



BOARD OF FIRE COMMISSIONERS

Regular Meeting Minutes

February 28th, 2024
12:00 p.m.

MEETING CALL TO ORDER

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

FLAG SALUTE

Commissioner Dalessandro led the group in the Flag Salute.

ROLL CALL

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

OTHERS PRESENT

Jim Hutchins, Doug Jamieson, Kelly Carda, and Beka Lensegrav

AGENDA ADDITIONS OR DELETIONS

None

APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from January 11th, 2024 – Regular Meeting
 - Commissioner Pearsall made a motion to approve the minutes from the January 11th, 2024 Regular Meeting. Commissioner Dalessandro seconded the motion and the motion passed by unanimous vote.
2. Approve minutes from January 29th, 2024 – Special Meeting with the WA State Auditor's Office
 - Commissioner Pearsall made a motion to approve the minutes from the January 29th, 2024 Special Meeting. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

PUBLIC COMMENTS

None

FINANCIAL REPORT

Finance Officer's Report:

1. Revenue and Fund Balances

TREASURER'S REPORT

Account Totals

Thurston County Fire Protection District 13

01/01/2024 To: 01/31/2024

Time: 15:33:47 Date: 02/21/2024

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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	765,989.84	15,856.73	225,150.87	556,695.70	0.00	2,495.61	559,191.31
6731	Capital Projects	196,269.65	487.97	0.00	196,757.62	0.00	0.00	196,757.62
6734	Reserve Account	493,755.40	1,227.59	0.00	494,982.99	0.00	0.00	494,982.99
6736	Apparatus Account	241,642.91	600.55	0.00	242,243.46	0.00	0.00	242,243.46
Total Cash:		1,698,157.80	18,172.84	225,150.87	1,491,179.77	0.00	2,495.61	1,493,675.38
		1,698,157.80	18,172.84	225,150.87	1,491,179.77	0.00	2,495.61	1,493,675.38

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2. Voucher Approvals

- a. Office Manager, Rosemary Mesa-Walton summarized the expenditures for the month of January. Commissioner Pearsall made a motion to approve the payments below for January 2024 totaling \$310,968.37. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2024.01.03	240103001-240103012 Transaction #s 52-63	\$25,199.30	Warrants	General Expenditures and Quarterlies (L&I and Unemployment)
2024.01.04	240104001-240104019 Transaction #s 64-82	\$42,168.18	Warrants	General Expenditures
2024.01.05	Transaction #s 83-84	\$2,495.61	EFT	Quarterlies (PFML & LTC)
N/A	Transaction #s 85-119	\$86,851.57	EFT	January Career Payroll/Vol & Comm Stipends
2024.02.01	Transaction #s 120-122	\$32,884.25	EFT	January - EFTPS, DRS, Legal Shield
2024.02.02	240202001-240202004 Transaction #s 123-126	\$26,540.58	Warrants	Payroll Benefit Expenditures- Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
2024.02.03	Transaction #s 127	\$63.00	EFT	Dept of Revenue (Transporting)
2024.02.04	240204001-240204029 Transaction #s 139-167	\$94,765.88	Warrants	General Expenditures
Total		\$310,968.37		

CHIEF'S REPORT by Chief Rux

-Before presenting the Commissioners with the Chief's Report, Chief Rux presented a Recognition of Service award to Jim Hutchins, for his 18 years of service to the Griffin Fire Department.

Month(s): January/February 2024

Incident Statistics		
Total Incidents: 123	EMS: 60	Fire: 63
Aid Given: 20	Aid Received: 2	Overlapping: % 19.51
Year to Date		
Total Incidents: 123	EMS: 60	Fire: 63
Aid Given: 20	Aid Received: 2	Overlapping: % 19.51
Transport Statistics		
Total Patient Contacts: 58	Non-Transport: 12	Transportable Pts: 46
GFD Transports: 31	Transport by other agency: 15	Capture Rate: % 67
YTD Transports Billed: -	Resident: -	Non-Resident: -
Monthly Training Activity		
EMT: 5 Currently in TCMO Class; 1 in Mason County EMT Class		
Fire 1: No Class Until Fall		
Training Hours: 284 Agency Personnel Hours for January and February 2024		

Fire Chiefs Report
Misc.: • FTE Personnel doing well –No timeline update on the return to work for those out on extended leave • CBM – Rosemary and I are working with CBM on the phone and IT Migration • Volunteer Recruitment is going well; we have 5 going through the onboarding process
Apparatus: • Working with Lt Rohaly to create a spec for a new Brush unit build out
Facilities: • Capital Heating and Cooling – all items identified in the annual maintenance survey have been completed including new bay heaters at station 1 & 2
Community Outreach: • Pancake Breakfast on January 27th raised over \$5500 for the community preschool • GNA hosting Emergency Preparedness presentation at their Annual Meeting on January 31st • Safety Committee member with Griffin School District- We are working on updating the escape routes/staging areas and the reunification location for the students, parents and staff • Working with the community preschool for maintenance needs (projects will be on my own time) • Assessor for Tumwater Battalion Chief Testing Process • Resume and Cover Letter Workshop Feb. 24th

COMMISSIONERS/SECRETARY REPORT

Commissioner Hutchins asked about the new Capital Medical Center Emergency Room and were our patients being taken there. Chief Rux reported that our transporting procedures hadn't changed, otherwise our transports would be bypassing two hospitals to get to the new Capital Medical ER facility. Commissioner Pearsall mentioned that most of his deputies are going there. Similar facilities might continue to evolve in our county as the needs continue to arise, and seems to be a nationwide trend.

OLD BUSINESS

None

NEW BUSINESS

1- Station 13-3 Fencing

- Chief Rux explained that there is about 200 linear feet of fencing in the back of station 13-3 that needs repairs. Chief Rux requested quotes from 3 different companies. The highest quotes was over \$14,000 and the lowest was about \$8,500, plus taking down the fence would be another \$2,000. Chief recommended that we do it ourselves, and the Commissioners agreed and offered to help with the project.

2- Resolution 24-004 – Transfer of Funds from Reserve to General Fund, of \$50,000

- Commissioner Hutchins made a motion to authorize Thurston County Treasurer to transfer funds from Reserve to General Fund for the amount of \$50,000. Commissioner Pearsall seconded the motion and the motion passed by unanimous vote.

3- Executive Session: RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

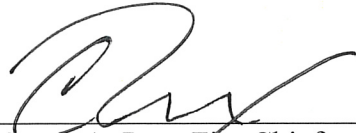
- The Commissioners then met for an executive session at 12:42pm for approximately 30minutes. The meeting resumed at 1:12pm, and was extended for 10min. The meeting resumed at 1:22pm, and was extended for 10min. The meeting resumed at 1:32pm, and was extended for 5min. The meeting resumed at 1:38pm, and no action was taken during the executive session.

COMMENTS FOR THE GOOD OF THE ORDER

-The next Griffin Fire Board of Fire Commissioners Regular Meeting will be March 21st, 2024 at noon.

MEETING ADJOURNED

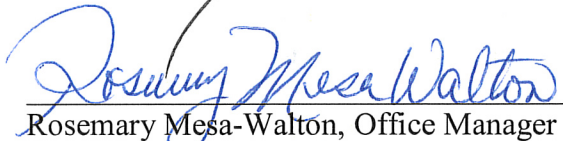
There being no further business, the meeting was adjourned at 1:41 p.m.



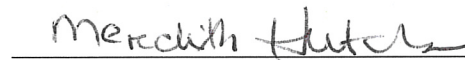
Corey A. Rux, Fire Chief



Dave Pearsall, Chair



Rosemary Mesa-Walton, Office Manager
Recorder of Board Minutes



Meredith Hutchins, Commissioner

Arthur Dalessandro, Commissioner