



BOARD OF FIRE COMMISSIONERS

Regular Meeting Minutes

August 12th, 2021
12:00 p.m.

MEETING CALL TO ORDER

Commissioner Hutchins called the meeting to order at 12:05 p.m.

FLAG SALUTE

Commissioner Hutchins led the group in the Flag Salute.

ROLL CALL

Commissioners Hutchins, Pearsall and Black; Chief Rux, and Rosemary Mesa-Walton

OTHERS PRESENT

Lt. Bowman, FF/EMT G. Dorrough

AGENDA ADDITIONS OR DELETIONS

None

APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from June 10th, 2021 Regular Meeting

Commissioner Pearsall made a motion to approve the minutes from the June 10th, 2021, Regular Meeting. Commissioner Black seconded the motion and the motion passed by unanimous vote.

PUBLIC COMMENTS – *None*

FINANCIAL REPORT

Finance Officer's Report:

1. Revenue and Fund Balances

TREASURERS REPORT

Account Totals

Thurston County Fire Protection District 13

06/01/2021 To: 06/30/2021

Time: 10:57:13 Date: 08/10/2021
Page: 2

| Cash Accounts | Beg Balance | Deposits | Withdrawals | Ending | Outstanding Rec | Outstanding Exp | Adj Balance |
|------------------------|--------------|-----------|-------------|--------------|-----------------|-----------------|--------------|
| 2 Petty Cash | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 6730 County Checking | 947,654.39 | 14,291.00 | 120,511.57 | 841,433.82 | 0.00 | 0.00 | 841,433.82 |
| 6731 Capital Projects | 190,285.14 | 127.38 | 0.00 | 190,412.52 | 0.00 | 0.00 | 190,412.52 |
| 6734 Reserve Account | 478,632.77 | 343.13 | 0.00 | 478,975.90 | 0.00 | 0.00 | 478,975.90 |
| 6736 Apparatus Account | 135,500.39 | 90.71 | 0.00 | 135,591.10 | 0.00 | 0.00 | 135,591.10 |
| Total Cash: | 1,752,572.69 | 14,852.22 | 120,511.57 | 1,646,913.34 | 0.00 | 0.00 | 1,646,913.34 |
| | 1,752,572.69 | 14,852.22 | 120,511.57 | 1,646,913.34 | 0.00 | 0.00 | 1,646,913.34 |

TREASURERS REPORT

Account Totals

Thurston County Fire Protection District 13

07/01/2021 To: 07/31/2021

Time: 11:55:45 Date: 09/16/2021
Page: 2

| Cash Accounts | Beg Balance | Deposits | Withdrawals | Ending | Outstanding Rec | Outstanding Exp | Adj Balance |
|------------------------|--------------|----------|-------------|--------------|-----------------|-----------------|--------------|
| 2 Petty Cash | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 6730 County Checking | 841,433.82 | 8,734.91 | 137,295.59 | 712,873.14 | 0.00 | 0.00 | 712,873.14 |
| 6731 Capital Projects | 190,412.52 | 147.00 | 0.00 | 190,559.52 | 0.00 | 0.00 | 190,559.52 |
| 6734 Reserve Account | 478,975.90 | 388.88 | 0.00 | 479,364.78 | 0.00 | 0.00 | 479,364.78 |
| 6736 Apparatus Account | 135,591.10 | 104.68 | 0.00 | 135,695.78 | 0.00 | 0.00 | 135,695.78 |
| Total Cash: | 1,646,913.34 | 9,375.47 | 137,295.59 | 1,518,993.22 | 0.00 | 0.00 | 1,518,993.22 |
| | 1,646,913.34 | 9,375.47 | 137,295.59 | 1,518,993.22 | 0.00 | 0.00 | 1,518,993.22 |

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2. Voucher Approvals

- a. Office Manager Rosemary Mesa-Walton summarized the expenditures for the month. Commissioner Pearsall made a motion to approve the payments below for both June and July 2021 totaling \$259,357.32. Commissioner Black seconded the motion and the motion passed by unanimous vote.

| Batch | Numbers (Transactions/Vouchers) | Amount | Type | Description |
|--------------|---|---------------------|----------|---|
| 2021.06.03 | 210603001-210603012 Transaction #s 495-506 | \$7,919.00 | Warrants | General Expenditures |
| N/A | Transaction #s 507-540 | \$53,618.10 | EFT | June Career Payroll/Vol& Comm Stipends |
| 2021.07.01 | Transaction #s 541-543 | \$22,027.17 | EFT | June - EFTPS, DRS, & DSHS |
| 2021.07.02 | 210702001-210702025 Transaction #s 553-577 | \$36,201.47 | Warrants | General Expenditures, Quarterlies (PFML), and Payroll Benefits: Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP |
| 2021.07.03 | 210703001-210703012 Transaction #s 578-589 | \$25,448.85 | Warrants | General Expenditures |
| N/A | Transaction #s 590-623 | \$62,255.21 | EFT | July Career Payroll/Vol& Comm Stipends |
| 2021.08.01 | Transaction #s 624-626 | \$25,385.61 | EFT | July - EFTPS, DRS, & DSHS |
| 2021.08.02 | 210802001-210802011 Transaction #s 633-643 | \$26,501.91 | Warrants | General Expenditures and Payroll Benefits: Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP |
| Total | | \$259,357.32 | | |

3. Long Term Care – 2022 WA State Payroll Tax

- a. Office Manager Rosemary Mesa-Walton summarized the information regarding the State Long Term Care Payroll Tax and how it would not exempt Commissioners.

CHIEF'S REPORT by Chief Rux (Operations & Administration)

| | | | |
|---|------|-----------------------------|---|
| Monthly Alarm Activity – June 2021 | | | |
| Total Number of Alarms: | | 46 | |
| | EMS | 28 | |
| | Fire | 18 | |
| Overlapping calls: | | 13.04% | |
| | | Mutual Aid Given: | 4 |
| | | Mutual Aid Received: | 1 |
| Monthly Alarm Activity – July 2021 | | | |
| Total Number of Alarms: | | 44 | |
| | EMS | 27 | |
| | Fire | 17 | |
| Overlapping calls: | | 9.09% | |
| | | Mutual Aid Given: | 6 |
| | | Mutual Aid Received: | 0 |

- Chief mentioned a few of the calls they had experienced this past month: included rescuing a boy from a chimney, a brush fire on the highway due to intentional setting, and a motorcycle accident and the pilot was airlifted.

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1. Training
 - EMT: 4 members registered for class
 - Fire: 6 members registered in Fall Academy
 - Training Hours: Not reported
2. Report
 - All keys to the stations have been rekeyed
 - Mason 4 partnership through mutual aid agreement
 - Griffin Station 13-1 will be hosting a cadaver lab, being overseen by the EMS Council
 - The department will be participating in the Blueberry Bash on Sunday, and the GNA picnic in September
 - Chief Rux updated the board on the FF/EMT testing progress
 - Discussed the vaccine mandate
 - Discussed upcoming Commissioner Meetings. It was decided to reschedule the next three to the following dates: Sept 22nd at 12pm, Oct 4th at 12pm, November 9th at 12pm.

COMMISSIONERS/SECRETARY REPORT

None

OLD BUSINESS

1. 2021 Levy
 - Chief Rux updated the Board regarding the levy. We will be waiting until August 17th to see the final votes, but at present there's a 67% approval support. The Griffin Firefighter Association put in a lot of time and effort into educating the community.

NEW BUSINESS

1. Thurston County Food Bank – Commissioners support the effort to help
2. Cadet Program – Support Chief sharing his time to help oversee the cadet program, clear end date, keeping time separate, only for this year.
3. Governor Proclamation – Covid Vaccinations: Attorney Brian Snure made a proclamation about the governor proclamation about all healthcare vaccinations. We are going to see what guidance Medic one will offers.
4. Executive Session: RCW 42.30.110(f) – To receive and evaluate complaints or charges brought against a public officer or employee.
 - a. The Commissioners met for an executive session at 1:20pm, and would be meeting for 10minutes. The meeting resumed at 1:30pm and was extended for an additional 10minutes. The meeting resumed at 1:40pm and no action was taken during the executive session.

COMMENTS FOR THE GOOD OF THE ORDER

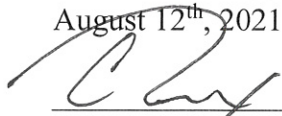
None

MEETING ADJOURNED

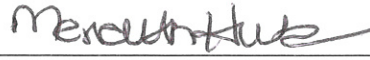
There being no further business, the meeting was adjourned at 1:46 p.m.

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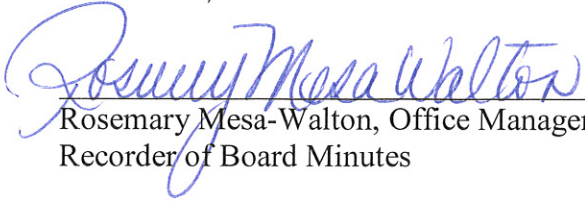
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Corey A. Rux, Fire Chief



Meredith Hutchins, Chair



Rosemary Mesa-Walton, Office Manager
Recorder of Board Minutes



Casey Black, Commissioner



Dave Pearsall, Commissioner