **4/1/22-** Back strain secondary to lifting a patient during an EMS call for patient assist. Strain resulted in loss of work and definitive care follow up. Outcome/investigation still pending.

******No Accident Reports*****

Monthly Safety Topic-

1. March topic (new department SOP for lifting criteria) submitted to Capt. Drake on 4/1/2022.

Safety Committee

- Great work by the Committee this last meeting on March 17th. New SOP for lifting developed and presented in effort to reduce number of injury reports for back strains (40% of reported cases in 2021).
- Next Safety Committee meeting TBD, at Station 1-2 @1800. Agenda to following in upcoming emails.

Ongoing

- Inspections-

Will be completing/updating Station Inspection forms to reflect several recent changes and arranging to have put to ERS with a first-of-the-month prompt to on-duty crews for completion and submission for better record keeping and on-line log. ****still ongoing****

FIIRE Safety (L&I) Program

- Presentation held by L&I instructor on March 31st with emphasis on musculoskeletal injuries and ergonomics.
- 1st quarter training completed at Safety Committee Meeting on March 17th.
-

Upcoming-

1. New career member (Colin Matson) safety debrief and book sign-offs.
2. Ongoing focus for injury free workplace.
3. Quarterly Reports

Completed-

- OSHA 300 Form
- 1st quarter All-Department Safety Meeting and updates
- Lifting/Moving SOP

Respectfully Submitted,

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

captain lanette dyer

West Thurston Fire

ems.pio.public education report



**This front cover and article appeared in the July 2019 Smithsonian Magazine Article page 5 & 6*

March 2022





Thurston County Covid Count Last 60 Days

Feb

New Confirmed Cases	Total Confirmed Cases	Ever Hospitalized	Total Deaths	Recovered / Recovering Cases	% of COVID-19 Positive Tests over one week	Viral Laboratory Tests
28	44799	2158	345	44129	Unavailable	Unavailable

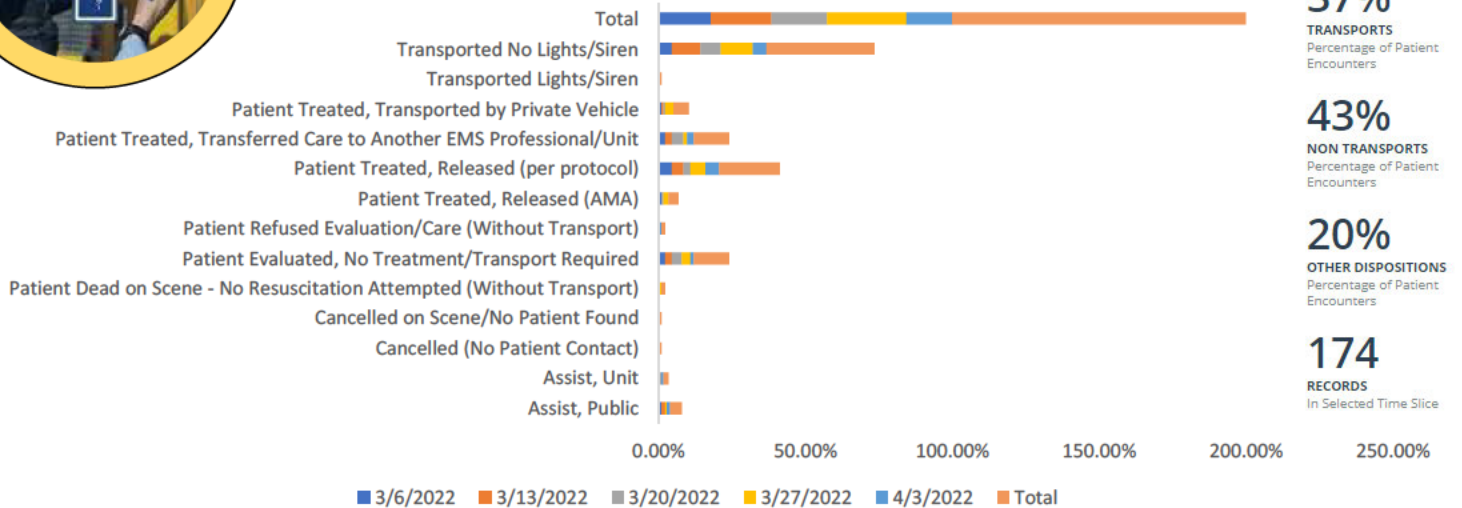
March

New Confirmed Cases	Total Confirmed Cases	Ever Hospitalized	Total Deaths	Recovered / Recovering Cases	% of COVID-19 Positive Tests over one week	Total Tests Over One Week
27	45585	2202	359	45117	2.8	3,907



Total Record Volume By Disposition March 2022

Total Record Volume by Disposition (color blocks are by week)

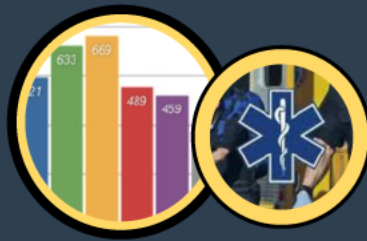


Training

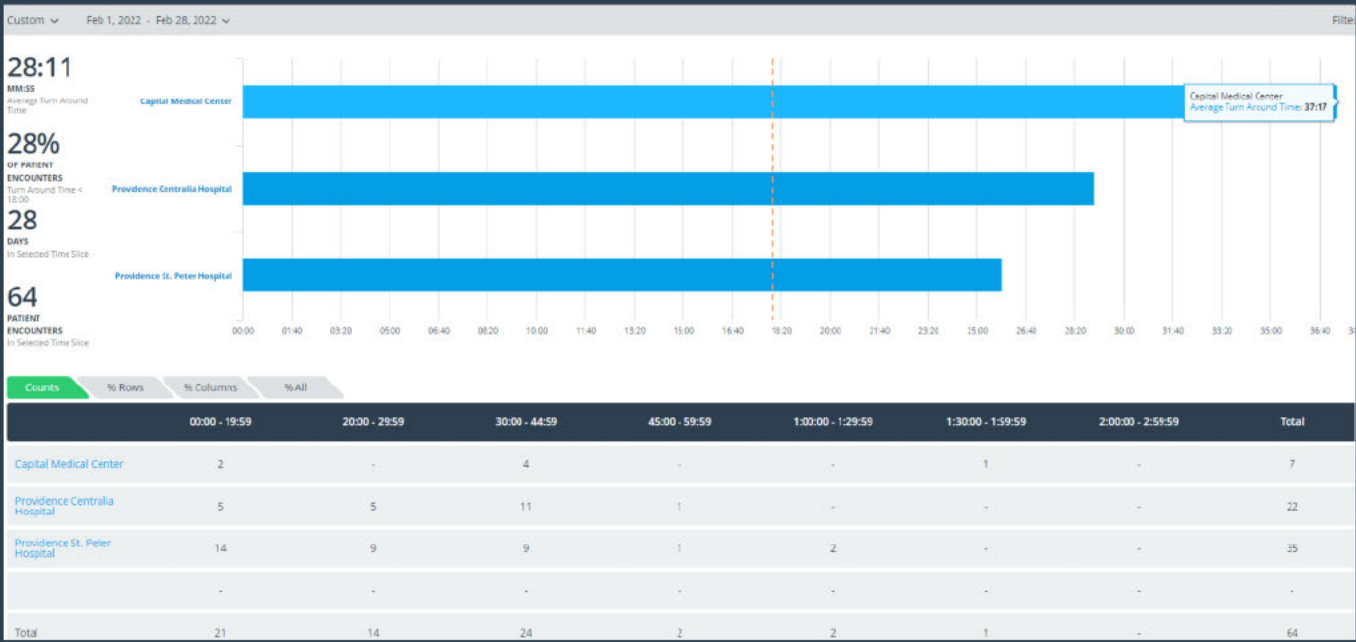
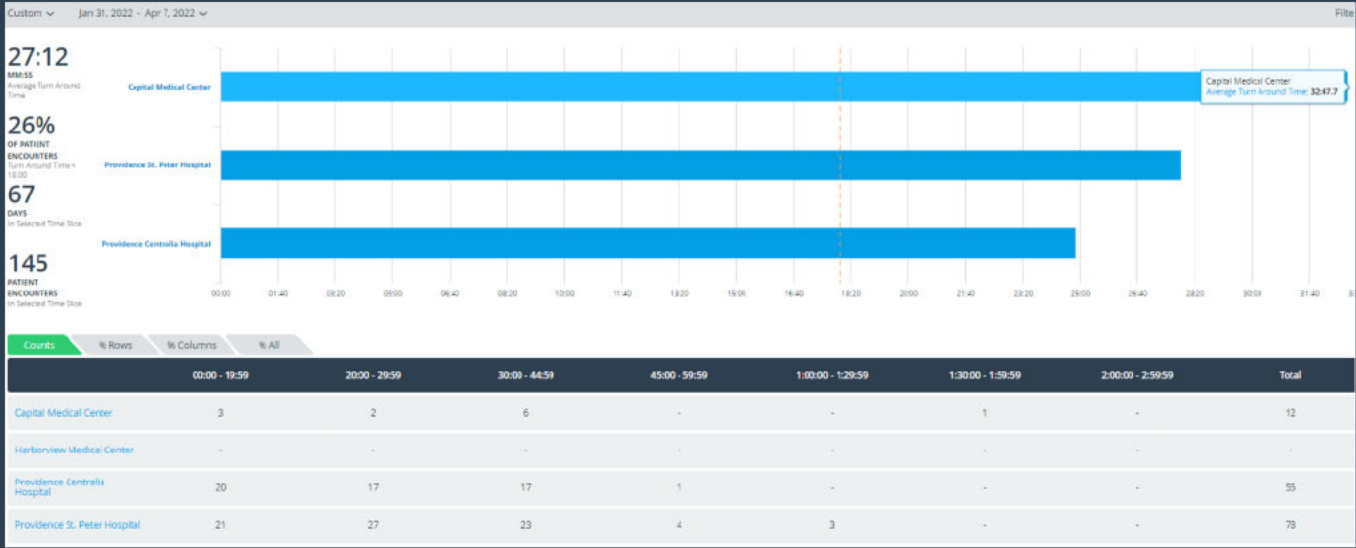
EMT Class 2022-1

Name	Department Affiliation	Test 1 Score n 20	Test 1 Score %	Test 2 Score n 30	Test 2 Score %	Test 3 Score n 28	Test 3 Score %
Cookston, Jonathon W	FD 1	19	95.00%	30	100.00%	28	100.00%

OTEP Classes Conducted:
11 Cardiac Arrest Reviews Completed



LOCAL HOSPITAL TURN-A-ROUND JAN, FEB & MARCH 2022



Jan

Feb

March

Social Media



West Thurston Fire created an event.
Mar 23 · 🌐



SAT, APR 16 AT 10 AM
West Thurston Easter Egg Dash x2 locations!
Rochester High School and Littlerock Fire Station



West Thurston Fire
Posted by Lanette Dyer
Mar 30 · 🌐

It is that time of the year to start thinking of Spring clean-up and the ever-present danger of Wildfires! History keeps teaching us the same lesson over and over... Are you listening? If your property is defensible, it is defendable! Call us today and set up a free quick visit that we can give you some pointers or answer questions about becoming Firewise. We are ready, are you? 360-352-1614



See Insights

Boost post

You and 12 others

11 Shares 920 Views



West Thurston Fire
Posted by Lanette Dyer
6d · 🌐

SATURDAY APRIL 16th! 2 EGG DASH'S!
FREE Fun For The Family!
Use Your Own Camera to get Pictures with the Easter Bunny!
#1 Location
10:00 am Rochester High School
19800 Carper Rd Sw
Ages: 2-3, 4-6, 7-10
#2 Location
1:00pm Littlerock Station
10828 Littlerock Rd. SW
Ages: 2-3, 4-6, 7-10
West Thurston Regional Fire Authority Egg Dash
Sponsored by the West Thurston Firefighters Association and Firetones Auxiliary
Questions? Call 360-352-1614



Upcoming Events

Easter Dash April 16th

Scott Lake Fishing Derby May 21st

A Brief History of Smokey Bear, the Forest Service’s Legendary Mascot **How the beloved figure has become a lightning rod in a heated environmental debate**

By Lyndsie Bourgon (*Cover Story*)

Last year, the deadliest wildfire season in state history swept across California. More than 8,000 fires burned nearly two million acres and cost hundreds of millions of dollars to suppress.* In a matter of minutes, a town named Paradise was engulfed in flame and almost completely destroyed; 85 people died.

The United States had been living in fear of such devastation since the early years of World War II when fire was seen as a weapon of war. And for almost as long, we’ve had Smokey Bear, sweetly but insistently reminding each of us of our role in protecting the country from this danger: “Remember—only you can prevent forest fires.”

In 1942, Japanese submarines shelled an oil field outside Santa Barbara, near the 2,700-square-mile Los Padres National Forest. Concerned that fire on the homefront could distract from the war effort, the War Advertising Council and the U.S. Forest Service launched a campaign to raise public awareness of the threat. The early ads looked like many other wartime messages. “Another Enemy to Conquer: Forest Fires,” proclaimed a red stamp. “Our Carelessness: Their Secret Weapon,” said a poster with Hitler peering down on a blaze. Then Disney temporarily loaned Bambi—who had been introduced in 1942—to the effort, and the public started listening.

Inspired by the power of a charismatic cartoon, the War Advertising Council dreamed up Smokey in his ranger’s hat and dungarees. He first appeared in August 1944 pouring a bucket of water on a campfire saying, “Care will prevent 9 out of 10 fires.” In 1947, he got his better-known tagline.

Smokey was a sensation. In 1950, when a black bear cub was rescued from a burning forest in New Mexico, he was named Smokey and sent to Washington, D.C., where he lived at the National Zoo. (The Zoo is celebrating Smokey’s 75th with a special exhibit.) Two years later Steve Nelson and Jack Rollins, the songwriting team behind “Frosty the Snowman,” wrote an ode to Smokey. (Called “Smokey the Bear” to improve the rhythm, it led to decades of confusion over the character’s name.) And by 1964, Smokey was receiving so many letters from children that the post office gave him his own ZIP code; now he has an Instagram account and a Twitter feed, and he’s learned to speak Spanish. Today, the Ad Council estimates that 96 percent of adults recognize him—the sort of ratings usually reserved for Mickey Mouse and the president.

Continued Page 6

Free Defensible
Space checks
are being offered
to citizens.



Smokey's popularity made him an effective spokesperson for the Forest Service's fire prevention message, which helped dramatically reduce fire on America's public lands. Between the 1930s and 1950s, the average number of annual wildfires in the United States decreased by over 40,000. By 2011, the average number of acres burned by wildfire each year had dropped from 22 million in 1944 to just 6.6 million. Smokey "ties fire suppression to good citizenship," explains Catriona Sandilands, an environmental studies professor at York University in Toronto. "With him, there is no question that fires are bad, and that individual citizens are responsible."

But what if Smokey was actually wrong about that?

Some scientists now believe that the simple idea that fire is bad has made some forests more susceptible to flame—a phenomenon that they call the "Smokey Bear effect." Areas where fires have been prevented for decades have simply been storing "fuel," like underbrush growth and dead standing trees. Where the changing climate has brought drier conditions, this land is primed to spark easily. Now, a catastrophic blaze, once an unusual occurrence, could be set off by the heat from a lightning strike.

"The crisis is not the number of fires, it's that we have too many bad fires and too few good fires," warns Stephen Pyne of Arizona State University, a leading scholar of forest fire history. "It's equally a problem that we're not doing the good burning that would calm bad fires." Smokey's focus on fire prevention is dated, Pyne says.

Government policy has evolved to include the targeted use of controlled burns—"good burning"—in hopes of preventing larger, unplanned fires. And Smokey's official motto changed subtly in 2001 to reflect this. Now he says, "Only you can prevent wildfires"—the idea being that forest fires can be lit and controlled, but wildfires can't. "There is good fire and bad fire, that's what his message is," says Babete Anderson, a representative with the Forest Service. For kids, she explains, fire is birthday candles and campfires. Smokey's message is "be careful with it. Make sure that your fire is dead out."

"The crisis is not the number of fires, it's that we have too many bad fires and too few good fires,"

But some fire-prevention experts think it's impossible to separate Smokey from the old notion that it's up to us to tame fire. "Let him retire with dignity," Pyne

suggests. The Forest Service has no plans to force out their 75-year-old mascot, who is also at the center of a merchandise industry. Still, Pyne dreams of a replacement.

Since 1947, Smokey has often been accompanied in posters by two cuddly cubs. In one image, they're all holding hands: "Please folks," Smokey says, holding his charges close, "be extra careful this year!" As Pyne sees it, "There's two of them, so they could educate about lighting fires and fighting fires," a modern understanding of fires, both good and bad. Smokey was created to speak to a generation shaped by fear of war. Those cubs could be a voice for a new generation learning to coexist with nature in an era of climate change.



*This article appeared in the July 2019
Smithsonian Magazine*