



# BOARD OF FIRE COMMISSIONERS

## Regular Meeting Minutes

July 11<sup>th</sup>, 2024  
12:00 p.m.

### MEETING CALL TO ORDER

Commissioner Dalessandro called the meeting to order at 12:07 p.m.

### FLAG SALUTE

Commissioner Dalessandro led the group in the Flag Salute.

### ROLL CALL

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

### OTHERS PRESENT

Jim Hutchins, Michelle Smith, Tim Rohaly, Kelly Carda, Sarah Norman, Cameron Means, Michael Nivala, Grant Walker, Shamod Hodge

### NEW BUSINESS

- 1- Oath Ceremony for Assistant Chief Robbie Smith
  - a. Chief Rux introduced the department's new Assistant Chief, had him read the Oath of Office and AC Smith was then pinned by his wife Michelle Smith.

----- Took a break from 12:16 to 12:36 for refreshments -----

### AGENDA ADDITIONS OR DELETIONS

Adding to New Business: Surplus Resolution 24-005 for an apparatus

### APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from June 13<sup>th</sup>, 2024 – Regular Meeting
  - Commissioner Hutchins made a motion to approve the minutes from the June 13<sup>th</sup>, 2024 Regular Meeting. Commissioner Dalessandro seconded the motion and the motion passed by unanimous vote.
2. Approve minutes from June 26<sup>th</sup>, 2024 – Special Meeting
  - Commissioner Hutchins made a motion to approve the minutes from the April 29<sup>th</sup>, 2024 Special Meeting. Commissioner Dalessandro seconded the motion and the motion passed by unanimous vote.

### PUBLIC COMMENTS

None

### FINANCIAL REPORT

Finance Officer's Report:

1. Revenue and Fund Balances

Board Of Fire Commissioners – Regular Meeting Minutes  
July 11<sup>th</sup>, 2024

**TREASURER'S REPORT**  
**Fund Totals**

Thurston County Fire Protection District 13

06/01/2024 To: 06/30/2024

Time: 17:52:58 Date: 07/02/2024  
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	1,166,817.15	15,644.74	159,462.61	1,022,999.28	0.00	0.00	0.00	1,022,999.28
002 Reserve Fund	498,847.24	1,272.45		500,119.69	0.00	0.00	0.00	500,119.69
003 Apparatus Fund	244,134.41	622.71		244,757.12	0.00	0.00	0.00	244,757.12
004 Transporting Fund	50,840.34	1,402.36	5.88	52,236.82	0.00	0.00	0.00	52,236.82
301 Capital Projects Fund	148,228.76	419.88		148,648.64	0.00	0.00	0.00	148,648.64
	<b>2,108,867.90</b>	<b>19,362.14</b>	<b>159,468.49</b>	<b>1,968,761.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,968,761.55</b>

2. Voucher Approvals

- a. Office Manager, Rosemary Mesa-Walton summarized the expenditures for the month of June. Commissioner Hutchins made a motion to approve the payments below for June 2024 totaling \$259,264.20. Commissioner Dalessandro seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2024.06.03	240603001-240603018 Transaction #s 580-597	\$21,208.35	Warrants	General Expenditures
N/A	Transaction #s 598-628	\$86,637.70	EFT	June Career Payroll/Vol & Comm Stipends
2024.07.01	Transaction #s 629-631	\$36,874.08	EFT	June - EFTPS, DRS, and Legal Shield
2024.07.02	240702001-240702028 Transaction #s 632-673	\$114,544.07	Warrants	General and Payroll Benefit Expenditures- Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
<b>Total</b>		<b>\$259,264.20</b>		

**CHIEF'S REPORT by Chief Rux**  
**Month(s): June 2024**

<b>Incident Statistics</b>		
Total Incidents: 34	EMS: 23	Fire: 11
Aid Given: 3	Aid Received: 5	Overlapping: % 11.76
<b>Year to Date</b>		
Total Incidents: 342	EMS: 187	Fire: 138
Aid Given: 48	Aid Received: 11	Overlapping: % 18.98
<b>Monthly Training Activity</b>		
EMT: New EMT Start on August 19th		
Fire 1: Working on putting it together in October		
Training Hours: 53 Agency Personnel Hours for April and May 2024		
<b>Fire Chiefs Report</b>		
<b>Misc:</b>		
<ul style="list-style-type: none"> <li>FTE Personnel –No specific timeline update on the return to work for those out on extended leave.</li> <li>FTE Testing Process – update</li> <li>Volunteer Recruitment is going well; we have 9 members in the onboarding process</li> <li>Position descriptions for Career Lieutenant, Career FF/EMT</li> <li>MOU Modified Duty</li> <li>Tumwater Family Practice – Annual Physicals</li> </ul>		
<b>Apparatus:</b>		



<ul style="list-style-type: none"><li>• B13-1 – Surplus Resolution</li></ul>
<b>Facilities:</b> <ul style="list-style-type: none"><li>• Fire Alarm Panel for Sta 13-1 &amp; Sta 13-2</li><li>• Reader Board</li></ul>
<b>Community Outreach:</b> <ul style="list-style-type: none"><li>• Participated in the Griffin Neighborhood Association Picnic</li><li>• Participated in Carlyon Beach 4<sup>th</sup> of July Parade</li><li>• We installed a new exterior front door at The Steamboat Iland Preschool on June 15th</li><li>• Safety Committee member with Griffin School District- We are working on updating the escape routes/staging areas and the reunification location</li></ul>

### COMMISSIONERS/SECRETARY REPORT

*None*

### OLD BUSINESS

- 1- Resolution 24-005: Surplus
  - a. Commissioner Hutchins made a motion to approve Surplus Resolution 24-005. Commissioner Dalessandro seconded the motion and the motion passed by unanimous vote.
- 2- Executive Session: RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment.
  - a. The Commissioners then met for an executive session at 12:56pm for approximately 20minutes. The meeting resumed at 1:17pm, and was extended for 5min. The meeting resumed at 1:22pm, and was extended for 5min. The meeting resumed at 1:27pm, and was extended for 5min. The meeting resumed at 1:32pm, and was extended for 8min. The meeting resumed at 1:40pm, and no action was taken during the executive session.
- 3- Fire Chief Contract
  - a. Commissioner Hutchins made a motion to approve the Fire Chief renewal contract. Commissioner Pearsall seconded the motion and the motion passed by unanimous vote.


### COMMENTS FOR THE GOOD OF THE ORDER

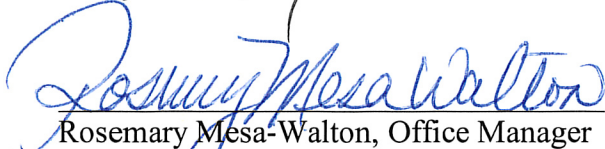
Summer BBQ/Awards – Saturday, August 17<sup>th</sup> at noon; catered by Ranch House BBQ

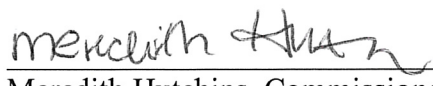
### MEETING ADJOURNED


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

  
Corey A. Rux, Fire Chief

  
Arthur Dalessandro, Chair

  
Rosemary Mesa-Walton, Office Manager  
Recorder of Board Minutes

  
Meredith Hutchins, Commissioner

  
Dave Pearsall, Commissioner

