



# BOARD OF FIRE COMMISSIONERS

## Regular Meeting Minutes

January 14<sup>th</sup>, 2021  
12:01 p.m.

### MEETING CALL TO ORDER

Commissioner Peoples called the meeting to order at 12:01 p.m.

### FLAG SALUTE

Not at this time.

### ROLL CALL

Commissioners Peoples, Hutchins and Pearsall; Chief Rux, Assistant Chief Rudolph, and Rosemary Mesa-Walton (all via Zoom)

### OTHERS PRESENT

Lt. Nathan Bowman, FF Simon Cognasso, FF Jeriel Peña, and FF Cameron Mean

### AGENDA ADDITIONS OR DELETIONS

None

### APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from December 10<sup>th</sup>, 2020 Regular Meeting  
Commissioner Pearsall made a motion to approve the minutes from the December 10<sup>th</sup>, 2020, Regular Meeting. Commissioner Peoples seconded the motion and the motion passed by unanimous vote.
2. Approve minutes from December 17<sup>th</sup>, 2020 Special Meeting  
Commissioner Peoples made a motion to approve the minutes from the December 17<sup>th</sup>, 2020, Special Meeting. Commissioner Pearsall 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

12/01/2020 To: 12/31/2020

Time: 11:18:34 Date: 01/11/2021  
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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	928,230.58	7,917.70	121,039.24	\$15,109.04	0.00	0.00	\$15,109.04
6731 Capital Projects	189,596.45	179.31	0.00	189,775.76	0.00	0.00	189,775.76
6734 Reserve Account	541,672.89	515.41	0.00	542,188.30	0.00	0.00	542,188.30
6736 Apparatus Account	135,009.98	127.68	0.00	135,137.66	0.00	0.00	135,137.66
Total Cash:	1,795,009.90	8,740.10	121,039.24	1,682,710.76	0.00	0.00	1,682,710.76
	1,795,009.90	8,740.10	121,039.24	1,682,710.76	0.00	0.00	1,682,710.76

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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 totaling \$126,013.75. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2020.12.03	201203001-201203021 Transaction #s 988-1008	\$9,740.83	Warrants	General Expenditures
2020.12.04	201204001-201204008 Transaction #s 1009-1016	\$7,601.43	Warrants	General Expenditures
N/A	Transaction #s 1-40	\$52,760.17	EFT	December Career Payroll/Vol& Comm Stipends
2021.01.01	Transaction #s 41-43	\$21,138.21	EFT	December - EFTPS, DRS, & DSHS
2021.01.02	210102001-210102013 Transaction #s 44-56	\$34,773.11	EFT	General Expenditures, 4 <sup>th</sup> Quarter PFML, and Payroll Benefits: Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
<b>Total</b>		<b>\$126,013.75</b>		

**CHIEF'S REPORT by Chief Rudolph (Operations)**

***Monthly Alarm Activity – December 2020***

**Total Number of Alarms:** 57

EMS 39

Fire 18

**Mutual Aid Given:** 6

**Overlapping calls:** 14.4% (8)

**Mutual Aid Received:** 4

1. Training

- EMT: 7 students enrolled in Centralia College EMT 1/7/2021
- Fire: 10 students in enrolled in Thurston County Fire Academy 2/4/2021
- Training Hours: 28 EMS/ 60.5 Fire = 88.5 Total training hours

-Monthly department wide drill will begin on the 3<sup>rd</sup> Thursday of every month

-Updated uniform policy class A and B

-Standardizing Apparatuses

-EMT/Academy support study groups

**CHIEF'S REPORT by Chief Rudolph (Administration)**

2. Special Interest

- SCBA Grant/Additional Purchase: SCBAs have been ordered and 6 additional ones were purchased.
- We are continuing to research and get ourselves prepared for the Levy this year
- Will be working on an Annual Report to present to the Commissioners
- Currently doing annual employee evaluation which will be completed by the end of the month
- Station 2 staffing has been very effective
- See attachment (Chief's Report – Appendix A) for a project list of first quarter goals

### COMMISSIONERS/SECRETARY REPORT

*This time is set aside for commissioners to report on meetings and conferences they attend, etc.*

None

### OLD BUSINESS

1. Water Tower

- Chief Rux informed the board that we are still moving forward with the Water Tank project this year. Permits were approved and now we are waiting for construction to begin.

### NEW BUSINESS

1. 2021 Authorized Signatures for Thurston County

- Commissioners were asked to sign the 2021 Authorized Signatures required by Thurston County every year.

### COMMENTS FOR THE GOOD OF THE ORDER

- Chief Rux thanked Chief Rudolph for all the hard work he's put in thus far and how everyone is excited to have him as part of the Griffin Fire Team. He also thanked his Office Manager, Rosemary Mesa-Walton, as well as thanked all of our members for stepping it up these last 6 months. There's been significant changes to the culture and to individual roles, especially those of the lieutenants. They have received more responsibilities and have handled everything being asked of them very well. Chief Rux is looking forward to this New Year.

### MEETING ADJOURNED

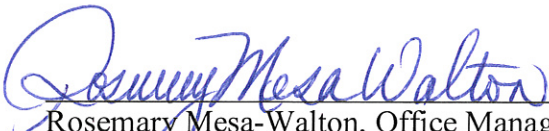
There being no further business, the meeting was adjourned at 12:27p.m.



Corey Rux, Fire Chief



Dave Pearsall, Chair



Rosemary Mesa-Walton, Office Manager  
Recorder of Board Minutes



Mike Peoples, Commissioner



Meredith Hutchins, Commissioner

