



BOARD OF FIRE COMMISSIONERS

Regular Meeting Minutes

March 19th, 2026
12:15 p.m.

Topic: BOFC March Regular Meeting | Griffin Fire Department's Zoom Meeting

Time: Mar 19, 2026 12:15 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81376968338?pwd=5nAHP4Do1933bblq31orycCxaxHUcY.1>

Meeting ID: 813 7696 8338

Passcode: 079237

MEETING CALL TO ORDER 12:17 pm

FLAG SALUTE Commissioner Pearsall led the group in the Flag Salute

ROLL CALL

Commissioners Pearsall, Hutchins, Dalessandro, Chief Rux, Chief Smith, Beka Rudolph, Elcista Ridings

OTHERS PRESENT

On Duty Crew

AGENDA ADDITIONS OR DELETIONS

APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from February 19th, 2026
 - Commissioner Dalessandro made a motion to approve the meeting minutes.
 - Commissioner Hutchins seconded the motion; the motion passed by unanimous vote
2. Approve minutes from March 11th, 2026 Special Meeting
 - Commissioner Dalessandro made a motion to approve the meeting minutes.
 - Commissioner Hutchins seconded the motion; the motion passed by unanimous vote

PUBLIC COMMENTS

The Fire Commissioners recognize the value of public comments on fire department issues and the importance of involving members of the public in its meeting, and so, we provide this opportunity. The statements or presentation may relate to any aspect of the fire department except those matters pertaining to any specific member which will not be allowed during public meetings. The Fire Commissioners would appreciate your comments being limited to approximately three (3) minutes.

FINANCIAL REPORT

Finance Officer's Report:

1. Revenue and Fund Balances

TREASURER'S REPORT								
Fund Totals								
Thurston County Fire Protection District 13				02/01/2026 To: 02/28/2026		Time: 13:54:30	Date: 03/17/2026	Page: 1
Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	438,782.18	165,607.76	227,389.23	377,000.71	0.00	0.00	0.00	377,000.71
002 Reserve Fund	525,398.23	1,528.24		526,926.47	0.00	0.00	0.00	526,926.47
003 Apparatus Fund	194,674.41	566.28		195,240.69	0.00	0.00	0.00	195,240.69
004 Transporting Fund	18,952.90	5,824.29	14.16	24,763.03	0.00	0.00	0.00	24,763.03
301 Capital Projects Fund	156,223.88	444.82	65,000.00	91,668.70	0.00	0.00	0.00	91,668.70
302 Loan Fund	-35,564.91	0.00		-35,564.91	35,564.91	0.00	0.00	0.00
	1,298,466.69	173,971.39	292,403.39	1,180,034.69	35,564.91	0.00	0.00	1,215,599.60

2. Voucher Approvals

- Request approval to pay the following vouchers:
- Commissioner Hutchins made a motion to approve the payments as stated.
- Commissioner Dalessandro seconded the motion and passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2026.02.03	Transaction #s 179-198	\$35,567.18	Warrants	General Expenditures
2026.03.01	Transaction #s 245-246	\$43,410.99	Warrants	Payroll Expenditures EFTPS, ERS
2026.03.02	Transaction #s 247-261	\$79,980.21	Warrants	General Expenditures
	Transaction #s 199-244	\$103,493.56	EFT	Payroll – Career, Admin, Volunteer & Commissioner Stipends
Total		\$262,451.94		

ADMINISTRATIVE REPORT

Month(s): **Month(s):** February 2026

Incident Statistics		
Total Incidents: 47	EMS: 31	Fire: 16
Aid Given: 3	Aid Received: 2	Overlapping: 8.51%
Year to Date (through 2/28/26)		
Total Incidents: 103 (90 PYTD)	EMS: 65	Fire: 38
Aid Given: 10	Aid Received: 3	Overlapping: 9.71%

Transport Statistics		
Total Patient Contacts: 34	Non-Transport: 15	BLS Transportable Pts: 14 (not ALS)
GFD Transports:13	Transport by another agency: 1*	Capture Rate: 92%
YTD Transports Billed:	Resident: -	Non-Resident: -

*Data collected in report cleaned for errors– of 4 BLS Transports by Other Agencies, 2 were by an agency unit (A13-2), 1 was a duplicate (2/20/26) and 1 was AMR		
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Monthly Training Activity	
Training Hours: 347 Agency Personnel Hours for February	
2/3 – Medic Unit Training with OFD @13-1	
2/12, 2/19 and 2/26 – OTEP – Stroke/Medical Exam	
2/21 -Live Fire Training MERTS in Astoria, OR (12)	
Saturday Training Series – 2/28/2026 at D9 training center with FD9, FD4 & FD1 (4 FD13)	
EMT Academy started 2/9/2026 – 6 students attending	
Volunteer Fire Academy started 2/28/2026 – 4 students attending	
UPCOMING SCHEDULED TRAINING: MARCH	
3/7 – Saturday Training Series – Engine Company Operations – Hose deployment	
3/18 – OTEP @1300	
3/19 – Thursday Night Training – Water Forward Operations @1800	OTEP @1300
3/21 – Saturday Training Series – Ladders	
3/25 – Wildland Refresher Classroom	
3/28 – Saturday Training Series – EVIP Classroom	

Fire Chiefs Report
Misc: • First Due update – Go Live April 1st • South Bay Fire Banquet Coverage 2/7 (FF's Maynard, Means, Nivala and Prince) • TCOMM Run Card updates 2/6 • LifeScan Physicals at D9 • PTB updates • Firefighter/EMT Testing Process • Temporary Firefighter Positions
Apparatus: • New Brush 13-1 – Delivered to Mallory Fire for Skid and cabinets install January 7, 2026. Targeting completion/delivery – end of March 2026 (still on track). • B13-1 remaining items: Tire/wheel estimate – pending; Light package install estimate – pending; Bumper/winch estimate – pending. • AWARDED: \$5,000 50/50 matching Phase 3 DNR grant for front bumper remote nozzle system • E13-3 – will be listed - pending • T13-2 – will be listed- pending
Facilities: Station 13-1:

- USDD Alert System Installation – New Firewall configuration to work with TCOMM
- Well head replacement
- Reader Board Update
- Facility Paint and Signage

Station13-2

- New Lawn Mower for station 2

Community Outreach & Communications:

Website Report:

Since last Commissioners' meeting

- 422 site session- (up 5% from last meeting)
- Clicks to contact- 7
- Visitors (89% new, 11% returning)
- Most clicks- top 3:
- Homepage –260 (up 2%)
- Team Page –128 (Up 8%)

Facebook Report

Views

- This month so far 2,331
- Since last commissioner meeting: up 142.3%
- 1/12/26 1,842
- 2/18/26- 1,857
- 3/17/26- 1,871 (up 14 from last month)

Recap:

- Sponsored a 3rd birthday party from the BB Auction on March 1st
- SICP Pancake Breakfast on March 14th

Upcoming:

- Chamber of Commerce Future of Work Event- March 21st
- SICP Pancake Feed on 3/14
- SICP Field Trip to Station 13-1 on April 2nd.

Additional Notes:

- Firewall needed to complete new alert system programming. The system needed to be in place to see how the connection would function to TComm and accurately identify the specific needs for the Firewall.
- April 14th is planned Amin Planning Session for Chief Rux leave.
- Chief Rux shared a very nice compliment from Snohomish Fire Department – they were very impressed and appreciative of our website design and asked for information how who designed and built it.
- Chief Rux shared that the crews are doing phenomenal, especially with training and structure.

COMMISSIONERS/SECRETARY REPORT

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

OLD BUSINESS

None

NEW BUSINESS

- MOU – Fire Chief Rux Contract
 - Chief Rux asked for the MOU to be approved – keeping all conditions the same until return from leave.
 - Commissioner Hutchins made a motion to approve the MOU as presented.
 - Commissioner Dalessandro seconded the motion and passed by unanimous vote.
- Board of Fire Commissioners Preferred Contact Information
 - For business cards, all wanted their personal email address and cell phone numbers.
- Executive Session: The Board will convene in executive session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee. No action will be taken in executive session.
 - Session began: 12:50 p.m.
 - Reconvened at 1:12 p.m.
 - No decisions were made during this session.

COMMENTS FOR THE GOOD OF THE ORDER

MEETING ADJOURNED 1:13 p.m.