



CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

Date: June 12, 2023

Place: In-Person / Headquarters -17520 – 22nd Ave E., Tacoma, WA
Virtual / (Visit 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 aparamapoonya@centralpiercefirerescue.org by 4:00pm meeting day.

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. 3:** Minutes: Regular Board Meeting of May 22, 2023

C. **Pg. 6:** Approval of:

Accounts Payable Warrants Numbered 58958 to 59013 totaling:	\$	6, 299,640.26
Net Payroll Warrants Numbered 107755 to 107758 totaling:	\$	44,708.85
GRAND TOTAL	\$	6,344,349.11

Pg. 27: For Informational Purposes Only - The following electronic payments totaling \$4,415,796.24 (AP Warrant Numbers 58958, 58964, 58986, 58987, 59004, 59006).

6. Unfinished Business (Second Reading and Final Action)

A. **Pg. 66:** Board Policy 5.03 Writing Off Transport Patient Accounts - FD Robacker

7. New Business (First Reading)

A. **Pg. 74:** Board Policy 3.27 Purchasing Policy – FD Robacker

8. Considerations and Requests

A. **Pg. 106:** Pierce County WebEOC Agreement - Chief Morrow

B. **Pg. 115:** Benaroya Facility Naming Convention - Chief Morrow



CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

- C. **Pg. 116:** Creation of Helpdesk Supervisor Pay Range - HRD Washo
- 9. **Staff, Local, Firefighter's Association and Fire Chief Reports**
 - A. **Pg. 119:** Human Resources – HRD Washo
 - B. **Pg. 121:** Training – AC Benning
 - C. **Pg. 122:** Field Operations – AC Kent
 - D. **Pg. 124:** EMS – AC Bouchard
 - E. **Pg. 125:** Health and Wellness – AC Stueve
 - F. **Pg. 126:** Deputy Chief's Report - DC VanKeulen
 - G. **Pg. 127:** Fire Chief's Report – Chief Morrow
- 10. **Correspondence**
 - A. **Pg. 128:** Employee Recognition
- 11. **Commissioner Comments**
- 12. **Adjournment**

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS
May 22, 2023**

Vice Chair Stringfellow called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at District Headquarters – 17520 22nd Ave E., Tacoma at 5:05 p.m. A remote attendance option was available to the public. Present in person were: Vice Chair Stringfellow, AC Radcliff, FD Robacker, and Admin SS Erika McInnis, recorder. Present virtually via Zoom were Commissioners Willis and Mitchell, Ex-Officio Door, Chief Morrow, DC VanKeulen, and AC Berdan.

PLEDGE OF ALLEGIANCE

Vice Chair Stringfellow led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Mitchell 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: Chair Holm and Commissioner Coleman
- B. Minutes: Regular Board Meeting of May 8, 2023
- C. Approval of:

Accounts Payable Warrants Numbered 58881 to 58957 totaling:	\$	1,509,568.97
GRAND TOTAL	\$	1,509,568.97

Commissioner Willis moved and Commissioner Mitchell seconded to approve the Consent Agenda with warrants totaling \$1,509,568.97. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

- A. Board Policy 3.20 Vehicle Use

FD Robacker reviewed Board Policy 3.20 Vehicle Use. No changes were made after the First Reading. Commissioner Mitchell moved and Commissioner Willis seconded to approve Board Policy 3.20 Vehicle Use as presented by Staff. **MOTION CARRIED.**

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

- A. Board Policy 5.03 Writing Off Transport Patient Accounts

FD Robacker reviewed Board Policy 5.03 Writing Off Transport Patient Accounts. All feedback and/or comments from the Board over the next two weeks will be included in revisions.

CONSIDERATIONS AND REQUESTS

A. 2023 Pierce County Fire Protection Services Contract

Chief Morrow explained that the District has contracted with Pierce County for fire protection services for many years. The contract amount represents the District's anticipated revenue for county properties located in the District. Commissioner Willis moved and Commissioner Mitchell seconded to approve the 2023 Pierce County Contract for Fire Protection Services, as presented by Staff. **MOTION CARRIED**

B. Darkhorse Expansion

Chief Morrow presented the Darkhorse Expansion Agreement and scope of work to the Board. Commissioner Mitchell moved and Commissioner Willis seconded to approve the Fire Chief to sign and execute the Darkhorse Expanded Scope of Work Agreement as presented. **MOTION CARRIED.**

C. Data Warehouse

Chief Morrow reviewed the RFP that was released for assistance with the development of a data warehouse. Marquam was the only responsive and qualified bidder to the RFP. Commissioner Mitchell moved and Commissioner Willis seconded to approve the award for the data warehouse consulting services RFP to Marquam as presented by Staff. **MOTION CARRIED.**

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

The following divisions provided a written report in the packet:

- A. Finance/FD Robacker: FD Robacker reviewed the Finance Division Report, including the April Checkbook & Financial Reports.
- B. Prevention & Education/AC Berdan: AC Berdan reviewed the Prevention & Education Division Report.
- C. Safety/AC McKenzie: AC McKenzie reviewed the Safety Division Report.
- D. Administration/DC VanKeulen: DC VanKeulen reviewed the Administration Division Report, including updates on Station development for 60, 62, and 66.
- E. Fire Chief's Report/Chief Morrow: Chief Morrow reviewed the Fire Chief's Report, and updated the Board on various regionalization efforts.

CORRESPONDENCE

- A. Employee Recognition

COMMISSIONER COMMENTS

Commissioner Stringfellow: Thank you to everyone who has been working on the review of District Policies.

Commissioner Willis: Commissioner Willis was pleased to hear about the update on regionalization efforts, as well as hearing that the stats on back injuries have reduced District wide.

Commissioner Mitchell: Commissioner Mitchell thanked Chief Morrow and staff for holding the last Board Meeting at the new administrative building. The building looks very impressive. Great job.

Ex-Officio Door: A vote regarding a Public Safety Building is planned for tomorrow. Thank you everyone.

ADJOURNMENT

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

The meeting adjourned at 5:52 p.m.

MATTHEW HOLM
CHAIR OF THE BOARD

TANYA ROBACKER
DISTRICT SECRETARY

ERIKA MCINNIS
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>
05/18/2023 - 05/31/2023	AP00058958 -AP00059013	\$6,299,640.26
05/31/2023	PY00107755 -PY00107758	\$44,708.85
Total		\$6,344,349.11

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 00058958	CPFR	Central Pierce Fire & Rescu	05/18/23	47,194.92	MW	IS	
AP CHK 00058959	HONEYWEL	HONEYWELL	05/18/23	23,623.20	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	70,818.12	Number of Checks Processed:	2
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	70,818.12		

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/18/2023
End Date: 05/18/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
HONEYWELL (HONEYWEL)					
	5262415094	01/12/2023	23,623.20	STATION ALERTING EQ - STN 62	3016029422 56201
TOTAL FOR CHECK AP 00058959:			23,623.20		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	051823	05/18/2023	47,194.92	05/18/2023 AP EFTS	301 21110
TOTAL FOR CHECK AP 00058958:			47,194.92		
REPORT TOTAL:			70,818.12		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00058960	AHLECRE	AHLERS CRESSMAN & SLEIGHT P	05/18/23	105.00	MW	IS	
AP CHK 00058961	AIRGAS	Airgas Nor Pac Inc	05/18/23	74.21	MW	IS	
AP CHK 00058962	INTETELE	ALLSTREAM BUSINESS US INC	05/18/23	735.80	MW	IS	
AP CHK 00058963	APPRIVER	APPRIVER	05/18/23	2,721.88	MW	IS	
AP CHK 00058964	CPFR	Central Pierce Fire & Rescu	05/18/23	126,075.68	MW	IS	
AP CHK 00058965	QWESINTE	CenturyLink Communications	05/18/23	8,888.40	MW	IS	
AP CHK 00058966	CONNBUSI	Connell's Business System	05/18/23	142.21	MW	IS	
AP CHK 00058967	DMRECYCL	D M Recycling Co Inc	05/18/23	574.95	MW	IS	
AP CHK 00058968	DEPTLABO	Department of Labor & Indus	05/18/23	228.90	MW	IS	
AP CHK 00058969	DEPTVETE	Department of Veterans Affa	05/18/23	55.00	MW	IS	
AP CHK 00058970	ELMHMUTU	Elmhurst Mutual Power & Lig	05/18/23	567.50	MW	IS	
AP CHK 00058971	HEALMANA	Healthcare Management	05/18/23	1,221.00	MW	IS	
AP CHK 00058972	LANDRECO	Land Recovery Inc	05/18/23	560.72	MW	IS	
AP CHK 00058973	GILK10180	MALAC GILKEY	05/18/23	268.99	MW	IS	
AP CHK 00058974	MATEFLOW	Material Flow & Conveyor Sy	05/18/23	1,794.50	MW	IS	
AP CHK 00058975	HOLM03120	Matthew Holm	05/18/23	62.88	MW	IS	
AP CHK 00058976	MURRDISP	Murrey's Disposal	05/18/23	1,420.73	MW	IS	
AP CHK 00058977	NEXTSTEP	NEXT STEP APPAREL	05/18/23	792.00	MW	IS	
AP CHK 00058978	PAPEMACH	PAPE MACHINERY	05/18/23	802.68	MW	IS	
AP CHK 00058979	PSENERGY	Puget Sound Energy	05/18/23	1,967.71	MW	IS	
AP CHK 00058980	RAINWELD	RAINIER WELDING SUPPLIES	05/18/23	31.68	MW	IS	
AP CHK 00058981	SSTIREPU	S&S TIRE SERVICE INC	05/18/23	368.46	MW	IS	
AP CHK 00058982	SUMMWATE	Summit Water Company	05/18/23	699.19	MW	IS	
AP CHK 00058983	HOMEPRO	THE HOME DEPOT PRO	05/18/23	139.41	MW	IS	
AP CHK 00058984	VERIWIRE	Verizon Wireless	05/18/23	1,766.73	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		152,066.21		Number of Checks Processed:			25
		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		152,066.21					

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/18/2023

End Date: 05/18/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
AHLERS CRESSMAN & SLEIGHT PLLC (AHLECRS)						
	89937	04/30/2023	105.00	APR'23 LEGAL/CEDAR SPRINGS	0012002210	54151
TOTAL FOR CHECK AP 00058960:			105.00			
AIRGAS NOR PAC INC (AIRGAS)						
	9136726758	05/01/2023	74.21	MEDICAL O2/ST61 APRIL 2023	1013402680	53141
TOTAL FOR CHECK AP 00058961:			74.21			
APPRIVER (APPRIVER)						
	2443499	04/01/2023	190.90	CPFR- EMAIL ENCRYPTION USER AD	0012102215	54813
	2443499	04/01/2023	1,823.42	GH-EMAIL THREAT PROTECTION	0012182215	53401
	2443499	04/01/2023	707.56	KP-EMAIL THREAT PROTECTION	0012222215	53401
TOTAL FOR CHECK AP 00058963:			2,721.88			
CONNELL'S BUSINESS SYSTEM (CONNBUSI)						
	59991	05/10/2023	142.21	IT BROTHER DR-221CL DRUM UNIT	0012102215	54811
TOTAL FOR CHECK AP 00058966:			142.21			
D M RECYCLING CO INC (DMRECYCL)						
	11345169S111	05/01/2023	93.00	#21116116470 STN69 REC	0016092250	54741
	11345169S111	05/01/2023	93.00	#21116116470 SHOP REC	0016502265	54741
	11345436S111	05/01/2023	102.00	#21116157279 TC APR RECYCLE .	0016172250	54741
	11345460S111	05/01/2023	171.95	#21116158282 STN71 REC	0017012250	54741
	11347756S111	05/01/2023	115.00	#2111321880674 LOG CTR REC	0016162250	54741
TOTAL FOR CHECK AP 00058967:			574.95			
DEPARTMENT OF LABOR & INDUSTRI (DEPTLABO)						
	362547	05/08/2023	228.90	2023 61 BOILER PRESSURE INSPEC	0016012250	54191
TOTAL FOR CHECK AP 00058968:			228.90			
DEPARTMENT OF VETERANS AFFAIRS (DEPTVETE)						
	082821-042623	04/26/2023	55.00	INSURANCE OVERPAID	101340	34260
TOTAL FOR CHECK AP 00058969:			55.00			
ELMHURST MUTUAL POWER & LIGHT (ELMHMUTU)						
	68-230510	05/10/2023	567.50	#63497 STN68 ELECTRICITY	0016082250	54731
TOTAL FOR CHECK AP 00058970:			567.50			
HEALTHCARE MANAGEMENT (HEALMANA)						
	120422-042823	04/28/2023	1,221.00	INSURANCE OVERPAID	101340	34260
TOTAL FOR CHECK AP 00058971:			1,221.00			
INTEGRA TELECOM (INTETELE)						
	19503326	05/08/2023	735.80	#637153 APR SVC CHGS	0012102215	54202
TOTAL FOR CHECK AP 00058962:			735.80			
LAND RECOVERY (LANDRECO)						
	0102396103	04/18/2023	25.00	STATION 69 SCOTCH BROOM DISPOS	0012042254	54741
	0102409541	05/04/2023	170.30	STATION 62 GARBAGE	0012042254	54741
	0102421537	05/18/2023	209.32	MAY18 STN62 DUMP RUN	0012042254	54741
	032023	03/20/2023	156.10	STATION 62 GARBAGE DUMP RUN	0012042254	54741
TOTAL FOR CHECK AP 00058972:			560.72			
MALAC GILKEY (GILK10180)						
	051123	04/25/2023	268.99	DEMO RAIN GEAR/BOOTS	0012502210	52010

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/18/2023

End Date: 05/18/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
TOTAL FOR CHECK AP 00058973:			268.99		
MATERIAL FLOW & CONVEYOR SYSTE (MATEFLOW)					
	310594	05/03/2023	1,794.50	CS SHELVING STEP BEAMS	0012052218 53501
TOTAL FOR CHECK AP 00058974:			1,794.50		
MATTHEW HOLM (HOLM03120)					
	042723	05/11/2023	62.88	MILEAGE REIMB APR10-APR27	0011001100 54331
TOTAL FOR CHECK AP 00058975:			62.88		
MURREY'S DISPOSAL (MURRDISP)					
	11349191S111	05/01/2023	179.93	#211111158760 69 GARBAGE CHG	0016092250 54741
	11349191S111	05/01/2023	179.92	#211111158760 SHOP GARB CHG	0016502265 54741
	11350239S111	05/01/2023	4.85	MAR LATE FEE	0012012211 54914
	11350239S111	05/01/2023	191.67	#211111158741 STN67 GARB CHG	0016072250 54741
	11353629S111	05/01/2023	302.75	#2111321887533 ARMORY GARB	0017132250 54741
	11394092S111	05/01/2023	561.61	#211147000358 STN71 GARB	0017012250 54741
TOTAL FOR CHECK AP 00058976:			1,420.73		
NEXT STEP APPAREL (NEXTSTEP)					
	230375	04/26/2023	792.00	gray tee shirts	0012042254 52014
TOTAL FOR CHECK AP 00058977:			792.00		
PAPE MACHINERY (PAPEMACH)					
	215305601	04/30/2023	802.68	T/C FORKLIFT RENTAL	0012042254 54502
TOTAL FOR CHECK AP 00058978:			802.68		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	051823	05/18/2023	120,047.87	05/18/2023 AP EFTS	001 21110
	051823	05/18/2023	6,027.81	05/18/2023 AP EFTS	101 21110
TOTAL FOR CHECK AP 00058964:			126,075.68		
PUGET SOUND ENERGY (PSENERGY)					
	60-230510	05/10/2023	566.44	#220013518166 STN60 NAT GAS	0016002250 54701
	63-230508	05/08/2023	325.50	#220012344424 STN63 NAT GAS	0016032250 54701
	64-230511	05/11/2023	193.94	#200022454991 STN64 NAT GAS	0016042250 54701
	65-230509	05/09/2023	399.49	#200012556508 stn65 NAT GAS	0016052250 54701
	67-230508	05/08/2023	316.84	#200005777707 STN67 NAT GAS	0016072250 54701
	TC-230508	05/08/2023	165.50	#200014257659 TC NAT GAS	0016172250 54701
TOTAL FOR CHECK AP 00058979:			1,967.71		
QWEST (QWESINTE)					
	640513132	05/08/2023	3,339.39	CP-APR COMM CONNECTIONS	0012102215 54202
	640513132	05/08/2023	2,295.95	GH-APR COMM CONNECTIONS	0012182215 54202
	640513132	05/08/2023	3,253.06	KP-MAR COMM CONNECTIONS	0012222215 54202
TOTAL FOR CHECK AP 00058965:			8,888.40		
RAINIER WELDING SUPPLIES (RAINWELD)					
	INV90777	05/11/2023	31.68	WELDING SUPPLIES	0016502265 53141
TOTAL FOR CHECK AP 00058980:			31.68		
S&S TIRE (SSTIREPU)					
	1142761	05/08/2023	82.05	STEEL WHEEL LUGS STOCK	0016502265 53143
	1142788	05/08/2023	286.41	E18-7, TIRE DEMOUNT, REMOUNT	0016502265 54820
TOTAL FOR CHECK AP 00058981:			368.46		

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/18/2023
End Date: 05/18/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
SUMMIT WATER COMPANY (SUMMWATE)					
	67-230510	05/10/2023	161.83	#1312200001 STN67 WATER CHG	0016072250 54711
	67T-230510	05/10/2023	537.36	#1312250001 67TWR WATER CHG	0016472250 54711
TOTAL FOR CHECK AP 00058982:			699.19		
THE HOME DEPOT PRO (HOMEPRO)					
	745022640	05/11/2023	139.41	DIVERSEY GLANCE GLASS & MULTI-	0012052218 53198
TOTAL FOR CHECK AP 00058983:			139.41		
VERIZON WIRELESS (VERIWIRE)					
	9933084817	04/21/2023	875.19	CP-IPHONE14-JUSTIN PIERCE POWE	0012042254 53501
	9933084817	04/21/2023	891.54	#74200269700006 APR SVC CHG	0012102215 54202
TOTAL FOR CHECK AP 00058984:			1,766.73		
REPORT TOTAL:			152,066.21		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00058985	CKGARAGE	C&K GARAGE DOORS & OPENERS	05/25/23	29,700.00	MW	IS	
AP CHK 00058986	CPFR	Central Pierce Fire & Rescu	05/25/23	334.75	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	30,034.75	Number of Checks Processed:	2
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 30,034.75

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/25/2023
End Date: 05/25/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
C&K GARAGE DOORS & OPENERS LLC (CKGARAGE)					
	971689	05/10/2023	29,700.00	STN 62 BAY DOORS & OPENERS	3016022250 54801
TOTAL FOR CHECK AP 00058985:			29,700.00		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	052523	05/25/2023	334.75	05/25/2023 AP EFTS	301 21110
TOTAL FOR CHECK AP 00058986:			334.75		
REPORT TOTAL:			30,034.75		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00058987	CPFR	Central Pierce Fire & Rescu	05/25/23	287,641.16	MW	IS	
AP CHK 00058988	CHEVPUYA	CHEVROLET OF PUYALLUP	05/25/23	251.78	MW	IS	
AP CHK 00058989	COMCAST	COMCAST	05/25/23	121.90	MW	IS	
AP CHK 00058990	DELLMARK	Dell Marketing	05/25/23	2,077.04	MW	IS	
AP CHK 00058991	GALLS	Galls Incorporated	05/25/23	698.50	MW	IS	
AP CHK 00058992	GEOR11060	JAMAL GEORGE	05/25/23	2,226.56	MW	IS	
AP CHK 00058993	KOAHILLS	KOA HILLS CONSULTING LLC	05/25/23	360.00	MW	IS	
AP CHK 00058994	LANDRECO	Land Recovery Inc	05/25/23	244.81	MW	IS	
AP CHK 00058995	MOUSELEC	MOUSER ELECTRONIC	05/25/23	148.60	MW	IS	
AP CHK 00058996	NEXTSTEP	NEXT STEP APPAREL	05/25/23	112.20	MW	IS	
AP CHK 00058997	PSENERGY	Puget Sound Energy	05/25/23	2,784.32	MW	IS	
AP CHK 00058998	SSTIREPU	S&S TIRE SERVICE INC	05/25/23	4,231.68	MW	IS	
AP CHK 00058999	HOMEPRO	THE HOME DEPOT PRO	05/25/23	286.33	MW	IS	
AP CHK 00059000	UNITPARC	United Parcel Service	05/25/23	11.56	MW	IS	
AP CHK 00059001	WASHWATE	WASHINGTON WATER SERVICE CO	05/25/23	85.18	MW	IS	
AP CHK 00059002	WATECOMP	Waterous Company	05/25/23	114.04	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	301,395.66	Number of Checks Processed:	16
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 301,395.66

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/25/2023

End Date: 05/25/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
CHEVROLET OF PUYALLUP (CHEVPUYA)						
	724059	05/23/2023	251.78	AC DELCO BATTERY STOCK	0016502265	53143
TOTAL FOR CHECK AP 00058988:			251.78			
COMCAST (COMCAST)						
	051223	05/12/2023	121.90	#8498350232177247 MAY SVC CHGS	0012102215	54202
TOTAL FOR CHECK AP 00058989:			121.90			
DELL MARKETING (DELLMARK)						
	10672189365	05/16/2023	1,837.72	CP-PRECISION 3660 TOWER-ST# 6	0012102215	53501
	10672189365	05/16/2023	239.32	CP-DELL 24" MONITOR-ST# 65	0012102215	53501
TOTAL FOR CHECK AP 00058990:			2,077.04			
GALLS INCORPORATED (GALLS)						
	024534895	05/18/2023	139.70	BLUE NOMEX PANTS B CUT	0012042254	52011
	024547053	05/19/2023	419.10	BLUE NOMEX PANTS B CUT SIZE:	0012042254	52011
	024547061	05/19/2023	139.70	BLUE NOMEX PANTS B CUT	0012042254	52011
TOTAL FOR CHECK AP 00058991:			698.50			
JAMAL GEORGE (GEOR11060)						
	20234455	05/23/2023	266.00	JUNE6/HAZMAT CONF/PERD/BALTIMO	0013202260	54301
	20234455	05/23/2023	1,960.56	JUNE6/HAZMAT CONF/LODGE/BALTIM	0013202260	54311
TOTAL FOR CHECK AP 00058992:			2,226.56			
KOA HILLS CONSULTING LLC (KOAHILLS)						
	9865	05/16/2023	360.00	APR PYRL/HR BUSINESS PROCESS	0012012211	54911
TOTAL FOR CHECK AP 00058993:			360.00			
LAND RECOVERY (LANDRECO)						
	0102410406	05/05/2023	244.81	MAY5 TRAINING DUMP RUN	0012302240	54741
TOTAL FOR CHECK AP 00058994:			244.81			
MOUSER ELECTRONIC (MOUSELEC)						
	73904983	05/22/2023	148.60	VALOR FAN RELAY SWITCH	0016502265	53143
TOTAL FOR CHECK AP 00058995:			148.60			
NEXT STEP APPAREL (NEXTSTEP)						
	230415	05/19/2023	112.20	6-xxxx-large gray tee shirts	0012042254	52014
TOTAL FOR CHECK AP 00058996:			112.20			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	052523	05/25/2023	284,000.66	05/25/2023 AP EFTS	001	21110
	052523	05/25/2023	3,640.50	05/25/2023 AP EFTS	101	21110
TOTAL FOR CHECK AP 00058987:			287,641.16			
PUGET SOUND ENERGY (PSENERGY)						
	69-230516	05/16/2023	1,160.97	#200012220444 STN69 ELECTR	0016092250	54731
	72-230517	05/17/2023	82.42	#200004724288 STN72 NAT GAS	0017022250	54701
	72-230517	05/17/2023	115.05	#200004724288 STN72 ELECTR	0017022250	54731
	72N-230516	05/16/2023	457.66	#220024114682 APR/MAY GAS	0017022250	54701
	72N-230516	05/16/2023	435.23	#220024114682 APR/MAY ELECTRIC	0017022250	54731
	SP-230516	05/16/2023	532.99	#200017634847 SHOP ELECTR	0016502265	54731
TOTAL FOR CHECK AP 00058997:			2,784.32			
S&S TIRE (SSTIREPU)						

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/25/2023
End Date: 05/25/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1142802	05/17/2023	40.35	SC22-1 DIRECT BILL CENTER CAP	0016502265 53143
	1143082	05/18/2023	4,191.33	BT16-1 NEW TIRES & INSTALL	0016502265 54820
TOTAL FOR CHECK AP 00058998:			4,231.68		
THE HOME DEPOT PRO (HOMEPRO)					
	746823350	05/23/2023	286.33	LINER, 40x46 (1.25MIL) (BOX)	0012052218 53198
TOTAL FOR CHECK AP 00058999:			286.33		
UNITED PARCEL SERVICE (UNITPARC)					
	5Y5731193	05/13/2023	11.56	FRT TO LIGHTHOUSE	0012042254 54221
TOTAL FOR CHECK AP 00059000:			11.56		
WASHINGTON WATER SERVICE (WASHWATE)					
	64-230515	05/15/2023	85.18	#9532658329 STN64 WATER CHG	0016042250 54711
TOTAL FOR CHECK AP 00059001:			85.18		
WATEROUS COMPANY (WATECOMP)					
	P2S7456001	05/24/2023	114.04	PN 61403 6" INTAKE SCREENS	0016502265 53143
TOTAL FOR CHECK AP 00059002:			114.04		
REPORT TOTAL:			301,395.66		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00059003	CALISTAT	CALIFORNIA STATE DISBURSEME	05/26/23	1,202.00	MW	IS	
AP CHK 00059004	CPFR	Central Pierce Fire & Rescu	05/26/23	1,038,278.83	MW	IS	
AP CHK 00059005	VOID.CONTINU	Void - Continued Stub	05/26/23	0.00	VM	VD	Void
AP CHK 00059006	CPFR	Central Pierce Fire & Rescu	05/26/23	4,693,850.70	MW	IS	
AP CHK 00059007	GET	Guaranteed Education Tuitio	05/26/23	796.00	MW	IS	
AP CHK 00059008	OPEIU	Office & Professional Emplo	05/26/23	1,319.07	MW	IS	
AP CHK 00059009	TACOPCCH	Tacoma Pierce County Chapla	05/26/23	3,634.00	MW	IS	
AP CHK 00059010	TREAGUAM	TREASURER OF GUAM	05/26/23	800.00	MW	IS	
AP CHK 00059011	UNITWAY	United Way	05/26/23	35.00	MW	IS	
AP CHK 00059012	BENESOLU	WCIF	05/26/23	3,731.58	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	1
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	5,743,647.18	Number of Checks Processed:	9
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 5,743,647.18

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/26/2023

End Date: 05/26/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
CALIFORNIA STATE DISBURSEMENT (CALISTAT)						
	2607/2301005	05/26/2023	1,202.00	MAY PAYROLL	001	23191
TOTAL FOR CHECK AP 00059003:			1,202.00			
GUARANTEED EDUCATION TUITION (GET)						
	2840/2301005	05/26/2023	90.10	MAY PAYROLL	001	23189
	2840/2301005	05/26/2023	705.90	MAY PAYROLL	101	23189
TOTAL FOR CHECK AP 00059007:			796.00			
OFFICE & PROFESSIONAL EMPLOYEE (OPEIU)						
	2302/2301005	05/26/2023	1,244.57	MAY PAYROLL	001	23162
	2302/2301005	05/26/2023	74.50	MAY PAYROLL	101	23162
TOTAL FOR CHECK AP 00059008:			1,319.07			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	052623	05/26/2023	668,800.04	MAY PY VENDOR EFT	001	21110
	052623	05/26/2023	369,478.79	MAY PY VENDOR EFT	101	21110
TOTAL FOR CHECK AP 00059004:			1,038,278.83			
	1002/2301005	05/26/2023	784.80	MAY PAYROLL	001	23151
	1003/2301005	05/26/2023	44,132.31	MAY PAYROLL	001	23151
	1003/2301005	05/26/2023	23,025.76	MAY PAYROLL	101	23151
	1101/2301005	05/26/2023	135,233.16	MAY PAYROLL	001	23153
	1101/2301005	05/26/2023	76,403.48	MAY PAYROLL	101	23153
	1110/2301005	05/26/2023	31,051.40	MAY PAYROLL	001	23154
	1110/2301005	05/26/2023	2,773.71	MAY PAYROLL	101	23154
	1111/2301005	05/26/2023	7,444.14	MAY PAYROLL	001	23154
	1201/2301005	05/26/2023	4,504.10	MAY PAYROLL	001	23153
	1201/2301005	05/26/2023	2,296.69	MAY PAYROLL	101	23153
	1450/2301005	05/26/2023	400.00	MAY PAYROLL	101	23170
	1450/2301005	05/26/2023	9,855.32	MAY PAYROLL	001	23170
	1453/2301005	05/26/2023	96.00	MAY PAYROLL	001	23170
	1453/2301005	05/26/2023	258.00	MAY PAYROLL	101	23170
	1454/2301005	05/26/2023	14,314.00	MAY PAYROLL	101	23170
	1454/2301005	05/26/2023	18,945.00	MAY PAYROLL	001	23170
	1459/2301005	05/26/2023	5,473.00	MAY PAYROLL	001	23176
	1459/2301005	05/26/2023	421.00	MAY PAYROLL	101	23176
	1462/2301005	05/26/2023	571.01	MAY PAYROLL	101	23176
	1462/2301005	05/26/2023	3,360.39	MAY PAYROLL	001	23176
	1463/2301005	05/26/2023	5,628.00	MAY PAYROLL	001	23177
	1463/2301005	05/26/2023	400.00	MAY PAYROLL	101	23177
	1464/2301005	05/26/2023	37,890.00	MAY PAYROLL	101	23177
	1464/2301005	05/26/2023	51,291.00	MAY PAYROLL	001	23177
	1465/2301005	05/26/2023	125.00	MAY PAYROLL	001	23177
	1465/2301005	05/26/2023	99.00	MAY PAYROLL	101	23177
	2001/2301005	05/26/2023	363,151.53	MAY PAYROLL	001	23150
	2001/2301005	05/26/2023	207,960.68	MAY PAYROLL	101	23150
	2002/2301005	05/26/2023	784.80	MAY PAYROLL	001	23151
	2003/2301005	05/26/2023	44,132.31	MAY PAYROLL	001	23151
	2003/2301005	05/26/2023	23,025.76	MAY PAYROLL	101	23151

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/26/2023

End Date: 05/26/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	2101/2301005	05/26/2023	122,966.33	MAY PAYROLL	101	23153
	2101/2301005	05/26/2023	217,648.87	MAY PAYROLL	001	23153
	2110/2301005	05/26/2023	19,007.41	MAY PAYROLL	001	23154
	2110/2301005	05/26/2023	1,697.87	MAY PAYROLL	101	23154
	2111/2301005	05/26/2023	5,327.81	MAY PAYROLL	001	23154
	2201/2301005	05/26/2023	7,249.73	MAY PAYROLL	001	23153
	2201/2301005	05/26/2023	3,696.77	MAY PAYROLL	101	23153
	2408/2301005	05/26/2023	157.30	MAY PAYROLL	001	23158
	2413/2301005	05/26/2023	69.29	MAY PAYROLL	001	23158
	2414/2301005	05/26/2023	28.40	MAY PAYROLL	001	23158
	2416/2301005	05/26/2023	42.80	MAY PAYROLL	001	23158
	2450/2301005	05/26/2023	34,325.66	MAY PAYROLL	001	23170
	2450/2301005	05/26/2023	27,792.00	MAY PAYROLL	101	23170
	2455/2301005	05/26/2023	652.46	MAY PAYROLL	101	23172
	2455/2301005	05/26/2023	1,788.54	MAY PAYROLL	001	23172
	2459/2301005	05/26/2023	6,238.02	MAY PAYROLL	001	23176
	2459/2301005	05/26/2023	2,006.00	MAY PAYROLL	101	23176
	2463/2301005	05/26/2023	58,704.65	MAY PAYROLL	101	23177
	2463/2301005	05/26/2023	71,984.97	MAY PAYROLL	001	23177
	2464/2301005	05/26/2023	42,036.33	MAY PAYROLL	001	23172
	2464/2301005	05/26/2023	33,984.63	MAY PAYROLL	101	23172
	2600/2301005	05/26/2023	26.69	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	295.15	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	1,305.48	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	421.08	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	228.56	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	277.79	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	402.21	MAY PAYROLL	001	23191
	2600/2301005	05/26/2023	1,332.61	MAY PAYROLL	101	23191
	2600/2301005	05/26/2023	660.44	MAY PAYROLL	101	23191
	2600/2301005	05/26/2023	462.38	MAY PAYROLL	101	23191
	2600/2301005	05/26/2023	980.65	MAY PAYROLL	101	23191
	2600/2301005	05/26/2023	1,997.79	MAY PAYROLL	101	23191
	2600/2301005	05/26/2023	1,083.06	MAY PAYROLL	101	23191
	2805/2301005	05/26/2023	500.01	MAY PAYROLL	001	23174
	2814/2301005	05/26/2023	69.33	MAY PAYROLL	001	23174
	2814/2301005	05/26/2023	319.14	MAY PAYROLL	101	23174
	2816/2301005	05/26/2023	6,164.18	MAY PAYROLL	101	23178
	2816/2301005	05/26/2023	7,833.89	MAY PAYROLL	001	23178
	2817/2301005	05/26/2023	1,439.54	MAY PAYROLL	001	23178
	2817/2301005	05/26/2023	2,738.34	MAY PAYROLL	101	23178
	2818/2301005	05/26/2023	1,174.85	MAY PAYROLL	101	23178
	2818/2301005	05/26/2023	777.94	MAY PAYROLL	001	23178
	2819/2301005	05/26/2023	7.01	MAY PAYROLL	001	23178
	2819/2301005	05/26/2023	74.88	MAY PAYROLL	101	23178
	2820/2301005	05/26/2023	33.59	MAY PAYROLL	101	23178
	2820/2301005	05/26/2023	3.14	MAY PAYROLL	001	23178

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/26/2023
End Date: 05/26/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	2901/2301005	05/26/2023	588,232.98	MAY PAYROLL	001	23199
	2901/2301005	05/26/2023	229,912.67	MAY PAYROLL	101	23199
	2902/2301005	05/26/2023	342,293.45	MAY PAYROLL	101	23199
	2902/2301005	05/26/2023	783,645.08	MAY PAYROLL	001	23199
	2903/2301005	05/26/2023	259,312.06	MAY PAYROLL	001	23199
	2903/2301005	05/26/2023	143,290.13	MAY PAYROLL	101	23199
	2904/2301005	05/26/2023	110,004.55	MAY PAYROLL	101	23199
	2904/2301005	05/26/2023	174,223.65	MAY PAYROLL	001	23199
	2905/2301005	05/26/2023	113,394.48	MAY PAYROLL	001	23199
	2905/2301005	05/26/2023	99,623.26	MAY PAYROLL	101	23199
	2906/2301005	05/26/2023	25,818.58	MAY PAYROLL	101	23199
	2906/2301005	05/26/2023	20,252.89	MAY PAYROLL	001	23199
TOTAL FOR CHECK AP 00059006:			4,693,850.70			
TOTAL FOR PIERCE COUNTY FIRE			5,732,129.53			
TACOMA PIERCE COUNTY CHAPLAINC (TACOPCCH)						
	2806/2301005	05/26/2023	2,150.73	MAY PAYROLL	001	23187
	2806/2301005	05/26/2023	1,483.27	MAY PAYROLL	101	23187
TOTAL FOR CHECK AP 00059009:			3,634.00			
TREASURER OF GUAM (TREAGUAM)						
	2600/2301005	05/26/2023	800.00	MAY PAYROLL	001	23191
TOTAL FOR CHECK AP 00059010:			800.00			
UNITED WAY (UNITWAY)						
	2801/2301005	05/26/2023	21.89	MAY PAYROLL	001	23186
	2801/2301005	05/26/2023	13.11	MAY PAYROLL	101	23186
TOTAL FOR CHECK AP 00059011:			35.00			
WCIF (BENESOLU)						
	1460/2301005	05/26/2023	354.30	MAY PAYROLL	101	23157
	1460/2301005	05/26/2023	3,050.26	MAY PAYROLL	001	23157
	2710/2301005	05/26/2023	164.70	MAY PAYROLL	001	23155
	2712/2301005	05/26/2023	139.36	MAY PAYROLL	001	23155
	2712/2301005	05/26/2023	16.08	MAY PAYROLL	101	23155
	2715/2301005	05/26/2023	6.88	MAY PAYROLL	001	23155
TOTAL FOR CHECK AP 00059012:			3,731.58			
REPORT TOTAL:			5,743,647.18			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00059013	CPFR	Central Pierce Fire & Rescu	05/31/23	1,678.34	MW	IS		

G R A N D 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	1,678.34	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

G R A N D T O T A L 1,678.34

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 05/31/2023
End Date: 05/31/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	1003/2301105	05/31/2023	57.95	MAY SEPCHECK	001	23151
	1101/2301105	05/31/2023	211.81	MAY SEPCHECK	001	23153
	2001/2301105	05/31/2023	1,009.73	MAY SEPCHECK	001	23150
	2003/2301105	05/31/2023	57.95	MAY SEPCHECK	001	23151
	2101/2301105	05/31/2023	340.90	MAY SEPCHECK	001	23153
TOTAL FOR CHECK AP 00059013:			1,678.34			
REPORT TOTAL:			1,678.34			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
PY CHK 00107755	COLE09210	COLEMAN, RICHARD A	05/31/23	698.54	MW	IS	PA	
PY CHK 00107756	ENGE02010	ENGEL, CHRISTOPHER G	05/31/23	31,847.68	MW	IS	PA	
PY CHK 00107757	THOM10050	THOMPSON, WILLIAM M	05/31/23	9,598.01	MW	IS	PA	

G R A N D 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	42,144.23	Number of Checks Processed:	3
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

G R A N D T O T A L 42,144.23

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
PY CHK 00107758	WILL02260	WILLIAMS, RONALD D	05/31/23	2,564.62	MW	IS	PA	

G R A N D 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	2,564.62	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

G R A N D T O T A L 2,564.62



Central Pierce Fire & Rescue

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXXX0522

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>
05/18/2023	<u>EP00014741 -EP00014744</u>	AP00058958	<u>\$47,194.92</u>
05/18/2023	<u>EP00014745 -EP00014791</u>	AP00058964	<u>\$126,075.68</u>
05/25/2023	<u>EP00014792 -EP00014792</u>	AP00058986	<u>\$334.75</u>
05/25/2023	<u>EP00014793 -EP00014830</u>	AP00058987	<u>\$287,641.16</u>
05/26/2023	<u>EP00014831 -EP00014837</u>	AP00059004	<u>\$1,038,278.83</u>
05/31/2023	<u>EF00059439 -EF00059795</u>	AP00059006	<u>\$2,916,270.90</u>
Total			<u>\$4,415,796.24</u>
Dustin Morrow Fire Chief	<hr/>		
Matt Holm Chair	<hr/>		
Steve Stringfellow Commissioner	<hr/>		
Rich Coleman Commissioner	<hr/>		
Bob Willis Commissioner	<hr/>		
Dale Mitchell Commissioner	<hr/>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00014741	CATAWORK	BUSINESS INTERIORS NORTHWES	05/18/23	847.37	MW	CX	
AP EFT 00014742	CPFREFT	Central Pierce Fire & Rescu	05/18/23	25,000.00	MW	CX	
AP EFT 00014743	IVOXCONS	IVOX Consulting Inc.	05/18/23	11,270.29	MW	CX	
AP EFT 00014744	RICEFERG	Rice Fergus Miller Inc	05/18/23	10,077.26	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	47,194.92	Number of EFTs Processed:	4
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	47,194.92		

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BUSINESS INTERIORS NORTHWEST I (CATAWORK)						
	100241D	05/09/2023	268.84	CATALYST WORKPLACE 50% DEP	3016029422	56421
	100241D	05/09/2023	499.88	LUMENS LOUIE ADESSO PHONE CHAR	3016029422	56421
	100241D	05/09/2023	78.65	CATALYST WORKPLACE ACTIVATION	3016029422	56421
TOTAL FOR CHECK AP 00014741:			847.37			
IVOXY CONSULTING INC. (VOXCONS)						
	KRBBQ5033	05/05/2023	8,897.39	CP-MERAKI MS120-48PORT NETWORK	3012009422	56411
	KRBBQ5033	05/05/2023	996.11	CP-MERAKI MS120 ENTERPRISE LIC	3012009422	56411
	KRBBQ5033	05/05/2023	500.30	CP-MERAKI MX67 ROUTER/SECURITY	3012009422	56411
	KRBBQ5033	05/05/2023	876.49	CP-MERAKI MX67 3YR ADV SECURIT	3012009422	56411
TOTAL FOR CHECK AP 00014743:			11,270.29			
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)						
	051623	05/16/2023	25,000.00	WIRE: MCLEAN PROPERTY PURCHASE	3016009422	56101
TOTAL FOR CHECK AP 00014742:			25,000.00			
RICE FERGUS MILLER (RICEFERG)						
	202008903016	05/04/2023	3,573.02	APR STN66 PREDESIGN/ARCH	3016069422	56242
	202008909006	05/04/2023	90.72	APR STN66 SITE SURVEYS	3016069422	56242
	202008909006	05/04/2023	1,585.92	CO COMPENSATION ADJUSTMENT SEP	3016069422	56242
	202008909006	05/04/2023	4,222.80	ADDED BLA FILING/ENGINEERING	3016069422	56243
	202008912006	05/04/2023	604.80	APR STN62 SCHEMATICS	3016029422	56242
TOTAL FOR CHECK AP 00014744:			10,077.26			
REPORT TOTAL:			47,194.92			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00014745	ROSE10280	ADAM ROSEN LUND	05/18/23	197.96	MW	CX	
AP EFT 00014746	VANK01260	BRENT VANKEULEN	05/18/23	64.00	MW	CX	
AP EFT 00014747	KUZA10160	CORY KUZARO	05/18/23	7,630.49	MW	CX	
AP EFT 00014748	MORR06170	DUSTIN MORROW	05/18/23	64.00	MW	CX	
AP EFT 00014749	EMERFIRE	EMERALD FIRE LLC	05/18/23	415.00	MW	CX	
AP EFT 00014750	STUE06060	Eric Stueve	05/18/23	64.00	MW	CX	
AP EFT 00014751	LUEB03310	GLEN LUEBKE	05/18/23	3,000.00	MW	CX	
AP EFT 00014752	KNOXCOMP	KNOX Company	05/18/23	3,999.60	MW	CX	
AP EFT 00014753	MARZ11020	Zachary Marzolf	05/18/23	1,365.50	MW	CX	
AP EFT 00014754	AIRGAS	Airgas Nor Pac Inc	05/18/23	902.53	MW	CX	
AP EFT 00014755	AMAZON	AMAZON CAPITAL SERVICES	05/18/23	5,790.01	MW	CX	
AP EFT 00014756	AMERHOSE	AMERICAN HOSE & FITTINGS	05/18/23	68.25	MW	CX	
AP EFT 00014757	BOUNTREE	Bound Tree Medical LLC	05/18/23	1,197.44	MW	CX	
AP EFT 00014758	CPFREFEFT	Central Pierce Fire & Rescu	05/18/23	636.18	MW	CX	
AP EFT 00014759	CHRIINC	CHRISTENSEN INC	05/18/23	4,897.12	MW	CX	
AP EFT 00014760	CHUCKALS	Chuckals Inc	05/18/23	13,172.21	MW	CX	
AP EFT 00014761	CITYTREA	CITY OF TACOMA	05/18/23	1,186.91	MW	CX	
AP EFT 00014762	COMMBRAK	Commercial Brake	05/18/23	612.68	MW	CX	
AP EFT 00014763	VALLFREI	FREIGHTLINER NORTHWEST	05/18/23	17,364.34	MW	CX	
AP EFT 00014764	GRAIPART	Grainger Parts	05/18/23	95.59	MW	CX	
AP EFT 00014765	GRIMCO	GRIMCO INC	05/18/23	91.40	MW	CX	
AP EFT 00014766	HEALADVO	HEALTH ADVOCATE SOLUTIONS I	05/18/23	46.50	MW	CX	
AP EFT 00014767	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	05/18/23	1,239.59	MW	CX	
AP EFT 00014768	INNOCONT	INNOVATIVE CONTROLS	05/18/23	126.59	MW	CX	
AP EFT 00014769	NEXTGEN	JARED BUCKLEY	05/18/23	15,750.00	MW	CX	
AP EFT 00014770	IMSALLI	JUSTICE FAMILY ENTERPRISES	05/18/23	745.71	MW	CX	
AP EFT 00014771	KORUAUTO	Korum Automotive Group Inc	05/18/23	296.01	MW	CX	
AP EFT 00014772	KRONOS	KRONOS INCORPORATED	05/18/23	321.27	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00014773	LNCURTIS	L.N. Curtis and Sons	05/18/23	5,925.35	MW	CX	
AP EFT 00014774	EIGHTWEN	LAWRENCE GARRETT	05/18/23	5,000.00	MW	CX	
AP EFT 00014775	LIFEASSI	Life-Assist Inc	05/18/23	3,927.75	MW	CX	
AP EFT 00014776	LOWECOMP	Lowe's Companies	05/18/23	848.40	MW	CX	
AP EFT 00014777	MALLCOMP	Mallory Safety and Supply L	05/18/23	871.20	MW	CX	
AP EFT 00014778	MOUNMIST	Mountain Mist Water	05/18/23	127.95	MW	CX	
AP EFT 00014779	NCMACHIN	N C Machinery Inc	05/18/23	1,194.29	MW	CX	
AP EFT 00014780	NWSAFECL	NW SAFETY CLEAN	05/18/23	21.18	MW	CX	
AP EFT 00014781	OREIAUTO	O'REILLY AUTO PARTS	05/18/23	17.75	MW	CX	
AP EFT 00014782	SEAWESTE	Sea-Western Inc	05/18/23	2,105.18	MW	CX	
AP EFT 00014783	SECUPACI	SECURE PACIFIC CORPORATION	05/18/23	533.68	MW	CX	
AP EFT 00014784	STANPART	Standard Parts Corp	05/18/23	1,686.46	MW	CX	
AP EFT 00014785	STAPINC	STAPLES INC.	05/18/23	1,849.01	MW	CX	
AP EFT 00014786	STRYMEDI	STRYKER SALES CORPORATION	05/18/23	282.59	MW	CX	
AP EFT 00014787	TACOSCRE	Tacoma Screw Products Inc	05/18/23	479.83	MW	CX	
AP EFT 00014788	UNIFIRST	UNIFIRST CORPORATION	05/18/23	296.18	MW	CX	
AP EFT 00014789	UNITSAFE	United Safety & Survivabili	05/18/23	3,711.17	MW	CX	
AP EFT 00014790	USBANKBU	US Bank Business Card	05/18/23	15,383.88	MW	CX	
AP EFT 00014791	VANCAUTO	VC DETAILING OF SOUTH HILL	05/18/23	472.95	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		126,075.68		Number of EFTs Processed:			47
		Total EPAYs		0.00		Number of EPAYs Processed:			0
		S U B T O T A L		126,075.68					

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ADAM ROSENLUND (ROSE10280)						
	042523	04/25/2023	124.28	SAFEWAY/NAUBERT RETIRE FOOD	0012032213	53132
	042523	04/25/2023	73.68	COSTCO/NAUBERT RETIRE FOOD	0012032213	53132
TOTAL FOR CHECK AP 00014745:			197.96			
AIRGAS NOR PAC INC (AIRGAS)						
	9136677078	05/01/2023	68.51	MEDICAL O2 / ST63 APRIL 2023	1013402680	53141
	9136856859	05/01/2023	68.13	MEDICAL O2 / ST60 APRIL 2023	1013402680	53141
	9136951638	05/01/2023	68.51	MEDICAL O2 / ST67 APRIL 2023	1013402680	53141
	9136998911	05/01/2023	68.51	MEDICAL O2 / ST72 APRIL 2023	1013402680	53141
	9137138896	05/01/2023	47.88	MEDICAL O2 / ST71 APRIL 2023	1013402680	53141
	9137191408	05/01/2023	47.88	MEDICAL O2 / ST61 APRIL 2023	1013402680	53141
	9137191410	05/01/2023	68.51	MEDICAL O2 / ST65 APRIL 2023	1013402680	53141
	9137191411	05/01/2023	44.20	MEDICAL O2 / ST63 APRIL 2023	1013402680	53141
	9137191412	05/01/2023	88.65	MEDICAL O2/ST68 APRIL 2023	1013402680	53141
	9137232739	05/01/2023	131.76	SHOP SUPPLY-CYLINDER MAINT FEE	0016502265	53141
	9137325947	05/01/2023	47.62	MEDICAL O2 / ST60 APRIL 2023	1013402680	53141
	9137419016	05/01/2023	47.88	MEDICAL O2 / ST67 APRIL 2023	1013402680	53141
	9137419017	05/01/2023	35.98	MEDICAL O2 / ST61 APRIL 2023	1013402680	53141
	9137419018	05/01/2023	68.51	MEDICAL O2 / ST66 APRIL 2023	1013402680	53141
TOTAL FOR CHECK AP 00014754:			902.53			
AMAZON CAPITAL SERVICES (AMAZON)						
	114QPV1W4R16	04/20/2023	20.25	IT/CUBE Amazon Basics Hanging	0012102215	53101
	114QPV1W4R16	04/20/2023	154.34	IT/CUBE Amazon Basics Hanging	0012102215	53101
	114QPV1W4R16	04/20/2023	20.23	IT/CUBE AQUA CREST WF1CB	0012102215	53141
	114QPV1W4R16	04/20/2023	21.98	IT/CUBE Acaxin LED Refrigerato	0012102215	53141
	114QPV1W4R16	04/20/2023	19.79	IT/CUBE Slate Coasters, MAPRIA	0012102215	53501
	114QPV1W4R16	04/20/2023	9.46	IT/CUBE DII Basic Terry Collec	0012102215	53501
	114QPV1W4R16	04/20/2023	21.11	IT/CUBE kelamayi Upgrade Broom	0012102215	53501
	114QPV1W4R16	04/20/2023	37.36	IT/CUBE TIMIVO Microfiber Dust	0012102215	53501
	114QPV1W4R16	04/20/2023	43.49	IT/CUBE Command Variety Pack,	0012102215	53501
	114QPV1W4R16	04/20/2023	118.69	IT/CUBE Privacy Sign,Do Not	0012102215	53501
	114QPV1W4R16	04/20/2023	405.60	IT/CUBE OFM Office Chair Mat f	0012102215	53501
	114QPV1W4R16	04/20/2023	43.45	B72 CTL Scientific, F-100,	0013002220	53141
	114QPV1W4R16	04/20/2023	31.23	B72 Macherey-Nagel, 90757,	0013002220	53141
	114QPV1W4R16	04/20/2023	4.75	SHIPPING / TEST PAPER	0013002220	53141
	196734J63KC4	04/06/2023	50.31	UT11-1 A FRAME TRAILER JACK 1	0016502265	53143
	196734J6LKR1	04/10/2023	32.19	60A MORROW- EXPO Low Odor Dry	0012002210	53101
	196734J6LKR1	04/10/2023	30.81	60A ARIEL- Amazon Basics	0012002210	53101
	196734J6LKR1	04/10/2023	22.73	TC ALLAN- SHARPIE Flip Chart	0012302240	53101
	1CK9TL9DNGN	02/20/2023	217.27	LOG Badger Warm Ring Spun 2x1	0012042254	52011
	1CK9TL9DNGN	02/20/2023	2.71	SHIPPING / QM STOCK	0012042254	52011
	1CK9TL9DNGN	02/20/2023	299.42	ITEMS CREDITED SEE NOTES	0012042254	52011
	1CK9TL9DNGN	02/20/2023	192.50	Hanes mens Ecosmart Sweatshirt	0012042254	52014
	1CK9TL9DNGN	02/20/2023	53.90	LOG Hanes Men's Jersey Pocket	0012042254	52014
	1CK9TL9DNGN	02/20/2023	14.85	LOG Hanes Men's Ultimate Cotto	0012042254	52014
	1DRCVNY71RW	04/19/2023	141.90	LOG MAINT Grundens Men's Ful	0012042254	53501

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	1DRCVNY71RW	04/19/2023	141.90	LOG MAINT Grundens Men's Ful	0012042254 53501
	1DRCVNY71RW	04/19/2023	142.99	LOG MAINT Grundens Men's Ful	0012042254 53501
	1DRCVNY71RW	04/19/2023	142.99	LOG MAINT Grundens Men's Ful	0012042254 53501
	1DTG3FNL4TG	05/12/2023	6.59	HM SoftTouch Rubber Leg Tip (4	0013202260 53501
	1DTG3FNL4TG	05/12/2023	91.52	PE Avery Heavy Duty View 3 Rin	0014002230 53101
	1DTG3FNL4TG	05/12/2023	23.02	PE Lexar JumpDrive V40 64GB US	0014002230 53101
	1DTG3FNL4TG	05/12/2023	32.91	60 Aroma Housewares ARC-914SBD	0016002250 53501
	1DTG3FNL4TG	05/12/2023	43.99	60 Kitsure Dish Drying Rack La	0016002250 53501
	1DTG3FNL4TG	05/12/2023	16.04	60 Consumest Sponge Holder for	0016002250 53501
	1DTG3FNL4TG	05/12/2023	48.31	60 Microfiber Spray Mop for Fl	0016002250 53501
	1KHD7LXGDH	04/22/2023	(50.31)	HPDCM JACK RETURN CREIT	0016502265 53143
	1KTGT69X61M	03/07/2023	43.12	LOG Hanes Men's Jersey Pocket	0012042254 52014
	1KTGT69X61M	03/07/2023	43.12	LOG Hanes mens O8790 Short,	0012042254 52014
	1KTGT69X61M	03/07/2023	68.75	LOG Hanes mens Ecosmart	0012042254 52014
	1KTGT69X61M	03/07/2023	44.55	LOG Hanes Men's Ultimate Cotto	0012042254 52014
	1KTGT69X61M	03/07/2023	59.40	LOG Hanes Men's Ultimate Cotto	0012042254 52014
	1KTGT69X61M	03/07/2023	59.40	LOG Hanes Men's Ultimate Cotto	0012042254 52014
	1KTGT69X61M	03/07/2023	21.56	LOG Hanes Men's Jersey Pocket	0012042254 52014
	1KTGT69X61M	03/07/2023	610.48	CS Brother TN436BK, TN436C,	0012052218 53141
	1KTGT69X61M	03/07/2023	54.08	LIGHTERS / SEE CM 1QPPC1QY33XF	0012052218 53141
	1KTGT69X61M	03/07/2023	318.98	64 Brother TN221BK Standard Yi	0016042250 53141
	1KTGT69X61M	03/07/2023	10.54	64 Mr. Clean Magic Eraser, Ext	0016042250 53141
	1KTGT69X61M	03/07/2023	610.48	64 Brother TN436BK, TN436C,	0016042250 53141
	1KTGT69X61M	03/07/2023	15.39	67 Cottonelle FreshFeel Flusha	0016072250 53141
	1KTGT69X61M	03/07/2023	6.59	67 Coleman Tie-Style Mantle, 4	0016072250 53141
	1KTGT69X61M	03/07/2023	89.80	67 Twin XL (13-16 in. Deep)	0016072250 53501
	1MDY133J1LR9	05/16/2023	(30.78)	CREDIT INV 1QN66WWG1LLX	0012052218 53141
	1QN66WWG1LL	02/14/2023	30.78	CANCELED/CM 1MDY133J1LR9	0012052218 53141
	1QN66WWG1LL	02/14/2023	324.47	TC ANDY - 72 x 40 Double Sided	0012302240 53101
	1QN66WWG1LL	02/14/2023	2.62	64 GIRT - DEWALT DW5225 1/4-In	0016042250 53501
	1QN66WWG1LL	02/14/2023	32.12	69 NOAH - VIZ-PRO Magnetic Dry	0016092250 53101
	1QT1Y39GD361	03/01/2023	(21.70)	Dishwasher Dishrack Adjuster	0012042254 53142
	1QY1FFGH6T3	04/17/2023	505.98	TC AMERICAN PHOENIX 10x20 Cano	0012302240 53501
	1V1CKQH97M	05/17/2023	157.52	WIPER ARM 26" 200489N-26	0016502265 53143
	1YR9MCG17WL	05/12/2023	82.49	60A Maxblue RPWFE (with CHIP)	0016002250 53141
TOTAL FOR CHECK AP 00014755:			5,790.01		
AMERICAN HOSE & FITTINGS (AMERHOSE)					
	8717706	05/10/2023	68.25	XV590P-4 VALVE BALL 90-04	0016502265 53143
TOTAL FOR CHECK AP 00014756:			68.25		
BOUND TREE PARR LLC (BOUNTREE)					
	84954197	05/11/2023	225.50	2305-05 C4 Midazolam 5mg, 5ml	1013402680 53151
	84958353	05/16/2023	971.94	Lorazepam 2mg/mL 1mL vials	1013402680 53151
TOTAL FOR CHECK AP 00014757:			1,197.44		
BRENT VANKEULEN (VANK01260)					
	20234105	05/10/2023	64.00	MAY22/WFC CONF/PD/WENATCHEE	0012002210 54301
TOTAL FOR CHECK AP 00014746:			64.00		

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CHRISTENSEN INC (CHRIINC)						
	0436492IN	05/06/2023	1,495.21	#436492 MAY06 STN64 FUEL	0012042254	53201
	0437367IN	05/09/2023	1,887.53	#437367 MAY9 STN61 FUEL	0012042254	53201
	0438150IN	05/11/2023	1,514.38	#438150 MAY11 STN69 FUEL	0012042254	53201
TOTAL FOR CHECK AP 00014759:			4,897.12			
CHUCKALS INC (CHUCKALS)						
	11030860	05/05/2023	13,172.21	CP- IT FLASH CUBE MOVE IN FURN	0012109422	56421
TOTAL FOR CHECK AP 00014760:			13,172.21			
CITY TREASURER (CITYTREA)						
	67-230510	05/10/2023	927.24	#100808872 STN67 ELECTRICITY	0016072250	54731
	67T-230516	05/16/2023	259.67	#100560648 67TWR ELECTRICITY	0016472250	54731
TOTAL FOR CHECK AP 00014761:			1,186.91			
COMMERCIAL BRAKE (COMMBRAK)						
	146103	11/17/2022	29.00	BRAKE DIAPHRAM (2) STOCK	0016502265	53143
	146121	11/17/2022	(1,288.32)	RETURN ROTORS CREDIT	0016502265	53143
	146732	12/01/2022	150.50	PP1 VALVE, PURGE VALVE	0016502265	53143
	146765	12/02/2022	264.00	BRAKE DISC HARDWARE	0016502265	53143
	147495	12/15/2022	(264.00)	RETURN DISC HARDWARE	0016502265	53143
	148652	01/11/2023	21.78	FLANGE CAP NUTS STOCK	0016502265	53143
	151455	02/28/2023	499.28	BRAKE PARTS -STOCK	0016502265	53143
	152027	03/09/2023	36.81	7200 VALVE DBL CHECK (1)	0016502265	53143
	152033	03/09/2023	7.16	SPINDLE NUT STOCK	0016502265	53143
	152304	03/14/2023	175.84	170.955205 AIR DRYER (NO CORE)	0016502265	53143
	152496	03/16/2023	58.44	E02-2, R-14 RELAY VALVE	0016502265	53143
	152996	03/23/2023	62.72	BE13250 SL-5 STOP LIGHT SWITCH	0016502265	53143
	155760	05/09/2023	859.47	E03-1 (4) DRUM BRAKE SHOE	0016502265	53143
TOTAL FOR CHECK AP 00014762:			612.68			
CORY KUZARO (KUZA10160)						
	051723	05/17/2023	7,630.49	01/09/23-04/28/23 TUITION RMB	0012002210	54925
TOTAL FOR CHECK AP 00014747:			7,630.49			
DUSTIN MORROW (MORR06170)						
	20234103	05/10/2023	64.00	MAY22/WFC CONF/PD/WENATCHEE	0012002210	54301
TOTAL FOR CHECK AP 00014748:			64.00			
EIGHT TWENTY-EIGHT (EIGHTWEN)						
	1422	05/10/2023	5,000.00	EIGHT TWENTY EIGHT - DEI	0012032213	54191
TOTAL FOR CHECK AP 00014774:			5,000.00			
EMERALD FIRE LLC (EMERFIRE)						
	1231035	05/12/2023	415.00	STN 60 BACKFLOW TESTS (5)	0012042254	54191
TOTAL FOR CHECK AP 00014749:			415.00			
ERIC STUEVE (STUE06060)						
	20234104	05/10/2023	64.00	MAY22/WFC CONF/PD/WENATCHEE	0012002210	54301
TOTAL FOR CHECK AP 00014750:			64.00			
GLEN LUEBKE (LUEB03310)						
	050823	05/08/2023	3,000.00	04/26/2023 MEDICAL SERVICES	0012032213	52009

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TOTAL FOR CHECK AP 00014751:			3,000.00		
GRAINGER PARTS (GRAIPART)					
	9707732831	05/15/2023	95.59	SOS KME ENGS/LADDERS	0016502265 53143
TOTAL FOR CHECK AP 00014764:			95.59		
GRIMCO INC (GRIMCO)					
	3028502103	05/02/2023	91.40	WSI/PE DTXB3816410M 38X164	0014002230 53138
TOTAL FOR CHECK AP 00014765:			91.40		
HUGHES FIRE EQUIPMENT INC (HUGHFIRE)					
	591854	05/17/2023	526.49	SPRING HANGERS, WASHER SEAL	0016502265 53143
	591855	05/17/2023	503.13	SPRING HGR PN 40-0209 PIERCE	0016502265 53143
	591886	05/17/2023	209.97	U-BOLT SUSPN 40-6605	0016502265 53143
TOTAL FOR CHECK AP 00014767:			1,239.59		
IMS ALLIANCE (IMSALLI)					
	231138	04/12/2023	17.16	PP TAGS	0012502210 52010
	231191	04/18/2023	24.20	10EA. RED TAGS	0012502210 52010
	231492	05/16/2023	380.16	SO Name Tag, 3/8",	0013302685 53130
	231492	05/16/2023	179.52	SO Name Tag, 3/8", Green Custo	0013302685 53130
	231492	05/16/2023	211.20	SO RE TAGS	0013302685 53130
	231492	05/16/2023	(77.09)	DISCOUNT	0013302685 53130
	231493	05/16/2023	10.56	6- white tags	0012502210 52010
TOTAL FOR CHECK AP 00014770:			745.71		
INNOVATIVE CONTROLS (INNOCONT)					
	817453	05/11/2023	126.59	3006661-1 (6) STEP LIGHTS KME	0016502265 53143
TOTAL FOR CHECK AP 00014768:			126.59		
KNOX COMPANY (KNOXCOMP)					
	INVKA182824	04/28/2023	3,999.60	EMS- MedVault® 2.5 Mini, WIFI	1013402680 53501
TOTAL FOR CHECK AP 00014752:			3,999.60		
KORUM AUTOMOTIVE GROUP INC (KORUAUTO)					
	6781442	05/15/2023	296.01	SC21-1, • LUBE, ENGINE OIL	0016502265 54820
TOTAL FOR CHECK AP 00014771:			296.01		
KRONOS INCORPORATED (KRONOS)					
	12076694	05/11/2023	321.27	'23 CLOUD HOST UKG TELESTAFF	0013002220 54191
TOTAL FOR CHECK AP 00014772:			321.27		
L.N. CURTIS AND SONS (LNCURTIS)					
	CM36582	04/18/2023	(2,235.20)	SPREADER ARMS RETURN CREDIT	0016502265 53143
	CM36583	04/18/2023	(2,235.20)	SPREADER ARM RETURN CREDIT PN	0016502265 53143
	INV697567	04/21/2023	7,298.72	PPE LEATHER BOOTS	0012502210 52010
	INV697567	04/21/2023	74.02	TRANSPORTATION / BOOTS	0012502210 52010
	INV698481	04/25/2023	1,207.94	(5) GALLON HURST EDRAULIC FLU	0016502265 53181
	INV702276	05/05/2023	710.70	SO 2201020-9-M GLO Size 9M 10"	0013302685 52010
	INV702739	05/08/2023	426.68	GROUND MONITOR REPAIR PARTS	0016502265 54811
	INV704830	05/15/2023	677.69	PPE LEATHER BOOTS	0012502210 52010
TOTAL FOR CHECK AP 00014773:			5,925.35		
LIFE-ASSIST INC (LIFEASSI)					

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	1325707	05/10/2023	271.25	SOLU-MEDROL 125MG 2ML SINGLE D	0012052218 53198
	1325707	05/10/2023	48.70	OXYMETAZOLINE .05% 15ML SPRAY	0012052218 53198
	1325707	05/10/2023	1,724.50	NALOXONE 2MG 2ML LUER JET	0012052218 53198
	1325707	05/10/2023	134.00	LIDOCAINE 2% 100MG 5ML SYRINGE	0012052218 53198
	1325707	05/10/2023	16.00	NEEDLE, HYPODERMIC 18GAx1-1/2"	0012052218 53198
	1325707	05/10/2023	16.00	NEEDLE, HYPODERMIC 21GAx1-1/2"	0012052218 53198
	1325707	05/10/2023	264.00	IV PUMP TUBING	0012052218 53198
	1325707	05/10/2023	173.04	SODIUM CHLORIDE, INJECTION, 25	0012052218 53198
	1325707	05/10/2023	622.00	EXTENSION SET REMOVE CLAVE 7"	0012052218 53198
	1325707	05/10/2023	16.56	NEEDLE, HYPODERMIC 23GAx1" (EA	0012052218 53198
	1325811	05/10/2023	641.70	ROCURONIUM BROMIDE 100MG/10ML	0012052218 53198
TOTAL FOR CHECK AP 00014775:			3,927.75		
LOWE'S COMPANIES (LOWECOMP)					
	84211	05/11/2023	208.12	academy pallet water	0012352240 53141
	86473	05/12/2023	176.61	67 drill combo	0016072250 53501
	93079	05/15/2023	416.24	WATER, FLAT CAPS (CASE/24)	0012052218 53198
	96843	05/17/2023	47.43	R61 4-in x 4-in x 8-ft Douglas	0013002220 53141
TOTAL FOR CHECK AP 00014776:			848.40		
MALLORY COMPANY (MALLCOMP)					
	5620005	05/08/2023	871.20	cases for the 4 gas kits.	0012042254 53501
TOTAL FOR CHECK AP 00014777:			871.20		
MOUNTAIN MIST WATER (MOUNMIST)					
	005394807	05/17/2023	127.95	WATER, 5 GALLON BOTTLE (EACH)	0012052218 53198
TOTAL FOR CHECK AP 00014778:			127.95		
N C MACHINERY INC (NCMACHIN)					
	FICS2299171	05/16/2023	1,194.29	OIL SAMPLE KITS (50) NC2050	0016502265 53143
TOTAL FOR CHECK AP 00014779:			1,194.29		
NEXTGEN SKILLS (NEXTGEN)					
	INV1550	05/14/2023	10,750.00	EXEC COACHING 6 OF 12	0012002210 54911
	INV1550	05/14/2023	3,000.00	TRAVEL EXPENSES APR-DEC	0012002210 54911
	INV1550	05/14/2023	2,000.00	EXECUTIVE COACHING - IT CONSOR	0012102215 54191
TOTAL FOR CHECK AP 00014769:			15,750.00		
NW SAFETY CLEAN (NWSAFECL)					
	2335323	05/16/2023	21.18	sew on letters	0012502210 52010
TOTAL FOR CHECK AP 00014780:			21.18		
O'REILLY AUTO PARTS (OREIAUTO)					
	3702200368	05/10/2023	17.75	RV17-1 HEADLIGHT BULBS (CORREC	0016502265 53143
TOTAL FOR CHECK AP 00014781:			17.75		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	11308522	05/11/2023	143.16	KME 1100-V1-0528-1306 CUSH KIT	0016502265 53143
	11308595	05/12/2023	227.96	KME SEAT CUSH KIT (5)	0016502265 53143
	817453	05/11/2023	12.66	3006661-1 (6) STEP LIGHTS KME	0016502265 53143
	CR010176	05/11/2023	(70.00)	TRIPOD HANDLE RETURN CREDIT	0016502265 53143
	PC.203.230525.1	05/15/2023	298.80	Online Interview Program Subsc	0012032213 54902
	PC.650.230525.1	05/16/2023	23.60	ACCESS LIGHTS STOCK	0016502265 53143

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TOTAL FOR CHECK AP 00014758:			636.18		
SEA-WESTERN INC (SEAWESTE)					
	INV23656	05/17/2023	2,013.00	807-6003 rubber boots	0012502210 52010
	INV23656	05/17/2023	92.18	SHIPPING / BOOTS	0012502210 52010
TOTAL FOR CHECK AP 00014782:			2,105.18		
SECURE PACIFIC CORP (SECUPACI)					
	369947	05/01/2023	533.68	'23 STN71 ANNUAL INSPECTION	0017012250 54191
TOTAL FOR CHECK AP 00014783:			533.68		
STANDARD PARTS CORP (STANPART)					
	174236	05/10/2023	89.46	M19-1 AC LOW PRESSURE SWITCH	0016502265 53143
	175246	05/16/2023	1,597.00	FILTERS, LED MARKER LIGHT, WIP	0016502265 53143
TOTAL FOR CHECK AP 00014784:			1,686.46		
STAPLES, INC. (STAPINC)					
	3538267043	05/17/2023	239.18	PAPER TOWELS, KITCHEN WHITE, P	0012052218 53198
	3538267043	05/17/2023	245.74	WIPES,WYPALL (BOX)	0012052218 53198
	3538267043	05/17/2023	18.26	GLASS CLEANER, FOAMING (EACH)	0012052218 53198
	3538267044	05/17/2023	398.09	LINER, 40x46 (1.25MIL) (BOX)	0012052218 53198
	3538267044	05/17/2023	72.58	DIVERSEY SPITFIRE SC POWER CLE	0012052218 53198
	3538267044	05/17/2023	875.16	PAPER TOWELS, WHITE 800'(ROLL)	0012052218 53198
TOTAL FOR CHECK AP 00014785:			1,849.01		
STRYKER MEDICAL (STRYMEDI)					
	4156807M	05/08/2023	282.59	TRANS TROLLEY LOCK ASSY 639000	0016502265 53142
TOTAL FOR CHECK AP 00014786:			282.59		
TACOMA SCREW PRODUCTS INC (TACOSCRE)					
	10019873400	05/15/2023	479.83	SCREWS,SEALS,PLUGS, NUTS,ETC	0016502265 53141
TOTAL FOR CHECK AP 00014787:			479.83		
UNIFIRST CORPORATION (UNIFIRST)					
	3301971476	05/10/2023	148.09	MAY10 SHOP UNIFORMS/RUGS	0016502265 54931
	3301973628	05/17/2023	148.09	MAY17 SHOP UNIFORMS/RUGS	0016502265 54931
TOTAL FOR CHECK AP 00014788:			296.18		
UNITED SAFETY & SURVIVABILITY (UNITSAFE)					
	11308522	05/11/2023	1,431.62	KME 1100-V1-0528-1306 CUSH KIT	0016502265 53143
	11308595	05/12/2023	2,279.55	KME SEAT CUSH KIT (5)	0016502265 53143
TOTAL FOR CHECK AP 00014789:			3,711.17		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.230425.C	05/15/2023	21.68	FUEL	0012042254 53201
	PC.000.230425.C	05/15/2023	22.71	FUEL	0012042254 53201
	PC.000.230425.D	05/17/2023	30.00	GOOD TO GO AUTO REPLENISH	1013402680 54331
	PC.000.230525.1	05/15/2023	293.40	AV CART FOR DTEN FROM AMAZON	0012002210 53501
	PC.000.230525.1	05/15/2023	49.43	HOME DEPOT MOUSE TRAPS	0012042254 53501
	PC.000.230525.1	05/15/2023	611.22	60 Burn prop repair parts	0012302240 53501
	PC.000.230525.1	05/15/2023	274.88	LRI CONFERENCE LODGING	0012002210 54311
	PC.000.230525.1	05/15/2023	101.16	DOCUSIGN EXTRA ENVELOPES	0012002210 54902
	PC.000.230525.2	05/16/2023	400.00	WFAS CONFERENCE REG D.ROSS	0012302240 54921
	PC.000.230525.2	05/16/2023	229.88	PCFTC ADMIN BOARD MEETING	0012322240 53141

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	PC.000.230525.2	05/16/2023	639.00	PCFTC LOGO AND BRAND GUIDE PKG	0012322240 54191
	PC.000.230525.3	05/17/2023	5.50	DC VANKEULEN CAR WASH	0012002210 54191
	PC.000.230525.3	05/17/2023	137.44	RED LION LABOR RELATIONS CONF	0012002210 54311
	PC.000.230525.3	05/17/2023	17.59	BVK ZOOM ACCOUNT MAY	0012002210 54902
	PC.000.230525.3	05/17/2023	82.49	TOILET INSTALL SUPPLIES	0012042254 53146
	PC.000.230525.3	05/17/2023	70.33	NEW DRYER GAS PIPING SUPPLIES	0012042254 53146
	PC.000.230525.3	05/17/2023	31.90	Supplies for ISFSI LFFFI Class	0012302240 53101
	PC.000.230525.3	05/17/2023	61.77	PURCHASE ERROR-EE RMB'D DIST	0012302240 53141
	PC.000.230525.3	05/17/2023	600.00	Githens COEVT Reg	0012302240 54341
	PC.000.230525.3	05/17/2023	385.00	Blue Card 40-Hour Registration	0012302240 54921
	PC.000.230525.3	05/17/2023	475.00	Santos FOII Registration	0012302240 54921
	PC.000.230525.3	05/17/2023	84.00	N Bend Live Fire Instructor Re	0012322240 54921
	PC.000.230525.3	05/17/2023	172.95	Lunch for PCSORT Drill	0013302685 53501
	PC.000.230525.3	05/17/2023	219.96	Lunch for PCSORT Drill	0013302685 53501
	PC.000.230525.3	05/17/2023	219.96	Lunch for PCSORT Drill.	0013302685 53501
	PC.000.230525.3	05/17/2023	30.00	GOOD TO GO AUTO REPLENISH	1013402680 54331
	PC.000.230525.4	05/18/2023	516.00	Airfare for Boat OP TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	516.00	Airfare for Boat OP TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	516.00	Airfare for Boat OP TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	42.99	Airfare for Boat OP TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	42.99	Airfare for Boat OP TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	50.99	Airfare for Boat OP TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	583.70	Airfare for Boat Op TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	583.70	Airfare for Boat Op TTT	0013302685 54341
	PC.000.230525.4	05/18/2023	583.70	Airfare for Boat Op TTT	0013302685 54341
	PC.000.230525.5	05/18/2023	456.41	AIRFARE T ERICKSON FRI CONF	0012302240 54341
	PC.200.230525.1	05/15/2023	240.00	Stamps.com Postage Purchase	0012002210 54221
	PC.203.230525.1	05/15/2023	45.00	MECHANIC JOB POSTING	0012032213 54111
	PC.203.230525.1	05/15/2023	832.23	NPELRA Conf Hotel	0012032213 54311
	PC.203.230525.1	05/15/2023	19.99	NPELRA Lyft to Hotel	0012032213 54331
	PC.203.230525.1	05/15/2023	2,988.00	Online Interview Program Subsc	0012032213 54902
	PC.210.230325.2	05/18/2023	1,530.51	ARTICULATE 360 TEAMS PLAN	0012102215 54813
	PC.230.230525.1	05/18/2023	155.52	TANGO ANNUAL SUBSCRIPTION	0012032213 54902
	PC.300.230525.1	05/18/2023	54.99	CREW FOOD/INCIDENT	0013002220 53171
	PC.650.230525.1	05/16/2023	17.20	OIL SAMPLE HOSE	0016502265 53141
	PC.650.230525.1	05/16/2023	51.88	ALCOHOL 91% SHOP SUPP	0016502265 53141
	PC.650.230525.1	05/16/2023	43.74	HOSE, GARDEN 75'	0016502265 53142
	PC.650.230525.1	05/16/2023	(43.74)	HOSE RETURNED	0016502265 53142
	PC.650.230525.1	05/16/2023	236.03	ACCESS LIGHTS STOCK	0016502265 53143
	PC.650.230525.1	05/16/2023	52.80	FUEL SITE PADLOCK KEYS	0012042254 53142
TOTAL FOR CHECK AP 00014790:			15,383.88		
VALLEY FREIGHTLINER INC (VALLFRED)					
	PC30161650501	05/04/2023	336.08	FILTERS, WIPERS, GASKETS	0016502265 53143
	PC30161665701	05/15/2023	1,919.06	M17-2 MULTI PARTS SOS	0016502265 53143
	PC30161736101	05/09/2023	5,987.65	M13-1, EGR COOLER REPAIR PARTS	0016502265 53143
	PC30161736102	05/09/2023	3,357.21	M13-1 VALVE KIT, DPF	0016502265 53143

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	PC30161736103	05/10/2023	5,235.26	M13-1 INLET CATALYST 4353353	0016502265 53143
	PC30161738301	05/10/2023	93.72	E03-1 DOWEL 1246B288	0016502265 53143
	PC30161745601	05/09/2023	262.92	M13-1 COOLANT RESERVOIR	0016502265 53143
	PC30161796601	05/12/2023	102.59	E03-1 PN 1246L558 (2)	0016502265 53143
	PC30161907901	05/16/2023	69.85	5008414 CARTRIDGE, ST	0016502265 53143
TOTAL FOR CHECK AP 00014763:			17,364.34		
VANCOUR'S AUTO DETAILING (VANCAUTO)					
	109215	05/12/2023	472.95	SC18-3, COMPLETE VEHICLE DETAI	0016502265 54820
TOTAL FOR CHECK AP 00014791:			472.95		
WEST HEALTH ADVOCATE SOLUTIONS (HEALADVO)					
	CP230515	05/15/2023	7.50	EAP - COMMISSIONERS JUN	0011001100 52008
	CP230515	05/15/2023	39.00	EAP - VOLUNTEERS JUN	0013102260 52008
TOTAL FOR CHECK AP 00014766:			46.50		
ZACHARY MARZOLF (MARZ11020)					
	051723	05/17/2023	1,365.50	01/2023-03/2023 TUITIOIN RMB	0012002210 54925
TOTAL FOR CHECK AP 00014753:			1,365.50		
REPORT TOTAL:			126,075.68		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP EFT 00014792	USBANKBU	US Bank Business Card	05/25/23	334.75	MW			

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	334.75	Number of EFTs Processed:	1
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 334.75

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.230525.7	05/25/2023	334.75	STN 62 METAL STUDS AND PLATES	3016022250 53146
	TOTAL FOR CHECK AP 00014792:		334.75		
	REPORT TOTAL:		334.75		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00014793	AMAZON	AMAZON CAPITAL SERVICES	05/25/23	2,491.28	MW	CX	
AP EFT 00014794	CPFREFT	Central Pierce Fire & Rescu	05/25/23	200.56	MW	CX	
AP EFT 00014795	CHRIINC	CHRISTENSEN INC	05/25/23	16,816.49	MW	CX	
AP EFT 00014796	CHUCKALS	Chuckals Inc	05/25/23	30,297.59	MW	CX	
AP EFT 00014797	CITYPUYA	CITY OF PUYALLUP	05/25/23	1,050.40	MW	CX	
AP EFT 00014798	CITYTREA	CITY OF TACOMA	05/25/23	2,983.59	MW	CX	
AP EFT 00014799	COMMBRAK	Commercial Brake	05/25/23	1,458.62	MW	CX	
AP EFT 00014800	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	05/25/23	159.61	MW	CX	
AP EFT 00014801	IMSALLI	JUSTICE FAMILY ENTERPRISES	05/25/23	59.40	MW	CX	
AP EFT 00014802	KORUAUTO	Korum Automotive Group Inc	05/25/23	3,098.88	MW	CX	
AP EFT 00014803	LNCURTIS	L.N. Curtis and Sons	05/25/23	2,211.61	MW	CX	
AP EFT 00014804	LIFEASSI	Life-Assist Inc	05/25/23	7,067.26	MW	CX	
AP EFT 00014805	LOWECOMP	Lowe's Companies	05/25/23	155.71	MW	CX	
AP EFT 00014806	MALLCOMP	Mallory Safety and Supply L	05/25/23	97.68	MW	CX	
AP EFT 00014807	MATTDEPO	MATTRESS DEPOT USA INC	05/25/23	25,285.00	MW	CX	
AP EFT 00014808	MCLOEARD	McLoughlin & Eardley Co	05/25/23	228.80	MW	CX	
AP EFT 00014809	NWCASCAD	NW Cascade Inc	05/25/23	580.00	MW	CX	
AP EFT 00014810	OREIAUTO	O'REILLY AUTO PARTS	05/25/23	4.69	MW	CX	
AP EFT 00014811	PLATELEC	Platt Electric Supply	05/25/23	431.56	MW	CX	
AP EFT 00014812	SEAWESTE	Sea-Western Inc	05/25/23	104,684.07	MW	CX	
AP EFT 00014813	STANPART	Standard Parts Corp	05/25/23	1,029.84	MW	CX	
AP EFT 00014814	STRYMEDI	STRYKER SALES CORPORATION	05/25/23	631.40	MW	CX	
AP EFT 00014815	SUMNLAWN	SUMNER LAWN 'N SAW	05/25/23	22.54	MW	CX	
AP EFT 00014816	TACOSCRE	Tacoma Screw Products Inc	05/25/23	641.69	MW	CX	
AP EFT 00014817	TECEQUIP	TEC EQUIPMENT INC	05/25/23	302.78	MW	CX	
AP EFT 00014818	UNIFIRST	UNIFIRST CORPORATION	05/25/23	181.09	MW	CX	
AP EFT 00014819	UNITSAFE	United Safety & Survivabili	05/25/23	583.45	MW	CX	
AP EFT 00014820	USBANKBU	US Bank Business Card	05/25/23	10,336.81	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00014821	WORK11050	Bryan Workman	05/25/23	331.79	MW	CX	
AP EFT 00014822	GITTSPRI	Gitt's Spring Inc	05/25/23	176.98	MW	CX	
AP EFT 00014823	LUEB03310	GLEN LUEBKE	05/25/23	494.70	MW	CX	
AP EFT 00014824	HRAVEBA	HRA VEB A TRUST	05/25/23	4,375.72	MW	CX	
AP EFT 00014825	KENNNOLL	KENNETH J. NOLL	05/25/23	50.00	MW	CX	
AP EFT 00014826	LOCA726	LOCAL 726 FIREFIGHTERS TRUS	05/25/23	66,564.81	MW	CX	
AP EFT 00014827	GITH05170	MITCHELL GITHENS	05/25/23	5.76	MW	CX	
AP EFT 00014828	BERD11180	SCOTT BERDAN	05/25/23	73.75	MW	CX	
AP EFT 00014829	BROW03260	TYLER BROWN	05/25/23	1,579.45	MW	CX	
AP EFT 00014830	WILLOILF	WOFSCO INC	05/25/23	895.80	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	287,641.16	Number of EFTs Processed:	38
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	287,641.16		

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
AMAZON CAPITAL SERVICES (AMAZON)					
	111D6PL7KPM	03/19/2023	44.00	BERT Ibero Bike Rack - Bicycle	0013002220 53501
	111D6PL7KPM	03/19/2023	39.48	BERT Nite Ize Wraptor, Rotatin	0013002220 53501
	111D6PL7KPM	03/19/2023	108.92	BERT Two Wheel Gear - Mamquam	0013002220 53501
	111D6PL7KPM	03/19/2023	225.01	BERT Topeak MTX Trunk Bag DXP	0013002220 53501
	111D6PL7KPM	03/19/2023	108.91	BERT Two Wheel Gear - Mamquam	0013002220 53501
	111D6PL7KPM	03/19/2023	4.63	SHIPPING / BAR MOUNTS	0013002220 53501
	111D6PL7KPM	03/19/2023	4.62	SHIPPING / TRUNK BAGS	0013002220 53501
	111D6PL7KPM	03/19/2023	625.97	PE Crayola 520083 Classic Colo	0014002230 53138
	111D6PL7KPM	03/19/2023	158.42	60 SHARP Atomic Analog Wall Cl	0016002250 53501
	17XC7X1PV3VF	04/25/2023	30.79	CS BAZIC Purchase Order Book,	0012052218 53101
	1JDGJHGPQ4CT	05/20/2023	54.95	msds backup Aiibe 20pcs 8GB Fl	0012042254 53501
	1JVFJ4QQVPX4	05/21/2023	96.68	IT/CUBE Medique AMZ, Industria	0012102215 53501
	1MTRWV4H4M	02/23/2023	26.39	TOOK CREDIT 2X / REFUND 2ND	0012352240 53501
	1TTQD3PRN1C	05/19/2023	1,149.50	NUUN ACTIVE MIX (BOX/10)	0012052218 53198
	1WKGW1CKDY	05/10/2023	(186.99)	REFUND INV 1WHQ7R3N4LGF	0012002210 53501
TOTAL FOR CHECK AP 00014793:			2,491.28		
BRYAN WORKMAN (WORK11050)					
	050623A	05/06/2023	331.79	WORKMAN SAFETY BOOTS	0016502265 52011
TOTAL FOR CHECK AP 00014821:			331.79		
CHRISTENSEN INC (CHRIINC)					
	0438897IN	05/15/2023	1,865.85	#438897 MAY15 STN67 FUEL	0012042254 53201
	0438979IN	05/15/2023	2,794.63	#438979 MAY15 STN60 FUEL	0012042254 53201
	0439146IN	05/15/2023	1,522.53	#439146 MAY15 STN61 FUEL	0012042254 53201
	0439167IN	05/16/2023	1,385.33	#439167 MAY16 STN60 FUEL	0012042254 53201
	0439168IN	05/16/2023	1,695.57	#439168 MAY16 STN64 FUEL	0012042254 53201
	0439417IN	05/16/2023	2,571.87	#439417 MAY16 STN69 FUEL	0012042254 53201
	0439419IN	05/16/2023	2,242.80	#439419 MAY16 STN72 FUEL	0012042254 53201
	0440568IN	05/19/2023	1,326.75	#440658 MAY19 STN61 FUEL	0012042254 53201
	0440943IN	05/20/2023	1,411.16	#440943 MAY20 STN71 FUEL	0012042254 53201
TOTAL FOR CHECK AP 00014795:			16,816.49		
CHUCKALS INC (CHUCKALS)					
	11012410	04/14/2023	30,297.59	IT/FLASH CUBE MOVE IN FURNITUR	0012109422 56421
TOTAL FOR CHECK AP 00014796:			30,297.59		
CITY OF PUYALLUP (CITYPUYA)					
	AB-230519	05/19/2023	106.33	#660630001 ARM BLDG WATER.	0017132250 54711
	AB-230519	05/19/2023	145.52	#660630001 AB SEWER/STORM	0017132250 54721
	AB-230519	05/19/2023	29.74	#660630001 AB LANDFILL FEE	0017132250 54741
	N73-230519	05/19/2023	34.34	#66046001 ARM SHOP WATER	0017132250 54711
	N73-230519	05/19/2023	734.47	#660460001 ARM SHOP SWR/STRM	0017132250 54721
TOTAL FOR CHECK AP 00014797:			1,050.40		
CITY TREASURER (CITYTREA)					
	60-230524	05/24/2023	2,219.63	#101016331 STN60 ELECTRICITY	0016002250 54731
	LC-230517	05/17/2023	763.96	#100221552 LOG CTR ELECTRIC	0016162250 54731
TOTAL FOR CHECK AP 00014798:			2,983.59		

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
COMMERCIAL BRAKE (COMMBRAK)						
	156113	05/15/2023	607.81	S-CAM SHIM, QSERIES SPRING KIT	0016502265	53143
	156198	05/17/2023	982.81	E-2303 SPINDLE NUT, WHEEL FOR	0016502265	53143
	156444	05/19/2023	(132.00)	E03-1 BRK SHOE CORE CREDITS	0016502265	53143
TOTAL FOR CHECK AP 00014799:			1,458.62			
GITT'S SPRING INC (GITTSPRI)						
	047533	05/16/2023	176.98	BUSHINGS, UBOLTS, STOCK	0016502265	53143
TOTAL FOR CHECK AP 00014822:			176.98			
GLEN LUEBKE (LUEB03310)						
	051623	05/16/2023	494.70	06/01/23-08/31/23 ME PART B	0012032213	52009
TOTAL FOR CHECK AP 00014823:			494.70			
HRA VEBE TRUST (HRAVEBA)						
	051623	05/16/2023	4,375.72	JUN 2023 LEOFF2 VEBE CONTRIB	0012032213	52016
TOTAL FOR CHECK AP 00014824:			4,375.72			
HUGHES FIRE EQUIPMENT INC (HUGHFIRE)						
	592166	05/25/2023	159.61	E03-1 COLLAR HYD CYL CAST RETA	0016502265	53143
TOTAL FOR CHECK AP 00014800:			159.61			
IMS ALLIANCE (IMSALLI)						
	231260	04/25/2023	59.40	6ea. white tags text:	0012502210	52010
TOTAL FOR CHECK AP 00014801:			59.40			
KENNETH J. NOLL (KENNNOLL)						
	051923	05/19/2023	50.00	03/27/2023 DENTAL RMB	0012032213	52009
TOTAL FOR CHECK AP 00014825:			50.00			
KORUM AUTOMOTIVE GROUP INC (KORUAUTO)						
	6781191	05/18/2023	3,098.88	617 DIAGNOSE, REPAIR	0016502265	54820
TOTAL FOR CHECK AP 00014802:			3,098.88			
L.N. CURTIS AND SONS (LNCURTIS)						
	INV695092	04/13/2023	0.00	Small Tools/Equipment	0012002210	53501
	INV695092	04/13/2023	19.43	TRANSPORTATION / SHIRTS	0012002210	53501
	INV695092	04/13/2023	259.38	XXLarge/Regular Dark Navy Wool	0012042254	52011
	INV698033	05/24/2023	715.73	M15-2, O2 HOLDER	0016502265	53501
	INV706173	05/18/2023	188.53	ECLPHARMKIT FIELD SERVICE KIT	0016502265	53143
	INV706648	05/19/2023	317.87	TWISTLOCK TRI PN 603D (1)	0016502265	53142
	INV706821	05/19/2023	710.67	1EA. Globe Tech rescue boots	0013302685	52010
TOTAL FOR CHECK AP 00014803:			2,211.61			
LIFE-ASSIST INC (LIFEASSI)						
	1311992	04/19/2023	87.00	DIPHENHYDRAMINE/BENADRYL 50MG	0012052218	53198
	1311992	04/19/2023	114.56	NITROSTAT TABLETS, 0.4MG/BTL 1	0012052218	53198
	1311992	04/19/2023	77.00	LIDOCAINE JELLY 2% 5ML SYRINGE	0012052218	53198
	1311992	04/19/2023	968.00	EPINEPHRINE 1:10,000 1MG 10ML	0012052218	53198
	1311992	04/19/2023	2,069.40	NALOXONE 2MG 2ML LUER JET	0012052218	53198
	1311992	04/19/2023	2,932.50	GLUCAGEN 1MG VIAL WITH DILUTEN	0012052218	53198
	1311992	04/19/2023	16.00	NEEDLE, HYPODERMIC 18GAx1-1/2"	0012052218	53198
	1311992	04/19/2023	102.00	DEXTROSE 25% 10ML SYRINGE	0012052218	53198

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1311992	04/19/2023	700.80	EMS nitro spray	1013402680 53151
TOTAL FOR CHECK AP 00014804:			7,067.26		
LOCAL 726 FIREFIGHTERS TRUST (LOCA726)					
	051623	05/16/2023	4,101.39	JUN 2023 LEOFF 1 MEDICAL	0012032213 52009
	051623	05/16/2023	62,463.42	JUN 2023 L2 VEBA CONTRIB	0012032213 52016
TOTAL FOR CHECK AP 00014826:			66,564.81		
LOWE'S COMPANIES (LOWECOMP)					
	78577	05/23/2023	155.71	LOG SurfaceMaxx 14.5-in 4500 P	0012042254 53501
TOTAL FOR CHECK AP 00014805:			155.71		
MALLORY COMPANY (MALLCOMP)					
	5602709	04/17/2023	97.68	ALUM AUTO LOCK	0012042254 53501
TOTAL FOR CHECK AP 00014806:			97.68		
MATTRESS DEPOT USA (MATTEDEPO)					
	11516119	04/22/2023	3,538.00	60 6 TXL Ovation Plus @ \$509 e	0016002250 53501
	11516119	04/22/2023	6,455.90	61 11 TXL Ovation Plus @ \$509	0016012250 53501
	11516119	04/22/2023	3,557.40	63 6 TXL Ovation Plus @ \$509 e	0016032250 53501
	11516119	04/22/2023	4,855.40	67 8 TXL Ovation Plus @ \$509 e	0016072250 53501
	11516119	04/22/2023	916.30	68 1 TXL Ovation Plus @ \$509 e	0016082250 53501
	11516119	04/22/2023	3,557.40	69 6 TXL Ovation Plus @ \$509 e	0016092250 53501
	11516119	04/22/2023	2,404.60	73 4 TXL Ovation Plus @ \$509 e	0017032250 53501
TOTAL FOR CHECK AP 00014807:			25,285.00		
MCLOUGHLIN & EARDLEY CO (MCLOEARD)					
	0268597	05/19/2023	228.80	9UTUBE LIGHT STOCK	0016502265 53143
TOTAL FOR CHECK AP 00014808:			228.80		
MITCHELL GITHENS (GITH05170)					
	051823A	05/18/2023	5.76	GITHENS MILEAGE REIMBURSEMENT	0012042254 54331
TOTAL FOR CHECK AP 00014827:			5.76		
NW CASCADE INC (NWCASCAD)					
	0553478163	05/15/2023	232.00	MAY'23 STN60 SANICAN	0012302240 54502
	0553478164	05/15/2023	348.00	MAY'23 TC SANICAN	0012302240 54502
TOTAL FOR CHECK AP 00014809:			580.00		
O'REILLY AUTO PARTS (OREIAUTO)					
	3702201994	05/18/2023	4.69	E18-8 HOSE CLAMPS #65 (2)	0016502265 53143
TOTAL FOR CHECK AP 00014810:			4.69		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	052523	05/25/2023	101.70	APR 2023 DEPT OF REV/EXCISE	0012002210 54961
	052523	05/25/2023	1.39	APR 2023 DEPT OF REV/EXCISE	0016502265 54961
	11308903	05/19/2023	58.35	KME SEATBELT 83ABR005-BN	0016502265 53143
	PC.000.230525.7	05/25/2023	2.84	Sticker Design	0014002230 53136
	PC.650.230525.2	05/25/2023	36.28	GEL EAR SEALS/MIC CVRS	0012402880 53142
TOTAL FOR CHECK AP 00014794:			200.56		
PLATT ELECTRIC (PLATELEC)					
	3Z96133	05/22/2023	331.49	SHOP WELDER ELECT PARTS	0016502265 53142
	4A56699	05/12/2023	100.07	F32T8/841 LAMPS	0017012250 53141
TOTAL FOR CHECK AP 00014811:			431.56		

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
SCOTT BERDAN (BERD11180)					
	20234014B	05/16/2023	73.75	MIDWEST HAZMAT CONF/GRND TRANS	0013202260 54331
TOTAL FOR CHECK AP 00014828:			73.75		
SEA-WESTERN INC (SEAWESTE)					
	INV23122	04/24/2023	3,348.40	PPE Lion Thorogood QR14 – 14	0012042254 52011
	INV23122	04/24/2023	35.31	SHIPPING / BOOTS	0012042254 52011
	INV23739	05/19/2023	59,640.81	ACADEMY BUNKERS COATS	0012352240 52010
	INV23739	05/19/2023	41,456.49	ACADEMY BUNKER PANTS	0012352240 52010
	INV23739	05/19/2023	203.06	SHIPPING / BUNKER GEAR	0012352240 52010
TOTAL FOR CHECK AP 00014812:			104,684.07		
STANDARD PARTS CORP (STANPART)					
	175546	05/17/2023	277.64	STN61 DEF STOCK (20) CASES	0012042254 53201
	175800	05/18/2023	313.72	WC17-1 BATTERY	0016502265 53143
	176806	05/23/2023	438.48	654 REMAN BRAKE BOOSTER/CORE	0016502265 53143
TOTAL FOR CHECK AP 00014813:			1,029.84		
STRYKER MEDICAL (STRYMEDI)					
	4136580M	04/20/2023	206.80	EMS 6500002234 HOUSING,STEERLO	1013402680 53142
	4138121N	04/21/2023	424.60	EMS 6500001211 1/4IN HOSE ASSE	1013402680 53142
TOTAL FOR CHECK AP 00014814:			631.40		
SUMNER LAWN 'N SAW (SUMNLAWN)					
	114432	05/23/2023	22.54	E18-2 PPV FAN CARB FLOAT KIT	0016502265 53143
TOTAL FOR CHECK AP 00014815:			22.54		
TACOMA SCREW PRODUCTS INC (TACOSCRE)					
	10019708701	05/22/2023	22.55	DEUTSCH CONNECTORS	0016502265 53141
	10019873401	05/22/2023	14.86	PHILLIPS SCREWS 18-8 SS	0016502265 53141
	10019873402	05/22/2023	3.19	HEAT SHRINK	0016502265 53141
	10020070700	05/22/2023	163.83	GRIT DISCS, BRAKE CLEANER,	0016502265 53141
	10020185000	05/19/2023	376.43	DRILL AND TAPS	0016502265 53141
	10020298300	05/24/2023	60.83	BARB FITTING, PLUG, WIRE ENDS	0016502265 53141
TOTAL FOR CHECK AP 00014816:			641.69		
TEC EQUIPMENT INC (TECEQUIP)					
	484157S	05/24/2023	302.78	E18-8 DPF/DOC CLEAN	0016502265 54820
TOTAL FOR CHECK AP 00014817:			302.78		
TYLER BROWN (BROW03260)					
	052323	05/23/2023	1,579.45	04/03/23-05/13/23 TUITION RMB	0012002210 54925
TOTAL FOR CHECK AP 00014829:			1,579.45		
UNIFIRST CORPORATION (UNIFIRST)					
	3301975766	05/24/2023	181.09	MAY24 SHOP UNIFORMS/RUGS	0016502265 54931
TOTAL FOR CHECK AP 00014818:			181.09		
UNITED SAFETY & SURVIVABILITY (UNITSAFE)					
	11308903	05/19/2023	583.45	KME SEATBELT 83ABR005-BN	0016502265 53143
TOTAL FOR CHECK AP 00014819:			583.45		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.230425.E	05/25/2023	1,585.00	IAFC MEMBERSHIP FOR DMO	0012002210 54901

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Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	PC.000.230425.E	05/25/2023	(29.80)	Refund for Seat Change to K9	0012302240 54341
	PC.000.230425.E	05/25/2023	389.42	DFM Shirts	0014002230 53501
	PC.000.230525.6	05/22/2023	228.90	GITHENS AIRFARE COEVTA	0012302240 54341
	PC.000.230525.6	05/22/2023	385.00	BLUE CARD 40-HOUR ONLINE	0012302240 54921
	PC.000.230525.6	05/22/2023	26.38	CEILING TILE SPRAY PAINT CANS	0012042254 53146
	PC.000.230525.6	05/22/2023	109.93	2 RAKES AND 1 CLIPPER FOR LMT	0012042254 53501
	PC.000.230525.6	05/22/2023	298.71	LUNCH FOR LEADERSHIP MTG	0012002210 53171
	PC.000.230525.6	05/22/2023	464.16	LUNCH FOR LEADERSHIP MTG	0012002210 53171
	PC.000.230525.6	05/22/2023	323.90	LUNCH FOR LEADERSHIP MTG	0012002210 53171
	PC.000.230525.6	05/22/2023	61.25	ADMIN ZOOM ACCT. APRIL 23	0012002210 54902
	PC.000.230525.7	05/25/2023	40.67	LOGS WEED EATER LINE, BOXES	0012042254 53141
	PC.000.230525.7	05/25/2023	161.33	STN 72 DISHWASHER DISPENSORS	0012042254 53142
	PC.000.230525.7	05/25/2023	9.12	LOGS WEED EATER LINE, BOXES	0012042254 53146
	PC.000.230525.7	05/25/2023	459.24	STATION 63 & 72 SHOWER PAN EPO	0012042254 53146
	PC.000.230525.7	05/25/2023	52.73	COMP WATER VALVE - ANCHORS	0012042254 53146
	PC.000.230525.7	05/25/2023	28.38	Sticker Design	0014002230 53136
	PC.000.230525.7	05/25/2023	329.97	Duracell Power Supply	0014002230 53501
	PC.000.230525.7	05/25/2023	165.00	DFM SHIRTS	0014002230 53501
	PC.000.230525.7	05/25/2023	95.73	Trello 5/2023	0014002230 54902
	PC.203.230525.2	05/22/2023	(300.00)	Cancellation Credit	0012032213 53132
	PC.210.230425.3	05/25/2023	17.59	Hammer for IT Toolbox	0012102215 53501
	PC.210.230525.1	05/22/2023	76.57	CP-ERGO MOUSE DON H	0012102215 53501
	PC.210.230525.1	05/22/2023	136.39	Ergo Keyboard	0012102215 53501
	PC.210.230525.1	05/22/2023	835.65	Internet Service for IT Office	0012102215 54202
	PC.210.230525.1	05/22/2023	899.98	CPFR Wildcard SSL Certificate	0012102215 54813
	PC.340.230525.1	05/25/2023	173.80	EMS Meeting- Through Lunch	1013402680 53171
	PC.340.230525.1	05/25/2023	2,134.50	EMS CONNECT 5/2023	1013402680 54902
	PC.400.230525.1	05/22/2023	109.27	lodging	0014002230 54311
	PC.400.230525.1	05/22/2023	437.08	lodging	0014002230 54311
	PC.400.230525.1	05/22/2023	60.85	Fuel 40116	0012042254 53201
	PC.650.230425.5	05/25/2023	16.49	WET/DRY VAC FILTERS	0016502265 53142
	PC.650.230525.2	05/25/2023	88.07	M17-3 LOST TITLE FEES	0012042254 54912
	PC.650.230525.2	05/25/2023	362.75	GEL EAR SEALS/MIC CVRS	0012402880 53142
	PC.650.230525.2	05/25/2023	(17.20)	HOSE RETURN CREDIT	0016502265 53141
	PC.650.230525.2	05/25/2023	120.00	GITHENS EVT CERT FEES	0016502265 54922
TOTAL FOR CHECK AP 00014820:			10,336.81		
WILLIAMS OIL FILTER SERVICE (WILLOILF)					
	652550	05/19/2023	895.80	E03-1 TRANS OIL HOSE ASSY	0016502265 53143
TOTAL FOR CHECK AP 00014830:			895.80		
REPORT TOTAL:			287,641.16		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00014831	COFFFUND	CP Coffee Fund	05/26/23	3,080.00	MW	CX	
AP EFT 00014832	FLOWFUND	Flower Fund	05/26/23	141.00	MW	CX	
AP EFT 00014833	HRAVEBA	HRA VEBA TRUST	05/26/23	2,666.67	MW	CX	
AP EFT 00014834	LOCA726	LOCAL 726 FIREFIGHTERS TRUS	05/26/23	844,173.63	MW	CX	
AP EFT 00014835	NWFFT	NORTHWEST FIREFIGHTERS TRUS	05/26/23	38,352.98	MW	CX	
AP EFT 00014836	PCPROFF	PC Professional Firefighter	05/26/23	148,123.13	MW	CX	
AP EFT 00014837	REHNASSO	REHN & ASSOCIATES	05/26/23	1,741.42	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	1,038,278.83	Number of EFTs Processed:	7
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	1,038,278.83		

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COFFEE FUND (COFFFUND)						
	2800/2301005	05/26/2023	1,967.00	MAY PAYROLL	001	23184
	2800/2301005	05/26/2023	1,113.00	MAY PAYROLL	101	23184
TOTAL FOR CHECK AP 00014831:			3,080.00			
FLOWER FUND (FLOWFUND)						
	2802/2301005	05/26/2023	131.97	MAY PAYROLL	001	23184
	2802/2301005	05/26/2023	9.03	MAY PAYROLL	101	23184
TOTAL FOR CHECK AP 00014832:			141.00			
HRA VEBA TRUST (HRAVEBA)						
	1420/2301005	05/26/2023	2,666.67	MAY PAYROLL	001	23159
TOTAL FOR CHECK AP 00014833:			2,666.67			
LOCAL 726 FIREFIGHTERS TRUST (LOCA726)						
	1400/2301005	05/26/2023	522,949.59	MAY PAYROLL	001	23157
	1400/2301005	05/26/2023	307,768.03	MAY PAYROLL	101	23157
	1421/2301005	05/26/2023	11,348.53	MAY PAYROLL	001	23159
	1711/2301005	05/26/2023	107.20	MAY PAYROLL	001	23155
	2716/2301005	05/26/2023	1,103.56	MAY PAYROLL	001	23155
	2716/2301005	05/26/2023	703.82	MAY PAYROLL	101	23155
	2717/2301005	05/26/2023	64.96	MAY PAYROLL	101	23155
	2717/2301005	05/26/2023	127.94	MAY PAYROLL	001	23155
TOTAL FOR CHECK AP 00014834:			844,173.63			
NORTHWEST FIREFIGHTERS TRUST (NWFFT)						
	1401/2301005	05/26/2023	34,278.40	MAY PAYROLL	001	23157
	1401/2301005	05/26/2023	4,074.58	MAY PAYROLL	101	23157
TOTAL FOR CHECK AP 00014835:			38,352.98			
PC PROFESSIONAL FIREFIGHTERS L (PCPROFFF)						
	2300/2301005	05/26/2023	61,293.61	MAY PAYROLL	001	23160
	2300/2301005	05/26/2023	38,930.05	MAY PAYROLL	101	23160
	2303/2301005	05/26/2023	3.35	MAY PAYROLL	101	23160
	2303/2301005	05/26/2023	196.12	MAY PAYROLL	001	23160
	2440/2301005	05/26/2023	31,052.05	MAY PAYROLL	001	23160
	2440/2301005	05/26/2023	16,647.95	MAY PAYROLL	101	23160
TOTAL FOR CHECK AP 00014836:			148,123.13			
REHN & ASSOCIATES (REHNASSO)						
	1500/2301005	05/26/2023	33.69	MAY PAYROLL	001	23157
	1500/2301005	05/26/2023	4.31	MAY PAYROLL	101	23157
	2452/2301005	05/26/2023	208.33	MAY PAYROLL	001	23197
	2453/2301005	05/26/2023	1,335.38	MAY PAYROLL	001	23197
	2453/2301005	05/26/2023	159.71	MAY PAYROLL	101	23197
TOTAL FOR CHECK AP 00014837:			1,741.42			
REPORT TOTAL:			1,038,278.83			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00059439	AMPE01210	AMPE, MICHAEL G	05/31/23	237.83	MW	IS	PA	
EF CHK 00059440	ANDE08020	ANDERSEN, DARWIN A	05/31/23	7,600.32	MW	IS	PA	
EF CHK 00059441	ANDE03230	ANDERSON, DENNIS M	05/31/23	8,459.43	MW	IS	PA	
EF CHK 00059442	ANDE04300	ANDERSON, SEAN M	05/31/23	6,370.09	MW	IS	PA	
EF CHK 00059443	ARON10160	ARONOW, CHRISTIAN A	05/31/23	10,435.61	MW	IS	PA	
EF CHK 00059444	AUSE05040	AUSENHUS, LUKE	05/31/23	838.92	MW	IS	PA	
EF CHK 00059445	AUVI12010	AUVIL, MICHAEL E	05/31/23	10,657.06	MW	IS	PA	
EF CHK 00059446	BACA02140	BACA, JOHN	05/31/23	10,654.98	MW	IS	PA	
EF CHK 00059447	BAKE11280	BAKER, WILLIAM D	05/31/23	9,306.24	MW	IS	PA	
EF CHK 00059448	BANN11040	BANNER, SAMUEL	05/31/23	6,601.14	MW	IS	PA	
EF CHK 00059449	BART02050	BARTROFF, KALE B	05/31/23	4,403.68	MW	IS	PA	
EF CHK 00059450	BAUG09050	BAUGH, RYAN S	05/31/23	6,232.47	MW	IS	PA	
EF CHK 00059451	BEAL12070	BEAL, MARC J	05/31/23	13,383.28	MW	IS	PA	
EF CHK 00059452	BEAU03040	BEAUCHAMP, JOHN ROBERT	05/31/23	8,014.07	MW	IS	PA	
EF CHK 00059453	BEAU05190	BEAUSOLEIL, KEVIN	05/31/23	5,421.22	MW	IS	PA	
EF CHK 00059454	BEEN06250	BEENE, DYLAN C	05/31/23	9,287.41	MW	IS	PA	
EF CHK 00059455	BELL06020	BELLERIVE, ROGER M	05/31/23	4,826.38	MW	IS	PA	
EF CHK 00059456	BENN09190	BENNING, DALE R	05/31/23	11,602.20	MW	IS	PA	
EF CHK 00059457	BENN09240	BENNING, DAVID M	05/31/23	10,010.45	MW	IS	PA	
EF CHK 00059458	BENN08280	BENNING, TYLER I	05/31/23	3,983.56	MW	IS	PA	
EF CHK 00059459	BERD04150	BERDAN, KEVIN M	05/31/23	11,693.84	MW	IS	PA	
EF CHK 00059460	BERD11180	BERDAN, SCOTT R	05/31/23	15,599.98	MW	IS	PA	
EF CHK 00059461	BERN05110	BERNSON, JAMES	05/31/23	8,205.42	MW	IS	PA	
EF CHK 00059462	BEST07180	BEST, BLUE J	05/31/23	8,043.50	MW	IS	PA	
EF CHK 00059463	BISH08130	BISHOP, KYLEE C	05/31/23	4,922.79	MW	IS	PA	
EF CHK 00059464	BOE06260	BOE, DAVID G	05/31/23	14,215.76	MW	IS	PA	
EF CHK 00059465	BONE11020	BONE, BRIDGETT C	05/31/23	5,641.39	MW	IS	PA	
EF CHK 00059466	BOUC09170	BOUCHARD, JOSEPH R	05/31/23	11,209.29	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
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EF CHK 00059467	BOYL01120	BOYLE, TREVOR D	05/31/23	11,704.59	MW	IS	PA	
EF CHK 00059468	BRAG02260	BRAGG, DAVID B	05/31/23	6,966.54	MW	IS	PA	
EF CHK 00059469	BRIZ10180	BRIZENDINE, JACK R	05/31/23	8,139.09	MW	IS	PA	
EF CHK 00059470	BRON03130	BRONOSKE, MATTHEW J	05/31/23	10,012.45	MW	IS	PA	
EF CHK 00059471	BROW04280	BROWN, JASON K	05/31/23	6,994.88	MW	IS	PA	
EF CHK 00059472	BROW08210	BROWN, JONATHAN	05/31/23	5,268.17	MW	IS	PA	
EF CHK 00059473	BROW11160	BROWN, LANE	05/31/23	4,762.86	MW	IS	PA	
EF CHK 00059474	BROW04180	BROWN, MICHAEL J	05/31/23	8,190.64	MW	IS	PA	
EF CHK 00059475	BROW03260	BROWN, TYLER T	05/31/23	12,280.41	MW	IS	PA	
EF CHK 00059476	BRUN10060	BRUNTON, CHAD	05/31/23	7,219.43	MW	IS	PA	
EF CHK 00059477	BRYA08020	BRYAN, QUENTIN L	05/31/23	1,324.44	MW	IS	PA	
EF CHK 00059478	BURK08220	BURKE, REBECCA L	05/31/23	4,582.16	MW	IS	PA	
EF CHK 00059479	BURK07120	BURKE, RYAN K	05/31/23	9,588.44	MW	IS	PA	
EF CHK 00059480	BUTL12200	BUTLER, BRANDON J	05/31/23	7,056.73	MW	IS	PA	
EF CHK 00059481	BYKE03270	BYKERK, CHAD	05/31/23	6,404.20	MW	IS	PA	
EF CHK 00059482	CABL08140	CABLE, JEFFREY P	05/31/23	13,844.76	MW	IS	PA	
EF CHK 00059483	CABL02060	CABLE, MICHAEL A	05/31/23	7,310.72	MW	IS	PA	
EF CHK 00059484	CALD12300	CALDIER, BRIAN L	05/31/23	9,716.03	MW	IS	PA	
EF CHK 00059485	CARD12140	CARDINAL, WILLIAM T	05/31/23	14,696.40	MW	IS	PA	
EF CHK 00059486	CARR10110	CARRIGAN, CHRISTOPHER M	05/31/23	8,468.60	MW	IS	PA	
EF CHK 00059487	CART07070	CARTER-HOSKINSON, STEPHANY	05/31/23	7,774.67	MW	IS	PA	
EF CHK 00059488	CERR03070	CERRILLO, MASON	05/31/23	5,469.25	MW	IS	PA	
EF CHK 00059489	CHIV10030	CHIVINGTON, JEREMY	05/31/23	5,617.02	MW	IS	PA	
EF CHK 00059490	CHRI04250	CHRISTIANSON, BRYAN D	05/31/23	8,383.54	MW	IS	PA	
EF CHK 00059491	CLAI03210	CLAIBOURN, JUSTIN M	05/31/23	7,243.01	MW	IS	PA	
EF CHK 00059492	CLAR10100	CLARK, JORDAN P	05/31/23	6,170.72	MW	IS	PA	
EF CHK 00059493	CLAY08290	CLAYTON, MARK E	05/31/23	7,616.37	MW	IS	PA	
EF CHK 00059494	COBU10210	COBUN, JACOB C	05/31/23	6,170.56	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00059495	COKL05160	COKL, ERICK M	05/31/23	12,904.29	MW	IS	PA	
EF CHK 00059496	COON03230	COONAN, KYLE	05/31/23	5,552.02	MW	IS	PA	
EF CHK 00059497	CORD05260	CORDES, TIFFANY	05/31/23	4,960.84	MW	IS	PA	
EF CHK 00059498	COTT10310	COTTER, KENDALL J	05/31/23	7,749.15	MW	IS	PA	
EF CHK 00059499	COUR06190	COURTNEY, LUKE P	05/31/23	11,424.70	MW	IS	PA	
EF CHK 00059500	COUR08040	COURTNEY, WESLEY P	05/31/23	10,116.82	MW	IS	PA	
EF CHK 00059501	COX09010	COX, LAUREN	05/31/23	4,165.89	MW	IS	PA	
EF CHK 00059502	CRAF04130	CRAFT JR, RICHARD	05/31/23	7,598.19	MW	IS	PA	
EF CHK 00059503	CRAI04100	CRAIG, CHRISTOPHER T	05/31/23	7,005.38	MW	IS	PA	
EF CHK 00059504	CURN11150	CURNUTT, DANIEL G	05/31/23	15,674.95	MW	IS	PA	
EF CHK 00059505	CURR11200	CURRIE, MATTHEW A	05/31/23	8,620.72	MW	IS	PA	
EF CHK 00059506	CUTH08310	CUTHBERT, SHAUN D	05/31/23	6,718.19	MW	IS	PA	
EF CHK 00059507	DEMO01160	DEMOTT, JASON R	05/31/23	9,498.15	MW	IS	PA	
EF CHK 00059508	DEVE02150	DEVEGLIO, PAUL M	05/31/23	5,706.46	MW	IS	PA	
EF CHK 00059509	DEVI06170	DEVINE, JEFFREY A	05/31/23	6,884.19	MW	IS	PA	
EF CHK 00059510	DEYE11050	DEYETTE, ZACKARY H	05/31/23	4,848.20	MW	IS	PA	
EF CHK 00059511	DICK09260	DICKENS, KYLE	05/31/23	5,627.02	MW	IS	PA	
EF CHK 00059512	DICK02040	DICKSON, ADAM C	05/31/23	7,558.93	MW	IS	PA	
EF CHK 00059513	DISC04190	DISCH, JESSE	05/31/23	6,083.77	MW	IS	PA	
EF CHK 00059514	DORM03250	DORMAIER, MARIAH L	05/31/23	8,116.82	MW	IS	PA	
EF CHK 00059515	DORS10070	DORSEY, JAMES P	05/31/23	6,846.22	MW	IS	PA	
EF CHK 00059516	DULA04240	DULAS, ANTHONY P	05/31/23	22,265.57	MW	IS	PA	
EF CHK 00059517	DURA01060	DURANT, ERICK J	05/31/23	11,052.44	MW	IS	PA	
EF CHK 00059518	DYER08200	DYER, RICHARD C	05/31/23	8,980.28	MW	IS	PA	
EF CHK 00059519	EDWA05020	EDWARDS, WAYNE R	05/31/23	9,352.71	MW	IS	PA	
EF CHK 00059520	ELFE05240	ELFERT, BENJAMIN J	05/31/23	11,265.30	MW	IS	PA	
EF CHK 00059521	ERIC06010	ERICKSON, TARA	05/31/23	7,030.68	MW	IS	PA	
EF CHK 00059522	ERIC12120	ERICSON, STEVEN B	05/31/23	5,729.71	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00059523	ERNS02240	ERNST, SUZANNE M	05/31/23	4,936.91	MW	IS	PA	
EF CHK 00059524	ESCO07090	ESCOBEDO, RAY C	05/31/23	14,487.24	MW	IS	PA	
EF CHK 00059525	ESTE10290	ESTES, BRIAN D	05/31/23	9,529.81	MW	IS	PA	
EF CHK 00059526	FALL06200	FALLSTEAD, BAILEY	05/31/23	6,062.36	MW	IS	PA	
EF CHK 00059527	FARI10080	FARIAS, JUSTEN	05/31/23	13,905.74	MW	IS	PA	
EF CHK 00059528	FARR03180	FARRIS, JOSHUA L	05/31/23	10,287.32	MW	IS	PA	
EF CHK 00059529	FERR08150	FERRIER, BRIAN S	05/31/23	19,684.15	MW	IS	PA	
EF CHK 00059530	FIEL04230	FIELDMAN, SCOTT J	05/31/23	9,544.21	MW	IS	PA	
EF CHK 00059531	FOLD12030	FOLDEN, JORDAN	05/31/23	9,407.55	MW	IS	PA	
EF CHK 00059532	FORD03060	FORD, CHRISTOPHER A	05/31/23	5,126.83	MW	IS	PA	
EF CHK 00059533	FOX05220	FOX, JESSE C	05/31/23	9,283.65	MW	IS	PA	
EF CHK 00059534	FOX07170	FOX, MELISSA R	05/31/23	5,154.52	MW	IS	PA	
EF CHK 00059535	FRAN04100	FRANQUEZ, MICHAEL C	05/31/23	5,217.02	MW	IS	PA	
EF CHK 00059536	FRAN10200	FRANZ, JONATHON G	05/31/23	9,987.94	MW	IS	PA	
EF CHK 00059537	GACI11090	GACIOCH, STANLEY J	05/31/23	10,523.20	MW	IS	PA	
EF CHK 00059538	GAFF03230	GAFFIN, DEVIN	05/31/23	4,331.69	MW	IS	PA	
EF CHK 00059539	GAGE01050	GAGE, JUSTIN M	05/31/23	6,618.62	MW	IS	PA	
EF CHK 00059540	GAHM03150	GAHMS, J JOSEF	05/31/23	8,152.18	MW	IS	PA	
EF CHK 00059541	GEOR11060	GEORGE, JAMAL A	05/31/23	14,304.87	MW	IS	PA	
EF CHK 00059542	GILK10180	GILKEY, MALAC S	05/31/23	6,302.37	MW	IS	PA	
EF CHK 00059543	GILL05280	GILLESPIE, JOSEPH	05/31/23	4,685.36	MW	IS	PA	
EF CHK 00059544	GIRT07050	GIRT, JAMES A	05/31/23	14,232.40	MW	IS	PA	
EF CHK 00059545	GITH05170	GITHENS, MITCHELL R	05/31/23	6,363.58	MW	IS	PA	
EF CHK 00059546	GLAS04300	GLASS, STEPHANIE L	05/31/23	7,084.00	MW	IS	PA	
EF CHK 00059547	GONZ06220	GONZALEZ, SAMUEL	05/31/23	4,759.32	MW	IS	PA	
EF CHK 00059548	GOUG05180	GOUGH, JAMES L	05/31/23	10,705.81	MW	IS	PA	
EF CHK 00059549	GRAB05020	GRABINSKI, BRENT E	05/31/23	7,169.14	MW	IS	PA	
EF CHK 00059550	GRAU06270	GRAUERT, JOHN H	05/31/23	5,034.52	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00059551	GRAY05050	GRAYBEAL, COLIN	05/31/23	5,767.60	MW	IS	PA	
EF CHK 00059552	GREE06100	GREEN, DONALD L	05/31/23	11,273.39	MW	IS	PA	
EF CHK 00059553	GREE04260	GREEN, SAMUEL L	05/31/23	7,751.02	MW	IS	PA	
EF CHK 00059554	GROA07250	GROAT, RANDAL C	05/31/23	11,368.09	MW	IS	PA	
EF CHK 00059555	GUND02110	GUNDERMANN, BLADE T	05/31/23	6,055.09	MW	IS	PA	
EF CHK 00059556	HACK05250	HACKETT, BRIAN D	05/31/23	9,379.18	MW	IS	PA	
EF CHK 00059557	HALL12280	HALL, CORBIN M	05/31/23	9,691.92	MW	IS	PA	
EF CHK 00059558	HAMM01040	HAMMOND, STEVEN D	05/31/23	12,311.70	MW	IS	PA	
EF CHK 00059559	HARR05210	HARRISON, JHAUVON	05/31/23	7,107.56	MW	IS	PA	
EF CHK 00059560	HARR03040	HARRUFF, PAUL W	05/31/23	9,655.25	MW	IS	PA	
EF CHK 00059561	HAUL07290	HAULMAN, THOMAS J	05/31/23	5,699.70	MW	IS	PA	
EF CHK 00059562	HELL02230	HELLEY, WYATT K	05/31/23	6,125.54	MW	IS	PA	
EF CHK 00059563	HEPL10280	HEPLER, NICHOLAS	05/31/23	4,817.51	MW	IS	PA	
EF CHK 00059564	HERT10180	HERTEL, JOSEPH	05/31/23	6,254.11	MW	IS	PA	
EF CHK 00059565	HOAR09280	HOAR, FRANKIE	05/31/23	4,659.06	MW	IS	PA	
EF CHK 00059566	HODG05220	HODGES, DONALD L	05/31/23	9,506.49	MW	IS	PA	
EF CHK 00059567	HOG07200	HOGUE, STEPHEN N	05/31/23	12,352.25	MW	IS	PA	
EF CHK 00059568	HOLL03120	HOLLAND, FLINT R	05/31/23	4,245.82	MW	IS	PA	
EF CHK 00059569	HOLL07020	HOLLSTROM, SCOTT J	05/31/23	13,138.08	MW	IS	PA	
EF CHK 00059570	HOLM03060	HOLM, ALEXANDER J	05/31/23	9,197.01	MW	IS	PA	
EF CHK 00059571	HOLM03120	HOLM, MATTHEW W	05/31/23	933.88	MW	IS	PA	
EF CHK 00059572	HOWE08170	HOWE, JOSHUA	05/31/23	5,225.52	MW	IS	PA	
EF CHK 00059573	HOWE12160	HOWELL, BRENNAN	05/31/23	5,002.64	MW	IS	PA	
EF CHK 00059574	HOWE11090	HOWELL, JASON D	05/31/23	13,704.19	MW	IS	PA	
EF CHK 00059575	HUCK06270	HUCKE, KEVIN C	05/31/23	10,557.66	MW	IS	PA	
EF CHK 00059576	HUDS09150	HUDSON, KYLER	05/31/23	10,658.79	MW	IS	PA	
EF CHK 00059577	HUDS04230	HUDSPETH, STEPHEN	05/31/23	11,486.50	MW	IS	PA	
EF CHK 00059578	HUNT04150	HUNT, MATTHEW DL	05/31/23	12,398.69	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
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EF CHK 00059579	HYAT03230	HYATT, DIANE M	05/31/23	4,911.30	MW	IS	PA	
EF CHK 00059580	IMBE01030	IMBER, CARA	05/31/23	4,281.02	MW	IS	PA	
EF CHK 00059581	IRWI12310	IRWIN, SEAN S	05/31/23	9,414.01	MW	IS	PA	
EF CHK 00059582	JACK04070	JACKSON, ADAM D	05/31/23	14,875.41	MW	IS	PA	
EF CHK 00059583	JACK04190	JACKSON, AMY B	05/31/23	4,758.94	MW	IS	PA	
EF CHK 00059584	JAME08270	JAMES, AARON J	05/31/23	5,727.76	MW	IS	PA	
EF CHK 00059585	JAUR05250	JAURIGUE, RICKY	05/31/23	6,953.84	MW	IS	PA	
EF CHK 00059586	JEAN10110	JEAN, NATHANIEL	05/31/23	7,195.22	MW	IS	PA	
EF CHK 00059587	JETT10170	JETTER, MEGAN J	05/31/23	7,881.23	MW	IS	PA	
EF CHK 00059588	JOHN05180	JOHNSON, MICHAEL L	05/31/23	9,169.46	MW	IS	PA	
EF CHK 00059589	JOHN07230	JOHNSTON, BRICE A	05/31/23	8,129.69	MW	IS	PA	
EF CHK 00059590	JOHN10210	JOHNSTON, CHESTER L	05/31/23	6,684.33	MW	IS	PA	
EF CHK 00059591	JONE08150	JONES, KELLY	05/31/23	5,541.66	MW	IS	PA	
EF CHK 00059592	KAMK01270	KAMKE, ALLAN R	05/31/23	10,457.43	MW	IS	PA	
EF CHK 00059593	KAMK10180	KAMKE, DAVID N	05/31/23	9,217.65	MW	IS	PA	
EF CHK 00059594	KAPL10260	KAPLAN, TYLER JOEL	05/31/23	5,615.37	MW	IS	PA	
EF CHK 00059595	KAVA12210	KAVANAUGH, JAMIE K	05/31/23	8,997.11	MW	IS	PA	
EF CHK 00059596	KELL09040	KELLEY, MICHAEL R	05/31/23	5,011.77	MW	IS	PA	
EF CHK 00059597	KEMP01170	KEMP, AARON C	05/31/23	15,792.86	MW	IS	PA	
EF CHK 00059598	KENT02060	KENT, RONALD E	05/31/23	11,856.32	MW	IS	PA	
EF CHK 00059599	KETT03030	KETTER, KYLE J	05/31/23	4,796.96	MW	IS	PA	
EF CHK 00059600	KLEM02060	KLEMM, KELLY L	05/31/23	9,090.06	MW	IS	PA	
EF CHK 00059601	KLUB04030	KLUBE, TAMRA A	05/31/23	7,048.88	MW	IS	PA	
EF CHK 00059602	KNIG03100	KNIGHTON JR, RONNIE B	05/31/23	12,270.77	MW	IS	PA	
EF CHK 00059603	KNOE08170	KNOETGEN, MATTHEW A	05/31/23	5,518.26	MW	IS	PA	
EF CHK 00059604	KOND01160	KONDRA, JOSHUA	05/31/23	4,415.43	MW	IS	PA	
EF CHK 00059605	KOND11050	KONDRA, MICHAEL L	05/31/23	21,558.25	MW	IS	PA	
EF CHK 00059606	KOUS12290	KOUsETTIS, STELIOS	05/31/23	9,346.87	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00059607	KOVA04180	KOVASH, LOGAN T	05/31/23	14,055.24	MW	IS	PA	
EF CHK 00059608	KREK10100	KREKLING, JEFFREY S	05/31/23	10,624.69	MW	IS	PA	
EF CHK 00059609	KUEH10230	KUEHLTHAU, ERIC J	05/31/23	8,642.99	MW	IS	PA	
EF CHK 00059610	KUFF12140	KUFFLER, RYAN	05/31/23	5,532.90	MW	IS	PA	
EF CHK 00059611	KUZA10160	KUZARO, CORY R	05/31/23	10,272.72	MW	IS	PA	
EF CHK 00059612	LAMB04260	LAMB, AARON R	05/31/23	10,334.55	MW	IS	PA	
EF CHK 00059613	LAMB10110	LAMBERT, LOGAN C	05/31/23	9,182.65	MW	IS	PA	
EF CHK 00059614	LAMI12270	LAMIE, ROBERT D	05/31/23	5,810.79	MW	IS	PA	
EF CHK 00059615	LANG03290	LANGLOW, CREIGHTON	05/31/23	4,446.04	MW	IS	PA	
EF CHK 00059616	LARS08040	LARSEN, ROMAN A	05/31/23	10,360.78	MW	IS	PA	
EF CHK 00059617	LE06020	LE, ALEXANDER C	05/31/23	6,436.12	MW	IS	PA	
EF CHK 00059618	LEE11100	LEE, JEREMY	05/31/23	6,376.32	MW	IS	PA	
EF CHK 00059619	LESS08200	LESSER, MONICA	05/31/23	4,340.96	MW	IS	PA	
EF CHK 00059620	LEVE10200	LEVENSELLER, BRIAN P	05/31/23	9,779.99	MW	IS	PA	
EF CHK 00059621	LIPK07300	LIPKE, JONATHAN	05/31/23	8,602.04	MW	IS	PA	
EF CHK 00059622	LONG05260	LONG III, THOMAS P	05/31/23	7,846.54	MW	IS	PA	
EF CHK 00059623	LONG06060	LONG, BRIAN	05/31/23	5,549.02	MW	IS	PA	
EF CHK 00059624	LORE03080	LORENZ, ROBERT C	05/31/23	11,659.99	MW	IS	PA	
EF CHK 00059625	LUCA09190	LUCAS, DAVID M	05/31/23	11,411.54	MW	IS	PA	
EF CHK 00059626	LUCE06290	LUCEY, MICHAEL	05/31/23	6,692.40	MW	IS	PA	
EF CHK 00059627	LUKE08170	LUKE, JOSHUA A	05/31/23	13,286.30	MW	IS	PA	
EF CHK 00059628	LUND01290	LUND, CHRISTIAN T	05/31/23	6,395.41	MW	IS	PA	
EF CHK 00059629	MADI02210	MADISON, DANIKA B	05/31/23	6,227.39	MW	IS	PA	
EF CHK 00059630	MADI02270	MADISON, RYAN E	05/31/23	6,125.77	MW	IS	PA	
EF CHK 00059631	MALF11300	MALFABON, ELVIS L	05/31/23	5,917.02	MW	IS	PA	
EF CHK 00059632	MANG11020	MANGAN, JEREMY W	05/31/23	5,664.97	MW	IS	PA	
EF CHK 00059633	MARQ11140	MARQUARDT, PATRICK D	05/31/23	7,084.21	MW	IS	PA	
EF CHK 00059634	MART09130	MARTIN, KYLE D	05/31/23	9,455.40	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00059635	MART05180	MARTINAZZI, REBECCA A	05/31/23	6,277.34	MW	IS	PA	
EF CHK 00059636	MART01240	MARTINSON, BRETT R	05/31/23	15,543.87	MW	IS	PA	
EF CHK 00059637	MART12050	MARTINSON, RODNEY L	05/31/23	8,906.36	MW	IS	PA	
EF CHK 00059638	MARZ11020	MARZOLF, ZACHARY	05/31/23	8,613.06	MW	IS	PA	
EF CHK 00059639	MCAF01180	MCAFEE, ANDREW B	05/31/23	11,052.19	MW	IS	PA	
EF CHK 00059640	MCCA01050	MCCABE, C ADAM	05/31/23	9,234.58	MW	IS	PA	
EF CHK 00059641	MCCO09160	MCCORMICK, CYDNI A	05/31/23	6,645.57	MW	IS	PA	
EF CHK 00059642	MCCU01270	MCCUTCHEON, KEVIN J	05/31/23	14,898.87	MW	IS	PA	
EF CHK 00059643	MCDO03170	MCDONALD, MICHAEL	05/31/23	4,979.63	MW	IS	PA	
EF CHK 00059644	MCDO08100	MCDOWELL, MATTHEW	05/31/23	11,833.04	MW	IS	PA	
EF CHK 00059645	MCFA07170	MCFADDEN, JOEL S	05/31/23	8,847.23	MW	IS	PA	
EF CHK 00059646	MCGA08140	MCGAVRAN, DONAL R	05/31/23	6,280.85	MW	IS	PA	
EF CHK 00059647	MCGR11300	MCGRATH, ROSS M	05/31/23	9,049.19	MW	IS	PA	
EF CHK 00059648	MCIN12080	MCINNIS, ERIKA	05/31/23	4,505.99	MW	IS	PA	
EF CHK 00059649	MCKE09220	MCKENZIE, RADCLIFFE L	05/31/23	12,415.65	MW	IS	PA	
EF CHK 00059650	MCKI02200	MCKINNON, JACOB	05/31/23	10,789.73	MW	IS	PA	
EF CHK 00059651	MCNE09230	MCNEALLEY, ERIC J	05/31/23	12,215.72	MW	IS	PA	
EF CHK 00059652	MERR05270	MERRIMAN, PATRICK A	05/31/23	6,306.07	MW	IS	PA	
EF CHK 00059653	MICH04170	MICHEL, MAURICE	05/31/23	4,835.86	MW	IS	PA	
EF CHK 00059654	MITC10150	MITCHELL, DALE T	05/31/23	469.04	MW	IS	PA	
EF CHK 00059655	MOAN12210	MOAN, ANDREW V	05/31/23	17,513.66	MW	IS	PA	
EF CHK 00059656	MOE04030	MOE, ANDREW A	05/31/23	10,792.23	MW	IS	PA	
EF CHK 00059657	MOOR09280	MOOR, ZACHARY D	05/31/23	6,741.42	MW	IS	PA	
EF CHK 00059658	MORR06170	MORROW, DUSTIN E	05/31/23	13,282.56	MW	IS	PA	
EF CHK 00059659	MOSL04100	MOSLEY, JACKSON	05/31/23	6,290.42	MW	IS	PA	
EF CHK 00059660	MUNR10020	MUNRO, SCOTT G	05/31/23	8,937.79	MW	IS	PA	
EF CHK 00059661	MURP09030	MURPHY, PHILIP R	05/31/23	7,417.99	MW	IS	PA	
EF CHK 00059662	MURP04160	MURPHY, SAMMY L	05/31/23	6,233.91	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00059663	NAGO02260	NAGORSKI, SCHUYLLER	05/31/23	6,038.56	MW	IS	PA	
EF CHK 00059664	NELS02190	NELSON, JUSTIN	05/31/23	8,032.91	MW	IS	PA	
EF CHK 00059665	NOBL10020	NOBLE, CHRISTOPHER D	05/31/23	6,049.80	MW	IS	PA	
EF CHK 00059666	NODA03310	NODAL, SOLON	05/31/23	6,583.64	MW	IS	PA	
EF CHK 00059667	NOLL08130	NOLL, TODD M	05/31/23	13,158.95	MW	IS	PA	
EF CHK 00059668	NYLA01010	NYLANDER, KEITH	05/31/23	6,292.26	MW	IS	PA	
EF CHK 00059669	OTOO08280	O'TOOLE, JUSTIN	05/31/23	2,395.58	MW	IS	PA	
EF CHK 00059670	OHIR07230	OHIRA, JOEY Y	05/31/23	7,874.90	MW	IS	PA	
EF CHK 00059671	ORSE08240	ORSETH, RYAN	05/31/23	7,665.63	MW	IS	PA	
EF CHK 00059672	OSBO09030	OSBORNE, DANIEL J	05/31/23	7,632.62	MW	IS	PA	
EF CHK 00059673	OTTO05240	OTTO, JOSEPH	05/31/23	6,730.07	MW	IS	PA	
EF CHK 00059674	OVER09230	OVERSTREET, JASON	05/31/23	6,866.25	MW	IS	PA	
EF CHK 00059675	PARA08030	PARAMAPOONYA, ARIEL M	05/31/23	5,025.46	MW	IS	PA	
EF CHK 00059676	PARA10130	PARAMAPOONYA, BRADLEY D	05/31/23	5,822.02	MW	IS	PA	
EF CHK 00059677	PARM05240	PARMELEE, JAMES LOGAN	05/31/23	7,615.54	MW	IS	PA	
EF CHK 00059678	PARV04030	PARVINEN, DEVIN	05/31/23	6,065.29	MW	IS	PA	
EF CHK 00059679	PATT10300	PATTERSON, BROOKS R	05/31/23	5,853.97	MW	IS	PA	
EF CHK 00059680	PEAR05240	PEARSON, MITCHELL R	05/31/23	6,651.66	MW	IS	PA	
EF CHK 00059681	PETE07190	PETERSON, MATTHEW W	05/31/23	5,900.45	MW	IS	PA	
EF CHK 00059682	PFEI11100	PFEIFFER, MATTHEW E	05/31/23	8,855.90	MW	IS	PA	
EF CHK 00059683	PHA02210	PHA, URA	05/31/23	6,920.02	MW	IS	PA	
EF CHK 00059684	PHAN08260	PHAN, BRYAN C	05/31/23	5,684.55	MW	IS	PA	
EF CHK 00059685	PIER11180	PIERCE-POWELL, JUSTIN	05/31/23	3,795.86	MW	IS	PA	
EF CHK 00059686	PILC08200	PILCHER, CHERYL L	05/31/23	4,936.20	MW	IS	PA	
EF CHK 00059687	POE11200	POE, THOMAS	05/31/23	13,578.93	MW	IS	PA	
EF CHK 00059688	PUGH03310	PUGH, JEFFREY S	05/31/23	8,029.25	MW	IS	PA	
EF CHK 00059689	QUIR05050	QUIRIE, JANNA	05/31/23	5,299.38	MW	IS	PA	
EF CHK 00059690	RAGS12050	RAGSDALE, DAVID W	05/31/23	9,471.14	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00059691	RAMI10200	RAMIREZ-MONTALVO, JOSE LUIS	05/31/23	5,401.35	MW	IS	PA	
EF CHK 00059692	RAWS08260	RAWSON, BENJAMIN	05/31/23	5,555.77	MW	IS	PA	
EF CHK 00059693	REIN08050	REINKE, CHRISTIAN D	05/31/23	6,537.90	MW	IS	PA	
EF CHK 00059694	REND12090	REDA, JASON A	05/31/23	13,653.70	MW	IS	PA	
EF CHK 00059695	RENN06010	RENNER, MATTHEW S	05/31/23	7,157.85	MW	IS	PA	
EF CHK 00059696	RESE12020	RESECK, BRENDON	05/31/23	9,025.65	MW	IS	PA	
EF CHK 00059697	RESO01310	RESOP, JESSICA	05/31/23	5,809.64	MW	IS	PA	
EF CHK 00059698	RHON02100	RHONE, SHELLEY L	05/31/23	8,555.11	MW	IS	PA	
EF CHK 00059699	RICE08300	RICE, ANTHONY	05/31/23	5,319.56	MW	IS	PA	
EF CHK 00059700	RICH06060	RICHARDSON JR, ROBERT A	05/31/23	5,853.77	MW	IS	PA	
EF CHK 00059701	RICH10210	RICHMOND, CHRISTOPHER L	05/31/23	8,895.03	MW	IS	PA	
EF CHK 00059702	RIDD08300	RIDDELL, CHRISTIAN	05/31/23	9,141.99	MW	IS	PA	
EF CHK 00059703	RIOU07180	RIOUX, TIMOTHY J	05/31/23	10,666.07	MW	IS	PA	
EF CHK 00059704	RISL10040	RISLEY, PATRICK T	05/31/23	875.85	MW	IS	PA	
EF CHK 00059705	RIVE04040	RIVERA, AARON J	05/31/23	7,033.93	MW	IS	PA	
EF CHK 00059706	ROBA06140	ROBACKER, TANYA L	05/31/23	10,169.38	MW	IS	PA	
EF CHK 00059707	ROSE10070	ROSELLE, BRENT W	05/31/23	8,482.34	MW	IS	PA	
EF CHK 00059708	ROSE10280	ROSENLUND, ADAM G	05/31/23	18,407.34	MW	IS	PA	
EF CHK 00059709	ROSS01150	ROSS, DENISE M	05/31/23	5,005.23	MW	IS	PA	
EF CHK 00059710	ROZE05100	ROZELL, NICHOLAS D	05/31/23	5,553.10	MW	IS	PA	
EF CHK 00059711	RUTH02190	RUTHFORD, JEFFREY C	05/31/23	6,531.07	MW	IS	PA	
EF CHK 00059712	SABI08020	SABIN, JEREMY L	05/31/23	7,272.96	MW	IS	PA	
EF CHK 00059713	SALA11060	SALAHUDDIN, AISHA	05/31/23	9,758.69	MW	IS	PA	
EF CHK 00059714	SANT01190	SANTOS, MATTHEW D	05/31/23	15,002.85	MW	IS	PA	
EF CHK 00059715	SAYL10200	SAYLER, TANNER	05/31/23	4,973.14	MW	IS	PA	
EF CHK 00059716	SCHA11230	SCHAEFER, PETER	05/31/23	4,599.36	MW	IS	PA	
EF CHK 00059717	SCHL02140	SCHLIESMAN, NADIA	05/31/23	5,075.86	MW	IS	PA	
EF CHK 00059718	SCHM04170	SCHMIDT, MARK A	05/31/23	7,253.23	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00059719	SCHN02280	SCHNEEGAS, SEAN	05/31/23	5,880.21	MW	IS	PA	
EF CHK 00059720	SCOT04050	SCOTT-RALSTON, MICAH	05/31/23	10,000.64	MW	IS	PA	
EF CHK 00059721	SEAB05020	SEABURG, COLTON	05/31/23	5,400.44	MW	IS	PA	
EF CHK 00059722	SEBE08210	SEBERSON, PETER S	05/31/23	2,381.14	MW	IS	PA	
EF CHK 00059723	SEVE05200	SEVERE, LETANIA P	05/31/23	5,267.46	MW	IS	PA	
EF CHK 00059724	SHEP11240	SHEPARD, BENJAMIN T	05/31/23	11,934.78	MW	IS	PA	
EF CHK 00059725	SILV11090	SILVER-COLSON, EMILY	05/31/23	4,723.86	MW	IS	PA	
EF CHK 00059726	SIMA07140	SIMANJUNTAK, SAM	05/31/23	7,388.53	MW	IS	PA	
EF CHK 00059727	SIMM08080	SIMMONS, JASON D	05/31/23	10,680.82	MW	IS	PA	
EF CHK 00059728	SMIT06270	SMITH, DEREK L	05/31/23	6,786.24	MW	IS	PA	
EF CHK 00059729	SMIT04160	SMITH, KYLE EDWARD	05/31/23	9,702.77	MW	IS	PA	
EF CHK 00059730	SMIT03150	SMITH, KYLE L	05/31/23	6,733.42	MW	IS	PA	
EF CHK 00059731	SMIT06250	SMITH, ROBERT S	05/31/23	10,904.09	MW	IS	PA	
EF CHK 00059732	SNYD02280	SNYDER, JOSEPH S	05/31/23	6,359.19	MW	IS	PA	
EF CHK 00059733	SNYD01270	SNYDER, RYAN C	05/31/23	6,175.00	MW	IS	PA	
EF CHK 00059734	SOBO06010	SOBOLE, JAMES A	05/31/23	12,306.35	MW	IS	PA	
EF CHK 00059735	SOEL07150	SOELLING, JOHN E	05/31/23	8,986.52	MW	IS	PA	
EF CHK 00059736	SOKO06070	SOKOLOV, OLEG V	05/31/23	13,470.57	MW	IS	PA	
EF CHK 00059737	SONN03260	SONNEMAN, ROBERT	05/31/23	6,686.68	MW	IS	PA	
EF CHK 00059738	SOWA03310	SOWARDS, EVAN	05/31/23	4,871.77	MW	IS	PA	
EF CHK 00059739	STAN05260	STANLEY, EVAN	05/31/23	13,134.71	MW	IS	PA	
EF CHK 00059740	STED11150	STEDMAN, ANTHONY J	05/31/23	9,898.33	MW	IS	PA	
EF CHK 00059741	STEP08140	STEPHENS, DANIEL L	05/31/23	7,589.79	MW	IS	PA	
EF CHK 00059742	STEW02180	STEWART, ANDREW C	05/31/23	6,757.70	MW	IS	PA	
EF CHK 00059743	STOL07110	STOLTENBERG, KIM M	05/31/23	10,651.88	MW	IS	PA	
EF CHK 00059744	STRI03310	STRINGFELLOW, STEVE G	05/31/23	469.04	MW	IS	PA	
EF CHK 00059745	STRO06150	STROJAN, FREDERICK	05/31/23	4,843.52	MW	IS	PA	
EF CHK 00059746	STUE06060	STUEVE, ERIC J	05/31/23	13,011.35	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00059747	STUE08090	STUEVE, PAUL A	05/31/23	12,401.35	MW	IS	PA	
EF CHK 00059748	TAYL12310	TAYLOR, DAVID S	05/31/23	8,989.36	MW	IS	PA	
EF CHK 00059749	TAYL05140	TAYLOR, MATTHEW	05/31/23	4,582.86	MW	IS	PA	
EF CHK 00059750	TAYL07290	TAYLOR, ROBERT T	05/31/23	6,835.46	MW	IS	PA	
EF CHK 00059751	TAYL05150	TAYLOR, RYAN J	05/31/23	10,662.30	MW	IS	PA	
EF CHK 00059752	TCHO01310	TCHOBANOFF, NOAH C	05/31/23	14,006.21	MW	IS	PA	
EF CHK 00059753	TENN03070	TENNISON, JOSEPH C	05/31/23	10,046.38	MW	IS	PA	
EF CHK 00059754	TEYS04230	TEYSSSEDRE, FABIEN A	05/31/23	6,528.57	MW	IS	PA	
EF CHK 00059755	THOM06260	THOMPSON, BENJAMIN A	05/31/23	6,135.43	MW	IS	PA	
EF CHK 00059756	THOM02240	THOMPSON, COURTNEY B	05/31/23	5,734.81	MW	IS	PA	
EF CHK 00059757	THOM11090	THOMPSON, REED	05/31/23	7,624.74	MW	IS	PA	
EF CHK 00059758	TISS01300	TISSUE, DANA R	05/31/23	1,289.64	MW	IS	PA	
EF CHK 00059759	TOFT06180	TOFT, JEREMY H	05/31/23	7,657.18	MW	IS	PA	
EF CHK 00059760	TOLE02180	TOLER, ETHAN E	05/31/23	8,660.26	MW	IS	PA	
EF CHK 00059761	TOVA09280	TOVAR, FRANCISCO L	05/31/23	6,491.89	MW	IS	PA	
EF CHK 00059762	VALE01300	VALE, JEFFERY	05/31/23	6,722.14	MW	IS	PA	
EF CHK 00059763	VAND10060	VANDERSTAAY, KORY	05/31/23	6,985.71	MW	IS	PA	
EF CHK 00059764	VANK01260	VANKEULEN, BRENT D	05/31/23	12,315.11	MW	IS	PA	
EF CHK 00059765	VERE10310	VERELLEN, DAVID W	05/31/23	10,289.12	MW	IS	PA	
EF CHK 00059766	VINI08310	VINING, KELLY J	05/31/23	7,346.50	MW	IS	PA	
EF CHK 00059767	VLAS12220	VLASENKO, MIKHAIL G	05/31/23	6,948.13	MW	IS	PA	
EF CHK 00059768	WADD09200	WADDELL, AARON G	05/31/23	9,342.84	MW	IS	PA	
EF CHK 00059769	WAGN12250	WAGNER, SETH J	05/31/23	6,723.84	MW	IS	PA	
EF CHK 00059770	WALT03310	WALTERS, QUAID P	05/31/23	7,019.57	MW	IS	PA	
EF CHK 00059771	WASH11090	WASHO, SUSAN E	05/31/23	11,525.11	MW	IS	PA	
EF CHK 00059772	WATA03160	WATAMURA, BRADLEY T	05/31/23	7,996.45	MW	IS	PA	
EF CHK 00059773	WEHM06180	WEHMHOFER, NICHOLAS	05/31/23	4,346.68	MW	IS	PA	
EF CHK 00059774	WEID09060	WEIDMAN, RYAN	05/31/23	4,320.22	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00059775	WEND10210	WENDT, AUSTIN W	05/31/23	6,389.41	MW	IS	PA	
EF CHK 00059776	WEND07300	WENDT, FRED W	05/31/23	6,145.01	MW	IS	PA	
EF CHK 00059777	WHIT07260	WHITE, NATHAN A	05/31/23	7,936.18	MW	IS	PA	
EF CHK 00059778	WILL05290	WILLADSON, KEVIN J	05/31/23	10,670.36	MW	IS	PA	
EF CHK 00059779	WILL04020	WILLETT, JEREMY	05/31/23	7,331.22	MW	IS	PA	
EF CHK 00059780	WILL01190	WILLIAMS, KEVIN	05/31/23	11,727.65	MW	IS	PA	
EF CHK 00059781	WILL11250	WILLIAMS, OLIVER	05/31/23	5,665.40	MW	IS	PA	
EF CHK 00059782	WILL02260	WILLIAMS, RONALD D	05/31/23	53,335.99	MW	IS	PA	
EF CHK 00059783	WILL04150	WILLIAMSON, TROY D	05/31/23	10,360.53	MW	IS	PA	
EF CHK 00059784	WILL03290	WILLIS, ROBERT C	05/31/23	983.88	MW	IS	PA	
EF CHK 00059785	WILL12210	WILLOUGHBY, BLAKE	05/31/23	5,907.02	MW	IS	PA	
EF CHK 00059786	WILS09050	WILSON, DANIEL O	05/31/23	6,431.64	MW	IS	PA	
EF CHK 00059787	WISE07120	WISEMAN, TRACY L	05/31/23	5,211.96	MW	IS	PA	
EF CHK 00059788	WOHR08050	WOHRLE, PETER J	05/31/23	8,177.08	MW	IS	PA	
EF CHK 00059789	WOOD07110	WOOD, JACQUELYN N	05/31/23	6,100.98	MW	IS	PA	
EF CHK 00059790	WOOD05160	WOOD, JONATHAN	05/31/23	3,798.27	MW	IS	PA	
EF CHK 00059791	WORK11050	WORKMAN, BRYAN K	05/31/23	7,360.42	MW	IS	PA	
EF CHK 00059792	WORK10250	WORKMAN, LINDA S	05/31/23	3,532.67	MW	IS	PA	
EF CHK 00059793	YARB12160	YARBROUGH, KYLE W	05/31/23	9,473.97	MW	IS	PA	
EF CHK 00059794	YOUN05220	YOUNG, ALEX	05/31/23	213.67	MW	IS	PA	
EF CHK 00059795	ZUBE07230	ZUBER, LACEY	05/31/23	3,676.87	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====								
G R A N D 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		2,916,270.90		Number of Checks Processed:		357
		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
		G R A N D T O T A L		2,916,270.90				



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Board Policy 5.03 Writing Off Transport Patient Accounts

Attachments: Board Policy 5.03

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

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

SUGGESTED MOTION:

"To approve the second reading of Board Policy 5.03 Writing Off Transport Patient Accounts."

SUMMARY:

Board Policy 5.03 Writing Off Transport Patient Accounts was presented to the Board for its first reading. Since the first reading, no additional comments have been received and no edits have been made.

FINANCIAL IMPACT:

N/A

WRITING OFF PATIENT ACCOUNTS



NUMBER..... 503
CATEGORY Administration
EFFECTIVE..... DATE: 08/05/04
REVISED..... DATE: 09/01/07
AUTHOR Vicky Carlsen

REFERENCE

Board of Fire Commissioners (Note: Resolution was rescinded in 2002)

SCOPE

All Personnel

PURPOSE

To provide guidelines for writing off transport patient accounts.

POLICY

The following will be established criteria for writing off transport patient accounts:

- If the balance of the account is under \$50.00 and the patient/guarantor has not responded to our invoices. It is not cost effective to send this balance to the collection agency.
- If a patient is deceased and no estate or insurance coverage exists.
- If a patient or guarantor has declared bankruptcy and the bankruptcy has been discharged.
- If a patient is a minor, the guarantor information is unavailable and they have not responded to our invoices.
- When an insurance denies a claim because the transport was not medically necessary:
 - If the insurance has denied appeals process that can be followed by the District (i.e. Medicare), we will exhaust all avenue to appeal. A letter will be sent to the patient explaining the appeals process and that we will be appealing on their behalf. If the insurance denies, we will write off their account.
 - If the insurance does not have a defined appeals process that can be followed by the District, we will notify the patient of their right to appeal on their own behalf. If the patient chooses to appeal, they must keep the District informed of the process being followed by giving us copies of the paperwork they have filed. The paperwork will allow the District to hold the account until the appeals process is complete. If the insurance still denies after the process, we will write off the account.
- For other extenuating circumstances to be reviewed by a committee of three (3) with representatives from the EMS and Finance Division.
- If the patient is an active member of CPFR or Tacoma Fire Department and transported, all medical insurance will be billed and the balance written off.

PROCEDURE

- All amounts to be written off will be presented to and approved by the Board of Commissioners by Resolution.

CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 5.03

ORIGINATED: August 5, 2004

APPROVED: June 12, 2023

EFFECTIVE: June 12, 2023

SUBJECT: WRITING OFF PATIENT ACCOUNTS

PURPOSE: To provide guidelines for writing off transport patient accounts.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with and operate within the parameters of this Board Policy.

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POLICY: The following will be established criteria for writing off transport patient accounts:

I. If the balance of the account is under \$50.00 and the patient/guarantor has not responded to our invoices. It is not cost effective to send this balance to the collection agency.

A. Balance will be written off as "Uncollectible."

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II. If a patient is deceased and no estate or insurance coverage exists.

A. Balance for deceased will be written off as "w/o patient deceased."

B. No on scene services will be billed for deceased patients if they are not transported.

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II.

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III. If a patient or guarantor has declared bankruptcy and the bankruptcy has been discharged.

III.A. Balance will be written off as "Bankruptcy."

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IV. If a patient is a minor, the guarantor information is unavailable and they have not responded to our invoices.

A. Balance will be written off as "Uncollectible."

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IV.

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V. When an insurance denies a claim because the transport was not medically necessary:

~~V.~~

~~A. If the insurance has denied appeals process that can be followed by the District (i.e. Medicare), we will exhaust all avenue to appeal. A letter will be sent to the patient explaining the appeals process and that we will be appealing on their behalf. If the insurance denies, we will write off their account.~~

~~A. If the insurance does not have a defined appeals process that can be followed by the District, we will notify the patient of their right to appeal on their own behalf. If the patient chooses to appeal, they must keep the District informed of the process being followed by giving us copies of the paperwork they have filed. The paperwork will allow the District to hold the account until the appeals process is complete. If the insurance still denies after the process, we will write off the account. Balances will be written off as "Uncollectible."~~

~~B.~~

~~VI. If a patient is a non-resident and a balance remains unpaid after 120 days.~~

~~A. Balance will be written off as "w/o to collections."~~

~~VII. If the patient is an active member of CPFR or any Fire agency located in Pierce County, including but not limited to WPFR, GFR, EPFR, SPFR, OVFR, Riverside, Dupont, and transported, all medical insurance will be billed and the balance written off.~~

~~A. To allow this, a waiver will need to be forwarded to the billing company accounts receivable confirming agency relationship.~~

~~B. Balance will be written off as "Waiver per FD."~~

~~VIII. For other extenuating circumstances to be reviewed by a committee of three (3) with representatives from the EMS and Finance Division.~~

~~VII. If the patient is an active member of CPFR or Tacoma Fire Department and transported, all medical insurance will be billed and the balance written off.~~

~~AUTHORITY & RESPONSIBILITY:~~

~~The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with and operate within the parameters of this Board Policy.~~

PROCEDURE:

All amounts to be written off will be presented to and approved by the Board of Commissioners by Resolution.

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APPROVED:

MATT HOLM
BOARD CHAIR

CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 5.03

ORIGINATED: August 5, 2004
APPROVED: June 12, 2023
EFFECTIVE: June 12, 2023

SUBJECT: WRITING OFF PATIENT ACCOUNTS

PURPOSE: To provide guidelines for writing off transport patient accounts.

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- I. If the balance of the account is under \$50.00 and the patient/guarantor has not responded to our invoices. It is not cost effective to send this balance to the collection agency.
 - A. Balance will be written off as "Uncollectible."
- II. If a patient is deceased and no estate or insurance coverage exists.
 - A. Balance for deceased will be written off as "w/o patient deceased."
 - B. No on scene services will be billed for deceased patients if they are not transported.
- III. If a patient or guarantor has declared bankruptcy and the bankruptcy has been discharged.
 - A. Balance will be written off as "Bankruptcy."
- IV. If a patient is a minor, the guarantor information is unavailable and they have not responded to our invoices.
 - A. Balance will be written off as "Uncollectible."
- V. When an insurance denies a claim because the transport was not medically necessary:
 - A. Balances will be written off as "Uncollectible."
- VI. If a patient is a non-resident and a balance remains unpaid after 120 days.
 - A. Balance will be written off as "w/o to collections."

- VII. If the patient is an active member of CPFR or any Fire agency located in Pierce County, including but not limited to WPFR, GFR, EPFR, SPFR, OVFR, Riverside, Dupont, and transported, all medical insurance will be billed and the balance written off.
- A. To allow this, a waiver will need to be forwarded to the billing company accounts receivable confirming agency relationship.
 - B. Balance will be written off as "Waiver per FD."
- VIII. For other extenuating circumstances to be reviewed by a committee of three (3) with representatives from the EMS and Finance Division.

PROCEDURE:

All amounts to be written off will be presented to and approved by the Board of Commissioners by Resolution.

APPROVED:

MATT HOLM
BOARD CHAIR



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Board Policy 3.27 Purchasing Policy

Attachments: Board Policy 3.27

Submitted by: FD Robacker

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Board Policy 3.27 Purchasing Policy has been reviewed and modified by Staff. The Policy has been moved to the new format and updated.

The Policy is presented for first reading and comment.

FINANCIAL IMPACT:

N/A

Purchasing Policy

NUMBER..... 327
CATEGORY Administration
EFFECTIVE..... DATE: 07/01/2006
REVISED.....DATE: 12/29/2009



REFERENCE

Revised Code of Washington (RCW), Budgeting & Accounting Reporting System (BARS), Washington State Auditor's Office, and authorized by Board of Fire Commissioners Resolution 09-25

SCOPE

All Personnel

PURPOSE

This purchasing policy establishes Fire District responsibilities, procedures, and practices to follow to purchase equipment, materials, and services in order to maintain an accountable procurement process. Adherence to the purchasing policy will ensure that public purchases and contracts are open, fair, at the least cost to the public, and in compliance with Washington State law.

POLICY

Central Pierce Fire & Rescue will acquire equipment, materials, and services in a manner that results in the delivery of goods & services considering cost and value received. It is also the purpose of this policy to provide guidelines for purchasing in order to maintain an accountable procurement process.

PROCEDURE

1. Purchase Orders (PO(s))

A properly prepared and approved purchase order is an authorization to incur a District obligation to pay. The purchase order is to be prepared and approved **prior** to the obligation of District funds.

Purchase orders are required for all District purchases of supplies and services except for the following items:

- Utility billings including water, electricity, natural gas, sewer, garbage, propane, fuel for apparatus, phones, cell phones, pagers, and security monitoring
- Association dues & membership fees
- Publications, periodicals, and subscriptions
- Credit card purchases (requires District Expense Claim Form)
- Mileage and other employee reimbursements & claims
- Refunds & District account reimbursements (including petty cash)
- Credit memos

Any purchase order that is estimated to be \$5,000 or more, including cost of items, tax, and shipping, requires approval from the Chief Financial Officer or designee. Any purchase order that is estimated to be \$25,000 or more requires the approval of the Fire Chief or designee in addition to the Chief Financial Officer or designee.

All contracts require a purchase order. Purchase orders are to be filled out for the entire amount of the contract and will be drawn down until the contract has been exhausted. If the cost of the contract increases, it will be necessary to notify the Fire Chief or his/her designee as well as the Finance Division. Any contract \$100,000 or more that requires a change order will also require Board approval.

2. Purchase Order Book Distribution:

Purchase order books will be kept and distributed by the Finance Division. The Purchasing Policy Summary will be stapled to PO books upon distribution.

3. Purchase Order Form

All shaded fields on the purchase order form should be filled in on all purchase orders. Required fields are shaded below. Non-shaded fields may be used as needed.

- **Approved By:** Signature required by the person having authority to expend District funds from the budget line item being charged. Signature must include at least the initial of the person's first name and the person's full last name.
- **Requested By:** Signature and/or employee identification number of the person requesting the purchase if not the person approving the purchase order. This field will not be required if the person requesting the purchase is the same as the person approving the purchase.
- **Date:** Date the purchase order is initiated. The purchase order must be filled out and approved prior to committing District funds. Therefore, the date of the purchase order must be earlier than the invoice date.

- **Vendor Information:** Vendor name is required; include the address if it is a new vendor. All other vendor information fields may be filled out for the convenience of the person placing the order.
- **Board Approved box:** Should to be checked when Board action is necessary to proceed with the purchase of items or entering into a binding contract.
- **Fixed Asset/Small & Attractive Asset box:** Should to be checked if purchasing a fixed asset or a small & attractive asset for the District. If unsure if purchase is a fixed asset or a small & attractive asset, check the box and finance will make the final determination. See Policy #305 for further information.
- **Small Works Roster box:** Should be checked if Small Works Roster was used to obtain vendor.
- **Shared with Other Agency box:** Should be checked if the purchase is for multiple agencies. This will allow the District to better track those purchases that require invoicing to other agencies for their share of the cost of the purchase. Agencies to be invoiced need to be written in the Agency Name field. The District will make every effort to have the vendor invoice other agencies directly if possible.
- **Quantity Ordered:** Total number of each item being ordered.
- **Description:** General description of items or services being order.
- **Unit Price:** Price per item.
- **Total:** Price for total number of items on that line being ordered.
- **Tax:** Total tax anticipated for the purchase.
- **Shipping:** Estimated shipping costs, if any.
- **Grand Total:** Total of the purchase order including total cost of items or services being ordered, tax, and shipping.
- **General Ledger Account Coding:** Account code the purchase should be charged to along with the grand total of the purchase order. Filling out this area of the purchase order will help ensure that items and/or services are charged to the correct division and line item.
- **Employee Signature field:** The employee signing this line is certifying that the goods have been received or the services performed. This line should not be signed until that time.
- **Quote for Supplies:** If the total purchase (including transportation, tax, installation fees, etc.) is over \$10,000.00 for supplies or over \$20,000.00 for services, use this area to document the search for the supplier with the lowest quote. See [section 5](#) and [section 8](#) of this policy for further details. All efforts shall be make to find the least cost for comparable products. If you did not make the purchase from a vendor that provided the least cost quote, document your reasons for not purchasing from that supplier and attach supplemental documentation to the purchase order. See [section 15](#) on sole source purchases for further information.
- **Reason for Purchase:** Document the reason for the purchase. For example, list the name of a special project, state purchased for

replacement of defective item, etc.

4. Purchase Order Form Distribution

The District uses pre-numbered, 4-part purchase orders that come in a bound book with 25 POs per book. The distribution of the forms is as follows:

- White copy is to be sent to Accounts Payable and will be attached to the invoice for payment. If it's a partial payment of the purchase order, a photocopy of the purchase order should be attached to the invoice. The original (white copy) should be attached to the final payment of the purchase order. All white copies of purchase orders, including voided or canceled purchase orders should be sent to Accounts Payable to ensure encumbrance data is kept current.
- Yellow copy is to be sent to Accounts Payable for data entry into the purchasing module of the accounting system. After data entry, the yellow copy is filed for future reference. All yellow copies of purchase orders, including voided or canceled purchase orders should be sent to Accounts Payable to ensure encumbrance data is kept current.
- Pink copy may be used if the vendor requires a copy of the purchase order or it may stay in the purchase order book. The pink copy may also be kept by the chief officer in charge of the division budget being charged or given to the employee who will make the purchase.
- Goldenrod copy is to remain in the purchase order book.
- Purchase order book may be retained by person assigned the book for their records.

5. Purchasing Equipment, Materials, & Supplies

The purchase of any materials, supplies, or equipment will not require competitive bid procedures if the total cost in one fiscal year will not exceed the sum of \$10,000 including taxes and shipping. Purchases of materials, supplies, or equipment exceeding \$10,000 in one fiscal year will require that competitive bid procedures (formal sealed bids) are followed. , This rule applies regardless of whether the purchase was done at one time or over the course of the year. However, if the total cost is less than \$50,000 then the District may use a vendor list. Whoever is responsible for the originating order must write sole source statement and ensure bid law is followed. See section 15 for requirements of sole source statements.

Per RCW 39.04.190 vendor lists are established by advertising at least twice a year in a newspaper of general circulation the existence of a vendor list. The District will then obtain telephone or written quotes from at least three different vendors, whenever possible, to assure that a competitive price is established and award the contract or purchase to the lowest responsible bidder. Immediately after the bid is awarded, the bid quotes shall be recorded, open to public inspection, and will be available by telephone inquiry. A contract awarded pursuant to this section need not be advertised.

6. Professional Services

The District is not required by statute to competitively bid for professional services; however, an advertising and negotiation process is required when obtaining architectural and engineering services. If architectural or engineering services are required, the District must follow RCW 39.80.

7. Electronic Data Processing (EDP) & Telecommunication Equipment, Software, & Services

The purchase of automated data processing and telecommunication systems, equipment, software, and services can utilize alternative competitive bid negotiations (RCW 39.04.270). The minimum requirements for the competitive negotiations are:

- A request for proposals (RFP) must be published in a newspaper of general circulation at least 13 days before the last date on which the proposals will be received.
- The RFP must identify significant evaluation factors, including price, and their relative importance.
- CPFR must provide reasonable procedures for technical evaluation of the proposals, identification of qualified sources, and selection for awarding the contract.
- The award must be made to the qualified bidder whose proposal is 'most advantageous' to CPFR. CPFR may reject all proposals for good cause and request new proposals.

8. Public Work Contracts

Public Works is defined in RCW 39.04.010 as follows: "The term public work shall include all work, construction, alteration, repair, or improvement other than ordinary maintenance, executed at the cost of the state or of any municipality, or which is by law a lien or charge on any property therein..."

Public works projects over \$20,000 are subject to competitive bid requirements per RCW 52.14.110. However, projects with a cost of \$300,000 or less may be awarded from a small works roster in lieu of a formal sealed bid procedure.

9. Limited Public Works Projects

RCW 39.04.155(3) allows the District to use a 'limited public works projects' process for contracts with an estimated cost of less than \$35,000. To use the process, the District must solicit electronic or written quotations from a minimum of three contractors from the appropriate SWR and award the contract to the lowest responsible bidder as defined in RCW 43.19.1911. After an award is made, the quotations are to be opened for public inspection and available by electronic request.

The District is to attempt to distribute opportunities for limited public works projects equitably among contractors willing to perform the work. The District must maintain a list of the contractors contacted and the contracts awarded during the previous twenty-four months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.

10. Small Works Roster (SWR)

The following small works roster procedures are established for use by the District pursuant to RCW 39.04.155 and District Resolution #09-24.

A SWR may be used as an alternative to competitive bid procedures when the contract amount for public works projects is \$300,000 or less, which includes the costs of labor, material, equipment, and sales and use tax as applicable, and a limited public works process if the estimated cost is \$35,000 or less. Public works projects include construction, building, renovation, remodeling, alteration, repair, or improvement of real property. A SWR does not eliminate the need for contract documents, performance bonds, contracts, specifications, retainage, and other requirements. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of any contract that may be let using the SWR process.

The District may create a single, general SWR or may create a SWR for different specialties or categories of anticipated work.

A SWR lists contractors who have requested to be placed on the roster and who are properly licensed or registered to perform work in the State of Washington.

At least twice a year, the District will publish in a newspaper of general circulation within the jurisdiction a notice of the existence of the roster(s) and solicit the names of contractors for such roster(s). Contractors desiring to be placed on the SWR must keep current records of any applicable licenses, certifications, registrations, bonding, insurance, or other appropriate matters and make them available for District review upon request. Responsible contractors will be added to the appropriate roster(s) at any time that they submit a written request and necessary records. The District may require master contracts to be signed that become effective when a specific award is made using the SWR. Other fire districts or local municipalities may use the District's SWR; however, an interlocal agreement must exist between the District and any agency wishing to use the District's SWR. The agreement must clearly identify the lead agency that is responsible for implementing the SWR provisions.

Quotations (telephone, written, or electronic) may be invited from all appropriate contractors on the appropriate SWR. As an alternative, quotations may be

invited from at least five contractors on the appropriate SWR who have indicated the capability of performing the kind of work being contracted. Quotes are to be equitably distributed between contractors. Equitably distributed means that the District may not favor certain contractors on the SWR over other contractors who perform similar services. In the interest of fairness, the District will not inform any contractor of the terms or amount of any other contractor's bid for the same project until after all quotes have been received and opened.

If the cost of the work is from \$150,000 to \$300,000, and the District chooses to solicit bids from less than all of the appropriate contractors on the SWR, the District must notify the remaining potential contractors on the SWR that quotations for the work are being sought. The District has the sole option of determining whether the notice to the remaining contractors is made by:

- Publishing a notice in a legal newspaper in general circulation in the District's area.
- Mailing a notice to the contractors.
- Sending a notice to contractors by facsimile or other electronic means.

A written record shall be made by the District of each contractor's bid on the project of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.

All of the telephone bids or quotations will be collected and presented at the same time for consideration, determination of the lowest responsible bidder, and award of the contract.

The statutory requirement of 13 days advertising for a public works project in formal bid processes does not apply to a SWR or limited public works process; advertising is not required. However, depending on the complexity of the project it is suggested that 7 to 14 days should be allowed for contractors to submit a proposal so that they have adequate time to properly research the specifications.

If the District contacts at least five contractors on its SWR, but receives less than five quotes, it is acceptable to award the lowest of those quotes received.

Bid bonds for SWR bids or quotes are not required, but are a good business practice. Performance bonds are required.

The District will award the contract for public works projects to the lowest responsible bidder. In addition to price, the District will take into account the following:

- The ability, capacity, and skill of the bidder to perform the contract;
- Whether the bidder can perform the contract within the time specified by the District;

- The quality of the bidder's performance of previous contracts or services;
- The previous and existing compliance by the bidder with laws relating to the contract or services.

11. Interlocal Agreements

RCW chapter 39.34 allows cooperative purchasing between public agencies (political subdivisions of the State of Washington). Bidding by the District is not required when purchases of equipment, materials, or supplies are made under State standard contracts or similar contracts executed by and through other local governments which have complied with state bidding requirements. The District must have an interlocal agreement with the city, state, or other governmental agency prior to the bid. Each participating agency must have the power to do individually what it agrees to do jointly. All other procurement approval requirements must be maintained. If Central Pierce is the lead agency, the District will work with the vendor to invoice the other participating agencies directly for their share of the costs. Central Pierce will pay the entire invoice only if the arrangement is pre-approved by the Chief Financial Officer. The Finance Division will then generate an invoice to the appropriate agency. The "Shared with Other Agency box" on the purchase order form should be checked if the purchase is for multiple agencies. This will allow the District to better track those purchases that require invoicing to other agencies for their share of the cost of the purchase. Agencies to be invoiced need to be written in the Agency Name field. The District will make every effort to have the vendor invoice other agencies directly.

12. Blanket/Annual Purchase Orders

Blanket/annual purchase orders are not required but may be used to save time and allow for better tracking of certain purchases. Blanket/annual purchase orders may be used for items that are purchased on a regular basis from the same vendor. An example would be medical oxygen that is purchased monthly.

If blanket/annual purchase orders are used, all regular purchasing requirements must be met, including bidding requirements depending on total purchase order amount, signature requirements, etc. Additionally, the purchase order must specify the items that can be purchased with the blanket/annual PO. Generic descriptions such as 'supplies' will not be acceptable.

13. Purchases made by Central Stores

The intent of having a Central Stores function is to help stream-line the purchasing process and ensure that the District has received the best price available for the goods and/or services needed for District operations. Central Stores will maintain appropriate levels of stock and negotiate prices down whenever possible.

Central Stores is primarily responsible for purchasing the following items (this list of items will be modified as appropriate):

- Medical Supplies
- EMS related drugs & medications
- Office Supplies
- Cleaning Supplies
- Bottled Water
- Bunker gear & personnel supplies
- Quarter master supplies
- Suppression/Tools
- Forms.

Central Stores will have authority to purchase any item maintained as a stock item. Division heads will be responsible for approving items requisitioned from Central Stores. If Central Stores is purchasing a non-stock item, the chief officer or division head responsible for the budgetary line item being charged will need to approve the purchase prior to the purchase being made.

14. Emergency Purchases

For purposes of this policy, an emergency is defined as unforeseen circumstances beyond the control of the District that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. Poor planning is not an acceptable reason for emergency purchase.

If an emergency exists, the Fire Chief or designee can waive bid requirements to purchase goods, materials, and/or services to stabilize the emergency situation. Purchase Order(s) must be properly documented as an emergency as soon as possible following the event.

At a minimum, it must be clearly marked on the purchase order(s) that the purchase(s) was/were for an emergency, what the emergency was, and the rationale behind the decision to declare an emergency.

15. Sole Source Purchases

If, after conducting a good faith review of available resources, it is determined that there is only one source for the required equipment, materials, or supplies, a purchase contract may be awarded without complying with established bidding requirements.

If it is necessary to use this method of procurement, the rationale behind the decision must be thoroughly documented on the front of the purchase order or attached to the PO. Examples of sole source purchases include: Vendor is the original manufacturer and there are no regional distributors, parts or equipment

are not interchangeable with similar parts or equipment from another manufacturer, no other equipment is available that will meet the specialized needs of the division or perform the intended function, or detailed justification is available which establishes beyond a doubt that the vendor is the only source to provide the item or service required.

The chief officer or manager responsible for the division budget to be charged must approve the purchase prior to any District funds being committed to the purchase. The chief officer or manager will show that they approved the purchase as a sole source by signing the sole source statement.

The vendor must certify in writing that the District is getting the lowest offered price.

It is expected that this method of purchase will be rarely utilized. Poor planning is not an accepted reason for sole source purchases.

16. District Credit Card Purchases

District credit cards may be used to cover certain travel related expenses and when standard District purchasing procedures cannot be reasonably utilized.

See Credit Card Policy #330 for further information regarding credit card purchases.

17. Petty Cash Purchases

Petty cash funds are used to cover small, incidental purchases under \$25.00 when standard District purchasing procedures cannot be reasonably utilized.

See Petty Cash Policy #328 for further information regarding petty cash accounts.

18. Capital Outlay/Fixed Asset Purchases

A fixed asset is a specific piece of real or personal property that meets all of the following characteristics:

- Unit cost, including tax, shipping, and installation of \$5,000 or more.
- Tangible in nature, possesses physical substance.
- Expected useful life of longer than one year.

There are a few types of assets that are excluded from the definition of a fixed asset no matter what the cost. These are inventory items and spare parts.

All fixed assets purchased by the District require a purchase order and the fixed assets box must be checked on the form.

All fixed assets must be purchased and disposed of in accordance with Capital Asset-Attractive Asset Policy #305.

19. Purchasing Small & Attractive Assets/Minor Equipment

For purposes of this policy, small & attractive assets/minor equipment is defined as:

- Not normally consumed in one year.
- Cost less than \$5,000.
- Considered 'attractive' in nature so therefore requires a formal tracking process.

All small & attractive assets/minor equipment must be purchased and disposed of in accordance with Capital Asset-Attractive Asset #305

20. Direct Cash Purchases/Employee Reimbursement for Purchases

The District recognizes that on a rare occasion it may be necessary for an employee to personally pay for equipment, materials, or supplies and be reimbursed.

The employee must fill out the [District Expense Claim Form](#) and attach the original receipt that includes the vendor name, listing of items purchased, and cost. If the item is under \$25.00 the employee can choose to be reimbursed via petty cash. If the item is over \$25.00 the employee will need to be reimbursed via regular accounts payable. All District Expense Claim Forms must be approved and signed by employee's supervisor, Fire Chief, Chief Financial Officer, or petty cash custodian if being paid with petty cash funds prior to being reimbursed. This is to ensure appropriate internal control and segregation of duties.

Under no circumstances, may an employee pay for a service and be reimbursed unless the service was paid purchased due to an emergency. See section 'Emergency Purchases' for further information.

20. Food Purchases

It is acceptable to purchase food related items during the course of official district business which include but is not limited to the following:

During extended emergency responses it is appropriate to purchase rehabilitation supplies (i.e. food, hydrating drinks, etc.) in order to maintain energy levels and/or ensure the safety of District personnel.

In the event that meetings, classes or other district business is held over a mealtime hour and time does not allow for offsite food acquisition, it is appropriate to furnish food in order to accomplish set forth business.

During testing processes for new hires and/or promotions when it is the best interest of the District to keep assessors on-site and available so candidates may go through their testing processes in a timely manner.

ATTACHMENTS

[District Expense/Credit Card/Petty Cash Claim Form](#)

[Credit Card Policy #330](#)

[Petty Cash Policy #328](#)

[Capital Asset/Attractive Asset Policy #305](#)

Purchasing Policy Summary

CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 3.27

ORIGINATED: ~~December 27, 2011~~ July 01, 2006

APPROVED: ~~February 27, 2023~~

EFFECTIVE: ~~February 27, 2023~~

SUBJECT: PURCHASING POLICY

PURPOSE: This purchasing policy establishes Fire District responsibilities, procedures, and practices to follow to purchase equipment, materials, and services in order to maintain an accountable procurement process. ~~Adherence to the purchasing policy will ensure that public purchases and contracts are open, fair, at the least cost to the public, and in compliance with Washington State law.~~

POLICY: Central Pierce Fire & Rescue will ~~acquire equipment, materials, and services in a manner that results in the delivery of goods & services considering cost and value received. It is also the purpose of this policy to provide~~ guidelines for purchasing in order to maintain an accountable procurement process.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with and operate within the parameters of this Board Policy.

PROCEDURE:

I. PURCHASE ORDERS (PO(s))

- A. A properly prepared and approved purchase order is an authorization to incur a District obligation to pay. The purchase order is to be prepared and approved prior to the obligation of District funds.
- B. Purchase orders are required for all District purchases of supplies and services except for the following items:
 1. Utility billings including water, electricity, natural gas, sewer, garbage, propane, fuel for apparatus, phones, cell phones, pagers, and security monitoring.
 2. Association dues & membership fees.
 3. Publications, periodicals, and subscriptions.
 4. Credit card purchases (requires District Expense Claim Form).
 5. Mileage and other employee reimbursements & claims.
 6. Refunds & District account reimbursements (including petty cash).
 7. Credit memos.
- C. Any purchase order that is estimated to be \$~~4~~5,000 or more, including cost of items, tax, and shipping, requires approval from the ~~Chief Financial Officer~~ Finance Director or designee. Any purchase order that is estimated to be \$~~100~~25,000 or more requires the approval of the Fire Chief or designee in addition to the ~~Chief Financial Officer~~ Finance Director or designee.
- D. All contracts require a purchase order. Purchase orders are to be filled out for the

entire amount of the contract and will be drawn down until the contract has been exhausted. If the cost of the contract increases, it will be necessary to notify the Fire Chief or his/her designee as well as the Finance Division. Any contract \$100,000 or more that requires a change order will also require Board approval.

~~II. PURCHASE ORDER BOOK DISTRIBUTION~~

- ~~A. Purchase order books will be kept and distributed by the Finance Division. The Purchasing Policy Summary will be stapled to PO books upon distribution.~~

~~III. II. PURCHASE ORDER FORM REQUISITIONS~~

- ~~A. All shaded fields on the purchase order form should be filled in on all purchase orders. Required fields are shaded below. Non shaded fields may be used as needed. Fill out required fields in Onesolution Accounting Software:~~

~~1. Approved By: Signature required by the person having authority to expend District funds from the budget line item being charged. Signature must include at least the initial of the person's first name and the person's full last name. PR – Purchase requisition number field must be manually generated.~~

~~2. PO – Purchase order number field must be left blank~~

- ~~a. This field will populate after electronic workflow approvals are complete.~~

~~3. Sec Cd – Select Division code from drop down.~~

~~4. Vendor Name – Vendor name is required; Select from Lookup.~~

- ~~a. If Vendor Doesn't yet exist in system - Type TBA if vendor needs "to be added"~~

~~a. Put vendor address in Notes tab, and attach W9 to create vendor~~

- ~~1-b. Type TBD if multiple quotes are being solicited before you can determine the final vendor.~~

~~5. Requested By: Signature and/or employee identification number of the person requesting the purchase if not the person approving the purchase order. This field will not be required if the person requesting the purchase is the same as the person approving the purchase. This field is automated. It will be the person's name who logged in to create the PR.~~

- ~~a. Use confirming person field to designate an authorized user different than the person completing the requisition.~~

~~6. Date: This field is automated, it is the date the order is initiated. The purchase order must be filled out and approved prior to committing District funds. Therefore, the date of the purchase order must be earlier than the invoice date.~~

- ~~a. Only revise date if writing a PO for a future year.~~

~~2. —~~

~~3. Date: Date the purchase order is initiated. The purchase order must be filled out and approved prior to committing District funds. Therefore, the date of the purchase order must be earlier than the invoice date.~~

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4. ~~Vendor Information: Vendor name is required; include the address if it is a new vendor. All other vendor information fields may be filled out for the convenience of the person placing the order.~~
5. ~~Board Approved box: Should to be checked when Board action is necessary to proceed with the purchase of items or entering into a binding contract.~~
6. ~~Fixed Asset/Small & Attractive Asset box: Should to be checked if purchasing a fixed asset or a small & attractive asset for the District. If unsure if purchase is a fixed asset or a small & attractive asset, check the box and finance will make the final determination. See Policy #305 for further information.~~
7. ~~Small Works Roster box: Should be checked if Small Works Roster was used to obtain vendor.~~
8. ~~Shared with Other Agency box: Should be checked if the purchase is for multiple agencies. This will allow the District to better track those purchases that require invoicing to other agencies for their share of the cost of the purchase. Agencies to be invoiced need to be written in the Agency Name field. The District will make every effort to have the vendor invoice other agencies directly if possible.~~

9.7. Quantity Ordered: Total number of each item being ordered.

10.8. Description: General description of items or services being ordered.

11.9. Unit Price: Price per item.

12.10. Total: This field will automatically calculate and extended price based on unit price and quantity. Price for total number of items on that line being ordered.

13.11. Tax: Total tax anticipated for the purchase, select use tax codes from list.

14.12. Shipping: Include Estimated shipping costs, if any.

15.13. Grand Total: Total of the purchase order including total cost of items or services being ordered, tax, and shipping is automatically calculated. Verify this total to quote when you have a quote.

14. General Ledger Account Coding - Account code the purchase should be charged to along with the grand total of the purchase order. Filling out this area of the purchase order will help ensure that items and/or services are charged to the correct division and line item. This field is required and assures the purchase is charged to the correct line item in the budget.

15. Attach all backup documents required for purchasing public works, contracts, small works, equipment material and supplies, and professional services, emergent, and sole source purchases.

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a. Attach bid law and prevailing wage backup to substantiate RCW and policy compliance as outlined in policy 3.53 Procurement Policy

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16. Attach quotes and order confirmations as available.

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17. Employee Signature field: The employee signing this line is certifying that the goods have been received or the services performed. This line should not be signed until that time.
Approval – Person completing requisition must approve the order for it to workflow to the next authorized person in the approval process.

17-a. When approvals are complete, the PO will automatically print and attach an electronic copy to the purchase order. Please contact finance if there is a problem with approvals or order attachments.

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18. Quote for Supplies: If the total purchase (including transportation, tax, installation fees, etc.) is over \$10,000.00 for supplies or over \$20,000.00 for services, use this area to document the search for the supplier with the lowest quote. See section 5 and section 8 of this policy for further details. All efforts shall be made to find the least cost for comparable products. If you did not make the purchase from a vendor that provided the least cost quote, document your reasons for not purchasing from that supplier and attach supplemental documentation to the purchase order. See section 15 on sole source purchases for further information.

19. Reason for Purchase: Document the reason for the purchase. For example, list the name of a special project, state purchased for replacement of defective item, etc.

IV.III. PURCHASE ORDER FORM DISTRIBUTION

A. The District uses pre-numbered, 4-part purchase orders that come in a bound book with 25 POs per book. The distribution of the forms is as follows:

1. White copy is to be sent to Accounts Payable and will be attached to the invoice for payment. If it's a partial payment of the purchase order, a photocopy of the purchase order should be attached to the invoice. The original (white copy) should be attached to the final payment of the purchase order. All white copies of purchase orders, including voided or canceled purchase orders should be sent to Accounts Payable to ensure encumbrance data is kept current.

2. Yellow copy is to be sent to Accounts Payable for data entry into the purchasing module of the accounting system. After data entry, the yellow copy is filed for future reference. All yellow copies of purchase orders, including voided or canceled purchase orders should be sent to Accounts Payable to ensure encumbrance data is kept current.

3. Pink copy may be used if the vendor requires a copy of the purchase order, it can be found attached to the purchase order screen upon completion of the approval process. order or it may stay in the purchase order book. The pink copy may also be kept by the chief officer in charge of the division budget being charged or given to the employee who will make the purchase. The PO will not print until workflow is approved and final.

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4. Goldenrod copy is to remain in the purchase order book.

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5. ~~Purchase order book may be retained by person assigned the book for their records.~~

~~V. PURCHASING EQUIPMENT, MATERIALS, & SUPPLIES~~

~~A. The purchase of any materials, supplies, or equipment will not require competitive bid procedures if the total cost in one fiscal year will not exceed the sum of \$10,000 including taxes and shipping. Purchases of materials, supplies, or equipment exceeding \$10,000 in one fiscal year will require that competitive bid procedures (formal sealed bids) are followed. This rule applies regardless of whether the purchase was done at one time or over the course of the year. However, if the total cost is less than \$50,000 then the District may use a vendor list. Whoever is responsible for the originating order must write sole source statement and ensure bid law is followed. See section 15 for requirements of sole source statements.~~

~~B. Per RCW 39.04.190 vendor lists are established by advertising at least twice a year in a newspaper of general circulation the existence of a vendor list. The District will then obtain telephone or written quotes from at least three different vendors, whenever possible, to assure that a competitive price is established and award the contract or purchase to the lowest responsible bidder. Immediately after the bid is awarded, the bid quotes shall be recorded, open to public inspection, and will be available by telephone inquiry. A contract awarded pursuant to this section need not be advertised.~~

~~VI. PROFESSIONAL SERVICES~~

~~A. The District is not required by statute to competitively bid for professional services; however, an advertising and negotiation process is required when obtaining architectural and engineering services. If architectural or engineering services are required, the District must follow RCW 39.80.~~

~~VII. Electronic Data Processing (EDP) & Telecommunication Equipment, Software, & Services~~

~~A. The purchase of automated data processing and telecommunication systems, equipment, software, and services can utilize alternative competitive bid negotiations (RCW 39.04.270). The minimum requirements for the competitive negotiations are:~~

- ~~1. A request for proposals (RFP) must be published in a newspaper of general circulation at least 13 days before the last date on which the proposals will be received.~~
- ~~2. The RFP must identify significant evaluation factors, including price, and their relative importance.~~
- ~~3. CPFR must provide reasonable procedures for technical evaluation of the proposals, identification of qualified sources, and selection for awarding the contract.~~
- ~~4. The award must be made to the qualified bidder whose proposal is 'most advantageous' to CPFR. CPFR may reject all proposals for good cause and request new proposals.~~

VIII. PUBLIC WORK CONTRACTS

- A. ~~Public Works is defined in RCW 39.04.010 as follows: "The term public work shall include all work, construction, alteration, repair, or improvement other than ordinary maintenance, executed at the cost of the state or of any municipality, or which is by law a lien or charge on any property therein...."~~
- B. ~~Public works projects over \$20,000 are subject to competitive bid requirements per RCW 52.14.110. However, projects with a cost of \$300,000 or less may be awarded from a small works roster in lieu of a formal sealed bid procedure.~~

IX. LIMITED PUBLIC WORKS PROJECTS

- A. ~~RCW 39.04.155(3) allows the District to use a 'limited public works projects' process for contracts with an estimated cost of less than \$25,000. To use the process, the District must solicit electronic or written quotations from a minimum of three contractors from the appropriate SWR and award the contract to the lowest responsible bidder as defined in RCW 43.19.1911. After an award is made, the quotations are to be opened for public inspection and available by electronic request.~~
- B. ~~The District is to attempt to distribute opportunities for limited public works projects equitably among contractors willing to perform the work. The District must maintain a list of the contractors contacted and the contracts awarded during the previous twenty-four months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.~~

X. SMALL WORKS ROSTER (SWR)

- A. ~~The following small works roster procedures are established for use by the District pursuant to RCW 39.04.155 and District Resolution #09-24.~~
 - 1. ~~A SWR may be used as an alternative to competitive bid procedures when the contract amount for public works projects is \$300,000 or less, which includes the costs of labor, material, equipment, and sales and use tax as applicable, and a limited public works process if the estimated cost is \$35,000 or less. Public works projects include construction, building, renovation, remodeling, alteration, repair, or improvement of real property. A SWR does not eliminate the need for contract documents, performance bonds, contracts, specifications, retainage, and other requirements. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of any contract that may be let using the SWR process.~~
 - 2. ~~The District may create a single, general SWR or may create a SWR for different specialties or categories of anticipated work.~~
 - 3. ~~A SWR lists contractors who have requested to be placed on the roster and who are properly licensed or registered to perform work in the State of Washington.~~
 - 4. ~~At least twice a year, the District will publish in a newspaper of general circulation within the jurisdiction a notice of the existence of the roster(s) and~~

solicit the names of contractors for such roster(s). Contractors desiring to be placed on the SWR must keep current records of any applicable licenses, certifications, registrations, bonding, insurance, or other appropriate matters and make them available for District review upon request. Responsible contractors will be added to the appropriate roster(s) at any time that they submit a written request and necessary records. The District may require master contracts to be signed that become effective when a specific award is made using the SWR. Other fire districts or local municipalities may use the District's SWR; however, an interlocal agreement must exist between the District and any agency wishing to use the District's SWR. The agreement must clearly identify the lead agency that is responsible for implementing the SWR provisions.

5. Quotations (telephone, written, or electronic) may be invited from all appropriate contractors on the appropriate SWR. As an alternative, quotations may be invited from at least five contractors on the appropriate SWR who have indicated the capability of performing the kind of work being contracted. Quotes are to be equitably distributed between contractors. Equitably distributed means that the District may not favor certain contractors on the SWR over other contractors who perform similar services. In the interest of fairness, the District will not inform any contractor of the terms or amount of any other contractor's bid for the same project until after all quotes have been received and opened.
6. If the cost of the work is from \$150,000 to \$300,000, and the District chooses to solicit bids from less than all of the appropriate contractors on the SWR, the District must notify the remaining potential contractors on the SWR that quotations for the work are being sought. The District has the sole option of determining whether the notice to the remaining contractors is made by:
 - a. Publishing a notice in a legal newspaper in general circulation in the District's area.
 - b. Mailing a notice to the contractors.
 - c. Sending a notice to contractors by facsimile or other electronic means.
7. A written record shall be made by the District of each contractor's bid on the project of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.
8. All of the telephone bids or quotations will be collected and presented at the same time for consideration, determination of the lowest responsible bidder, and award of the contract.
9. The statutory requirement of 13 days advertising for a public works project in formal bid processes does not apply to a SWR or limited public works process; advertising is not required. However, depending on the complexity of the project it is suggested that 7 to 14 days should be allowed for contractors to submit a proposal so that they have adequate time to properly research the specifications.

10. ~~If the District contacts at least five contractors on its SWR, but receives less than five quotes, it is acceptable to award the lowest of those quotes received.~~
11. ~~Bid bonds for SWR bids or quotes are not required, but are a good business practice. Performance bonds are required.~~
12. ~~The District will award the contract for public works projects to the lowest responsible bidder. In addition to price, the District will take into account the following:~~
 - a. ~~The ability, capacity, and skill of the bidder to perform the contract;~~
 - b. ~~Whether the bidder can perform the contract within the time specified by the District;~~
 - c. ~~The quality of the bidder's performance of previous contracts or services;~~
 - d. ~~The previous and existing compliance by the bidder with laws relating to the contract or services.~~

~~XI~~.IV. _____ INTERLOCAL AGREEMENTS

- A. ~~RCW chapter 39.34 allows cooperative purchasing between public agencies (political subdivisions of the State of Washington).~~ ▲
 1. ~~Bidding by the District is not required when purchases of equipment, materials, or supplies are made under State standard contracts or similar contracts executed by and through other local governments which have complied with state bidding requirements.~~ ▲
 2. ~~The District must have an interlocal agreement with the city, state, or other governmental agency prior to the bid. Each participating agency must have the power to do individually what it agrees to do jointly. All other procurement approval requirements must be maintained.~~ ▲
 3. ~~If Central Pierce is the lead agency, the District will work with the vendor to invoice the other participating agencies directly for their share of the costs. Central Pierce will pay the entire invoice only if the arrangement is pre-approved by the ~~Chief Financial Officer~~ Finance Director.~~ ▲
 - A-4. ~~The Finance Division will then generate an invoice to the appropriate agency. The "Shared with Other Agency box" on the purchase order form should be checked if the purchase is for multiple agencies. This will allow the District to better track those purchases that require invoicing to other agencies for their share of the cost of the purchase.~~ Agencies to be invoiced need to be written in the Agency NameNotes field. The District will make every effort to have the vendor invoice other agencies directly.

~~XII~~.V. _____ BLANKET/ANNUAL PURCHASE ORDERS

- A. Blanket/annual purchase orders are not required but may be used to save time and allow for better tracking of certain purchases. Blanket/annual purchase orders may be used for items that are purchased on a regular basis from the same vendor. An example would be medical oxygen that is purchased monthly.

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- B. If blanket/annual purchase orders are used, all regular purchasing requirements must be met, including bidding requirements depending on total purchase order amount, signature requirements, etc. Additionally, the purchase order must specify the items that can be purchased with the blanket/annual PO. Generic descriptions such as 'supplies' will not be acceptable.

~~XIII~~.VI. PURCHASES MADE BY CENTRAL STORES

- A. The intent of having a Central Stores function is to help stream-line the purchasing process and ensure that the District has received the best price available for the goods and/or services needed for District operations. Central Stores will maintain appropriate levels of stock and negotiate prices down whenever possible.
- B. Central Stores is primarily responsible for purchasing the following items (this list of items will be modified as appropriate):
 - 1. Medical Supplies
 - 2. EMS related drugs & medications
 - 3. Office Supplies
 - 4. Cleaning Supplies
 - 5. Bottled Water
 - 6. Bunker gear & personnel supplies
 - 7. Quarter master supplies
 - 8. Suppression/Tools
 - 9. Forms-
- C. Central Stores will have authority to purchase any item maintained as a stock item. Division heads will be responsible for approving items requisitioned from Central Stores. If Central Stores is purchasing a non-stock item, the chief officer or division head responsible for the budgetary line item being charged will need to approve the purchase prior to the purchase being made.

~~XIV~~.VII. EMERGENCY PURCHASES

- A. For purposes of this policy, an emergency is defined as unforeseen circumstances beyond the control of the District that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. Poor planning is not an acceptable reason for emergency purchase.
- B. If an emergency exists, the Fire Chief or designee can waive bid requirements to purchase goods, materials, and/or services to stabilize the emergency situation. Purchase Order(s) must be properly documented as an emergency as soon as possible

following the event.

- C. At a minimum, it must be clearly marked on the purchase order(s) that the purchase(s) was/were for an emergency, what the emergency was, and the rationale behind the decision to declare an emergency.

~~XXVIII.~~ SOLE SOURCE PURCHASES

- A. If, after conducting a good faith review of available resources, it is determined that there is only one source for the required equipment, materials, or supplies, a purchase contract may be awarded without complying with established bidding requirements.

B. If it is necessary to use this method of procurement, the rationale behind the decision must be thoroughly documented ~~on the front of the purchase order or attached to the PO, and attached to the PO.~~

B-C. Examples of sole source purchases include: Vendor is the original manufacturer and there are no regional distributors, parts or equipment are not interchangeable with similar parts or equipment from another manufacturer, no other equipment is available that will meet the specialized needs of the division or perform the intended function, or detailed justification is available which establishes beyond a doubt that the vendor is the only source to provide the item or service required.

C-D. The chief officer or manager responsible for the division budget to be charged must approve the purchase prior to any District funds being committed to the purchase. The chief officer or manager will show that they approved the purchase as a sole source by signing the sole source statement.

D-E. The vendor must certify in writing that the District is getting the lowest offered price.

F. It is expected that this method of purchase will be rarely utilized. Poor planning is not an accepted reason for sole source purchases.

E-G. ~~A resolution passed by the Board of Fire Commissioners, and all other requirements as outlined in policy 3.53 Procurement will be attached to the PO.~~

~~XXIX.~~ DISTRICT CREDIT CARD PURCHASES

- A. District credit cards may be used to cover certain travel related expenses and when standard District purchasing procedures cannot be reasonably utilized.
- B. See Credit Card Policy number 3.30 for further information regarding credit card purchases.

~~XVII.~~ PETTY CASH PURCHASES

A. ~~Petty cash funds are used to cover small, incidental purchases under \$25.00 when standard District purchasing procedures cannot be reasonably utilized.~~

B. ~~See Petty Cash Policy number 3.28 for further information regarding petty cash accounts.~~

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~~XVIII~~.X. CAPITAL OUTLAY/FIXED ASSET PURCHASES

- A. A fixed asset is a specific piece of real or personal property that meets all of the following characteristics:
1. Unit cost, including tax, shipping, and installation of \$5,000 or more.
 2. Tangible in nature, possesses physical substance.
 3. Expected useful life of longer than one year.
- B. There are a few types of assets that are excluded from the definition of a fixed asset no matter what the cost. These are inventory items and spare parts.
- C. All fixed assets purchased by the District require a purchase order ~~and the fixed assets box must be checked on the form.~~
- D. All fixed assets must be purchased and disposed of in accordance with Capital Asset-Attractive Asset Policy number 3.05.

~~XIX~~.XI. PURCHASING SMALL & ATTRACTIVE ASSETS/MINOR EQUIPMENT

- A. For purposes of this policy, small & attractive assets/minor equipment ~~are~~ is defined as:
1. Not normally consumed in one year.
 2. Cost less than \$5,000.
 3. Considered 'attractive' in nature so therefore requires a formal tracking process.
- B. All small & attractive assets/minor equipment must be purchased and disposed of in accordance with Capital Asset-Attractive Asset Policy number 3.05.

~~XX~~.XII. DIRECT CASH PURCHASES/EMPLOYEE REIMBURSEMENT FOR PURCHASES

- A. The District recognizes that on a rare occasion it may be necessary for an employee to personally pay for equipment, materials, or supplies and be reimbursed.

~~B.~~ The employee must fill out the [District Expense Claim Form](#) and attach the original receipt that includes the vendor name, listing of items purchased, and cost. ~~The If the item is under \$25.00 the employee can choose to be reimbursed via petty cash. If the item is over \$25.00 the em~~ employee will ~~need to~~ be reimbursed via ~~regular~~ accounts payable.

~~B-C.~~ All District Expense Claim Forms must be approved and signed by employee's supervisor, Fire Chief, ~~or the Chief Financial Officer/Finance Director, or petty cash-custodian if being paid with petty cash funds prior to being reimbursed.~~ This is to ensure appropriate internal control and segregation of duties.

~~C-D.~~ Under no circumstances, may an employee pay for a service and be reimbursed unless the service was paid purchased due to an emergency. See section 'Emergency Purchases' for further information.

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~~XXI~~.XIII. Food Purchases

- A. It is acceptable to purchase food related items during the course of official district business which include but is not limited to the following:
1. During extended emergency responses it is appropriate to purchase rehabilitation supplies (i.e. food, hydrating drinks, etc.) in order to maintain energy levels and/or ensure the safety of District personnel.
 2. In the event that meetings, classes or other district business is held over a mealtime hour and time does not allow for offsite food acquisition, it is appropriate to furnish food in order to accomplish set forth business.
 3. During testing processes for new hires and/or promotions when it is the best interest of the District to keep assessors on-site and available so candidates may go through their testing processes in a timely manner.

APPROVED:

MATT HOLM
BOARD CHAIR

CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 3.27

ORIGINATED: July 01, 2006

APPROVED:

EFFECTIVE:

SUBJECT: PURCHASING POLICY

PURPOSE: This purchasing policy establishes Fire District responsibilities, procedures, and practices to follow to purchase equipment, materials, and services in order to maintain an accountable procurement process.

POLICY: Central Pierce Fire & Rescue will provide guidelines for purchasing in order to maintain an accountable procurement process.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with and operate within the parameters of this Board Policy.

PROCEDURE:

I. PURCHASE ORDERS (PO(s))

- A. A properly prepared and approved purchase order is an authorization to incur a District obligation to pay. The purchase order is to be prepared and approved prior to the obligation of District funds.
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 - 2. Association dues & membership fees.
 - 3. Publications, periodicals, and subscriptions.
 - 4. Credit card purchases (requires District Expense Claim Form).
 - 5. Mileage and other employee reimbursements & claims.
 - 6. Refunds & District account reimbursements (including petty cash).
 - 7. Credit memos.
- C. Any purchase order that is estimated to be \$45,000 or more, including cost of items, tax, and shipping, requires approval from the Finance Director or designee. Any purchase order that is estimated to be \$100,000 or more requires the approval of the Fire Chief or designee in addition to the Finance Director or designee.
- D. All contracts require a purchase order. Purchase orders are to be filled out for the entire amount of the contract and will be drawn down until the contract has been exhausted. If the cost of the contract increases, it will be necessary to notify the Fire Chief or his/her designee as well as the Finance Division. Any contract \$100,000 or more that requires a change order will also require Board approval.

II. PURCHASE REQUISITIONS

A. Fill out required fields in Onesolution Accounting Software:

1. PR – Purchase requisition number field must be manually generated.
2. PO – Purchase order number field must be left blank
 - a. This field will populate after electronic workflow approvals are complete.
3. Sec Cd – Select Division code from drop down.
4. Vendor Name – Vendor name is required; Select from Lookup.
 - a. If Vendor Doesn't yet exist in system - Type TBA if vendor needs "to be added"
 - a. Put vendor address in Notes tab, and attach W9 to create vendor
 - b. Type TBD if multiple quotes are being solicited before you can determine the final vendor.
5. Requested By: This field is automated. It will be the person's name who logged in to create the PR.
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6. Date: This field is automated, it is the date the order is initiated. The purchase order must be filled out and approved prior to committing District funds. Therefore, the date of the purchase order must be earlier than the invoice date.
 - a. Only revise date if writing a PO for a future year.
7. Quantity Ordered: Total number of each item being ordered.
8. Description: General description of items or services being ordered.
9. Unit Price: Price per item.
10. Total: This field will automatically calculate and extended price based on unit price and quantity.
11. Tax: Total tax anticipated for the purchase, select use tax codes from list.
12. Shipping: Include Estimated shipping costs, if any.
13. Grand Total: Total of the purchase order including total cost of items or services being ordered, tax, and shipping is automatically calculated. Verify this total to quote when you have a quote.
14. General Ledger Account Coding - Account code the purchase should be charged to. This field is required and assures the purchase is charged to the correct line item in the budget.

15. Attach all backup documents required for purchasing public works, contracts, small works, equipment material and supplies, and professional services, emergent, and sole source purchases.
 - a. Attach bid law and prevailing wage backup to substantiate RCW and policy compliance as outlined in policy 3.53 Procurement Policy
16. Attach quotes and order confirmations as available.
17. Approval – Person completing requisition must approve the order for it to workflow to the next authorized person in the approval process.
 - a. When approvals are complete, the PO will automatically print and attach an electronic copy to the purchase order. Please contact finance if there is a problem with approvals or order attachments.

III. PURCHASE ORDER DISTRIBUTION

- A. If the vendor requires a copy of the purchase order, it can be found attached to the purchase order screen upon completion of the approval process. The PO will not print until workflow is approved and final.

IV. INTERLOCAL AGREEMENTS

- A. RCW chapter 39.34 allows cooperative purchasing between public agencies (political subdivisions of the State of Washington).
 1. Bidding by the District is not required when purchases of equipment, materials, or supplies are made under State standard contracts or similar contracts executed by and through other local governments which have complied with state bidding requirements.
 2. The District must have an interlocal agreement with the city, state, or other governmental agency prior to the bid. Each participating agency must have the power to do individually what it agrees to do jointly. All other procurement approval requirements must be maintained.
 3. If Central Pierce is the lead agency, the District will work with the vendor to invoice the other participating agencies directly for their share of the costs. Central Pierce will pay the entire invoice only if the arrangement is pre-approved by the Finance Director.
 4. The Finance Division will then generate an invoice to the appropriate agency. Agencies to be invoiced need to be written in the Notes field. The District will make every effort to have the vendor invoice other agencies directly.

V. BLANKET/ANNUAL PURCHASE ORDERS

- A. Blanket/annual purchase orders are not required but may be used to save time and allow for better tracking of certain purchases. Blanket/annual purchase orders may be used for items that are purchased on a regular basis from the same vendor. An example would be medical oxygen that is purchased monthly.
- B. If blanket/annual purchase orders are used, all regular purchasing requirements must be met, including bidding requirements depending on total purchase order amount, signature requirements, etc. Additionally, the purchase order must specify the items

that can be purchased with the blanket/annual PO. Generic descriptions such as 'supplies' will not be acceptable.

VI. PURCHASES MADE BY CENTRAL STORES

- A. The intent of having a Central Stores function is to help stream-line the purchasing process and ensure that the District has received the best price available for the goods and/or services needed for District operations. Central Stores will maintain appropriate levels of stock and negotiate prices down whenever possible.
- B. Central Stores is primarily responsible for purchasing the following items (this list of items will be modified as appropriate):
 - 1. Medical Supplies
 - 2. EMS related drugs & medications
 - 3. Office Supplies
 - 4. Cleaning Supplies
 - 5. Bottled Water
 - 6. Bunker gear & personnel supplies
 - 7. Quarter master supplies
 - 8. Suppression/Tools
 - 9. Forms
- C. Central Stores will have authority to purchase any item maintained as a stock item. Division heads will be responsible for approving items requisitioned from Central Stores. If Central Stores is purchasing a non-stock item, the chief officer or division head responsible for the budgetary line item being charged will need to approve the purchase prior to the purchase being made.

VII. EMERGENCY PURCHASES

- A. For purposes of this policy, an emergency is defined as unforeseen circumstances beyond the control of the District that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. Poor planning is not an acceptable reason for emergency purchase.
- B. If an emergency exists, the Fire Chief or designee can waive bid requirements to purchase goods, materials, and/or services to stabilize the emergency situation. Purchase Order(s) must be properly documented as an emergency as soon as possible following the event.
- C. At a minimum, it must be clearly marked on the purchase order(s) that the purchase(s) was/were for an emergency, what the emergency was, and the rationale behind the

decision to declare an emergency.

VIII. SOLE SOURCE PURCHASES

- A. If, after conducting a good faith review of available resources, it is determined that there is only one source for the required equipment, materials, or supplies, a purchase contract may be awarded without complying with established bidding requirements.
- B. If it is necessary to use this method of procurement, the rationale behind the decision must be thoroughly documented and attached to the PO.
- C. Examples of sole source purchases include: Vendor is the original manufacturer and there are no regional distributors, parts or equipment are not interchangeable with similar parts or equipment from another manufacturer, no other equipment is available that will meet the specialized needs of the division or perform the intended function, or detailed justification is available which establishes beyond a doubt that the vendor is the only source to provide the item or service required.
- D. The chief officer or manager responsible for the division budget to be charged must approve the purchase prior to any District funds being committed to the purchase. The chief officer or manager will show that they approved the purchase as a sole source by signing the sole source statement.
- E. The vendor must certify in writing that the District is getting the lowest offered price.
- F. It is expected that this method of purchase will be rarely utilized. Poor planning is not an accepted reason for sole source purchases.
- G. A resolution passed by the Board of Fire Commissioners, and all other requirements as outlined in policy 3.53 Procurement will be attached to the PO.

IX. DISTRICT CREDIT CARD PURCHASES

- A. District credit cards may be used to cover certain travel related expenses and when standard District purchasing procedures cannot be reasonably utilized.
- B. See Credit Card Policy number 3.30 for further information regarding credit card purchases.

X. CAPITAL OUTLAY/FIXED ASSET PURCHASES

- A. A fixed asset is a specific piece of real or personal property that meets all of the following characteristics:
 - 1. Unit cost, including tax, shipping, and installation of \$5,000 or more.
 - 2. Tangible in nature, possesses physical substance.
 - 3. Expected useful life of longer than one year.
- B. There are a few types of assets that are excluded from the definition of a fixed asset no matter what the cost. These are inventory items and spare parts.
- C. All fixed assets purchased by the District require a purchase order.

- D. All fixed assets must be purchased and disposed of in accordance with Capital Asset-Attractive Asset Policy number 3.05.

XI. PURCHASING SMALL & ATTRACTIVE ASSETS/MINOR EQUIPMENT

- A. For purposes of this policy, small & attractive assets/minor equipment are defined as:
 - 1. Not normally consumed in one year.
 - 2. Cost less than \$5,000.
 - 3. Considered 'attractive' in nature so therefore requires a formal tracking process.
- B. All small & attractive assets/minor equipment must be purchased and disposed of in accordance with Capital Asset-Attractive Asset Policy number 3.05.

XII. DIRECT CASH PURCHASES/EMPLOYEE REIMBURSEMENT FOR PURCHASES

- A. The District recognizes that on a rare occasion it may be necessary for an employee to personally pay for equipment, materials, or supplies and be reimbursed.
- B. The employee must fill out the [District Expense Claim Form](#) and attach the original receipt that includes the vendor name, listing of items purchased, and cost. The employee will be reimbursed via accounts payable.
- C. All District Expense Claim Forms must be approved and signed by employee's supervisor, Fire Chief, or the Finance Director. This is to ensure appropriate internal control and segregation of duties.
- D. Under no circumstances, may an employee pay for a service and be reimbursed unless the service was paid purchased due to an emergency. See section 'Emergency Purchases' for further information.

XIII. Food Purchases

- A. It is acceptable to purchase food related items during the course of official district business which include but is not limited to the following:
 - 1. During extended emergency responses it is appropriate to purchase rehabilitation supplies (i.e. food, hydrating drinks, etc.) in order to maintain energy levels and/or ensure the safety of District personnel.
 - 2. In the event that meetings, classes or other district business is held over a mealtime hour and time does not allow for offsite food acquisition, it is appropriate to furnish food in order to accomplish set forth business.
 - 3. During testing processes for new hires and/or promotions when it is the best interest of the District to keep assessors on-site and available so candidates may go through their testing processes in a timely manner.

APPROVED:

MATT HOLM
BOARD CHAIR



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Pierce County WebEOC Agreement

Attachments: Pierce County WebEOC Agreement

Submitted by: Dustin Morrow, Fire Chief

RECOMMENDED ACTION BY THE BOARD:

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

POSSIBLE MOTION:

"I move to approve the Fire Chief to sign and execute the Pierce County WebEOC Agreement as presented."

SUMMARY:

Pierce County Department of Emergency Management has been updating their use and deployment of WebEOC. With the District's build out of our new Fire Operations Center at the new building, and with the possibility of the OVFR collaboration resulting in additional emergency management capacity for the District, a new WebEOC user agreement between the County and the District is needed.

This agreement will allow the District to establish "boards" that maintain near real time resource status between the County and the District and in times of disasters or expanded operations, the ability to request and manage resources between both organizations.

There is no cost to this agreement.

FINANCIAL IMPACT:

None.

Inter-Agency Memorandum Regarding Use of WebEOC, Hosted by Pierce County Department of Emergency Management (DEM)

WebEOC is a web-based Information Management System for maintaining a Common Operating Picture and situational awareness during an Emergency Operations Center activation. The WebEOC system is comprised of the WebEOC software, a web-application server accessible on the Internet, and a data server secured within the Pierce County IT Network.

This Memorandum serves as an agreement between Pierce County ("County") and _____ ("Agency" and/or "Permitted User") on the use and administration of the WebEOC system.

Term of Agreement: Agreement will be open-ended unless terminated or renewed elsewhere in the Agreement.

2. Agency/Permitted User Responsibility

The Agency/Permitted User is responsible for the following.

1. Agency is responsible for requesting PCDEM to add new user accounts.
2. Agency is responsible for notifying PCDEM when users separate from agency so accounts can be disabled immediately.
3. Advising and training Agency users on the Confidentiality Terms of using Pierce County systems.
4. Administration of Agency specific EOC positions and groups by requesting changes to PCDEM.
5. Creating and maintaining Agency specific Incidents in WebEOC.
6. Performing training for Agency staff on the use of the system.
7. Supporting the use of the system during emergencies.
8. Identifying primary WebEOC Boards for Agency use.
9. Attending all administration training sessions. Training will cover topics such as coordinating Agency specific Incidents with County-wide WebEOC Incidents.
10. WebEOC is accessible on the Internet with no VPN requirements. It is the Agency's responsibility to safeguard the WebEOC URL as well as all Agency usernames and passwords.
11. Complying with all conditions of Section 5 (Permitted Uses), Section 7 (Protection of Software), Section 8 (Confidentiality), Section 10 (Restrictions) of the WebEOC End User License Agreement (EULA), which is attached to this Memorandum as Exhibit A. Any future updates to those sections of the EULA by the software provider are automatically incorporated into this Memorandum and will be provided to the Agency when received by the County.

3. Pierce County DEM Responsibilities

Pierce County DEM is responsible for the following.

1. Maintenance of the WebEOC Server and Database.
2. Maintenance, periodic updates and enhancements of the primary WebEOC Boards developed by Pierce County DEM.

3. Reporting and Archiving Incidents.
4. Integrated training sessions and materials for Agencies.
5. Overall system administration.

4. Costs for Services

- 4.a. WebEOC is provided as part of PCDEM contracted emergency services. There are no additional costs to use the primary boards provided by PCDEM. The standard boards can also be provided to you with your Agency logo inserted into the header for no extra cost.
- 4.b. If your Agency requires customized boards or new specialty boards specific to your needs, there will be a cost for the development of these customized boards. Pierce DEM staff will consult with you on your requirements and provide a time and cost estimate to complete the custom development.

5. Terms and Conditions for Use for the WebEOC System

- 5.a. Agency represents and agrees that the County information and systems will not be used for commercial purposes contrary to the requirements of RCW 42.56.070(9) and WAC 390-13-010.
- 5.b. The County maintains a crisis information management system, commonly referred to as WebEOC, available for use by Pierce County local agencies, local governments, schools and tribes. The purpose of WebEOC is to provide a network platform for Users to post, receive, share, organize, process, and manage emergency and public safety information from the Emergency Operations Center for emergency management purposes. No other use shall be permitted, and personal use is prohibited.
- 5.c. Users shall have no expectation of privacy in the use of WebEOC.
- 5.d. Agency agrees not to use the Service nor any of its elements or related facilities or capabilities to conduct any business or activity, or solicit the performance of any activity, which is prohibited by or would violate any applicable law, rule, regulation or legal obligation.
- 5.e. Subject to the terms of this Agreement, the County grants to Agency and authorized users a personal, non-exclusive, non-assignable and nontransferable license to use and display the software (referred to as Software) provided by or on behalf of County for purposes of accessing the Service on any machine(s) of which Agency is the primary user or which Agency is authorized for use. Unauthorized copying of the Software, including software that has been modified, merged or included with the Software, or the associated written materials is prohibited. Agency may not sublicense, assign or transfer this license or the Software except as permitted by County.
- 5.f. The Agency agrees to safeguard any passwords provided to the Agency to access Pierce County systems. The Agency must configure the access to the Pierce County system so that a password must be typed in each time the Agency user accesses the system(s). The Agency cannot share passwords between staff or with other Agencies. Usernames must be unique and use agency email addresses for access verification.
- 5.g. Agency users must log out of Pierce County systems whenever the Agency ceases working on the system or whenever the Agency are away from the Agency's computer.

- 5.h. The Agency is responsible for any damage caused by actions the Agency's users take in relation to the Pierce County emergency systems.
- 5.i. The Agency agrees not to transmit, upload, post or otherwise publish on or over the Service, and not seek on or over the Service, any software, file, information, communication or other content:
- which violates or infringes upon the rights of any other;
 - which, under the circumstances and in County's good faith judgment, is, or is likely to be perceived by an intended recipient or target as, defamatory, deceptive, misleading or abusive;
 - which constitutes a threat to, harassment of, or stalking of another;
 - which adversely affects the performance or availability of the Service or County resources;
 - which contains any virus, worm, harmful component or corrupted data; or
 - which, without the approval of the County, contains any advertising, promotion or solicitation of goods or services for commercial purposes.
 - which allows unauthorized access to County data and systems.
- 5.j. The parties agree that should Agency use WebEOC in a manner contrary to the terms of this Agreement, the Agency will be ineligible to receive any similar service in the future and the Agency will be subject to all applicable civil and criminal penalties. Misuse or damage of service components or County data could result in billable charges for actual damages.

6. Confidentiality

- 6.a. The Agency, its officers and employees, will maintain the confidentiality of County information, software and systems used by the Agency under the terms of this Agreement.
- 6.b. Information provided during an incident is often sensitive and may be provided in pieces as the situation evolves. The value of WebEOC is to bring those pieces together into a common operating picture of what is happening throughout the County. Agency staff accessing WebEOC are expected to understand the information shall not to be released to others except through the Joint Information Center or on approval from the City or County EOC Manager. It is also expected that users will maintain appropriate confidentiality and professionalism in what they may see, access, or write into the application. The software does allow for tracking entries and activities for follow-up should any breaches of these standards occur.
- 6.c. Agency staff and system users are to use the utmost discretion in preserving the confidential nature of any information the Agency is authorized to access. Information is to be obtained for authorized purposes ONLY. Obtaining any information for personal use is prohibited; this includes looking up information in any of the computer databases for personal use. Agency staff may not observe, obtain, nor ask another person to obtain confidential information for personal reasons. "Confidential information" includes:
- (1) information that has been obtained under governmental authority and which is prohibited by law from being disclosed to the public, as well as
 - (2) information which Pierce County or its agencies, officers or agents have a legal duty and/or privilege not to disclose or which is otherwise not available to the public. The Agency shall not disclose confidential information without County authorization.

- 6.d. Releasing information may be in violation of the laws of the State of Washington, for example a violation of the provisions of the Criminal History Privacy Act (RCW 10.97) shall constitute a misdemeanor and may result in criminal prosecution. When in doubt, be discreet, and talk with the Agency or Pierce County EOC Manager
- 6.e. The Agency agrees to immediately notify the County when the Agency receives a request for the County's data. If the Agency promptly transmits such a request to the County, the County agrees to respond within the deadline in RCW 42.56.520. The Agency shall not be required to defend the County concerning the County's refusal to disclose any data.
- 6.f. The Agency is responsible for responding to public requests for the Agency's information. If the Agency receives a request for data or document(s) printed from the WebEOC service, the Agency shall make a decision whether such document(s) is exempt from disclosure and process the request accordingly. The County need not be contacted in those instances where a request is made for the Agency's data or document(s) only.

7. Liability

- 7.a. The information or services supplied by the County pursuant to this Agreement is provided on an "as is basis" and "with all faults" and Agency will have no remedy at law or equity against the County in the event information provided to the Agency is inaccurate, incomplete or otherwise defective in any way.
- 7.b. The Agency agrees to hold the County and its officers and employees harmless from any and all claims, liability and judgments, including attorney fees and costs, made by or accruing to any person as a result of the Agency's conduct relating to this agreement, and the County agrees to hold Agency and its officers and employees harmless from any and all claims, liability and judgments, including attorney fees and costs, made by or accruing to any person as a result of the County's conduct relating to this agreement. There are no third party rights created by this agreement.

8. Termination for Public Convenience:

The County may terminate the agreement in whole or in part whenever the County determines, in its sole discretion, that such termination is in the interests of the County. Termination of this contract by the County at any time during the term, whether for default or convenience, shall not constitute a breach of agreement by the County.

9. Modifications:

Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.

10. System Operations

- 10.a. The County retains the right to modify current systems at its discretion. The Agency is responsible for determining the impact of changes on their operations.
- 10.b. Agency is to provide and maintain all required service components necessary to connect to County services in the manner authorized by the County.
- 10.c. The County shall not be held liable if the system/network is off-line and not accessible. The County will attempt to notify agencies when scheduled maintenance and ad hoc system repairs are required.
- 10.d. Network Security: In an attempt to prevent the loss of information/data and to minimize the costly effects of network/system security attacks on system maintenance and network downtime, the County reserves the right to terminate, immediately and without notice, Agency's connection(s) to County resources if it appears that the Agency's continued connection to County systems may be harmful (for example, virus, worm or network security attacks) to either County or Agency. Connection will not be reinstated until County determines that such threat no longer exists. Reasonable care will be taken to re-establish connection to the Agency. By accessing the County system, the Agency acknowledges and agrees to the aforementioned termination of connection.

1. Key Personnel

Agency will provide the names of at least two (2) of their employees who will be the primary contacts with Pierce County staff. Requests for modifications or user assistance will come from these contacts.

Agency is to contact the County and request deletion of a staff's username within 24 hours following notice of termination of their employment with the Agency.

- 1. POC Name:** _____
- Address: _____
 - Telephone Numbers:
 - Office _____
 - Cell _____
 - Email: _____

- 2. POC Name:** _____
- Address: _____
 - Telephone Numbers:
 - Office _____
 - Cell _____
 - Email: _____

PIERCE COUNTY

SIGNATURE PAGE

Contract #

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of _____, 20 ____.

AGENCY:

AGENCY Signature Date

Title of Signatory Authorized by Firm Bylaws

Name: _____

UBI No. _____

Address: _____

Mailing
Address: _____

Contact Name: _____

Phone: _____

Fax: _____

PIERCE COUNTY:

Approved As to Legal Form Only:

Prosecuting Attorney Date

Approved:

Finance Date

Department Director
(less than \$250,000) Date

County Executive (over \$250,000) Date



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Benaroya Facility Naming Convention

Attachments: None

Submitted by: Dustin Morrow, Fire Chief

RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☒ Motion to approve

☐ For information only

☐ Other: _____

POSSIBLE MOTION:

"I move to approve the name of..... for the new Benaroya Facility and make any administrative changes necessary to represent this new naming convention."

SUMMARY:

Over the last six months, Staff has been working with the project manager and contractors to prepare a highly functional administrative and operational facility to act as the District's Headquarters. The new space will be where the District can operation 24 hours per day, seven days per week regardless of normal, extended, or in disaster operations.

The District is slated to officially move into its new "headquarters" on June 26th. As such, Staff is requesting the Board of Fire Commissioners consider selecting a new name for the Benaroya location that more clearly states its purpose. Options suggested by Staff include:

- Command & Business Operations Center
- Emergency Services & Business Operations Center
- Emergency & Business Operations Center
- Fire & Business Operations Center
- Fire District Administrative and Operational Center

FINANCIAL IMPACT:

None.



Board Meeting Agenda Item Summary

Agenda Date June 12, 2023

Item Title: Creation of Helpdesk Supervisor Pay Range

Attachments: Addendum to 2023 726 Non-Uniformed Appendix A

Submitted by HRD Washo

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Motion: To approve the addendum to the 726 Non-Uniformed 2023 Salary Schedule ("Appendix A") effective June 12, 2023.

As you may recall, in 2022 we created a new position of Helpdesk Supervisor in the IT Consortium. That position was created and filled as a non-represented position. After a failed attempt to fill the position, we worked with the Local to redesign the position and move it into the bargaining unit.

With that change, we met with the Local regarding the placement of this position in the salary schedule. A MOU has been made between the District and the Local regarding this position, and this revised Appendix A reflects the Agreement between the Parties.

Attached you will find an addendum to the 2023 salary schedule that was previously approved, capturing the negotiated/agreed upon pay range for this change.

Myself and Chief Morrow will be available at the meeting in case you should have any questions.

FINANCIAL IMPACT:

Already budgeted for in 2023.

Central Pierce Fire & Rescue
Local 726 Non-Uniformed Bargaining Unit
Appendix A - 2023 Salary Schedule

Revised 06.12.2023

January 1, 2023 through December 31, 2023

6.75% Base Increase

Position	Monthly Salary	Annual Salary	40 Hr/Wk Hourly
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Shop Division

Mechanic			
Step A	\$ 6,994	\$ 83,928	\$ 40.35
Step B	\$ 7,694	\$ 92,328	\$ 44.39
Step C	\$ 8,464	\$ 101,568	\$ 48.83
Lead Mechanic			
Step A	\$ 7,860	\$ 94,320	\$ 45.35
Step B	\$ 8,646	\$ 103,752	\$ 49.88
Step C	\$ 9,511	\$ 114,132	\$ 54.87
Part-Time Mechanic			
Step A			\$ 40.35
Step B			\$ 44.39
Step C			\$ 48.83

Maintenance Division

Facilities Lead			
Step A	\$ 7,200	\$ 86,400	\$ 41.54
Step B	\$ 7,920	\$ 95,040	\$ 45.69
Step C	\$ 8,712	\$ 104,544	\$ 50.26

Facilities Maintenance Technician			
Step A	\$ 6,632	\$ 79,584	\$ 38.26
Step B	\$ 7,296	\$ 87,552	\$ 42.09
Step C	\$ 8,026	\$ 96,312	\$ 46.30

Landscape & Maintenance Worker			
Step A	\$ 5,114	\$ 61,368	\$ 29.50
Step B	\$ 5,626	\$ 67,512	\$ 32.46
Step C	\$ 6,189	\$ 74,268	\$ 35.71

Information Technology Division

Helpdesk Supervisor			
Network Systems Specialist			
Systems Administrator			
	Monthly	Annual	Hourly
Step A	\$ 7,473	\$ 89,676	\$ 43.11
Step B	\$ 8,221	\$ 98,652	\$ 47.43
Step C	\$ 9,044	\$ 108,528	\$ 52.18

IT Technician		Monthly	Annual	Hourly
	Step A	\$ 6,120	\$ 73,440	\$ 35.31
	Step B	\$ 6,732	\$ 80,784	\$ 38.84
	Step C	\$ 7,406	\$ 88,872	\$ 42.73

Prevention & Education Division

Public Educator		Monthly	Annual	Hourly
	Step A	\$ 6,469	\$ 77,628	\$ 37.32
	Step B	\$ 7,116	\$ 85,392	\$ 41.05
	Step C	\$ 7,828	\$ 93,936	\$ 45.16

Deferred Comp

No match required

Monthly

4.5% of employee base wage, or \$400 -
whichever is higher

Longevity Schedule**

5-9 years = 2% of current monthly wage

10-14 years = 4% of current monthly wage

15-19 years = 6% of current monthly wage

20-25 years = 8% of current monthly wage

25-29 years = 10% of current monthly wage

30+ years = 12% of current monthly wage

Shop and Maintenance Divisions Only

Information Technology Division Only

Tool Allowance^{##} - \$400/year for FT, \$150/year for PT

Work Boot Reimbursement^{##} - \$350/year

VEBA - \$184 per month, \$92 EE only

Medical Cap - 100% for 2023

Holiday Accrual - 120 hours annual

Sick Leave Accrual - 17 hours per month

On-Call Premium^{##} - \$125/month

Shop Division

Special Certification Incentive Pay

Fire Apparatus Tech 1 - 0.5% of monthly base salary

Fire Apparatus Tech 2 - 0.5% of monthly base salary

Fire Apparatus Tech 3 - 0.5% of monthly base salary

Ambulance Tech 1 - 0.5% of monthly base salary

Ambulance Tech 2 - 0.5% of monthly base salary

Ambulance Tech 3 - 0.5% of monthly base salary

Upon attainment of all 6 certs, 4% overall certification paid monthly*

	Hourly	OT
Acting Pay as Lead Mechanic - Step A	\$ 5.00	\$7.50
Acting Pay as Lead Mechanic - Step B	\$ 5.49	\$8.24
Acting Pay as Lead Mechanic - Step C	\$ 6.04	\$9.07

<u>Initials</u>	<u>Reviewed By</u>	<u>Date</u>
_____	Fire Chief	_____
_____	Union Pres	_____
_____	HR Director	_____
_____	Chairman Brd	_____



Board Meeting Agenda Item Summary

Agenda Date June 12, 2023

Item Title: Human Resources Division Report

Attachments:

Submitted by: Suzi Washo

RECOMMENDED ACTION BY THE BOARD:

☐ First reading

☐ Second reading

☐ Motion to approve

☒ For information only

☐ Other: _____

SUMMARY:

Recruitment

- **Current Recruitments**

- **Academy 23-2 (Entry Level)**

- Chief's Interviews have been completed and we are working with the top 36 candidates to complete the final steps and to be hired this fall in three groups of 12 recruits.

- **Academy 23-3 (Laterals)**

- Oral Board Interviews were held last week
 - We have created a list of candidates that passed and they will remain on an "eligible" list as we look into 2024 and our staffing needs.

- **Lieutenant Eligibility List**

- We kicked off the Lieutenant Eligibility Promotional Process on June 1st.
 - We received 53 applications (48 Central Pierce, 5 Orting)
 - We will be holding the practice sessions for candidates the week of June 19th
 - Assessment Centers will be held in August

- **Captain and Battalion Chief Eligibility Lists**

- These processes will begin with the following application windows
 - Captain – June 21st – July 5th
 - Battalion Chief – July 26th – August 9th

- **Mechanic**

- We received 42 applications, and have invited all of the qualified individuals (38) to the written exam that was held last week.
 - Once we receive the scores we will schedule candidates for the assessment center

- **Public Educator**



Board Meeting Agenda Item Summary

- We received a total of 60 applications, and have currently narrowed it down to 14 to complete the next step (a one-way interview).
 - From there, the field will be narrowed down and those selected will be invited in for an oral board and teaching exercise
- **Hydrant Worker**
 - We had a total of 25 applicants
 - 12 have been invited to interview, which will be held on June 13th
- **Purchasing Analyst**
 - The top three (3) candidates will be attending Chief's interviews on June 15th
- **Helpdesk Supervisor**
 - We are currently recruiting externally for this position, application deadline is June 19th
- **Support Specialist – Finance**
 - We are currently recruiting internally (OPEIU members) for this new position, application deadline is June 14th
- **Upcoming Recruitments/Other Staffing work**
 - Behavioral Health Manager
 - Reorganization of the Shop positions

Other Projects

- **Policy/SOG's**
 - Work continues in this area.
- **Diversity, Equity and Inclusion (DEI)**
 - We will also be hosting a Zoom session with our consultant and all of the initial participants in the DEI program in July, updating them on the status and offering additional opportunities for those interested in continued education while the consultant continues their work with leadership.

Negotiations/Non-Represented Changes

- We are continuing to meet with Local 726 to negotiate the implementation of a number of items agreed to with their ratified contract.
- We are currently meeting with neighboring agencies and the Local regarding shared services/consolidation.



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Training Division Report

Attachments: N/A

Submitted by AC Benning

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

1. **Lateral academies complete.**
 - A. 27 laterals trained since Feb
 - B. All successfully completed training and are assigned to shift
 - C. Special recognition to Reed Thompson who was on temporary assignments for this initiative and has returned to shift.
2. **Officer Development classes continuing this month**
 - A. Instructor I scheduled for end of the month
3. **Currently working on plans to facilitate the hiring planned for later this year**
 - A. Consortium academies
 - B. Alternative recruit training methodologies

FINANCIAL IMPACT: N/A



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Field Operations Division Report

Attachments: N/A

Submitted by: R. Kent

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

1. C-Shift Fatality Fire
2. April 2023 Ops Report
3. Lithium-Ion Fires

FINANCIAL IMPACT:

N/A

1/1/2023



5/31/2023



Total Calls

14,084

Fire Calls

645

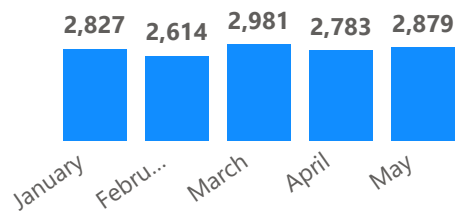
Cardiac Arrest

355

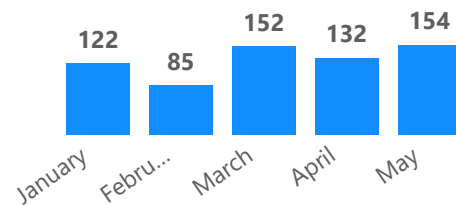
Violent Calls

253

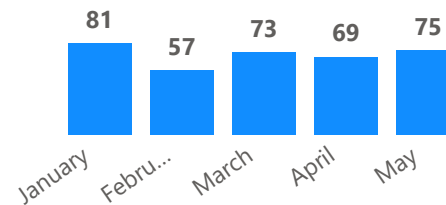
Total Calls



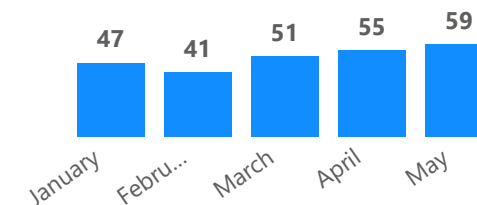
Fire Calls



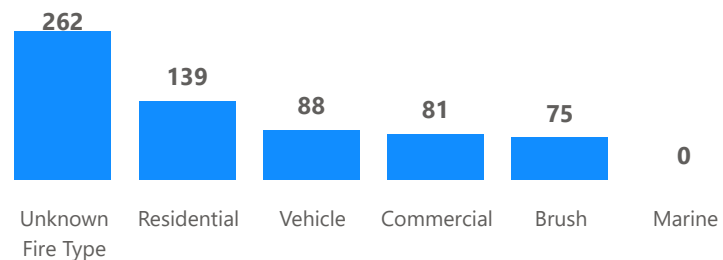
Cardiac Arrest



Violent Calls



Calls by Fire Type



HAZMAT

77

Tech Rescue

3

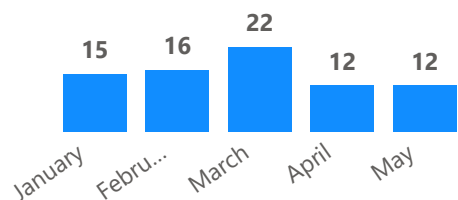
Water Rescue

5

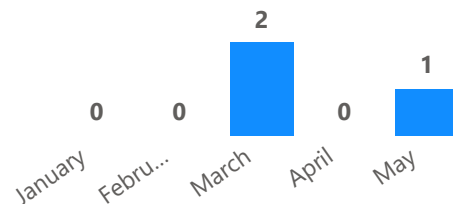
Overdose

309

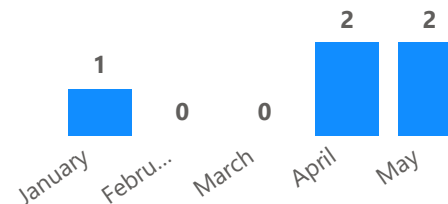
Hazmat Calls



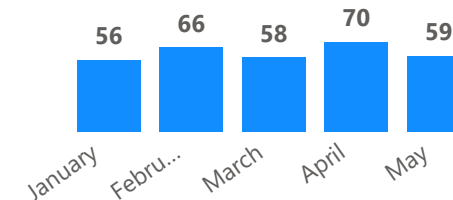
Technical Rescue Calls



Water Rescue Calls



Overdose Calls





Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Division Update - EMS

Attachments: N/A

Submitted by: AC Bouchard

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

1. PSTRAX (tracking software) has been built; we're testing it now, should be live by July 1st.
2. Leave at home Narcan program: 18 kits distributed, 23 people trained, 4 CPFR kits used.

FINANCIAL IMPACT:

N/A



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Health & Wellness Division Report

Attachments: N/A

Submitted by AC Stueve

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

1. PEER Support Team

- A. Battalion Chief Escobedo & Firefighter Mark Clayton provided me with an initial situation report on 2023 objectives and progress.
- B. The District needs a SOG to solidify the program's structure.
- C. There are several light lifts we should accomplish before the end of 2023:
 - i. Implement an application to facilitate our members' access to PEER Support
 - ii. Update our internal resources to reflect the professionalism of the PEER Support Team
 - iii. Coordinate regular meetings & trainings for the PEER Support Team members

FINANCIAL IMPACT: N/A



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Deputy Chief Report

Attachments:

Submitted by DC VanKeulen

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

1. Move to new Admin offices

- A. The moving plan

2. Land purchasing

- A. Station 60 expansion progress
- B. New Station 66

3. Facility Maintenance

- A. Work continues to improve station livability and reliability
- B. Over 38 items have been completed

4. Hiring and promotional processes

- A. Entry Level Firefighters
- B. Promotional testing process

FINANCIAL IMPACT: N/A



Board Meeting Agenda Item Summary

Agenda Date: June 12, 2023

Item Title: Fire Chief's Report

Attachments: None

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Orting Valley Fire & Rescue

Staff is working on the final details needed for the assembly of a draft contract for service between the Central Pierce Fire & Rescue and Orting Valley Fire & Rescue. The contract would have partial consideration for some portion of the remaining months of 2023 and then full implementation starting in 2024. A draft MOU has been worked on collaboratively between the two Districts and the two Bargaining Units from Local 726. Details are being finalized between the groups.

While there are several remaining details to work out, I still anticipate that I will have a contract, which will include a finalized MOU with Local 726, to the Board for consideration in July.

Graham Fire & Rescue

Significant progress is being made on the collaboration between our two Districts. Chief Espinosa and I have been meeting with regularity to work on four elements of a master Interlocal Agreement. Those elements include a shared Battalion (Battalion 91), shared CARES services, shared communications and public education services, and shared landscape maintenance services.

Both Districts are working with legal counsel to establish this master ILA in a form that addendum can be added to the ILA as our collaborative efforts between the two Districts expand.

Assistant Chief Process

There were no applicants for the vacant Assistant Chief's position. As such, the District has worked with Local 726 to start the conversation about the creation of District/Division Chief's positions. Local 726 has offered possible solutions for both the Special Events Chief and the Logistics Chief on a temporary basis.

Capital Infrastructure

The City of Puyallup is sending to surplus the old Station 72 and the old North Puyallup Station. I have asked the City Manager to please include us in those discussions ahead of time. I am also modeling operational scenarios that include those two facilities as potential "in-fill" facilities in the longer term.



Central Pierce Fire & Rescue

Mailing Address: P.O. Box 940, Spanaway, WA 98387
17520 – 22nd Ave. E., Tacoma, WA 98445
(253) 538-6400 (253) 276-6770 Fax
www.centralpiercefirerescue.org

May 21, 2023

Lieutenant Jeff Pugh,

This letter is being sent to recognize you for your dedication and hard work putting together the rookie auto extrication training that took place over three days covering all three shifts. You recognized a need to get the entry level and lateral rookies more auto extrication training and took the initiative to build the drill, schedule the training for all shifts, acquire the vehicles, and worked with the BCs to ensure the necessary units could attend. This took forethought and dedication to the craft to make this happen despite how busy the calendar already is. Your dedication to your craft, willingness to teach off duty, and your tireless efforts as an officer to pass on your knowledge truly defines duty before self. Your efforts have not gone unnoticed and the next generation of firefighters are better because of your actions. Thanks for working hard to leave the fire service better than you found it.

Jeff Cable
Battalion Chief A shift
Central Pierce Fire and Rescue

CC: Personnel file
Commissioner's packet

Ariel Paramapoonya

From: Noah Tchobanoff
Sent: Wednesday, May 31, 2023 7:42 PM
To: ! Employee Recognition Committee
Subject: FF Hudson recognition

Hello Employee Recognition Committee,

I would like to take this opportunity to recognize FF Kyler Hudson for his dedication to training and passing on essential operationally effective task skills to other members, especially probationary members. Please see the email below that FF Hudson received from Probationary FF Frankie Hoar. I was not at this incident, but I have attended training sessions where FF Hudson has spent one on one time with probationary members going over the importance and application of fire streams. This training session had an immediate impact on our member's fire suppression delivery which resulted in a desired outcome at the incident described in the email. The passion and professionalism that FF Kyler Hudson comes to each and every shift with is commendable and contagious. FF Kyler Hudson excels in driving the mission and living the values of Central Pierce Fire and Rescue and I am excited to recognize his ongoing efforts and dedication!

Please cc to FF Kyler Hudson's personnel file and send a letter to his home address.

Noah Tchobanoff
Station 69 Captain
E69 A Shift
253-820-1429

From: Frankie Hoar
Sent: Wednesday, May 31, 2023 10:14 AM
To: Kyler A. Hudson
Subject: Recent Fire

FF Hudson,

I had a first-in fire last shift where there was heavy smoke in the fire room and crawl space (no visible fire) and I got a bunch of praise for how I put water into the room. I just copied what you showed us in the tower at 60, so I wanted to say thanks and I owe you one because I wouldn't have done it like that without that specific day of training.

Cheers,

Frankie