



CENTRAL PIERCE FIRE & RESCUE

BOARD OF COMMISSIONERS MEETING AGENDA

Date: April 22, 2024
Place: In-Person / Fire District Administrative & Operations Center
○ 1015 39th Ave SE Suite #120 Puyallup, WA 98374
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.

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1. **Call to Order**
 - A. Roll Call – District Secretary
 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 April 08, 2024
 - C. **Pg. 6:** Approval of:

Accounts Payable Warrants Numbered 60403 to 60476 totaling:	\$	1,655,540.94
GRAND TOTAL	\$	1,655,540.94

Pg. 24: *For Informational Purposes Only - The following electronic payments totaling \$1,318,863.94 (AP Warrant Numbers 60403, 60411, 60452).*

6. **Unfinished Business** (Second Reading and Final Action)
 - A. **Pg. 43:** Board Policy 3.22 Hiring Policy – Chief Morrow
7. **New Business** (First Reading)
 - A. **Pg. 50:** Board Policy 3.24 Public Access to District Records – Chief Morrow
 - B. **Pg. 75:** Resolution 24-05 Petition for Merger – GFR – Chief Morrow
 - C. **Pg. 79:** Resolution 24-06 Petition for Merger – OVFR – Chief Morrow



CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

8. **Considerations and Requests**
 - A. **Pg. 83:** Surplus Items: Furniture and Gym Equipment – SSD Coleman

9. **Staff, Local, Firefighter's Association and Fire Chief Reports**
 - A. **Pg. 85:** Finance – FD Robacker
 - B. **Pg. 96:** Prevention & Education – AC Berdan
 - C. **Pg. 97:** Safety – AC McKenzie
 - D. **Pg. 98:** Emergency Management – EMC Gibson
 - E. **Pg. 99:** Deputy Chief's Report - DC VanKeulen
 - F. **Pg. 100:** Fire Chief's Report – Chief Morrow
 - G. L726 E-Board Members

10. **Correspondence**

11. **Commissioner Comments**

12. **Adjournment**

**CENTRAL PIERCE FIRE & RESCUE
BOARD OF COMMISSIONERS
April 8, 2024**

Chair Holm called the regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at the Fire District Administrative & Operations Center – 1015 39th Ave SE Suite #120, Puyallup, WA 98374 at 5:00 p.m. A remote attendance option was available to the public. Present were Chair Holm, Vice Chair Stringfellow, Commissioners Coleman, Willis, and Mitchell, Ex Officio Door, Chief Morrow, FD Robacker, HRD Washo, 726 President James, 726 VP Reed Thompson, ACs Benning and Kent, BC Rosenlund, GFR District Secretary Roberts, GFR Commissioner Estes, GFR Digital Content Coordinator Morrow, SS McInnis, and EA Paramapoonya, Recorder.

PLEDGE OF ALLEGIANCE

Chair Holm led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PUBLIC COMMENT (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)

No Public Comment

CONSENT AGENDA (SINGLE MOTION)

- A. Excused Absences:
- B. Minutes: Regular Board Meeting of March 25, 2024
- C. Approval of:

Accounts Payable Warrants Numbered 60334 to 60402 totaling:	\$	7,805,165.11
Net Payroll Warrants Numbered 107827 to 107831 totaling:	\$	10,956.74
GRAND TOTAL	\$	7,816,121.85

Commissioner Stringfellow moved and Commissioner Mitchell seconded to approve the Consent Agenda with warrants totaling \$7,816,121.85. **MOTION CARRIED.**

UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)

- A. Revised Policy 3.03 – Board of Commissioners Meetings, Policies, and Procedures

Chief Morrow reviewed Revised Policy 3.03 – Board of Commissioners Meetings, Policies, and Procedures. A few adjustments were made after the First Reading. Commissioner Coleman moved and Commissioner Willis seconded to approve revised Board Policy 3.03 as presented by Staff. **MOTION CARRIED.**

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

A. Board Policy 3.22 – Hiring Policy

Chief Morrow reviewed Board Policy 3.22 – Hiring Policy. All feedback from the Board over the next two weeks will be included in revisions.

CONSIDERATIONS AND REQUESTS

A. South Pierce Fire & Rescue ILA Request

Chief Morrow discussed the South Pierce ILA Request Letter regarding an administrative arrangement with Central Pierce Fire & Rescue.

B. Retirement: Dana Tissue Resolution 13-01 Eligibility

Chief Morrow reviewed the Dana Tissue Retirement Eligibility request. The retirement request meets all criteria and keeps the District within the parameters of Resolution 13-01. Adding this additional retirement will still keep the District under the maximum of 10 retirements allowed per year. Commissioner Mitchell moved and Commissioner Coleman seconded to approve the early retirement notice of Dana Tissue as one of the ten (10) individuals approved for 2024 as it pertains to Resolution 13-01 Retiree Medical. **MOTION CARRIED.**

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

The following divisions provided a written report in the packet:

- A. Human Resources/HRD Washo: HRD Washo reviewed the HR Division Report.
- B. Training/AC Benning: AC Benning reviewed the Training Division Report.
- C. Field Operations/AC Kent: AC Kent reviewed the Field Operations Division Report.
- D. Fire Chief’s Report/Chief Morrow: Chief Morrow reviewed the Fire Chief’s Report.
- E. L726 VP Reed Thompson: The Local spent a lot of time supporting the Open House event at Station 72 over the weekend. The upcoming retirement party will be taking place in June.

CORRESPONDENCE

Chair Holm was pleased to see the citizen thank you letter.

COMMISSIONER COMMENTS

Chair Holm: Chair Holm was very impressed with the Open House at Station 72. Tomorrow is the Joint Board Workshop at 6:30 p.m. The Orting Valley Fire & Rescue Board Meeting will begin at 6:00 p.m.

Commissioner Willis: If the fireworks ban goes into effect, it will be important to have an understanding of who will be enforcing this. Commissioner Willis inquired about recruitment and/or personnel necessities during the merger exploration.

Vice Chair Stringfellow: Vice Chair Stringfellow was impressed with the attendance at the Station 72 Open House.

Commissioner Coleman: Nothing to add.

Commissioner Mitchell: Thank you to those who attended the East Pierce Fire Station dedication. Commissioner Mitchell was grateful to see support from CPCR in attendance.

Ex-Officio Door: A fireworks ban will be discussed on the 16th.

ADJOURNMENT


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

The meeting adjourned at 5:43 p.m.

MATTHEW HOLM
CHAIR OF THE BOARD

TANYA ROBACKER
DISTRICT SECRETARY

ARIEL PARAMAPOONYA
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>
04/08/2024 - 04/11/2024	AP00060403 -AP00060476	\$1,655,540.94
	Total	\$1,655,540.94

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	00060403	CPFR	Central Pierce Fire & Rescu	04/08/24	77,684.28	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	77,684.28	Number of Checks Processed:	1
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 77,684.28

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/08/2024
End Date: 04/08/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	040824	04/08/2024	77,684.28		04/08/2024 AP EFTS
	TOTAL FOR CHECK AP 00060403:		<u>77,684.28</u>		
	REPORT TOTAL:		<u>77,684.28</u>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00060404	BALLHITC	BALLEW'S WELDING & TRAILER	04/08/24	827.25	MW	IS	
AP CHK 00060405	ALLALEAD	ALL-AMERICAN LEADERSHIP LLC	04/08/24	12,250.00	MW	IS	
AP CHK 00060406	INTETELE	ALLSTREAM BUSINESS US INC	04/08/24	1,094.72	MW	IS	
AP CHK 00060407	ALOIPLUM	ALOISIO PLUMBING INC	04/08/24	605.55	MW	IS	
AP CHK 00060408	APPRIVER	APPRIVER	04/08/24	9,216.63	MW	IS	
AP CHK 00060409	ATTMOBI	AT&T MOBILITY II LLC	04/08/24	2,906.94	MW	IS	
AP CHK 00060410	BROOLUMB	Brookdale Lumber Inc	04/08/24	45.74	MW	IS	
AP CHK 00060411	CPFR	Central Pierce Fire & Rescu	04/08/24	1,056,708.26	MW	IS	
AP CHK 00060412	CENTWELD	CENTRAL WELDING SUPPLY CO I	04/08/24	688.76	MW	IS	
AP CHK 00060413	CENEHARV	CHS INC	04/08/24	1,308.48	MW	IS	
AP CHK 00060414	CITYTACO	City of Tacoma, City Treasu	04/08/24	39,060.00	MW	IS	
AP CHK 00060415	COMCAST	COMCAST	04/08/24	2.00	MW	IS	
AP CHK 00060416	DMRECYCL	D M Recycling Co Inc	04/08/24	816.42	MW	IS	
AP CHK 00060417	DEPTLABO	Department of Labor & Indus	04/08/24	299.00	MW	IS	
AP CHK 00060418	DEPTRETI	Dept of Retirement Systems	04/08/24	1,415.42	MW	IS	
AP CHK 00060419	ELMHMUTU	ELMHURST MUTUAL POWER & LIG	04/08/24	1,212.66	MW	IS	
AP CHK 00060420	SILV11090	EMILY SILVER-COLSON	04/08/24	848.91	MW	IS	
AP CHK 00060421	ENUMCHRY	ENUMCLAW CHRYSLER JEEP DODG	04/08/24	428.76	MW	IS	
AP CHK 00060422	FROSLAND	FROST LANDSCAPE AND DESIGN	04/08/24	3,087.90	MW	IS	
AP CHK 00060423	FRUIMUTU	FRUITLAND MUTUAL WATER CO	04/08/24	588.55	MW	IS	
AP CHK 00060424	GALLS	Galls Incorporated	04/08/24	279.66	MW	IS	
AP CHK 00060425	GOODTOGO	GOOD TO GO	04/08/24	11.50	MW	IS	
AP CHK 00060426	CAMP04240	JEFFERY CAMPBELL	04/08/24	350.00	MW	IS	
AP CHK 00060427	BOUC09170	Joseph Bouchard	04/08/24	707.90	MW	IS	
AP CHK 00060428	OTOO08280	JUSTIN O'TOOLE	04/08/24	98.27	MW	IS	
AP CHK 00060429	DUMPFIRE	KELLI M GILCHRIST	04/08/24	3,000.00	MW	IS	
AP CHK 00060430	ELLEMILL	LEILA MILLER	04/08/24	750.00	MW	IS	
AP CHK 00060431	LEMAMOBI	LEMAY MOBILE SHREDDING	04/08/24	52.00	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00060432	LIGHUNIF	LIGHTHOUSE UNIFORMS CO INC	04/08/24	983.30	MW	IS	
AP CHK 00060433	HOLM03120	Matthew Holm	04/08/24	52.93	MW	IS	
AP CHK 00060434	MERCBENZ	MERCEDES BENZ OF TACOMA	04/08/24	2,363.18	MW	IS	
AP CHK 00060435	NEXTSTEP	NEXT STEP APPAREL	04/08/24	153.59	MW	IS	
AP CHK 00060436	NRS	Northwest River Supplies	04/08/24	5,506.68	MW	IS	
AP CHK 00060437	PAPEMACH	PAPE MACHINERY	04/08/24	7,066.03	MW	IS	
AP CHK 00060438	PARKLIGH	Parkland Light & Water Co.	04/08/24	2,341.56	MW	IS	
AP CHK 00060439	PCBUDGET	PC Budget and Finance	04/08/24	40.00	MW	IS	
AP CHK 00060440	PCREFUSE	Pierce County Refuse	04/08/24	1,899.46	MW	IS	
AP CHK 00060441	PCSEWER	Pierce County Sewer	04/08/24	1,128.95	MW	IS	
AP CHK 00060442	PRINSOLU	PRINT SOLUTIONS INC	04/08/24	5,222.90	MW	IS	
AP CHK 00060443	SSTIREPU	S&S TIRE SERVICE INC	04/08/24	2,404.32	MW	IS	
AP CHK 00060444	SNURSEMI	SNURE LAW OFFICE PSC	04/08/24	192.00	MW	IS	
AP CHK 00060445	TMOBILE	T-MOBILE USA INC.	04/08/24	1,744.40	MW	IS	
AP CHK 00060446	HOMEPRO	THE HOME DEPOT PRO	04/08/24	3,748.51	MW	IS	
AP CHK 00060447	FISH05180	TYLER FISHER	04/08/24	67.50	MW	IS	
AP CHK 00060448	ULIN	ULINE INC	04/08/24	2,756.21	MW	IS	
AP CHK 00060449	VERIWIRE	VERIZON WIRELESS SVCS LLC	04/08/24	4,810.80	MW	IS	
AP CHK 00060450	MURRDISP	WASTE CONNECTIONS INC	04/08/24	618.17	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		1,181,761.77		Number of Checks Processed:		47
		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		1,181,761.77				

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/08/2024
End Date: 04/08/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
ALL-AMERICAN LEADERSHIP LLC (ALLALEAD)					
	20459	01/02/2024	12,250.00	0005	J. BOUCHARD REGISTRATION-COURSE
	TOTAL FOR CHECK AP 00060405:		12,250.00		
ALOISIO PLUMBING INC (ALOIPLUM)					
	P013190	04/04/2024	605.55	0001	STATION 67 BACKFLOW TESTING -5
	TOTAL FOR CHECK AP 00060407:		605.55		
APPRIVER (APPRIVER)					
	2896937	03/01/2024	9,216.63	0002	GFR-RENEWAL EMAIL THREAT/PRIVA
	TOTAL FOR CHECK AP 00060408:		9,216.63		
AT&T MOBILITY (ATTMOBI)					
	X03272024	03/19/2024	2,906.94		#287315267353 FEB SVC CHGS
	TOTAL FOR CHECK AP 00060409:		2,906.94		
BALLEW'S HITCH, TRUCK & RV (BALLHITC)					
	72794	04/03/2024	827.25	0002	CUSTOM FRONT RECEIVER INSTALLE
	TOTAL FOR CHECK AP 00060404:		827.25		
BROOKDALE LUMBER INC (BROOLUMB)					
	443562	02/02/2024	11.90	0001	69 PROPANE
	443584	02/05/2024	12.17	0001	STN 43 - PROPANE
	444404	03/19/2024	21.67	0001	61 PROPANE
	TOTAL FOR CHECK AP 00060410:		45.74		
CENEX HARVEST STATES INC (CENEHARV)					
	54200111	03/13/2024	1,308.48		#124242 STN69 PROPANE
	TOTAL FOR CHECK AP 00060413:		1,308.48		
CENTRAL WELDING SUPPLY CO INC (CENTWELD)					
	0001962904	01/18/2024	345.70	0001	orting o2
	0002013457	03/14/2024	343.06	0002	orting o2 march
	TOTAL FOR CHECK AP 00060412:		688.76		
CITY OF TACOMA, CITY TREASURER (CITYTACO)					
	91200059	04/01/2024	39,060.00	0001	QTRLY '24 NETWORK USER/RADIO F
	TOTAL FOR CHECK AP 00060414:		39,060.00		
COMCAST (COMCAST)					
	FC-240303	03/03/2024	2.00		#8498350232190240 PREV. CC PMT
	TOTAL FOR CHECK AP 00060415:		2.00		
D M RECYCLING CO INC (DMRECYCL)					
	12015077S111	04/01/2024	202.00		#21116116470 SP MAR RECYCL
	12015332S111	04/01/2024	111.00		#21116157279 TC MAR RECYCL
	12015334S111	04/01/2024	74.00		#21116157294 ST67 MAR RECYCL
	12015354S111	04/01/2024	181.89		#21116158282 ST71 MAR RECYCL
	12017019S111	04/01/2024	72.92		#2111321850828 ST72 MAR RECYCL
	12017404S111	04/01/2024	124.22		#2111321880674 LC MAR RECYCL
	12017418S111	04/01/2024	50.39		#2111321881803 ST43 MAR RECYCL
	TOTAL FOR CHECK AP 00060416:		816.42		
DEPARTMENT OF LABOR & INDUSTRI (DEPTLABO)					
	373486	03/22/2024	299.00	0002	2024 STN'71 BOILER INSPECTIONS
	TOTAL FOR CHECK AP 00060417:		299.00		
DEPT OF RETIREMENT SYSTEMS (DEPTRETI)					
	01605586	04/01/2024	1,415.42	0001	COKL DRS SERVICE CREDITS 03/20
	TOTAL FOR CHECK AP 00060418:		1,415.42		
ELMHURST MUTUAL POWER & LIGHT (ELMHMUTU)					
	65-240327	03/27/2024	639.44		#65031 ST65 MAR ELECTRIC
	68-240403	04/03/2024	573.22		#63497 ST68 MAR ELECTRIC
	TOTAL FOR CHECK AP 00060419:		1,212.66		
EMILY SILVER-COLSON (SILV11090)					

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/08/2024
End Date: 04/08/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
	032624	03/26/2024	848.91		01/03/24-03/22/24 TUTION RMB
	TOTAL FOR CHECK AP 00060420:		848.91		
ENUMCLAW CHRYSLER JEEP DODGE R (ENUMCHRY)					
	6122734	03/14/2024	428.76	0001	M19-5 PM-A/RADIO CONCERN ETC
	TOTAL FOR CHECK AP 00060421:		428.76		
FROST LANDSCAPE AND DESIGN LLC (FROSLAND)					
	20592	04/01/2024	2,168.10	0001	ST60 2024 LANDSCAPING:
	20593	04/01/2024	919.80	0001	ST40+ST43 2024 LANDSCAPING:
	TOTAL FOR CHECK AP 00060422:		3,087.90		
FRUITLAND MUTUAL WATER COMPANY (FRUIMUTU)					
	72-240331	03/31/2024	324.53		#41122 ST72 MAR WATER
	72I-240331	03/31/2024	39.13		#41130 ST72 MAR IRRIG
	LC-240331	03/31/2024	224.89		#42720 LC MAR WATER
	TOTAL FOR CHECK AP 00060423:		588.55		
GALLS INCORPORATED (GALLS)					
	027375039	03/15/2024	139.83	0001	73 BLUE NOMEX PANTS B CUT
	027404855	03/19/2024	139.83	0001	blue nomex pants b cut
	TOTAL FOR CHECK AP 00060424:		279.66		
GOOD TO GO (GOODTOGO)					
	93305562	03/13/2024	11.50	0001	#13949677 LIC#75302C TOLL
	TOTAL FOR CHECK AP 00060425:		11.50		
INTEGRA TELECOM (INTETELE)					
	20377605	03/08/2024	1,094.72		#637153 MAR SVC CHGS
	TOTAL FOR CHECK AP 00060406:		1,094.72		
JEFFERY CAMPBELL (CAMP04240)					
	20245119	03/28/2024	350.00		WELLNESS CORRD TRNG/PER DIEM
	TOTAL FOR CHECK AP 00060426:		350.00		
JOSEPH BOUCHARD (BOUC09170)					
	040124	04/01/2024	707.90		WINTER 2024/TUITION RMB
	TOTAL FOR CHECK AP 00060427:		707.90		
JUSTIN O'TOOLE (OTOO08280)					
	20245050B	04/02/2024	98.27		SCFA FIRE INVEST/BAG FEE
	TOTAL FOR CHECK AP 00060428:		98.27		
KELLI M GILCHRIST (DUMPFIRE)					
	1019	03/27/2024	3,000.00	0002	TRAINING:RECESS IMPLEMENTATION
	TOTAL FOR CHECK AP 00060429:		3,000.00		
LEILA MILLER (ELLEMILL)					
	3	04/01/2024	750.00	0001	MARCH'24 MENTAL HEALTH SERVICE
	TOTAL FOR CHECK AP 00060430:		750.00		
LEMAY MOBILE SHREDDING (LEMAMOBI)					
	4836940S185	04/01/2024	52.00		#2185512946003 AOC FEB SHRED
	TOTAL FOR CHECK AP 00060431:		52.00		
LIGHTHOUSE UNIFORMS (LIGHUNIF)					
	A318055	03/22/2024	983.30		SHIPPING / UNIFORM
	TOTAL FOR CHECK AP 00060432:		983.30		
MATTHEW HOLM (HOLM03120)					
	030524	02/26/2024	52.93		2/9/24-02/26/24 MILEAGE RMB
	TOTAL FOR CHECK AP 00060433:		52.93		
MERCEDES BENZ OF TACOMA (MERC BENZ)					
	608579	03/26/2024	2,363.18	0001	RV17-1, SERVICE, REPAIRS
	TOTAL FOR CHECK AP 00060434:		2,363.18		
MURREY'S DISPOSAL (MURRDISP)					

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/08/2024

End Date: 04/08/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
	12019072S111	04/01/2024	7.18		#211111158740 TC MAR GARB
	12019073S111	04/01/2024	363.80		#211111158760 SHOP MAR GARB
	12020070S111	04/01/2024	198.59		#211111158741 ST67 MAR GARB
	12021614S111	04/01/2024	48.60		#2111321825520 ST43 OV MAR GAR
	TOTAL FOR CHECK AP 00060450:		618.17		
NEXT STEP APPAREL (NEXTSTEP)					
	230853	01/01/2024	132.120009		EMBRIOD PARKA AND LINER
	230889	01/01/2024	21.470001		3 SEW ON NAME TAGS BLUE/WHITE
	TOTAL FOR CHECK AP 00060435:		153.59		
NRS (NRS)					
	1535372	03/21/2024	5,506.680001		NRS R-140 RESCUE RAFT WITH
	TOTAL FOR CHECK AP 00060436:		5,506.68		
PAPE MACHINERY (PAPEMACH)					
	213027800	03/31/2024	1,096.620001		3-4-24 BACKHOE RENTAL FOR TREN
	213027900	03/31/2024	4,877.140002		3/4-3/8/24 EXCAVATOR RENTAL FO
	213037500	03/31/2024	1,092.270003		3/18-3/19/24 EXCAVATOR RENTAL
	TOTAL FOR CHECK AP 00060437:		7,066.03		
PARKLAND LIGHT & WATER CO. (PARKLIGH)					
	61E-240403	04/03/2024	2,098.89		#1408 ST61 MAR ELECTRIC
	61L-240403	04/03/2024	74.13		#40956 ST61 MAR TRAFFIC LT
	61W-240403	04/03/2024	53.50		#1409 ST61 MAR WATER
	61W-240403A	04/03/2024	115.04		#1407 ST61 MAR WATER
	TOTAL FOR CHECK AP 00060438:		2,341.56		
PC BUDGET AND FINANCE (PCBUDGET)					
	CI348201	03/06/2024	40.000001		RECIP. CERT. FEES:B.RAWSON
	TOTAL FOR CHECK AP 00060439:		40.00		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	040824	04/08/2024	1,056,708.26		04/08/2024 AP EFTS
	TOTAL FOR CHECK AP 00060411:		1,056,708.26		
PIERCE COUNTY REFUSE (PCREFUSE)					
	18148092S180	04/01/2024	353.84		#218035266001 ST61 MAR GARB
	18148093S180	04/01/2024	146.29		#218035275001 ST64 MAR GARB
	18148095S180	04/01/2024	262.47		#218035292001 STN60 MAR GARB
	18148096S180	04/01/2024	350.34		#218035301001 LC MAR GARB
	18148891S180	04/01/2024	187.40		#2180588899 ST65 MAR GARB
	18149940S180	04/01/2024	106.69		#2180556556002 ST62 MAR GARB
	18150028S180	04/01/2024	151.54		#21801047792001 ST63 MAR GARB
	18150049S180	04/01/2024	61.98		#21801047792002 ST63 MAR RECYC
	18150906S180	04/01/2024	30.99		#218035275002 ST64 MAR RECYCL
	18150907S180	04/01/2024	30.99		#218035301002 LC MAR RECYCL
	18150908S180	04/01/2024	61.98		#218035314002 ST68 MAR RECYCL
	18150945S180	04/01/2024	92.97		#218035292004 ST60 MAR RECYCL
	18150990S180	04/01/2024	61.98		#218035266002 ST61 MAR RECYCL
	TOTAL FOR CHECK AP 00060440:		1,899.46		
PIERCE COUNTY SEWER (PCSEWER)					
	60PC-240401	04/01/2024	144.36		#1812114 ST60 MAR SEWER
	61-240401	04/01/2024	154.83		#85900 ST61 MAR SEWER
	62-240401	04/01/2024	39.71		#233439 ST62 MAR SEWER
	63-240401	04/01/2024	123.43		#1778561 ST63 MAR SEWER
	65-240401	04/01/2024	87.03		#1236121 ST65 MAR SEWER
	67TC-240401	04/01/2024	186.22		#462454 TC MAR SEWER
	68-240401	04/01/2024	285.63		#1061119 ST68 MAR SEWER
	69SP-240401	04/01/2024	107.74		#535508 SHOP MAR SEWER
	TOTAL FOR CHECK AP 00060441:		1,128.95		

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/08/2024
End Date: 04/08/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
PRINT SOLUTIONS, INC (PRINSOLU)					
	120701	03/03/2024	2,912.72	0001	PE 3000 PENS
	120708	03/03/2024	1,277.16	0003	COLORING BOOKS
	120859	03/09/2024	333.60	0001	SHOP MAINT TAGS
	120944	03/12/2024	578.31	0001	SO 36-CLASS BINDERS FARRIS
	120955	03/12/2024	121.11	0001	EMS PREMIE CARD
	TOTAL FOR CHECK AP 00060442:		<u>5,222.90</u>		
S&S TIRE (SSTIREPU)					
	1152471	03/08/2024	2,145.60	0001	E18-5 TIRES
	1152985	03/28/2024	258.72	0001	SC22-2 PM-A 1152985
	TOTAL FOR CHECK AP 00060443:		<u>2,404.32</u>		
SNURE SEMINARS (SNURSEMI)					
	040124	04/01/2024	192.00	0001	DOC REVIEW 04'2024 SNURE LEGAL
	TOTAL FOR CHECK AP 00060444:		<u>192.00</u>		
T-MOBILE USA INC. (TMOBILE)					
	240321	03/21/2024	1,744.40		Communication Connection
	TOTAL FOR CHECK AP 00060445:		<u>1,744.40</u>		
THE HOME DEPOT PRO (HOMEPRO)					
	785219221	01/18/2024	1,864.91		ICE AWAY ICE MELTER, 50LB (BOX
	788058154	02/05/2024	1,517.29	0014	SHOP- URINAL FLOOR MATS - 6EA
	791105588	02/22/2024	(333.38)		Inventory
	796058063	03/22/2024	699.69	0007	SIMPLE GREEN CONCENTRATE, 1GAL
	TOTAL FOR CHECK AP 00060446:		<u>3,748.51</u>		
TYLER FISHER (FISH05180)					
	031924A	03/19/2024	67.50		FISHER EVT TEST FEE
	TOTAL FOR CHECK AP 00060447:		<u>67.50</u>		
ULINE (ULIN)					
	175206657	03/05/2024	356.71	0001	TRAFFIC CONES 28" (10) EACH
	175836135	03/19/2024	209.78	0001	CS Axle Bracket for High Capac
	175836516	03/19/2024	183.32	0001	PCFTC CART
	175933946	03/21/2024	1,730.73	0002	LOG S-25644BL
	176299375	04/01/2024	65.89		SHIPPING / BRACKETS
	176312943	04/01/2024	209.78		SHIPPING / BRACKETS
	TOTAL FOR CHECK AP 00060448:		<u>2,756.21</u>		
VERIZON WIRELESS (VERIWIRE)					
	9959753253	03/21/2024	640.93		#742002697-00004 MAR SVCS
	9959753254	03/21/2024	608.84		#742002697-00005 MAR SVCS
	9959753255	03/21/2024	737.99		#742002697-00006 MAR SVCS
	9959753256	03/21/2024	2,823.04		#74200269700010 MAR SVC CHG.
	TOTAL FOR CHECK AP 00060449:		<u>4,810.80</u>		
	REPORT TOTAL:		<u>1,181,761.77</u>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00060451	CKGARAGE	C&K GARAGE DOORS & OPENERS	04/11/24	8,034.16	MW	IS	
AP CHK 00060452	CPFR	Central Pierce Fire & Rescu	04/11/24	184,894.38	MW	IS	
AP CHK 00060453	QWEST	Century Link	04/11/24	210.73	MW	IS	
AP CHK 00060454	QWEST	Century Link	04/11/24	137.25	MW	IS	
AP CHK 00060455	CENEHARV	CHS INC	04/11/24	1,145.15	MW	IS	
AP CHK 00060456	CITYORTI	City of Orting	04/11/24	565.63	MW	IS	
AP CHK 00060457	COMCAST	COMCAST	04/11/24	189.97	MW	IS	
AP CHK 00060458	CONNBUSI	CONNELLS BUSINESS SYSTEMS	04/11/24	176.15	MW	IS	
AP CHK 00060459	GALLS	Galls Incorporated	04/11/24	1,525.99	MW	IS	
AP CHK 00060460	JJKELLER	JJ KELLER & ASSOCIATES INC	04/11/24	178.96	MW	IS	
AP CHK 00060461	LIGHUNIF	LIGHTHOUSE UNIFORMS CO INC	04/11/24	141.04	MW	IS	
AP CHK 00060462	CURR11200	MATTHEW CURRIE	04/11/24	199.89	MW	IS	
AP CHK 00060463	HOLM03120	Matthew Holm	04/11/24	153.43	MW	IS	
AP CHK 00060464	MITCHELL	MITCHELL REPAIR INFO CO LLC	04/11/24	2,906.64	MW	IS	
AP CHK 00060465	NALISAYA	NALINH SAYASACK	04/11/24	601.49	MW	IS	
AP CHK 00060466	PAPEMACH	PAPE MACHINERY	04/11/24	64.05	MW	IS	
AP CHK 00060467	PRINSOLU	PRINT SOLUTIONS INC	04/11/24	280.76	MW	IS	
AP CHK 00060468	PSENERGY	Puget Sound Energy	04/11/24	3,661.95	MW	IS	
AP CHK 00060469	RUSSPETE	RUSSELL E PETERS	04/11/24	350.00	MW	IS	
AP CHK 00060470	SAFEKLEE	SAFETY-KLEEN SYSTEMS INC	04/11/24	3,309.27	MW	IS	
AP CHK 00060471	MCCLCOMP	SIJ HOLDINGS LLC	04/11/24	147.00	MW	IS	
AP CHK 00060472	SUMMWATE	Summit Water Company	04/11/24	420.99	MW	IS	
AP CHK 00060473	ULIN	ULINE INC	04/11/24	1,231.68	MW	IS	
AP CHK 00060474	VERIWIRE	VERIZON WIRELESS SVCS LLC	04/11/24	673.95	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		211,200.51		Number of Checks Processed:		24
		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		211,200.51				

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/11/2024
End Date: 04/11/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
C&K GARAGE DOORS & OPENERS LLC (CKGARAGE)					
	971844	09/06/2023	1,574.43	0001	STATION 67 BAY DOOR REPAIR.
	972012	03/14/2024	6,459.73	0001	SHOP BAY DOOR REPAIRS, SERVICE
	TOTAL FOR CHECK AP 00060451:		8,034.16		
CENEX HARVEST STATES INC (CENEHARV)					
	54200119	03/18/2024	1,145.15		#124242 STN68 PROPANE
	TOTAL FOR CHECK AP 00060455:		1,145.15		
CITY OF ORTING (CITYORTI)					
	40-240401	04/01/2024	565.63		#26650 ST40 MAR WATER
	TOTAL FOR CHECK AP 00060456:		565.63		
COMCAST (COMCAST)					
	40-20240324	03/24/2024	167.03		#8498350320229520 ST40 MAR COM
	43-240328	03/28/2024	22.94		CREDIT FOR PREVIOUS CC PAYMENT
	TOTAL FOR CHECK AP 00060457:		189.97		
CONNELL'S BUSINESS SYSTEM (CONNBUSI)					
	61277	04/03/2024	176.15	0001	REMOVED EXCESS YELLOW TONER FR
	TOTAL FOR CHECK AP 00060458:		176.15		
GALLS INCORPORATED (GALLS)					
	027425819	03/20/2024	1,525.99	0001	WR BOOT ALTAMA MARITIME ASSAUL
	TOTAL FOR CHECK AP 00060459:		1,525.99		
JJ KELLER & ASSOC (JKKELLER)					
	9108886721	03/15/2024	178.96	0001	Labor Law Posters Subscription
	TOTAL FOR CHECK AP 00060460:		178.96		
LIGHTHOUSE UNIFORMS (LIGHUNIF)					
	A319394	03/25/2024	141.04	0001	CLASS A PANTS
	TOTAL FOR CHECK AP 00060461:		141.04		
MATTHEW CURRIE (CURR11200)					
	20245109	03/28/2024	199.89		RESUSCITATION ACADEMY/MILEAGE
	TOTAL FOR CHECK AP 00060462:		199.89		
MATTHEW HOLM (HOLM03120)					
	032824	03/29/2024	153.43		03/09/24-03/28/24 MILEAGE RMB
	TOTAL FOR CHECK AP 00060463:		153.43		
MITCHELL-1 (MITCHELL)					
	30702310	03/20/2024	2,906.64	0001	ONLINE MANUALS YEARLY RENEWAL
	TOTAL FOR CHECK AP 00060464:		2,906.64		
NALINH SAYASACK (NALISAYA)					
	5277038	04/11/2024	601.49	0001	INCID RESPONSE/MIRROR DAMAGE
	TOTAL FOR CHECK AP 00060465:		601.49		
PAPE MACHINERY (PAPEMACH)					
	215396810	04/04/2024	64.05	0001	3/7-04/03/24 TRAINING EQUIP
	TOTAL FOR CHECK AP 00060466:		64.05		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	041024	04/10/2024	422.98		2401003 NLEC
	041124	04/11/2024	184,471.40		04/11/2024 AP EFTS
	TOTAL FOR CHECK AP 00060452:		184,894.38		
PRINT SOLUTIONS, INC (PRINSOLU)					
	120126	02/07/2024	280.76	0001	50 SMALL FIELD NOTE
	TOTAL FOR CHECK AP 00060467:		280.76		
PUGET SOUND ENERGY (PSENERGY)					
	40-240312	03/12/2024	3,306.92		#220025558283 ST40 FEB ELECTRI
	LC-240401	04/02/2024	355.03		#200013100744 LC MAR NAT GAS
	TOTAL FOR CHECK AP 00060468:		3,661.95		

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/11/2024
End Date: 04/11/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
QWEST COMMUNICATIONS COMPANY LL (QWEST)					
	240326	03/26/2024	210.73		#253Z260451282B MAR SVC CHG
	TOTAL FOR CHECK AP 00060453:		210.73		
	240321	03/21/2024	137.25		#471687197 OV APR PHONES
	TOTAL FOR CHECK AP 00060454:		137.25		
TOTAL FOR QWEST COMMUNICATIONS COMPANY LL:			347.98		
RUSSELL E PETERS (RUSSPETE)					
	240228	02/28/2024	350.000001		ICISF COURSE FEE BEAUCHAMP
	TOTAL FOR CHECK AP 00060469:		350.00		
SAFETY-KLEEN SYSTEMS INC (SAFEKLEE)					
	94080356	03/21/2024	3,309.270001		DISPOSAL OF OIL/WATER TANK
	TOTAL FOR CHECK AP 00060470:		3,309.27		
SIJ HOLDINGS LLC (MCCLCOMP)					
	243719	03/31/2024	147.000001		#36685- LEGAL AD-BOARD MEETING
	TOTAL FOR CHECK AP 00060471:		147.00		
SUMMIT WATER COMPANY (SUMMWATE)					
	67-240410	04/10/2024	179.67		#1312200001 ST 67 MAR WATER
	67T-240410	04/10/2024	241.32		#1312250001 ST 67T MAR WATER
	TOTAL FOR CHECK AP 00060472:		420.99		
ULINE (ULIN)					
	175933572	03/21/2024	1,231.680001		66 H-4287 4 Drawer
	TOTAL FOR CHECK AP 00060473:		1,231.68		
VERIZON WIRELESS (VERIWIRE)					
	9959753251	03/21/2024	673.95		#742002697-00001 MAR SVC
	TOTAL FOR CHECK AP 00060474:		673.95		
	REPORT TOTAL:		211,200.51		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00060475	CPFR	Central Pierce Fire & Rescu	04/11/24	3,764.92	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	3,764.92	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 3,764.92

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/11/2024
End Date: 04/11/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	041124R	04/11/2024	3,764.92		04/11/2024 AP EFTS
	TOTAL FOR CHECK AP 00060475:		<u>3,764.92</u>		
	REPORT TOTAL:		<u>3,764.92</u>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP CHK 00060476	CPFR	Central Pierce Fire & Rescu	04/11/24	181,129.46	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	181,129.46	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 181,129.46

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/11/2024
End Date: 04/11/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	041024R	04/10/2024	422.98		2401003 NLEC
	041124R	04/11/2024	180,706.48		04/11/2024 AP EFTS
	TOTAL FOR CHECK AP 00060476:		<u>181,129.46</u>		
	REPORT TOTAL:		<u>181,129.46</u>		



Central Pierce Fire & Rescue

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXX0522

Electronic Payment Details

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

<u>Issue Date</u>	<u>EFT Numbers</u>	<u>EFT Transfer Warrant</u>	<u>Amount</u>
04/08/2024	<u>EP00016734 -EP00016735</u>	AP00060403	<u>\$77,776.31</u>
04/08/2024	<u>EP00016736 -EP00016804</u>	AP00060411	<u>\$1,056,616.23</u>
04/11/2024	<u>EP00016805 -EP00016840</u>	AP00060452	<u>\$184,471.40</u>
Total			<u>\$1,318,863.94</u>

Dustin Morrow
Fire Chief

Matt Holm
Chair

Steve Stringfellow
Commissioner

Rich Coleman
Commissioner

Bob Willis
Commissioner

Dale Mitchell
Commissioner

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00016734	MARSEDESI	MARSHALL DESIGN + MANAGEMEN	04/08/24	77,276.31	MW	CX	
AP EFT 00016735	USBANKBU	US Bank Business Card	04/08/24	500.00	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	77,776.31	Number of EFTs Processed:	2
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 77,776.31

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/08/2024
End Date: 04/08/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
MARSHALL DESIGN + MANAGEMENT L (MARSDESI)					
	1319	04/02/2024	33,457.34	0006	SUBCONSULTANTS: MECHANICAL,
	1320	04/02/2024	36,473.70	0004	WO-9 ST73 PROJECT MGMT & ARCH
	1322	04/02/2024	7,345.27	0001	WO-11 BLDG1019-STE-200
	TOTAL FOR CHECK AP 00016734:		77,276.31		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.240325.5	03/30/2024	500.00		Customer Info Meeting PierceCo
	TOTAL FOR CHECK AP 00016735:		500.00		
	REPORT TOTAL:		77,776.31		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00016736	ACMECONS	ACME CONSTRUCTION SUPPLY CO	04/08/24	1,611.73	MW	CX	
AP EFT 00016737	ACTIONWO	ACTIONWORKS	04/08/24	184.87	MW	CX	
AP EFT 00016738	AIRGAS	Airgas Nor Pac Inc	04/08/24	2,936.97	MW	CX	
AP EFT 00016739	ALLIDIST	ALLIANCE DISTRIBUTION HOLDI	04/08/24	275.25	MW	CX	
AP EFT 00016740	AMAZON	AMAZON CAPITAL SERVICES	04/08/24	29,109.03	MW	CX	
AP EFT 00016741	BATTEPLUS	Batteries Plus #245	04/08/24	609.07	MW	CX	
AP EFT 00016742	BLUEGIS	Blue Ridge GIS Consulting L	04/08/24	6,300.00	MW	CX	
AP EFT 00016743	BOUNTREE	Bound Tree Medical LLC	04/08/24	2,061.93	MW	CX	
AP EFT 00016744	BRINBUSI	BRINTON BUSINESS VENTURES I	04/08/24	367.55	MW	CX	
AP EFT 00016745	CATAWORK	BUSINESS INTERIORS NORTHWES	04/08/24	5,107.42	MW	CX	
AP EFT 00016746	CASCAFIRE	CASCADE FIRE & SAFETY	04/08/24	10,155.79	MW	CX	
AP EFT 00016747	CPFREFT	Central Pierce Fire & Rescu	04/08/24	871.08	MW	CX	
AP EFT 00016748	CHRIINC	CHRISTENSEN INC	04/08/24	14,649.23	MW	CX	
AP EFT 00016749	CITYPUYA	CITY OF PUYALLUP	04/08/24	4,109.33	MW	CX	
AP EFT 00016750	CITYTREA	CITY OF TACOMA	04/08/24	4,180.64	MW	CX	
AP EFT 00016751	COMMBRAK	Commercial Brake	04/08/24	422.44	MW	CX	
AP EFT 00016752	DRMONIT	D&R MONITORING NETWORKS LLC	04/08/24	21,645.66	MW	CX	
AP EFT 00016753	DELLMARK	Dell Marketing	04/08/24	4,706.92	MW	CX	
AP EFT 00016754	EYECOFSO	DR GREGORY C JOHNSON	04/08/24	80.00	MW	CX	
AP EFT 00016755	EFAXCORP	EFAX CORPORATE	04/08/24	240.77	MW	CX	
AP EFT 00016756	EMSCONNE	EMSCONNECT LLC	04/08/24	2,197.00	MW	CX	
AP EFT 00016757	ERICQUIN	ERIC QUINN	04/08/24	200.00	MW	CX	
AP EFT 00016758	VALLFREI	FREIGHTLINER NORTHWEST	04/08/24	936.22	MW	CX	
AP EFT 00016759	GRAIPART	Grainger Parts	04/08/24	70.09	MW	CX	
AP EFT 00016760	GRIMCO	GRIMCO INC	04/08/24	498.28	MW	CX	
AP EFT 00016761	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	04/08/24	707.97	MW	CX	
AP EFT 00016762	INSIPUBL	INSIGHT PUBLIC SECTOR, INC	04/08/24	136,994.63	MW	CX	
AP EFT 00016763	IMSALLI	JUSTICE FAMILY ENTERPRISES	04/08/24	112.08	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00016764	KELLGREE	KELLY GREEN INC	04/08/24	423.89	MW	CX	
AP EFT 00016765	KORUAUTO	Korum Automotive Group Inc	04/08/24	8,355.50	MW	CX	
AP EFT 00016766	LNCURTIS	L.N. Curtis and Sons	04/08/24	41,719.01	MW	CX	
AP EFT 00016767	LIFEASSI	Life-Assist Inc	04/08/24	37,749.15	MW	CX	
AP EFT 00016768	LOWECOMP	Lowe's Companies	04/08/24	2,323.37	MW	CX	
AP EFT 00016769	MALLCOMP	Mallory Safety and Supply L	04/08/24	655.10	MW	CX	
AP EFT 00016770	MARSDESI	MARSHALL DESIGN + MANAGEMEN	04/08/24	2,404.21	MW	CX	
AP EFT 00016771	MESNORT	MES NORTHWEST	04/08/24	1,009.62	MW	CX	
AP EFT 00016772	MOUNMIST	Mountain Mist Water	04/08/24	526.69	MW	CX	
AP EFT 00016773	MULTWORK	MULTICARE HEALTH SYSTEM	04/08/24	222.00	MW	CX	
AP EFT 00016774	NEXTSTEP	NEXT STEP APPAREL	04/08/24	15,765.85	MW	CX	
AP EFT 00016775	NTEGCONS	NTEGRATED CONSULTING LLC	04/08/24	458.17	MW	CX	
AP EFT 00016776	NWCASCAD	NW CASCADE, INC.	04/08/24	580.00	MW	CX	
AP EFT 00016777	NWSAFECL	NW SAFETY CLEAN	04/08/24	1,752.57	MW	CX	
AP EFT 00016778	ONSCENE	ONSCENE SOLUTIONS	04/08/24	329.12	MW	CX	
AP EFT 00016779	ONSPOFNO	ONSPOT OF NORTH AMERICA INC	04/08/24	123.07	MW	CX	
AP EFT 00016780	READREBO	READY REBOUND INC	04/08/24	4,061.25	MW	CX	
AP EFT 00016781	RESCSOUR	RESCUE SOURCE GEAR	04/08/24	3,806.11	MW	CX	
AP EFT 00016782	SNETCOMM	S-NET COMMUNICATIONS INC	04/08/24	349.70	MW	CX	
AP EFT 00016783	SCHNSIMP	Schneider-Simpson	04/08/24	1,682.08	MW	CX	
AP EFT 00016784	SEAWESTE	Sea-Western Inc	04/08/24	234,097.85	MW	CX	
AP EFT 00016785	SITECRAFT	SITECRAFTING INC	04/08/24	348.00	MW	CX	
AP EFT 00016786	SMARSH	SMARSH INC	04/08/24	694.58	MW	CX	
AP EFT 00016787	SOUTSOUN	SOUTH SOUND 911	04/08/24	346,657.50	MW	CX	
AP EFT 00016788	STANPART	Standard Parts Corp	04/08/24	1,216.76	MW	CX	
AP EFT 00016789	STAPINC	STAPLES INC.	04/08/24	688.10	MW	CX	
AP EFT 00016790	STATAUDI	State Auditor's Office	04/08/24	139.10	MW	CX	
AP EFT 00016791	SUMNLAWN	SUMNER LAWN 'N SAW	04/08/24	1,099.90	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00016792	TACOSCRE	Tacoma Screw Products Inc	04/08/24	140.72	MW	CX	
AP EFT 00016793	TELEFLEX	TELEFLEX LLC	04/08/24	13,750.00	MW	CX	
AP EFT 00016794	TERRSTAFF	TERRA SERVICES LLC	04/08/24	4,104.06	MW	CX	
AP EFT 00016795	KRONOS	UKG Kronos Systems LLC	04/08/24	32,273.21	MW	CX	
AP EFT 00016796	UNIFIRST	UNIFIRST CORPORATION	04/08/24	177.67	MW	CX	
AP EFT 00016797	USBANKBU	US Bank Business Card	04/08/24	39,347.51	MW	CX	
AP EFT 00016798	STUE06060	Eric Stueve	04/08/24	0.01	MW	CX	
AP EFT 00016799	FARR03180	JOSHUA FARRIS	04/08/24	512.48	MW	CX	
AP EFT 00016800	KUSSELEC	KUSSMAUL ELECTRONICS INC	04/08/24	2,423.82	MW	CX	
AP EFT 00016801	SCHW11090	SUZI WASHO	04/08/24	238.00	MW	CX	
AP EFT 00016802	BROW03260	TYLER BROWN	04/08/24	1,751.00	MW	CX	
AP EFT 00016803	UNITRENT	United Rentals Northwest In	04/08/24	1,129.55	MW	CX	
AP EFT 00016804	GIBS09290	ZANE GIBSON	04/08/24	188.00	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	1,056,616.23	Number of EFTs Processed:	69
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 1,056,616.23

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ACME CONSTRUCTION SUPPLY CO IN (ACMECONS)					
	S4461845003	03/25/2024	1,611.73	0006	SO CHAINSAW
	TOTAL FOR CHECK AP 00016736:		1,611.73		
ACTIONWORKS (ACTIONWO)					
	6131	03/29/2024	184.87	0001	CPFR APPAREL - NEW EMPLOYEE CO
	TOTAL FOR CHECK AP 00016737:		184.87		
AIRGAS NOR PAC INC (AIRGAS)					
	5507182683	04/01/2024	215.85		CYLINDER RENTALS MAR 2024
	9146803540	03/01/2024	66.88		MEDICAL O2/ST60 FEB 2024
	9147347142	03/01/2024	67.54		MEDICAL O2/ST68 FEB 2024
	9147466850	04/01/2024	2,219.21		MEDICAL O2 EX ST40
	9147507043	04/01/2024	367.49		PIGTAIL 1/4"
	TOTAL FOR CHECK AP 00016738:		2,936.97		
ALLIANCE DISTRIBUTION HOLDING (ALLIDIST)					
	102172	02/28/2024	275.25	0001	PM FOR 9 BUNKER WASHERS:
	TOTAL FOR CHECK AP 00016739:		275.25		
AMAZON CAPITAL SERVICES (AMAZON)					
	119P1WWW47V	03/07/2024	351.88		ITEM RETURNED/CM #1CNNVDHQ167V
	11F9VWFC6Y74	02/27/2024	92.46	0001	STATION 63 BAY DOOR TOP WEATHE
	11JW7MH7C1H	03/24/2024	110.04	0007	PE Safo Products 4173BL Write
	13H9CYWHFY	03/20/2024	472.30	0011	43 The OriGlam 3pcs Mini Wi
	13KJXNPLCDF	01/30/2024	6,187.32	0009	61 COSYAWN 3 Pack Mesh Wall
	13KVDCXW4H	01/14/2024	(24.66)		CREDIT RETURN 1TR3LL1FP343
	13P4NHWMDN1	01/24/2024	207.61	0006	OPS Rite in the Rain Monsoon
	146PQ6KMHTN	01/16/2024	404.88	0003	40 Simpli-Magic 79358 Commerci
	167V3LCDFJPT	03/25/2024	48.67	0003	PE 100 Professional Award Cert
	1691TFQPJTMJ	03/21/2024	178.02	0001	HM PETZL, PIXA 2 Headlamp, 80
	16GYQ3LJNX7L	03/22/2024	98.48	0003	HW WEIGHT Fitness Cast Iron
	17XY4QK4LV6T	01/21/2024	426.93	0001	SHOP Atlantic Safety Products
	19F1GC43CJ6Q	01/04/2024	340.66	0019	43 Matte Black Shower Curtain
	19H3GCVCQ474	01/28/2024	55.04		ADMIN WIRELESS KEYBOARD & MOUS
	19YCXTJJQNQ1	01/26/2024	61.64	0001	Plug 'n Dike Premix Pattie (Ca
	1C3FYTKJ4K4C	03/02/2024	224.26	0004	PE Triplet AC Line Splitter a
	1CL4HK49DTV	02/27/2024	208.76	0001	STATION 60 TOWER INTERIOR REPL
	1CNNVDHQ167	03/13/2024	(351.88)		CREDIT INV #119P1WWW47V
	1CWXT66Q3G4	01/27/2024	1,399.67	0009	72 Ariv Towels 4-Piece Large
	1D69TGXRNJ3T	02/02/2024	137.06	0001	Magnet Roll
	1DLGLVKR6PP	03/27/2024	37.42	0002	PCFTC Avery Economy View 3 Rin
	1FGPRQ44LJY9	02/11/2024	76.51	0001	COFFEE POT
	1FMGDRJX7GV	02/22/2024	1,280.49	0004	72 Gilmour Pro Commercial Hose
	1FW9-P7T4-	03/01/2024	154.05	0001	STATION 64 STAINLESS CORNERS
	1GKV9KLM9T	02/11/2024	698.17	0005	C/S - PACKING TAPE DISPENSER 2
	1HLK39R7H9H4	03/29/2024	2,308.90	0001	NUUN ACTIVE MIX (BOX/10)
	1HRY9T7W3MP	01/13/2024	344.22	0001	EMS Wagan EL6214 Personal
	1HY9D9FFKX4	02/02/2024	1,054.01	0004	E63 Dog Pool for Medium Dogs,
	1JG4MLTVYNG	03/23/2024	4,910.72	0006	WR WARN Zeon 10-S Multi kit
	1JKDJNYK4NP3	03/07/2024	(143.62)		CREDIT INV #19F1GC43CJ6Q
	1JQ4G674CQMD	04/06/2024	222.26	0001	LOGS LAWN MAINTENANCE CHAINS A
	1LJYYVRNRQP	02/19/2024	564.30	0003	FLO-THRU VEHICLE BRUSH, GREEN
	1LK3WJ419FF	01/22/2024	342.08	0002	72 KEMO - Gilmour 840751-1002
	1LRTTYRV1CT	02/04/2024	473.23	0003	40 BULULOM Bathroom Floor Mat,
	1LXWNYNC19N	03/19/2024	2,110.03	0005	43 Akro-Mils 19320 Steel Parts
	1M1DMMQNW	02/19/2024	816.64	0006	SHOP Atlantic Safety Products
	1M3FCJK3WH4	02/08/2024	396.20	0001	PPE BACK PACK
	1MFC9LGHJ7	01/21/2024	289.14	0001	TR Retevis RT49P Waterproof Wa

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	1MFM96D93GP	02/26/2024	69.200003		PCFTC Clipboards, PANDRI 6 Pac
	1MK7M7GC9N7	04/05/2024	144.550001		STATION 72 DISHWASHER PARTS FO
	1P9KKT31J36D	03/27/2024	36.280001		WR NRS 1" HD Tie-Down Straps 9
	1PKJXM6RG1JQ	01/25/2024	(92.03)		CREDIT RETURN INV 1JH666WMV44W
	1PY3W37Y4FV1	03/04/2024	25.620021		HW AGE CASH USB Drive 2GB USB F
	1QJ4JMX9D93V	03/08/2024	95.960001		72 ELEPA Packing Tape Dispense
	1RFN4VKQ1RX	03/13/2024	329.350001		STATION 72 BATHROOM FAUCET FOR
	1TGPRM6XWP	03/04/2024	38.310001		SHOP 30AMP BREAKER
	1TNF9QK4DN7	03/26/2024	33.420001		TRAIN Avery Clean Edge Printab
	1V3YM9VFG9V	02/06/2024	66.050001		PCFTC - COFFEE MAKER
	1VPGNGM6C3	03/25/2024	421.040003		41 Rope Ratchet 10035-1/2" Hea
	1WP14TY7F91T	02/10/2024	74.440001		71A Midland - WR400 Weather Ra
	1XGRHRHQ44V	03/27/2024	220.190001		CS Ergonomic Computer Desk Cha
	1XQQ7H9D33N3	04/01/2024	242.060001		SC23-2 GENPRO MARINE BATTERY
	1XR4FGT61Q7N	01/22/2024	578.330005		HM Parafilm M All Purpose
	1Y9T6JKVXKJY	03/23/2024	109.000001		SHOP Orange Lightning Exam Gl
	1YMRJ33DFM	02/10/2024	54.940001		DUCT TAPE (ROLL)
	1YRLTT6KG6Y	03/29/2024	98.430001		LAWM MAINTENANCE ATTACHMENTS
	TOTAL FOR CHECK AP 00016740:		29,109.03		
BATTERIES PLUS #245 (BATTEPLUS)					
	P71137686	03/14/2024	609.070003		BATTERY AA ALKALINE (EACH)
	TOTAL FOR CHECK AP 00016741:		609.07		
BLUE RIDGE GIS CONSULTING LLC (BLUEGIS)					
	0012	03/31/2024	6,300.000001		GIS CONSULTANT SERVICES MARCH
	TOTAL FOR CHECK AP 00016742:		6,300.00		
BOUND TREE PARR LLC (BOUNTREE)					
	85284596	03/19/2024	1,945.400001		FENTANYL C2 Fentanyl, 0.05mg/m
	85288349	03/22/2024	116.530001		HUBER PLUS 22GA INFUSE SET (EA
	TOTAL FOR CHECK AP 00016743:		2,061.93		
BRINTON BUSINESS VENTURES INC (BRINBUSI)					
	29603765384	03/31/2024	367.550001		2024 MARCH VENDING SUBSIDY
	TOTAL FOR CHECK AP 00016744:		367.55		
BUSINESS INTERIORS NORTHWEST I (CATAWORK)					
	321782	03/29/2024	5,107.420002		ST67 TC WORKSTATIONS
	TOTAL FOR CHECK AP 00016745:		5,107.42		
CASCADE FIRE & SAFETY (CASCAFIRE)					
	2667634	03/05/2024	184.920009		LT07-1 HTR CORD
	2667661	03/13/2024	9,456.440001		L21-2, WATERWAY PIPING & SEALS
	2667727	03/29/2024	514.430001		017580V001 CABLE MANUAL
	TOTAL FOR CHECK AP 00016746:		10,155.79		
CHRISTENSEN INC (CHRIINC)					
	0552517IN	03/27/2024	3,162.88		#1003291 STN69 FUEL
	0552520IN	03/27/2024	1,555.99		#1003291 STN71 FUEL
	0552680IN	03/27/2024	1,579.53		#1003291 STN67 FUEL
	0552684IN	03/27/2024	3,863.60		#1003291 STN 60 FUEL.
	0555162IN	04/02/2024	4,487.23		#1003291 STN'72 FUEL
	TOTAL FOR CHECK AP 00016748:		14,649.23		
CITY OF PUYALLUP (CITYPUYA)					
	1670	03/07/2024	2,694.87		#10032 NOV-DEC ST73 LANDFILL
	71-240330	03/30/2024	598.26		#050094 ST71 MAR LANDFILL
	71I-240330	03/30/2024	23.82		#050095 ST71 MAR IRRIG
	72-240330	03/30/2024	225.50		#460195 ST72 MAR LANDFILL
	AB-240330	03/30/2024	121.86		#660630 AB MAR LANDFILL
	N73-240330	03/30/2024	445.02		#660460 N73 MAR SEWER/STORM

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TOTAL FOR CHECK AP 00016749:			4,109.33		
CITY TREASURER (CITYTREA)					
	60PC-240326	03/26/2024	2,473.45		#101016331 ST60 MAR ELECTRIC
	63-240401	04/01/2024	977.87		#100983903 ST63 MAR ELECTRIC
	63A-240401	04/01/2024	213.71		#101079231 ST63A MAR WTR CHGS
	63L-240329	03/29/2024	17.39		#100227813 STN63 TRAFFIC LT
	63W-240401	04/01/2024	92.56		#101079232 ST63W MAR WATER
	68-240328	03/28/2024	405.66		#100364328 ST68 MAR WATER
TOTAL FOR CHECK AP 00016750:			4,180.64		
COMMERCIAL BRAKE (COMMBRAK)					
	172534	03/11/2024	175.99	0004	PN 170.955205 AIR DRYER NO COR
	172717	03/14/2024	(373.81)	0002	PARTS RETURN PLSC24D BRK CHAMB
	173313	03/23/2024	620.26	0005	MGM1427712 ADB CHAMBERS (4) ST
TOTAL FOR CHECK AP 00016751:			422.44		
D&R MONITORING NETWORKS (DRMONIT)					
	240013	02/12/2024	11,109.09	0003	STATION 72 EV OUTLET INSTALL A
	240014	02/12/2024	10,536.57	0001	STN40 WIRING FOR SCBA WA/DRYER
TOTAL FOR CHECK AP 00016752:			21,645.66		
DELL MARKETING (DELLMARK)					
	10706940816	10/26/2023	4,706.92	0002	CP-DELL MONITORS-ST62 FF WRKST
TOTAL FOR CHECK AP 00016753:			4,706.92		
EFAX CORPORATE (EFAXCORP)					
	4826395	03/31/2024	240.77	0001	MARCH'24 MONTHLY EFAX SVCS
TOTAL FOR CHECK AP 00016755:			240.77		
EMSCONNECT LLC (EMSCONNE)					
	10607	04/01/2024	2,197.00	0001	APRIL'2024 EMS CONNECT
TOTAL FOR CHECK AP 00016756:			2,197.00		
ERIC QUINN (ERICQUIN)					
	1646	03/31/2024	200.00	0001	MARCH'24 LEGAL SERVICES
TOTAL FOR CHECK AP 00016757:			200.00		
ERIC STUEVE (STUE06060)					
	20244729B	04/01/2024	0.01		CRITICAL THINKING/LODGING DIFF
TOTAL FOR CHECK AP 00016798:			0.01		
EYECARE OF SOUTH HILL (EYECOFSO)					
	80169	01/01/2024	80.00		LENSES
TOTAL FOR CHECK AP 00016754:			80.00		
GRAINGER PARTS (GRAIPART)					
	9031573638	02/23/2024	12.28	0001	SOCKET SET SCREWS (100) SHOP S
	9076463919	04/04/2024	57.81	0001	PARTS BINS (30)
TOTAL FOR CHECK AP 00016759:			70.09		
GRIMCO INC (GRIMCO)					
	3202421302	02/21/2024	242.84	0002	WSI/65 O5600-030-2410 24"X10Y
	3228214801	03/28/2024	255.44	0002	WSI CYAN HP 821 Latex Inks
TOTAL FOR CHECK AP 00016760:			498.28		
HUGHES FIRE EQUIPMENT INC (HUGHFIRE)					
	604956	04/01/2024	131.45	0002	L12-1 PN1325694 WINDOW SEAL (2
	605045	04/02/2024	140.31	0003	L12-1 WINDOW SEAL
	605160	04/04/2024	436.21	0002	L12-1 PN3677057 BOLSTER CVR SC
TOTAL FOR CHECK AP 00016761:			707.97		
IMS ALLIANCE (IMSALLI)					
	240786	03/08/2024	38.59		SHIPPING / TAGS
	240958	03/25/2024	17.45	0001	6EA. BLUE TAGS
	241011	03/29/2024	28.02	0001	6EA. WHITE TAGS

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	241033	03/29/2024	28.020001		6EA. TAGS
	TOTAL FOR CHECK AP 00016763:		112.08		
INSIGHT PUBLIC SECTOR, INC (INSIPUBL)					
	1101145537	03/13/2024	136,994.630001		CP-O365 E3 LICENSES 2024
	TOTAL FOR CHECK AP 00016762:		136,994.63		
JOSHUA FARRIS (FARR03180)					
	20245022	03/29/2024	512.48		AMIMTA/LODGING
	TOTAL FOR CHECK AP 00016799:		512.48		
KELLY GREEN INC (KELLGREE)					
	22102	04/01/2024	423.890004		April Horticulture Fee
	TOTAL FOR CHECK AP 00016764:		423.89		
KORUM AUTOMOTIVE GROUP INC (KORUAUTO)					
	5275404	02/20/2024	(5.82)0006		GASKET RETURN CREDIT ORIGINAL
	6799384	03/27/2024	2,598.600001		OVU06-1, PMA, ATF, AC SERVICE
	6799568	04/03/2024	5,762.720001		OVU18-1, VIN# 1FM5K8AT1JGB8164
	TOTAL FOR CHECK AP 00016765:		8,355.50		
KRONOS INCORPORATED (KRONOS)					
	12221421	03/28/2024	123.640001		#1198667 FEB'24 TELESTAFF
	12223408	04/02/2024	32,149.570001		06/01/24-05/31/2025 TELESTAFF
	TOTAL FOR CHECK AP 00016795:		32,273.21		
KUSSMAUL ELECTRONICS CO INC (KUSSELEC)					
	0000248214	03/28/2024	2,423.820001		PN 091-55-20-120 SUPER AUTO EJ
	TOTAL FOR CHECK AP 00016800:		2,423.82		
L.N. CURTIS AND SONS (LNCURTIS)					
	INV799030	03/05/2024	4,802.000001		TECH RESCUE EQMT QUOTE 286520
	INV803440	03/20/2024	12,086.81		TRANSPORTATION / BOOTS
	INV803763	03/21/2024	1,715.360001		Badges
	INV804111	03/22/2024	14,263.460001		TECH RESCUE EQMT QUOTE 286520
	INV805607	03/26/2024	3,316.710001		TECH RESCUE EQMT QUOTE 286520
	INV807518	03/28/2024	263.340001		OVE03-1 • PIN AND TRUNNION
	INV808174	03/29/2024	2,328.22		TRANSPORTATION / ROPE & EQUIP
	INV808212	03/29/2024	873.91		TRANSPORTATION / HEADLAMPS
	INV808541	03/29/2024	1,887.11		TRANSPORTATION / HOOKS & SWIVE
	INV809158	04/02/2024	182.090002		BT16-2 1" DBL MALE NH ADAPTER
	TOTAL FOR CHECK AP 00016766:		41,719.01		
LIFE-ASSIST INC (LIFEASSI)					
	1402749	02/01/2024	8,389.800030		RAINBOW EXT CABLE
	1403694	02/05/2024	56.150002		RING CUTTER, ECONOMY (EACH)
	1403845	02/06/2024	1,842.410083		02 MAX BITRAC ED DISPOSABLE CP
	1404549	02/07/2024	(269.18)		NITRO / DEXTROSE 250ML BOTTLE
	1404779	02/07/2024	1,125.000006		EKG PAPER, LIFE-PAK LP12 & LP1
	1404851	02/07/2024	110.160001		EMS Sapphire Battery
	1408655	02/21/2024	(1,265.38)		GLOVES, NITRILE, SMALL
	1410027	02/26/2024	108.240005		DEXTROSE 25% 10ML SYRINGE
	1417150	03/19/2024	1,555.000001		EXTENSION SET REMOVE CLAVE 7"
	1417557	03/19/2024	2,642.400001		EMS Adult, DCI Reusable (plugs
	1417816	03/20/2024	1,148.650002		EMS RC-4 EMS Patient Cable, 20
	1418383	03/21/2024	285.640001		CS GRAHAM MegaMover Select Por
	1418384	03/21/2024	154.360005		ANGIOCATH, 10GA x 3" (IV CATH)
	1419193	03/25/2024	4,183.220018		EXTENSION SET REMOVE CLAVE 7"
	1419703	03/26/2024	405.500015		SODIUM BICARBONATE 8.4% 50ML
	1419789	03/26/2024	16,877.450012		RESTRAINTS, ANKLE CUFF (PAIR)
	1420354	03/28/2024	348.070001		EMS CGA870 Cylinder Valve, wit
	1420741	03/28/2024	51.660001		PCFTC BIOTHANE Restraint, Meta

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TOTAL FOR CHECK AP 00016767:			37,749.15		
LOWE'S COMPANIES (LOWECOMP)					
	57502	03/21/2024	206.050005		RATCHET STRAP
	73865	03/27/2024	816.330002		LOG CASORON
	84663	04/01/2024	175.190001		BAR AND CHAIN OIL (EACH)
	84778	04/01/2024	250.150001		WATER, FLAT CAPS (CASE/24)
	85502	03/08/2024	875.650003		TRUFUEL 50:1 PRE-MIX (EACH)
TOTAL FOR CHECK AP 00016768:			2,323.37		
MALLORY COMPANY (MALLCOMP)					
	5831101	02/22/2024	32.150005		O-RING, SILICONE, 70D, SIZE 24
	5853309	03/19/2024	124.420002		SCBA bypass assemblies : p/n
	5859010	03/28/2024	498.530001		CONFIDENCE PLUS, 32OZ (EACH)
TOTAL FOR CHECK AP 00016769:			655.10		
MARSHALL DESIGN + MANAGEMENT L (MARSDESI)					
	1310	03/04/2024	960.46		LATE FEE
	1321	04/02/2024	1,443.750001		WO-8 DEVELOP ARTWORK STANDARDS
TOTAL FOR CHECK AP 00016770:			2,404.21		
MES NORTHWEST (MESNORT)					
	IN2028538	03/26/2024	1,009.620001		#C38531 BLUE FR TEE SHIRTS
TOTAL FOR CHECK AP 00016771:			1,009.62		
MOUNTAIN MIST WATER (MOUNMIST)					
	005828369	02/02/2024	266.510001		WATER, 5 GALLON BOTTLE (EACH)
	005925794	04/01/2024	260.180001		WATER, 5 GALLON BOTTLE (EACH)
TOTAL FOR CHECK AP 00016772:			526.69		
MULTICARE HEALTH WORKS (MULTWORK)					
	159497	04/01/2024	222.000001		#159497 PHILLIPS IMMUNIZATION
TOTAL FOR CHECK AP 00016773:			222.00		
NEXT STEP APPAREL (NEXTSTEP)					
	240052	01/24/2024	10,206.270009		PCFTC PC90P Navy
	240070	02/02/2024	941.360002		PCFTC Essential Tee. PC61 NAV
	240071	01/26/2024	118.910002		3-BLUE/WHITE VELCRO TAGS
	240072	01/31/2024	118.910002		3-BLUE?WHIT VELCRO ON NAME TAG
	240090	02/02/2024	59.450002		VELCRO NAME TAGS
	240177	02/29/2024	59.450002		Velcro
	240180	03/08/2024	269.750001		NAVY CREW SS STANDARD SCREEN
	240236	04/03/2024	3,930.570004		NAVY SHORTS
	240237	04/03/2024	61.18		CONV FEE
TOTAL FOR CHECK AP 00016774:			15,765.85		
NTEGRATED CONSULTING LLC (NTEGCONS)					
	155404	04/01/2024	458.170001		#10453 APRIL'24 STARLINK SERVI
TOTAL FOR CHECK AP 00016775:			458.17		
NW CASCADE INC (NWCASCAD)					
	0554062307	03/18/2024	232.000001		#013130 2024*TC SANICAN RENTAL
	0554062308	03/18/2024	348.000001		2024 TC SANICAN RENTAL
TOTAL FOR CHECK AP 00016776:			580.00		
NW SAFETY CLEAN (NWSAFECL)					
	2444817	03/12/2024	1,752.570004		63 CR PPE 45274
TOTAL FOR CHECK AP 00016777:			1,752.57		
ON SCENE SOLUTIONS (ONSCENE)					
	35408	04/04/2024	329.120001		M23-2 30" PRO BRAUN STEP (2)
TOTAL FOR CHECK AP 00016778:			329.12		
ONSPOT OF NORTH AMERICA INC (ONSPOFNO)					
	209904	03/29/2024	123.070001		ANGLE JOINT PN1005-A (2)

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TOTAL FOR CHECK AP 00016779:			123.07		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	10607	04/01/2024	221.90		APRIL'2024 EMS CONNECT
	1419193	03/25/2024	422.51		EXTENSION SET REMOVE CLAVE 7"
	1419703	03/26/2024	40.96		SODIUM BICARBONATE 8.4% 50ML
	240958	03/25/2024	1.76		6EA. BLUE TAGS
	35408	04/04/2024	33.24		M23-2 30" PRO BRAUN STEP (2)
	PC.650.240325.3	03/30/2024	9.37		INPOWER VCM-10 RV17-1
	PC.650.240325.4	04/02/2024	86.92		ARBOR PLATES & PRESS BRAKE
	PC.650.240325.5	04/08/2024	54.42		PUMP TEST GAUGE 50/50 LFP 80MM
TOTAL FOR CHECK AP 00016747:			871.08		
READY REBOUND INC (READREBO)					
	3126	04/01/2024	4,061.25	0001	APRIL'24 TACTICAL ATHLETE CONT
TOTAL FOR CHECK AP 00016780:			4,061.25		
RESCUE SOURCE GEAR (RESCSOUR)					
	133757	03/20/2024	3,806.11		FREIGHT/DRY SUITS & HEADLAMPS
TOTAL FOR CHECK AP 00016781:			3,806.11		
S-NET COMMUNICATIONS INC (SNETCOMM)					
	212091	03/28/2024	349.70		#100264345 APR OVFR SVC CHG.
TOTAL FOR CHECK AP 00016782:			349.70		
SCHNEIDER-SIMPSON (SCHNSIMP)					
	95353	03/29/2024	1,682.08	0001	L12-1 CAB STEP ASSY
TOTAL FOR CHECK AP 00016783:			1,682.08		
SEA-WESTERN INC (SEAWESTE)					
	INV29481	02/06/2024	770.26	0001	HAIX BOOTS SIZE 10.5, 11.5 AND
	INV29528	02/07/2024	1,903.52	0001	HAIX BOOTS SIZE 10.5, 11.5 AND
	INV30341	03/04/2024	231,424.07		SHIPPING / PPE
TOTAL FOR CHECK AP 00016784:			234,097.85		
SITECRAFTING INC (SITECRAFT)					
	43748	04/01/2024	348.00	0001	AORIL'24 WEBSITE HOSTING
TOTAL FOR CHECK AP 00016785:			348.00		
SMARCH INC (SMARSH)					
	INV162843	03/31/2024	694.58	0001	CP-2024 MARCH MONTHLY CLOUD
TOTAL FOR CHECK AP 00016786:			694.58		
SOUTH SOUND 911 (SOUTSOUN)					
	902	04/01/2024	346,657.50	0002	Q2-24 OVFR FIRE COMMS
TOTAL FOR CHECK AP 00016787:			346,657.50		
STANDARD PARTS CORP (STANPART)					
	224548	03/28/2024	132.01	0001	STN68 DEF STOCK (10 BOXES)
	224648	03/29/2024	430.09	0001	HUB CAPS, WIPERS, BALL BEARING
	224804	03/30/2024	400.85	0002	BATTERY AGM65
	225123	04/02/2024	41.79	0003	RV17-1 665-2849 BODY HARDWARE
	225378	04/03/2024	6.06	0001	UTILITY KNIFES (2)
	225379	04/03/2024	28.04	0002	SILICONE (2) 765-1470
	225661	04/04/2024	177.92	0001	M13-2 PURGE VALVE (2)
TOTAL FOR CHECK AP 00016788:			1,216.76		
STAPLES, INC. (STAPINC)					
	6000586108	03/19/2024	121.73	0001	65/wsi Staples Wide Format CAD
	6000841457	03/28/2024	566.37	0004	PCFTC LETTER TRAY
TOTAL FOR CHECK AP 00016789:			688.10		
STATE AUDITOR'S OFFICE (STATAUDI)					
	L159968	03/11/2024	139.10	0001	2022 STATE AUDITING SVCS
TOTAL FOR CHECK AP 00016790:			139.10		

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SUMNER LAWN 'N SAW (SUMNLAWN)					
	128480	03/28/2024	1,099.90	0001	E18-7 Honda, EU2200i GEN
	TOTAL FOR CHECK AP 00016791:		1,099.90		
SUZI SCHWABE (SCHW11090)					
	20244810	03/28/2024	238.00		NPELRA ANNUAL CONF/PER DIEM
	TOTAL FOR CHECK AP 00016801:		238.00		
TACOMA SCREW PRODUCTS INC (TACOSCRE)					
	10028002600	04/01/2024	140.72	0001	WASHERS, DRILL BITS, PINS, ETC
	TOTAL FOR CHECK AP 00016792:		140.72		
TELEFLEX LLC (TELEFLEX)					
	9507859723	01/25/2024	8,250.00	0002	IO KIT, BARIATRIC: YELLOW (EAC
	9508017543	02/07/2024	5,500.00	0001	IO KIT, BARIATRIC: YELLOW (EAC
	TOTAL FOR CHECK AP 00016793:		13,750.00		
TERRA SERVICES INC (TERRSTAFF)					
	2407059	03/29/2024	4,104.06	0004	TEMP HEALTH & WELLNESS JESSICA
	TOTAL FOR CHECK AP 00016794:		4,104.06		
TYLER BROWN (BROW03260)					
	032824	03/28/2024	1,751.00		02/2024-03/2024 TUITION RMB
	TOTAL FOR CHECK AP 00016802:		1,751.00		
UNIFIRST CORPORATION (UNIFIRST)					
	2220084013	03/20/2024	177.67	0001	MAR20TH SHOP UNIFORMS/RUGS
	TOTAL FOR CHECK AP 00016796:		177.67		
UNITED RENTALS NORTHWEST INC (UNITRENT)					
	231049316001	03/08/2024	1,129.55	0001	MAR2024 TRENCH BOX RENTAL
	TOTAL FOR CHECK AP 00016803:		1,129.55		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.240125.	04/08/2024	25.00		FOOLS REGISTRATION
	PC.000.240225.A	03/30/2024	4.37		WATER FOR FIRSTNET TECH MTG
	PC.000.240225.B	04/02/2024	883.80		Hotel for Conference
	PC.000.240225.C	04/08/2024	1,476.37		FIRE OFFICER ADVANTAGE ACCESS
	PC.000.240325.5	03/30/2024	10,427.05		INSURANCE/INV5490
	PC.000.240325.6	04/02/2024	1,150.86		NW leadership Conference
	PC.000.240325.7	04/02/2024	39.10		BOAT FUEL
	PC.000.240325.8	04/08/2024	2,446.15		ACAD LUNCHES LIVE FIRE N BEND
	PC.000.240325.9	04/08/2024	743.04		SCFA FIRE INVEST/RENTAL CAR
	PC.000.240425.1	03/30/2024	109.23		AUGER PLUMBER GLOVES
	PC.000.240425.2	04/08/2024	7,877.97		EVALUATOR LUNCHES MIDTERM
	PC.203.240325.3	03/30/2024	100.16		Lunch for LMC/Neogotiations
	PC.203.240325.4	04/02/2024	550.00		Pavilion Rental April Promo
	PC.203.240425.1	04/08/2024	690.92		Checked Bag for iDELPH
	PC.204.240425.1	04/08/2024	388.06		Ist aid and cpr workbooks
	PC.210.231225.3	12/31/2023	(1.42)		Chaplain Alerting Refund
	PC.210.240225.3	03/30/2024	6,172.34		GFR/APPLE TECH STACK
	PC.210.240225.4	04/02/2024	574.20		IT Fitness Quest
	PC.210.240325.1	04/02/2024	201.04		piercefire.org domain renewal
	PC.230.240325.2	04/02/2024	13.19		SHIPPING FOR RETIREMENT BADGES
	PC.230.240425.1	04/08/2024	111.40		ORAL BOARD LUNCHES
	PC.340.240325.2	03/30/2024	513.71		CURRIE RESUS ACADEMY/LODGING
	PC.340.240325.3	04/02/2024	891.33		Conference Hotel
	PC.609.240325.1	03/30/2024	622.92		NW LEADERSHIP/LODGING
	PC.650.240325.3	03/30/2024	851.95		PRESSURE SWITCH, 2 STOCK
	PC.650.240325.4	04/02/2024	860.58		ARBOR PLATES & PRESS BRAKE
	PC.650.240325.5	04/08/2024	1,180.29		FOURAKER ASE CERTS REGISTRATIO
	PC.650.240425.1	03/30/2024	27.49		LANDSCAPE PLANTS

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	PC.650.240425.2	04/08/2024	416.41		TRIMARK PULL HANDLE, STOCK
	TOTAL FOR CHECK AP 00016797:		39,347.51		
VALLEY FREIGHTLINER INC (VALLFREI)					
	PC30169008901	03/29/2024	615.77	0001	M19-2 SOS LFT & RIGHT SEAT BOT
	PC30169334601	03/29/2024	320.45	0001	FILTERS, STOCK
	TOTAL FOR CHECK AP 00016758:		936.22		
ZANE GIBSON (GIBS09290)					
	20244892	03/28/2024	188.00		AHIMT CONF/PER DIEM
	TOTAL FOR CHECK AP 00016804:		188.00		
	REPORT TOTAL:		1,056,616.23		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00016805	ACRACBSB	ACRANET - CBS BRANCH	04/11/24	343.00	MW	CX	
AP EFT 00016806	AIRGAS	Airgas Nor Pac Inc	04/11/24	473.14	MW	CX	
AP EFT 00016807	AMAZON	AMAZON CAPITAL SERVICES	04/11/24	1,641.73	MW	CX	
AP EFT 00016808	BRISINC	BRISCO INC	04/11/24	3,596.45	MW	CX	
AP EFT 00016809	CATAWORK	BUSINESS INTERIORS NORTHWES	04/11/24	6,905.31	MW	CX	
AP EFT 00016810	CATCENVI	CATCHALL ENVIRONMENTAL	04/11/24	482.90	MW	CX	
AP EFT 00016811	CPFREFT	Central Pierce Fire & Rescu	04/11/24	2,249.03	MW	CX	
AP EFT 00016812	CHRIINC	CHRISTENSEN INC	04/11/24	7,869.91	MW	CX	
AP EFT 00016813	CIRBSOLU	CIRBA SOLUTIONS SERVICES US	04/11/24	275.00	MW	CX	
AP EFT 00016814	CITYTREA	CITY OF TACOMA	04/11/24	525.73	MW	CX	
AP EFT 00016815	DELLMARK	Dell Marketing	04/11/24	2,634.69	MW	CX	
AP EFT 00016816	EYECOFSO	DR GREGORY C JOHNSON	04/11/24	230.00	MW	CX	
AP EFT 00016817	VALLFREI	FREIGHTLINER NORTHWEST	04/11/24	733.88	MW	CX	
AP EFT 00016818	GEARGRID	GEAR GRID	04/11/24	1,473.00	MW	CX	
AP EFT 00016819	INSIPUBL	INSIGHT PUBLIC SECTOR, INC	04/11/24	41,255.77	MW	CX	
AP EFT 00016820	IMSALLI	JUSTICE FAMILY ENTERPRISES	04/11/24	66.61	MW	CX	
AP EFT 00016821	LANTUS	LANTERN US LLC	04/11/24	17,098.75	MW	CX	
AP EFT 00016822	LIFEASSI	Life-Assist Inc	04/11/24	1,066.65	MW	CX	
AP EFT 00016823	LOWECOMP	Lowe's Companies	04/11/24	250.15	MW	CX	
AP EFT 00016824	LUNDFAU	LUND FAUCETT LLC	04/11/24	2,062.50	MW	CX	
AP EFT 00016825	MALLCOMP	Mallory Safety and Supply L	04/11/24	465.43	MW	CX	
AP EFT 00016826	MARSDESI	MARSHALL DESIGN + MANAGEMEN	04/11/24	3,764.92	MW	CX	
AP EFT 00016827	MITECLOU	MITEL CLOUD SERVICES INC	04/11/24	11,098.05	MW	CX	
AP EFT 00016828	NEXTSTEP	NEXT STEP APPAREL	04/11/24	1,023.93	MW	CX	
AP EFT 00016829	NWSAFECL	NW SAFETY CLEAN	04/11/24	96.83	MW	CX	
AP EFT 00016830	PMADIRECT	PMA DIRECT MARKETING LLC	04/11/24	17,981.99	MW	CX	
AP EFT 00016831	SUPERION	RAMUNDSSEN SUPERIOR HOLDINGS	04/11/24	4,815.00	MW	CX	
AP EFT 00016832	SECUPACI	SECURE PACIFIC CORPORATION	04/11/24	391.80	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00016833	STANPART	Standard Parts Corp	04/11/24	4,169.85	MW	CX	
AP EFT 00016834	TERRSTAFF	TERRA SERVICES LLC	04/11/24	3,477.60	MW	CX	
AP EFT 00016835	TRSMECHA	TRS Mechanical Inc	04/11/24	15,618.76	MW	CX	
AP EFT 00016836	UNIFIRST	UNIFIRST CORPORATION	04/11/24	177.67	MW	CX	
AP EFT 00016837	USBANKBU	US Bank Business Card	04/11/24	17,820.57	MW	CX	
AP EFT 00016838	EMERFIRE	EMERALD FIRE LLC	04/11/24	940.61	MW	CX	
AP EFT 00016839	KREK10100	JEFF KREKLING	04/11/24	142.00	MW	CX	
AP EFT 00016840	JONEBART	Jones and Bartlett Publishe	04/11/24	11,252.19	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	184,471.40	Number of EFTs Processed:	36
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	184,471.40		

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ACRANET CBS BRANCH INC (ACRACBSB)					
	25601	03/31/2024	343.00	0001	Driving Record Background Chec
	TOTAL FOR CHECK AP 00016805:		343.00		
AIRGAS NOR PAC INC (AIRGAS)					
	9147256368	03/01/2024	47.01		MEDICAL O2/ST60 FEB 2024
	9147733548	04/01/2024	46.68		MEDICAL O2/ST60 MAR 2023
	9147778059	04/01/2024	67.58		MEDICAL O2/ST71 MAR 2024
	9147865116	04/01/2024	67.58		MEDICAL O2/ST65 MAR 2024
	9147957147	04/01/2024	62.82		MEDICAL O2/ST62 MAR 2024
	9148000361	04/01/2024	67.58		MEDICAL O2/ST71 MAR 2024
	9148224483	04/01/2024	46.68		MEDICAL O2/ST60 MAR 2024
	9148269681	04/01/2024	67.21		MEDICAL O2/ST68 MAR 2024
	TOTAL FOR CHECK AP 00016806:		473.14		
AMAZON CAPITAL SERVICES (AMAZON)					
	111JRJTT9LQQ	02/05/2024	(152.88)		HIGHLIGHTERS
	13H4HR14V44H	03/22/2024	758.54	0002	73 Avery Economy View 3 Ring B
	1HY9D9FFNRT	02/02/2024	1,036.07		60 SALAD BOWLS
	TOTAL FOR CHECK AP 00016807:		1,641.73		
BRISCO INC (BRISINC)					
	040123	04/04/2024	3,596.45		MAR 2024 OVFR FUEL CHARGES
	TOTAL FOR CHECK AP 00016808:		3,596.45		
BUSINESS INTERIORS NORTHWEST I (CATAWORK)					
	321221	02/28/2024	6,905.31	0001	STATION 73 OFFICE FURNITURE PE
	TOTAL FOR CHECK AP 00016809:		6,905.31		
CATCHALL ENVIRONMENTAL (CATCENVI)					
	189897	04/01/2024	482.90	0003	STN68 MARCH STORMWATER MAINT
	TOTAL FOR CHECK AP 00016810:		482.90		
CHRISTENSEN INC (CHRIINC)					
	0554348IN	03/29/2024	1,810.68		#1003291 STN'61 FUEL
	0555959IN	04/03/2024	1,655.49		STN 64 FUEL
	0555964IN	04/04/2024	2,776.79		#1003291 STN69 FUEL
	0556311IN	04/05/2024	1,626.95		#1003291 STN61 FUEL
	TOTAL FOR CHECK AP 00016812:		7,869.91		
CIRBA SOLUTIONS SERVICES US LL (CIRBSOLU)					
	K137029100MP	03/26/2024	275.00	0001	HM 5GLA LION BATTERY DISPOSAL
	TOTAL FOR CHECK AP 00016813:		275.00		
CITY TREASURER (CITYTREA)					
	64-240402	04/02/2024	525.73		#100560576 ST 64 MAR ELECTRIC
	TOTAL FOR CHECK AP 00016814:		525.73		
DELL MARKETING (DELLMARK)					
	10740898960	04/03/2024	241.53	0001	CP-DELL DOCK REPLACEMENT-R. KE
	10741157907	04/04/2024	2,393.16	0003	CP-IT NET ADMIN 24" MONITOR
	TOTAL FOR CHECK AP 00016815:		2,634.69		
EMERALD FIRE LLC (EMERFIRE)					
	1232644	04/05/2024	940.61	0001	STN'64 BACKFLOW TESTING
	TOTAL FOR CHECK AP 00016838:		940.61		
EYECARE OF SOUTH HILL (EYECOFSO)					
	79972	01/01/2024	230.00		LENSES
	TOTAL FOR CHECK AP 00016816:		230.00		
GEAR GRID (GEARGRID)					
	0024207IN	04/03/2024	1,473.00	0001	STATION 61 GEAR GRID PARTS
	TOTAL FOR CHECK AP 00016818:		1,473.00		
IMS ALLIANCE (IMSALLI)					

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	240368	01/29/2024	38.590001		PPE TAGS
	240568	02/14/2024	28.020001		NAME TAGS
	TOTAL FOR CHECK AP 00016820:		66.61		
INSIGHT PUBLIC SECTOR, INC (INSIPUBL)					
	1101146778	03/18/2024	1,516.560001		CP-E1 LICENSES FOR TRAINING CO
	1101147737	03/20/2024	419.040001		CP-MSOFT POWER BI SUBSCRIPTION
	1101148230	03/21/2024	934.880003		CP-POWER BI LICENSE-HARRUFF
	1101150348	03/28/2024	38,385.290001		GFR-0365 E3 LICENSES- 2024
	TOTAL FOR CHECK AP 00016819:		41,255.77		
JEFF KREKLING (KREK10100)					
	2024-5156	03/28/2024	142.00		RESUSCITATION ACADEMY/PER DIEM
	TOTAL FOR CHECK AP 00016839:		142.00		
JONES AND BARTLETT PUBLISHERS (JONEBART)					
	879493	03/07/2024	11,252.190002		SHIPPING/HANDLING
	TOTAL FOR CHECK AP 00016840:		11,252.19		
LIFE-ASSIST INC (LIFEASSI)					
	1404009	02/06/2024	1,066.650004		EMS LSP 270 Brass O2 Regulator
	TOTAL FOR CHECK AP 00016822:		1,066.65		
LOWE'S COMPANIES (LOWECOMP)					
	76773	03/04/2024	250.150001		WATER, FLAT CAPS (CASE/24)
	TOTAL FOR CHECK AP 00016823:		250.15		
LUND FAUCETT LLC (LUNDFauc)					
	50910	04/04/2024	2,062.500001		MARCH'24 LUND FAUC CONTRACT
	TOTAL FOR CHECK AP 00016824:		2,062.50		
MALLORY COMPANY (MALLCOMP)					
	5857057	03/24/2024	465.430001		HM 10121212 LEL SENSOR ALTAIR
	TOTAL FOR CHECK AP 00016825:		465.43		
MARQUAM GROUP LLC (LANTUS)					
	24620	02/29/2024	9,567.500001		DATA WAREHOUSE CAD,ESO,TS,GIS
	24680	03/31/2024	7,531.250001		DATA WAREHOUSE CAD,ESO,TS,GIS.
	TOTAL FOR CHECK AP 00016821:		17,098.75		
MARSHALL DESIGN + MANAGEMENT L (MARSDESI)					
	1318	04/02/2024	3,764.920003		WO-6 ST73 CONCEPT DESIGN:
	TOTAL FOR CHECK AP 00016826:		3,764.92		
MITEL CLOUD SERVICES INC (MITECLOU)					
	46737237	04/01/2024	11,098.05		#23442-KP MAR SVCS
	TOTAL FOR CHECK AP 00016827:		11,098.05		
NEXT STEP APPAREL (NEXTSTEP)					
	240239	04/03/2024	1,023.930002		PCFTC SWEATPANTS
	TOTAL FOR CHECK AP 00016828:		1,023.93		
NW SAFETY CLEAN (NWSAFECL)					
	2444814	03/12/2024	96.830001		CS CR PPE 45244
	TOTAL FOR CHECK AP 00016829:		96.83		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	0024207IN	04/03/2024	148.77		STATION 61 GEAR GRID PARTS
	041124	04/11/2024	2,058.33		JAN 2024 DEPT OF REV/EXCISE
	041124B	04/11/2024	0.01		FEB 2024 DEPT OF REV/EXCISE TA
	K137029100MP	03/26/2024	27.78		HM 5GLA LION BATTERY DISPOSAL
	PC.000.240325.A	04/09/2024	10.10		API SERVICES
	PC.000.240325.C	04/11/2024	4.04		ZOOM SUBS
	TOTAL FOR CHECK AP 00016811:		2,249.03		
PMA DIRECT MARKETING LLC (PMADIRECT)					
	5396	03/27/2024	17,981.990006		Deliver to USPS (TAC).

Central Pierce Fire and Rescue
Accounts Payable Warrant Approval

Start Date: 04/11/2024
End Date: 04/11/2024

Vendor	Invoice #	Inv. Date	Invoice Amt	PR Item #	Description
TOTAL FOR CHECK AP 00016830:			17,981.99		
SECURE PACIFIC CORP (SECUPACI)					
	403510	04/01/2024	115.770001		STN69 Q2'24 ALARM MONITORING
	403511	04/01/2024	81.040005		STN60 2024 ALARM MONITORING
	403512	04/01/2024	194.990003		ST72 APR ALARM MONITORING
TOTAL FOR CHECK AP 00016832:			391.80		
STANDARD PARTS CORP (STANPART)					
	219754	02/26/2024	2,709.000001		NCB 92858027Q01 2-STROKE OIL
	219829	02/26/2024	1,261.750002		KONI SHOCKS 90-2497-SP1 (4)
	220969	03/05/2024	59.390002		PN 728199 (6) SHOP SUPP
	225674	04/04/2024	9.880002		ATC FUSES (3 BOXES)
	225705	04/04/2024	(41.79)0004		RV17-1 BODY HARDWARE RETURN
	226515	04/04/2024	171.620001		STN60 DEF STOCK (12)
TOTAL FOR CHECK AP 00016833:			4,169.85		
SUPERION LLC (SUPERION)					
	406719	03/27/2024	4,815.000001		2024 CONSULTANT SERVICE
TOTAL FOR CHECK AP 00016831:			4,815.00		
TERRA SERVICES INC (TERRSTAFF)					
	2407661	04/05/2024	3,477.600001		TEMP SUPPORT FINANCE - AUTUMN
TOTAL FOR CHECK AP 00016834:			3,477.60		
TRS MECHANICAL INC (TRSMECHA)					
	1014637	03/06/2024	5,197.430001		STN60 MITSUBISHI MULTICIT
	1014639	03/06/2024	10,421.330001		#0099 STN 68 SERVICE
TOTAL FOR CHECK AP 00016835:			15,618.76		
UNIFIRST CORPORATION (UNIFIRST)					
	2220088364	04/03/2024	177.670001		APR03 SHOP UNIFORMS/RUGS.
TOTAL FOR CHECK AP 00016836:			177.67		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.240125.N	04/09/2024	(392.80)		DULAS ALASKA REFUND
	PC.000.240125.O	04/11/2024	326.20		STUEVE CTW PHX AIRFARE
	PC.000.240225.D	04/09/2024	1,115.00		TANGO ANNUAL SUBSCRIPTION
	PC.000.240225.E	04/11/2024	1,212.45		FARRIS FIERO AIRFARE
	PC.000.240325.A	04/09/2024	100.00		API SERVICES
	PC.000.240325.B	04/11/2024	2,804.04		NREMT VOUCHER
	PC.000.240325.C	04/11/2024	40.00		ZOOM SUBS
	PC.000.240425.3	04/09/2024	4,226.34		Daffodil Parade Supplies
	PC.000.240425.4	04/09/2024	54.42		CEILING TILES PRIMER
	PC.000.240425.5	04/11/2024	4,759.72		HAZMAT CONF MCGRATH COKL REG
	PC.200.240425.1	04/09/2024	21.89		Stamps.com Monthly Charge
	PC.210.240325.2	04/09/2024	1,531.91		EMS Training Software Renewal
	PC.250.240325.1	04/11/2024	320.12		Lunch for staff training
	PC.250.240325.2	04/11/2024	525.17		TRAINING CLASS/CATERING
	PC.650.240425.3	04/09/2024	1,176.11		TOOL BOX
TOTAL FOR CHECK AP 00016837:			17,820.57		
VALLEY FREIGHTLINER INC (VALLFREI)					
	PC30168613003	03/04/2024	592.560001		PN52400 SPRING BUSHINGS (12)
	PC30169264301	03/26/2024	141.320002		E21-2 PN 06-78195-000 COOLANT
TOTAL FOR CHECK AP 00016817:			733.88		
REPORT TOTAL:			184,471.40		



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Board Policy 3.22 Hiring Policy

Attachments: Board Policy 3.22 Hiring Policy

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

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

SUGGESTED MOTION:

"I move to approve Board Policy 3.22 Hiring Policy as presented by staff."

SUMMARY:

Board Policy 3.22 Hiring Policy was presented to the Board for its First Reading.

Since the First Reading no additional changes have been made.

The Board Policy is now ready for Second Reading.

FINANCIAL IMPACT:

N/A

Hiring Policy

NUMBER..... 322
CATEGORY Administration
EFFECTIVE..... DATE: 10/27/97
UPDATED ... 5/17/99, 8/1/00
AUTHOR Karen Johnson



REFERENCE

Central Pierce Fire & Rescue

SCOPE

All personnel

PURPOSE

To establish fair and equitable guidelines for filling entry level and promotional vacancies within Central Pierce Fire & Rescue.

POLICY

1. Entry Level Vacancies

All entry level vacancies will be filled by advertising to the general public by employment flyer, newspapers, etc. Preference points will not be awarded to current members of this District when applying for entry level positions.

2. Promotional Vacancies

Promotional vacancies shall be filled by testing from qualified personnel within the District (according to current Labor Agreements, if applicable), with the exception of the positions of Fire Chief, Deputy Chief of Operations, Chief Financial Officer, Human Resources Manager and Information Services Manager. These positions may be filled by testing from qualified personnel within the District or from an outside recruitment if deemed most appropriate.

Should all interested personnel fail to qualify, or if no District employees desire the vacant position, the same testing process will be utilized in selecting someone from outside the District to fill the position.

PROCEDURE

ATTACHMENTS

CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 3.22

ORIGINATED: October 27, 1997

APPROVED:

EFFECTIVE:

SUBJECT: HIRING POLICY

PURPOSE: To establish fair and equitable guidelines for filling entry-level and promotional vacancies within Central Pierce Fire & Rescue

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.

POLICY: ~~HA~~ hiring and promotional vacancies will be filled according to the procedures outlined in this ~~Standard Operating Guideline~~Board Policy.

PROCEDURE:

- I. ~~Entry Level Vacancies~~ENTRY LEVEL VACANCIES
 - A. ~~Vacancies~~All entry level vacancies will be filled through a competitive public process. These competitive public processes may be used to recruit and fill entry level or lateral level vacancies based upon District need.
 - B. Vacancies shall be adequately advertised via the District's website, the Gov Jobs website and any other means that secures adequate candidates.
 - ~~A. by advertising to the general public by employment flyer, newspapers, etc.~~
 - ~~B-C.~~ Preference points will not be awarded to current members of this District when applying for entry level positions.

- II. ~~Promotional Vacancies~~PROMOTIONAL VACANCIES
 - A. ~~For positions that are represented, p~~Promotional vacancies shall be filled by testing from qualified personnel within the District whenever possible and according to any labor management agreements or Collective Bargaining Agreement Articles.
 - B. Should there be a lack of qualified internal promotional candidates, the District, working with the appropriate labor group, may seek qualified candidates from outside the organization.
 - C. Based on District need, promotions, or the filling of, Executive Leadership Positions (Fire Chief, Deputy Chief, Directors, Deputy Directors, etc.) may come from within or outside the organization.

- ~~A. (according to current Labor Agreements, if applicable), with the exception of the positions of Fire Chief, Deputy Chief of Operations, Chief Financial Officer, Human Resources Manager and Information Services Manager. These positions may be filled by testing from qualified personnel within the District or from an outside recruitment if deemed most appropriate.~~
- ~~D. Should all interested personnel fail to qualify, or if no District employees desire the vacant position, the same testing process will be utilized in selecting someone from outside the District to fill the position. Regardless of internal or external candidates, all candidates must meet all current minimum qualifications unless otherwise directed by the Board of Fire Commissioners.~~

~~B.~~

APPROVED:

MATT HOLM
BOARD CHAIR

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CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 3.22

ORIGINATED: October 27, 1997
APPROVED: April 22, 2024
EFFECTIVE: April 22, 2024

SUBJECT: HIRING POLICY

PURPOSE: To establish fair and equitable guidelines for filling entry-level and promotional vacancies within Central Pierce Fire & Rescue

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.

POLICY: Hiring and promotional vacancies will be filled according to the procedures outlined in this Board Policy.

PROCEDURE:

- I. ENTRY LEVEL VACANCIES
 - A. Vacancies will be filled through a competitive public process. These competitive public processes may be used to recruit and fill entry level or lateral level vacancies based upon District need.
 - B. Vacancies shall be adequately advertised via the District’s website, the Gov Jobs website and any other means that secures adequate candidates.
 - C. Preference points will not be awarded to current members of this District when applying for entry level positions.

- II. PROMOTIONAL VACANCIES
 - A. For positions that are represented, promotional vacancies shall be filled by testing from qualified personnel within the District whenever possible and according to any labor management agreements or Collective Bargaining Agreement Articles.
 - B. Should there be a lack of qualified internal promotional candidates, the District, working with the appropriate labor group, may seek qualified candidates from outside the organization.
 - C. Based on District need, promotions, or the filling of, Executive Leadership Positions (Fire Chief, Deputy Chief, Directors, Deputy Directors, etc.) may come from within or outside the organization.

- D. Regardless of internal or external candidates, all candidates must meet all current minimum qualifications unless otherwise directed by the Board of Fire Commissioners.

APPROVED:

MATT HOLM
BOARD CHAIR



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Board Policy 3.24 Public Access to District Records

Attachments: Board Policy 3.24

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Board Policy 3.24 Public Access to District Records 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



CENTRAL PIERCE FIRE & RESCUE

POLICY AND PROCEDURE 324

SUBJECT: Public Access to District Records

EFFECTIVE DATE: January 14, 2019

OWNER: Fire Chief

REAUTHORIZATION YEAR: 2022

ATTACHMENTS:

N/A

INTENT:

To provide requirements and guidelines for managing District records.

1.0 DEFINITIONS

- 1.1 **Public record:** Any writing, regardless of physical form or characteristics, containing information relating to the conduct of government or the performance of any governmental or proprietary function, prepared, owned, used or retained by the District. This definition does not include records that are not otherwise required to be retained by the District and are held by volunteers who (1) do not serve in an administrative capacity; (2) have not been appointed by the District to a District board, commission or internship; and (3) do not serve in a supervisory role, which would logically include, but not be limited to, members of a citizen's advisory panel or a "yes" or "no" committee for a ballot proposition.
- 1.2 **Writing:** Handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including, but not limited to, letters, words, pictures, sounds, or symbols, or combinations thereof, which may be contained within emails, social media posts, and or text messages.

2.0 POLICIES

- 2.1 Public access to District records shall be afforded according to the guidelines developed by the Chief and periodically reviewed by the Board of Commissioners.
- 2.2 Fire District records include any writing, printing, photocopying, photographing, etc., containing information relating to the conduct of operations and functions of the District, which are prepared, owned, used or retained by the District.
- 2.3 Fire District records do not include the personal notes and memoranda of staff which remain in the sole possession of the maker and which are not generally accessible or revealed to other persons.

3.0 PROCEDURES

3.1 Public Records Officer (District Secretary)

- 3.1.1 Any person wishing to request access to public records or seeking assistance in making a request should contact the District's Public Records Officer.
- 3.1.2 The Public Records Officer will oversee compliance with the Public Records Act, but may designate other District staff members who may process requests for public records.
- 3.1.3 The Public Records Officer or his/her designees will provide the fullest assistance to requestors, ensure that public records are protected from damage or disorganization, and prevent fulfilling public records requests from causing excessive interference with the essential functions of the District.
- 3.1.4 When using these rules, references to the Public Records Officer should be interpreted to also include his or her designees.

3.2 Internet Access To Records.

- 3.2.1 Many records are also available on the District website at www.centralpiercefirer.org. Requestors are encouraged to view the documents available on the website prior to submitting a public records request.

3.3 Availability Of Public Records

- 3.3.1 **Hours for inspection.** Public records are available for inspection and copying during the District's customary office hours: Monday through Friday, 8:30 a.m. to 4:30 p.m., excluding legal holidays. District office is closed weekdays from 12:00 p.m. to 1:00 p.m. District staff and the requestor may make mutually agreeable arrangements for times of inspection and copying. However, the District shall have final say regarding hours for inspection.
- 3.3.2 **Place of inspection.** Records will be made available for inspection as determined by the Public Records Officer. District staff and the requestor may make mutually agreeable arrangements for inspection if the particular records being sought are maintained at field offices of the District. A requestor shall not take District records from District offices without the permission of the Public Records Officer.
- 3.3.3 **Electronic access to records.** A variety of records are available on the District's website at: www.centralpiercefirer.org. To the extent practicable, the District will store, maintain, and make its records available electronically. For those seeking responsive records in electronic format, the District may provide access to public records by providing links to the web site containing an electronic copy of the record, provide records on disk, or transmit the responsive record via e-mail. The Public Records Officer will work with the requestor to determine the most appropriate method for providing electronic copies of responsive records.

3.4 Making A Request For Public Records

3.4.1 **Reasonable notice that the request is for public records.** The proper form of public records request shall be completed as provided by the District. Any reasonable written request providing the same information as this form shall be acceptable.

The following information should be included in the request:

- Name and address of requestor (See RCW 42.56.080 for regulations on anonymity);
- Other contact information, including telephone number and email address;
- Identification of the requested records adequate for the Public Records Officer to locate the records; and
- The date and time of day of the request.

Requests for Information are not subject to the Public Records Act.

3.4.2 **Prioritization of records.** The Public Records Officer may ask a requestor to prioritize the records he or she is requesting so that the most important records may be provided first. A requestor need not prioritize a request.

3.4.3 **Copies.** If the requestor wishes to have copies of the records made instead of simply inspecting them, he or she should so indicate and make arrangements to make a deposit or pay for the copies, as further discussed in Section 12 below.

3.4.4 **Oral Requests.** The Public Records Officer may accept requests for public records that contain the above information by telephone or in person. If an oral request is made, the Public Records Officer will confirm receipt of the information and the substance of the request in writing as well as the necessary contact information from the requestor so that the District can respond.

3.4.5 **Purpose of request.** A requestor need not state the purpose of the request. However, in an effort to clarify or prioritize a request and provide responsive records, the Public Records Officer may inquire about the nature or scope of the request. If the request is for a list of individuals, the Public Records Officer may ask the requestor if he/she intends to use the records for a commercial purpose. The District is not authorized to provide lists of individuals for commercial purposes. The Public Records Officer may also seek sufficient information to determine if another statute may prohibit disclosure.

3.4.6 **Overbroad requests and seeking clarification.** The District may not deny a request for identifiable public records solely because the request is overbroad. However, the District may seek clarification, ask the requestor to prioritize the request so that the most important records are provided first, and/or communicate with the requestor to limit the size and complexity of the request. The District may also provide the responsive records in installments over time. When the requestor has found the

records he or she is seeking, the requestor should advise the Public Records Officer that the requested records have been provided and the remainder of the request may be cancelled.

3.5 **Processing Public Records Requests**

- 3.5.1 **Providing “fullest assistance.”** All assistance necessary to help requestors locate particular responsive records shall be provided by the Public Records Officer, provided that the giving of such assistance does not unreasonably disrupt the daily operations of the District Secretary or other duties of any assisting employee(s) in other District departments.
- 3.5.2 **Order for processing requests.** The Public Records Officer will process requests in the order allowing the most requests to be processed in the most efficient manner.
- 3.5.3 **Acknowledging receipt and fulfilling requests.** Within five business days of receipt of the request, the Public Records Officer will do one or more of the following:
 - 3.5.3.1 Make the record available for inspection or copying;
 - 3.5.3.2 If copies are requested and payment of a deposit for the copies, if any, is made or terms of payment are agreed upon, send the copies to the requestor;
 - 3.5.3.3 Acknowledge that the request has been received and provide a reasonable estimate of when records will be available;
 - 3.5.3.4 If the request is unclear or does not sufficiently identify the requested records, request clarification from the requestor. Such clarification may be requested and provided by telephone;
 - 3.5.3.5 Deny the request.
- 3.5.4 The District may respond to a request to provide access to a public record by providing the requestor with a link to the District’s web site containing an electronic copy of that record if it can be determined that the requestor has internet access and the requestor agrees that the request has been satisfied.
- 3.5.5 **Reasonable estimate of time to fully respond.** If not able to respond within the five business-day period, the Public Records Officer must provide a reasonable estimate of the time it will take to fully respond to the request. Additional time may be needed to clarify the scope of the request, locate and assemble the records, redact confidential information, prepare a withholding index, notify third party persons or agencies affected by the request and/or consult with the District Attorney about whether the records are exempt from disclosure. The Public Records Officer should briefly explain the basis for the time estimated to respond. Should an extension of time be necessary to fulfill the request, the Public Records Officer will provide a revised estimate and explain the changed circumstances that make it necessary.
- 3.5.6 **Notification that records are available.** If the requestor has sought to inspect the records, the Public Records Officer will notify him or her that the entire response or an installment is available for inspection and ask the requestor to contact the District to arrange a mutually agreeable time

for inspection. If the requestor seeks copies, the Public Records Officer should notify him or her of the projected costs and whether a deposit is required before making the copies.

- 3.5.7 **Consequences of failure to clarify a request.** If the requestor does not respond to the District's request for clarification within 30 days of the District's request, the Public Records Officer may consider the request abandoned, send a letter closing the response to the requestor, and re-file the records. However, to the extent that some portions of a particular public records request are clear, the District must respond to those portions, despite whether clarification was not provided on another aspect of the request.
- 3.5.8 **Consequences of disclosing a record in error.** The District and its officials or employees are not liable for loss or damage based on release of a public record if the District, official or employee acted in good faith in attempting to comply with the Public Records Act.
- 3.5.9 **Searching for records.** The District must conduct an objectively reasonable search for responsive records. The Public Records Officer will determine where responsive records are likely to be located and involve Records Coordinators in other departments, as needed, to assemble the records. After the records are located, the Public Records Officer should take reasonable steps to narrow down the number of records assembled to those that are responsive. The District will not "bury" a requestor with non-responsive documents. However, the Public Records Officer is allowed to provide arguably, but not clearly, responsive records to allow the requestor to select the ones he or she wants, particularly if the requestor is unable or unwilling to help narrow the scope of the documents being sought.
- 3.5.10 **Preserving requested records.** If a requested record is scheduled shortly for destruction under the District's records retention schedule, the record cannot be destroyed until the public disclosure request has been resolved. Once a request has been closed, the Public Records Officer can destroy the record in accordance with any applicable retention schedule.
- 3.5.11 **Records exempt from disclosure.** Some records are exempt from disclosure, in whole or in part (see Section 3.7). If the District believes that a record is exempt from disclosure and should be withheld, the Public Records Officer will state the specific exemption and provide a brief explanation of why the record or a portion of the record is being withheld. If only a portion of the record is determined to be exempt, the Public Records Officer will redact the exempt portions and provide the non-exempt portions.
- 3.5.12 **Protecting the rights of others.** If the requested records contain information that may affect rights of others and may be exempt from disclosure, prior to providing the records the Public Records Officer may give notice to those whose rights may be affected by the disclosure. Generally two-weeks' notice will be given in order to make it possible to contact the requestor and ask him or her to revise the request or, if

necessary, allow affected individuals to seek an order from a court to prevent or limit the disclosure. The notice to the affected person(s) will include a copy of the request. Unless required by law to provide notice to a third party of a public records request concerning said party, the District has the option of providing such notice. If the records request at issue clearly seeks disclosure of non-exempt public records, then notice to third parties is discouraged, because this may have the effect of unnecessarily delaying a response to the request.

- 3.5.13 **Redactions.** If only a portion of a record is exempt from disclosure, but the remainder is not exempt, the Public Records Officer will redact the exempt portions, provide the nonexempt portions, and indicate to the requestor why portions of the record are being redacted. For example, the Public Records Officer shall redact identifying details such as social security numbers when he or she makes available or publishes any public record. In each case, the justification for the deletion shall be explained in writing.
- 3.5.14 **Personal privacy and vital government interests.** The privacy exemption does not apply if the information that might violate personal privacy or vital government interests can be redacted from the records being sought.
- 3.5.15 **Inspection of records.** To the extent possible due to other demands, the Public Records Officer shall promptly provide space to inspect public records. The requestor must claim or review the assembled records within thirty days of the Public Records Officer's notification that the records are available for inspection or copying. Reasonable conditions may be imposed by the Chief, or the Public Records Officer, on the manner of inspection of records so as to minimize the risks of damage or disorganization of the records and to prevent excessive interference with other essential operations of the District. Inspection, at the option of the District, shall be in the presence of a designated district employee. If records requested are voluminous, prior arrangements should be made for a convenient time for a district employee to assist and supervise the inspection. The Public Records Officer will notify the requestor in writing of this requirement and suggest that he or she contact the District to make arrangements to claim or review the records. If the requestor or a representative of the requestor fails to claim or review the records within the thirty-day period, or make other arrangements, the Public Records Officer may close the request and re-file the assembled records. Other public records requests can be processed before a subsequent request by the same person for the same or almost identical records, which will be processed as a new request. The Act does not allow a requestor to search through the District's files for records which cannot be identified or described to the District. Members of the public may not remove documents from the viewing area or disassemble or alter any document.
- 3.5.16 **Providing copies of records.** The requestor shall indicate which documents he or she wishes to have copied using a mutually agreed upon

non-permanent method of marking the desired records. After inspection is complete, the Public Records Officer will arrange for copying. Making a copy of an electronic record is considered copying and not creation of a new record.

3.5.17 **Providing records in installments.** When a request is for a large number of records, the Public Records Officer will provide access for inspection and copying in installments if he or she reasonably determines that it would be practical to provide the records in that way. If the requestor fails to inspect the entire set of records or one or more of the installments within 30 days, the Public Records Officer may stop searching for the remaining records and close the request.

3.5.18 **Completion of inspection.** When the inspection of the requested records is complete and all requested copies are provided, the Public Records Officer will indicate that the District has completed a diligent search for the requested records and made any located non-exempt records available for inspection.

3.5.19 **Closing withdrawn or abandoned requests.** If the requestor withdraws the request, fails to fulfill his or her obligations to inspect the records, or fails to pay the deposit or final payment for the requested copies, the Public Records Officer will close the request and indicate to the requestor that the District has closed the request. The Public Records Officer will document closure of the request and the conditions that led to closure.

3.5.20 **Later discovered documents.** If, after the Public Records Officer has informed the requestor that the District has provided all available records, the District becomes aware of additional responsive documents that existed on the date of the request, the Public Records Officer will promptly inform the requestor of the additional documents and provide them on an expedited basis.

3.5.21 **No duty to create records.** The District is not obligated to create a new record to satisfy a records request; however, the District may, in its discretion, create such a new record to fulfill the request where it may be easier for the District to create a record responsive to the request than to collect and make available voluminous records that contain small pieces of information responsive to the request. However, the requestor must agree in writing that the new record will satisfy the request.

3.5.22 **No duty to supplement responses.** The District is not obligated to hold current records requests open to respond to requests for records that may be created in the future. If a public record is created or comes into the possession of the District after a request is received by the District, it is not responsive to the request and will not be provided. A new request must be made to obtain later-created public records.

3.6 **Electronic Records**

3.6.1 The Preservation of Electronic Records requirements are outlined in WAC 434-662.

3.6.2 An “electronic record” includes those public records which are stored on machine readable file format. If a record is created in an electronic format,

the electronic record is the primary record and is subject to provisions of RCW 42.56, the Public Records Act. Electronic records must be retained in electronic format and remain usable, searchable, retrievable and authentic for the length of the designated retention period.

- 3.6.3 Printing and retaining a hard copy is not a substitute for the electronic version.
- 3.6.4 Responses to public record requests for electronic records other than those in common file formats such as pdf or similar formats will be coordinated through the Public Records Officer.

3.7 Exemptions

- 3.7.1 The District is not required to permit public inspection and copying of records for which public disclosure of the record is prohibited, restricted or limited by state or federal statute or regulation. The District is prohibited by statute from disclosing lists of individuals for commercial purposes. The District's failure to list an exemption shall not affect the effectiveness of the exemption. Exemptions set forth under the Act include, but are not limited to, the following:
 - 3.7.1.1 Personal information in files maintained for patients of the district, except as set forth in the guideline on disclosure of health care records, which provides greater detail.
 - 3.7.1.2 Personal information in files maintained for employees, appointees, or elected officials of the district, to the extent that disclosure would violate their right to privacy.
 - 3.7.1.3 Specific intelligence information and specific investigative records compiled by district officials in relation to arson investigations or similar investigative work, but only when the nondisclosure is essential to effective law enforcement or for the protection of any person's right to privacy.
 - 3.7.1.4 Test questions, scoring keys or other examination data used by the district to administer any license or employment examination.
 - 3.7.1.5 The contents of any real estate appraisals made for or by the District relative to the acquisition or sale of real property, until the project or sale is abandoned, or until such time as the property has been acquired or sold. In no event shall disclosure be denied for more than three years after the appraisal.
 - 3.7.1.6 Preliminary drafts, notes, recommendations and intra-agency memoranda in which opinions are expressed or policies formulated or recommended, except that a specific record shall not be exempt when the record has been publicly cited by the district in connection with any district action.
 - 3.7.1.7 Records compiled during an active and ongoing investigation into an unfair practice set forth under RCW 49.60.
 - 3.7.1.8 Records which are relevant to a controversy to which the district is a party but which would not be available to another party

under the rules of pretrial discovery for causes pending in the Superior Courts.

- 3.7.1.9 All applications for public employment with the district, including the names of applicants, resumes, and other related materials submitted with respect to an applicant.
- 3.7.1.10 The residential addresses and telephone numbers of employees or volunteers of the district which are maintained by the district in personnel records, employment or volunteer rosters, or mailing lists of employees or volunteers—the same exemption applies to the dependents of these employees or volunteers.
- 3.7.1.11 Records that relate to or contain personally identifying information about an individual's religious beliefs, practices, or affiliation.

3.8 **Costs Of Providing Copies Of Public Records**

- 3.8.1 Per state law, the District is not allowed to charge for locating a public record or for making records available for review or inspection. This provision includes responses to public records requests for electronic records.
- 3.8.2 **Fee schedule.** Fees shall be charged as outlined in the District's current fee schedule resolution. Fees are subject to change in accordance with the Public Records Act, RCW 42.56.120 Charges for Copying.. A statement of the factors and manner used to determine specific fees will be provided upon request to the Public Records Officer. The District need not calculate the actual costs it charges for providing public records if to do would be unduly burdensome. The Public Records Officer has the discretion to waive copying charges for small requests, or for individuals or government agencies doing business with the District if the Public Records Officer determines that this action is in the best interest of the District.
- 3.8.3 **Sales tax.** The District will not charge sales tax on copies of records.
- 3.8.4 **Deposit or payment by installments.** Before beginning to copy records, the Public Records Officer or designee may require a deposit of up to ten percent of the estimated costs of copying the records selected by a requestor. The Public Records Officer may also require the payment of the remainder of the copying costs before providing all the records, or the payment of the costs of copying an installment before providing that installment.
- 3.8.5 **Receipts.** A receipt shall be given for all funds received for copies provided. A duplicate receipt shall be retained at the District. All funds collected for such copies will be forwarded to the District Secretary for transmittal to the treasurer responsible for managing district funds. All such funds should be transmitted within 48 hours of receipt, excluding, Saturdays, Sundays, and holidays.
- 3.8.6 **Electronic Records.** Pursuant to Engrossed House Bill, 1595, the District may adopt a fee schedule setting forth the actual cost of the electronic production or file transfer of public records and the use of any cloud-based data storage and processing service. In other words, the District may

establish charges for copying of electronic records. To enact such a fee schedule, the District must do so by public hearing with proper notice. If the District translates a record into an alternative electronic format at the request of a requestor, the copy created does not constitute a new public record for purposes of the Act. Scanning paper records to make electronic copies of such records is a method of copying paper records and does not amount to the creation of a new public record.

3.9 **Records Retention**

3.9.1 The District will retain its records in accordance with RCW 40.14, the Preservation and Destruction of Public Records and the Washington State Archives Records Retention Schedules.

3.9.2 Public records may not be destroyed per a retention schedule if a public records request or actual or anticipated litigation is pending.

3.10 **Training**

3.10.1 The District may apply for grants from the Department of Archives with the Secretary of State to support training on public records retention, management and disclosure, and any related training.

3.10.2 District elected officials, Public Records Officers and their designee, must obtain refresher training as required by the 2014 Open Government Trainings Act.

3.11 **Request Log And Bot Requests**

3.11.1 The District shall maintain a log of public records requests submitted to and processed by the District, which shall include but not be limited to the following information for each request:

3.11.1.1 The identity of the requestor if provided by the requestor, the date the request was received, the text of the original request, a description of the records produced in response to the request, a description of the records redacted or withheld and the reasons therefor, and the date of the final disposition of the request.

3.11.1.2 The log must be retained by the agency in accordance with the relevant record retention schedule established under this chapter, and shall be a public record subject to disclosure under chapter 42.56 RCW.

3.11.1.3 The District may deny a bot request that is one of multiple requests from the requestor to the agency within a twenty-four hour period, if the agency establishes that responding to the multiple requests would cause excessive interference with other essential functions of the agency. For purposes of this subsection, "bot request" means a request for public records that an agency reasonably believes was automatically generated by a computer program or script.

3.12 **Customized Service Charge**

3.12.1 In addition to the charge imposed for providing copies of public records and the copying costs for a person using District equipment for copying,

set forth under Section 3.8 herein, the District may include a customized service charge when responding to a public records request.

3.12.1.1 A customized service charge may only be imposed if the District estimates that the request would require the use of information technology expertise to prepare data compilations, or provide customized electronic access services when such compilations and customized access services are not used by the District for other District purposes.

3.12.1.2 The customized service charge may reimburse the District up to the actual cost of providing the services enumerated in this Section.

3.12.1.3 The District may not assess a customized service charge unless the agency has notified the requestor of the customized service charge to be applied to the request, including an explanation of why the customized service charge applies, a description of the specific expertise, and a reasonable estimate cost of the charge. The notice also must provide the requestor the opportunity to amend his or her request.

3.13 Penalties

3.13.1 Every person who shall unlawfully remove, alter, mutilate, destroy, disorganize, conceal, erase, obliterate or falsify any public record of the District shall be reported to the Pierce County Sheriff and/or Prosecuting Attorney.

3.13.2 Any employee who commits any of the acts stated above shall be subject to discipline. Any employee who violates the provisions of the policy and guidelines on public records may be subject to discipline, up to and including termination.

4.0 REFERENCE

- 4.1 Current Washington State Archives Records Retention Schedule
- 4.2 RCW 42.56 Public Records Act
- 4.3 RCW 40.14.070 Preservation and Destruction of Public Records Act
- 4.4 RCW 49.60 Discrimination
- 4.5 WAC 434-662 Preservation of Electronic Records
- 4.6 2014 Open Government Trainings Act

CENTRAL PIERCE FIRE & RESCUE
BOARD POLICY
NUMBER 3.24

ORIGINATED: January 14, 2019

APPROVED:

EFFECTIVE:

SUBJECT: PUBLIC ACCESS TO DISTRICT RECORDS

PURPOSE: To provide requirements and guidelines for managing District records.

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.

POLICY:

Public record: Any writing, regardless of physical form or characteristics, containing information relating to the conduct of government or the performance of any governmental or proprietary function, prepared, owned, used or retained by the District. This definition does not include records that are not otherwise required to be retained by the District and are held by volunteers who (1) do not serve in an administrative capacity; (2) have not been appointed by the District to a District board, commission or internship; and (3) do not serve in a supervisory role, which would logically include, but not be limited to, members of a citizen's advisory panel or a "yes" or "no" committee for a ballot proposition.

Writing: Handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including, but not limited to, letters, words, pictures, sounds, or symbols, or combinations thereof, which may be contained within emails, social media posts, and or text messages.

2.0 POLICIES

2.1 Public access to District records shall be afforded according to the guidelines developed by the Chief and periodically reviewed by the Board of Commissioners.

2.2 Fire District records include any writing, printing, photocopying, photographing, etc., containing information relating to the conduct of operations and functions of the District, which are prepared, owned, used or retained by the District.

2.3 Fire District records do not include the personal notes and memoranda of staff which remain in the sole possession of the maker and which are not generally accessible or revealed to other persons.

PROCEDURE:

I. PUBLIC RECORDS OFFICER (DISTRICT SECRETARY)

- A. Any person wishing to request access to public records or seeking assistance in making a request should contact the District's Public Records Officer.

- B. The Public Records Officer will oversee compliance with the Public Records Act, but may designate other District staff members who may process requests for public records.
- C. The Public Records Officer or his/her designees will provide the fullest assistance to requestors, ensure that public records are protected from damage or disorganization, and prevent fulfilling public records requests from causing excessive interference with the essential functions of the District.
- D. When using these rules, references to the Public Records Officer should be interpreted to also include his or her designees.

II. INTERNET ACCESS TO RECORDS

- A. Many records are also available on the District website at www.centralpiercefirer.org. Requestors are encouraged to view the documents available on the website prior to submitting a public records request.

III. AVAILABILITY OF PUBLIC RECORDS

A. Hours for inspection

- 1. Public records are available for inspection and copying during the District's customary office hours: Monday through Friday, 8:30 a.m. to 4:30 p.m., excluding legal holidays. District office is closed weekdays from 12:00 p.m. to 1:00 p.m. District staff and the requestor may make mutually agreeable arrangements for times of inspection and copying. However, the District shall have final say regarding hours for inspection.

B. Place of inspection

- 1. Records will be made available for inspection as determined by the Public Records Officer. District staff and the requestor may make mutually agreeable arrangements for inspection if the particular records being sought are maintained at field offices of the District. A requestor shall not take District records from District offices without the permission of the Public Records Officer.

C. Electronic access to records

- 1. A variety of records are available on the District's website at: www.centralpiercefirer.org. To the extent practicable, the District will store, maintain, and make its records available electronically. For those seeking responsive records in electronic format, the District may provide access to public records by providing links to the web site containing an electronic copy of the record, provide records on disk, or transmit the responsive record via e-mail. The Public Records Officer will work with the requestor to determine the most appropriate method for providing electronic copies of responsive records.

D. Making a request for public records

1. Reasonable notice that the request is for public records. The proper form of public records request shall be completed as provided by the District. Any reasonable written request providing the same information as this form shall be acceptable. The following information should be included in the request: Name and address of requestor (See RCW 42.56.080 for regulations on anonymity); Other contact information, including telephone number and email address; Identification of the requested records adequate for the Public Records Officer to locate the records; and the date and time of day of the request. Requests for Information are not subject to the Public Records Act.

E. Prioritization of records

1. The Public Records Officer may ask a requestor to prioritize the records he or she is requesting so that the most important records may be provided first. A requestor need not prioritize a request.

F. Copies

1. If the requestor wishes to have copies of the records made instead of simply inspecting them, he or she should so indicate and make arrangements to make a deposit or pay for the copies, as further discussed in Section VIII below.

G. Oral Requests

1. The Public Records Officer may accept requests for public records that contain the above information by telephone or in person. If an oral request is made, the Public Records Officer will confirm receipt of the information and the substance of the request in writing as well as the necessary contact information from the requestor so that the District can respond.

H. Purpose of request

1. A requestor need not state the purpose of the request. However, in an effort to clarify or prioritize a request and provide responsive records, the Public Records Officer may inquire about the nature or scope of the request. If the request is for a list of individuals, the Public Records Officer may ask the requestor if he/she intends to use the records for a commercial purpose. The District is not authorized to provide lists of individuals for commercial purposes. The Public Records Officer may also seek sufficient information to determine if another statute may prohibit disclosure.

I. OVERBROAD REQUESTS AND SEEKING CLARIFICATION

1. The District may not deny a request for identifiable public records solely because the request is overbroad. However, the District may seek clarification, ask the requestor to prioritize the request so that the most important records are provided first, and/or communicate with the requestor to limit the size and complexity of the request. The District may also provide the responsive records in installments over time. When the requestor has found the records he or she is seeking, the requestor should advise the Public Records Officer that the requested records have been provided and the remainder of the request may be cancelled.

V. PROCESSING PUBLIC RECORDS REQUESTS

A. Providing “fullest assistance”

1. All assistance necessary to help requestors locate particular responsive records shall be provided by the Public Records Officer, provided that the giving of such assistance does not unreasonably disrupt the daily operations of the District Secretary or other duties of any assisting employee(s) in other District departments.

B. Order for processing requests

1. The Public Records Officer will process requests in the order allowing the most requests to be processed in the most efficient manner.

C. Acknowledging receipt and fulfilling requests

1. Within five business days of receipt of the request, the Public Records Officer will do one or more of the following:
 - a. Make the record available for inspection or copying;
 - b. If copies are requested and payment of a deposit for the copies, if any, is made or terms of payment are agreed upon, send the copies to the requestor;
 - c. Acknowledge that the request has been received and provide a reasonable estimate of when records will be available;
 - d. If the request is unclear or does not sufficiently identify the requested records, request clarification from the requestor. Such clarification may be requested and provided by telephone;
 - e. Deny the request.
 - f. The District may respond to a request to provide access to a public record by providing the requestor with a link to the District’s web site containing an electronic copy of that record if

it can be determined that the requestor has internet access and the requestor agrees that the request has been satisfied.

D. Reasonable estimate of time to fully respond

1. If not able to respond within the five business-day period, the Public Records Officer must provide a reasonable estimate of the time it will take to fully respond to the request. Additional time may be needed to clarify the scope of the request, locate and assemble the records, redact confidential information, prepare a withholding index, notify third party persons or agencies affected by the request and/or consult with the District Attorney about whether the records are exempt from disclosure. The Public Records Officer should briefly explain the basis for the time estimated to respond. Should an extension of time be necessary to fulfill the request, the Public Records Officer will provide a revised estimate and explain the changed circumstances that make it necessary.

E. Notification that records are available

1. If the requestor has sought to inspect the records, the Public Records Officer will notify him or her that the entire response or an installment is available for inspection and ask the requestor to contact the District to arrange a mutually agreeable for inspection. If the requestor seeks copies, the Public Records Officer should notify him or her of the projected costs and whether a deposit is required before making the copies.

F. Consequences of failure to clarify a request

1. If the requestor does not respond to the District's request for clarification within 30 days of the District's request, the Public Records Officer may consider the request abandoned, send a letter closing the response to the requestor, and re-file the records. However, to the extent that some portions of a particular public records request are clear, the District must respond to those portions, despite whether clarification was not provided on another aspect of the request.

G. Consequences of disclosing a record in error

1. The District and its officials or employees are not liable for loss or damage based on release of a public record if the District, official or employee acted in good faith in attempting to comply with the Public Records Act.

H. Searching for records

1. The District must conduct an objectively reasonable search for responsive records. The Public Records Officer will determine where

responsive records are likely to be located and involve Records Coordinators in other departments, as needed, to assemble the records. After the records are located, the Public Records Officer should take reasonable steps to narrow down the number of records assembled to those that are responsive. The District will not “bury” a requestor with non-responsive documents. However, the Public Records Officer is allowed to provide arguably, but not clearly, responsive records to allow the requestor to select the ones he or she wants, particularly if the requestor is unable or unwilling to help narrow the scope of the documents being sought.

I. Preserving requested records

1. If a requested record is scheduled shortly for destruction under the District’s records retention schedule, the record cannot be destroyed until the public disclosure request has been resolved. Once a request has been closed, the Public Records Officer can destroy the record in accordance with any applicable retention schedule.

J. Records exempt from disclosure

1. Some records are exempt from disclosure, in whole or in part (see Section 3.7). If the District believes that a record is exempt from disclosure and should be withheld, the Public Records Officer will state the specific exemption and provide a brief explanation of why the record or a portion of the record is being withheld. If only a portion of the record is determined to be exempt, the Public Records Officer will redact the exempt portions and provide the nonexempt portions.

K. Protecting the rights of others

1. If the requested records contain information that may affect rights of others and may be exempt from disclosure, prior to providing the records the Public Records Officer may give notice to those whose rights may be affected by the disclosure. Generally, two-weeks’ notice will be given in order to make it possible to contact the requestor and ask him or her to revise the request or, if necessary, allow affected individuals to seek an order from a court to prevent or limit the disclosure. The notice to the affected person(s) will include a copy of the request. Unless required by law to provide notice to a third party of a public records request concerning said party, the District has the option of providing such notice. If the records request at issue clearly seeks disclosure of non-exempt public records, then notice to third parties is discouraged, because this may have the effect of unnecessarily delaying a response to the request.

L. Redactions

1. If only a portion of a record is exempt from disclosure, but the remainder is not exempt, the Public Records Officer will redact the exempt portions, provide the nonexempt portions, and indicate to the requestor why portions of the record are being redacted. For example, the Public Records Officer shall redact identifying details such as social security numbers when he or she makes available or publishes any public record. In each case, the justification for the deletion shall be explained in writing.

M. Personal privacy and vital government interests

1. The privacy exemption does not apply if the information that might violate personal privacy or vital government interests can be redacted from the records being sought.

N. Inspection of records

1. To the extent possible due to other demands, the Public Records Officer shall promptly provide space to inspect public records.
2. The requestor must claim or review the assembled records within thirty days of the Public Records Officer's notification that the records are available for inspection or copying.
3. Reasonable conditions may be imposed by the Chief, or the Public Records Officer, on the manner of inspection of records so as to minimize the risks of damage or disorganization of the records and to prevent excessive interference with other essential operations of the District.
4. Inspection, at the option of the District, shall be in the presence of a designated district employee. If records requested are voluminous, prior arrangements should be made for a convenient time for a district employee to assist and supervise the inspection. The Public Records Officer will notify the requestor in writing of this requirement and suggest that he or she contact the District to make arrangements to claim or review the records.
5. If the requestor or a representative of the requestor fails to claim or review the records within the thirty-day period, or make other arrangements, the Public Records Officer may close the request and refile the assembled records.
6. Other public records requests can be processed before a subsequent request by the same person for the same or almost identical records, which will be processed as a new request.
7. The Act does not allow a requestor to search through the District's files for records which cannot be identified or described to the District.

8. Members of the public may not remove documents from the viewing area or disassemble or alter any document.

O. Providing Copies of Records

1. The requestor shall indicate which documents he or she wishes to have copied using a mutually agreed upon non-permanent method of marking the desired records. After inspection is complete, the Public Records Officer will arrange for copying. Making a copy of an electronic record is considered copying and not creation of a new record.

P. Providing records in installments

1. When a request is for a large number of records, the Public Records Officer will provide access for inspection and copying in installments if he or she reasonably determines that it would be practical to provide the records in that way. If the requestor fails to inspect the entire set of records or one or more of the installments within 30 days, the Public Records Officer may stop searching for the remaining records and close the request.

Q. Completion of inspection

1. When the inspection of the requested records is complete and all requested copies are provided, the Public Records Officer will indicate that the District has completed a diligent search for the requested records and made any located non-exempt records available for inspection.

R. Closing withdrawn or abandoned requests

1. If the requestor withdraws the request, fails to fulfill his or her obligations to inspect the records, or fails to pay the deposit or final payment for the requested copies, the Public Records Officer will close the request and indicate to the requestor that the District has closed the request. The Public Records Officer will document closure of the request and the conditions that led to closure.

S. Later discovered documents

1. If, after the Public Records Officer has informed the requestor that the District has provided all available records, the District becomes aware of additional responsive documents that existed on the date of the request, the Public Records Officer will promptly inform the requestor of the additional documents and provide them on an expedited basis.

T. No duty to create records

1. The District is not obligated to create a new record to satisfy a records request; however, the District may, in its discretion, create such a new

record to fulfill the request where it may be easier for the District to create a record responsive to the request than to collect and make available voluminous records that contain small pieces of information responsive to the request. However, the requestor must agree in writing that the new record will satisfy the request.

U. No duty to supplement responses

1. The District is not obligated to hold current records requests open to respond to requests for records that may be created in the future. If a public record is created or comes into the possession of the District after a request is received by the District, it is not responsive to the request and will not be provided. A new request must be made to obtain later-created public records.

VI. ELECTRONIC RECORDS

- A. The Preservation of Electronic Records requirements are outlined in WAC 434-662.
- B. An “electronic record” includes those public records which are stored on machine readable file format. If a record is created in an electronic format, the electronic record is the primary record and is subject to provisions of RCW 42.56, the Public Records Act. Electronic records must be retained in electronic format and remain usable, searchable, retrievable and authentic for the length of the designated retention period.
- C. Printing and retaining a hard copy is not a substitute for the electronic version.
- D. Responses to public record requests for electronic records other than those in common file formats such as pdf or similar formats will be coordinated through the Public Records Officer.

VII. EXEMPTIONS

- A. The District is not required to permit public inspection and copying of records for which public disclosure of the record is prohibited, restricted or limited by state or federal statute or regulation. The District is prohibited by statute from disclosing lists of individuals for commercial purposes. The District’s failure to list an exemption shall not affect the effectiveness of the exemption. Exemptions set forth under the Act include, but are not limited to, the following:
 1. Personal information in files maintained for patients of the district, except as set forth in the guideline on disclosure of health care records, which provides greater detail.
 2. Personal information in files maintained for employees, appointees, or elected officials of the district, to the extent that disclosure would violate their right to privacy.

3. Specific intelligence information and specific investigative records compiled by district officials in relation to arson investigations or similar investigative work, but only when the nondisclosure is essential to effective law enforcement or for the protection of any person's right to privacy.
4. Test questions, scoring keys or other examination data used by the district to administer any license or employment examination.
5. The contents of any real estate appraisals made for or by the District relative to the acquisition or sale of real property, until the project or sale is abandoned, or until such time as the property has been acquired or sold. In no event shall disclosure be denied for more than three years after the appraisal.
6. Preliminary drafts, notes, recommendations and intra-agency memoranda in which opinions are expressed or policies formulated or recommended, except that a specific record shall not be exempt when the record has been publicly cited by the district in connection with any district action.
7. Records compiled during an active and ongoing investigation into an unfair practice set forth under RCW 49.60.
8. Records which are relevant to a controversy to which the district is a party but which would not be available to another party under the rules of pretrial discovery for causes pending in the Superior Courts.
9. All applications for public employment with the district, including the names of applicants, resumes, and other related materials submitted with respect to an applicant.
10. The residential addresses and telephone numbers of employees or volunteers of the district which are maintained by the district in personnel records, employment or volunteer rosters, or mailing lists of employees or volunteers—the same exemption applies to the dependents of these employees or volunteers.
11. Records that relate to or contain personally identifying information about an individual's religious beliefs, practices, or affiliation.

VIII. COSTS OF PROVIDING COPIES OF PUBLIC RECORDS

- A. Per state law, the District is not allowed to charge for locating a public record or for making records available for review or inspection. This provision includes responses to public records requests for electronic records.
- B. Fee schedule

1. Fees shall be charged as outlined in the District's current fee schedule resolution. Fees are subject to change in accordance with the Public Records Act, RCW 42.56.120 Charges for Copying. A statement of the factors and manner used to determine specific fees will be provided upon request to the Public Records Officer. The District need not calculate the actual costs it charges for providing public records if to do would be unduly burdensome. The Public Records Officer has the discretion to waive copying charges for small requests, or for individuals or government agencies doing business with the District if the Public Records Officer determines that this action is in the best interest of the District.

C. Sales tax

1. The District will not charge sales tax on copies of records.

D. Deposit or payment by installments.

1. Before beginning to copy records, the Public Records Officer or designee may require a deposit of up to ten percent of the estimated costs of copying the records selected by a requestor. The Public Records Officer may also require the payment of the remainder of the copying costs before providing all the records, or the payment of the costs of copying an installment before providing that installment.

E. Receipts

1. A receipt shall be given for all funds received for copies provided. A duplicate receipt shall be retained at the District. All funds collected for such copies will be forwarded to the District Secretary for transmittal to the treasurer responsible for managing district funds. All such funds should be transmitted within 48 hours of receipt, excluding, Saturdays, Sundays, and holidays.

F. Electronic Records

1. Pursuant to Engrossed House Bill, 1595, the District may adopt a fee schedule setting forth the actual cost of the electronic production or file transfer of public records and the use of any cloud-based data storage and processing service. In other words, the District may establish charges for copying of electronic records. To enact such a fee schedule, the District must do so by public hearing with proper notice. If the District translates a record into an alternative electronic format at the request of a requestor, the copy created does not constitute a new public record for purposes of the Act. Scanning paper records to make electronic copies of such records is a method of copying paper records and does not amount to the creation of a new public record.

IX. RECORDS RETENTION

- A. The District will retain its records in accordance with RCW 40.14, the Preservation and Destruction of Public Records and the Washington State Archives Records Retention Schedules.
- B. Public records may not be destroyed per a retention schedule if a public records request or actual or anticipated litigation is pending.

X. TRAINING

- A. District may apply for grants from the Department of Archives with the Secretary of State to support training on public records retention, management and disclosure, and any related training.
- B. District elected officials, Public Records Officers and their designee, must obtain refresher training as required by the 2014 Open Government Trainings Act.

XI. REQUEST LOG AND BOT REQUESTS

- A. The District shall maintain a log of public records requests submitted to and processed by the District, which shall include but not be limited to the following information for each request:
 - 1. The identity of the requestor if provided by the requestor, the date the request was received, the text of the original request, a description of the records produced in response to the request, a description of the records redacted or withheld and the reasons therefor, and the date of the final disposition of the request.
 - 2. The log must be retained by the agency in accordance with the relevant record retention schedule established under this chapter, and shall be a public record subject to disclosure under chapter 42.56 RCW.
 - 3. The District may deny a bot request that is one of multiple requests from the requestor to the agency within a twenty-four-hour period, if the agency establishes that responding to the multiple requests would cause excessive interference with other essential functions of the agency. For purposes of this subsection, "bot request" means a request for public records that an agency reasonably believes was automatically generated by a computer program or script.

XII. Customized Service Charge

- A. In addition to the charge imposed for providing copies of public records and the copying costs for a person using District equipment for copying, set forth under Section 3.8 herein, the District may include a customized service charge when responding to a public records request.

- B. A customized service charge may only be imposed if the District estimates that the request would require the use of information technology expertise to prepare data compilations, or provide customized electronic access services when such compilations and customized access services are not used by the District for other District purposes.
- C. The customized service charge may reimburse the District up to the actual cost of providing the services enumerated in this Section.
- D. The District may not assess a customized service charge unless the agency has notified the requestor of the customized service charge to be applied to the request, including an explanation of why the customized service charge applies, a description of the specific expertise, and a reasonable estimate cost of the charge. The notice also must provide the requestor the opportunity to amend his or her request.

XIII. PENALTIES

- A. Every person who shall unlawfully remove, alter, mutilate, destroy, disorganize, conceal, erase, obliterate or falsify any public record of the District shall be reported to the Pierce County Sheriff and/or Prosecuting Attorney.
- B. Any employee who commits any of the acts stated above shall be subject to discipline. Any employee who violates the provisions of the policy and guidelines on public records may be subject to discipline, up to and including termination.

XIV. REFERENCE

- 4.1 Current Washington State Archives Records Retention Schedule
- 4.2 RCW 42.56 Public Records Act
- 4.3 RCW 40.14.070 Preservation and Destruction of Public Records Act
- 4.4 RCW 49.60 Discrimination
- 4.5 WAC 434-662 Preservation of Electronic Records 4.6 2014 Open Government Trainings Act

APPROVED:

MATT HOLM
BOARD CHAIR



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Resolution 24-05 Approval of Petition for Merger - GFR

Attachments: Resolution 24-05

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

The Boards from Central Pierce Fire & Rescue, Orting Valley Fire & Rescue, and Graham Fire & Rescue have provided an initial policy position regarding exploration for merger of the three organizations.

There is a well defined process to explore merger, which includes formalities such as Petitions, Resolutions, SEPA processes, boundary review and more.

The second step to the policy position is for Graham Fire & Rescue to Petition to merge into Central Pierce Fire & Rescue. While the process is formal, it is not binding and simply allows for the continued merger exploration that is expected.

Central Pierce Fire & Rescue, the receiving District, shall then acknowledge the Petition by way of Resolution.

Resolution 24-05 Approval of Petition for Merger - GFR is presented for first reading and comment.

FINANCIAL IMPACT: N/A

RESOLUTION NO. 24-05

A RESOLUTION of the Board of Commissioners of Central Pierce Fire & Rescue to the Board of Commissioners of Graham Fire & Rescue to approve the merger of the Graham Fire & Rescue into Central Pierce Fire & Rescue pursuant to Chapter 52.06 RCW.

WHEREAS, on May 13, 2024, the Board of Graham Fire & Rescue petitioned the Board of Central Pierce Fire & Rescue requesting that Graham Fire & Rescue be merged into Central Pierce Fire & Rescue;

WHEREAS, the Parties are within a reasonable proximity and near enough to each other so that governance, management, and services can be delivered effectively;

WHEREAS, the merger of the Parties would provide quantifiable service improvements or cost benefit;

WHEREAS, the merger of the Parties is a beneficial and equitable arrangement in terms of resource commitment, costs, and risk/exposure;

WHEREAS, there is a comprehensive plan for implementation, with commitments from all agencies to see the merger of the Parties through to completion;

WHEREAS, the merger of the Parties has a high likelihood of success that will lead to a stable and sustainable organization;

WHEREAS, the Parties have a shared vision of the outcome of the merger; and

WHEREAS, the merger of the Parties provides benefits by achieving something the Districts could not achieve individually.

NOW THEREFORE,

Section 1. The Petition of Graham Fire & Rescue is approved as presented.

Section 2. The Fire Chief shall transmit the Petition back to Graham Fire & Rescue with a copy of this Resolution so it may proceed with the merging procedure identified in RCW 52.06.

ADOPTED by the Board of Commissioners of Central Pierce Fire & Rescue, this 13th day of May, 2024, and duly authenticated in open session by signatures of the Commissioners voting in favor thereof and the seal of the Commission duly affixed.

CENTRAL PIERCE FIRE & RESCUE

Matt Holm, Commissioner

Steve Stringfellow, Commissioner

Dale Mitchell, Commissioner

Bob Willis, Commissioner

Rich Coleman, Commissioner

CERTIFICATION

I, the undersigned, Secretary of Central Pierce Fire & Rescue hereby certify as follows:

1. The attached copy of Resolution No. 24-05 (the "Resolution") is a full, true, and correct copy of the Resolution duly adopted at a special meeting of the Central Pierce Fire & Rescue Board of Fire Commissioners (the "Board") held on May 13, 2024 as the Resolution appears on the minute book of the Central Pierce Fire & Rescue and the Resolution is now in full force and effect.

2. The special meeting was held in accordance with the law.

3. A quorum of the members of the Board was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 13th of May, 2024.

Tanya Robacker, District Secretary



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Resolution 24-06 Approval of Petition for Merger - OVFR

Attachments: Resolution 24-06

Submitted by: Chief Morrow

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

The Boards from Central Pierce Fire & Rescue, Orting Valley Fire & Rescue, and Graham Fire & Rescue have provided an initial policy position regarding exploration for merger of the three organizations.

There is a well defined process to explore merger, which includes formalities such as Petitions, Resolutions, SEPA processes, boundary review and more.

The second step to the policy position is for Orting Valley Fire & Rescue to Petition to merge into Central Pierce Fire & Rescue. While the process is formal, it is not binding and simply allows for the continued merger exploration that is expected.

Central Pierce Fire & Rescue, the receiving District, shall then acknowledge the Petition by way of Resolution.

Resolution 24-06 Approval of Petition for Merger - OVFR is presented for first reading and comment.

FINANCIAL IMPACT: N/A

RESOLUTION NO. 24-06

A RESOLUTION of the Board of Commissioners of Central Pierce Fire & Rescue to the Board of Commissioners of Pierce County Fire Protection District No.18 (“Orting Valley Fire & Rescue”) to approve the merger of the Orting Valley Fire & Rescue into Central Pierce Fire & Rescue pursuant to Chapter 52.06 RCW.

WHEREAS, on May 13, 2024, the Board of Orting Valley Fire & Rescue petitioned the Board of Central Pierce Fire & Rescue requesting that Orting Valley Fire & Rescue be merged into Central Pierce Fire & Rescue;

WHEREAS, the Parties are within a reasonable proximity and near enough to each other so that governance, management, and services can be delivered effectively;

WHEREAS, the merger of the Parties would provide quantifiable service improvements or cost benefit;

WHEREAS, the merger of the Parties is a beneficial and equitable arrangement in terms of resource commitment, costs, and risk/exposure;

WHEREAS, there is a comprehensive plan for implementation, with commitments from all agencies to see the merger of the Parties through to completion;

WHEREAS, the merger of the Parties has a high likelihood of success that will lead to a stable and sustainable organization;

WHEREAS, the Parties have a shared vision of the outcome of the merger; and

WHEREAS, the merger of the Parties provides benefits by achieving something the Districts could not achieve individually.

NOW THEREFORE,

Section 1. The Petition of Orting Valley Fire & Rescue is approved as presented.

Section 2. The Fire Chief shall transmit the Petition back to Orting Valley Fire & Rescue with a copy of this Resolution so it may proceed with the merging procedure identified in RCW 52.06.

ADOPTED by the Board of Commissioners of Central Pierce Fire & Rescue, this 13th day of May, 2024, and duly authenticated in open session by signatures of the Commissioners voting in favor thereof and the seal of the Commission duly affixed.

CENTRAL PIERCE FIRE & RESCUE

Matt Holm, Commissioner

Steve Stringfellow, Commissioner

Dale Mitchell, Commissioner

Bob Willis, Commissioner

Rich Coleman, Commissioner

CERTIFICATION

I, the undersigned, Secretary of Central Pierce Fire & Rescue hereby certify as follows:

1. The attached copy of Resolution No. 24-06 (the "Resolution") is a full, true, and correct copy of the Resolution duly adopted at a special meeting of the Central Pierce Fire & Rescue Board of Fire Commissioners (the "Board") held on May 13, 2024 as the Resolution appears on the minute book of the Central Pierce Fire & Rescue and the Resolution is now in full force and effect.

2. The special meeting was held in accordance with the law.

3. A quorum of the members of the Board was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 13th of May, 2024.

Tanya Robacker, District Secretary



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Surplus Items: Furniture and Gym Equipment

Attachments: Attachment A: Surplus Item Spreadsheet

Submitted by: SSD Alec Coleman

RECOMMENDED ACTION BY THE BOARD:

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

SUGGESTED MOTION:

"I move to approve the surplus liquidation of the items listed on Attachment A."

SUMMARY:

The items listed on Attachment A are owned by the District and are no longer needed. Staff requests that the items be declared surplus so that they may be liquidated according to District policy.

Attachment A - Surplus Items
April 22, 2024 Board Meeting

ITEM	MAKE	MODEL	SERIAL NO	QTY	FAID	NOTES
Treadmill	SportsArt	6320b		1	N/A	
Treadmill	TRUE	PS90		1	N/A	
Exercise Bike	Assault	Airbike		1	N/A	
Rower	Concept 2	Model D		1	N/A	
Elliptical	SportsArt	E872		1	N/A	
Back Extension Bench				1	N/A	
TV Mount/Various Electronics				1	N/A	
Toolbox	Craftsman			1	N/A	
Drill with charger	Dewalt			1	N/A	
Under desk cabinets/drawers				3	N/A	Grey, 3 drawer
Display Boards				2	N/A	Various sizes- Black frame, tan fabric
AC Unit				1		
Electric Air Purifyers				2		
Metal Frame Chairs				43		
Office Desks				12		
Tables				3		



Board Meeting Agenda Item Summary

Agenda Date:	April 22, 2024
Item Title:	Finance Staff Report
Attachments:	
Submitted by:	Tanya Robacker

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

1. March Checkbook & Financial Reports:
 - a. Revenues and Expenditures - Tracking as anticipated this early in the year
 - b. Cash flow – cash flow reserve was increased \$6M, but you will see in the checkbook the operating funds (GF and EMS) are still operating at a negative \$694k. Cash and Fund balance overall are positive, this is just operations.

2024 REVENUE & EXPENDITURES SUMMARY (Operating Funds)

A. BEGINNING BALANCE	2024	IAN	FEB	MAR	APR	MAY	IUN	IUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date TOTALs		A
Carryforward from Prior Month (Jan is Min Cash Flow Reserve)	\$ 18,800,000	\$ 18,800,000	\$10,007,851	\$ 3,571,397	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$18,800,000		A
Total	18,800,000	18,800,000	10,007,851	3,571,397	-	-	-	-	-	-	-	-	-	18,800,000		A
B. REVENUE (+)	2024 Current BUDGET	IAN	FEB	MAR	APR	MAY	IUN	IUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date ACTUALS as of 03/31/2024	% Budget Received	B
Reg Levy	30,544,367	59,116	451,494	936,529	-	-	-	-	-	-	-	-	-	1,447,139	4.7%	B
EMS Levy	20,920,488	37,935	305,291	670,540	-	-	-	-	-	-	-	-	-	1,013,766	4.8%	B
EMS Levy Write Offs	(1,500,000)	(225,555)	(86,610)	(156,972)	-	-	-	-	-	-	-	-	-	(469,137)	31.3%	B
FBC	36,240,648	67,226	555,531	1,379,849	-	-	-	-	-	-	-	-	-	2,002,606	5.5%	B
Transports	5,500,000	85,208	507,790	884,382	-	-	-	-	-	-	-	-	-	1,477,380	26.9%	B
Transports Paid by Levy	1,500,000	225,555	86,610	156,972	-	-	-	-	-	-	-	-	-	469,137	31.3%	B
Licenses & Permits	22,000	600	2,250	10,675	-	-	-	-	-	-	-	-	-	13,525	61.5%	B
Other Charges for Goods & Svcs	7,887,909	48,598	148,764	293,613	-	-	-	-	-	-	-	-	-	490,975	6.2%	B
Grants (Intergovernmental)	300,000	281	1,742	1,016	-	-	-	-	-	-	-	-	-	3,039	1%	B
Investment Interest	1,000,000	191,774	144,824	118,355	-	-	-	-	-	-	-	-	-	454,953	45.5%	B
Miscellaneous & Other Tax Revenue	18,000	-	1,558	1,558	-	-	-	-	-	-	-	-	-	3,116	17.3%	B
Transfers & Other Sources	15,000,000	-	-	23,180	-	-	-	-	-	-	-	-	-	23,180	0.2%	B
Total Revenues	117,433,412	490,738	2,119,244	4,319,697	-	-	-	-	-	-	-	-	-	6,929,679	5.9%	B
C. EXPENDITURES (-)	2024 Current BUDGET	IAN	FEB	MAR	APR	MAY	IUN	IUL	AUG	SEP	OCT	NOV	DEC	Year-To-Date ACTUALS as of 03/31/2024	% Budget Spent	C
Commissioners	106,300	14,223	10,332	6,016	-	-	-	-	-	-	-	-	-	30,571	28.8%	C
Commissioners' Contingency	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	C
Admin & Internal Services	16,706,378	1,150,551	1,243,302	1,437,959	-	-	-	-	-	-	-	-	-	3,831,812	22.9%	C
Operations (Suppression, EMS)	75,647,377	6,929,510	5,884,604	5,818,196	-	-	-	-	-	-	-	-	-	18,632,310	24.6%	C
Overtime - ALL DIVISIONS	11,725,557	826,738	1,057,768	967,129	-	-	-	-	-	-	-	-	-	2,851,634	24.3%	C
Prevention & Education	2,139,543	128,217	121,633	126,096	-	-	-	-	-	-	-	-	-	375,946	17.6%	C
Fleet Maintenance	2,695,414	233,648	238,060	229,588	-	-	-	-	-	-	-	-	-	701,296	26.0%	C
Transfers to ERF, Facilities, Projects	2,171,630	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	C
Other Uses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	C
Total Expenditures	111,442,199	9,282,887	8,555,699	8,584,984	-	-	-	-	-	-	-	-	-	26,423,569	23.7%	C
D. TOTAL CHANGE BY MONTH [Revenue (-) Expenditure] Increase / (Decrease)																D
	5,991,213	(8,792,149)	(6,436,455)	(4,265,287)	-	-	-	-	-	-	-	-	-	(19,493,890)		D
E. Ending Balance (A + D) as of 03/31/2024																E
	\$ 24,791,213	\$ 10,007,851	\$ 3,571,397	\$ (693,890)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(693,890)		E
F. Planned Use of Savings																F
	-															F
G. Carryforward (E + F)																G
		10,007,851	3,571,397	(693,890)	-	-	-	-	-	-	-	-	-	(693,890)		G

Central Pierce Fire & Rescue

General Fund, EMS, and Reserve Funds as of

03/31/2024

Col A

Col B

Col C

Col D

Col E

Col F

2024 REVENUE & EXPENDITURES - GENERAL AND EMS FUNDS

	Checkbook Gen Fund & EMS (001 & 101)	Gen Fund & EMS Reserves	Reserve Fund (011)	ERF (015)	Facilities (050)	TOTAL Gen Fund, EMS & Reserves
A. BEGINNING BALANCES						
1. Beginning Balance 1/1/2024* (Carryforward)	\$ -	\$ -	\$ 4,594,599	\$ 1,889,421	\$ 275,297	\$ 6,759,317
2. Minimum Cash Flow (Working Capital Reserve)	18,800,000					18,800,000
3. 5% Operating Reserve (Revenue Stabilization)			928,721			928,721
4. Unreserved Carryforward		6,986,127				6,986,127
5. Total Beginning Balances*	18,800,000	6,986,127	5,523,320	1,889,421	275,297	33,474,165
6. B. REVENUE (+)	6,929,679	-	47,179	-	-	6,976,858
7. C. EXPENDITURES (-)	26,423,569	-	-	\$ 30,374	\$ 38,294	26,492,237
D. NET CHANGE [Revenue (-) Expenditure]						
8. Increase / (Decrease)	(19,493,890)	-	47,179	(30,374)	(38,294)	(19,515,379)
E. Preliminary Ending Balance (A + D) as of 03/31/2024						
9. (Unaudited and subject to change)	\$ (693,890)	\$ 6,986,127	\$ 5,570,499	\$ 1,859,047	\$ 237,003	\$ 13,958,786

***NOTE: Beginning Balances Unaudited**

Fund Key:

10. Minimum Cash Flow - Working capital reserve that gets us from October tax payment through the April tax payment.
11. 5% Operating Reserve - Revenue stabilization/emergency reserve to fund expenditures during disasters, moved to 011 August 2020.
12. Unreserved Carryforward - Money in savings in the fund, available for use in the same manner as the fund it resides in.
13. Operating Funds (001 Gen Fund and 101 EMS Fund) - Available to cover all Salaries, Benefits, Supplies, Services, Capital and Debt.
14. Reserve Fund (011) - Revenue stabilization/emergency reserve to fund expenditures during disasters, 5 % + interest.
15. ERF / Reserve (015) - Reserved by Board Resolution to fund replacement costs for equipment and apparatus.
16. Facilities (050) - Reserved by Board Resolution to fund building maintenance and repairs.

Central Pierce Fire & Rescue

ALL Funds as of

03/31/2024

	Col A	Col B	Col C	Col D	Col E
	TOTAL Gen Fund, EMS & Reserves	GEMT (102)	Debt (201)	Capital Projects (301)	Year-To-Date TOTALS
A. BEGINNING BALANCE					
Beginning Balance 1/1/2024* (Carryforward)	\$ 33,474,165	\$ 10,461,039	\$ 546,012	\$ 11,433,178	\$ 55,914,394
1. Total Beginning Balances*	33,474,165	10,461,039	546,012	11,433,178	55,914,394
B. REVENUE (+)	6,976,858	1,849,108	121,631	936,135	9,883,732
C. EXPENDITURES (-)	26,492,237	-	-	126,647	26,618,884
D. NET CHANGE [Revenue (-) Expenditure]					
4. Increase / (Decrease)	(19,515,379)	1,849,108	121,631	809,488	(16,735,152)
E. Preliminary Ending Balance (A + D) as of 03/31/2024 (Unaudited and subject to change)	\$ 13,958,786	\$ 12,310,147	\$ 667,643	\$ 12,242,666	\$ 39,179,242

*NOTE: Beginning Balances Unaudited

Fund Key:

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

FUND 301 CAPITAL PROJECTS

LIFE-TO-DATE SPENDING

updated thru

3/31/24

Div	DivTI Account2	Desc	2013-2021	2022 2022	2023 2023	2024 2024	Grand Total
200	Administration						
	53501	Sal & Benefits	658,060				658,060
	53501	Small Tools/Equipment	1,615		40,267		41,882
	54151	Legal Fees	54,327				54,327
	54191	Other Professional Services			38,511	1,495	40,006
	54911	Contractual Services	252,693			223	252,916
	56241	Capital-Construction Contract			3,912,064		3,912,064
	56242	Buildings - Architectural Svcs				2,463	2,463
	56431	Equipment - Miscellaneous			25,653		25,653
	56421	Equipment - Furniture			661,052		661,052
	54941	Printing & Binding			879		879
	56411	Equipment - Computer/Software			20,326		20,326
	54914	Penalties and Late Fees			98		98
200 Total			966,696		4,698,850	4,180	5,669,726
204	Logistics						
	56242	Buildings - Architectural Svcs		9,078			9,078
204 Total				9,078			9,078
205	Central Stores						
	53146	Building Repair Parts	0				0
	54191	Other Professional Services	8,971				8,971
	56431	Equipment - Miscellaneous	10,995	22,105			33,099
205 Total			19,966	22,105			42,070
230	Training						
	56242	Buildings - Architectural Svcs		29,176	12,567		41,743
230 Total				29,176	12,567		41,743
600	Station 60						
	53141	Operating Supplies	878				878
	53146	Building Repair Parts	280				280
	53501	Small Tools/Equipment	39,563				39,563
	54111	Advertising	746				746
	54191	Other Professional Services	44,365				44,365
	54502	Other Operating Rental	6,874				6,874
	54611	Insurance	18,500				18,500
	54911	Contractual Services	148,534		4,311		152,845
	56101	Land Acquisition	3,388		2,248,875		2,252,263
	56201	Capital - Buildings	10,177,326				10,177,326
	56210	Capital - Building Permits	92,080		400		92,480
	56241	Capital-Construction Contract	(3,765)				(3,765)
	56242	Buildings - Architectural Svcs	1,038,876				1,038,876
	56243	Buildings - Engineering Svcs	116,343		40,642		156,985
	56244	Buildings - Other Prof Svcs	35,234				35,234
	56431	Equipment - Miscellaneous	133,750				133,750
	56421	Equipment - Furniture	238,490				238,490
600 Total			12,091,462		2,294,228		14,385,690

			2013-2021	2022	2023	2024	Grand Total
601	Station 61						
	54151	Legal Fees	2,499				2,499
	54911	Contractual Services	58,179				58,179
	56101	Land Acquisition	816,837				816,837
	56210	Capital - Building Permits	18,001				18,001
	56241	Capital-Construction Contract	1,875				1,875
	56242	Buildings - Architectural Svcs	221,938	78,023			299,962
	56243	Buildings - Engineering Svcs	9,861				9,861
	56431	Equipment - Miscellaneous	26,670				26,670
601 Total			1,155,860	78,023			1,233,883
602	Station 62						
	53146	Building Repair Parts			95,614	384	95,999
	53501	Small Tools/Equipment			32,414	1,100	33,514
	54801	Building Repair/Maintenance	4,891		207,829		212,721
	54911	Contractual Services	1,200	9,749			10,949
	56201	Capital - Buildings			25,256		25,256
	56210	Capital - Building Permits			600		600
	56242	Buildings - Architectural Svcs		7,058	86,020		93,079
	56243	Buildings - Engineering Svcs			21,973		21,973
	56431	Equipment - Miscellaneous	9,762		15,832		25,595
	56421	Equipment - Furniture			25,915	25,958	51,873
602 Total			15,853	16,807	511,455	27,442	571,557
603	Station 63						
	53146	Building Repair Parts	713				713
	53501	Small Tools/Equipment	33,604				33,604
	54111	Advertising	751				751
	54151	Legal Fees	777				777
	54191	Other Professional Services	81,625				81,625
	54911	Contractual Services	40,148				40,148
	56101	Land Acquisition	466,669				466,669
	56201	Capital - Buildings	4,007,131				4,007,131
	56210	Capital - Building Permits	77,975				77,975
	56242	Buildings - Architectural Svcs	459,515				459,515
	56243	Buildings - Engineering Svcs	50,720				50,720
	56244	Buildings - Other Prof Svcs	28,870				28,870
	56431	Equipment - Miscellaneous	80,577				80,577
	56421	Equipment - Furniture	30,930				30,930
603 Total			5,360,004				5,360,004
604	Station 64						
	54191	Other Professional Services	1,208				1,208
	54801	Building Repair/Maintenance	65,422				65,422
	56431	Equipment - Miscellaneous	6,443				6,443
604 Total			73,072				73,072

			2013-2021	2022	2023	2024	Grand Total
605	Station 65						
	53502	Communication Equipment	5,747				5,747
	56201	Capital - Buildings	804				804
	56431	Equipment - Miscellaneous	11,558				11,558
605 Total			18,109				18,109
606	Station 66						
	53146	Building Repair Parts	0				0
	53501	Small Tools/Equipment	0				0
	54151	Legal Fees	0				0
	54191	Other Professional Services	0				0
	54911	Contractual Services	0				0
	56101	Land Acquisition	0	40,000	628,374		668,374
	56210	Capital - Building Permits	0	1,400			1,400
	56242	Buildings - Architectural Svcs	0	58,316	22,149	38,787	119,252
	56243	Buildings - Engineering Svcs	0		4,223		4,223
	56431	Equipment - Miscellaneous	0				0
606 Total			0	99,716	654,746	38,787	793,248
607	Station 67						
	54911	Contractual Services	110,000				110,000
	56201	Capital - Buildings	804				804
	56242	Buildings - Architectural Svcs	17,272				17,272
	56243	Buildings - Engineering Svcs	1,554				1,554
	56431	Equipment - Miscellaneous	11,763				11,763
607 Total			141,392				141,392
617	Training Center (67)						
	56201	Capital - Buildings	17,970				17,970
	56431	Equipment - Miscellaneous	0				0
617 Total			17,970				17,970
608	Station 68						
	56201	Capital - Buildings	804				804
	56431	Equipment - Miscellaneous	13,041				13,041
608 Total			13,845				13,845
609	Station 69						
	54191	Other Professional Services	821				821
	54801	Building Repair/Maintenance	108,777				108,777
	56242	Buildings - Architectural Svcs	4,675				4,675
	56431	Equipment - Miscellaneous	11,114				11,114
609 Total			125,386				125,386
650	Maint. Shop						
	56431	Equipment - Miscellaneous	5,655				5,655
650 Total			5,655				5,655
701	Station 71						
	53501	Small Tools/Equipment	993				993
	54191	Other Professional Services	2,535				2,535
	54502	Other Operating Rental	500				500
	54801	Building Repair/Maintenance	31,157				31,157
	54912	Fees/Permits	580				580
	56201	Capital - Buildings	19,815				19,815
	56210	Capital - Building Permits	1,190				1,190
	56241	Capital-Construction Contract	176,226				176,226
	56242	Buildings - Architectural Svcs	78,809				78,809
	56243	Buildings - Engineering Svcs	5,698				5,698
	56431	Equipment - Miscellaneous	14,679				14,679
701 Total			332,182				332,182

			2013-2021	2022	2023	2024	Grand Total
702	Station 72						
	53146	Building Repair Parts	376				376
	53501	Small Tools/Equipment	5,458				5,458
	54111	Advertising	483				483
	54151	Legal Fees	10,234				10,234
	54191	Other Professional Services	36,361				36,361
	54611	Insurance	8,000				8,000
	54911	Contractual Services	446,916				446,916
	56101	Land Acquisition	3,597,518				3,597,518
	56201	Capital - Buildings	145,752				145,752
	56210	Capital - Building Permits	270,515				270,515
	56241	Capital-Construction Contract	12,867,594				12,867,594
	56242	Buildings - Architectural Svcs	1,320,968				1,320,968
	56243	Buildings - Engineering Svcs	257,157				257,157
	56244	Buildings - Other Prof Svcs	30,189				30,189
	56431	Equipment - Miscellaneous	123,781				123,781
	56421	Equipment - Furniture	1,366				1,366
	54941	Printing & Binding	197				197
	54731	Electricity	552				552
702 Total			19,123,417				19,123,417
703	Station 73						
	53501	Small Tools/Equipment	6,349				6,349
	54191	Other Professional Services	15,636				15,636
	54911	Contractual Services	840	26,704	57,326	34,444	119,314
	54912	Fees/Permits	600				600
	56101	Land Acquisition		905,798			905,798
	56201	Capital - Buildings	80,579	11,034	28,450		120,064
	56242	Buildings - Architectural Svcs	77,310	58,021		21,795	157,126
	56431	Equipment - Miscellaneous	5,831				5,831
703 Total			187,146	1,001,557	85,777	56,238	1,330,718
Grand Total			39,648,016	1,256,461	8,257,622	126,647	49,288,747

2024 Board Discretionary Fund Activity

Beginning Balance:	250,000.00		
Request for Funds:	Approved:	Amount:	Rejected
Total Requests to date:		<hr/>	-
Remaining Funds Available as of:	3/31/2024	250,000.00	

TAX & FBC COLLECTIONS MONTHLY

MONTH	COLLECTIONS					OUTSTANDING	
	REG LEVY	FBC	EMS LEVY	EXCESS LEVY	TOTAL-MONTH	Total Collected YTD	*TAXES LEVIED / OUTSTANDING
January	\$59,116.18	\$67,225.87	\$37,934.97	\$4,763.29	\$169,040.31	\$169,040.31	\$90,036,462.69
February	\$451,494.03	\$555,530.91	\$305,290.64	\$36,147.03	\$1,348,462.61	\$1,517,502.92	\$88,688,000.08
March	\$936,528.77	\$1,379,849.03	\$670,539.97	\$73,577.34	\$3,060,495.11	\$4,577,998.03	\$85,627,504.97
April							
May							
June							
July							
August							
September							
October							
November							
December							
Total Taxes YTD	\$1,447,138.98	\$2,002,605.81	\$1,013,765.58	\$114,487.66	\$4,577,998.03		

*includes \$0.73 (Regular), \$0.50 (EMS) and Benefit Assessment

CENTRAL PIERCE FIRE & RESCUE TRANSPORT COLLECTIONS

MONTH	TRANSPORT COLLECTIONS	GEMT COLLECTIONS	TOTAL MONTH	TOTAL COLLECTED YTD	TRANSPORT COLLECTIONS REMAINING
January	\$85,208.39	\$63,433.03	\$148,641.42	\$148,641.42	5,500,000.00 2024 Budget \$5,414,791.61
February	\$507,790.62	\$753,347.88	\$1,261,138.50	\$1,409,779.92	\$4,907,000.99
March	\$1,053,023.36	\$1,137,464.94	\$2,190,488.30	\$3,600,268.22	\$3,853,977.63 Amount to collect
April					
May					
June					
July					
August					
September					
October					
November					
December					
Total YTD	\$1,646,022.37	\$1,954,245.85	\$3,600,268.22		



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Prevention & Education Division Report

Attachments: N/A

Submitted by AC Berdan

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Daffodil Parade – Puyallup and Orting

We were well-represented in the Daffodil Parade this year, adding additional vehicles to our entry to ensure all three agencies were represented and there was enough room to accommodate the 32 Great Escape winners from all three Fire Districts. We utilized 10,000 daffodils to decorate our P&E engine, Jenny (Orting's antique engine), the CPFR tow rig & float, and a GFR staff vehicle. It was cold and rainy as usual, but the parade route was packed with spectators.

CPFR Open House at Station 72

With an estimated attendance of 2,000+ people, the Open House hosted by Station 72 was an amazing community event. Building on the success of two years ago, we added several new partners and interactive components that kept the atmosphere lively and the visitors engaged. We were especially grateful to the on-duty crews that helped out by answering citizen questions, providing tours, and filling in wherever needed.

Arrive Alive

Our DUI Awareness program is scheduled at nine (9) local high schools this year, up from three (3) participants last year. Leveraging the expertise of the PXT Extrication Team, high school seniors will get to witness a simulated motor vehicle accident with entrapment, and then attend a survivor presentation from a victim of DUI last was pinned between two vehicle and lost both her legs. We are grateful for Karen M's continued willingness to share her experience in order to raise awareness.



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Safety Division Report

Attachments: N/A

Submitted by: AC McKenzie

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Integration of CPFRR & GFR safety program

The continuing integration of CPFRR & GFR safety programs for SCBA, PPE, SOGS & Protocol, Incident reporting

Completed LNI FIIRE Program 2024 1 Quarter Report

During this quarter, the District Safety Division reported to the FIIRE Program our continued focus on injury reduction, with emphasis on drill ground and physical training. We are working with the Wellness Division on mitigation plans (e.g., METS Program).

To reduce Carcinogenic exposure, the district safety division reported to the LNI FIIRE Program our continuing work with the district safety committee on developing processes and procedures for the district firefighter to safely handle contaminated firefighter PPE and a more intentional self-contained breathing apparatus decontamination process.

March OSHA Injury Report

There were 4 OSHA reportable incidents for March. 2 Medical Illnesses with Transport to the Hospital, but they were not admitted overnight. Employees have returned to work.

2 Ergonomic injuries, one back injury while working out, and one finger injury during ladder raise. No one was transported



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Emergency Management Chief's Report

Attachments: N/A

Submitted by: EMC Gibson

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

Guatemala update

Presentation went well. I will be helping coordinate the next Volcanos on Cities conference in Bend Oregon in July of 2026.

Lahar drill

Lahar Drill was completed on March 21st with 19000 students evacuating and another 21000 students sheltering in place. CPFR and OVFR practiced their rapid action plans. Focus going forward will be on a response plan.

Severe Weather Plan

I am going to be working on a severe weather plan for staff and response. With wildland season coming soon I will be working on our Red Flag warning special order.



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

Item Title: Deputy Chief's Report

Attachments: N/A

Submitted by: DC VanKeulen

RECOMMENDED ACTION BY THE BOARD:

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

SUMMARY:

SWAT Medic Program

CPFR is engaged with Captain Massey and the need for SWAT Medics. CPFR Operations Staff are working on a proposal and an ILA Addendum.

Lieutenant Test

Promotional tests are great opportunities to mentor, coach and set expectations. Our leadership team is seizing the opportunity by facilitating practice sessions, leading the stations, and serving as evaluators.

Ride-alongs GFR

Under the three-Directorate structure approved by the joint BOC, I am responsible for Emergency Services. DC Mason and I are well underway exchanging areas of responsibility. I am starting the discovery process at GFR and have several ride-alongs scheduled.



Board Meeting Agenda Item Summary

Agenda Date: April 22, 2024

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:

South Pierce Fire & Rescue

As a follow up to the request from South Pierce Fire & Rescue, Staff have met twice with Chief Wernet to better understand the needs of their District moving forward. Additional meetings are scheduled, and it is likely Staff will have a Board report, including a recommendation no later than the May 13 Regular Meeting.

South Sound 911 Alarm Handling Times

Staff continues to work with South Sound 911 regarding the alarm handling times for Echo and Delta level incidents. Now that there is a clear understanding of the data, additional meetings will be requested to start the dialogue on how dispatch procedures or policies could be developed or altered to allow Echo and Delta level incidents to be received and dispatched within 90 seconds.

Merger Exploration

The merger exploration continues to proceed. Staff is working diligently to complete several administrative processes to meet the deadlines in front of all three organizations. Staff viewed the recent Joint Board Workshop as successful and believes that additional Joint Board Workshops, or Joint Board Meetings will be required to keep the merger exploration project on track.