



## CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

**Date:** June 27, 2022

**Place:** In-Person / Headquarters -17520 – 22<sup>nd</sup> Ave E., Tacoma, WA  
Virtual / (Visit [www.centralpiercefirerescue.org](http://www.centralpiercefirerescue.org) for instructions to join webinar)

**Time:** 5:00 p.m.

*Citizens attending virtually that wish to address the Board during Public Comment use the "raise hand" feature on the webinar. Statements or comments for the record may be submitted to [dporter@centralpiercefirerescue.org](mailto:dporter@centralpiercefirerescue.org) by 4:00pm meeting day.*

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**1. Call to Order**

A. Roll Call

**2. Pledge of Allegiance**

**3. Approval of Agenda**

A. **Pg. 1** /Agenda

**4. Public Comment** - (for items not specifically listed on the Agenda)

**5. Consent Agenda** (Single Motion)

A. Excused Absences:

B. **Pg. 4** /Minutes: Regular Board Meeting of June 13, 2022

C. **Pg. 7** /Approval of:

Accounts Payable Warrants Numbered 57550 to 57550 totaling	\$	700.00
Accounts Payable Warrants Numbered 57551 to 57579 totaling	\$	453,322.26
Accounts Payable Warrants Numbered 57580 to 57580 totaling	\$	21,455.20
Accounts Payable Warrants Numbered 57581 to 57600 totaling	\$	220,392.03
<b>GRAND TOTAL</b>	<b>\$</b>	<b>695,869.49</b>

**Pg. 22** /*For Informational Purposes Only - The following electronic payments totaling \$549,483.10 are included in Warrants noted above:*

- Accounts Payable EFT numbered 12903 to 12903 - \$700.00 (Included in A/P Warrant 57550)
- Accounts Payable EFT numbered 12904 to 12946 - \$375,587.37 (Included in A/P Warrant 57554)
- Accounts Payable EFT numbered 12947 to 12998 - \$173,195.73 (Included in A/P Warrant 57583)

**6. Unfinished Business** (Second Reading and Final Action)



## **CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA**

### **7. New Business (First Reading)**

- A. **Pg. 45** /Reauthorization of Funding Sources to Voters November 8, 2022 – Chief Morrow
  - i. Resolution No. 22-03 Reauthorization of EMS Levy
  - ii. Resolution No. 22-04 Submitting for Reauthorization of Fire Benefit Charge
- B. **Pg 52** /Resolution No. 22-05 Special Market Condition Purchase (Request to waive Two-Meeting Rule) – AC Stueve
- C. **Pg 55** /Resolution No. 22-07 Mid-Year Budget Amendment – FD Robacker

### **8. Considerations and Requests**

- A. **Pg 65** /Board of Commissioners Policy Revision – Chief Morrow
- B. **Pg 114** /Logistics Roof Renovation and Repair – AC Stueve

### **9. Staff, Local, Firefighter's Association and Fire Chief Reports**

- A. **Pg 116** /Finance - FD Robacker
- B. **Pg 128** /IT - ITD Scott-Ralston
- C. **Pg 129** /Logistics - AC Stueve
- D. **Pg 130** /Prevention & Education - AC Berdan
- E. **Pg 131** /Health & Safety – AC McKenzie
- F. **Pg 132** /DC Administration - DC Karns
- G. **Pg 133** /Fire Chief - Chief Morrow

### **10. Correspondence**

- A. **Pg 135** /Employee Recognition

### **11. Commissioner Comments**



## **CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA**

**12. Executive Session** - RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

**13. Adjournment**

# DRAFT – Not Official Until Approved

## CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS June 13, 2022

Vice Chair Stringfellow called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at District Headquarters – 17520 22<sup>nd</sup> Ave E., Tacoma at 5:00 p.m. A remote attendance option was available to the public. Present were Vice Chair Stringfellow, Commissioners Holm, Willis, Coleman, and Mitchell, Chief Morrow, Deputy Chiefs Karns and Stueve, HRD Washo, Assistant Chiefs Juarez, Kent and Bouchard, L726 E-Board Members Aaron James and Shaun Cuthbert, Support Specialist Paramapoonya, and Executive Assistant Porter, recorder. Ex-Officio Door joined the meeting at 5:06 p.m. FD Robacker joined the meeting at 5:11 p.m.

### PLEDGE OF ALLEGIANCE

Commissioner Mitchell led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Coleman moved and Commissioner Willis seconded to approve the agenda. **MOTION CARRIED.**

### PUBLIC COMMENT (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)

No public comment.

### CONSENT AGENDA (SINGLE MOTION)

A. Excused Absences:

B. Minutes: Regular Board Meeting of May 23, 2022

C. Approval of:

Accounts Payable Warrants Numbered 57464 to 57518 totaling	\$	435,131.09
Accounts Payable Warrants Numbered 57519 to 57527 totaling	\$	4,757,484.72
Net Payroll Warrants Numbered 107631 to 107636 totaling	\$	76,811.00
Accounts Payable Warrants Numbered 57528 to 57528 totaling	\$	2,500
Accounts Payable Warrants Numbered 57529 to 57549 totaling	\$	182,977.33
<b>GRAND TOTAL</b>	<b>\$</b>	<b>5,454,904.14</b>

Commissioner Mitchell moved and Commissioner Coleman seconded to approve the Consent Agenda with warrants totaling \$5,454,904.14. **MOTION CARRIED.**

### UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

No unfinished business

### NEW BUSINESS (FIRST READING – FOR DISCUSSION AND REVIEW ONLY)

No new business

### CONSIDERATIONS AND REQUESTS

A. Insurance Interlocal Agreement Renewal

DC Karns explained the language modifications regarding the increase of the

pool of agencies in this agreement, and the reflection of the legal name change for Central Pierce Fire & Rescue. Commissioner Willis moved and Commissioner Mitchell seconded to approve the Interlocal Agreement for Joint Insurance Purchasing effective October 1, 2022. **MOTION CARRIED.**

**B. Benaroya Property Lease**

DC Karns reviewed clarifications to take place before finalization. He explained that the Board will need to enter further discussions once there is a lease agreement in place. Commissioner Willis moved and Commissioner Mitchell seconded to authorize Fire Chief Dustin Morrow to execute and sign the finalized Lease Agreement by and between Central Pierce Fire & Rescue and BCC Puyallup, LLC (Benaroya). **MOTION CARRIED.**

**STAFF, LOCAL, FIREFIGHTERS' ASSOCIATION AND FIRE CHIEF REPORTS (For Information Only)**

The following divisions provided a written report in the packet:

- A. Human Resources/HRD Washo - Shared that a lot of recruiting currently taking place. There are a lot of new hires and internal promotions. On track for the September academy.
- B. Training/AC Juarez – Lots of collaboration with Operations Division. Implementing Nash Consulting courses. Prepping for recruit class 22-2.
- C. Field Operations/AC Kent – Central Pierce had 9 new promotions in the field. We have been implementing a lot of training with our surrounding agencies. Good Fireground Operations Training taking place.
- D. EMS/AC Bouchard - June is recertification month. There are approximately 70 personnel up for recertification. New protocols will begin July 1st regarding medication additions and administration for personnel. There has been a massive collaboration between EMS and Training.
- E. DC Operations/DC Stueve - Discussed the details of the Intterra Analytic Software, and provided an update on the integration timeline. More information to follow.
- F. Fire Chief's Report/Chief Morrow – Invited the Board to attend the "Push-In" Ceremony for tomorrow, 6/14/22. Chief Morrow is finalizing Commissioner policy changes and will bring a draft to the next meeting. Many meetings are taking place with Local 726 and OPEIU. He is happy with the time spent with these groups.

**CORRESPONDENCE**

- A. Employee Recognition - Vice Chair Stringfellow noted that these were good letters as usual.

**COMMISSIONER COMMENTS**

Ex-Officio Door – There will be a presentation from Pierce County Human Services to end homelessness. Larsen Automotive will also be presenting to propose an extension of their lot. South Sound 911 held a Labor Appreciation event. Ex-Officio Door shared that she will host a virtual Board meeting next week.

Commissioner Stringfellow – Shared that he attended Tacoma Fire’s recent promotional ceremony. They included past recruiting classes, as they were catching up due to COVID. Do we have anything coming up where we can have a promotional ceremony to honor those who promoted during COVID? Chief Morrow confirmed that there will be a promotional ceremony in July.

Commissioner Willis – He is in agreement with Chief Karns on the Benaroya plan moving forward. Very happy to hear about joint training with other departments. More inter-agency training is highly encouraged. In regard to the handouts for the EMS Levy/Fire Benefit Charge, great job to Chief Morrow on the design.

Commissioner Coleman - Stated that everything is going great.

Commissioner Mitchell - This new building we are looking at for Administration is going to be great. A new facility that everyone can enjoy and grow into will be great. Enjoyed the flyer for the EMS Levy/Fire Benefit Charge.

Commissioner Holm - Shared his Chelan Washington Fire Commissioners Association Conference had very good speakers. The annual conference is coming up in October, and he would like to encourage staff to attend. Good information is presented, and it helps to increase team building.

**ADJOURNMENT**

There being no further business, Commissioner Willis moved and Commissioner Mitchell seconded to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 5:59 p.m.

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MATTHEW HOLM  
CHAIR OF THE BOARD

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TANYA ROBACKER  
DISTRICT SECRETARY

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DIANNE PORTER  
RECORDER

## Central Pierce Fire & Rescue

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXX0522

### Warrant Approval

In accordance with RCW 42.24 the following warrants have been authenticated and certified by the District's Auditing Officer, that the claims are a just, due, and paid obligation against Central Pierce Fire & Rescue and are being presented to the Board of Fire Commissioners for Board approval.

<u>Issue Date</u>	<u>Warrant Numbers</u>	<u>Amount</u>
06/09/2022	AP00057550 - AP00057550	\$700.00
06/09/2022	AP00057551 - AP00057579	\$453,322.26
06/16/2022	AP00057580 - AP00057580	\$21,455.20
06/16/2022	AP00057581 - AP00057600	\$220,392.03
Total		\$695,869.49

Dustin Morrow  
Fire Chief

Matt Holm  
Chair

Steve Stringfellow  
Commissioner

Rich Coleman  
Commissioner

Bob Willis  
Commissioner

Dale Mitchell  
Commissioner

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00057550	CPFR	Central Pierce Fire & Rescu	06/09/22	700.00	MW	IS		

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	700.00	Number of Checks Processed:	1
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 700.00



**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 06/09/2022

**End Date:** 06/09/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	060922	06/09/2022	700.00	06/09/2022 AP EFTS	301	21110
TOTAL FOR CHECK AP 00057550:			700.00			
REPORT TOTAL:			700.00			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00057551	AWORKSAF	A WORKSAFE SERVICE	06/09/22	55.00	MW	IS	
AP CHK 00057552	LAMB04260	AARON LAMB	06/09/22	3,920.00	MW	IS	
AP CHK 00057553	ACURSYST	ACURA SYSTEMS INTERNATIONAL	06/09/22	1,870.00	MW	IS	
AP CHK 00057554	CPFR	Central Pierce Fire & Rescu	06/09/22	372,900.81	MW	IS	
AP CHK 00057555	CPFR	Central Pierce Fire & Rescu	06/09/22	7.05	MW	IS	
AP CHK 00057556	COMCAST	COMCAST	06/09/22	20,227.16	MW	IS	
AP CHK 00057557	CONNBUSI	Connell's Business System	06/09/22	281.99	MW	IS	
AP CHK 00057558	DARKANAL	DARKHORSE ANALYTICS INC	06/09/22	10,000.00	MW	IS	
AP CHK 00057559	BENN09240	DAVID BENNING	06/09/22	1,071.30	MW	IS	
AP CHK 00057560	FRUIMUTU	Fruitland Mutual Water Comp	06/09/22	414.51	MW	IS	
AP CHK 00057561	GALLS	Galls Incorporated	06/09/22	476.42	MW	IS	
AP CHK 00057562	HARPHAYE	HARPER HAYES PLLC	06/09/22	3,721.53	MW	IS	
AP CHK 00057563	HUMANA	HUMANA	06/09/22	1,452.07	MW	IS	
AP CHK 00057564	KELLCONN	KELLEY IMAGING SYSTEMS INC	06/09/22	227.70	MW	IS	
AP CHK 00057565	HOLM03120	Matthew Holm	06/09/22	0.34	MW	IS	
AP CHK 00057566	MCLEHARD	McLendon Hardware	06/09/22	6.52	MW	IS	
AP CHK 00057567	NASHCONS	MICHAEL NASH	06/09/22	14,011.22	MW	IS	
AP CHK 00057568	MURRDISP	Murrey's Disposal	06/09/22	171.14	MW	IS	
AP CHK 00057569	SSTIREPU	S&S TIRE SERVICE INC	06/09/22	1,638.27	MW	IS	
AP CHK 00057570	SIXROBBL	Six Robbles Inc	06/09/22	23.11	MW	IS	
AP CHK 00057571	STEPFRIE	STEPHEN FRIEDRICK MD PS	06/09/22	3,497.00	MW	IS	
AP CHK 00057572	MERCSEAT	SWICKARD SEATTLE LLC	06/09/22	2,086.63	MW	IS	
AP CHK 00057573	COMMDRIV	TULIP LLC	06/09/22	4,797.00	MW	IS	
AP CHK 00057574	KAPL10260	TYLER KAPLAN	06/09/22	75.47	MW	IS	
AP CHK 00057575	ULIN	ULINE INC	06/09/22	273.06	MW	IS	
AP CHK 00057576	UNITPARC	United Parcel Service	06/09/22	13.21	MW	IS	
AP CHK 00057577	VERIWIRE	Verizon Wireless	06/09/22	6,507.40	MW	IS	
AP CHK 00057578	WASHSTAT	Washington State Patrol	06/09/22	3,469.00	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00057579	WAYTEK	WAYTEK INC	06/09/22	127.35	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	453,322.26	Number of Checks Processed:	29
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 453,322.26

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

Start Date: 06/09/2022

End Date: 06/09/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
A WORKSAFE SERVICE (AWORSAF)					
	320714	05/31/2022	55.00	DRUG SCREEN - M FOX	0012032213 54171
TOTAL FOR CHECK AP 00057551:			55.00		
AARON LAMB (LAMB04260)					
	060322	06/03/2022	3,920.00	11/2021-04/2022 TUITION RMB.	0012002210 54925
TOTAL FOR CHECK AP 00057552:			3,920.00		
ACURA SYSTEMS INTERNATIONAL (ACURSYST)					
	001672	05/26/2022	935.00	CP- GETAC BATTERY REPLACEMENT	0012102215 53501
	001672	05/26/2022	935.00	CP- GETAC BATTERY REPLACEMENT	0012102215 53501
TOTAL FOR CHECK AP 00057553:			1,870.00		
COMCAST (COMCAST)					
	146444627	05/15/2022	13,845.71	MAY CP COMM CONNECTION	0012102215 54202
	146444627	05/15/2022	2,804.03	MAY GH COMM CONNECTION	0012182215 54202
	146444627	05/15/2022	3,577.42	MAY GFR COMM CONNECTION	0012202215 54202
TOTAL FOR CHECK AP 00057556:			20,227.16		
CONNELL'S BUSINESS SYSTEM (CONNBUSI)					
	58526	06/04/2022	281.99	CP printer repair	0012102215 54811
TOTAL FOR CHECK AP 00057557:			281.99		
DARKHORSE ANALYTICS INC (DARKANAL)					
	INV1953	06/06/2022	10,000.00	DARKHORSE IMPLEMENTATION SERVI	0012002210 54911
TOTAL FOR CHECK AP 00057558:			10,000.00		
DAVID BENNING (BENN09240)					
	20223443	05/23/2022	324.00	JUN8/IAFC/PERDIEM/BALTIMORE	0013202260 54301
	20223443	05/23/2022	747.30	JUN8/IAFC/LODGING/BALTIMORE	0013202260 54311
TOTAL FOR CHECK AP 00057559:			1,071.30		
FRUITLAND MUTUAL WATER COMPANY (FRUIMUTU)					
	66-220531	05/31/2022	157.56	#42720 STN66 WATER CHGS	0016062250 54711
	72-220531	05/31/2022	244.36	#41122 STN72 WATER CHGS	0017022250 54711
	721-220531	05/31/2022	12.59	#41130 STN72 IRRIGATION	0017022250 54711
TOTAL FOR CHECK AP 00057560:			414.51		
GALLS INCORPORATED (GALLS)					
	021128578	05/10/2022	27.51	E22-1 Model # 7830 Orion	0153009422 56401
	021128578	05/10/2022	27.49	E22-2 Model # 7830 Orion`	0153009422 56401
	021138240	05/11/2022	139.71	BLUE NOMEX PANTS 44-30	0012042254 52011
	021138240	05/11/2022	10.99	SHIPPING / PANTS	0012042254 52011
	021138240	05/11/2022	6.72	OVER CHG/SEE CREDIT #	0012052218 53141
	021308467	06/02/2022	264.00	DFM DKNV XL REG BLAUER S	0012042254 52011
TOTAL FOR CHECK AP 00057561:			476.42		
HARPER HAYES PLLC (HARPHAYE)					
	11516	05/31/2022	3,721.53	MAY STN72 LEGAL FEES	0012002210 54151
TOTAL FOR CHECK AP 00057562:			3,721.53		
HUMANA (HUMANA)					
	011922-052122	05/21/2022	440.84	INSURANCE OVERPAID	101340 34260
	012622-052122	05/21/2022	402.99	INSURANCE OVERPAID	101340 34260

**Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval**

**Start Date:** 06/09/2022

**End Date:** 06/09/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	012622-052122A	05/21/2022	245.01	INSURANCE OVERPAID	101340	34260
	051221-052122	05/21/2022	219.05	INSURANCE OVERPAID	101340	34260
	060921-052122	05/21/2022	144.18	INSURANCE OVERPAID	101340	34260
<b>TOTAL FOR CHECK AP 00057563:</b>			1,452.07			
<b>KELLEY IMAGING SYSTEMS INC (KELLCONN)</b>						
	IN1061615	06/01/2022	227.70	COPIER TC - Q3-22	0012002210	54813
<b>TOTAL FOR CHECK AP 00057564:</b>			227.70			
<b>MATTHEW HOLM (HOLM03120)</b>						
	20223121B	06/06/2022	0.34	WFCA CHELAN/LODGING	0011001100	54311
<b>TOTAL FOR CHECK AP 00057565:</b>			0.34			
<b>MCLENDON HARDWARE (MCLEHARD)</b>						
	C200905	05/23/2022	6.52	MISC. HARDWARE	0012352240	53141
<b>TOTAL FOR CHECK AP 00057566:</b>			6.52			
<b>MICHAEL NASH (NASHCONS)</b>						
	2254	06/01/2022	14,011.22	LEADERSHIP DEVELOPMENT MAY	0012002210	54911
<b>TOTAL FOR CHECK AP 00057567:</b>			14,011.22			
<b>MURREY'S DISPOSAL (MURRDISP)</b>						
	10572913S111	06/01/2022	85.57	SHARPS/EXP MED DISPOSAL	1013402680	54742
	10572913S111	06/01/2022	85.57	expire med and waster disposal	1013402680	54742
<b>TOTAL FOR CHECK AP 00057568:</b>			171.14			
<b>PIERCE COUNTY FIRE PROT DIST # (CPFR)</b>						
	060922	06/09/2022	374,141.78	06/09/2022 AP EFTS	001	21110
	060922	06/09/2022	(2,686.56)	APR 2022 DEPT OF REV/DUP PYMNT	0012002210	54961
	060922	06/09/2022	148.54	06/09/2022 AP EFTS	015	21110
	060922	06/09/2022	1,297.05	06/09/2022 AP EFTS	101	21110
<b>TOTAL FOR CHECK AP 00057554:</b>			372,900.81			
	060322	06/02/2022	7.05	MAY 2022 PAYTRACE FEE	0012012211	54191
<b>TOTAL FOR CHECK AP 00057555:</b>			7.05			
<b>TOTAL FOR PIERCE COUNTY FIRE</b>			372,907.86			
<b>S&amp;S TIRE (SSTIREPU)</b>						
	1131731	06/06/2022	800.39	847, TIRE REPLACEMENT & ALIGN	0016502265	54820
	1131740	06/06/2022	837.88	M19-3, STEER TIRES REPLACED	0016502265	54820
<b>TOTAL FOR CHECK AP 00057569:</b>			1,638.27			
<b>SIX ROBBLEES INC (SIXROBBL)</b>						
	02P10182	06/08/2022	23.11	LUG NUT COVERS (15) STOCK	0016502265	53143
<b>TOTAL FOR CHECK AP 00057570:</b>			23.11			
<b>STEPHEN FRIEDRICK MD (STEPFRIE)</b>						
	060122	06/01/2022	3,497.00	JUN PHYSICIAN ADVISOR CONTR	1013402680	54144
<b>TOTAL FOR CHECK AP 00057571:</b>			3,497.00			
<b>SWICKARD SEATTLE LLC (MERCSEAT)</b>						
	673709	05/05/2022	2,086.63	RV17-1 NOX SENSOR/TRANS SENSOR	0016502265	54820
<b>TOTAL FOR CHECK AP 00057572:</b>			2,086.63			
<b>TULIP LLC (COMMDRIV)</b>						
	24911	04/11/2022	4,797.00	CDL SCHOOL DICKSON	0012302240	54921
<b>TOTAL FOR CHECK AP 00057573:</b>			4,797.00			

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 06/09/2022

**End Date:** 06/09/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
TYLER KAPLAN (KAPL10260)					
	052120	05/31/2022	75.47	MILEAGE LIVE FIRE TRNG	0012302240 54331
TOTAL FOR CHECK AP 00057574:			75.47		
ULINE (ULIN)					
	149894037	06/07/2022	255.20	VELCRO	0012042254 53141
	149894037	06/07/2022	17.86	SHIPPING / VELCRO	0012042254 53141
TOTAL FOR CHECK AP 00057575:			273.06		
UNITED PARCEL SERVICE (UNITPARC)					
	5Y5731222	05/28/2022	13.21	FRT TO SHIP UNIFORM EMBROIDERY	0012042254 54221
TOTAL FOR CHECK AP 00057576:			13.21		
VERIZON WIRELESS (VERIWIRE)					
	9907059239	05/21/2022	726.24	#74200269700001 MAY SVC CHGS	0012102215 54202
	9907059240	05/21/2022	3,109.60	#74200269700002 MAY SVC CHGS	0012102215 54202
	9907059241	05/21/2022	746.37	#9907059241 MAY SVC CHGS	0012102215 54202
	9907059242	05/21/2022	661.79	#9907059242 MAY SVC CHGS	0012102215 54202
	9907059243	05/21/2022	602.44	#74200269700006 MAY SVC CHG	0012102215 54202
	9907059244	05/21/2022	660.96	#9907059244 MAY SVC CHGS	0012102215 54202
TOTAL FOR CHECK AP 00057577:			6,507.40		
WASHINGTON STATE PATROL (WASHSTAT)					
	FT2200091	05/23/2022	624.00	PALLETS FOR BURNING	0012352240 53141
	FT2200091	05/23/2022	2,845.00	RENTAL COST FOR FACILITY	0012352240 54502
TOTAL FOR CHECK AP 00057578:			3,469.00		
WAYTEK INC (WAYTEK)					
	3362604	05/24/2022	127.35	654 100A SWITCH	0016502265 53143
TOTAL FOR CHECK AP 00057579:			127.35		
REPORT TOTAL:			453,322.26		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
AP CHK 00057580	RICEFERG	Rice Fergus Miller Inc	06/16/22	21,455.20	MW	IS			

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	21,455.20	Number of Checks Processed:	1
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0
GRAND TOTAL	21,455.20		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 06/16/2022

**End Date:** 06/16/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>RICE FERGUS MILLER (RICEFERG)</b>					
	202008900011	06/06/2022	1,003.86	STN73 PRE DESIGN ARCH MAY	3017039422 56242
	202008903005	06/06/2022	20,451.34	STN66 PREDESIGN/ARCH MAY	3016069422 56242
<b>TOTAL FOR CHECK AP 00057580:</b>			<u>21,455.20</u>		
<b>REPORT TOTAL:</b>			<u>21,455.20</u>		



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00057581	ACURSYST	ACURA SYSTEMS INTERNATIONAL	06/16/22	28,621.70	MW	IS	
AP CHK 00057582	DAVI10100	AUDRA DAVIS	06/16/22	150.00	MW	IS	
AP CHK 00057583	CPFR	Central Pierce Fire & Rescu	06/16/22	173,195.73	MW	IS	
AP CHK 00057584	QWEST	Century Link	06/16/22	175.72	MW	IS	
AP CHK 00057585	CHEVPUYA	CHEVROLET OF PUYALLUP	06/16/22	650.08	MW	IS	
AP CHK 00057586	DMRECYCL	D M Recycling Co Inc	06/16/22	538.08	MW	IS	
AP CHK 00057587	DAILJOUR	Daily Journal Of Commerce	06/16/22	63.60	MW	IS	
AP CHK 00057588	GALLS	Galls Incorporated	06/16/22	157.42	MW	IS	
AP CHK 00057589	JULIDoor	JULIE DOOR	06/16/22	0.34	MW	IS	
AP CHK 00057590	LIGHUNIF	LIGHTHOUSE UNIFORMS	06/16/22	167.76	MW	IS	
AP CHK 00057591	MURRDISP	Murrey's Disposal	06/16/22	543.90	MW	IS	
AP CHK 00057592	PARKLIGH	Parkland Light & Water Co.	06/16/22	1,610.76	MW	IS	
AP CHK 00057593	PCREFUSE	Pierce County Refuse	06/16/22	643.47	MW	IS	
AP CHK 00057594	PCSEWER	Pierce County Sewer	06/16/22	929.50	MW	IS	
AP CHK 00057595	PRINSOLU	PRINT SOLUTIONS INC	06/16/22	165.55	MW	IS	
AP CHK 00057596	PSENERGY	Puget Sound Energy	06/16/22	190.01	MW	IS	
AP CHK 00057597	SSTIREPU	S&S TIRE SERVICE INC	06/16/22	1,840.75	MW	IS	
AP CHK 00057598	SNURSEMI	SNURE LAW OFFICE PSC	06/16/22	2,832.50	MW	IS	
AP CHK 00057599	VERIWIRE	Verizon Wireless	06/16/22	9.64	MW	IS	
AP CHK 00057600	WHOLONLI	WHOLESALE ONLINE GROUP	06/16/22	7,905.52	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
S U B T O T A L S:									
		Total Void Machine Written		0.00		Number of Checks Processed:		0	
		Total Void Hand Written		0.00		Number of Checks Processed:		0	
		Total Machine Written		220,392.03		Number of Checks Processed:		20	
		Total Hand Written		0.00		Number of Checks Processed:		0	
		Total Reversals		0.00		Number of Checks Processed:		0	
		Total Cancelled		0.00		Number of Checks Processed:		0	
		Total EFTs		0.00		Number of EFTs Processed:		0	
		Total EPAYs		0.00		Number of EPAYs Processed:		0	
		S U B T O T A L		220,392.03					

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

Start Date: 06/16/2022

End Date: 06/16/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
ACURA SYSTEMS INTERNATIONAL (ACURSYST)					
	001673	05/26/2022	8,184.00	GFR-G5 V110 I7-8565U WIN PRO X	0012202215 53401
	001673	05/26/2022	1,155.80	GFR- 5YR B TO B WARRANTY EXTEN	0012202215 53401
	001673	05/26/2022	543.40	GFR- UPGRADE TO INCLUDE PRIORI	0012202215 53401
	001674	05/26/2022	14,355.00	CP-G5 F110 I5-8265U WIN 10 PRO	0152102215 53501
	001674	05/26/2022	3,025.00	CP-5YEAR B TO B WARRANTY EXTEN	0152102215 53501
	001674	05/26/2022	1,358.50	CP-UPGRADE TO INCLUDE PRIORITY	0152102215 53501
TOTAL FOR CHECK AP 00057581:			28,621.70		
AUDRA DAVIS (DAVI10100)					
	061322	06/13/2022	150.00	RETIREE GIFT CARD/PORTER	0012032213 53132
TOTAL FOR CHECK AP 00057582:			150.00		
CHEVROLET OF PUYALLUP (CHEVPUYA)					
	714036	06/09/2022	304.00	FM17-2 ROTORS	0016502265 53143
	714037	06/09/2022	346.08	FM17-2 BRAKE PADS, HOSES, LAMP	0016502265 53143
TOTAL FOR CHECK AP 00057585:			650.08		
D M RECYCLING CO INC (DMRECYCL)					
	10567460S111	06/01/2022	87.00	#21116116470 STN69 REC	0016092250 54741
	10567460S111	06/01/2022	87.00	#81116116470 SHOP REC	0016502265 54741
	10567736S111	06/01/2022	87.00	#21116157279 TC REC	0016172250 54741
	10567738S111	06/01/2022	58.00	#21116157294 STN67 REC	0016072250 54741
	10567760S111	06/01/2022	156.38	#21116158282 STN71 REC	0017012250 54741
	10569756S111	06/01/2022	62.70	#2111321850828 STN72 REC	0017022250 54741
TOTAL FOR CHECK AP 00057586:			538.08		
DAILY JOURNAL OF COMMERCE (DAILJOUR)					
	3378880	06/01/2022	63.60	AD-RFB LOGISTICS CENTER ROOF	0012002210 54111
TOTAL FOR CHECK AP 00057587:			63.60		
GALLS INCORPORATED (GALLS)					
	021375964	06/10/2022	157.42	BLUE NOMEX PANTS 35x31	0012042254 52011
TOTAL FOR CHECK AP 00057588:			157.42		
JULIE DOOR (JULIDOOOR)					
	2022-3125B	06/15/2022	0.34	WFCA CHELAN LODGING DIFF	0011001100 54311
TOTAL FOR CHECK AP 00057589:			0.34		
LIGHTHOUSE UNIFORMS (LIGHUNIF)					
	A307621	06/01/2022	139.43	CLASS A ITEM E. STUEVE	0012042254 52011
	A307656	06/02/2022	28.33	CLASS A ITEM E. STUEVE	0012042254 52011
TOTAL FOR CHECK AP 00057590:			167.76		
MURREY'S DISPOSAL (MURRDISP)					
	10571769S111	06/01/2022	7.23	#211111158740 TC GARB	0016172250 54741
	10571770S111	06/01/2022	175.88	#211111158760 STN69 GARB	0016092250 54741
	10571770S111	06/01/2022	175.88	#211111158760 SHOP GARB	0016502265 54741
	10572782S111	06/01/2022	184.91	#211111158741 STN67 GARB	0016072250 54741
TOTAL FOR CHECK AP 00057591:			543.90		
PARKLAND LIGHT & WATER CO. (PARKLIGH)					
	61E-220602	06/02/2022	1,378.93	#1408 STN61 ELECTRICITY	0016012250 54731

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 06/16/2022

**End Date:** 06/16/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	61L-220602	06/02/2022	69.61	#40956 STN61 ELECTRIC	0016012250 54731
	61W-220602	06/02/2022	47.89	#1409 STN61 WATER CHGS	0016012250 54711
	61W-220602A	06/02/2022	114.33	#1407 STN61 WATER CHGS	0016012250 54711
<b>TOTAL FOR CHECK AP 00057592:</b>			<u>1,610.76</u>		
<b>PIERCE COUNTY FIRE PROT DIST # (CPFR)</b>					
	061622	06/16/2022	167,717.49	06/16/2022 AP EFTS	001 21110
	061622	06/16/2022	5,478.24	06/16/2022 AP EFTS	101 21110
<b>TOTAL FOR CHECK AP 00057583:</b>			<u>173,195.73</u>		
<b>PIERCE COUNTY REFUSE (PCREFUSE)</b>					
	15528423S180	06/01/2022	322.08	#218035266001 STN61 GARB	0016012250 54741
	15529309S180	06/01/2022	170.86	#2180588899 STN65 GARB	0016052250 54741
	15530549S180	06/01/2022	97.37	#2180556556002 STN62 REC	0016022250 54741
	15531924S180	06/01/2022	53.16	#218035266002 STN61 REC	0016012250 54741
<b>TOTAL FOR CHECK AP 00057593:</b>			<u>643.47</u>		
<b>PIERCE COUNTY SEWER (PCSEWER)</b>					
	60-220601	06/01/2022	178.42	#1812114 STN60 SEWER CHG	0016002250 54721
	61-220601	06/01/2022	158.44	#85900 STN61 SEWER CHG	0016012250 54721
	62-220601	06/01/2022	22.38	#233439 STN62 SEWER CHG	0016022250 54721
	63-220601	06/01/2022	85.77	#1778561 STN63 SEWER CHG	0016032250 54721
	65-220601	06/01/2022	95.52	#1236121 STN65 SEWER CHG	0016052250 54721
	67TC-220601	06/01/2022	86.78	#462454 STN67 SEWER CHG	0016072250 54721
	67TC-220601	06/01/2022	86.77	#462454 TC SEWER CHG	0016172250 54721
	68-220601	06/01/2022	139.41	#1061119 STN68 SEWER CHG	0016082250 54721
	69SP-220601	06/01/2022	38.01	#535508 STN69 SEWER CHG	0016092250 54721
	69SP-220601	06/01/2022	38.00	#535508 SHOP SEWER CHG	0016502265 54721
<b>TOTAL FOR CHECK AP 00057594:</b>			<u>929.50</u>		
<b>PRINT SOLUTIONS, INC (PRINSOLU)</b>					
	106262	06/05/2022	32.45	PE BUSINESS CARDS K BERDAN	0014002230 53141
	106262	06/05/2022	32.45	PE BUSINESS CARDS W COURTNEY	0014002230 54941
	106478	06/14/2022	32.45	BIZ CARDS ESCOBEDO	0012042254 54941
	106479	06/14/2022	68.20	CHAP, BIZ CARDS	0014002230 53141
<b>TOTAL FOR CHECK AP 00057595:</b>			<u>165.55</u>		
<b>PUGET SOUND ENERGY (PSENERGY)</b>					
	66-220602	06/02/2022	190.01	#200013100744 STN66 NAT GAS	0016062250 54701
<b>TOTAL FOR CHECK AP 00057596:</b>			<u>190.01</u>		
<b>QWEST COMMUNICATIONS COMPANY LL (QWEST)</b>					
	052622	05/26/2022	175.72	#2532260451082b MAY SVC CHGS	0012102215 54202
<b>TOTAL FOR CHECK AP 00057584:</b>			<u>175.72</u>		
<b>S&amp;S TIRE (SSTIREPU)</b>					
	1131358	05/21/2022	164.98	E04-1 TIRE SWAP FROM E98-1	0016502265 54820
	1131904	06/08/2022	1,675.77	M19-3 DRIVE TIRES	0016502265 54820
<b>TOTAL FOR CHECK AP 00057597:</b>			<u>1,840.75</u>		
<b>SNURE SEMINARS (SNURSEMI)</b>					
	060122	06/01/2022	2,832.50	LEGAL FEES - MAY	0012002210 54151
<b>TOTAL FOR CHECK AP 00057598:</b>			<u>2,832.50</u>		

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 06/16/2022

End Date: 06/16/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
VERIZON WIRELESS (VERIWIRE)					
	9907628319	05/28/2022	9.64	#94207692900001 MAY SVC CHGS	0012102215 54202
TOTAL FOR CHECK AP 00057599:			9.64		
WHOLESALE ONLINE GROUP (WHOLONLI)					
	INV000532	06/08/2022	3,231.06	PPE RED HELMET	0012502210 52010
	INV000532	06/08/2022	745.63	PPE WHITE HELMET	0012502210 52010
	INV000533	06/08/2022	3,192.15	PPE HELMETS RED	0012502210 52010
	INV000533	06/08/2022	736.68	PPE HELMETS WHITE	0012502210 52010
TOTAL FOR CHECK AP 00057600:			7,905.52		
REPORT TOTAL:			220,392.03		

## **Central Pierce Fire & Rescue**

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXX0522

### **Electronic Payment Details**

In accordance with RCW 42.24 the electronic payments detailed in the attachments have been authenticated and certified by the District's Auditing Officer, that the claims are a just, due, and paid obligation against Central Pierce Fire & Rescue. This is presented to the Board of Fire Commissioners for Board informational purposes only. Board authorization occurred with the approval of warrants noted below. Warrants issued transfer funds to the bank account in which the electronic payments are drawn.

<u>Issue Date</u>	<u>EFT Numbers</u>	<u>EFT Transfer Warrant</u>	<u>Amount</u>
06/09/2022	AP00012903 -AP00012903	AP00057550	\$700.00
06/09/2022	AP00012904 -AP00012946	AP00057554	\$375,587.37
06/16/2022	AP00012947 -AP00012998	AP00057583	\$173,195.73
Total			\$549,483.10
Dustin Morrow Fire Chief			
Matt Holm Chair			
Steve Stringfellow Commissioner			
Rich Coleman Commissioner			
Bob Willis Commissioner			
Dale Mitchell Commissioner			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00012903	USBANKBU	US Bank Business Card	06/09/22	700.00	MW	CX			

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	700.00	Number of EFTs Processed:	1
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 700.00

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 06/09/2022

End Date: 06/09/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>US BANK BUSINESS CARD (USBANKBU)</b>					
	PC.201.220528.1	06/09/2022	700.00	PC PALS PERMIT	3016069422 56210
	<b>TOTAL FOR CHECK AP 00012903:</b>		700.00		
	<b>REPORT TOTAL:</b>		700.00		



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012904	AMAZON	AMAZON CAPITAL SERVICES	06/09/22	2,244.22	MW	CX	
AP EFT 00012905	ARIHETRA	ARI PHOENIX INC	06/09/22	1,479.56	MW	CX	
AP EFT 00012906	BATTEPLUS	Batteries Plus #245	06/09/22	47.52	MW	CX	
AP EFT 00012907	CPFREFT	Central Pierce Fire & Rescu	06/09/22	388.66	MW	CX	
AP EFT 00012908	CHRIINC	CHRISTENSEN INC	06/09/22	35,424.91	MW	CX	
AP EFT 00012909	CITYPUYA	CITY OF PUYALLUP	06/09/22	460.02	MW	CX	
AP EFT 00012910	CITYTREA	CITY OF TACOMA	06/09/22	11,434.23	MW	CX	
AP EFT 00012911	COMMBRAK	Commercial Brake	06/09/22	1,021.72	MW	CX	
AP EFT 00012912	DRMONIT	D&R MONITORING NETWORKS LLC	06/09/22	178.20	MW	CX	
AP EFT 00012913	DAYWIREL	Day Wireless Systems	06/09/22	7,256.87	MW	CX	
AP EFT 00012914	EFRECOVE	EF RECOVERY	06/09/22	450.00	MW	CX	
AP EFT 00012915	VALLFREI	FREIGHTLINER NORTHWEST	06/09/22	2,355.54	MW	CX	
AP EFT 00012916	GRAIPART	Grainger Parts	06/09/22	59.91	MW	CX	
AP EFT 00012917	HEALACTU	HEALTHCARE ACTUARIES LLC	06/09/22	5,500.00	MW	CX	
AP EFT 00012918	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	06/09/22	641.42	MW	CX	
AP EFT 00012919	INSIPUBL	INSIGHT PUBLIC SECTOR, INC	06/09/22	77,425.92	MW	CX	
AP EFT 00012920	LNCURTIS	L.N. Curtis and Sons	06/09/22	120,366.25	MW	CX	
AP EFT 00012921	LIFEASSI	Life-Assist Inc	06/09/22	770.80	MW	CX	
AP EFT 00012922	LOWECOMP	Lowe's Companies	06/09/22	3,010.77	MW	CX	
AP EFT 00012923	MALLCOMP	Mallory Safety and Supply L	06/09/22	7,984.65	MW	CX	
AP EFT 00012924	WIREHELP	MARC SAXOWSKY	06/09/22	5,400.00	MW	CX	
AP EFT 00012925	MONDCOM	MONDAY.COM LTD	06/09/22	10,502.40	MW	CX	
AP EFT 00012926	NWSAFECL	NW SAFETY CLEAN	06/09/22	1,602.16	MW	CX	
AP EFT 00012927	SUPERION	RAMUNDSSEN SUPERIOR HOLDINGS	06/09/22	42,021.68	MW	CX	
AP EFT 00012928	SAFESITT	SAFE SITTER INC	06/09/22	2,226.00	MW	CX	
AP EFT 00012929	SITECRAFT	SITECRAFTING INC	06/09/22	348.00	MW	CX	
AP EFT 00012930	STANPART	Standard Parts Corp	06/09/22	627.76	MW	CX	
AP EFT 00012931	STAPINC	STAPLES INC.	06/09/22	759.14	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012932	SUMNLAWN	SUMNER LAWN 'N SAW	06/09/22	62.69	MW	CX	
AP EFT 00012933	UNIFIRST	UNIFIRST CORPORATION	06/09/22	137.84	MW	CX	
AP EFT 00012934	UNIQEXPE	Unique Experience	06/09/22	385.59	MW	CX	
AP EFT 00012935	USBANKBU	US Bank Business Card	06/09/22	25,062.62	MW	CX	
AP EFT 00012936	VANCAUTO	VC DETAILING OF SOUTH HILL	06/09/22	417.95	MW	CX	
AP EFT 00012937	ZOLLMEDI	ZOLL Medical Corp	06/09/22	889.35	MW	CX	
AP EFT 00012938	CUMMNW	CUMMINS INC.	06/09/22	633.46	MW	CX	
AP EFT 00012939	EMERFIRE	EMERALD FIRE LLC	06/09/22	270.00	MW	CX	
AP EFT 00012940	GARYHAUE	Gary Hauenstein	06/09/22	510.30	MW	CX	
AP EFT 00012941	LUEB03310	GLEN LUEBKE	06/09/22	404.39	MW	CX	
AP EFT 00012942	HARRJANI	HARRINGTON JANITORIAL	06/09/22	1,525.00	MW	CX	
AP EFT 00012943	NEWPIG	New Pig	06/09/22	143.92	MW	CX	
AP EFT 00012944	PSINSTRU	Puget Sound Instrument Co	06/09/22	1,944.80	MW	CX	
AP EFT 00012945	GARD11050	Wayne Garden	06/09/22	826.97	MW	CX	
AP EFT 00012946	PACIPOWE	YACULTA COMPANIES INC	06/09/22	384.18	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	375,587.37	Number of EFTs Processed:	43
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	375,587.37		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 06/09/2022

**End Date:** 06/09/2022

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
AMAZON CAPITAL SERVICES (AMAZON)					
	16NKY4GTG36J	05/18/2022	72.59	69 Weber Replacement Flavorize	0016092250 53501
	16NKY4GTG36J	05/18/2022	35.19	71/TV EVERSTONE	0017012250 53501
	16NKY4GTG36J	05/18/2022	822.80	71/WOODY VIZIO 75-Inch V-Serie	0017012250 53501
	16NKY4GTG36J	05/18/2022	19.79	71/WOODY Soonsoon 4K HDMI Ca	0017012250 53501
	17T49CR4MWH	06/04/2022	141.29	68 Twin XL (13-16 in. Deep)	0016082250 53501
	1DMCWC6WJG	06/03/2022	76.98	fall ACADEMY PANTS	0012352240 52011
	1DMCWC6WJG	06/03/2022	6.59	SHIPPING / PANTS	0012352240 52011
	1FPV47G7D4P7	06/01/2022	154.00	FLAG, AMERICAN, 4'x6' (EACH)	0012052218 53198
	1FPV47G7D4P7	06/01/2022	417.96	FLAG, WASHINGTON STATE, 3'x5'	0012052218 53198
	1HMFQKQCCM	06/05/2022	16.49	66 SteadMax Rubber Toilet Plun	0016062250 53501
	1HMFQKQCCM	06/05/2022	0.67	SHIPPING / PLUNGER	0016062250 53501
	1HMFQKQCCM	06/05/2022	179.61	71 Twin XL (13-16 in. Deep)	0017012250 53501
	1HMFQKQCCM	06/05/2022	7.65	71 OXO Good Grips Dish Brush,	0017012250 53501
	1HMFQKQCCM	06/05/2022	5.91	SHIPPING / MATTRESS ENCASEMENT	0017012250 53501
	1HMFQKQCCM	06/05/2022	6.60	73 Energizer CR1616 3V Lithium	0017032250 53141
	1HMFQKQCCM	06/05/2022	6.58	SHIPPING / BATTERIES	0017032250 53141
	1WR3PWX7PPK	05/21/2022	19.74	WATER HARDNESS TEST STRIPS FOR	0012042254 53141
	1WXMHP7LKP	06/03/2022	94.58	68 Ninja BL610 Professional 72	0016082250 53501
	1XF3FVLYL1JR	05/28/2022	153.93	IT CPFR USB C Android Auto Cab	0012102215 53501
	1XF3FVLYL1JR	05/28/2022	5.27	SHIPPING / ANDROID CAB	0012102215 53501
TOTAL FOR CHECK AP 00012904:			2,244.22		
ARI HETRA AUTOMOTIVE RESOURCES (ARIHETRA)					
	0079240IN	06/06/2022	1,479.56	SHOP LIFTS SYSTEM MAINTENANCE	0016502265 54811
TOTAL FOR CHECK AP 00012905:			1,479.56		
BATTERIES PLUS #245 (BATTEPLUS)					
	P52077040	06/03/2022	47.52	BATTERY D ALKALINE (EACH)	0012052218 53198
TOTAL FOR CHECK AP 00012906:			47.52		
CHRISTENSEN INC (CHRIINC)					
	0305890IN	05/27/2022	3,125.79	#0305890 MAY27 STN69 FUEL	0012042254 53201
	0311823IN	05/16/2022	1,113.51	#0311823 MAY16 STN60 FUEL	0012042254 53201
	0313487IN	05/17/2022	4,857.96	#0313487 MAY17 STN72 FUEL	0012042254 53201
	0313488IN	05/17/2022	3,280.64	#0313488 MAY17 STN69 FUEL	0012042254 53201
	0313489IN	05/17/2022	2,006.12	#0313489 MAY17 STN61 FUEL	0012042254 53201
	0313552IN	05/18/2022	2,701.20	#0313552 MAY18 STN60 FUEL	0012042254 53201
	0315775IN	05/18/2022	1,279.89	#0315775 MAY18 STN60 FUEL	0012042254 53201
	0317532IN	05/24/2022	1,696.91	#0317532 MAY24 STN 67 FUEL	0012042254 53201
	0317533IN	05/24/2022	1,921.60	#0317533 MAY24 STN69 FUEL	0012042254 53201
	0318041IN	05/25/2022	2,937.60	#0318041 MAY25 STN61 FUEL	0012042254 53201
	0318315IN	05/26/2022	1,419.52	#0318315 MAY26 STN64 FUEL	0012042254 53201
	0318420IN	05/31/2022	4,273.03	#0318420 MAY31 STN60 FUEL	0012042254 53201
	0318664IN	05/24/2022	1,609.95	#0318664 MAY24 STN71 FUEL	0012042254 53201
	0318925IN	05/27/2022	3,201.19	#0318925 MAY27 STN72 FUEL	0012042254 53201
TOTAL FOR CHECK AP 00012908:			35,424.91		
CITY OF PUYALLUP (CITYPUYA)					

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	N73-220520	05/20/2022	21.96	#660460001 N73 SHOP WTR	0017132250 54711
	N73-220520	05/20/2022	438.06	N73 MAINT SHOP SEWER/STORM	0017132250 54721
<b>TOTAL FOR CHECK AP 00012909:</b>			460.02		
<b>CITY TREASURER (CITYTREA)</b>					
	60-220421	04/21/2022	2,522.73	#101016331 STN60 ELECTRIC APR	0016002250 54731
	60-220520	05/20/2022	2,022.75	#101016331 STN60 ELECTRIC	0016002250 54731
	63-042722	04/27/2022	1,011.79	#100983903 STN63 ELECTRIC	0016032250 54731
	63-220427	04/27/2022	86.98	#101079232 STN63 WTR APR	0016032250 54711
	63-220427A	04/27/2022	404.26	#101079231 STN63 WATER	0016032250 54711
	63-220526	05/26/2022	695.17	#100983903 STN63 ELECTRIC	0016032250 54731
	63-220526W	05/26/2022	89.98	#101079232 STN63 WATER CHG	0016032250 54711
	63L-220427	04/27/2022	34.44	#100227813 63 TRAFFIC LT	0016032250 54731
	64-220428	04/28/2022	473.57	#100560576 STN64 ELECTR APR	0016042250 54731
	64-220527	05/27/2022	402.57	#100560576 STN64 ELECTRIC	0016042250 54731
	66-220418	04/18/2022	957.04	#100221552 STN66 ELECTRIC	0016062250 54731
	66-220517	05/17/2022	888.48	#100221552 stn66 ELECTRIC	0016062250 54731
	67-220510	05/10/2022	870.50	#100808872 STN67 ELECTRIC	0016072250 54731
	67T-220510	05/10/2022	257.37	#100560648 67TWR ELECTRIC	0016472250 54731
	68-220425	04/25/2022	355.38	#100364328 68 APR WATER	0016082250 54711
	68-220524	05/24/2022	361.22	#100364328 STN68 WATER CHG	0016082250 54711
<b>TOTAL FOR CHECK AP 00012910:</b>			11,434.23		
<b>COMMERCIAL BRAKE (COMMBRAK)</b>					
	136333	06/02/2022	1,021.72	BRAKE PARTS STOCK	0016502265 53143
<b>TOTAL FOR CHECK AP 00012911:</b>			1,021.72		
<b>CUMMINS NORTHWEST LLC (CUMMNW)</b>					
	0151272	06/06/2022	885.91	M15-2 NOX SENSOR PN 2872948	0016502265 53143
	0151370	06/07/2022	(252.45)	SENSOR CORE RETURN CREDIT	0016502265 53143
<b>TOTAL FOR CHECK AP 00012938:</b>			633.46		
<b>D&amp;R MONITORING NETWORKS (DRMONIT)</b>					
	221965	04/08/2022	44.55	APR 63 ALARM MONITORING	0016032250 54191
	221966	05/08/2022	44.55	MAY STN63 ALARM MONITORING	0016032250 54191
	221967	05/08/2022	44.55	MAY STN67 ALARM MONITORING	0016072250 54191
	221968	04/08/2022	44.55	APR STN67 ALARM MONITORING	0016072250 54191
<b>TOTAL FOR CHECK AP 00012912:</b>			178.20		
<b>DAY WIRELESS SYSTEMS (DAYWIREL)</b>					
	INV727728	06/02/2022	7,256.87	SC22-1 SIREN/LIGHTS UPFITTING	0016502265 53143
<b>TOTAL FOR CHECK AP 00012913:</b>			7,256.87		
<b>EF RECOVERY (EFRECOVE)</b>					
	0061574	05/31/2022	450.00	05/22 ARCHIVE DATA SVCS	0013002220 54191
<b>TOTAL FOR CHECK AP 00012914:</b>			450.00		
<b>EMERALD FIRE LLC (EMERFIRE)</b>					
	1220976	06/01/2022	270.00	STN 68 BACKFLOW TESTING	0016082250 54191
<b>TOTAL FOR CHECK AP 00012939:</b>			270.00		
<b>GARY HAUENSTEIN (GARYHAUE)</b>					
	060122	06/02/2022	510.30	Q2-22 MEDICARE	0012032213 52009

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<b>TOTAL FOR CHECK AP 00012940:</b>			510.30		
<b>GLEN LUEBKE (LUEB03310)</b>					
	060122A	05/04/2022	47.33	MILEAGE REIMB MAY1-MAY4	0013102260 54331
	060122B	05/09/2022	48.61	MILEAGE REIMB MAY4-MAY9	0013102260 54331
	060122C	05/12/2022	39.73	MILEAGE REIMB MAY9-MAY12	0013102260 54331
	060122D	05/16/2022	67.50	MILEAGE REIMB MAY12-MAY16	0013102260 54331
	060122E	05/18/2022	52.81	MILEAGE REIMB MAY16-MAY18	0013102260 54331
	060122F	05/23/2022	63.18	MILEAGE REIMB MAY18-MAY23	0013102260 54331
	060122G	05/27/2022	52.72	MILEAGE REIMB MAY25-MAY27	0013102260 54331
	060122H	05/31/2022	32.51	MILEAGE REIMB MAY27-MAY31	0013102260 54331
<b>TOTAL FOR CHECK AP 00012941:</b>			404.39		
<b>GRAINGER PARTS (GRAIPART)</b>					
	9334229466	06/03/2022	59.91	STATION 60 DIESEL PUMP FILTER	0012042254 53142
<b>TOTAL FOR CHECK AP 00012916:</b>			59.91		
<b>HARRINGTON JANITORIAL (HARRJANI)</b>					
	060122	06/01/2022	475.00	JUN STN60 WEEKLY CLEANING	0016002250 54191
	62-060122	06/01/2022	300.00	JUN STN62 WEEKLY CLEANING	0016022250 54191
	66-060122	06/01/2022	400.00	JUN STN66 WEEKLY CLEANING	0016062250 54191
	SP-060122	06/01/2022	350.00	JUN SHOP WEEKLY CLEANING	0016502265 54191
<b>TOTAL FOR CHECK AP 00012942:</b>			1,525.00		
<b>HEALTHCARE ACTUARIES (HEALACTU)</b>					
	2022033	06/03/2022	5,500.00	2021 OPEB GASB 75 ACTUARIAL	0012012211 54911
<b>TOTAL FOR CHECK AP 00012917:</b>			5,500.00		
<b>HUGHES FIRE EQUIPMENT INC (HUGHFIRE)</b>					
	578229	06/03/2022	537.82	PRIMER CABLE WINDOW REG	0016502265 53143
	578337	06/06/2022	103.60	PIVOT KIT STOCK	0016502265 53143
<b>TOTAL FOR CHECK AP 00012918:</b>			641.42		
<b>INSIGHT PUBLIC SECTOR, INC (INSIPUBL)</b>					
	1100922386Z	03/10/2022	33,200.73	CP-MICROSOFT LICENSES	0012102215 54813
	1100922386Z	03/10/2022	10,367.28	CP-MICROSOFT O365 LICENSES	0012102215 54813
	1100922386Z	03/10/2022	13,029.50	GH-MICROSOFT LICENSES	0012182215 54813
	1100922386Z	03/10/2022	13,693.37	GR-MICROSOFT LICENSES	0012202215 54813
	1100922386Z	03/10/2022	7,135.04	KP-MICROSOFT LICENSES	0012222215 54813
<b>TOTAL FOR CHECK AP 00012919:</b>			77,425.92		
<b>L.N. CURTIS AND SONS (LNCURTIS)</b>					
	CM31726	05/03/2022	(566.50)	CREDIT FOR RETURN	0013302685 53501
	CM31737	05/03/2022	(566.50)	CREDIT FOR RETURN	0013302685 53501
	INV581691	03/29/2022	112,640.00	26095 SOLO washer	0012509422 56431
	INV581691	03/29/2022	990.66	22361 SOLO holder	0012509422 56431
	INV581691	03/29/2022	1,504.80	20002 SOLO pump	0012509422 56431
	INV581691	03/29/2022	380.38	INTELLITECH detergent	0012509422 56431
	INV581691	03/29/2022	2,863.30	TRANSPORTATION/PPE WASHER PART	0012509422 56431
	INV597585	05/19/2022	118.80	L21-1 PETZL CUSTOM As Below:	0012042254 53501
	INV597585	05/19/2022	118.80	L21-2 PETZL CUSTOM As Below:	0012042254 53501
	INV597585	05/19/2022	59.40	L12-1 PETZL CUSTOM As Below:	0012042254 53501

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	INV597585	05/19/2022	26.40	L21-1 PMI CUSTOM As Below:	0012042254 53501
	INV597585	05/19/2022	26.40	L21-2 PMI CUSTOM As Below:	0012042254 53501
	INV597585	05/19/2022	13.20	L12-1 PMI CUSTOM As Below:	0012042254 53501
	INV597585	05/19/2022	401.50	L21-1 P41KIT ROCK	0012042254 53501
	INV597585	05/19/2022	401.50	L21-2 P41KIT ROCK	0012042254 53501
	INV597585	05/19/2022	401.50	L12-1 P41KIT ROCK	0012042254 53501
	INV597585	05/19/2022	20.90	L21-1 P11 PETZL 10Mm Gray Stee	0012042254 53501
	INV597585	05/19/2022	20.90	L21-2 P11 PETZL 10Mm Gray Stee	0012042254 53501
	INV597585	05/19/2022	20.90	L12-1 P11 PETZL 10Mm Gray Stee	0012042254 53501
	INV597585	05/19/2022	234.52	328 FT 293017 CMC 7mm Yellow	0012042254 53501
	INV597585	05/19/2022	32.11	TRANSPORTATION/MISC SM TOOLS	0012042254 53501
	INV599885	05/26/2022	55.00	Light Baton	0012502210 53147
	INV599885	05/26/2022	13.20	TRANSPORTATION / LIGHT BATON	0012502210 53147
	INV602075	06/03/2022	615.05	PPE BOOTS LEATHER	0012502210 52010
	INV602112	06/03/2022	540.03	A1082-KIT JUMBO BIC SEAL KIT	0016502265 53143
<b>TOTAL FOR CHECK AP 00012920:</b>			120,366.25		
<b>LIFE-ASSIST INC (LIFEASSI)</b>					
	1207537	05/11/2022	74.27	E22-1 OPTIMUM Traction Device	0153009422 56401
	1207537	05/11/2022	74.27	E22-2 OPTIMUM Traction Device	0153009422 56401
	1214661	06/02/2022	31.68	I-GEL AIRWAY, 1 INFANT /EA	0012052218 53198
	1214661	06/02/2022	227.70	lp bp adult	1013402680 53501
	1215951	06/06/2022	362.88	SODIUM CHLORIDE, INJECTION, 25	0012052218 53198
<b>TOTAL FOR CHECK AP 00012921:</b>			770.80		
<b>LOWE'S COMPANIES (LOWECOMP)</b>					
	90262	04/26/2022	573.72	61 Signature 100 50-Gallon Tal	0012042254 53142
	90262	04/26/2022	27.74	61 18-in 3/4-in FIP Inlet x 3/	0012042254 53142
	90485	04/27/2022	307.01	8-lbs. Pre-emergent	0012042254 53141
	90485	04/27/2022	248.71	LOG Roundup Super 1-Gallon	0012042254 53141
	984600	04/06/2022	1,820.59	STN 68 REFRIDGERATOR	0012042254 53501
	984600	04/06/2022	33.00	DISPOSAL FEE	0012042254 53501
<b>TOTAL FOR CHECK AP 00012922:</b>			3,010.77		
<b>MALLORY COMPANY (MALLCOMP)</b>					
	5365090	06/01/2022	158.40	SO ASAP'SOBER INT 20CM ANSI	0013302685 53501
	5365090	06/01/2022	197.08	SO ASAP'SORBER AXESS	0013302685 53501
	5365648	05/31/2022	1,226.34	SO Princeton tec Flashlight #8	0013302685 53501
	5365648	05/31/2022	911.63	SO Princeton Tec Torrent	0013302685 53501
	5365678	05/31/2022	352.00	SO ZIPPER SCREAMER	0013302685 53501
	5367117	06/03/2022	5,139.20	FOAM, FIREADE 2000, 5GAL	0012052218 53198
<b>TOTAL FOR CHECK AP 00012923:</b>			7,984.65		
<b>MARC SAXOWSKY (WIREHELP)</b>					
	1005	05/02/2022	5,025.00	MITEL PHONE CONSULTING SERVICE	0012102215 54191
	1005	05/02/2022	375.00	MITEL KP CONSULTING APR	0012222215 53401
<b>TOTAL FOR CHECK AP 00012924:</b>			5,400.00		
<b>MONDAY.COM LTD (MONDCOM)</b>					
	IN22010005261	05/10/2022	10,502.40	MONDAY.COM ANNUAL LICENSES	0012002210 54813
<b>TOTAL FOR CHECK AP 00012925:</b>			10,502.40		

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NEW PIG (NEWPIG)					
	2365819200	05/24/2022	143.92	(8) SPILL KIT SIGNS (FUEL SITE	0016502265 53141
TOTAL FOR CHECK AP 00012943:			143.92		
NW SAFETY CLEAN (NWSAFECL)					
	2232539	06/03/2022	1,039.23	68 CR PPE 32819	0012502210 54814
	2232540	06/03/2022	562.93	CS CR PPE 32823	0012502210 54814
TOTAL FOR CHECK AP 00012926:			1,602.16		
PACIFIC POWER PRODUCTS (PACIPOWE)					
	655666200	06/03/2022	384.18	FILTER KIT, SUMP 4IN (6)	0016502265 53143
TOTAL FOR CHECK AP 00012946:			384.18		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	66263	06/01/2022	8.00	PE 337-A Game Pack	0014002230 53137
	66263	06/01/2022	6.00	PE 427 Safe Sitter® Graphics	0014002230 53137
	66263	06/01/2022	200.00	PE PremKit-A Safe Sitter Premi	0014002230 53137
	66263	06/01/2022	8.60	PE FRT	0014002230 53137
	FT2200091	05/23/2022	62.40	PALLETS FOR BURNING	0012352240 53141
	PC.000.220428.9	06/09/2022	9.80	IFSTA Manual for Fire Inspec I	0014002230 53102
	PC.204.220528.2	06/09/2022	1.00	STAFF CAR WASH	0012042254 54191
	PC.650.220528.2	06/09/2022	85.86	SAFETY ROPE 600FT	0016502265 53141
	PC.650.220628.1	06/09/2022	7.00	EZ TY ROPE CLAMPS (20)	0016502265 53143
TOTAL FOR CHECK AP 00012907:			388.66		
PUGET SOUND INSTRUMENT CO (PSINSTRU)					
	474847	05/24/2022	1,944.80	E21-01/2 CONNECTOR, PUMP PNL	0016502265 53143
TOTAL FOR CHECK AP 00012944:			1,944.80		
SAFE SITTER INC (SAFESITT)					
	66263	06/01/2022	80.00	PE 337-A Game Pack	0014002230 53137
	66263	06/01/2022	60.00	PE 427 Safe Sitter® Graphics	0014002230 53137
	66263	06/01/2022	2,000.00	PE PremKit-A Safe Sitter Premi	0014002230 53137
	66263	06/01/2022	86.00	PE FRT	0014002230 53137
TOTAL FOR CHECK AP 00012928:			2,226.00		
SITECRAFTING INC (SITECRAFT)					
	40196	06/01/2022	348.00	JUN SERVICE FEE	0014002230 54191
TOTAL FOR CHECK AP 00012929:			348.00		
STANDARD PARTS CORP (STANPART)					
	112474	05/24/2022	(60.23)	BELT RETURN CREDIT	0016502265 53143
	113652	06/01/2022	36.72	PAG 150 UV DYE	0016502265 53141
	113839	06/01/2022	(36.72)	PAG DYE RETURNED IINCORRECT	0016502265 53141
	113934	06/02/2022	22.64	PERMATEX ULTRA BLACK	0016502265 53141
	113934	06/02/2022	485.90	STOCK FILTERS, SPARKS, WIPER	0016502265 53143
	114031	06/02/2022	9.22	FILTERS STOCK	0016502265 53143
	114097	06/03/2022	11.53	FM17-2, CABIN AIR FILTER	0016502265 53143
	114097	06/03/2022	117.48	FM17-2/STOCK, ENGINE OIL	0016502265 53181
	114897	06/07/2022	41.22	E18-5 FUEL CAPS + STOCK	0016502265 53143
TOTAL FOR CHECK AP 00012930:			627.76		
STAPLES, INC. (STAPINC)					

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	3509886846	06/07/2022	759.14	71PE Crayola Crayons, 4/Pack,	0014002230 53138
<b>TOTAL FOR CHECK AP 00012931:</b>			759.14		
<b>SUMNER LAWN 'N SAW (SUMNLAWN)</b>					
	96250	06/06/2022	62.69	FUEL CAP STOCK	0016502265 53143
<b>TOTAL FOR CHECK AP 00012932:</b>			62.69		
<b>SUPERION LLC (SUPERION)</b>					
	352855	05/03/2022	42,021.68	CP-ONESOLUTION ANNUAL RENEWAL	0012102215 54813
<b>TOTAL FOR CHECK AP 00012927:</b>			42,021.68		
<b>UNIFIRST CORPORATION (UNIFIRST)</b>					
	3301866428	06/08/2022	137.84	JUN08 SHOP UNIFORMS/RUGS	0016502265 54931
<b>TOTAL FOR CHECK AP 00012933:</b>			137.84		
<b>UNIQUE EXPERIENCE (UNIQEXPE)</b>					
	23805	06/08/2022	385.59	PROMOTION EMBROIDERY	0012042254 52011
<b>TOTAL FOR CHECK AP 00012934:</b>			385.59		
<b>US BANK BUSINESS CARD (USBANKBU)</b>					
	PC.000.220428.9	06/09/2022	7.90	STN 61 HOT WATER POP OFF PARTS	0012042254 53141
	PC.000.220428.9	06/09/2022	22.51	STN 61 HOT WATER POP OFF PARTS	0012042254 53142
	PC.000.220428.9	06/09/2022	46.18	STN 61 WATER HEATER LINES	0012042254 53146
	PC.000.220428.9	06/09/2022	29.08	STN 61 HOT WATER POP OFF PARTS	0012042254 53146
	PC.000.220428.9	06/09/2022	25.78	FOOD FOR PUBLIC ED EVENT	001400 53139
	PC.000.220428.9	06/09/2022	397.12	ICC Code Books - Fire Inspec I	0014002230 53102
	PC.000.220428.9	06/09/2022	98.00	IFSTA Manual for Fire Inspec I	0014002230 53102
	PC.000.220528.3	06/09/2022	180.00	Groat ACLS Registration	1013402680 54922
	PC.000.220528.3	06/09/2022	440.00	Benning HazMat Conf Reg	0013202260 54921
	PC.000.220528.3	06/09/2022	68.16	OVERBY RETIREMENT SUPPLY-	0014002230 53132
	PC.000.220528.3	06/09/2022	71.91	OVERBY RETIREMENT SUPPLY-	0014002230 53132
	PC.000.220528.3	06/09/2022	2.75	Overby Retirement Supplies	0014002230 53132
	PC.000.220528.3	06/09/2022	55.15	Overby Retirement CAKE	0014002230 53171
	PC.000.220528.3	06/09/2022	588.88	FIRE & LIFE SAFETY/LODGING	0014002230 54311
	PC.000.220528.3	06/09/2022	410.53	Worhle Rental Car for CFM	0014002230 54331
	PC.000.220528.3	06/09/2022	25.00	Worhle flight to CO for CFM	0014002230 54341
	PC.000.220528.3	06/09/2022	774.96	Worhle Airfare for CFM	0014002230 54341
	PC.000.220528.3	06/09/2022	101.00	Thompson SafeSitter Instructor	0014002230 54921
	PC.000.220528.3	06/09/2022	1,297.50	Worhle Cert. Fire Marshal	0014002230 54922
	PC.000.220528.3	06/09/2022	241.00	W Courtney Fire Inspec. 2 Reg	0014002230 54922
	PC.000.220528.3	06/09/2022	328.86	MORROW-WFC CONF	0012002210 54311
	PC.000.220528.3	06/09/2022	122.75	STN 73 DISHWASHER DETERGENT DI	0012042254 53142
	PC.000.220528.3	06/09/2022	131.27	STN 71 & 63 DOOR REMOTES	0012042254 53142
	PC.000.220528.3	06/09/2022	103.99	STN 66 DRYER TIMER	0012042254 53142
	PC.000.220528.3	06/09/2022	36.23	STN 72 DOOR SCREWS AND BATTERI	0012042254 53146
	PC.000.220528.3	06/09/2022	811.04	STN 67 BAY BULBS	0012042254 53146
	PC.000.220528.3	06/09/2022	21.98	STN 66 FRONT DOOR SEAL	0012042254 53146
	PC.000.220528.3	06/09/2022	46.16	DOOR LOCK BATTERIES	0012042254 53146
	PC.000.220528.3	06/09/2022	62.81	MORROW-GAS	0012042254 53201
	PC.000.220528.3	06/09/2022	47.79	MORROW-GAS	0012042254 53201



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	PC.000.220528.3	06/09/2022	1,321.74	STN 73 SINK AND FAUCET	0012042254 53501
	PC.000.220528.3	06/09/2022	347.20	Resop Airfare for APA Course	0012012211 54341
	PC.000.220528.3	06/09/2022	2,049.00	Resop APA Payroll 201 Reg	0012012211 54922
	PC.000.220528.3	06/09/2022	95.00	Managing a Fire Co. Book	0012302240 53102
	PC.000.220528.3	06/09/2022	99.45	Fox Fire Instructor I Books	0012302240 53102
	PC.000.220528.3	06/09/2022	65.29	Food/Supplies for Recruit Grad	0012302240 53171
	PC.000.220528.3	06/09/2022	35.16	Drinks for Recruit Graduation	0012302240 53171
	PC.000.220528.3	06/09/2022	299.66	Food for Acad. Instructors	0012302240 53171
	PC.000.220528.3	06/09/2022	66.29	Snacks for Nash attendees	0012302240 53171
	PC.000.220528.3	06/09/2022	43.76	Zoom Cloud Rec. Storage	0012302240 54902
	PC.000.220528.3	06/09/2022	346.50	L Lambert BlueCard Cert	0012302240 54922
	PC.000.220628.1	06/09/2022	189.99	Excel virtual training course	0012032213 54921
	PC.000.220628.1	06/09/2022	68.82	STN 63 GATE REMOTES	0012042254 53142
	PC.000.220628.1	06/09/2022	33.41	STN 65 GFCI 7 & 64 HEATER KNOB	0012042254 53146
	PC.000.220628.1	06/09/2022	65.98	Cake for Recruit Graduation	0012302240 53171
	PC.000.220628.1	06/09/2022	438.55	Food for Acad. Instructors	0012302240 53171
	PC.200.220528.2	06/09/2022	19.68	Monthly Charge for Stamps.com	0012002210 54221
	PC.200.220528.2	06/09/2022	28.99	TNT-MO ADMIN SUBSC	0012002210 54902
	PC.200.220528.2	06/09/2022	60.15	ZOOM-ADMIN 5/26-6/25	0012002210 54902
	PC.201.220528.1	06/09/2022	110.33	DEPT OF REV APR 2022	0012002210 54912
	PC.201.220528.1	06/09/2022	960.16	APR 2022 DEPT OF REV EXCISE	0012002210 54961
	PC.201.220528.1	06/09/2022	2,686.56	APR 2022 DEPT OF REV EXCISE	0012002210 54961
	PC.201.220528.1	06/09/2022	721.82	APR 2022 DEPT OF REV EXCISE	001 23700
	PC.201.220528.1	06/09/2022	4.28	APR 2022 DEPT OF REV EXCISE	0013002220 54961
	PC.201.220528.1	06/09/2022	40.28	APR 2022 DEPT OF REV EXCISE	0016502265 54961
	PC.203.220428.2	06/09/2022	125.00	Ops Analyst Advertising	0012032213 54111
	PC.203.220528.2	06/09/2022	169.99	EXCEL Training	0012032213 54921
	PC.204.220528.2	06/09/2022	10.00	STAFF CAR WASH	0012042254 54191
	PC.204.220628.1	06/09/2022	20.81	STN71 (7) PERSONNEL FOOD	0012042254 53171
	PC.230.220528.2	06/09/2022	189.99	EXCEL TRAINING	0012032213 54921
	PC.230.220528.2	06/09/2022	1,415.91	FOOD FOR NORTHBEND	0012352240 53171
	PC.230.220528.2	06/09/2022	4,135.80	HOTEL FOR NORTHBEND	0012352240 54311
	PC.230.220528.2	06/09/2022	65.01	GAS FOR 616	0012042254 53201
	PC.300.220528.2	06/09/2022	198.00	RETIREMENT CAKES (2)	0013002220 53171
	PC.300.220528.2	06/09/2022	120.99	RETIREMENT FOOD/MCINTYRE	0013002220 53171
	PC.300.220628.1	06/09/2022	328.86	WFC CONF/LODGING	0012002210 54311
	PC.400.220228.5	06/09/2022	(294.00)	HAZ MAT CLASS REG REFUND	0014002230 54921
	PC.609.220528.1	06/09/2022	44.00	Coffee for Nash Training	0012302240 53171
	PC.650.220528.2	06/09/2022	858.55	SAFETY ROPE 600FT	0016502265 53141
	PC.650.220528.2	06/09/2022	73.04	MASTER LOCK KEYS (20)	0016502265 53141
	PC.650.220528.2	06/09/2022	68.30	WIPERS, WINSHIELD STOCK	0016502265 53143
	PC.650.220528.2	06/09/2022	148.60	PRESSURE SWITCH STOCK	0016502265 53143
	PC.650.220528.2	06/09/2022	133.28	COMPT STRUTS STOCK	0016502265 53143
	PC.650.220528.2	06/09/2022	105.00	EVT CERT RESECK	0016502265 54922
	PC.650.220528.2	06/09/2022	175.00	CLAIBOURN EVT CERTS	0016502265 54922
	PC.650.220628.1	06/09/2022	16.38	SHARPIE PENS SUPER FINE	0016502265 53101
	PC.650.220628.1	06/09/2022	17.03	DISTILLED WATER	0016502265 53141

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	PC.650.220628.1	06/09/2022	69.95	EZ TY ROPE CLAMPS (20)	0016502265 53143
	PC.650.220628.1	06/09/2022	66.28	AC FILTER - STOCK	0016502265 53143
	PC.650.220628.1	06/09/2022	6.51	L21-1 BOLTS/NUTS	0016502265 53143
<b>TOTAL FOR CHECK AP 00012935:</b>			25,062.62		
<b>VALLEY FREIGHTLINER INC (VALLFREI)</b>					
	PC30153255601	06/02/2022	1,878.23	E18-5 BRAKE PARTS TAPERED BEAR	0016502265 53143
	PC30153255602	06/03/2022	1,722.45	E18-5 BRAKES/STOCK	0016502265 53143
	PC30153284301	06/02/2022	8.06	E04-1 FUEL CHECK VAL	0016502265 53143
	PC30153285801	06/02/2022	280.13	M17-2 HVAC CONTROLLER	0016502265 53143
	PC30153301101	06/02/2022	370.38	HVAC CONTROLLER, FILTERS STOCK	0016502265 53143
	PC30153329501	06/03/2022	(1,878.23)	SHIPPING CREDIT RETURN	0016502265 53143
	PC30153388501	06/06/2022	(25.48)	NUTS RETURNED CREDIT	0016502265 53143
<b>TOTAL FOR CHECK AP 00012915:</b>			2,355.54		
<b>VANCOUR'S AUTO DETAILING (VANCAUTO)</b>					
	106421	06/06/2022	417.95	614 VEHICLE DETAIL	0016502265 54820
<b>TOTAL FOR CHECK AP 00012936:</b>			417.95		
<b>WAYNE GARDEN (GARD11050)</b>					
	052822	05/27/2022	75.47	MILEAGE LIVE FIRE TRNG	0012302240 54331
	060122	06/02/2022	751.50	Q2-22 MEDICARE PREM	0012032213 52009
<b>TOTAL FOR CHECK AP 00012945:</b>			826.97		
<b>ZOLL MEDICAL CORP (ZOLLMEDI)</b>					
	3514844	06/06/2022	889.35	EMS AUTOPULSE BATTERY	1013402680 53501
<b>TOTAL FOR CHECK AP 00012937:</b>			889.35		
<b>REPORT TOTAL:</b>			375,587.37		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00012947	ACRACBSB	ACRAnet CBS Branch Inc	06/16/22	102.00	MW	CX	
AP EFT 00012948	ADVAPRO	ADVANCED PRO FITNESS REPAIR	06/16/22	1,779.55	MW	CX	
AP EFT 00012949	AIRGAS	Airgas Nor Pac Inc	06/16/22	185.68	MW	CX	
AP EFT 00012950	AMAZON	AMAZON CAPITAL SERVICES	06/16/22	3,164.06	MW	CX	
AP EFT 00012951	AMERHOSE	AMERICAN HOSE & FITTINGS	06/16/22	19.63	MW	CX	
AP EFT 00012952	BESTBUY	BEST BUY GOV/ED BUSINESS AD	06/16/22	649.85	MW	CX	
AP EFT 00012953	BOUNTREE	Bound Tree Medical LLC	06/16/22	2,475.61	MW	CX	
AP EFT 00012954	BRAUNW	Braun Northwest Inc	06/16/22	188.10	MW	CX	
AP EFT 00012955	CPFREFT	Central Pierce Fire & Rescu	06/16/22	214.57	MW	CX	
AP EFT 00012956	CHRIINC	CHRISTENSEN INC	06/16/22	2,417.78	MW	CX	
AP EFT 00012957	CITYPUYA	CITY OF PUYALLUP	06/16/22	859.24	MW	CX	
AP EFT 00012958	EFAXCORP	EFAX CORPORATE	06/16/22	201.82	MW	CX	
AP EFT 00012959	ERICQUIN	ERIC QUINN	06/16/22	2,875.00	MW	CX	
AP EFT 00012960	VALLFREI	FREIGHTLINER NORTHWEST	06/16/22	3,212.77	MW	CX	
AP EFT 00012961	GRIMCO	GRIMCO INC	06/16/22	308.70	MW	CX	
AP EFT 00012962	INTERFAC	Interface Systems LLC	06/16/22	5,500.00	MW	CX	
AP EFT 00012963	IVOXCONS	IVOX Consulting Inc.	06/16/22	5,408.70	MW	CX	
AP EFT 00012964	IMSALLI	JUSTICE FAMILY ENTERPRISES	06/16/22	71.61	MW	CX	
AP EFT 00012965	KORUAUTO	Korum Automotive Group Inc	06/16/22	3,069.40	MW	CX	
AP EFT 00012966	LNCURTIS	L.N. Curtis and Sons	06/16/22	6,862.26	MW	CX	
AP EFT 00012967	LIFEASSI	Life-Assist Inc	06/16/22	17,551.98	MW	CX	
AP EFT 00012968	LOWECOMP	Lowe's Companies	06/16/22	125.31	MW	CX	
AP EFT 00012969	LUNDFAUC	LUND FAUCETT LLC	06/16/22	1,800.00	MW	CX	
AP EFT 00012970	MALLCOMP	Mallory Safety and Supply L	06/16/22	3,135.00	MW	CX	
AP EFT 00012971	WIREHELP	MARC SAXOWSKY	06/16/22	4,125.00	MW	CX	
AP EFT 00012972	MCLOEARD	McLoughlin & Eardley Co	06/16/22	234.96	MW	CX	
AP EFT 00012973	MESNORT	MES NORTHWEST	06/16/22	5,788.20	MW	CX	
AP EFT 00012974	MINESAFE	MINE SAFETY APPLIANCES SAFE	06/16/22	1,540.00	MW	CX	

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AP EFT 00012975	MOBIGUAR	MOBILEGUARD INC	06/16/22	1,251.00	MW	CX	
AP EFT 00012976	MULTWORK	MULTICARE CENTERS OF	06/16/22	8,281.05	MW	CX	
AP EFT 00012977	NWSAFEC	NW SAFETY CLEAN	06/16/22	774.62	MW	CX	
AP EFT 00012978	OREIAUTO	O'REILLY AUTO PARTS	06/16/22	167.21	MW	CX	
AP EFT 00012979	PLATELEC	Platt Electric Supply	06/16/22	272.91	MW	CX	
AP EFT 00012980	QUESTICA	QUESTICA LTD	06/16/22	8,726.88	MW	CX	
AP EFT 00012981	SUPERION	RAMUNDSEN SUPERIOR HOLDINGS	06/16/22	550.00	MW	CX	
AP EFT 00012982	RWCGROUP	RWC International Ltd	06/16/22	289.67	MW	CX	
AP EFT 00012983	SEAWESTE	Sea-Western Inc	06/16/22	1,413.70	MW	CX	
AP EFT 00012984	SECUPACI	SECURE PACIFIC CORPORATION	06/16/22	378.57	MW	CX	
AP EFT 00012985	STANPART	Standard Parts Corp	06/16/22	1,608.74	MW	CX	
AP EFT 00012986	TACOSCRE	Tacoma Screw Products Inc	06/16/22	24.24	MW	CX	
AP EFT 00012987	UNIFIRST	UNIFIRST CORPORATION	06/16/22	137.84	MW	CX	
AP EFT 00012988	UNIQEXPE	Unique Experience	06/16/22	562.14	MW	CX	
AP EFT 00012989	USBANKBU	US Bank Business Card	06/16/22	8,700.41	MW	CX	
AP EFT 00012990	ZOLLMEDI	ZOLL Medical Corp	06/16/22	889.35	MW	CX	
AP EFT 00012991	ZONES	ZONES LLC	06/16/22	1,662.87	MW	CX	
AP EFT 00012992	CUMMNW	CUMMINS INC.	06/16/22	109.69	MW	CX	
AP EFT 00012993	EMERFIRE	EMERALD FIRE LLC	06/16/22	410.00	MW	CX	
AP EFT 00012994	HRAVEBA	HRA VEBE TRUST	06/16/22	4,070.44	MW	CX	
AP EFT 00012995	LOCA726	LOCAL 726 FIREFIGHTERS TRUS	06/16/22	58,901.42	MW	CX	
AP EFT 00012996	SOKO06070	OLEG SOKOLOV	06/16/22	66.71	MW	CX	
AP EFT 00012997	WISE07120	Tracy Wiseman	06/16/22	38.61	MW	CX	
AP EFT 00012998	PACIPOWE	YACULTA COMPANIES INC	06/16/22	40.88	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		S U B T O T A L S:							
		Total Void Machine Written		0.00		Number of Checks Processed:		0	
		Total Void Hand Written		0.00		Number of Checks Processed:		0	
		Total Machine Written		0.00		Number of Checks Processed:		0	
		Total Hand Written		0.00		Number of Checks Processed:		0	
		Total Reversals		0.00		Number of Checks Processed:		0	
		Total Cancelled		0.00		Number of Checks Processed:		0	
		Total EFTs		173,195.73		Number of EFTs Processed:		52	
		Total EPAYS		0.00		Number of EPAYS Processed:		0	
		S U B T O T A L		173,195.73					

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ACRANET CBS BRANCH INC (ACRACBSB)					
	20402	05/31/2022	102.00	BACKGROUND CHECKS - WOHRLE & V	0012032213 54191
TOTAL FOR CHECK AP 00012947:			102.00		
ADVANCED PRO FITNESS REPAIR IN (ADVAPRO)					
	05252201JO	05/25/2022	147.70	STN64 SEMI-ANNUAL PM SVC	0012502210 54811
	05252202JO	05/25/2022	147.70	STN60 SEMI-ANNUAL PM SVC	0012502210 54811
	05252203JO	05/25/2022	148.51	STN65 SEMI-ANNUAL PM SVC	0012502210 54811
	05252204JO	05/25/2022	148.51	STN61 SEMI-ANNUAL PM SVC	0012502210 54811
	05252205JO	05/25/2022	148.51	STN63 SEMI-ANNUAL PM SVC	0012502210 54811
	05252206JO	05/25/2022	148.51	STN67 SEMI-ANNUAL PM SVC	0012502210 54811
	05252207JO	05/25/2022	148.37	STN68 SEMI-ANNUAL PM SVC	0012502210 54811
	05262203JO	05/26/2022	147.70	STN69 SEMI-ANNUAL PM SVC	0012502210 54811
	05262204JO	05/26/2022	148.51	STN66 SEMI-ANNUAL PM SVC	0012502210 54811
	05262205JO	05/26/2022	148.51	STN72 SEMI-ANNUAL PM SVC	0012502210 54811
	05262206JO	05/26/2022	148.51	STN73 SEMI-ANNUAL PM SVC	0012502210 54811
	05262207JO	05/26/2022	148.51	STN71 SEMI-ANNUAL PM SVC	0012502210 54811
TOTAL FOR CHECK AP 00012948:			1,779.55		
AIRGAS NOR PAC INC (AIRGAS)					
	9126275036	06/01/2022	185.68	breathing AIR BOTTLES FOR HYDR	0013002220 54191
TOTAL FOR CHECK AP 00012949:			185.68		
AMAZON CAPITAL SERVICES (AMAZON)					
	19HW4FDM3M9	06/06/2022	391.60	CP Seagate 2TB Enterprise	0012102215 53501
	1CWVINWCCQ	06/07/2022	41.69	60a OTTERBOX COMMUTER SERIES C	0012002210 53501
	1CWVINWCCQ	06/07/2022	73.14	SCOURING PAD (EACH)	0012052218 53198
	1CWVINWCCQ	06/07/2022	159.28	DISH DETERGENT, FINISH (BOX)	0012052218 53198
	1CWVINWCCQ	06/07/2022	65.44	TC PERLESMITH Mobile TV Stand	0012302240 53503
	1CWVINWCCQ	06/07/2022	6.45	SHIPPING / TV STAND	0012302240 53503
	1F4RJ9R9DYYG	03/23/2022	79.01	OVER CHG/CREDIT 1YG9GTXC4HG4	0014002230 53141
	1F4RJ9R9DYYG	03/23/2022	65.99	DFM Vetoquinol Triglyceride Om	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	35.18	DFM Red Marking Flags 100 Pack	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	9.45	DFM Bicycle Poker Chips - 100	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	33.53	DFM Vet's Best Enzymatic Dog	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	65.99	DFM Warren London Hydrating Bu	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	20.89	DFM Transfer Pipette, 7.0ml	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	38.49	DFM Bark 2 Basics Oatmeal Dog	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	22.92	DFM Ziploc Double Zipper Freez	0014102230 53141
	1F4RJ9R9DYYG	03/23/2022	24.19	DFM Dog Poop Bags, 60 Rolls /	0014102230 53141
	1HH6M6WG9QF	06/08/2022	101.80	EMT EMS Physician Doctor ER Nu	0012042254 52011
	1KWT9DJ77CC3	06/10/2022	218.94	PE Safo Products Write Way	0014002230 53105
	1KWT9DJ7JMK	06/10/2022	1,176.63	CP HON Ignition Series	0012102215 53501
	1KWT9DJ7JMK	06/10/2022	23.10	CP 72 OtterBox Replacement Hol	0012102215 53501
	1KWT9DJ7JMK	06/10/2022	48.31	CP 2Pack Keyboard Cleaning Gel	0012102215 53501
	1LHWFYGVGD	06/10/2022	83.73	60 Brother Genuine High Yield	0016002250 53141
	1LL9WF9G3NV	06/06/2022	461.88	FALL ACADEMY Proper Men's Uni	0012352240 52011
	1YG9GTXC4HG	06/14/2022	(79.01)	CREDIT OVER CHARGE	0014002230 53141
	1YG9GTXC4HG	06/14/2022	(4.56)	ADDITIONAL CREDIT/SOFT CHEWS	0014002230 53141

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<b>TOTAL FOR CHECK AP 00012950:</b>			3,164.06		
<b>AMERICAN HOSE &amp; FITTINGS (AMERHOSE)</b>					
	8307919	05/09/2022	19.63	FREIGHT CHARGES ON PARTS	0016502265 53143
<b>TOTAL FOR CHECK AP 00012951:</b>			19.63		
<b>BEST BUY GOV/ED LLC (BESTBUY)</b>					
	6158691	05/23/2022	649.85	IT CPFR sound bar BB21670443	0012102215 53501
<b>TOTAL FOR CHECK AP 00012952:</b>			649.85		
<b>BOUND TREE PARR LLC (BOUNTREE)</b>					
	84555592	06/09/2022	121.08	2308-01 C4 Midazolam 5mg, 1ml	1013402680 53151
	84557563	06/10/2022	709.98	. ketamine 10mg/ml 20ml vials	1013402680 53151
	84557563	06/10/2022	1,099.98	Diazepam 5mg/ml 10ml vials	1013402680 53151
	84559725	06/13/2022	354.99	. ketamine 10mg/ml 20ml vials	1013402680 53151
	84559726	06/13/2022	189.58	fentanyl	1013402680 53151
<b>TOTAL FOR CHECK AP 00012953:</b>			2,475.61		
<b>BRAUN NORTHWEST INC (BRAUNW)</b>					
	33194	05/26/2022	188.10	M19-2 MEDIC CHAIR SEATBELT ASY	0016502265 53143
<b>TOTAL FOR CHECK AP 00012954:</b>			188.10		
<b>CHRISTENSEN INC (CHRIINC)</b>					
	0319992IN	06/01/2022	1,156.82	#0319992 JUN1 STN61 FUEL	0012042254 53201
	0320453IN	06/02/2022	1,260.96	#0320453 JUN2 STN67 FUEL	0012042254 53201
<b>TOTAL FOR CHECK AP 00012956:</b>			2,417.78		
<b>CITY OF PUYALLUP (CITYPUYA)</b>					
	71-220603	06/03/2022	143.65	#050094001 STN71 WATER CHGS	0017012250 54711
	71-220603	06/03/2022	634.40	#050094001 STN71 SEWER/STORM	0017012250 54721
	71-220603	06/03/2022	42.49	#050094001 STN71 LANDFILL	0017012250 54741
	711-220603	06/03/2022	38.70	#050095001 STN71 IRRIG	0017012250 54711
<b>TOTAL FOR CHECK AP 00012957:</b>			859.24		
<b>CUMMINS NORTHWEST LLC (CUMMNW)</b>					
	0152358	06/15/2022	109.69	M15-2, INTAKE GASKET, EGR GASK	0016502265 53143
<b>TOTAL FOR CHECK AP 00012992:</b>			109.69		
<b>EFAX CORPORATE (EFAXCORP)</b>					
	4149039	05/31/2022	201.82	CP MAY'22 MO EFAX SVCS	0012102215 54813
<b>TOTAL FOR CHECK AP 00012958:</b>			201.82		
<b>EMERALD FIRE LLC (EMERFIRE)</b>					
	1220973	06/01/2022	410.00	STN 63 BACKFLOW TESTING	0016032250 54191
<b>TOTAL FOR CHECK AP 00012993:</b>			410.00		
<b>ERIC QUINN (ERICQUIN)</b>					
	1079	05/28/2022	2,875.00	MAY LEGAL SERVICES CONTRACT	0012002210 54151
<b>TOTAL FOR CHECK AP 00012959:</b>			2,875.00		
<b>GRIMCO INC (GRIMCO)</b>					
	2868373401	06/03/2022	109.27	WSI 53005-001 2PK GRAPHT	0014002230 53139
	2868373401	06/03/2022	199.43	WSI O3621G-30 30"X50YD	0014002230 53139
<b>TOTAL FOR CHECK AP 00012961:</b>			308.70		
<b>HRA VEBE TRUST (HRAVEBA)</b>					

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	061522	06/15/2022	4,070.44	JULY 2022 L2 VEBA	0012032213 52016
<b>TOTAL FOR CHECK AP 00012994:</b>			4,070.44		
<b>IMS ALLIANCE (IMSALLI)</b>					
	221669	06/08/2022	21.12	white tags	0012502210 52010
	221669	06/08/2022	43.89	white helmet shields 606	0012502210 52010
	221669	06/08/2022	6.60	SHIPIPING / TAGS	0012502210 52010
<b>TOTAL FOR CHECK AP 00012964:</b>			71.61		
<b>INTERFACE SYSTEMS MANAGEMENT C (INTERFAC)</b>					
	060122	06/01/2022	5,500.00	PMT 1/3-2023 FBC DATA MGMT	0012002210 54911
<b>TOTAL FOR CHECK AP 00012962:</b>			5,500.00		
<b>IVOXY CONSULTING INC. (VOXCONS)</b>					
	KRBQ4600	06/06/2022	5,408.70	CP-IVOXY CLOUD BACKUP VAULT	0012102215 54813
<b>TOTAL FOR CHECK AP 00012963:</b>			5,408.70		
<b>KORUM AUTOMOTIVE GROUP INC (KORUAUTO)</b>					
	5254296	06/01/2022	(95.74)	654 COOLANT, RAD CAP	0016502265 53143
	6757473	06/06/2022	3,165.14	643 PM, ENG REPAIR, BRAKES REP	0016502265 54820
<b>TOTAL FOR CHECK AP 00012965:</b>			3,069.40		
<b>L.N. CURTIS AND SONS (LNCURTIS)</b>					
	INV601229	05/31/2022	273.14	globe zipper kits	0012042254 52011
	INV601229	05/31/2022	11.77	TRANSPORTATION / ZIPPERS	0012042254 52011
	INV602176	06/03/2022	95.96	PAC 1020-205 PAC STRAP (2)	0016502265 53143
	INV602440	06/06/2022	1,202.63	PPE BOOTS LEATHER	0012502210 52010
	INV602440	06/06/2022	33.55	TRANSPORTATION / BOOTS	0012502210 52010
	INV602921	06/07/2022	3,993.00	RT16-07 RAM REPAIR	0016502265 54820
	INV603158	06/08/2022	868.87	BVALVE GATE	0016502265 53143
	INV603674	06/09/2022	142.70	WAC-44-E HANDLES (2) STOCK	0016502265 53143
	INV603882	06/10/2022	240.64	RT14-5 REAR BATTERY SLOT/BAS	0016502265 53143
<b>TOTAL FOR CHECK AP 00012966:</b>			6,862.26		
<b>LIFE-ASSIST INC (LIFEASSI)</b>					
	1215483	06/03/2022	41.74	UNDERPADS, 23"x36" (EACH)	0012052218 53198
	1215483	06/03/2022	20.20	MAGIL FORCEP, PEDI (EACH)	0012052218 53198
	1215483	06/03/2022	20.20	MAGIL FORCEP, ADULT (EACH)	0012052218 53198
	1215483	06/03/2022	451.55	PRESSURE INFUSER BAG (EACH)	0012052218 53198
	1215483	06/03/2022	25.41	NASO-GASTRIC TUBE, 14FR (EACH)	0012052218 53198
	1215483	06/03/2022	102.30	NEBULIZER, MISTY MAX (EACH)	0012052218 53198
	1215483	06/03/2022	90.20	SPIT SOCK HOOD (EACH)	0012052218 53198
	1215483	06/03/2022	196.90	CHLORAPREP 1.5ML (EACH)	0012052218 53198
	1215491	06/03/2022	298.92	I-GEL/KING AIRWAY, 3 ADULT (EA	0012052218 53198
	1215491	06/03/2022	597.84	I-GEL/KING AIRWAY, 4 ADULT (EA	0012052218 53198
	1215491	06/03/2022	298.92	I-GEL/KING AIRWAY, 5 ADULT (EA	0012052218 53198
	1215491	06/03/2022	36.20	ENDO TUBE, UNCUFFED, 3.5MM (EA	0012052218 53198
	1215491	06/03/2022	24.00	SYRINGE, 3CC, LUER LOCK (EACH)	0012052218 53198
	1215491	06/03/2022	22.00	SYRINGE, 5CC, LUER LOCK (EACH)	0012052218 53198
	1215491	06/03/2022	48.00	ACETAMINOPHEN ELIXIR 325MG/10.	0012052218 53198
	1215491	06/03/2022	169.00	MASK, NRB ( NON-REBREATHER), A	0012052218 53198



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	1215491	06/03/2022	4,128.00	SMART CAPNOLINE, ADULT/INTERME	0012052218 53198
	1215491	06/03/2022	842.00	EPINEPHRINE 1:10,000 1MG 10ML	0012052218 53198
	1215491	06/03/2022	947.00	DEXTROSE 50% 25GM 50ML SYRINGE	0012052218 53198
	1215491	06/03/2022	16.00	NEEDLE, HYPODERMIC 18GAx1-1/2"	0012052218 53198
	1216535	06/08/2022	366.00	IV ADMIN SET, 10 DROP (EACH)	0012052218 53198
	1216535	06/08/2022	9.60	ACETAMINOPHEN ELIXIR 325MG/10.	0012052218 53198
	1217504	06/09/2022	4,400.00	GLOVES, NITRILE, LARGE (BOX)	0012052218 53198
	1217533	06/09/2022	4,400.00	GLOVES, NITRILE, LARGE (BOX)	0012052218 53198
<b>TOTAL FOR CHECK AP 00012967:</b>			17,551.98		
<b>LOCAL 726 FIREFIGHTERS TRUST (LOCA726)</b>					
	061522	06/15/2022	4,357.49	JUL L1 RETIREE MEDICAL PREMIUM	0012032213 52009
	061522	06/15/2022	54,543.93	JUL 2022 L2 RETIREE VEBA	0012032213 52016
<b>TOTAL FOR CHECK AP 00012995:</b>			58,901.42		
<b>LOWE'S COMPANIES (LOWECOMP)</b>					
	75147	06/15/2022	125.31	shrink wrap	0012052218 53141
<b>TOTAL FOR CHECK AP 00012968:</b>			125.31		
<b>LUND FAUCETT LLC (LUNDFAUC)</b>					
	50905	06/09/2022	1,800.00	2022 BALLOT CONSULTING	0012002210 54911
<b>TOTAL FOR CHECK AP 00012969:</b>			1,800.00		
<b>MALLORY COMPANY (MALLCOMP)</b>					
	5368742	06/07/2022	59.40	69 ZICO-UFCW Wrench	0012042254 53501
	5373695	06/10/2022	3,075.60	SO CMC-#18224	0013302685 53501
<b>TOTAL FOR CHECK AP 00012970:</b>			3,135.00		
<b>MARC SAXOWSKY (WIREHELP)</b>					
	1006	06/05/2022	2,400.00	MITEL PHONE CONSULTING SERVICE	0012102215 54191
	1006	06/05/2022	1,725.00	MITEL KP CONSULTING APR	0012222215 53401
<b>TOTAL FOR CHECK AP 00012971:</b>			4,125.00		
<b>MCLOUGHLIN &amp; EARDLEY CO (MCLOEARD)</b>					
	0262694	06/09/2022	234.96	E18-5 WHELEN SIREN SPEAKER	0016502265 53143
<b>TOTAL FOR CHECK AP 00012972:</b>			234.96		
<b>MES NORTHWEST (MESNORT)</b>					
	IN1714523	05/19/2022	5,788.20	2022 academy tee shirts	0012352240 52014
<b>TOTAL FOR CHECK AP 00012973:</b>			5,788.20		
<b>MINE SAFETY APPLIANCES CO (MINESAFE)</b>					
	962524383	06/09/2022	1,540.00	JUN SCBA TECH TRAINING	0012502210 54921
<b>TOTAL FOR CHECK AP 00012974:</b>			1,540.00		
<b>MOBILEGUARD INC (MOBIGUAR)</b>					
	INV12005	05/31/2022	625.50	CP-MOBILE TEXTS APR	0012102215 54813
	INV12005	05/31/2022	625.50	CP-MOBILE TEXTS MAY	0012102215 54813
<b>TOTAL FOR CHECK AP 00012975:</b>			1,251.00		
<b>MULTICARE HEALTH WORKS (MULTWORK)</b>					
	153575	06/01/2022	108.30	DRUG SCREEN - MONTALVO RAMIREZ	0012032213 54171
	153575	06/01/2022	4,400.90	NEW HIRE PHYSICALS - AUSENHUS,	0012352240 54171
	153575	06/01/2022	3,771.85	TEAM PHYSICALS - S. BERDAN & B	0012502210 54171
<b>TOTAL FOR CHECK AP 00012976:</b>			8,281.05		

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NW SAFETY CLEAN (NWSAFECL)					
	2232156	03/31/2022	774.62	CS PPE C&R 32498	0012502210 54814
TOTAL FOR CHECK AP 00012977:			774.62		
O'REILLY AUTO PARTS (OREIAUTO)					
	3702139421	06/09/2022	109.99	SO16-1 BATTERY TENDER 5 AMP	0016502265 53143
	3702139511	06/10/2022	43.54	PERMATIX SYN BRAKE CALIPER	0016502265 53141
	3702140475	06/15/2022	13.68	BC17-1, CABIN AIR FILTER	0016502265 53143
TOTAL FOR CHECK AP 00012978:			167.21		
OLEG SOKOLOV (SOKO06070)					
	052822	05/21/2022	66.69	MILEAGE REIMB MAY19-21	0012302240 54331
	20223309B	06/14/2022	0.02	IACF HAZMAT/DIFF IN LODGING	0013202260 54311
TOTAL FOR CHECK AP 00012996:			66.71		
PACIFIC POWER PRODUCTS (PACIPOWE)					
	655666201	06/02/2022	40.88	NUT, TURBO	0016502265 53143
TOTAL FOR CHECK AP 00012998:			40.88		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	PC.204.220528.4	06/16/2022	27.57	mourning bands.	0012042254 52011
	PC.340.220628.1	06/16/2022	163.20	EMSCONNECT INV 7061	1013402680 54902
	PC.400.220528.3	06/15/2022	1.00	monthly apple storage	0014002230 54902
	PC.400.220628.1	06/15/2022	1.00	Monthly apple	0014002230 54902
	PC.650.220528.4	06/16/2022	21.80	SIGN PROGRAM SOFTWARE.	0016052250 54813
TOTAL FOR CHECK AP 00012955:			214.57		
PLATT ELECTRIC (PLATELEC)					
	2V77139	06/03/2022	272.91	61 f32t8/835 lamps	0016012250 53141
TOTAL FOR CHECK AP 00012979:			272.91		
QUESTICA LTD (QUESTICA)					
	INV111656	05/31/2022	8,726.88	CP- POWERPLAN ANNUAL MAINTENAN	0012102215 54813
TOTAL FOR CHECK AP 00012980:			8,726.88		
RWC GROUP (RWCGROUP)					
	XA10304197801	04/27/2022	(128.01)	CM FOR INV XA10304273201	0016502265 53143
	XA10304273201	04/27/2022	128.01	INCORRECTLY CHARGED INVOICE	0016502265 53143
	XA10304273701	04/27/2022	(127.89)	CM PANEL FUSE RETURN	0016502265 53143
	XA10304336901	05/05/2022	69.15	FILTER FUEL KIT (1)	0016502265 53143
	XA10304651701	06/14/2022	348.41	FILTER FUEL KIT STOCK	0016502265 53143
TOTAL FOR CHECK AP 00012982:			289.67		
SEA-WESTERN INC (SEAWESTE)					
	INV16795	06/13/2022	1,332.10	ACADEMY BOOTS	0012352240 52010
	INV16795	06/13/2022	81.60	SHIPPING / BOOTS	0012352240 52010
TOTAL FOR CHECK AP 00012983:			1,413.70		
SECURE PACIFIC CORP (SECUPACI)					
	336456	06/01/2022	115.77	Q2-22 STN71 ALARM MONIITORING	0017012250 54191
	336457	06/01/2022	77.18	JUN STN60 MO ALARM MONITORING	0016002250 54191
	336458	06/01/2022	185.62	JUN STN72 MO ALARM MONITORING	0017022250 54191
TOTAL FOR CHECK AP 00012984:			378.57		

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STANDARD PARTS CORP (STANPART)					
	114098	06/03/2022	352.44	OIL 0W20 SYN STOCK	0016502265 53181
	115088	06/08/2022	13.56	SO19-1 FILTER PN51637	0016502265 53143
	115415	06/09/2022	267.12	SO19-1 WIRE ROPE WENCH	0016502265 53143
	115455	06/10/2022	298.24	SO16-1 PCI200 BATTERY	0016502265 53143
	115815	06/13/2022	373.78	STN61 DEF STOCK 20 CASES	0012042254 53201
	116360	06/15/2022	303.60	FILTERS WIPERS, CAPS, STOCK	0016502265 53143
TOTAL FOR CHECK AP 00012985:			1,608.74		
SUPERION LLC (SUPERION)					
	296278	01/01/2022	550.00	MERRITT SVCS OCT11-17 2020	0012012211 54911
TOTAL FOR CHECK AP 00012981:			550.00		
TACOMA SCREW PRODUCTS INC (TACOSCRE)					
	10010602903	06/13/2022	4.16	BARB FITTINGS	0016502265 53141
	10010602904	06/13/2022	6.30	BRASS PIPE FITTINGS/PLUGS/ETC	0016502265 53141
	10010602905	06/13/2022	6.03	NUTS SCREWS SOLVENTS, CLAMPS E	0016502265 53141
	10010602906	06/13/2022	7.75	1/4" BRASS PIPE FITTING COUPLI	0016502265 53141
TOTAL FOR CHECK AP 00012986:			24.24		
TRACY WISEMAN (WISE07120)					
	061322A	06/13/2022	38.61	MILEAGE REIMB 06-13-22	0012042254 54331
TOTAL FOR CHECK AP 00012997:			38.61		
UNIFIRST CORPORATION (UNIFIRST)					
	3301868642	06/15/2022	137.84	JUN15 SHOP UNIFORMS/RUGS	0016502265 54931
TOTAL FOR CHECK AP 00012987:			137.84		
UNIQUE EXPERIENCE (UNIQEXPE)					
	23806	06/08/2022	562.14	S/M flexfit hat	0012352240 52011
TOTAL FOR CHECK AP 00012988:			562.14		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.220628.2	06/15/2022	89.41	MORROW-FUEL	0012042254 53201
	PC.000.220628.2	06/15/2022	760.00	Wiseman and Burke FAS Conf Reg	0012302240 54921
	PC.000.220628.2	06/15/2022	1,200.00	Fox Pinnacle EMS Conf. Reg	0012302240 54921
	PC.000.220628.2	06/15/2022	795.00	McKenzie OSHA Class Reg.	0012502210 54921
	PC.000.220628.2	06/15/2022	745.00	McKenzie OSHA Class Reg.	0012502210 54921
	PC.000.220628.2	06/15/2022	25.00	Stoltenberg Class Registration	1013402680 54921
	PC.000.220628.3	06/16/2022	8.72	STN 66 SHELF , STN 60 FUEL TAP	0012042254 53142
	PC.000.220628.3	06/16/2022	122.75	STN 65 DISHWASHER DISPENSER	0012042254 53142
	PC.000.220628.3	06/16/2022	28.57	STN 66 SHELF , STN 60 FUEL TAP	0012042254 53146
	PC.000.220628.3	06/16/2022	37.44	STN 69 WASHER SHUTOFF, HOSE BI	0012042254 53146
	PC.000.220628.3	06/16/2022	159.32	STN 66 TOILET LEVER, CHAIN,	0012042254 53146
	PC.200.220628.1	06/15/2022	230.00	Postage for Stamps.com	0012002210 54221
	PC.203.220628.1	06/15/2022	250.00	Ops Analyst Advertising	0012032213 54111
	PC.203.220628.1	06/15/2022	125.00	Advertise Pur Analyst position	0012032213 54111
	PC.204.220528.3	06/11/2022	200.00	STAFF CAR WASHES BULK	0012042254 54191
	PC.204.220528.4	06/16/2022	275.65	mourning bands.	0012042254 52011
	PC.230.220528.3	06/10/2022	660.00	1 NIGHT HOTEL STAY FOR ACA	0012352240 54311
	PC.300.220628.2	06/11/2022	195.90	RETIREMENT FOOD/SCOTT, A	0013002220 53171

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	PC.340.220528.2	06/16/2022	63.83	GAS	0012042254 53201
	PC.340.220528.2	06/16/2022	293.08	PLASTIC FOR MCI BOARDS	1013402680 53501
	PC.340.220628.1	06/16/2022	1,632.00	EMSCONNECT INV 7061	1013402680 54902
	PC.400.220528.3	06/15/2022	9.99	monthly apple storage	0014002230 54902
	PC.400.220628.1	06/15/2022	100.00	Facebook open house marketing	0014002230 54111
	PC.400.220628.1	06/15/2022	9.99	Monthly apple	0014002230 54902
	PC.609.220628.1	06/15/2022	95.00	Leadership Book	0013002220 53102
	PC.650.220528.3	06/11/2022	96.78	BELTS STOCK	0016502265 53143
	PC.650.220528.3	06/11/2022	153.98	BELTS STOCK	0016502265 53143
	PC.650.220528.3	06/11/2022	120.00	NYLANDER, KEITH EVT CERTS	0016502265 54922
	PC.650.220528.4	06/16/2022	218.00	SIGN PROGRAM SOFTWARE.	0016052250 54813
<b>TOTAL FOR CHECK AP 00012989:</b>			8,700.41		
<b>VALLEY FREIGHTLINER INC (VALLFRED)</b>					
	PC30153363301	06/08/2022	1,252.04	E18-5 HUB SERVICE KIT	0016502265 53143
	PC30153618301	06/14/2022	30.54	SWITCH/FILTER STOCK	0016502265 53143
	PC30153650001	06/15/2022	1,930.19	M15-1 VGT ACTUATOR	0016502265 53143
<b>TOTAL FOR CHECK AP 00012960:</b>			3,212.77		
<b>ZOLL MEDICAL CORP (ZOLLMEDI)</b>					
	3514856	06/06/2022	889.35	EMS AUTOPULSE BATTERY	1013402680 53501
<b>TOTAL FOR CHECK AP 00012990:</b>			889.35		
<b>ZONES LLC (ZONES)</b>					
	K19203980101	05/09/2022	1,662.87	CP-SURFACE DOCKING STATIONS.	0012102215 53501
<b>TOTAL FOR CHECK AP 00012991:</b>			1,662.87		
<b>REPORT TOTAL:</b>			173,195.73		



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** Reauthorization of Funding Sources to Voters November 8, 2022

**Attachments:** Resolution Nos. 22-03 and 22-04

**Submitted by:** Chief Morrow

### RECOMMENDED ACTION BY THE BOARD:

- ☒ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

#### First Reading:

- Resolution No. 22-03 EMS Levy reauthorization
- Resolution No. 22-04 Fire Benefit Charge reauthorization

The Board previously authorized EMS and FBC ballot measures to be placed on the August 2, 2022, ballot. It is prudent to have similar resolutions in place for the November 8, 2022, election in the event the August vote is unsuccessful. The filing deadline for the November ballot is August 2, 2022, which is the same date that our initial ballot measures will go to the voters. Attorney Eric Quinn provided minor language changes from the previous resolutions that include language to rescind Resolutions No. 22-03 and 22-04 if the August vote is successful.

Central Pierce relies on these two critical funding sources to contribute nearly 52% of our revenue for 2022. Renewal would ensure current service levels can be maintained; rejection means fire and emergency medical service levels would be impacted given the loss of more than half of our funding.

### FINANCIAL IMPACT:

**CENTRAL PIERCE FIRE & RESCUE**

**RESOLUTION NO. 22-03**

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF CENTRAL PIERCE FIRE & RESCUE, PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE FIRE DISTRICT, AT AN ELECTION TO BE HELD WITHIN THE FIRE DISTRICT ON NOVEMBER 8, 2022, OF A PROPOSITION REAUTHORIZING A LEVY OF A REGULAR PROPERTY TAX FOR EMS (EMERGENCY MEDICAL SERVICES) IN AN AMOUNT NOT TO EXCEED FIFTY CENTS (50¢) PER THOUSAND DOLLARS (\$1,000.00) OF THE TRUE AND ASSESSED VALUATION, AS AUTHORIZED IN RCW 84.52.069, EACH YEAR FOR SIX CONSECUTIVE YEARS, TO BE LEVIED IN 2022 AND COLLECTED IN 2023 AND EACH YEAR OF THE FIVE SUCCEEDING YEARS. SAID LEVY SHALL PROVIDE FUNDS REQUIRED BY THE FIRE DISTRICT FOR THE CONTINUED PROVISION OF BASIC AND ADVANCED EMERGENCY MEDICAL SERVICES, INCLUDING PERSONNEL COSTS, TRAINING FOR SUCH PERSONNEL, AND RELATED EQUIPMENT, SUPPLIES AND VEHICLES.**

WHEREAS, Central Pierce Fire & Rescue has heretofore received approval by qualified electors of an EMS levy as a regular property tax in an amount equal to \$0.50 per thousand dollars of assessed value of property to be used only for the provision of emergency medical services, including personnel costs, training for such personnel and related equipment, supplies, vehicles and structures needed for such services, for a six-year period; and

WHEREAS, cardiovascular disease is the leading cause of death in the nation, in Pierce County and in the Fire District; and

WHEREAS, the delivery of paramedic services in Pierce County has greatly enhanced the survival rate of victims of cardiac arrest and the initiation of cardiopulmonary resuscitation by bystanders or emergency medical technicians has doubled hospital discharge rates; and

WHEREAS, it is the judgment of the Board of Commissioners of Central Pierce Fire & Rescue that it is essential and necessary for the protection of the health and life of the residents of the Fire District to continue providing 24-hour advanced life support (paramedic) staffing within the district. Such services necessitate the expenditure of revenues for maintenance, operations, equipment and personnel in excess of those moneys provided by the District's regular tax levy, for collection over the next six years beginning in 2023; and

WHEREAS, the subsequent approval of a six-year levy, as in this case, must be specifically authorized by a majority of the registered voters of the District authorizing the levies at a general or special election with no "validation" requirement;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF FIRE  
COMMISSIONERS FOR CENTRAL PIERCE FIRE & RESCUE AS FOLLOWS:**

**Section 1.** To continue to meet the need for high quality emergency medical services, including advanced life support (paramedic) services, and to meet the emergency medical needs arising from accelerated growth within the community, to satisfy personnel and equipment needs, to raise revenues adequate to pay costs attributable to providing adequate emergency medical services, and to maintain reserve funds, the Fire District shall levy in 2022, for collection each year for six consecutive years beginning in 2023, a general tax on taxable property in the District in an amount of up to \$0.50 per \$1,000 of true and fair assessed valuation of property within the District.

**Section 2.** Pursuant to the authorization in RCW 84.52.069, as amended, this levy is a regular property tax levy unaffected by the \$5.90 limitation imposed by RCW 84.52.043 and is not subject to the limitation of RCW 84.55.010 for the first levy imposed, pursuant to RCW 84.52.069(9), but is subject thereto for the remaining five levies.

**Section 3.** This six-year levy must be approved by a simple majority of the registered voters of the Fire District approving the proposition authorizing the levies, without the need for "validation", because this reauthorization represents the subsequent approval of a previously voter-approved EMS levy, pursuant to RCW 84.52.069(2).

**Section 4.** There shall be submitted to the qualified electors of the Fire District for their ratification or rejection, at an election on November 8, 2022, the proposition hereinafter set forth. The Board of Commissioners of Central Pierce Fire & Rescue does hereby declare that the auditor of Pierce County, as ex officio Supervisor of Elections, is hereby requested to call said election and to submit the following proposition at said election in the form of a ballot title substantially as follows:

**PROPOSITION ONE**

**CENTRAL PIERCE FIRE & RESCUE  
REAUTHORIZING EMS LEVY**

Will Central Pierce Fire & Rescue be reauthorized to impose regular property tax levies of fifty cents (\$0.50) or less per thousand dollars (\$1,000.00) of assessed valuation for each of six consecutive years to continue providing basic and advanced (paramedic) emergency medical services?

\_\_\_\_\_ YES \_\_\_\_\_ NO

**Section 5.** In the event that this proposition is approved by voters in the primary election, the auditor shall consider this resolution to be null and void.

**BE IT FURTHER RESOLVED,** THAT RESOLUTION NO. 22-03 MOVED AND PASSED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS FOR CENTRAL PIERCE FIRE & RESCUE ON THE \_\_\_\_ DAY OF JULY, 2022 OF WHICH ALL COMMISSIONERS WERE NOTIFIED AND AT WHICH \_\_\_\_ WERE PRESENT AND VOTING.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Attest:

\_\_\_\_\_  
District Secretary

Approved as to form:

\_\_\_\_\_  
ERIC T. QUINN, WSBA #47354  
Attorney for District



## CENTRAL PIERCE FIRE & RESCUE

### RESOLUTION NO. 22-04

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CENTRAL PIERCE FIRE & RESCUE, DECLARING THE INTENT TO CONTINUE A VOTER – AUTHORIZED BENEFIT CHARGE EACH YEAR FOR AN ADDITIONAL SIX (6) YEARS AND CALLING FOR AN ELECTION WITHIN THE DISTRICT ON NOVEMBER 8, 2022, OF A PROPOSITION TO CONTINUE THE VOTER-AUTHORIZED BENEFIT CHARGE ON IMPROVEMENTS TO REAL PROPERTY WITHIN THE DISTRICT FOR UP TO SIX YEARS.**

WHEREAS, the District is authorized by Chapter 52.18 RCW to establish, impose and collect a Benefit Charge on personal property and improvements to real property located within the District, and

WHEREAS, the District has heretofore received voter approval to so establish and impose a Benefit Charge, which was continued again by voter approval in 2006, 2011 and 2016 for an additional six years; and

WHEREAS, the Board of Fire Commissioners has determined that the regular property tax levy and other income for 2023 and subsequent years will not be sufficient to cover the operating costs of the District, in order to maintain a satisfactory level of service by the District to its citizens and residents; and

WHEREAS, the District's level of service provided for fire and emergency medical services will actually have to be reduced unless the Benefit Charge is continued; and

WHEREAS, the Benefit Charge will be reasonably proportioned to the measurable benefits that each property receives from the services by the District;

**NOW THEREFORE BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF CENTRAL PIERCE FIRE & RESCUE, AS FOLLOWS:**

**Section 1. Benefit Charge.** It is the declared intent of the District to continue the previously voter-authorized benefit charge on improvements to real property located within Central Pierce Fire & Rescue, to be paid by the owners of such property.

**Section 2. Amount of Benefit Charge.** The amount of the Benefit Charge for each year shall be set in the year preceding imposition of the charge, after a public hearing to review and establish the amount of the benefit charges for the subsequent year, pursuant to RCW 52.18.060.

**Section 3. Effective Date.** The continued Benefit Charge would be fixed and imposed on the affected property, effective January 1, 2023, if reauthorized by the voters.

**Section 4. Notice of the Benefit Charge.** Pursuant to RCW 52.18.060 and 52.18.070, property owners will be notified in writing of the benefit charge and the amounts thereof, subsequent to the public hearing referred to in section 2 above, and prior to the formation or convening of a benefit charge review board by the Commissioners. Such review board shall be convened and available for a two-week period, to hear and decide written complaints from aggrieved property owners who, in their opinion, have been charged improperly.

**Section 5. Election.** Pursuant to RCW 52.18.050, there shall be submitted to the qualified electors of the District for their approval or rejection, at the primary election of November 8, 2022, the question whether to continue voter-authorized benefit charge for fire protection. The continued imposition of a six-year benefit charge authorized by chapter 52.18 RCW must be approved by a simple majority of the voters of the district. The Secretary of the District is authorized and directed to request the Auditor of Pierce County to call said election, the ballot title for which is to be substantially as prescribed by RCW 52.18.050, as follows:

## **PROPOSITION TWO**

### **CENTRAL PIERCE FIRE & RESCUE REAUTHORIZING FIRE BENEFIT CHARGE**

Shall Central Pierce Fire & Rescue be reauthorized to continue voter-authorized benefit charges each year for six consecutive years, not to exceed an amount equal to sixty percent of its operating budget, and be prohibited from imposing an additional property tax under RCW 52.16.160?

\_\_\_\_\_ YES    \_\_\_\_\_ NO

**Section 6.** In the event that this proposition is approved by voters in the primary election, the auditor shall consider this resolution to be null and void.

**BE IT FURTHER RESOLVED**, THAT RESOLUTION NO. 22-04 MOVED AND PASSED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS FOR CENTRAL PIERCE FIRE & RESCUE ON THE \_\_\_\_\_ DAY OF JULY, 2022 OF WHICH ALL COMMISSIONERS WERE NOTIFIED AND AT WHICH \_\_\_\_\_ WERE PRESENT AND VOTING.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Attest:

\_\_\_\_\_  
District Secretary

Approved as to form:

\_\_\_\_\_  
ERIC T. QUINN, WSBA #47354  
Attorney for District



## Board Meeting Agenda Item Summary

<b>Agenda Date:</b>	June 27 <sup>th</sup> , 2022
<b>Item Title:</b>	Market Condition Board Resolution No. 22-05
<b>Attachments:</b>	Board Resolution
<b>Submitted by:</b>	AC Stueve

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☒ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

**Motion #1:** To waive the Two-Meeting Rule, and vote on Resolution No. 22-05.

**Motion #2:** To approve Resolution No. 22-05.

- Policy 353 Purchasing – Public Works Procurement: A Board adopted policy owned by AC of Logistics identifies pathways for procurement and reflects WA State Bid Law.
- Sourcing “Equipment” has been an ongoing issue for budget approved Staff Vehicles.
- Market Conditions – term outlined in Policy 353 exists; condition exists for many jurisdictions, and legal counsel was sought for clarity on attached resolution.
- Resolution is a necessity in continued procurement to meet the needs of the organization.

### FINANCIAL IMPACT:

## **CENTRAL PIERCE FIRE & RESCUE**

### **RESOLUTION NO. 22-05**

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FOR CENTRAL PIERCE FIRE & RESCUE, PIERCE COUNTY, WASHINGTON, AUTHORIZING SPECIAL MARKET CONDITION VEHICLE PURCHASE(S).

**WHEREAS**, RCW 39.04.280 provides for the waiver of competitive bidding requirements under enumerated conditions including purchases involving special facilities or market conditions.

**WHEREAS**, Central Pierce Fire & Rescue, the "DISTRICT" has a need for multiple staff vehicles as adopted in the District's 2022 Equipment Replacement Fund budget process defined as "EQUIPMENT."

**WHEREAS**, the DISTRICT normally purchases such Equipment through the state bid process managed by the Department of Enterprise Services "DES", or other cooperative purchasing arrangements available to District.

**WHEREAS**, because of global supply chain issues and high demand, DES vendors and other cooperative purchasing arrangement vendors cannot supply the Equipment needed by the District in a timely manner;

**WHEREAS**, the DISTRICT has conducted an extensive search to locate suitable Equipment that is currently available;

**WHEREAS**, DISTRICT staff located suitable equipment at various local dealerships and determined that any delays in securing the equipment would result in such Equipment becoming unavailable thereby further impacting the District's ability to timely acquire the necessary Equipment;

**WHEREAS**, DISTRICT staff determined that the Equipment was competitively priced and was the only available Equipment on the market that was not subject to further supply chain delays

**WHEREAS**, DISTRICT staff determined that purchasing the equipment under the current market conditions would allow the District to meet its Equipment needs in a timely manner to better serve the DISTRICT taxpayers;

**WHEREAS**, the cost of the equipment is approximately \$58,000 each, plus applicable taxes per vehicle which requires the Board to formally waive competitive bidding requirements in order to proceed with the purchase of the EQUIPMENT;

**NOW THEREFORE, BE IT RESOLVED** that the Central Pierce Fire & Rescue Board of Commissioners hereby declares a special market condition and ratifies the staff's decision to secure the EQUIPMENT, waives the competitive bidding requirements based

on the special market conditions enumerated above and approves the purchase of the EQUIPMENT.

**ADOPTED** by the Central Pierce Fire & Rescue Board of Commissioners, at an open public meeting of such Board on the \_\_\_\_\_ day of \_\_\_\_\_ 2022 the following Board Members being present and voting:

\_\_\_\_\_  
Matthew Holm, Chair

\_\_\_\_\_  
Steve Stringfellow, Vice Chair

\_\_\_\_\_  
Rich Coleman, Commissioner

\_\_\_\_\_  
Bob Willis, Commissioner

\_\_\_\_\_  
Dale Mitchell, Commissioner

ATTEST:

\_\_\_\_\_  
Tanya Robacker, District Secretary



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** Mid-Year Budget Amendment

**Attachments:** Resolution 22-07, Exhibit A

**Submitted by:** Tanya Robacker

**RECOMMENDED ACTION BY THE BOARD:**

☒ First reading

☐ Second reading

☐ Motion to approve

☐ For information only

☐ Other: [Click here to enter text.](#)

**SUMMARY:** Review mid-year budget amendment resolution 22-07

**FINANCIAL IMPACT:** This resolution reflects appropriation for Board approved purchases throughout the 2022 year, revenues not identified or quantified during the 2022 Budget development, and Division head adjustments created during the year.

The funds will be amended as follows:

Fund	Description	2022 Current Budget	2022 Amendment Res 22-07	2022 Amended Budget
001	General Fund	\$ 56,364,785	\$ 21,628	\$ 56,386,413
011	Reserve Fund	-	0	0
015	Equipt Replacement	4,989,362	0	4,989,362
050	Facilities	1,700,000	0	1,700,000
101	EMS Fund	19,097,922	19,500	19,117,422
102	GEMT Fund	7,587,535	0	7,587,535
201	Debt Fund	2,435,163	0	2,435,163
301	Capital Projects	8,380,000	686,500	9,066,500
630	HRA/Flex Trust	50,000	0	50,000
	<b>TOTAL</b>	\$ 100,604,767	\$ 727,628	\$ 101,332,395



## Board Meeting Agenda Item Summary

### SUMMARY BY FUND/DESCRIPTION:

Func	Reason	Grand Total	Inc/(Dec)
001	Move Ending Cash to cover MY Amend	(1,419,269.00)	Decrease
	A/C Recovery Tool	0.00	Decrease
	Add Crisis Coordinator (8.5 mo)	88,000.00	Increase
	Add Field Ops Officer (Staffing, 6 mo)	98,500.00	Increase
	Add HR Analyst (10 mo)	93,000.00	Increase
	Admin Support Specialist (vacant 6 mo)	(52,000.00)	Decrease
	Advertising, recruit increase	5,000.00	Increase
	Auto Claim Settlement	1,873.00	Increase
	B&O tax increase	100.00	Increase
	Benefit Increase	151,800.00	Increase
	Contractual Services - Payroll & GEMT	11,500.00	Increase
	CPR Class Supplies	2,500.00	Increase
	Dark Horse Analytics Software	150,000.00	Increase
	Dropbox - Scene Video/Pic Tracking	3,795.00	Increase
	EE Recognition	2,500.00	Increase
	Equipment Rental	3,000.00	Increase
	Facilities Maint Tech (vacant 4 mo)	(43,333.00)	Decrease
	Food (25th Anniversary and Strat Planning)	8,000.00	Increase
	HR Analyst (vacant 1 mo)	(8,333.00)	Decrease
	IT Support Specialist	75,000.00	Increase
	IT Tech	72,300.00	Increase
	Job Analysis Consulting	90,000.00	Increase
	K9 Recert	2,100.00	Increase
	Leadership Coaching - Jared	70,000.00	Increase
	Leave Payouts	202,210.00	Increase
	Legal Increase	40,000.00	Increase
	Logistics Captain (vacant 1 mo)	(31,260.00)	Decrease
	Mannequin/AED Trainers	6,000.00	Increase
	Monday.com	0.00	Decrease
	Move to Capital Key	0.00	Neutral
	OPEB Actuarial	5,500.00	Increase
	Open House - 60 & 72	10,000.00	Increase
	Ops Analyst (vacant 6 mo)	(67,500.00)	Decrease
	Ops Data Analyst (vacant 11 mo)	(110,000.00)	Decrease
	P&E Asst Chief Double Fill	40,500.00	Increase
	PCHIT Haz Mat Readiness	400.00	Increase





## Board Meeting Agenda Item Summary

### SUMMARY BY FUND/DESCRIPTION (Continued):

**NOTE: Increases covered by Beginning Cash Fund Balances**

Func	Reason	Grand Total	Inc/(Dec)
	PPE - Gowns, Hoods, Masks	169,000.00	Increase
	Pub Educator (vacant .5 mo)	(6,250.00)	Decrease
	Purch Position (vacant 6 mo)	(60,000.00)	Decrease
	Reclass Fac Maint tech to Lead	6,000.00	Increase
	Reclass PY Analyst to PY Coordinator	20,000.00	Increase
	Reclass Sr Acct to Controller	20,000.00	Increase
	Reclass SS to PY Analyst	20,000.00	Increase
	SCBA Decon Washers (4) Increase	6,300.00	Increase
	Suppression Tools Increase	2,000.00	Increase
	Tango & Sparkhire Subscriptions	4,000.00	Increase
	Training SS (Vacant 2 mo)	(15,333.00)	Decrease
	Unemployment Increase	18,000.00	Increase
	Website Support	600.00	Increase
	Wide Format Printer 21 Reappropriation	21,428.00	Increase
	Intterra Analytics Software frm Contingency (Aprvd 2/14)	0.00	Decrease
	Ballistic Vests/PPE (Aprvd 2/28)	226,000.00	Increase
	Dynamix Contract Consulting (Aprvd 2/28)	53,000.00	Increase
	First Due Software (Aprvd 2/28)	35,000.00	Increase
	Contractual Services GEMT from Comm Cont (Aprvd 4/25)	0.00	Decrease
<b>001 Total</b>		<b>21,628.00</b>	<b>Increase</b>
<b>101</b>	Benefit Increase	2,000.00	Increase
	EMS Assessment (Reapprop Bal of Contract)	17,500.00	Increase
	Equipment - Move to small tools	0.00	Decrease
<b>101 Total</b>		<b>19,500.00</b>	<b>Increase</b>
<b>301</b>	CS Forklift	24,000.00	Increase
	Stn 66 Land Acquisition (Aprvd 1/24)	662,500.00	Increase
<b>301 Total</b>		<b>686,500.00</b>	<b>Increase</b>
<b>Grand Total</b>		<b>727,628.00</b>	<b>Increase</b>



## Board Meeting Agenda Item Summary

### LINE ITEM DETAIL

Func	Divisid	Reason	Account	Account Name	Exp	Inc/(Dec)
001	100	Intterra Analytics Software frm Contingency (Aprvd 2/14)	54981	Commissioner Contingency	(75,000.00)	Decrease
		Contractual Services GEMT from Comm Cont (Aprvd 4/25)	54981	Commissioner Contingency	(8,500.00)	Decrease
	<b>100 Total</b>				<b>(83,500.00)</b>	<b>Decrease</b>
	200	Add Crisis Coordinator (8.5 mo)	51101	Regular Time	88,000.00	Increase
		Admin Support Specialist (vacant 6 mo)	51101	Regular Time	(52,000.00)	Decrease
		Auto Claim Settlement	54915	Judgement/Settlements	1,873.00	Increase
		Benefit Increase	52001	FICA/Medicare	1,500.00	Increase
		Benefit Increase	52003	Medical/Dental	20,000.00	Increase
		Benefit Increase	52017	HRA	6,000.00	Increase
		Dark Horse Analytics Software	56411	Equipment - Computer/Software	150,000.00	Increase
		Food (25th Anniversary and Strat Planning)	53171	Food	8,000.00	Increase
		Leave Payouts	51147	Sickleave Payout	10,900.00	Increase
		Leave Payouts	51148	Vacation Payout	57,100.00	Increase
		Legal Increase	54151	Legal Fees	40,000.00	Increase
		Monday.com	54982	Fire Chief Contingency	(10,500.00)	Decrease
		Pierce Co DEM Staffing Readiness	54911	Contractual Services	6,500.00	Increase
		Pierce Co DEM Staffing Readiness	54982	Fire Chief Contingency	(6,500.00)	Decrease
		Wide Format Printer 21 Reappropriation	56431	Equipment - Miscellaneous	21,428.00	Increase
		Dynamix Contract Consulting (Aprvd 2/28)	54911	Contractual Services	53,000.00	Increase
	<b>200 Total</b>				<b>395,301.00</b>	<b>Increase</b>
	201	Contractual Services - Payroll & GEMT	54911	Contractual Services	11,500.00	Increase
		Move to Capital Key	56411	Equipment - Computer/Software	0.00	Neutral
		OPEB Actuarial	54911	Contractual Services	5,500.00	Increase
		Purch Position (vacant 6 mo)	51101	Regular Time	(60,000.00)	Decrease
		Reclass PY Analyst to PY Coordinator	51101	Regular Time	20,000.00	Increase
		Reclass Sr Acct to Controller	51101	Regular Time	20,000.00	Increase
		Reclass SS to PY Analyst	51101	Regular Time	20,000.00	Increase
		Contractual Services GEMT from Comm Cont (Aprvd 4/25)	54911	Contractual Services	8,500.00	Increase
	<b>201 Total</b>				<b>25,500.00</b>	<b>Increase</b>
	203	Add HR Analyst (10 mo)	51101	Regular Time	90,000.00	Increase
		Add HR Analyst (10 mo)	52017	HRA	3,000.00	Increase
		Advertising, recruit increase	54111	Advertising	5,000.00	Increase
		EE Recognition	53132	Employee Recognition Supplies	2,500.00	Increase
		HR Analyst (vacant 1 mo)	51101	Regular Time	(8,333.00)	Decrease
		Job Analysis Consulting	54191	Other Professional Services	90,000.00	Increase
		Leadership Coaching - Jared	54191	Other Professional Services	70,000.00	Increase
		Tango & Sparkhire Subscriptions	54902	Subscriptions	4,000.00	Increase
		Unemployment Increase	52006	Unemployment	18,000.00	Increase
	<b>203 Total</b>				<b>274,167.00</b>	<b>Increase</b>
	204	Benefit Increase	52019	WA Paid Family & Medical Leave	1,000.00	Increase
		Facilities Maint Tech (vacant 4 mo)	51101	Regular Time	(43,333.00)	Decrease
		Leave Payouts	51147	Sickleave Payout	17,000.00	Increase
		Leave Payouts	51148	Vacation Payout	23,610.00	Increase
		Logistics Captain (vacant 1 mo)	51101	Regular Time	(31,260.00)	Decrease
		Reclass Fac Maint tech to Lead	51101	Regular Time	6,000.00	Increase
	<b>204 Total</b>				<b>(26,983.00)</b>	<b>Decrease</b>



## Board Meeting Agenda Item Summary

Fund	Division	Reason	Account	Account Name	Exp	Inc/(Dec)
	205	Benefit Increase	52019	WA Paid Family & Medical Leave	200.00	Increase
	<b>205 Total</b>				<b>200.00</b>	<b>Increase</b>
	210	Benefit Increase	52017	HRA	1,000.00	Increase
		IT Support Specialist	51101	Regular Time	75,000.00	Increase
		IT Tech	51101	Regular Time	72,300.00	Increase
		Monday.com	54813	Maintenance Agreements	10,500.00	Increase
		Move to Capital Key	56411	Equipment - Computer/Software	0.00	Neutral
		Ops Data Analyst (vacant 11 mo)	51101	Regular Time	(110,000.00)	Decrease
		Website Support	54813	Maintenance Agreements	600.00	Increase
	<b>210 Total</b>				<b>49,400.00</b>	<b>Increase</b>
	230	Training SS (Vacant 2 mo)	51101	Regular Time	(15,333.00)	Decrease
	<b>230 Total</b>				<b>(15,333.00)</b>	<b>Decrease</b>
	240	Move to Capital Key	56433	Capital - Communication	0.00	Neutral
	<b>240 Total</b>				<b>0.00</b>	<b>Neutral</b>
	250	PPE - Gowns, Hoods, Masks	52010	Personal Protective Equipment	169,000.00	Increase
		SCBA Decon Washers (4) Increase	56431	Equipment - Miscellaneous	6,300.00	Increase
		Ballistic Vests/PPE (Aprvd 2/28)	52010	Personal Protective Equipment	226,000.00	Increase
	<b>250 Total</b>				<b>401,300.00</b>	<b>Increase</b>
	300	Add Field Ops Officer (Staffing, 6 mo)	51101	Regular Time	98,500.00	Increase
		B&O tax increase	54961	B & O Tax	100.00	Increase
		Benefit Increase	52017	HRA	57,600.00	Increase
		Benefit Increase	52019	WA Paid Family & Medical Leave	30,000.00	Increase
		Equipment Rental	54502	Other Operating Rental	3,000.00	Increase
		Open House - 60 & 72	51201	Div Staff Misc OT	5,350.00	Increase
		Ops Analyst (vacant 6 mo)	51101	Regular Time	(67,500.00)	Decrease
		Suppression Tools Increase	53501	Small Tools/Equipment	2,000.00	Increase
		Intterra Analytics Software frm Contingency (Aprvd 2/14)	56411	Equipment - Computer/Software	75,000.00	Increase
		First Due Software (Aprvd 2/28)	56411	Equipment - Computer/Software	35,000.00	Increase
	<b>300 Total</b>				<b>239,050.00</b>	<b>Increase</b>
	310	Benefit Increase	51106	Points	(1,300.00)	Decrease
		Benefit Increase	52001	FICA/Medicare	300.00	Increase
		Benefit Increase	52005	L & I	300.00	Increase
		Benefit Increase	52008	EAP	600.00	Increase
		Benefit Increase	52019	WA Paid Family & Medical Leave	100.00	Increase
	<b>310 Total</b>				<b>0.00</b>	<b>Neutral</b>
	320	Benefit Increase	52001	FICA/Medicare	2,000.00	Increase
		Benefit Increase	52002	Retirement	5,500.00	Increase
		Benefit Increase	52019	WA Paid Family & Medical Leave	200.00	Increase
		PCHIT Haz Mat Readiness	53141	Operating Supplies	400.00	Increase
	<b>320 Total</b>				<b>8,100.00</b>	<b>Increase</b>
	330	Benefit Increase	52001	FICA/Medicare	2,000.00	Increase
		Benefit Increase	52002	Retirement	5,500.00	Increase
		Benefit Increase	52010	Personal Protective Equipment	1,500.00	Increase
		Benefit Increase	52019	WA Paid Family & Medical Leave	200.00	Increase
	<b>330 Total</b>				<b>9,200.00</b>	<b>Increase</b>



## Board Meeting Agenda Item Summary

Fund	Division	Reason	Account	Account Name	Exp	Inc/(Dec)
	400	Benefit Increase	52017	HRA	17,600.00	Increase
		CPR Class Supplies	53134	Class Supplies/CPR	2,500.00	Increase
		Dropbox - Scene Video/Pic Tracking	53145	Software	3,795.00	Increase
		K9 Recert	54301	Per Diem	200.00	Increase
		K9 Recert	54311	Lodging	500.00	Increase
		K9 Recert	54341	Airfare	600.00	Increase
		K9 Recert	54921	Registration	800.00	Increase
		Leave Payouts	51147	Sickleave Payout	17,600.00	Increase
		Leave Payouts	51148	Vacation Payout	76,000.00	Increase
		Mannequin/AED Trainers	53501	Small Tools/Equipment	6,000.00	Increase
		Open House - 60 & 72	53105	Agency Recognition Supplies	1,010.00	Increase
		Open House - 60 & 72	53136	Program Supplies	2,340.00	Increase
		Open House - 60 & 72	53141	Operating Supplies	100.00	Increase
		Open House - 60 & 72	53171	Food	600.00	Increase
		Open House - 60 & 72	54111	Advertising	300.00	Increase
		Open House - 60 & 72	54912	Fees/Permits	300.00	Increase
		P&E Asst Chief Double Fill	51101	Regular Time	40,500.00	Increase
		Pub Educator (vacant .5 mo)	51101	Regular Time	(6,250.00)	Decrease
	400 Total				164,495.00	Increase
	650	A/C Recovery Tool	53501	Small Tools/Equipment	(6,600.00)	Decrease
		A/C Recovery Tool	56431	Equipment - Miscellaneous	6,600.00	Increase
	650 Total				0.00	Neutral
	001	Move Ending Cash to cover MY Amend	50840	Ending Balance-Committed	(1,419,269.00)	Decrease
	001 Total				(1,419,269.00)	Decrease
	001 Total				21,628.00	Increase
101	340	Benefit Increase	52092	NLEC Retirement	2,000.00	Increase
		EMS Assessment (Reapprop Bal of Contract)	54911	Contractual Services	17,500.00	Increase
		Equipment - Move to small tools	53501	Small Tools/Equipment	52,000.00	Increase
		Equipment - Move to small tools	56431	Equipment - Miscellaneous	(52,000.00)	Decrease
	340 Total				19,500.00	Increase
	101 Total				19,500.00	Increase
301	301205	CS Forklift	56431	Equipment - Miscellaneous	24,000.00	Increase
	301205 Total				24,000.00	Increase
	301606	Stn 66 Land Acquisition (Apprvd 1/24)	56101	Land Acquisition	662,500.00	Increase
	301606 Total				662,500.00	Increase
	301 Total				686,500.00	Increase
	Grand Total				727,628.00	Increase

## CENTRAL PIERCE FIRE & RESCUE

### RESOLUTION NO. 22-07

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF CENTRAL PIERCE FIRE & RESCUE, PIERCE COUNTY, WASHINGTON, AMENDING THE 2022 BUDGET AS ADOPTED IN RESOLUTION NO. 21-08 BY INCREASING APPROPRIATIONS PER THE MID-YEAR END BUDGET AMENDMENT.

**WHEREAS**, Resolution No. 21-08 adopted the 2022 budget for Central Pierce Fire & Rescue,

**WHEREAS**, it is necessary to modify the District's budget to appropriate funds for contract obligations, transfers, and other budget adjustments that were not identifiable in 2021; and

**WHEREAS**, the Board of Commissioners for Central Pierce Fire & Rescue authorizes the acceptance, deposit, and appropriation of miscellaneous donations, contributions, and/or fees; and

**NOW THEREFORE BE IT RESOLVED**, by the Board of Commissioners for Central Pierce Fire & Rescue as follows:

#### **Section 1**

The budget for Central Pierce Fire & Rescue, for the fiscal year ending December 31, 2022, as adopted by Resolution No. 21-08, is hereby amended as set forth in Exhibit "A".

#### **Section 2**

The total revenue and expenditures of the District are hereby appropriated as follows:

Fund	Description	2022 Current Budget	2022 Amendment Res 22-07	2022 Amended Budget
001	General Fund	\$ 56,364,785	\$ 21,628	\$ 56,386,413
011	Reserve Fund	-	0	0
015	Equipt Replacement	4,989,362	0	4,989,362
050	Facilities	1,700,000	0	1,700,000
101	EMS Fund	19,097,922	19,500	19,117,422
102	GEMT Fund	7,587,535	0	7,587,535
201	Debt Fund	2,435,163	0	2,435,163
301	Capital Projects	8,380,000	686,500	9,066,500
630	HRA/Flex Trust	50,000	0	50,000
	<b>TOTAL</b>	\$ 100,604,767	\$ 727,628	\$ 101,332,395

**ADOPTED** by the Board of Fire Commissioners of Central Pierce Fire & Rescue, Pierce County, Washington, at a regular meeting held this \_\_\_\_ day of July, 2022, of which all commissioners were notified and \_\_\_\_ were present and voting.

\_\_\_\_\_  
Matt Holm, Chairman

\_\_\_\_\_  
Steve Stringfellow, Commissioner

\_\_\_\_\_  
Rich Coleman, Commissioner

\_\_\_\_\_  
Bob Willis, Commissioner

\_\_\_\_\_  
Dale Mitchell, Commissioner

ATTEST:

\_\_\_\_\_  
Tanya Robacker, District Secretary

**Central Pierce Fire & Rescue  
2022 Budget Amendment Details**

**Exhibit A  
Resolution 22-07**

**GENERAL FUND (001)**

<b>Fund</b>	<b>Division</b>	<b>Division Description</b>	<b>Amount</b>
001	100	Commissioners	\$ (83,500)
001	200	Administration	395,301
001	201	Finance	25,500
001	203	Human Resources	274,167
001	204	Logistics	(26,983)
001	205	Central Stores	200
001	210	IT	49,400
001	230	Training	(15,333)
001	240	Communications	-
001	250	Health & Safety	401,300
001	300	Suppression	239,050
001	310	Volunteers	-
001	320	Haz Mat	8,100
001	330	Tech Rescue	9,200
001	400	Prevention & Education	164,495
001	650	Shop	-
001	-	Ending Cash	(1,419,269)
<b>General Fund Total</b>			<b>\$ 21,628</b>

**Central Pierce Fire & Rescue  
2022 Budget Amendment Details**

**Exhibit A  
Resolution 22-07**

**EMS FUND (EMS 101)**

<b>Fund</b>	<b>Division</b>	<b>Division Description</b>	<b>Amount</b>
101	340	EMS	\$ 19,500
<b>EMS Fund Total</b>			<b>19,500</b>

**BOND PROJECT FUND (301)**

<b>Fund</b>	<b>Division</b>	<b>Division Description</b>	<b>Amount</b>
301	205	Central Stores	\$ 24,000
301	606	Station 66	662,500
<b>Bond Fund Total</b>			<b>686,500</b>

<b>Grand Total Mid Year Amendment</b>			<b>\$ 727,628</b>
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## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** Board of Commissioners Policy 3.3 Revisions

**Attachments:** Board Policy 3.3 and Manual

**Submitted by:** Chief Morrow

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☒ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

**Motion:** To approve revisions to Board Policy 3.3 and Attachment 3.3.A Board Policy Manual to include Board packet review as a compensable activity effective June 1, 2022.

As part of the ongoing policy revision project, this Board Policy has been modified to the new format.

At the May 23, 2022, Board of Commissioner meeting, the Board directed modification of Policy 303 (now Board Policy 3.3) to include Board Packet review as "official district business". The attached drafts have incorporated that language into the Board Policy (page 5) and Manual (page 30).

### FINANCIAL IMPACT:

CENTRAL PIERCE FIRE & RESCUE  
~~STANDARD OPERATING GUIDELINE~~ BOARD POLICY  
NUMBER 3.03

ORIGINATED AND APPROVED: August 25, 1997

~~REVIEWED:~~ LAST REVISED: June 21~~13~~, 2022

LAST REVIEW:

SUBJECT: ~~-~~BOARD OF COMMISSIONERS, MEETINGS, POLICIES AND PROCEDURES

PURPOSE: To adopt policy and procedures for the Board of Commissioners, and meetings, proceedings and business conducted in accordance with the Washington State Open Meetings Act.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners, Board Secretary, Fire Chief, and Executive Assistant have the authority and responsibility to ensure the expectations of this Board Policy are followed.

POLICY: It shall be the policy of the Central Pierce Fire & Rescue Board of Fire Commissioners to operate the District, and conducts its meetings, in a manner that is consistent with Washington State Law governing Fire Districts.

PROCEDURE:

I. ~~Board Members~~ BOARD MEMBERS

~~1.~~

- A. The Board shall consist of five members elected by registered voters of the fire district to at-large positions.
- B. Before beginning the duties of office, each Fire Commissioner shall take the official oath of office as required by RCW 52.14.070, which oath shall be filed in the office of the Auditor of Pierce County.
- C. The Board may include one or more ex-officio members who represent a city annexed in the fire district. Such member shall be appointed by the Mayor or City Council of their city and shall serve on the Board as a non-voting member. An ex-officio shall not receive compensation for services rendered, but shall receive reimbursement of expenses pursuant to RCW 52.14.010. Except for voting privileges, an ex-officio shall otherwise generally have the rights, and perform the duties of a fire commissioner.
- D. In the event of a vacancy occurring in the office of Fire Commissioner, the vacancy shall be filled within 90 days as required by RCW 42.12.070.

E. All Board members shall be familiar with SOG 3.3 Attachment, Board of Fire Commissioners POLICY MANUAL.

~~D.~~

II. ~~Board Meetings~~ BOARD MEETINGS

~~II.~~

- A. The Board shall meet regularly, at least once a month. The Board's regular meetings are scheduled on the second and fourth Monday of each month at District Headquarters (17520 22<sup>nd</sup> Avenue East, Tacoma, Washington). Meetings may be relocated to accommodate special needs or circumstances.
- B. Regular Board meetings will begin at 5:00 p.m., and will adjourn no later than 9:00 p.m. To continue past this time of adjournment, a majority of the Board must concur.
- C. In the event that a scheduled Board meeting falls on a legal holiday, the meeting shall be held at 5:00 p.m. on the first business day following the holiday, or on another day by a majority vote of the Board.
- D. Special meetings of the Board may be called at any time under the provisions of RCW 42.30.030.
- E. The Board may reschedule, relocate, or adjourn regular or special meetings as necessary for the proper transaction of business.
- F. The Board Chair or designee may cancel regular or special meetings due to the lack of business, holidays, scheduling conflicts, or other reasons.
- G. Board members may participate in meetings by voice/video attendance in accordance with Resolution No. 21-02 Authorizing Open Public Board Meetings to Include Remote Participation by One or More Commissioners.
- H. A majority of Board members shall constitute a quorum for the transaction of business.
- I. All meetings of the Board shall be conducted in accordance with RCW 42.30. The most current edition of ROBERTS RULES OF ORDER shall guide all Board of Commissioners meeting discussion.
- J. All public meetings shall be open and public except when an Executive Session is declared consistent with the provisions of RCW 42.30.03.
- K. The Recorder will keep an account of all proceedings of the Board in accordance with the statutory requirements. Proceedings will be entered into a minute book constituting the official record of the Board.

L. All records of the Board shall be open to inspection in accordance with the provisions of RCW 42.56.

~~AUTHORITY & RESPONSIBILITY:~~

~~PROCEDURE:~~

III. ~~Board Chair/Vice Chair~~ BOARD CHAIR/VICE CHAIR

~~I.~~

- A. The Board shall elect a Chair and Vice Chair at the first meeting of each calendar year.
- B. The positions of Chair and Vice Chair shall have no term limits.
- C. The Presiding Officer at all meetings of the Board shall be the Chair, and in the absence of the Chair, the Vice Chair shall act in that capacity. If both the Chair and Vice Chair are absent, the Board members present shall elect one of their members to serve as Presiding Officer until the return of the Chair or Vice Chair.
- D. Challenge to Ruling of Presiding Officer. Notwithstanding anything herein contained, including ROBERT'S RULES OF ORDER to the contrary, any member of the Board shall have the right and privilege to challenge any ruling of any kind made by the Presiding Officer at any Board meeting, in which case the approval or disapproval of the ruling of the Chair shall immediately and without debate or comment be put to a vote of the Board and the decision of the majority of the members of the Board then present, shall prevail.
- E. Board members will inform the Chair, Fire Chief, or District Secretary if they are unable to attend any Board meeting, or if they knowingly will be late to any meeting. The minutes will then show the Board member as having an excused absence or time of their arrival.

~~E.~~  
IV. ~~Board Meeting Staffing~~ BOARD MEETING STAFFING

~~II.~~

- A. The Fire Chief shall attend all meetings of the Board unless excused by the Chair. The Fire Chief may make recommendations to the Board and shall have the right to take part in the discussions of the Board, but shall have no vote. When the Fire Chief has an excused absence, a Deputy Chief or designee shall be assigned by the Fire Chief to attend the meeting.
- B. The District Secretary shall attend all regular and special meetings of the Board and perform such duties as may be needed for the orderly conduct of the meeting unless excused by the Chair.
- C. The Recorder shall attend regular and special meetings of the Board and keep the official minutes.

~~C.~~  
V. ~~Agenda~~ AGENDA

~~III.~~

- A. The District Secretary or designee, in consultation with the Fire Chief, shall draft the agenda in a format approved by the Board.
- B. The Chief shall review the proposed agenda with the Chair prior to each meeting.
- C. The agenda shall be provided to the Board prior to 72 hours of the meeting.

~~C.~~  
VI. ~~Vote of the Board~~ VOTE OF THE BOARD

~~IV.~~

- A. All votes of the Board will be done by voice vote unless two (2) or more Commissioners request a roll call vote.
  - 1. Roll call vote: A formal recording of each “yea” or “nay” vote of each individual Board member, as called by the Recorder, which vote shall be recorded on an individual basis in the official minutes of the Board, shall be conducted.
- B. Abstentions: It is the responsibility of each Board member to vote when requested on a matter before the full Board. However, a member may abstain from discussion and voting on a question of direct personal or pecuniary interest not common to the other Board members.

~~B.~~

~~VII. Comments, Concerns, and Testimony to the Board~~ COMMENTS, CONCERNS, AND TESTIMONY OF THE BOARD

~~V.~~

- ~~A.~~ C. Persons addressing the Board, who are not specifically scheduled on the agenda, will be requested to provide their name and address for the record. All remarks will be addressed to the Board as a whole. Comments shall be limited to three (3) minutes per person unless waived by the Chair.

- ~~B.~~ D. The Chair has the authority to preserve order at all meetings of the Board, to cause the removal of any person from any meeting for disorderly conduct and to enforce the Rules of the Board.

- E. Citizens with complaints, concerns, or questions will be encouraged to refer the matter to the appropriate Division or to the Fire Chief for clarification or action. The matter may be scheduled for consideration at a future Board meeting with the concurrence of the Board.

~~C.~~

~~VIII. Media Representation at Board Meetings~~ MEDIA REPRESENTATION AT BOARD MEETINGS

- A. All public meetings of the Board of Commissioners and its advisory committees shall be open to the media, freely subject to recording by radio, television and photographic services.

~~VI.~~

~~IX. Suspension and Amendment of Rules~~ SUSPENSION AND AMENDMENT OF RULES

- A. All Board of Commissioners meeting discussions shall be guided by the current version of ROBERTS RULES OF ORDER. Any provision of these rules not governed by State Law or Board Resolution may be temporarily suspended by a majority vote of the Board.

~~VII.~~

~~X. CONFIDENTIALITY~~ Confidentiality

- A. Board members shall keep confidential all written materials and verbal information provided to them during Executive Sessions, to ensure that the

Department's position is not compromised. Confidentiality also includes information provided to the Board members outside of Executive Sessions when the information is considered to be exempt from disclosure under exemptions as set forth in the Public Disclosures Act of the Revised Code of Washington (RCW).

~~VIII.~~

~~XI.~~ ~~Board Representation~~ BOARD REPRESENTATION

- ~~A.~~ A. —If a Commissioner appears on behalf of the Department before another governmental agency, a community organization, or through the media, for the purpose of commenting on an issue, the Commissioner will state the majority position of the Board, if known, on such an issue. Personal opinions and comments which differ from the Board majority may be expressed if the Commissioner clarifies that these statements do not represent the Board's position.

~~IX.~~

~~XII.~~ ~~Board Advisory Committees~~ BOARD ADVISORY COMMITTEES

~~X.~~

- A. No committee board or commissioner shall have official status until such committee or an advisory committee has first been approved by the Board.
- B. Every advisory body will have a specific statement of purpose and function, which will be re-examined periodically by the Board to determine its effectiveness. No board or committee shall have powers other than advisory to the Board or Fire Chief except as specified by RCW 52.

~~B.~~

~~XIII.~~ ~~Compensation and Expenses~~ COMPENSATION & EXPENSES

~~XI.~~

A. Compensation

- ~~1.~~ i. Commissioners shall receive compensation for official district business as allowed under RCW 52.14.010. The Board defines "official district business" as:

1. Board packet review – official meetings of the Board (Regular, Special, Emergency)

~~a.~~ 2. Attendance at official meetings of the Board

~~b.~~ 3. Attendance at district Committee meetings by the Commissioner assigned to serve as the Board representative

~~c.~~ 4. Attendance at events, conferences or association meetings where the Commissioner has been assigned to represent the district by the Board Chair or designee

~~d.~~ 5. Attendance at Washington Fire Commissioners Association, National Association of Fire Officials, Commissioner Training Conferences and Seminars

6. Functioning in formal and informal meetings as the CPFR appointee to the Board of Directors for SS911

~~e.~~7. Other meetings and/or committees agreed to by a majority of the Board Members.

~~2.~~ii. Activities deemed primarily as social events which do not require official Board representation shall not be considered compensable.

~~3.~~iii. A Commissioner may waive all or any portion of their compensation by filing a written waiver with the District Secretary.

~~4.~~iv. Each Commissioner is responsible for submitting a Commissioner Remuneration Form timely. Each form shall be approved by the District Secretary.

B. Expenses

~~1.~~i. Board members who incur authorized expenses while traveling on District business shall be reimbursed and/or receive advancement of allowable expenditures pursuant to Policy 306 – Advance Travel Payment and Reimbursement.

~~2.~~ii. Commissioners are not eligible for full-time or part-time employment by the District while serving as a Commissioner. If a Commissioner chooses to accept either full-time or part-time employment by the District, the Commissioner must resign their position as Fire Commissioner effective no later than the first day of full-time or part-time employment.

~~3.~~iii. Any full-time or part-time employee of the District must resign their position if they are elected Fire Commissioner of the District. Resignation must be effective prior to being sworn in as Fire Commissioner.

APPROVED:

\_\_\_\_\_  
DUSTIN MORROW  
FIRE CHIEF



# Board of Fire Commissioners POLICY MANUAL



*Effectively respond, continuously  
improve, compassionately serve*



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## Forward

Serving as a Fire Commissioner for Central Pierce Fire & Rescue is a challenging, but rewarding responsibility. This Policy Manual centralizes information on common issues related to your role as a member of the Board of Commissioners. The issues addressed by Fire Commissioners are often complex and subjective. This Manual is intended to be a guide, but it is not a substitute for Washington state statutes and regulations governing your conduct as Board members, and the advice, guidance, and/or opinions of the District's legal counsel.

The decisions that the Fire District Executive Staff makes for operations of this District will be based on the policies determined by the Board. As such, this manual will be kept current as to revisions, additions and deletions. It will be available to the public and the staff at all times.

Flexibility in making policy changes means the Board is able to meet future needs and challenges. The Board reserves the right to amend, modify or eliminate any of these policies. This manual is subject to change and therefore not a complete statement of Board policies. It does not form a part of any employment contract or promise any specific treatment. It is simply a general summary of the Board's current policies. The Board reserves full discretionary authority to interpret and apply all District policies and reserves exclusive authority to determine how those policies and procedures will apply to specific issues and specific circumstances. The Board's determination on all such matters is final and binding.

This manual supersedes any other oral or written provisions, descriptions or understandings of the District's policies. Policies included in these manuals that are required by federal or state laws and regulations may be subject to change by those laws and regulations at any time.

The Board formally adopted the current revision of this manual on the 27th day of December, 2021, and the contents hereof will be reviewed as needed to ensure they remain relevant and in accordance with law. The Board, by majority vote, in its sole discretion, reserves the right to revise this Manual at any time, without notice.

## Introduction and Overview

As a District Board member, you not only establish important and often critical policies for the District, you are also one of the stewards of the District's fiscal, material, and human resources. In many instances, the scope of District issues and problems you will deal with as a Board member will go beyond that which is reported publicly. Your service will likely have long term impact on the operations, morale, and culture of the District. As a result, this Manual is intended to help you understand your role as a steward of the District and its resources and provide you with appropriate guidance.

### Purpose of the Policy Manual

The Executive Staff has prepared this Manual to assist its Commissioners by documenting accepted Board practices and clarifying those expectations each Board member should continually strive to attain. It is acknowledged that the successful administration of District affairs is greatly enhanced by agreement of the Board and the District's Executive Staff to be bound by the practices and policies identified herein. While attempting not to be overly restrictive, policies, procedures, and acceptable Board conduct are established and articulated herein to guide each Board member in representing and governing the District.

This Manual provides an overview of important Board policies. However, it cannot incorporate all material and information necessary for District operations. The District is bound by many laws, regulations, resolutions and other legal requirements. Because of this, each Board member should seek to become and remain educated to the greatest extent possible regarding the statutes, regulations, and other District policies that govern the conduct of Board members in order to provide the best and most ethical service to the District.

### Overview of District Policy Documents

In addition to the Board of Fire Commissioners' Policy Manual, a number of other important documents are instrumental in communicating Board policy:

**Central Pierce Fire & Rescue (CPFR) maintains several strategic level plans to guide its ongoing operations with a forward looking orientation.**

***Strategic Plan (CPFR, 2018):*** CPFR's Strategic Plan sets our organizational direction by establishing goals and identifies specific initiatives necessary to accomplish these goals and a means for measuring progress. This plan is a living document, intended to guide and support ongoing operations and is solidly integrated with the District's budgetary and operational business planning processes.

**Long Term Financial Plan:** Long term financial planning involves financial forecasting and strategizing how to meet both current and future needs of the community. It provides a financial forecast projecting revenues and expenditures over a long-term period, using assumptions about economic conditions, future spending scenarios, and other salient variables.

**Capital Facility Plan (CPFR, 2020):** This plan establishes a long term, prioritized schedule of capital investments to ensure that the District has sufficient resources to fulfill its mission and that critical assets are repaired or replaced before they reach their end of useful life. The Capital Projects Plan provides a basis for development of the District's annual Capital Budget.

**Standard of Cover for Emergency Response** ~~EMS Assessment Study (under development)~~

**Annual Maintenance, Operations, & Capital Budgets:** The annual budgets set the District's short term fiscal priorities and provides a sound framework for expenditures to support current operational and capital requirements.

**Collective Bargaining Agreements and Employment Contracts:** The collective bargaining agreements with International Association of Firefighters Local 726 and OPEIU 8, and personal services contracts define the terms of employment, salary, and benefits of employees and the Fire Chief.

~~**Standard Operating Policies**~~ **Board Policy and Standard Operating Guidelines:**  
~~Each of the District's policies contain a statement of Intent and Policy. These statements provide clear policy direction in support of procedural guidance outlined in the District's policies.~~ Board Policy is reserved for the Board of Fire Commissioners and is intended to set direction consistent with Washington Law, specific to the appropriate Revised Code of Washington and Washington Administrative Code. Standard Operating Guidelines are meant to support Board Policy, and allow staff to run the daily operations of the District within a reasonable set of expectations.

**Board of Fire Commissioners Resolutions:** Resolutions serve as a primary mechanism for the Board of Fire Commissioners to provide written documentation of major policy decisions.

## **Legal Qualifications, Powers, Duties, and Responsibilities**

### **Legal Qualifications**

The Board shall be composed of five (5) members elected by voting members of the District and in accordance with Revised Code of Washington (RCW) 52.14.010.

Candidates for the position of Fire Commissioner must reside within the boundaries of the District and be a registered voter. Employees of the District are not eligible to serve as members of the Board, EXCEPT in emergency conditions (see Resolution No. 20-04 Continuation of Government in the Event of an Emergency.) However, community service volunteer members may serve as a Fire Commissioner. Elections are nonpartisan and Commissioners serve for a term of six years.

The Board may include one or more ex-officio members who represent a city or cities annexed into the fire district. Such members shall be appointed by the Mayor or City Council of their city and shall serve on the Board as a non-voting representative of their city for so long as authorized to so serve. As an ex-officio member to the Board, said member shall receive reimbursement of training expenses but no compensation for services rendered, pursuant to RCW 52.14.010. Except for voting privileges, such member of the Board shall otherwise generally have the rights and perform the duties of a fire commissioner while serving as an ex-officio member of the Board.

Serving as Commissioner requires active participation in the management of District affairs. If a Commissioner is absent from two consecutive regularly scheduled meetings, unless excused by the Board, that Commissioner shall be notified by mail that if the Commissioner is absent from the next regularly scheduled meeting without being excused by the Board, his or her position will be declared vacant by the Board. If the Commissioner is absent without being excused by the Board from a third consecutive meeting, the position will be declared vacant as provided in RCW 52.050.

If a vacancy occurs on the Board due to resignation or other reason specified in RCW 42.12.010, the remaining Board members must fill the vacancy within 90 days specified by RCW 42.12.070. (see chart in Appendix A). The Board of Fire Commissioners shall advertise the vacancy for a period of 14 days, accepting applications from qualified individuals. The Board shall review the applications and follow guidelines as set forth in Appendix A.

Fire Commissioners are required to take an official oath (see Appendix B) as a condition of taking office. This oath must be signed and filed with the County Auditor.

### **Powers of the Board**

The Board of Commissioners possess the power and authority as set forth in RCW 52 and other applicable provisions of the Revised Code of Washington. Each Commissioner is an elected representative of the residents of Central Pierce Fire &

Rescue and is entitled to vote on all matters coming before the Board. RCW 52.14.010 provides that the Board of Fire Commissioners of the Fire Protection District is the legislative body of the District.

Individual Commissioners do not have authority to manage or direct the affairs of the District. The Fire Chief serves as the Chief Executive Officer of the District and is responsible for managing the day-to-day activities of the District consistent with policy direction received from the Board of Fire Commissioners.

Commissioners are encouraged to become familiar with the District operations and to meet full-time, part-time, and volunteer members. However, individual Commissioners working in said capacity shall not supervise, direct or discipline District personnel. In the event a Commissioner shall be dissatisfied with the operation or any action of the District or its personnel, the Commissioner or the Board as a whole shall bring such dissatisfaction to the attention of the Fire Chief.

### **Duties of the Board of Fire Commissioners**

Central Pierce Fire & Rescue's five-member Board of Fire Commissioners is responsible for governing the operations of the District. The Board is generally responsible for the following:

- Election of a Chairperson and Vice Chairperson
- Determining levels of service and establishing goals
- Determining the type and level of funding, approval of budgets and tax levies
- Ensuring transparency in decision-making and the District's fiscal affairs
- Establishing policies and approving the purpose and scope of operational guidelines
- Employing and supervising the Fire Chief
- Providing guidance and direction to the District's strategic planning process
- Representing the District to the public

### **Duties of the Board Chair & Vice Chair**

The Board shall elect a Chairperson and Vice Chairperson at the first regularly scheduled meeting of the year. The term of office for the Board Officers shall be one year from the first regularly scheduled meeting of the year until the first regularly scheduled meeting of the subsequent year. Said positions shall have no term limits.

The Board Chairperson shall fulfill the following duties:

- Preside at all meetings of the Board.



- Sign any documentation that requires an official signature on behalf of the Board.
- Represent the Board in deliberation with other Boards, Districts, or agencies unless another member has been appointed by a majority of the Board to do so.
- Appoint all committees, subject to approval of a majority of the Board; call special meetings and perform all other duties prescribed by law or set forth in the Board's policies and rules.

In the absence of the Chair, the Vice-Chair shall perform the duties of the Chair.

### **Responsibilities of Individual Commissioners**

Board members of Central Pierce Fire & Rescue carry a great deal of responsibility in ensuring that the District serves the needs and maintains the confidence and trust of our community.

### **General Responsibilities**

An individual Commissioner has no legal status to act for the Board outside of an official meeting. Individual Commissioners must refuse to make commitments on any matter that should properly come before the Board as a whole. Individual Commissioners have the following responsibilities:

- Attendance and active participation in regular and special meetings of the Board of Fire Commissioners.
- Awareness of legal requirements in areas ranging from budgeting and taxation to holding public meetings and elections.
- Responsibility to the people of the District for the quality of service and the competency of those persons providing that service.
- Represent all constituents and ensure that all of the District's decisions and transactions are made on a transparent, ethical, and above board basis.
- Act as a representative of the District with professional demeanor.
- Avoid individual action to direct District staff. The Board of Fire Commissioners governs the District through the Fire Chief.
- Maintain confidentiality of privileged or private District records and information.
- Keep the Fire Chief continuously updated on that Board member's mailing address, email address, and telephone number(s).

### **Financial Disclosure**

Pursuant to RCW 42.17A, candidates for the office of District Board member, appointees to the Board, and standing Board members, are required to file a financial

disclosure statement, from time to time, with the State Public Disclosure Commission, according to Washington law. The timely filing of such disclosure statements is the responsibility of each individual Board member and not the District. Each Board member is encouraged to maintain an awareness of the provisions of RCW 42.17A entitled *Campaign Disclosure and Contribution*.

### **Responsibilities of the Board Secretary**

The Board of Fire Commissioners shall appoint a Board Secretary as provided in RCW 52.14.080. The Secretary is an appointed public official, serves at the pleasure of the Board, and is required to take an official oath (see Appendix B) as a condition of taking office. The Board Secretary is responsible for the following:

- Preparing and maintaining minutes of board meetings.
- Assist in preparation, certification and filing of the District's budget.
- Prepare, approve and sign vouchers.
- Receive special meeting notice waivers.
- Manage annual financial reports and assist in compliance with audit requirements.
- Serve as confidential secretary to the Board of Fire Commissioners.
- Understand and comply with all ethics laws and rules.
- Perform other duties as assigned by Board of Fire Commissioners.
- Deal with correspondence of special interest to the Board consideration.
- Sign and seal official Board documents.
- Assist in the preparation of the Agenda.
- Maintain a calendar of the Board's unfinished business.
- Call to the attention of the Board legal requirements in those matters for which the District is responsible.
- Draft policy motions at the request of any Board member.
- Ensure that agenda items are delivered to each Board member in a timely manner prior to each meeting.
- Attend all Board meetings or designate an alternative.
- Make all physical arrangements for Board meetings.
- Prepare, check and distribute minutes in advance for approval at the next meeting.

- Declare a Board meeting cancelled for lack of a quorum.
- Maintain official records of policies of the Board.
- Accept Tort Claims on behalf of the District.

### **Applicability of Policies and Guidelines**

The Board shall follow the policies of the District where they apply to Board Members and where it is not in conflict with applicable Titles of the Revised Code of Washington (RCW) and other provisions of the CPFR Board of Fire Commissioners Policy Manual.

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## Transparency & Accountability

As the Central Pierce Fire & Rescue (CPFR) Board of Fire Commissioners we believe that transparent and accountable government requires that the business of the District be open to effective public review.

**Transparency:** The District will conduct its business in an accessible, clear and visible manner and its activities shall be open to examination by its stakeholders.

**Accountability:** The District will demonstrate and take responsibility for its actions, decisions, and policies, and it is answerable to the public at large.

This includes access to information as well as knowledge of the ability to participate in public discussion. The District's web site was created to provide a one-stop, comprehensive site through which information about the business of the District could be located and navigated and to further our accountability to the citizens and taxpayers of CPFR. As such we support:

- Open and transparent decision-making consistent with both the letter and intent of the Washington Open Public Meetings Act and best practices in local government transparency
- Transaction of the business of the District in an ethical and accountable manner
- Management of the District's financial resources and physical infrastructure in an efficient and effective manner
- Providing timely and easily accessible information to our constituents, tax payers, and other members of our community or stakeholders
- Providing timely response to requests for public records consistent with the letter and intent of the Washington Open Public Records Act
- Diligent management of financial affairs in order to ensure the District's long term financial health and the provision of essential public services.

This Policy Manual, Board of Fire Commissioners Meeting Notices, Agendas, and Minutes shall be posted to the District web site to provide public access and transparency.

## Public Meetings & Records

The State of Washington enacted the Public Records law and the Open Public Meeting Act to assure citizens of our state transparency and access to government.

The legislature finds and declares that all public commissions, boards, councils, committees, subcommittees, departments, divisions, offices, and all other public agencies of this state and subdivisions thereof exist to aid in the conduct of the people's business. *It is the intent of this chapter that their actions be taken openly and that their deliberations be conducted openly* [Emphasis Added]. The people of this state do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created (RCW 42.30.010).

Central Pierce Fire & Rescue is committed to both the letter and the intent of public records and open public meeting laws with the intent of being transparent in the District's decision making and fiscal affairs.

### Public Meetings

All meetings of the Board of Fire Commissioners shall be open and public and all persons shall be permitted to attend these meetings except when an Executive Session is declared consistent with the provisions of RCW 42.30.030.

### Regular Meeting

The Board shall hold regular meetings on the second and fourth Mondays of each month at 5:00 pm at District Headquarters, 17520 – 22<sup>nd</sup> Ave E, Tacoma, WA 98445. Should a regular meeting date fall on a holiday, the meeting shall be held on the next business day as provided by RCW 42.30.70. In the event that a quorum will not be present for a regular meeting, the Board may schedule a special meeting to transact the business of the District.

### Special Meeting

The Board reserves the right to call and hold additional meetings as shall be deemed necessary in accordance with the provisions of RCW 42.30.080. Actions taken during a special meeting must pertain to the subjects identified by the advertised agenda. Special meetings may be called by either the Board Chairperson or a majority of the Board members. Notice of a special meeting will be made by the Fire Chief or their designee by delivering personally, by mail, by telephone, or by e-mail, written notice to each Board member and to those media entities which have on file with the District a written request to be notified of special meetings, at least 24 hours before the time of such meetings specified in the notice.

Notice of special meetings must be posted at the main entrance to the District Headquarters located at 17520 – 22<sup>nd</sup> Ave E, Tacoma, WA 98445 and at the meeting location (if different than the District Headquarters). The notice shall specify the time and place of the special meeting and the specific business to be transacted. At special meetings, only those matters noted in the agenda may be acted upon. Notice shall be posted to the District website at least 24 hours before the time of such meeting.

### **Emergency Meetings**

The Board may call emergency (special) meetings as deemed necessary in accordance with the provisions of RCW 42.30.070. The Board Chair, or in his/her absence, the Vice Chair may direct the Board Secretary to call an emergency meeting.

The notices requirements for special meetings may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical, and increase the likelihood of such injury or damage.

### **Meeting Procedures**

Meetings of the CPFR Board will be conducted in an orderly and businesslike manner.

### **Preparation of the Agenda**

Agendas for public meetings shall be prepared in the following manner.

- A Commissioner may request an item be considered for an upcoming Board meeting by making an oral request at a Board meeting or submitting a request to the Fire Chief. Based upon the nature of the request, the Fire Chief may, at his/her discretion, place the item on the agenda or submit the request to the Board before placing it on the agenda. The majority of the Board may direct the Fire Chief to formally include or exclude the item from the agenda of an upcoming meeting.
- A member of the public may request an item be placed on a future Board meeting agenda while addressing the Board during a regular Board meeting and/or by submitting a request in writing to the Board through the Fire Chief's office. If the issue is placed on the agenda, the Fire Chief will notify the requester so they may plan to attend the meeting.
- Requests or input for agenda items must be submitted to the Board Secretary no later than Tuesday prior to the Board meeting. The Board Secretary will work with the Fire Chief to develop the Draft Agenda.
- The Chief will contact the Chair to discuss the Draft Agenda by telephone, electronically, or in person (as preferred by the Chair) no later than five days prior

to the Board's regularly scheduled meeting (Wednesday, the week prior to the meeting).

- The Chair shall indicate approval or provide specified revisions to the agenda to the Board Secretary no later four days prior to the Board's regularly scheduled meeting (Thursday, the week prior to the meeting).
- The Board Secretary shall provide each member of the Board with the meeting agenda and detailed information relative to agenda items no later 72 hours prior to the day of the meeting.
- The agenda for a regular meeting of the Board may be amended to address issues related to the normal business of the district, but in order to allow Commissioners the opportunity to be fully prepared, additions should whenever possible be limited to urgent matters requiring immediate action by the Board.
- The agenda for special meetings of the Board may only be amended outside the stated purpose of the meeting to address emergency items that affect public health, safety, and welfare of the District. The reasons for adding an emergency item to the agenda shall be announced publically in the meeting and included in the meeting minutes.

### **Agenda Content**

The Board Secretary in consultation with the Fire Chief shall draft the agenda after conferring with the Chair in general accordance with the order listed below:

1. Call the meeting to order
2. Pledge of allegiance
3. Excuse of absence (if necessary).
4. Additions, revisions, or consensus approval of the agenda
5. Citizen Comments (if any)
6. Consent Agenda
  - a. Approval of excused absences
  - b. Approval of the minutes of previous meeting
  - c. Approval of vouchers and payroll
7. Unfinished Business (Second Reading)
8. New Business (First Reading)
9. Considerations and Requests
10. Staff, Local Firefighter's Association

11. Correspondence
12. Commissioner Comments
13. Executive Session, if called for
14. Adjournment

The order of business may be suspended at any meeting by a majority vote of the Board.

### **Minutes**

The Board Secretary or designee shall take minutes of all meetings of the Board of Fire Commissioners with the exception of executive sessions. Meeting minutes shall contain the following information:

- Members of the governing body present. If a member arrives late, this shall be noted in the minutes.
- Motions, proposals, resolutions, orders and measures proposed and their disposition.
- Results of all votes, including the vote of each member by name, if not unanimous.
- The substance of any discussion on any matter.

Minutes of the preceding meeting shall be transmitted to the board along with the meeting agenda for the next regularly scheduled meeting. After approval of the minutes, they shall be maintained in both hard copy and electronic format, and posted on the District's website.

### **Personal Notes**

The Board of Fire Commissioners may take personal notes during meetings. These notes are not considered public records if all of the following conditions are met:

- Are created solely for the government official's or employee's convenience or to refresh the official's or employee's memory;
- Are maintained in a way indicating a private purpose;
- Are not circulated or intended for distribution within agency channels;
- Are not under agency control; and
- Can be discarded at the writer's sole discretion.



Should there be any question regarding the inclusion of specific notes as public records, the Commissioner taking those notes should provide a copy of those notes to the Board Secretary for inclusion with the minutes of the meeting.

### **Attendance**

Commissioners may ask to be excused for a subsequent meeting by advising the Board under Commissioner Comments, or by notifying the Chairperson, Board Secretary, or Fire Chief in advance. If the absent Commissioner is excused, it shall be noted in the minutes.

From time to time, a Commissioner may not be able to be physically present at a Board meeting, but will want to be involved in the discussion and/or decision on a particular agenda item. In these cases, attendance by audio or videoconferencing is permitted. However, attendance by electronic means should be the exception and not the rule.

### **Voice and Video Conferencing**

Commissioners may participate in regular or special meetings of the Board via voice or videoconferencing to the extent that the public can hear the member's input and the member can hear what is said at the meeting.

Participation in executive session via electronic means requires that the Commissioner can assure that he or she is in a secure location and is able to maintain confidentiality.

### **Quorum**

Three members of the Board of Fire Commissioners will constitute a quorum for transaction of the Business of the District.

### **Voting**

Votes will be recorded. Any member may request a vote be changed if such request is made prior to consideration of the next order of business. Members may abstain to the record, at the time of voting, a statement indicating the reason for the vote or the reason abstaining (e.g., conflict of interest).

### **Rules of Order**

Meetings of the Board of Fire Commissioners follow specific rules of order that are supported by the following principles:

- Rules serve to establish a framework for orderly conduct of meetings
- Rules should be clear and user friendly to encourage participation of members of the Board and the public
- Rules should enforce the will of the majority while protecting the rights of the minority

The Board Chairperson should use the following general format for discussion of agenda items:

1. Announce the agenda item
2. Invite the appropriate individuals (e.g., Fire Chief, Board Secretary, other staff) to report on the item including recommendations
3. Ask if members of the Board have any technical questions for clarifications.
4. Invite a motion by a member of the Board on the agenda item
5. Determine if another member of the Board wishes to second the motion
6. If the motion is made and seconded, ensure that all members of the Board clearly understand the motion (e.g. the motion may be repeated by the Chair, the Board Secretary, or the member who made the motion)
7. Invite discussion of the motion by the Board
8. After discussion or if there is no discussion, take a vote by asking for “ayes” and “nays”. If a member chooses not to vote, they should indicate that they abstain.
9. Announce the result of the vote and announce what action the Board has taken (if any)

The current edition of *Robert’s Rules of Order* serves as a reference for the rules of order as used by CPFR’s Board of Fire Commissioners. Rules of order may be amended or the order of business suspended at any meeting by a majority vote of the Board.

### **Executive Sessions**

An executive session is a portion of a meeting of the Board of Fire Commissioners that is closed, or limited to members of the Board and other people whose presence is necessary to conduct the business at hand. The Board’s use of an executive session is limited to a narrow set of specific circumstances. In order to qualify for an executive section its purpose must meet one of the following provisions of RCW 42.30.

- Consideration of site selection or the acquisition of real estate, or to set the minimum price at which real estate will be offered for sale by lease or purchase when public knowledge regarding such consideration would cause a likelihood of a price impact (RCW 42.30.110(1)(b) and RCW 42.30.110(1)(c)).
- Review of negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs (RCW 42.30.110(1)(d)).

- Receipt and evaluation of complaints or charges brought against a public officer or employee (RCW 42.30.110(1)(f)).
- Evaluation of the qualification of an applicant for public employment or the review of a District employee's performance (RCW 42.30.110(1)(g)).
- Evaluation of candidate qualifications for appointment to a vacant seat on the Board of Fire Commissioners (RCW 42.30.110(1)(h)).
- To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency (RCW 42.30.110(1)(i)).
- Collective bargaining sessions with employee organizations or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, or reviewing the proposals made in the negotiations or proceedings while in progress." (RCW 42.30.140(4)(a)).

*Note:* This list provides a brief overview of the requirements for convening of an executive session and is not a replacement for a more detailed review of RCW 42.30 prior to determination that use of an executive session by the Board is appropriate.

Executive Sessions may be called by the Chair during an official meeting in accordance with the provisions of RCW 42.30. In convening an Executive Session, the Chairperson shall announce:

- That the Board is going into Executive Session
- The statutory reason for the Executive Session
- That the public is excluded and that they should leave the room
- The time that the Executive session will be concluded (and the public may reenter the room)
- If Board action is expected following the Executive Session

An Executive Session may be extended to a stated later time by announcement of the presiding officer or his/her designee to those waiting outside the meeting room to reenter at its conclusion. Under no circumstance shall the Board ever take any action during an executive session; Board action may only occur during its meetings open to the public.

No minutes shall be recorded in executive session.

### **Recess & Adjournment**

The meeting will be adjourned or recessed at any time by a majority vote.

### **Open Public Meetings Act (OPMA) Training**

In compliance with RCW 42.30.205 the District provides OPMA training for elected officials within 90 days of their taking office and for appointed officials (e.g. Fire Chief, Deputy Chief, Finance Officer, and Board Secretary) within 90 days of appointment. Refresher training is required by statute every four years.

### **Board Communications**

To ensure business communications submitted to and by the Board of Fire Commissioners comply with the *State Public Disclosure Act*, RCW 42.17, and the *State Open Meetings Act*, RCW 42.30, the following is set forth:

All letters, memoranda, and interactive computer communications involving Board members, the subject of which relates to the conduct of the Board or the performance of any District function, with few exceptions as stated by the Public Disclosure Act, are public records and shall be managed in accordance with the general requirements of *CPFR Policy 324-Public Access to District Records*. Copies of such letters, memoranda, and interactive computer communication may not be provided to the public or news media without the requesting party first filing a public disclosure request with the District.

As specified in *CPFR Policy 324-Public Access to District Records*, requests for District records by the public should be directed to the District's Public Records Officer. Any individual or entity making a request to a Board member for District documents should be directed to contact the District's Public Records Officer for a public document request form (use of this form is not required, but recommended to ensure that the District understands the nature and scope of the request).

In addition, the following specific provisions apply to communications to, from, and between Board of Fire Commissioners.

### **Written Communications**

Written letters and memoranda received by the District, addressed to a Board member or the Board as a body, will be copied to all Board members, and a copy kept according to the District's Records Retention Schedule.

### **Electronic Communications**

Informal messages with no retention value that do not relate to District conduct or performance of any District function, such as meeting notices, reminders, telephone

messages and informal notes, ordinarily do not constitute a public record. Users should delete these messages once their administrative purpose is served.

All other messages that relate to the functional District responsibility of the recipient or sender as a public official constitute a public record. Such records are subject to public inspection and copying; users may print a copy of the record and file it with the Fire Chief or his designee for keeping according to the District's Records Retention Schedule as specified in *CPFR Policy 324 – Public Access to District Records* or forward such e-mail messages to the Fire Chief or his designee for printing and filing according to the District's Records Retention Schedule.

E-mail communications intended for review by all five Board members, or a majority of them, whether concurrently or serially, must be considered in light of the Open Public Meetings Act. If the intended purpose of the e-mail is to generate a discussion that should occur at an open meeting, the electronic discussion should not occur.

E-mail should be used cautiously when seeking legal advice or to discuss matters of pending litigation or other "confidential" District business. In general, e-mail is discoverable in litigation, and even deleted e-mail is not necessarily removed from the system. Confidential e-mail communications involving the District's attorney that are legally protected should not be shared with individuals other than the intended recipients, or the attorney-client privilege protecting the document from disclosure may be waived.

E-mail between Board members and between Board members and staff shall not be transmitted to the public or news media without the requesting entity or person first filing a public disclosure request with the District.

## Policy Making

Public policy determines services and service delivery levels provided to the community. Policies are created to guide decision-making. Establishment of policy generally evolves from a deliberative process and takes the form of a governing principle, plan, or course of action.

Policy making is one of the most important responsibilities of the Board of Fire Commissioners.

Legislative bodies are most effective and are most successful when they focus on strategic activities that guide the future of their communities. Whether it is called goal setting, strategic planning or futures planning, the process of assessing need and establishing priorities is a necessary function of local government.

### Key Policies

Key policy making priorities include the District's:

- **Comprehensive Planning:** *These plans include the District's Strategic Plan, Long Term Financial Plan, Capital Facility Plan, and EMS Assessment Study (under development). Each plan is adopted by the Board of Fire Commissioners.*
- **Capital and Operating Budgets:** Budget documents provide short term fiscal policy direction for District operations.
- **Collective Bargaining Agreement and Employment Contracts:** The collective bargaining agreements between International Association of Firefighters Local 726 and OPEIU 8, and personal services contract between employees and the District define the terms of employment, salary, and benefits of represented and non-represented employees.
- **Standard Operating Policies:** Each of the District's policies contains a statement of Intent and Policy. These statements provide clear policy direction in support of procedural guidance.
- **Board of Fire Commissioners Resolutions:** Resolutions serve as a primary mechanism for the Board of Fire Commissioners to provide written documentation of major policy decisions.

### **Staff Roles & Responsibilities**

The Fire Chief and Deputy Chief do not make policy decisions. However, they have *strong influence* on the policy-making process and its resultant decisions. For example, they propose budgets; oversee studies and analyses carried out by staff, and make policy recommendations to the Board of Fire Commissioners.

Proposed new policies shall be reviewed by the Fire Chief and may be reviewed by the District's Attorney prior to submittal to the Board for consideration.

### **Policy Adoption & Interpretation**

Policies adopted and recorded in the minutes of the Board shall be regarded as official. Any formal motion or action, which amends or supplements existing policy, shall be called to the Board's attention before a vote to adopt is taken.

In the event of disagreement over the application, extent or interpretation of a policy, the conflict will be decided by a majority of the Board.

If a policy is found to be in conflict with state or federal law or the rules and regulations of a higher authority, such policy is automatically null and void without Board action.



## Ethics and Conflict of Interest

The citizens served by Central Pierce Fire & Rescue are entitled to have fair, ethical, and accountable governance that has earned the public's full confidence for integrity.

### Ethical Principles

Central Pierce Fire & Rescue's values of Commitment to Excellence, Respect, Trust(worthiness), Integrity, Competence and Professionalism, Compassion and Selflessness, provide a solid foundation for ethical behavior of all members. In addition to these core values, the Board of Fire Commissioners upholds the following fundamental ethical principles:

- Following the highest standards of public service, the Board, officers, and members will act to promote the public good and preserve the public's trust.
- In order to sustain a culture of ethical integrity, the Board, officers and members will conduct themselves in a manner that demonstrates civility and respect for others.
- In recognition of the importance of stewardship, the Board, officers and members will allocate and use public funds, property, and other resources in a responsible manner that takes into consideration both present and future needs of the community.
- The Board, officers, and members will undertake their duties in a fair and impartial manner, avoiding both conflicts of interest and the appearance of conflict.

While avoidance of conflict of interest is a fundamental ethical principle adopted by the Board of Fire Commissioners, this issue is also a matter of law and one of the most complex legal issues faced by the Board.

### Conflicts of Interest

Fire Commissioners, the Board Secretary, and all District employees, are subject to the RCW 42.23 *Code of Ethics for Municipal Officers - Contract Interests*. This section of the Board Policy Manual should not be considered as an overview of common issues related to conflicts of interest and is not a definitive legal reference. Commissioners should refer to the relevant sections of the RCW and consult with the District's attorney as necessary to ensure compliance with legal requirements.

### General Considerations

Conflict of interest laws are complex, but in general a Board member should not:

- Act on any matter in which he or she (or his or her family members) would stand to gain financially



- Accept any gifts or gratuities from any source because of his or her position as a Fire Commissioner

It is also imperative that each Board member remember it is illegal to fail to declare a conflict of interest, or to participate or otherwise be involved in discussions on issues or contracts where a conflict of interest exists. Violations of the conflict of interest laws may result in significant penalties, including criminal prosecution.

### Specifically Prohibited Conflicts of Interest

Specific Acts Prohibited by Washington Law (RCW 42.23.070)

- No Board Member may directly or indirectly use his or her position to secure special privileges or exemptions for himself, herself, or others.
- No Board Member may, directly or indirectly, give or receive or agree to receive any compensation, gift, reward, or gratuity from any source except the District, for a matter connected with or related to the Board member's services with the District unless otherwise provided for by law. The Washington State Auditor's Office suggests asking, **"Would I be receiving this gift if I were not a Commissioner or employee of the District"** or "is this gift available to anyone who is not a Commissioner/employee or otherwise associated with the District". If the circumstances are such that the gift is offered because of Commissioner or employee status, in all likelihood it may create conflict of interest.
- No Board member may accept employment or engage in business or professional activity that the Board member might reasonably expect would require or induce him to disclose confidential District information to such business or employment interests.
- No Board member may disclose confidential information gained by reason of his/her Board position to any person or entity, nor may the Board member otherwise use such information for his/her personal gain or benefit.

### Remote Interest

In circumstances where only a "remote interest" exists, after disclosure of the interest to other Board members and in the meeting minutes, the Board may approve the action to which a Board member has a remote interest, absent participation in the voting by the Board member with the remote interest, but only if the Board member refrains from any attempt to influence other Board members to approve the action.

Remote interests are deemed to be so minor that they do not constitute illegal conflicts of interest. Examples of remote interests are as follows:

- A non-salaried officer or member of a nonprofit corporation doing business or requesting money from the District. Therefore, being such an officer or member would not constitute a conflict.
- The landlord or tenant of a contracting party. For instance, a Board member may lease office space to a party that has a private interest in a public matter concerning the District without it resulting in a conflict of interest.
- The owner of less than 1 percent of the shares of corporation or a cooperative doing business with the District.
- Being reimbursed only for actual and necessary expenses incurred in performance of official duties.

### **Declaration of a Conflict**

When a substantial conflict of interest exists, the District official must:

1. Refrain from voting or in any way influencing a decision of the other Board members; and
2. Declare that a conflict of interest exists, explain why it is a conflict, and have it made known in the official records of the District.

Should a situation arise where a majority of Board members or a majority of a quorum of those present at a Board meeting have a substantial conflict of interest, state law provides that if the conflict of interest statutes prevents the Board from acting as required by law in its official capacity, such action shall be allowed if the Board members with the apparent conflicts of interest make them known. In any event, such Board members should always strive to act in such instances solely in the best interests of the District.

### **District Legal Counsel Opinions**

To understand the conflict of interest laws' effect on a Board member's actions, Commissioners should discuss the law and potential conflicts with the District's legal counsel or a private attorney. It is imperative that Board members identify in advance what their potential conflicts of interest relating to the District are or may be.

A Board member's request for an opinion from the District's legal counsel concerning a conflict of interest or potential conflict of interest is confidential and protected by the "attorney/client privilege". However, formal final opinions sought by a District representative from its legal counsel are a matter of public record and must be filed with the Fire Chief or his designee.

This filing requirement does not apply to verbal communications between Board members and the District's legal counsel. In all instances, Board members may also

seek advice regarding a potential conflict of interest from a private attorney, at their own expense. In such cases, no disclosure of that contact is required.

### **Filing of Disclosures**

The Fire Chief or his designee should maintain a special file for all disclosures and legal opinions of conflicts of interest.

Additional reference: *CPFR Policy 205 – Reporting Improper Governmental Actions*

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## Interaction with District Staff

### Overview

Given the formal chain of command that is typical of a paramilitary organization such as a fire district, inherent tension may result from fully open communication between the Board and other district members (employees and volunteers). The Board desires to foster open communication while maintaining the District's chain of command in order to facilitate effective and efficient operations to serve the community.

### Fire Chief

The Board's role is to establish policy and define the District's priorities. It is the Fire Chief's obligation to implement those policies and priorities and to manage district operations on a day-to-day basis.

The Fire Chief is appointed by the Board to serve as the Chief Executive Officer (CEO) of the District and implement the policies and priorities of the Board of Fire Commissioners. The Fire Chief is responsible to the Board as a whole, rather than to individual Board members. Duties of the Fire Chief are specified in the District's Classification Specification for the position of Fire Chief and include, but are not limited to:

- Day to day management of District operations
- Budgeting and fiscal management
- Selection, promotion, and overall supervision of District employees and volunteers
- Negotiation with labor organizations representing District employees

### Board Non-interference

The Board shall work through the Fire Chief when dealing with District operations of any kind or nature.

Under no circumstances, either directly or indirectly, shall a Board member become involved in, or attempt to influence, personnel matters that are under the direction of the Fire Chief, nor shall the Board be involved in, or seek to influence, the purchase of any supplies except in accordance with District procurement procedures.

Except for purposes of inquiry, the Board and each of its members shall deal with the District's operations of every kind and nature solely through the Fire Chief, the acting Fire Chief, or the Fire Chief's designee, and shall not give orders or provide direction to any subordinate of the Fire Chief.

## **Board of Commissioners / Fire Chief Relationship**

The employment relationship between the Board and Fire Chief honors and respects the fact that the Fire Chief is the Chief Executive Officer of the District. All dealings with the Fire Chief, whether in public or private, should respect the authority of the Fire Chief in administrative matters. Board disagreements with the Fire Chief should be expressed in terms of policy rather than operational direction. The Board shall evaluate the Fire Chief on an annual basis to ensure both the Board and Fire Chief are in agreement about his performance and goals based upon mutual trust and common objectives.

## **Board Role**

The Board retains the authority to accept, reject, or amend the Fire Chief's or District staff's recommendations on matters related to policy.

Board members must avoid intrusion into those areas that are the responsibility of staff. Individual Board members may not intervene in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities without the prior knowledge and approval of the Board as a whole. This is necessary and crucial to protect staff from undue influence and pressure from individual Board members, and to allow staff to execute priorities provided by management and the Board as a whole without fear of reprisal.

If a Board member wishes to influence the actions, decisions, recommendations, workloads, work schedule, or priorities of staff, that Board member must prevail upon the Board to do so in open public meeting as a matter of Board policy.

## **Access to Information**

The Fire Chief is the information liaison between the Board and District staff. Requests for information from Board members shall be directed to the Fire Chief who shall make every reasonable attempt to respond to all such requests promptly. Information requested by one or more Board members will be copied to all Board members so each may be equally informed. Sharing of information with the Board, and its individual members, is one of the Fire Chief's highest priorities.

## **Staff Roles**

The Board recognizes the primary functions of the Fire Chief and District staff is to execute Board policy and implement actions authorized by the Board and to keep the Board informed in a meaningful fashion of District operations and issues. Staff, however, is obligated to take guidance and direction only from the Fire Chief and/or their superior officers. This direction follows the policy guidance of the Board. Staff is directed to reject any attempts of individual Board members to unduly direct or otherwise pressure them into making, changing, or otherwise influence how they

perform their job tasks, and to bring knowledge of such wrongful pressure to the attention of the Fire Chief who shall then address such conduct with the Board member in question or Board as a whole.

District staff will make every effort to respond in a timely and professional manner to all requests for information or assistance made by individual Board members, provided that, in the judgment of the Fire Chief, the request is not of a magnitude, either in terms of workload or policy, which would require that it should be more appropriately assigned to staff through direction of the full Board.

### **Restrictions on Political Involvement of Staff**

District staff formulates recommendations in compliance with Board policy for the good of the District, and strives not to be influenced by political factors. For this reason, it is very important to understand the restrictions of the staff's political involvement.

It is acknowledged, however, that by working for the District, staff members do not surrender their right to be involved in political activities. Employees may publicly express their personal opinions; register to vote; sign nominating or recall petitions; and vote in elections; District staff, however, are prohibited from engaging in political activity: during working hours; on District property; or using district property to advance their political agenda.

## **Budget Administration**

### **Purpose**

The budget is the financial plan developed to carry out the programs supporting the District's goals and objectives.

### **Responsibilities**

The Board of Fire Commissioners shall review the District's strategic goals and capital projects plan and provide fiscal policy direction to the Fire Chief before development of the District's annual operations and capital budgets.

The Chief and District staff will be responsible for preparing a draft preliminary budget for review by the Board. The draft preliminary budget shall be prepared and submitted to the Board at a scheduled meeting in October or November. The Board shall hold a public hearing to facilitate transparency related to District finances and fiscal decision making prior budget adoption. The Board shall adopt the District's operations and capital budgets at a regularly scheduled meeting in November. The Fire Chief or designee shall submit the approved budget to the County Auditor prior to November 30<sup>th</sup> of each year.

### **Spending Limitations**

Chiefs and Division heads are authorized to approve expenditures, provided they are within their division's approved budget.

### **Amendments**

The District shall maintain a balanced budget. The Fire Chief and/or Finance Director may submit proposed budget amendments for board approval mid-year and again at year-end. In the event of unanticipated expenditures, the Chief may request that the Board authorize expenditure from the Commissioner Contingency Fund as needed.

### **Commissioner Contingency Fund**

The Board has established a Commissioner Contingency fund as part of the annual budget to assist with unplanned/unbudgeted/under funded projects. All requests for appropriation from this fund must be presented to and approved by the Board. Requests for appropriation should be the exception, not the norm.

### **Reports**

The Fire Chief shall ensure that the Board receives a monthly financial report and shall respond to requests of the Board for detailed financial reports in a timely manner.

## Benefit Charge

### The Law (RCW 52.18)

Fire Protection Districts in the State of Washington are authorized by laws in the Revised Code of Washington (RCW), specifically RCW 52.

**RCW 52.18 Benefit Charge** details the method of implementing and administering the Benefit Charge once it is passed by Fire District voters. Once voters authorize the Benefit Charge, the normal tax collection authority provided in RCW 52.16 drops from \$1.50 per thousand to \$1.00 per thousand of assessed valuation.

The law allows the benefit charge to consist of up to 60% of the operating budget. Between 2018 – 2021, the benefit charge ranged from 34% to 37% of the District's annual operating budget. The law also identifies authorized exemptions of the benefit charge.

Initial Benefit Charge – Six-year term that requires super majority approval.

Continued Imposition – May be brought to voters as 6-year or 10-year renewal by majority vote, or as permanent benefit charge that requires super majority approval.

Any interruption in the continuance of a benefit charge requires super majority approval.

The annual BC collection amount must be established each year for the following year by Resolution of the Board of Commissioners prior to November 30<sup>th</sup>.

**RCW 52.18 – 2017 Updates (Section 5) - Changes to exemptions will need to be addressed at successful reauthorization for 2023.**

### History

The District residents voted in 1990 on a plan to reduce the District's dependence on uncertain property tax revenues in exchange for a Benefit Charge. The vote was affirmative and a Benefit Charge was routinely implemented for the calendar years of 1991 to present. The voters re-authorized an extension of the Benefit Charges in 1996, 2001, 2006, 2011, and 2016. The current BC requires reauthorization at six years in 2022, but can be brought to the voters early. If approved by the voters early than six years, the term resets to the timeframe approved in that ballot measure.

The Benefit Charge is a voter approved funding source which pays for day-to-day operations of the fire district such as salaries, equipment, fuel and utilities. The BC supplements the regular Fire Levy which was established back in the 1930's.



This is not a per-call charge and it is not based on assessed value of property. It is based on the combined square footage of improvements and property classification by the county.

The District reestablished the Benefit Charge Program in 2021 by Resolution No. 21-04.

### **Collection**

The benefit charge is collected as part of, and along with, regular property taxes via tax statements issued by Pierce County Assessor-Treasurer. It is noted on the tax statement in a separate category and usually labeled as “(Fire) Benefit Charge”. Collection is managed by Pierce County but the right to determine the amounts falls with the district. In almost all circumstances, any deviations from the determined amounts must be authorized by the district.

### **Data Management**

The District contracts annually with Interface Systems LLC to provide data from the Pierce County Assessor-Treasurers Office. The Executive Assistant is responsible for managing the program in-house.

## Compensation & Benefits

### Reimbursement for Expenses

Commissioners shall be compensated for expenses incurred while working or attending meetings for the District. The following rules shall be applied:

Expenses for such activities will be reimbursed in accordance with *CPFR Policy 306 – Advanced Travel Payment and Reimbursement*.

- Members are to report to the Board on their attendance at meetings for which reimbursement is received.

### Compensation for Services Performed

Per RCW 52.14.010, a member of the Board shall receive compensation for each day or portion thereof for services performed as a member of the governing body.

Approval for services performed shall meet the following criteria:

- Board packet review – official meetings of the Board (Regular, Special, Emergency)
- Attendance at official meetings of the Board
- Attendance at district Committee meetings by the Commissioner assigned to serve as the Board representative
- Attendance at events, conferences or association meetings where the Commissioner has been assigned to represent the district by the Board Chair or designee
- Attendance at Washington Fire Commissioners Association, National Association of Fire Officials, Commissioner Training Conferences and Seminars
- Functioning in formal and informal meetings as the CPFR appointee to the Board of Directors for SS911,
- Other meetings and/or committees agreed to by a majority of the Board Members.
- Request for compensation of services performed shall include the date the service was performed, and the purpose of the service.
- All requests shall be signed by the member requesting compensation and included in the monthly register of paid bills.

### Educational Goal

It is the intentions of the Board to keep members informed of all pertinent information relative to the fire service and changes in fire district laws. As such Commissioners are encouraged to be active participants in the Washington Fire Commissioners Association and attend training programs related to fire district issues. The Board may direct the Secretary to prepare Training and Travel Requests as necessary for Commissioner's participation in training activity as specified in *CPFR Policy 603 - Operational Training*.

## Travel

Board members shall be reimbursed for travel expenses to activities that are of direct benefit to the District that have been approved by the Board consistent with *CPFR Policy 306 – Advanced Travel Payment and Reimbursement*.

## Uniform Issue/Clothing Allowance

Each Board Member shall receive an annual clothing allowance for District logo wear as approved through the annual budget.

## Insurance

The Commissioners shall be included as named insured's on all applicable District insurance policies. In the event a Commissioner shall be individually named as a defendant in any litigation arising out of the performance by the Commissioner of District business and the District's insurance carrier shall deny coverage and refuse to provide defense to the action, the District shall provide the Commissioner with separate legal counsel and indemnification subject to the following conditions:

- The cause of action must have arisen as a result of the action or non-action of the Commissioner while acting within the scope and authority of the office of Commissioner.
- The cause of action must not have arisen as a result of intentional, willful, or criminal conduct of the Commissioner.

## **Liability**

The District and its representatives must always approach its/their responsibilities in a thoughtful and professional manner that is mindful of the consequences of any intended action and which seeks to reduce risk to all involved.

### **Personal Liability**

It is important to note that violations of certain laws and regulations by individual Board members may result in the member being personally liable for damages which are not covered by the District's insurance. Examples include acts deemed "intentional" such as discrimination, harassment, assault, and/or fraud.

One of the best ways for a Board member to avoid such liability is to always act in a manner which: is respectful to others; which is non-discriminatory and treats all according to the same standards; and which is in accordance with District policy.

### **Liability Protection Procedure**

The following procedure shall be used to determine if the District shall provide the defense and liability coverage for a Commissioner under the District policy.

- The matter shall be referred to the District's attorney for investigation and review.
- The District's attorney shall fully investigate the facts and circumstances of the litigation and the actions of the defendant Commissioner.
- The District's attorney shall report to the Board of Commissioners in writing the results of the investigation and research. A copy of the report shall be furnished to each Commissioner under the attorney-client communication privilege.

The Board of Commissioners shall make the final determination based on the report and investigation of the attorney.

## Legal Counsel

### Advice of Counsel

The Board can obtain legal counsel for legal advice when needed.

### Authorization to Seek Counsel

Board Members, Fire Chief and the Board Secretary are authorized to seek legal counsel for District issues. Within budgetary limits, the Fire Chief is authorized to seek legal counsel for routine district legal matters such as review of guidelines or procedures, labor relations, and other personnel issues.

The Fire Chief shall make a recommendation to the Board regarding selection of the District's general legal counsel and specialized legal services.

The District's general legal counsel is the legal advisor to the Board, the Fire Chief, and all District employees with respect to any legal question involving an official duty or any legal matter pertaining to the affairs of the District. The general legal responsibilities of the District legal counsel are to:

- Provide legal assistance necessary for formulation and implementation of policies and projects;
- Represent the District's interests, as determined by the Board, in litigation, administrative hearings, negotiations, and similar proceedings;
- Prepare or approve as to form resolutions, regulations, contracts, and other legal documents to best reflect and implement the purposes and intentions of the Board.

The District may use alternate legal counsel related to labor relations or other specialized areas of the law as necessary.

## **Inventory & Surplus Property**

### **Inventory**

The District shall maintain a formalized program of accountability and controls over all inventories of furniture, fixtures and equipment. The purpose of the inventory is to ensure effective and efficient management of the District's physical resources.

### **Surplus Property**

As necessary, the Fire Chief shall make recommendation to the Board of Fire Commissioners when property in inventory is no longer needed by the District or is no longer serviceable. Based on this recommendation, the Board may declare the property surplus.

Surplus property shall be disposed of according to RCW 39.33.010 and/or District policy. Surplus items may not be purchased by Commissioners, Fire Chief, or member administering the sale to avoid conflict of interest.

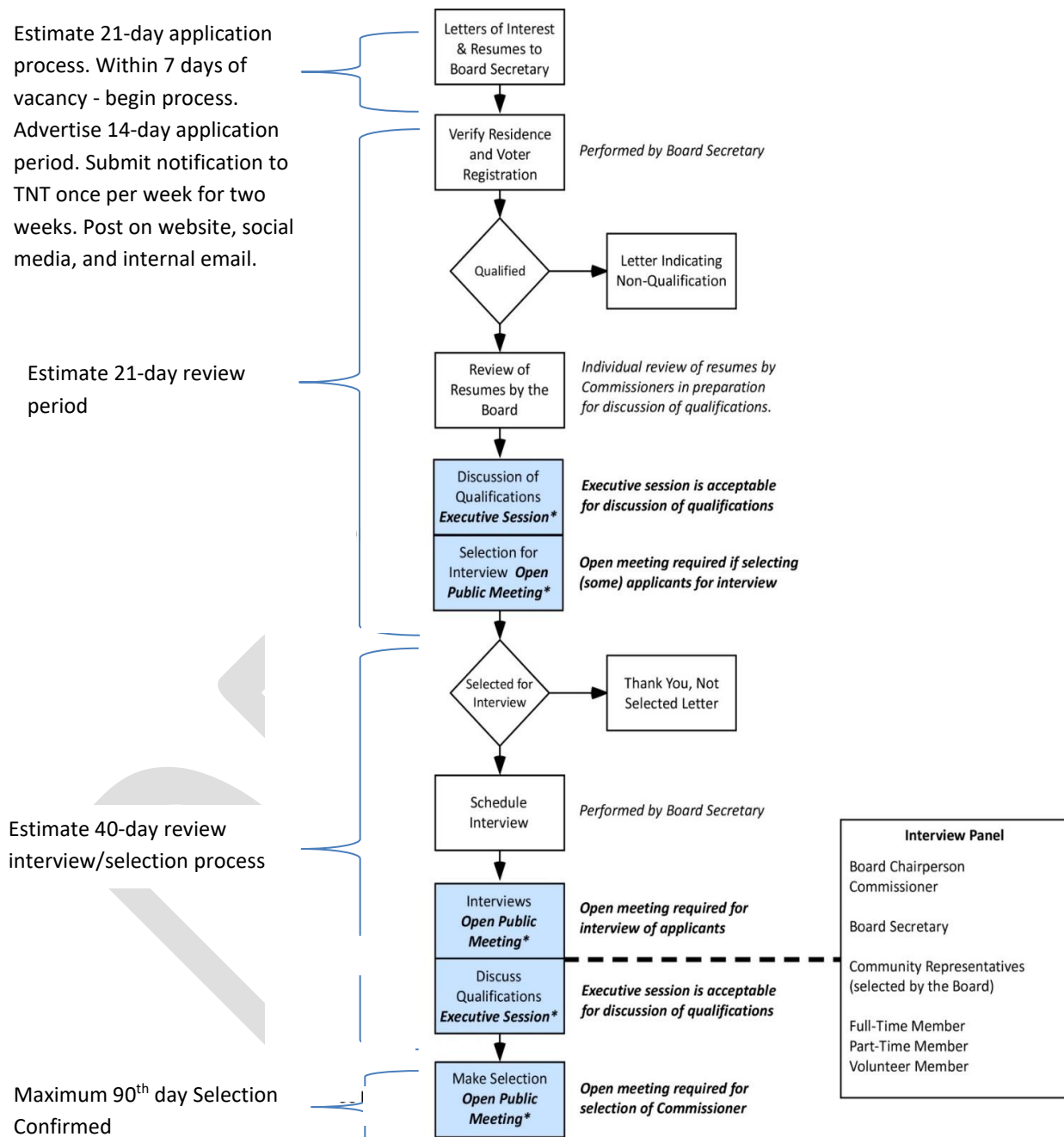
Surplus property that is no longer serviceable may be disposed of by District policy.

### **New Board Member Orientation**

The Board of Fire Commissioners, Secretary to the Board, and Fire Chief shall assist each new member-elect to understand the Board's functions, policies and procedures before taking office. The following methods shall be employed:

- The member-elect shall be invited to attend and participate in meetings prior to being sworn in.
- The Chief shall provide material pertinent to meetings and be responsive to questions regarding said material.
- The member-elect shall be invited to meet with the Fire Chief and other administrative personnel to discuss services each performs for the Board.
- The Chief will give each member-elect copies of the Board Policy Manual, District Standard Operating Guidelines, and a copy of the laws relating to fire protection districts.

## Appendix A-Commissioner Selection & Appointment Process



\* RCW 42.30.110, 1, (h): To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public



## **Appendix B-Oath of Office**

### **Fire Commissioner**

I, \_\_\_\_\_do solemnly swear or affirm that I am a citizen of the United States and State of Washington; that I am legally qualified to assume the office of Fire Commissioner of Central Pierce Fire & Rescue; that I will support the Constitution and laws of the United States and the State of Washington; and that I will faithfully and impartially discharge the duties of this office to the best of my ability.

### **District Secretary**

I, \_\_\_\_\_do solemnly swear or affirm that I am a citizen of the United States and State of Washington; that I am legally qualified to assume the office of District Secretary of Central Pierce Fire & Rescue; that I will support the Constitution and laws of the United States and the State of Washington; and that I will faithfully and impartially discharge the duties of this office to the best of my ability.



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27<sup>th</sup>, 2022

**Item Title:** Logistics Center Roof Renovation & Repair

**Attachments:** Bid Log

**Submitted by:** AC Stueve

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☒ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

**MOTION:** To award Interstate Sheet Metal, INC the Public Works project for Logistics Center Roof Renovation and Repair.

- Logistics Center Roof Renovation and Repair bid process was conducted per RCW and District Policy. One submittal was received. The submittal was complete in submission requirements.

### FINANCIAL IMPACT:

- Fund Expenditures:
  - \$397,000 Sub Total excluding sales tax.

**Central Pierce Fire & Rescue**  
PO Box 940  
Spanaway, WA 98387  
(253) 538-6400

**Project:**

**Logistics Center Roof Renovation & Repair**

**Bid Opening  
Bid Log**

Bid Opening Date:06/21/2022  
Time: 07:30a  
Location: Station 66  
Present: DC Karns, AC P.Stueve, Don Hodges

Bid #	Bidder	Date Bid Rec'd	Time Bid Rec'd	Submission Complete Y/N	Bid Amt	Sales Tax Included Y/N	Total Bid	Comments
1	Interstate Sheet Metal Inc	6/15/2022	12:00	y	\$ 397,000.00	n		
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** Finance Staff Report

**Attachments:** Revenue & Expenditures Summary

**Submitted by:** Tanya Robacker

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

1. May Checkbook:
  - a. Revenues & Expenditures in majority tracking with budget for this time of year
  - b. FBC error with the County - \$1M fixed in May
  - c. P&E - over target of 41.7% by < 10% – will be in line after budget amendment.
  - d. OT about 2% over. Still watching, will adjust after fire season toward year end.

## 2022 REVENUE & EXPENDITURES SUMMARY (Operating Funds)

A. BEGINNING BALANCE	2022	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date TOTALs		A
Operating Reserve - August Approval to Appropriate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$0		
Carryforward from Prior Month (Jan is Min Cash Flow Reserve)	\$ 11,800,000	\$ 11,800,000	\$ 9,359,890	\$ 5,202,656	\$ 4,402,768	\$ 24,908,824	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$11,800,000		A
<b>Total</b>	<b>11,800,000</b>	<b>11,800,000</b>	<b>9,359,890</b>	<b>5,202,656</b>	<b>4,402,768</b>	<b>24,908,824</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,800,000</b>		<b>A</b>
B. REVENUE (+)	2022 Current BUDGET	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date ACTUALS as of 5/31/22	% Budget Received	B
Reg Levy	28,834,619	56,188	439,858	1,343,148	11,571,091	2,195,258	-	-	-	-	-	-	-	15,605,543	54.1%	B
EMS Levy	11,370,415	22,488	173,774	530,128	4,564,051	865,987	-	-	-	-	-	-	-	6,156,428	54.1%	B
EMS Levy Write Offs	(1,300,000)	(143,026)	(85,344)	(143,545)	(81,566)	(104,123)	-	-	-	-	-	-	-	(557,604)	42.9%	B
FBC	25,640,806	60,911	460,445	1,403,600	11,232,666	754,361	-	-	-	-	-	-	-	13,911,983	54.3%	B
Transports	4,200,000	373,732	361,235	419,914	309,003	469,374	-	-	-	-	-	-	-	1,933,258	46.0%	B
Transports Paid by Levy	1,300,000	143,026	85,344	143,545	81,566	104,123	-	-	-	-	-	-	-	557,604	42.9%	B
Licenses & Permits	25,500	1,100	13,730	6,170	2,075	775	-	-	-	-	-	-	-	23,850	93.5%	B
Other Charges for Goods & Svcs	1,820,060	160,396	102,928	161,601	61,761	89,707	-	-	-	-	-	-	-	576,393	31.7%	B
Grants (Intergovernmental)	-	529	4,381	2,628	738,055	10,621	-	-	-	-	-	-	-	756,213	100.0%	B
Investment Interest	36,000	2,246	2,012	3,845	5,240	12,853	-	-	-	-	-	-	-	26,196	72.8%	B
Miscellaneous & Other Tax Revenue	16,100	1,469	1,969	4,469	705	-	-	-	-	-	-	-	-	8,611	53.5%	B
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	B
																B
<b>Total Revenues</b>	<b>71,943,500</b>	<b>679,058</b>	<b>1,560,331</b>	<b>3,875,503</b>	<b>28,484,647</b>	<b>4,398,936</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>38,998,475</b>	<b>54.2%</b>	<b>B</b>
C. EXPENDITURES (-)	2022 Current BUDGET	IAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date ACTUALS as of 5/31/22	% Budget Spent	C
Commissioners	57,086	10,614	3,316	3,204	3,391	4,528	-	-	-	-	-	-	-	25,053	43.9%	C
Commissioners' Contingency	166,500	-	-	-	-	-	-	-	-	-	-	-	-	-	33.4%	C
Admin & Internal Services	10,127,696	675,195	807,769	608,252	817,677	682,417	-	-	-	-	-	-	-	3,591,310	35.5%	C
Operations (Suppression, EMS)	51,019,510	4,960,759	4,269,023	3,450,438	4,548,411	3,974,204	-	-	-	-	-	-	-	21,202,835	41.6%	C
Overtime - ALL DIVISIONS	5,680,230	662,344	392,128	336,754	507,169	564,310	-	-	-	-	-	-	-	2,462,705	43.4%	C
Prevention & Education	1,429,879	141,618	116,082	94,865	125,921	259,670	-	-	-	-	-	-	-	738,156	51.6%	C
Fleet Maintenance	1,912,724	187,845	129,247	181,878	170,482	159,524	-	-	-	-	-	-	-	828,976	43.3%	C
Transfers to ERF & Facilities & ENC	5,069,082	-	-	-	1,805,540	-	-	-	-	-	-	-	-	1,805,540	35.6%	C
Other Uses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	C
																C
<b>Total Expenditures</b>	<b>75,462,707</b>	<b>6,638,375</b>	<b>5,717,565</b>	<b>4,675,391</b>	<b>7,978,591</b>	<b>5,644,653</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,654,575</b>	<b>40.6%</b>	<b>C</b>
<b>D. TOTAL CHANGE BY MONTH [Revenue (-) Expenditure] Increase / (Decrease)</b>	<b>(3,519,207)</b>	<b>(5,959,317)</b>	<b>(4,157,234)</b>	<b>(799,888)</b>	<b>20,506,057</b>	<b>(1,245,717)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,343,900</b>		<b>D</b>
<b>E. Ending Balance (A + D) as of 5/31/22</b>	<b>\$ 8,280,793</b>	<b>\$ 5,840,683</b>	<b>\$ 5,202,656</b>	<b>\$ 4,402,768</b>	<b>\$ 24,908,824</b>	<b>\$ 23,663,107</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>20,143,900</b>		<b>E</b>
<b>F. Planned Use of Savings</b>	<b>3,519,207</b>	<b>3,519,207</b>												<b>3,519,207</b>		<b>F</b>
<b>G. Carryforward (E + F)</b>	<b>11,800,000</b>	<b>9,359,890</b>	<b>5,202,656</b>	<b>4,402,768</b>	<b>24,908,824</b>	<b>23,663,107</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,663,107</b>		<b>G</b>

# Central Pierce Fire & Rescue

General Fund, EMS, and Reserve Funds as of

5/31/2022

## PRELIMINARY BEGINNING BALANCES- 2020 YEAR END NOT CLOSED

Col A

Col B

Col C

Col D

Col E

Col F

### SUMMARY OF CARRYFORWARD - 2022 REVENUE & EXPENDITURES - GENERAL AND EMS FUNDS

	Checkbook Gen Fund & EMS (001 & 101)	Gen Fund & EMS Reserves	Reserve Fund (011)	ERF (015)	Facilities (050)	TOTAL Gen Fund, EMS & Reserves
<b>A. BEGINNING BALANCES</b>						
1. Beginning Balance 1/1/2022	\$ -	\$ -	\$ -	\$ 4,609	\$ 205,518	\$ 210,127
2. Minimum Cash Flow (Working Capital Reserve)	11,800,000					11,800,000
3. 5% Operating Reserve (Revenue Stabilization)			3,609,960			3,609,960
4. Unreserved Carryforward		7,019,084				7,019,084
5. Total Beginning Balances	11,800,000	7,019,084	3,609,960	4,609	205,518	22,639,171
6. <b>B. REVENUE (+)</b>	38,998,475	-	4,037	1,007,925	805,540	40,815,977
7. <b>C. EXPENDITURES (-)</b>	30,654,575	-	-	\$ 148,987	\$ 7,111	30,810,673
8. <b>D. NET CHANGE [Revenue (-) Expenditure] Increase / (Decrease)</b>	8,343,900	-	4,037	858,938	798,429	10,005,304
9. <b>E. Preliminary Ending Balance (A + D) as of 5/31/2022 (Unaudited and subject to change)</b>	\$ 20,143,900	\$ 7,019,084	\$ 3,613,997	\$ 863,547	\$ 1,003,947	\$ 32,644,475

#### Fund Key:

- Minimum Cash Flow - Working capital reserve that gets us from October tax payment through the April tax payment.
- 5% Operating Reserve - Revenue stabilization/emergency reserve to fund expenditures during disasters, moved to 011 August 2020.
- Unreserved Carryforward - Money in savings in the fund, available for use in the same manner as the fund it resides in.
- Operating Funds (001 Gen Fund and 101 EMS Fund) - Available to cover all Salaries, Benefits, Supplies, Services, Capital and Debt.
- Reserve Fund (011) - Revenue stabilization/emergency reserve to fund expenditures during disasters, 5 % + interest.
- ERF / Reserve (015) - Reserved by Board Resolution to fund replacement costs for equipment and apparatus.
- Facilities (050) - Reserved by Board Resolution to fund building maintenance and repairs.

# Central Pierce Fire & Rescue

ALL Funds as of

5/31/2022

	Col A	Col B	Col C	Col D	Col E
	<b>TOTAL Gen Fund, EMS &amp; Reserves</b>	<b>GEMT (102)</b>	<b>Debt (201)</b>	<b>Capital Projects (301)</b>	<b>Year-To-Date TOTALS</b>
<b><u>A. BEGINNING BALANCE</u></b>					
<b>Beginning Balance 1/1/2022 (Carryforward)</b>	\$ 22,639,171	\$ 9,170,221	\$ 491,174	\$ 16,390,186	\$ 48,690,752
1. <b>Total Beginning Balances</b>	<b>22,639,171</b>	<b>9,170,221</b>	<b>491,174</b>	<b>16,390,186</b>	<b>48,690,752</b>
2. <b><u>B. REVENUE (+)</u></b>	<b>40,815,977</b>	<b>2,460,373</b>	<b>1,317,478</b>	<b>11,567</b>	<b>44,605,395</b>
3. <b><u>C. EXPENDITURES (-)</u></b>	<b>30,810,673</b>	<b>-</b>	<b>-</b>	<b>1,067,806</b>	<b>31,878,479</b>
<b><u>D. NET CHANGE [Revenue (-) Expenditure]</u></b>					
4. <b>Increase / (Decrease)</b>	<b>10,005,304</b>	<b>2,460,373</b>	<b>1,317,478</b>	<b>(1,056,239)</b>	<b>12,726,916</b>
<b><u>E. Preliminary Ending Balance (A + D) as of 5/31/2022</u></b>					
5. <b>(Unaudited and subject to change)</b>	<b>\$ 32,644,475</b>	<b>\$ 11,630,594</b>	<b>\$ 1,808,652</b>	<b>\$ 15,333,947</b>	<b>\$ 61,417,668</b>

## Fund Key:

6. GEMT Fund (102) - Reserved revenue from medicaid transports, restricted to use for EMS operating, capital, and facility costs
7. Debt Fund (201) - Reserved revenue source from the Excess Levy, restricted to use for GO Bond Debt repayment only
8. Capital Project Fund (301) - Reserved revenue from the GO Bonds, restricted to use for capital facilities, furnishings, and potentially apparatus.

**FUND 301 CAPITAL PROJECTS**  
**LIFE-TO-DATE SPENDING**  
**updated thru 5/31/22**

Div	DivTi Account2	Desc	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Grand Total
<b>200</b>	<b>Administration</b>												
	<b>53501</b>	Small Tools/Equipment				1,615							1,615
	<b>Sal &amp; Benefits</b>			56,368	219,744	262,889	119,060						658,060
	<b>54151</b>	Legal Fees	20,500	11,957	1,870	20,000							54,327
	<b>54911</b>	Contractual Services	78,483	90,681		83,530							252,693
<b>200 Total</b>			<b>98,983</b>	<b>159,006</b>	<b>221,614</b>	<b>368,034</b>	<b>119,060</b>						<b>966,696</b>
<b>205</b>	<b>Central Stores</b>												
	<b>53146</b>	Building Repair Parts			(0)								(0)
	<b>54191</b>	Other Professional Services				8,971							8,971
	<b>56431</b>	Equipment - Miscellaneous			0	10,995							10,995
<b>205 Total</b>					<b>(0)</b>	<b>19,966</b>							<b>19,966</b>
<b>600</b>	<b>Station 60</b>												
	<b>53141</b>	Operating Supplies			856	22							878
	<b>53146</b>	Building Repair Parts				280							280
	<b>53501</b>	Small Tools/Equipment				6,690	31,910	963					39,563
	<b>54111</b>	Advertising				511	235						746
	<b>54191</b>	Other Professional Services			14,677	14,293	7,007	8,387					44,365
	<b>54502</b>	Other Operating Rental			164	2,865	1,647	2,198					6,874
	<b>54611</b>	Insurance			5,500	13,000							18,500
	<b>54911</b>	Contractual Services			13,821	22,605	82,514	27,060	2,534				148,534
	<b>56101</b>	Land Acquisition			3,388								3,388
	<b>56201</b>	Capital - Buildings				3,333,847	6,614,127	215,623	13,730				10,177,326
	<b>56210</b>	Capital - Building Permits		4,407	45,302	76,960	12,913	2,018		(49,520)			92,080
	<b>56241</b>	Capital-Contstruction Contract						(3,765)					(3,765)
	<b>56242</b>	Buildings - Architectural Svcs		52,354	537,546	260,381	177,178	11,417					1,038,876
	<b>56243</b>	Buildings - Engineering Svcs		13,924	45,444	34,638	20,018	2,318					116,343
	<b>56244</b>	Buildings - Other Prof Svcs			35,234								35,234
	<b>56431</b>	Equipment - Miscellaneous			0	85,389	48,601	1,255		(1,495)			133,750
	<b>56421</b>	Equipment - Furniture					233,320	2,193	2,977				238,490
<b>600 Total</b>				<b>70,685</b>	<b>701,932</b>	<b>3,851,481</b>	<b>7,229,470</b>	<b>269,667</b>	<b>19,241</b>	<b>(51,015)</b>			<b>12,091,462</b>



Div	DivTi Account2	Desc	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Grand Total
601	Station 61												
	54151	Legal Fees					2,499						2,499
	54911	Contractual Services			22,102	25,351	9,186	1,540					58,179
	56101	Land Acquisition			13,279	2,462	801,096						816,837
	56210	Capital - Building Permits			4,651		13,350						18,001
	56241	Capital-Contrstruction Contract							1,875				1,875
	56242	Buildings - Architectural Svcs		870	7,838	115,181	57,090	6,927			34,033	72,326	294,264
	56243	Buildings - Engineering Svcs					9,861						9,861
	56431	Equipment - Miscellaneous				26,670							26,670
601 Total				870	47,870	169,664	893,082	8,467	1,875		34,033	72,326	1,228,186
602	Station 62												
	54801	Building Repair/Maintenance				4,891							4,891
	54911	Contractual Services				1,200							1,200
	56431	Equipment - Miscellaneous			0	9,762							9,762
602 Total					0	15,853							15,853
603	Station 63												
	53146	Building Repair Parts			713								713
	53501	Small Tools/Equipment				30,153	3,451						33,604
	54111	Advertising			751								751
	54151	Legal Fees			777								777
	54191	Other Professional Services		46,636	8,434	18,121	7,433	1,000					81,625
	54911	Contractual Services			13,224	23,571	3,353						40,148
	56101	Land Acquisition		449,334	14,801	2,535							466,669
	56201	Capital - Buildings			109	3,261,493	647,316	98,213					4,007,131
	56210	Capital - Building Permits		290	79,265	5,746	(5,693)		(1,633)				77,975
	56242	Buildings - Architectural Svcs		8,483	251,374	150,545	40,721	8,392					459,515
	56243	Buildings - Engineering Svcs			27,839	22,098	783						50,720
	56244	Buildings - Other Prof Svcs			28,870								28,870
	56431	Equipment - Miscellaneous			0	10,866	3,944	59,637	6,131				80,577
	56421	Equipment - Furniture					30,930						30,930
603 Total				504,742	426,156	3,525,128	732,237	167,242	4,498				5,360,004
604	Station 64												
	54191	Other Professional Services			821	388							1,208
	54801	Building Repair/Maintenance						65,422					65,422
	56431	Equipment - Miscellaneous			0	6,443							6,443
604 Total					821	6,830		65,422					73,072
605	Station 65												
	53502	Communication Equipment			5,747								5,747
	56201	Capital - Buildings		804									804
	56431	Equipment - Miscellaneous			0	11,558							11,558
605 Total				804	5,747	11,558							18,109

Div	DivTi Account2	Desc	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Grand Total
606	Station 66												
	53146	Building Repair Parts			0								0
	53501	Small Tools/Equipment			0								0
	54151	Legal Fees			0								0
	54191	Other Professional Services			0	0	0						0
	54911	Contractual Services			0		0						0
	56101	Land Acquisition		25,000	(25,000)							22,500	22,500
	56210	Capital - Building Permits			0								0
	56242	Buildings - Architectural Svcs		11,036	(11,036)							12,528	12,528
	56243	Buildings - Engineering Svcs		10,613	(10,613)								(0)
	56431	Equipment - Miscellaneous				0							0
606 Total				46,649	(46,649)	0	0					35,028	35,028
607	Station 67												
	54911	Contractual Services			18,333		36,667	18,333	18,333	18,333			110,000
	56201	Capital - Buildings		804									804
	56242	Buildings - Architectural Svcs		7,846	9,426								17,272
	56243	Buildings - Engineering Svcs			1,554								1,554
	56431	Equipment - Miscellaneous			0	11,763							11,763
607 Total				8,650	29,313	11,763	36,667	18,333	18,333	18,333			141,392
617	Training Center (67)												
	56201	Capital - Buildings		804	17,166	0							17,970
	56431	Equipment - Miscellaneous			0	0							0
617 Total				804	17,166	0							17,970
608	Station 68												
	56201	Capital - Buildings		804									804
	56431	Equipment - Miscellaneous			0	13,041							13,041
608 Total				804	0	13,041							13,845
609	Station 69												
	54191	Other Professional Services			821								821
	54801	Building Repair/Maintenance		44,714					64,063				108,777
	56242	Buildings - Architectural Svcs		4,675									4,675
	56431	Equipment - Miscellaneous			0	11,114							11,114
609 Total				49,389	821	11,114			64,063				125,386
650	Maint. Shop												
	56431	Equipment - Miscellaneous			0	5,655							5,655
650 Total					0	5,655							5,655

Div	DivTi Account2	Desc	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Grand Total
701	Station 71												
	53501	Small Tools/Equipment				993							993
	54191	Other Professional Services			547	1,988							2,535
	54502	Other Operating Rental				500							500
	54801	Building Repair/Maintenance				31,157							31,157
	54912	Fees/Permits			580								580
	56201	Capital - Buildings		17,937		1,877							19,815
	56210	Capital - Building Permits			1,190								1,190
	56241	Capital-Contstruction Contract				138,073		38,152					176,226
	56242	Buildings - Architectural Svcs		5,080	16,135	51,506	3,963	2,125					78,809
	56243	Buildings - Engineering Svcs			4,956	743							5,698
	56431	Equipment - Miscellaneous			0	14,679							14,679
701 Total				23,017	23,408	241,517	3,963	40,277					332,182
702	Station 72												
	53146	Building Repair Parts			376								376
	53501	Small Tools/Equipment			91				3,026	2,341			5,458
	54111	Advertising						483					483
	54151	Legal Fees			10,234								10,234
	54191	Other Professional Services			9,736	1,850	5,360	19,415					36,361
	54611	Insurance						8,000					8,000
	54911	Contractual Services			15,736	3,386	24,547	134,663	211,598	56,986			446,916
	56101	Land Acquisition			3,580,444			2,605	14,470	0			3,597,518
	56201	Capital - Buildings							88,168	57,584			145,752
	56210	Capital - Building Permits			260	24,205	26,520	214,807		49,723	(45,000)		270,515
	56241	Capital-Contstruction Contract						3,307,062	8,438,997	1,121,536			12,867,594
	56242	Buildings - Architectural Svcs		2,055	80,465	346,712	273,299	277,621	189,739	151,077			1,320,968
	56243	Buildings - Engineering Svcs			10,613	39,378	40,720	84,876	28,536	53,034			257,157
	56244	Buildings - Other Prof Svcs				7,500			21,150	1,539			30,189
	56431	Equipment - Miscellaneous				40,500				83,281			123,781
	56421	Equipment - Furniture							1,366				1,366
	54941	Printing & Binding					197						197
	54731	Electricity							552				552
702 Total				2,055	3,707,954	463,531	370,642	4,049,533	8,997,603	1,577,100	(45,000)		19,123,417

Div	DivTi Account2	Desc	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Grand Total
703	Station 73												
	53501	Small Tools/Equipment									6,349		6,349
	54191	Other Professional Services		2,800			12,836						15,636
	54911	Contractual Services			840								840
	54912	Fees/Permits		600									600
	56101	Land Acquisition										905,798	905,798
	56201	Capital - Buildings								80,579			80,579
	56242	Buildings - Architectural Svcs			4,243	250					72,818	54,654	131,965
	56431	Equipment - Miscellaneous				5,831							5,831
703 Total				3,400	5,083	6,081	12,836			80,579	79,167	960,452	1,147,598
Grand Total			98,983	870,875	5,141,235	8,721,217	9,397,956	4,618,940	9,105,613	1,624,998	68,200	1,067,806	40,715,823

2022 Board Discretionary Fund Activity

Beginning Balance:	250,000.00		
Request for Funds:	Approved:	Amount:	Rejected
Interra Advanced Analytic software for Field Operations	2/14/2022	75,000.00	
GEMT Consulting - Moss Adams Professional Services	4/25/2022	8,500.00	
Total Requests to date:		<div>(83,500.00)</div>	
Remaining Funds Available as of:	5/31/2022	166,500.00	

# TAX & FBC COLLECTIONS MONTHLY

MONTH	COLLECTIONS					OUTSTANDING	
	REG LEVY	FBC	EMS LEVY	EXCESS LEVY	TOTAL-MONTH	Total Collected YTD	*TAXES LEVIED / OUTSTANDING
							68,281,003.00 2022 Budget
January	\$56,188.08	\$60,911.21	\$22,488.01	\$5,142.84	\$144,730.14	\$144,730.14	\$68,136,272.86
February	\$439,857.74	\$460,444.77	\$173,773.88	\$36,480.46	\$1,110,556.85	\$1,255,286.99	\$67,025,716.01
March	\$1,343,148.39	\$1,403,600.12	\$530,128.41	\$112,457.46	\$3,389,334.38	\$4,644,621.37	\$63,636,381.63
April	\$11,571,090.59	\$11,232,666.11	\$4,564,050.77	\$976,886.81	\$28,344,694.28	\$32,989,315.65	\$35,291,687.35
May	\$2,195,258.09	\$754,360.80	\$865,986.71	\$185,643.50	\$4,001,249.10	\$36,990,564.75	\$31,290,438.25 Amount to collect
June							
July							
August							
September							
October							
November							
December							
<b>Total Taxes YTD</b>	<b>\$15,605,542.89</b>	<b>\$13,911,983.01</b>	<b>\$6,156,427.78</b>	<b>\$1,316,611.07</b>	<b>\$36,990,564.75</b>		

\*includes \$0.83 (Regular), \$0.33 (EMS) and Benefit Assessment

**CENTRAL PIERCE FIRE & RESCUE TRANSPORT COLLECTIONS**

<b>MONTH</b>	<b>TRANSPORT COLLECTIONS</b>	<b>GEMT COLLECTIONS</b>	<b>TOTAL MONTH</b>	<b>TOTAL COLLECTED YTD</b>	<b>TRANSPORT COLLECTIONS REMAINING</b>
					4,200,000.00 2022 Budget
January	\$373,731.81	\$704,497.42	\$1,078,229.23	\$1,078,229.23	\$3,826,268.19
February	\$361,235.33	\$564,918.91	\$926,154.24	\$2,004,383.47	\$3,465,032.86
March	\$419,913.56	\$530,604.94	\$950,518.50	\$2,954,901.97	\$3,045,119.30
April	\$309,003.37	(\$216,788.60)	\$92,214.77	\$3,047,116.74	\$2,736,115.93
May	\$469,373.74	\$877,139.88	\$1,346,513.62	\$4,393,630.36	\$2,266,742.19 Amount to collect
June					
July					
August					
September					
October					
November					
December					
<b>Total YTD</b>	<b>\$1,933,257.81</b>	<b>\$2,460,372.55</b>	<b>\$4,393,630.36</b>		



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27th, 2022

**Item Title:** Information Technology Division Report

**Attachments:** N/A

**Submitted by:** I.T. Director Scott-Ralston

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

1. IT Key Performance Indicators
  - a. 351 Resolved Consortium-Wide Trouble Tickets and Requests
  - b. 187 Resolved Consortium-Wide Helpdesk Calls
  - c. 24 On-Station Support Visits
  - d. Tier 1 Application Availability: 100.00%
  - e. Network Availability: 99.86%
  - f. 908 Active User Accounts
2. Projects Completed
  - a. Archived EF Recovery Data Transferred to Central Pierce Fire & Rescue
  - b. Continued Network and Mitel Phone Optimizations
3. Major Projects Underway
  - a. Continued UcaaS implementation (Mitel Phones)
  - b. Planning for the Consortium-wide O365 - Exchange Upgrade
  - c. Redundant Data Center
  - d. Redundant Network Circuits
  - e. Intterra/South Sound 911 Data Connections
  - f. Archived EF Recovery Data Migration





## Board Meeting Agenda Item Summary

**Agenda Date:** June 27<sup>th</sup>, 2022

**Item Title:** Logistics Update

**Attachments:**

**Submitted by:** AC Stueve

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

- Facilities – Station 65 Roof Renovation is on time and progressing to be completed by early July. Central Stores movement prep has begun at Station 66 (Logs Ctr.)
- Fleet – Expecting our KME Rotational engines from Cascade Fire at any moment and continue with upfitting.
- Logistics Staffing – We are excited for our new Logistics Captain, Don Hodges and Facility Lead, BJ Butler.

### FINANCIAL IMPACT:



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** Prevention & Education

**Attachments:** None

**Submitted by:** Kevin Berdan

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

- 1.) Meeker Days was a great success. Despite the colder-than-normal weather, we distributed well over 6,500 Junior Firefighter stickers, along with an uncounted number of temporary tattoos, fire activity & coloring books, and crayons. We also engaged with parents and other community members to answer questions about our upcoming ballot measures, and found that many already knew about them through our website or social media.
- 2.) Station 72 Open House on Saturday, June 25<sup>th</sup>, along with a second Open House on Saturday, July 9<sup>th</sup> at Station 60. The event plan will allow for community members to see all areas of the Station, to include the day rooms, bunk rooms, and kitchen/dining areas. JBLM expressed interest in partnering with us, as well as the Red Cross, so they will be onsite with vehicles and booths to welcome in our community members.
- 3.) Public Educator Courtney Thompson completed the Public Fire & Life Safety Educator I Certification from IFSAC. It included both a written exam and the development of a lesson plan that was delivered to a proctor.
- 4.) We hosted another CPR Instructor Certification course to ensure we have the personnel needed to staff our publicly-offered CPR classes. Modern manikins with feedback devices, AED-trainers, and AHA-approved coursework will all be a part of our offering. Courtney has also obtained her Safe Sitter Instructor endorsement, and will be teaching the course in the near future – we are attempting to coordinate that with the previous instructor, Kim D.
- 5.) Pete Wohrle conducted the first fire extinguisher classes in two years for Puyallup Endoscopy and Cascade Laser.



## Board Meeting Agenda Item Summary

**Agenda Date** 06/27/22

**Item Title:** Health & Safety Div. Report

**Attachments:**

**Submitted by:** AC McKenzie

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

1. Entering final QTR FIIRE Program. CPFR has option to continue into year 2.
2. **OSHA injury to report 1 medical, 1 strain.**

### OSHA RECORDABLE INCIDENTS

**05/01/2022 - 05/31/2022**

Date of Incident	Station	Days Away	Days with Job Restrictions	Description	OSHA Classification
5/10/2022	Station 72	0	0	During rehab, elevated heart rate, heart rate did not go down in required time, sent to hospital for eval, diagnosed with severe HTN and tachycardia	Injury - Exposure to Harmful Substance
5/14/2022	Station 72	Still out (19 and counting)	0	Moving patient ~650 Lbs with Mega Mover, sustained pain/sprain in R-side groin area	Injury - Overexertion

**FINANCIAL IMPACT:** N/A



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** DC Administration Report

**Attachments:**

**Submitted by:** Russ Karns, Deputy Chief

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

Station 66 property acquisition is moving forward, we are working on a septic easement and still engaged in the Boundary Line Adjustment.

Station 72 mediation fell apart and we are now continuing with the trial-type resolution. I have had multiple meetings to discuss upcoming depositions and trial.

Supplies in all aspects from vehicles to PPE are becoming an issue. We are working through them but they are definitely creating an impact to our organization.



## Board Meeting Agenda Item Summary

**Agenda Date:** June 27, 2022

**Item Title:** Fire Chief's Report

**Attachments:** Statement of Support

**Submitted by:** Chief Morrow

### **RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### **SUMMARY:**

### **COMMUNITY OUTREACH**

Staff has been doing a fantastic job with community outreach. This past weekend we actively participated in Meeker Days and the District has several community engagements planned in the coming weeks, including an Open House at Station 72 and Station 60. A special thanks to AC Berdan and his staff for all their efforts.

### **FIREFIGHTER OF THE YEAR**

Assistant Chief Ron Kent has been selected as the Firefighter of the Year by the Washington State Grange. He will be recognized on June 23<sup>rd</sup>. Ron was selected for his continued contribution as an emergency service provider, and his countless hours of volunteering within the community, specifically to youth sports.

### **NATIONAL GUARD & RESERVES**

I had the opportunity to spend a day with the National Guard on June 17<sup>th</sup>. The experience really highlighted the amazing work our folks do that participate in the National Guard and Reserves. I would appreciate the Board considering making a formal statement of support for our Military Members. See attached item.



## STATEMENT OF SUPPORT FOR THE GUARD AND RESERVE



### *Central Pierce Fire & Rescue*

**W**e recognize the Guard and Reserve are essential to the strength of our Nation and the well-being of our communities.

**I**n the highest American tradition, the patriotic men and women of the Guard and Reserve serve voluntarily in an honorable and vital profession. They train to respond to their community and their country in time of need. They deserve the support of every segment of our society.


**I**f these volunteer forces are to continue to serve our Nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security.

**T**herefore, we join other employers in pledging that:

- We fully recognize, honor and comply with the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- We will provide our managers and supervisors with the tools they need to effectively manage those employees who serve in the Guard and Reserve.
- We appreciate the values, leadership and unique skills Service members bring to the workforce and will encourage opportunities to employ Guardsmen, Reservists, transitioning Service members and Veterans.
- We will continually recognize and support our country's Service members and their families in peace, in crisis, and in war.

\_\_\_\_\_  
Employer

  
Ronald E. Bogle  
National Chair, ESGR

  
Lloyd J. Austin III  
Secretary of Defense

\_\_\_\_\_  
Date



## Dianne Porter

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**To:** Audra Davis  
**Subject:** RE: Recognition

**From:** Micah Ralston <[MRalston@Centralpiercefire.org](mailto:MRalston@Centralpiercefire.org)>  
**Sent:** Wednesday, June 15, 2022 11:23 AM  
**To:** Colton Seaburg <[CSeaburg@Centralpiercefire.org](mailto:CSeaburg@Centralpiercefire.org)>  
**Cc:** [HR@CentralPierceFire.org](mailto:HR@CentralPierceFire.org)  
**Subject:** Recognition

Hi Colton,

This week I've had two different people at the AC and DC level go out of their way to mention you by name and describe what a great customer service experience they had working with you when they reached out with critical and time sensitive issues. The words used to describe you and the interactions with you included: professional, courteous, calm under pressure, and eager to help. Your actions and attitude improved these individual's perception of the IT team as a whole, built trust with our user base, and enabled these individuals to continue serving the mission of CPFR.

I want to sincerely thank you for your exceptional customer service and encourage you to keep modeling that behavior, it is being noticed and it's deeply appreciated.

Micah Scott-Ralston  
I.T. Director  
**Central Pierce Fire and Rescue**  
**D:** 253-538-6427 | **M:** 253-363-7296 | **E:** [mrалston@centralpiercefire.org](mailto:mrалston@centralpiercefire.org)  
[www.centralpiercefire.org](http://www.centralpiercefire.org)

**Dianne Porter**

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**To:** Stephanie Glass  
**Subject:** RE: Thank you FF Joe Snyder

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**From:** Noah Tchobanoff  
**Sent:** Tuesday, June 14, 2022 9:31 AM  
**To:** Frank Naubert; Adam Rosenlund  
**Cc:** Joseph Snyder  
**Subject:** Thank you FF Joe Snyder

Hello Lt Naubert and Chief Rosenlund,

I would like to take this opportunity to recognize and thank FF Joe Snyder for his outstanding effort with Probationary FF Tyler Kaplan during his 1st shift at CP on E63. On my arrival to the station on 6/13/22 at 0630 FF Snyder was in uniform and already working with Probationary FF Kaplan on getting him set up to respond on E63 and working on the rig check. During this shift E63 responded to 7 alarms, had battalion level Known Rescue drill, had to complete all of the station monthly assignments including a monthly on E63. FF Snyder went way above and beyond spending all of his time during the shift with Probationary FF Kaplan showing him as much as he could fit into the time available including working past 2100 to ensure completion of the monthly check on E63. The effort and dedication displayed by FF Snyder ensured that Probationary FF Kaplan would have a successful 1st shift and learn as much as possible welcoming Probationary FF Kaplan as a member of our organization.

Thank you FF Joe Snyder for your amazing effort and example!

Noah Tchobanoff  
Station 65 Captain  
E65 B Shift  
253-820-1429





## Central Pierce Fire & Rescue

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June 16<sup>th</sup> 2022

Noah (Tchobanoff),

I'd like to formally commend you on the work you've done leading the Wildland Urban Interface workgroup over the last three years.

I have been involved in several committees, workgroups, or teams, since being at Central Pierce Fire & Rescue, and this group is run as well, if not better than, any of those. Our monthly/as needed meetings are to the point, well thought out, and you take the time to listen to all of our concerns and ideas. When the meeting is done there is no doubt of who is doing what by when.

You coordinate the WUI training for the year with the pinnacle being the "field day". You make contact with over ten residents, get their info and continue to reach out to them about our drill. You explain what we are doing on the drill day. That we will walk around their houses and property over three days with over 120 firefighters. Then you come up with the scenario and make laminated maps and handouts for all the crews involved. Everything is planned out and ready for the instructors and students.

In every way, you demonstrate the professionalism and values of Central Pierce Fire & Rescue. I'm proud to say that I get to work with you on this group and look forward to what the future holds for you.

Sincerely,

*Logan Kovash*

Logan Kovash  
Captain 60 B shift