

Pacific County Fire Protection District 1  
Regular Commissioner's Meeting  
February 18, 2020 – 4:00 p.m.  
Station 21-1, Ocean Park



## AGENDA

Establish Quorum/Call Meeting To Order/Pledge of Allegiance

Executive Session for Board for Volunteer FF Monthly Meeting

Consent Agenda (Items that need approval and signatures.)

1. Minutes of Regular Commissioners Meeting held on January 21<sup>st</sup>, 2020
2. January 30<sup>th</sup>, 2019 4<sup>th</sup> Week Expenses for a total of \$7,347.82
3. February 18<sup>th</sup>, 2020 expenses for a total of \$96,092.25, not including Jack's Country Store
  - a. Accounts Payable: \$37,650.70
  - b. Payroll: \$58,441.55

Jack's Country Store: Needs Approval

1. February 18<sup>th</sup>, 2020 expenses for a total of \$288.00

Guests and Public Comments

1. Guests:  
Public Comments:  
Please introduce yourself and your purpose in attending the meeting.

Presentations and Special Events: None

Secretary's Report

1. BIAS Treasurer's Report
2. Monthly Budget Position Report, January 2020
3. 2020 Cash Flow Statement
4. 2020 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. March 17<sup>th</sup>, 2020 – Regular Commissioner's Meeting, Station 21-1, 4:00 p.m.

Correspondence: None

Old Business:

1. Naselle Intercept Agreement

New Business:

1. Resolution 2020-04 – Surplus Property AED: Needs Approval
2. 2020 WFCA Health Care Program: Needs Approval
3. Freedom Foundation Litigation

Pacific County Fire Protection District 1  
Regular Commissioner's Meeting  
February 18, 2020 – 4:00 p.m.  
Station 21-1, Ocean Park



District Chief's Report

1. AC Karvia's Report
2. AC Weatherby's Report
3. Pub Ed Coordinator Karvia's Report

Commissioner's Reports

1. Tom Downer
2. Fred Hill
3. Dennis Long

Personnel Information:

Good of the Order:

Executive Session:

Adjourn Meeting by Chairman

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES JANUARY 21, 2020**



Commissioner Hill established that a quorum was present and called the meeting to order at 16:00. The meeting was held at Station 1, located at 26109 Ridge Avenue, Ocean Park, WA 98640. Attendance at the meeting included:

Commissioner Fred Hill  
Commissioner Tom Downer  
Commissioner Dennis Long  
Fire Chief Jacob Brundage  
Assistant Chief Mike Karvia

Assistant Chief Brad Weatherby  
Firefighter/Paramedic Jeff Archer  
Firefighter/EMT Tyler Reynolds  
Volunteer EMT Brian Davis  
District Secretary [REDACTED]

*Commissioner Downer made a motion to appoint Fred Hill as Chairman of the Board of Commissioners for Pacific County Fire District #1, seconded by Commissioner Long. Motion carried.*

*Commissioner Downer made a motion to appoint Dennis Long as Vice Chair of the Board of Commissioners for Pacific County Fire District #1, seconded by Commissioner Long. Motion carried.*

Commissioner Hill called for an Executive Session at 16:02 for Pension and Relief Board meeting. Regular session resumed at 16:03.

Consent Agenda

1. Minutes of Regular Commissioners Meeting held on December 17<sup>th</sup>, 2019
2. December 26<sup>th</sup>, 2019 4<sup>th</sup> Week Expenses for a total of \$241,595.63
  - a. Accounts Payable: \$13,630.94
  - b. Payroll: \$227,964.69
3. Regular 13<sup>th</sup> Month expenses for a total of \$26,062.22
4. January 21<sup>st</sup>, 2020 expenses for a total of \$242,811.22, not including Jack's Country Store
  - a. Accounts Payable: \$47,331.46
  - b. Payroll: \$195,479.76

*Commissioner Long made a motion to approve the consent agenda as prepared, seconded by Commissioner Downer.*

Commissioner Downer stated that he had a correction in the minutes. Commissioner Hill had called in to the December 17<sup>th</sup> meeting rather than himself.

Commissioner Long stated that he would like his statement regarding participants in the strategic plan workshop to include citizens.

AC Weatherby stated that the Medicare reporting item needs to be changed to reflect his recommendation of hiring PCG rather than completing the report in-house.

Motion carried.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES JANUARY 21, 2020**



Jack's Country Store

1. Jack's 13<sup>th</sup> Month expenses for a total of \$258.89
2. January 21<sup>st</sup>, 2020 expenses for a total of \$113.43

*Commissioner Hill made a motion to approve the expenses for Jack's Country Store, seconded by Commissioner Long. Commissioner Downer abstained. Motion carried.*

Guests and Public Comments: None

Presentations and Special Events: None

Secretary's Report: (Report Attached)

1. BIAS Treasurer's Report
2. Monthly Budget Position Report, December 2019
3. 2019 Cash Flow Statement
4. 2019 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. February 18<sup>th</sup>, 2020 – Regular Commissioner's Meeting, Station 21-1, 4:00 p.m.

Correspondence: None

Old Business:

1. Naselle Intercept Agreement Evaluation

AC Weatherby presented his 2019 Naselle intercept agreement evaluation. He informed that we are losing money when Naselle calls us for ALS intercepts. It pulls our paramedic resource out of our service area. There is currently a conflict right now with staffing and the budget. We need to evaluate the agreement again and make a decision.

Commissioner Long asked if we could increase the fee to help justify the budget.

AC Weatherby informed that he and Commissioner Hill had met with Naselle's commissioners and had worked on a revised agreement. We had decided to continue service as-is instead. We could renegotiate the current contract, terminate it, or continue on as-is until we have more clarity.

Commissioner Long stated that he knows Commissioner Strange well and could meet with him if it would help.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES JANUARY 21, 2020**



Commissioner Hill stated that we don't have enough people on shift. We are taking people out of our area and it feels like we are leaving our District members exposed. How can we cover someone else when we can't cover our own calls?

AC Weatherby stated that he thinks Naselle understands the situation, and the ball is in our court.

Commissioner Downer stated that the only way we can continue on is if the compensation can help our staffing numbers.

Commissioner Long said that we should put this topic on the agenda for the next meeting.

Commissioner Downer added that we should invite Naselle's Board and have more concrete numbers to present. We are trying to cover ALS service for their service area and ours.

AC Weatherby informed that this causes a conflict 37% of the time.

Commissioner Downer stated no matter the cost they pay, we need to cover our own area. He stated that he does not think that we can sit on the fence any longer. This agreement is not working for us and has high risk to our District. We don't have the personnel to cover our current arrangement, and it should be terminated.

Commissioner Hill stated that if Naselle has a proposal that doesn't put our people at risk, the Board would be willing to listen.

*Commissioner Downer made a motion to send a 60 day notice to terminate the Naselle Intercept Agreement as exists and to invite the PCFD#4 Board to our next meeting, seconded by Commissioner Hill. Motion carried.*

New Business:

1. Resolution 2020-01 – Authorizing Any Commissioner to Serve as a Volunteer Firefighter: Needs Approval

*Commissioner Hill made a motion to approve Resolution 2020-01 – Authorizing Any Commissioner to Serve as a Volunteer Firefighter, seconded by Commissioner Downer. Motion carried.*

2. Resolution 2020-02 – 2019 EMS Levy Write-Offs: Needs Approval

*Commissioner Downer made a motion to approve Resolution 2020-02 – 2019 EMS Levy Write-Offs, seconded by Commissioner Long. Motion carried.*

3. Resolution 2020-03 – Surplus Property AEDs: Needs Approval

*Commissioner Long made a motion to approve Resolution 2020-03 – Surplus Property AEDs, seconded by Commissioner Downer. Motion carried.*

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES JANUARY 21, 2020**



**4. Automatic Aid Agreement with Ilwaco Fire Department: Needs Approval**

*Commissioner Downer made a motion to approve the Automatic Aid Agreement with Ilwaco Fire Department, seconded by Commissioner Downer.*

Commissioner Downer stated that he would like to hear from the Chief and asked if he has any concerns.

Chief Brundage informed that this automatic aid agreement is different from the current one we have with Long Beach. It clarifies the governance piece. This agreement will allow the closest response vehicles to go to large fire incidents on the south end of the Peninsula. If Long Beach comes north, Ilwaco will cover the south end. He stated that this would be a win for everyone involved.

Motion carried.

**5. EMS Levy Fact Sheet**

Commissioner Downer stated this document is well written and clear.

Chief Brundage informed that it hasn't been published yet. He asked the Board if there was anything they would like him to add or subtract before doing so.

Commissioner Downer suggested simplifying the mental math portion and making the assessed valuation example a rounded number such as \$100,000.

Commissioner Long agreed with this suggestion and stated this involved less mental gymnastics.

District Chief's Report: See Attached Report (read by AC Karvia)

1. AC Karvia's Report – AC Karvia reported that the 2020 Fire Academy is underway. We are now down to 13 students from 17.
2. AC Weatherby's Report – AC Weatherby reported that the cost of the Medicare report could be filed as a GEMT direct expense. He checked on contracting for Medicare report services with PCG through Systems Design, and it is allowed. AC Weatherby also reported that the new AEDs arrived and are in service; the old ones were surplus tonight.
3. Pub Ed Coordinator Karvia's report – See Attached

Commissioner's Reports

1. Tom Downer – None
2. Fred Hill – None
3. Dennis Long – Commissioner Long commented that there were many fires in Australia.

Personnel Information: None

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES JANUARY 21, 2020**



Good of the Order: None

Executive Session: Commissioner Hill called for an Executive Session lasting approximately 30 minutes for personnel matters and negotiations at 17:05. Fire Chief Brundage and DS [REDACTED] were in attendance for the entire session. Regular session resumed at 17:35.

*Commissioner Downer made a motion to approve a letter drafted to IAFF Local 3999 with the provisions outlined but denying the request that Fire District #1 rescind the request for information regarding the on-call program, seconded by Commissioner Long. Motion carried.*

Meeting adjourned at 17:36.

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FRED H. HILL, Commissioner

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THOMAS L. DOWNER, Commissioner

Attest:

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DENNIS A. LONG, Commissioner

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[REDACTED] District Secretary

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
SPECIAL COMMISSIONERS MEETING WORKSHOP  
MINUTES OF JANUARY 24, 2020**



Commissioner Hill established that a quorum was present and called the meeting to order at 17:00 hours. The meeting was held the PCFD#1 Administrative Office, located at 26110 Ridge Avenue, Ocean Park, WA 98640. Attendance at the meeting included:

Commissioner Fred Hill  
Commissioner Tom Downer

Fire Chief Jacob Brundage  
District Secretary [REDACTED]

Guests and Public Comments: None

Executive Session: Commissioner Hill called for an Executive Session lasting 20 minutes for negotiations at 17:00. Chief Brundage and DS [REDACTED] were in attendance for the session.

Commissioner Long joined the meeting via telephone at 17:13.

Regular session resumed at 17:20.

*Commissioner Downer made a motion to direct Chief Brundage to pursue the Grand Bargain as outlined, seconded by Commissioner Hill. Motion carried.*

Meeting adjourned at 17:20.

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FRED H. HILL, Commissioner

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THOMAS L. DOWNER, Commissioner

Attest:

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DENNIS A. LONG, Commissioner

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[REDACTED] District Secretary



# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

01/30/2020 To: 01/30/2020

Time: 17:02:22 Date: 01/30/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
143	01/30/2020	Claims	1	23781	ACTIVE ENTERPRISES INC	331.06	ST2 PROPANE; ST4 PROPANE; ST5 PROPANE
144	01/30/2020	Claims	1	23782	ALSCO INC.	114.18	1/23 LINEN SERVICE; 1/30 LINEN SERVICE
145	01/30/2020	Claims	1	23783	JEFFEREY S ARCHER	225.00	NEW DISHWASHER FOR ST2
146	01/30/2020	Claims	1	23784	BANK OF THE PACIFIC VISA - 1029	1,553.32	LK DECEMBER CC CHARGES
147	01/30/2020	Claims	1	23785	BANK OF THE PACIFIC VISA - 1303	723.38	JB CREDIT CARD CHARGES - DECEMBER 2019
148	01/30/2020	Claims	1	23786	DISH NETWORK ACCT# 8255 1010 1017 4606	5.01	ST1 CABLE - REST OF 2/1 PMT
149	01/30/2020	Claims	1	23787	DISH NETWORK ACCT# 8255 7070 8259 8256	2.51	ST2 CABLE - REST OF 2/8 PMT
150	01/30/2020	Claims	1	23788	GRAINGER	1,124.41	MOTOR FOR EXHAUST SYSTEM IN TRUCK BAY AT ST1
151	01/30/2020	Claims	1	23789	LANI G KARVIA	250.00	BOOT REIMBURSEMENT
152	01/30/2020	Claims	1	23790	MICHAEL J KARVIA	20.00	ST2 DISHWASHER DUMP DISPOSAL FEE
153	01/30/2020	Claims	1	23791	NORTH BEACH WATER	131.36	ST1 WATER; ST1D WATER
154	01/30/2020	Claims	1	23792	PUD #2 OF PACIFIC COUNTY	75.57	ST4 ELECTRICITY
155	01/30/2020	Claims	1	23793	SUMMIT LAW GROUP	2,712.00	ACTIVITY BILLED THROUGH 12/31/19
156	01/30/2020	Claims	1	23794	VERIZON WIRELESS	80.02	ACCT: 242204341-00001, E2121 MDC; ACCT: 342204208-00001, M2144 MDC
001 General Fund 651.100						7,347.82	
						7,347.82	Claims: 7,347.82

We the undersigned Board of Commissioners of Pacific County Fire District #1, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified above are approved for payment

On this \_\_\_\_\_ day of \_\_\_\_\_, District Secretary \_\_\_\_\_

\_\_\_\_\_  
Commissioner Hill

\_\_\_\_\_  
Commissioner Downer

\_\_\_\_\_  
Commissioner Long

# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

02/01/2020 To: 02/27/2020

Time: 10:56:50 Date: 02/14/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
170	02/27/2020	Payroll	1	EFT	DAVID M ALLSUP	3,749.81	
171	02/27/2020	Payroll	1	EFT	JEFFEREY S ARCHER	3,900.46	
172	02/27/2020	Payroll	1	EFT	JUSTIN D F BAKER	1,588.04	
173	02/27/2020	Payroll	1	EFT	CORY A BARDONSKI	4,289.83	
174	02/27/2020	Payroll	1	EFT	SAMUEL J BURTON	3,233.98	
175	02/27/2020	Payroll	1	EFT	MICHAEL P DECONTO	4,766.47	
176	02/27/2020	Payroll	1	EFT	JASON W DERREY	4,336.21	
177	02/27/2020	Payroll	1	EFT	NICKOLAS HALDEMAN	3,720.33	
178	02/27/2020	Payroll	1	EFT	KYLE J HARRINGTON	3,472.53	
179	02/27/2020	Payroll	1	EFT	NATASHA LUCE	554.90	
180	02/27/2020	Payroll	1	EFT	JOSHUA M RAICHL	3,529.54	
181	02/27/2020	Payroll	1	EFT	TYLER REYNOLDS	440.10	
182	02/27/2020	Payroll	1	EFT	THOMAS C TROTTER	613.45	
183	02/27/2020	Payroll	1	EFT	MICHAEL WEATHERBY	3,419.02	
184	02/27/2020	Payroll	1	EFT	DAVID L WILLIAMS	3,465.41	
185	02/14/2020	Claims	1	EFT	DOWNER, THOMAS L.	256.00	1/21 REGULAR MEETING; 1/24 SPECIAL MEETING
186	02/14/2020	Claims	1	EFT	HILL, FRED	384.00	1/21 REGULAR MEETING; 1/24 SPECIAL MEETING; 1/30 VOUCHERS
187	02/14/2020	Claims	1	EFT	DENNIS LONG	256.00	1/21 REGULAR MEETING; 1/24 SPECIAL MEETING
188	02/14/2020	Claims	1	EFT	SECURITY STATE BANK OF WA	22.50	FEBRUARY BANK FEES
189	02/14/2020	Claims	1	EFT	WA STATE DEPT OF REVENUE	346.66	Written From Use Tax Report
190	02/14/2020	Payroll	1	EFT	INTERNAL REVENUE SERVICE	5,724.80	941 Deposit for Pay Cycle(s) 02/27/2020 - 02/27/2020
191	02/14/2020	Payroll	1	EFT	WA STATE DEPT OF RETIREMENT	7,636.67	CORRECTION UNDERPAYMENT; Pay Cycle(s) 02/27/2020 To 02/27/2020 - LEOFF
192	02/14/2020	Claims	1	23795	ACTIVE ENTERPRISES INC	343.91	ST1 PROPANE
193	02/14/2020	Claims	1	23796	AIRGAS USA, LLC	56.49	OXYGEN CYLINDER RENTAL; OXYGEN CYLINDER RENTAL
194	02/14/2020	Claims	1	23797	ALSCO INC.	114.18	2/6 LINEN SERVICE; 2/13 LINEN SERVICE
195	02/14/2020	Claims	1	23798	ASTORIA FORD, INC.	43.32	ANTI-FREEZE - #9524
196	02/14/2020	Claims	1	23799	BEACH BATTERIES, INC.	121.27	#1620
197	02/14/2020	Claims	1	23800	BOUND TREE MEDICAL, LLC	573.64	MEDICAL SUPPLIES - NOT TAXED; MEDICAL SUPPLIES - NOT TAXED; MEDICAL SUPPLIES - NOT TAXED
198	02/14/2020	Claims	1	23801	CENTURY LINK #300537338	134.01	ST2 TELEPHONE
199	02/14/2020	Claims	1	23802	CENTURYLINK #300541120	56.18	BURN LINE
200	02/14/2020	Claims	1	23803	CENTURYLINK #300541738	416.84	ST1 AND ST3 TELEPHONE
201	02/14/2020	Claims	1	23804	CLATSOP COMMUNITY COLLEGE	255.00	FIRE SCHOOL USAGE - 3 HRS @ \$85
202	02/14/2020	Claims	1	23805	DENNIS COMPANY INC	232.14	CHAINSAW REPAIR FROM T21-32. NEW CHAINSAW CHAPS FOR ST2; ST2 GYM MAINTENANCE; ST2 DRANO
203	02/14/2020	Claims	1	23806	DRUG SCREENS, INC.	105.00	WIRKKALA UA; D. DAVIS UA; BAKER UA
204	02/14/2020	Claims	1	23807	EMERGENCY REPORTING	5,711.57	2020 SUBSCRIPTION
205	02/14/2020	Claims	1	23808	EVERGREEN SEPTIC INC.	85.00	ST5 BI-WEEKLY SERVICE

# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

02/01/2020 To: 02/27/2020

Time: 10:56:50 Date: 02/14/2020

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
206	02/14/2020	Claims	1	23809	GOODWILLIE, MICHAEL	200.00	2/1/2020 IFSAC FFII EVALUATOR
207	02/14/2020	Claims	1	23810	INTL. ASSOC. OF ARSON INVESTIGATORS	140.00	MEMBERSHIP - 1YEAR
208	02/14/2020	Claims	1	23811	JONES & BARTLETT LEARNING, LLC	316.75	NAEMT INSTRUCTOR PREP COURSE X7, 1 TOOL KIT
209	02/14/2020	Claims	1	23812	KING, MARK	200.00	2/1/2020 IFSAC FFII EVALUATOR
210	02/14/2020	Claims	1	23813	LIENHARD, GARRY	250.00	2/1/2020 IFSAC FFII SENIOR EVALUATOR
211	02/14/2020	Claims	1	23814	LIFE ASSIST	2,240.40	MEDICAL SUPPLIES - TAXED AND NOT TAXED; MEDICAL SUPPLIES - NOT TAXED; MEDICAL SUPPLIES - NOT TAXED
212	02/14/2020	Claims	1	23815	KIRK MELLER	400.00	2/1/2020 IFSAC FFII TCO; 2/7/2020 IFSAC TEST PROCTOR
213	02/14/2020	Claims	1	23816	OKIES THRIFTWAY	303.80	MORNING SNACKS FOR PHTLS; MORNING SNACKS FOR PHTLS; 13 LUNCHES FOR PHTLS CLASS; 13 LUNCHES FOR PHTLS CLASS
214	02/14/2020	Claims	1	23817	OMAN & SONS INC	32.24	3/8CX3/4FHTX72 SS FLEX; 1/2IPX3/8C STRAIT STOP, 1OZ TFE PASTE
215	02/14/2020	Claims	1	23818	PACIFIC CO. FIRE DIST#1 REVOLVING FUND	60.60	POSTAGE
216	02/14/2020	Claims	1	23819	PACIFIC COUNTY TREASURER	321.20	2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLOOD TAX; 2020 FLO
217	02/14/2020	Claims	1	23820	PACIFIC OFFICE AUTOMATION	54.13	COPY PRINT FEE 12/19-1/19
218	02/14/2020	Claims	1	23821	PENINSULA SANITATION SERVICE, INC	278.72	ST1 GARBAGE; ST2 GARBAGE
219	02/14/2020	Claims	1	23822	PUD #2 OF PACIFIC COUNTY	711.31	ST1 ELECTRICITY; ST5 ELECTRICITY; ST1D ELECTRICITY; ST1A ELECTRICITY; ST3 ELECTRICITY; ST3 ELECTRICITY
220	02/14/2020	Claims	1	23823	SCHAFFFRAN, ANDREW	200.00	2/1/2020 IFSAC FFII EVALUATOR
221	02/14/2020	Claims	1	23824	SEA WESTERN INC, FIREFIGHTING EQUIP.	521.47	AIR ANALYSIS; G1 CLEANING CONFIDENCE PLUS
222	02/14/2020	Claims	1	23825	SEAVIEW SEWER DISTRICT	319.20	ST2 SEWER; ST2 SEWER
223	02/14/2020	Claims	1	23826	STERICYCLE INC.	31.08	MONTHLY SERVICE
224	02/14/2020	Claims	1	23827	STRYKER SALES CORPORATION	16,320.14	6 LIFEPAK 1000s

# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

02/01/2020 To: 02/27/2020

Time: 10:56:50 Date: 02/14/2020

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
225	02/14/2020	Claims	1	23828	SUNSET AUTO PARTS	442.12	LED SIGNAL STAT - #4614; LAMP CLEAR LENS - #4614; RETURNS LAMP CLEAR LENSE - #4614; FUEL, OIL FILTER - #8775; TIRE VAL - #9228; OIL FILTER, DISTRIBUTOR ROTOR, DISTRIBUTOR CAP, SPARK PLUG - ONAN; BLIST
226	02/14/2020	Claims	1	23829	TECH TAP COMPUTER CONSULTING	345.92	FEBRUARY BLOCK HOURS
227	02/14/2020	Claims	1	23830	US POSTAL SERVICE	120.00	2020 BOX SERVICE FEE
228	02/14/2020	Claims	1	23831	VOYAGER FLEET SYSTEMS, INC.	3,341.86	JANUARY FUEL CHARGES
229	02/14/2020	Claims	1	23832	WA STATE FIREFIGHTERS ASSOC	110.00	ANNUAL MEMBERSHIP
230	02/14/2020	Claims	1	23833	WASTE CONNECTIONS OF WA INC	55.59	90 GAL SHRED
231	02/14/2020	Claims	1	23834	WELLSPRING FAMILY SERVICES EAP	200.46	JANUARY 2020 EAP SERVICES
232	02/14/2020	Claims	1	23835	WILLAPA FAMILY MEDICINE, P.S.	420.00	ZIMMERMAN FF PHYSICAL; D. DAVIS FF PHYSICAL; GRAFF FF PHYSICAL
233	02/14/2020	Claims	1	23836	JOHN S. WOOD	200.00	2/1/2020 IFSAC FFII EVALUATOR
001 General Fund 651.100						96,092.25	
							Claims: 37,650.70
						96,092.25	Payroll: 58,441.55

We the undersigned Board of Commissioners of Pacific County Fire District #1, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified above are approved for payment

On this \_\_\_\_\_ day of \_\_\_\_\_, District Secretary \_\_\_\_\_

\_\_\_\_\_  
Commissioner Hill

\_\_\_\_\_  
Commissioner Downer

\_\_\_\_\_  
Commissioner Long

# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

02/13/2020 To: 02/13/2020

Time: 10:59:37 Date: 02/14/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
234	02/13/2020	Claims	1	23837	JACKS COUNTRY STORE INC	288.00	LEG WOUND SUPPLIED FOR PHTLS CLASS; EXHAUST FAN ST1 PARTS; EXHAUST FAN ST1 PARTS; EXHAUST FAN ST1 PARTS; EXHAUST FAN ST1 PARTS; EXHAUST FAN ST1 PARTS; EXHAUST FAN ST1 PARTS; HOSES AND NOZZLES FOR ST1 VEHICLE WASHING; CABLE;
001 General Fund 651.100						288.00	
						288.00	Claims: 288.00
						288.00	

We the undersigned Board of Commissioners of Pacific County Fire District #1, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified above are approved for payment

On this \_\_\_\_\_ day of \_\_\_\_\_, District Secretary \_\_\_\_\_

\_\_\_\_\_  
Commissioner Hill

\_\_\_\_\_  
Commissioner Downer

\_\_\_\_\_  
Commissioner Long

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
DISTRICT SECRETARY'S REPORT  
FEBRUARY 18, 2020**



**FOR THE MONTH ENDING JANUARY 31, 2020**

**REVENUE: \$102,778.42**

**EXPENDITURES: \$276,589.69**

**CURRENT CASH POSITION: \$1,850,128.79**

**ACTIVITIES:**

- 1. Bias Annual Conference**
  - a. 2/18-20**
  - b. Spokane**
  - c. Will be absent from the Commissioner's Meeting**
- 2. 2/28/2020 Regular Payroll will be submitted with 4<sup>th</sup> week vouchers**
  - a. Waiting on an answer about a personnel issue**
- 3. Special "thank you" to Michael Goldberg, Support Volunteer**
  - a. Filing of past vouchers**

# TREASURERS REPORT

## Fund Totals

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

01/01/2020 To: 01/31/2020

Time: 09:47:40 Date: 02/06/2020  
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 651.100	1,997,351.80	102,778.42	276,589.69	1,823,540.53	23,640.75	2,947.51	0.00	1,850,128.79
	1,997,351.80	102,778.42	276,589.69	<b>1,823,540.53</b>	23,640.75	2,947.51	0.00	<b>1,850,128.79</b>

# TREASURERS REPORT

## Account Totals

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 General Fund 651.100	1,992,651.80	102,782.31	276,593.58	1,818,840.53	0.00	26,588.26	1,845,428.79
3 Ambulance Billing BOP	100.00	62,926.84	62,926.84	100.00	0.00	0.00	100.00
4 Petty Cash	100.00	22.15	22.15	100.00	0.00	0.00	100.00
5 Advance Travel	3,000.00	100.00	100.00	3,000.00	0.00	0.00	3,000.00
6 Revolving Checking	1,500.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00
Total Cash:	1,997,351.80	165,831.30	339,642.57	1,823,540.53	0.00	26,588.26	1,850,128.79
	1,997,351.80	165,831.30	339,642.57	1,823,540.53	0.00	26,588.26	1,850,128.79



# TREASURERS REPORT

## Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

As Of: 01/31/2020 Date: 02/06/2020  
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2017	550	04/12/2017	Claims	1	21416	BURNS, CARLA	100.00	PATIENT REFUND
2018	30	01/11/2018	Claims	1	22067	SID'S IGA	12.64	DISHWASHER DETERGENT ST2
2018	388	03/19/2018	Claims	1	22216	LEONARD BENNIS	10.00	PATIENT REFUND
2018	405	03/19/2018	Claims	1	22233	KYLE J HARRINGTON	3.00	DRIVER'S CHECK REIMBURSEMENT
2019	362	03/15/2019	Claims	1	23054	HEARING AID CENTER	200.00	HEARING TEST - B. DAVIS, MAYFIELD, M. KARVIA, BARDONSKI, ALLSUP, DECONTO, BURTON, HARRINGTON
2019	490	04/12/2019	Claims	1	23115	HEARING AID CENTER	100.00	HEARING TEST - DERREY, WEATHERBY M.; RYAN STAMM TEST; DAVID WILLIAMS TEST
2020	33	01/01/2020	Claims	1	23721	DRUG SCREENS, INC.	35.00	R. BAGEANT URINALYSIS
2020	47	01/01/2020	Claims	1	23733	SANTIAM EMERGENCY EQUIPMENT, INC.	448.62	ARGUS 4 RECHARGEABLE BATTERY PACK
2020	48	01/01/2020	Claims	1	23734	SID'S IGA	23.09	WATER FOR THE STATION; DISH SOAP
2020	52	01/01/2020	Claims	1	23738	WILLAPA FAMILY MEDICINE, P.S.	135.00	R. BAGEANT PHYSICAL
2020	58	01/31/2020	Payroll	1	23741	STEVE L BELLINGER	175.46	
2020	62	01/31/2020	Payroll	1	23742	BRIAN DAVIS	2,217.49	
2020	76	01/31/2020	Payroll	1	23745	RICHARD SCHATZ	554.56	
2020	88	01/16/2020	Claims	1	23753	DISH NETWORK ACCT# 8255 1010 1017 4606	80.03	ST1 CABLE
2020	90	01/16/2020	Claims	1	23755	EVERGREEN SEPTIC INC.	85.00	BI WEEKLY SERVICE - ST5
2020	91	01/16/2020	Claims	1	23756	FINK, LORETTA	87.00	PATCHES ON X29
2020	97	01/16/2020	Claims	1	23762	PACIFIC COUNTY SHERIFF'S OFFICE	7,530.48	1ST QTR 2020 LOCAL SUPPORT
2020	105	01/16/2020	Claims	1	23769	TARGETSOLUTIONS LEARNING	5,312.15	2020 MEMBERSHIP FEE
2020	106	01/16/2020	Claims	1	23770	TECH TAP COMPUTER CONSULTING	345.92	BLOCK HOURS JANUARY
2020	108	01/16/2020	Claims	1	23772	WA FIRE CHIEFS	1,650.00	WA FIRE SYMPOSIUM - KARVIA, ARCHER, B. DAVIS
2020	109	01/16/2020	Claims	1	23773	WILLAPA FAMILY MEDICINE, P.S.	135.00	WIRKKALA PHYSICAL
2020	143	01/30/2020	Claims	1	23781	ACTIVE ENTERPRISES INC	331.06	ST2 PROPANE; ST4 PROPANE; ST5 PROPANE
2020	144	01/30/2020	Claims	1	23782	ALSCO INC.	114.18	1/23 LINEN SERVICE; 1/30 LINEN SERVICE
2020	145	01/30/2020	Claims	1	23783	JEFFEREY S ARCHER	225.00	NEW DISHWASHER FOR ST2
2020	146	01/30/2020	Claims	1	23784	BANK OF THE PACIFIC VISA - 1029	1,553.32	LK DECEMBER CC CHARGES
2020	147	01/30/2020	Claims	1	23785	BANK OF THE PACIFIC VISA - 1303	723.38	JB CREDIT CARD CHARGES - DECEMBER 2019
2020	148	01/30/2020	Claims	1	23786	DISH NETWORK ACCT# 8255 1010 1017 4606	5.01	ST1 CABLE - REST OF 2/1 PMT
2020	149	01/30/2020	Claims	1	23787	DISH NETWORK ACCT# 8255 7070 8259 8256	2.51	ST2 CABLE - REST OF 2/8 PMT
2020	150	01/30/2020	Claims	1	23788	GRAINGER	1,124.41	MOTOR FOR EXHAUST SYSTEM IN TRUCK BAY AT ST1

# TREASURERS REPORT

## Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2020	151	01/30/2020	Claims	1	23789	LANI G KARVIA	250.00	BOOT REIMBURSEMENT
2020	152	01/30/2020	Claims	1	23790	MICHAEL J KARVIA	20.00	ST2 DISHWASHER DUMP DISPOSAL FEE
2020	153	01/30/2020	Claims	1	23791	NORTH BEACH WATER	131.36	ST1 WATER; ST1D WATER
2020	154	01/30/2020	Claims	1	23792	PUD #2 OF PACIFIC COUNTY	75.57	ST4 ELECTRICITY
2020	155	01/30/2020	Claims	1	23793	SUMMIT LAW GROUP	2,712.00	ACTIVITY BILLED THROUGH 12/31/19
2020	156	01/30/2020	Claims	1	23794	VERIZON WIRELESS	80.02	ACCT: 242204341-00001, E2121 MDC; ACCT: 342204208-00001, M2144 MDC
							<u>26,588.26</u>	

Fund	Claims	Payroll	Total
001 General Fund 651.100	<u>23,640.75</u>	<u>2,947.51</u>	<u>26,588.26</u>
	23,640.75	2,947.51	26,588.26

# TREASURERS REPORT

## Signature Page

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

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I, the undersigned officer for the Pacific County Fire District #1 have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: \_\_\_\_\_  
District Secretary / Date

## 2020 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

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PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

January To January

[illegible]

## 2020 FUND TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

January To January

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# 2020 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

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001 General Fund 651.100

Months: 01 To: 01

Revenues		Amt Budgeted	Revenues	Remaining	
<b>310 TAXES</b>					
311 10 22 000	FIRE - Real and Personal Property Taxes	2,170,000.00	11,191.74	2,158,808.26	0.5%
311 10 26 000	EMS - Real and Personal Property Taxes	587,013.00	3,614.94	583,398.06	0.6%
312 10 00 000	Forest Excise Tax	0.00	0.00	0.00	0.0%
317 20 00 000	Leasehold Excise Tax	0.00	0.00	0.00	0.0%
318 00 00 000	Other Tax	0.00	0.00	0.00	0.0%
322 90 00 000	Burn Permits	900.00	100.00	800.00	11.1%
<b>310 TAXES</b>		<b>2,757,913.00</b>	<b>14,906.68</b>	<b>2,743,006.32</b>	<b>0.5%</b>
<b>330 State Grant</b>					
331 04 90 001	Direct Federal Grants (FEMA) SAFER	0.00	0.00	0.00	0.0%
331 04 90 002	Direct Federal Grants (FEMA) AFG	0.00	0.00	0.00	0.0%
332 93 01 000	Ground Emergency Medical Transportation	100,000.00	0.00	100,000.00	0.0%
333 04 90 000	Grant - HSGP Citizen Corps Program	0.00	0.00	0.00	0.0%
333 10 61 000	Indirect Federal Grant - DNR Phase II	0.00	0.00	0.00	0.0%
333 97 03 000	WA State Military Dept Emergency Mgmt Div	0.00	0.00	0.00	0.0%
334 01 30 000	State Grant - WSP FF Recruit Academy	0.00	0.00	0.00	0.0%
334 04 90 000	State Grant - DOH Prehospital	1,200.00	0.00	1,200.00	0.0%
334 04 90 001	State Grant - DOH Stroke	0.00	0.00	0.00	0.0%
334 06 90 001	State Grant - Secretary Of State Archives	0.00	0.00	0.00	0.0%
338 22 00 000	Fire Control Services (State Mobs, Etc.)	0.00	0.00	0.00	0.0%
<b>330 State Grant</b>		<b>101,200.00</b>	<b>0.00</b>	<b>101,200.00</b>	<b>0.0%</b>
342 20 00 000	Fire Protection Services (Fire Protection Contracts)	32,000.00	0.00	32,000.00	0.0%
342 60 01 000	Ambulance and Emergency Aid Services (Transports)	660,000.00	87,086.49	572,913.51	13.2%
342 60 02 000	Ambulance & Emergency Aid Services (Naselle Dist #4 payments)	3,000.00	0.00	3,000.00	0.0%
<b>340</b>		<b>695,000.00</b>	<b>87,086.49</b>	<b>607,913.51</b>	<b>12.5%</b>
359 90 00 000	Miscellaneous Fines and Penalties (Illegal burning)	0.00	0.00	0.00	0.0%
<b>350</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
361 11 00 000	Investment Interest	10,000.00	0.00	10,000.00	0.0%
367 11 00 000	Gifts, Pledges, Grants and Bequests from Private Sources	0.00	0.00	0.00	0.0%
369 91 00 000	Other Misc Revenues (Include reimb for expenditures)	0.00	200.00	(200.00)	0.0%
369 91 01 000	Misc Revenues - LNI Reimbursements for Timeloss/LEP	0.00	0.00	0.00	0.0%
369 91 01 001	Misc Revenues - BVFF Reimburse	1,200.00	0.00	1,200.00	0.0%
369 91 01 002	Misc Revenues - Training	0.00	585.25	(585.25)	0.0%
<b>360</b>		<b>11,200.00</b>	<b>785.25</b>	<b>10,414.75</b>	<b>7.0%</b>
388 80 00 000	Prior Year Cash Adjustment	0.00	0.00	0.00	0.0%
389 10 00 000	Refunds / Misc Non Revenues	0.00	0.00	0.00	0.0%



# 2020 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

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001 General Fund 651.100

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
380				
380	0.00	0.00	0.00	0.0%
391 10 00 000	General Obligation Bond Proceeds	0.00	0.00	0.00 0.0%
395 10 00 000	Proceeds From Sale of Capital Assets (Equipment, etc.)	0.00	0.00	0.00 0.0%
395 20 00 000	Insurance Revenue for Loss/Impairment of Capital Assets	0.00	0.00	0.00 0.0%
390	0.00	0.00	0.00	0.0%

<b>Fund Revenues:</b>	<b>3,565,313.00</b>	<b>102,778.42</b>	<b>3,462,534.58</b>	<b>2.9%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
522 10 10 001	Commissioners	10,000.00	512.00	9,488.00 5.1%
522 10 10 002	District Chief	115,695.00	8,913.87	106,781.13 7.7%
522 10 10 003	District Secretary	59,609.00	5,482.43	54,126.57 9.2%
522 10 10 004	Admin Assistant	0.00	0.00	0.00 0.0%
522 10 10 005	Pub. Ed. Coordinator	48,189.00	4,030.54	44,158.46 8.4%
522 10 10 006	Chief Of Operations	115,336.00	8,908.20	106,427.80 7.7%
522 10 10 007	Chief Of Administration	107,257.00	8,926.75	98,330.25 8.3%
522 10 20 001	Labor & Industry	18,791.00	0.00	18,791.00 0.0%
522 10 20 002	LEOFF Retirement	18,031.00	1,425.71	16,605.29 7.9%
522 10 20 003	Medical/Dental	53,187.00	4,139.43	49,047.57 7.8%
522 10 20 004	Medicare	6,468.00	525.80	5,942.20 8.1%
522 10 20 005	PERS Retirement	13,863.00	1,223.37	12,639.63 8.8%
522 10 20 006	Social Security	0.00	0.00	0.00 0.0%
522 10 20 007	Unemployment Compensation	0.00	0.00	0.00 0.0%
522 10 31 001	Office and Operating Supplies	9,160.00	1,430.94	7,729.06 15.6%
522 10 31 002	Office Cleaning Supplies	2,000.00	239.01	1,760.99 12.0%
522 10 35 001	Computer Hardware	1,000.00	0.00	1,000.00 0.0%
522 10 35 002	Computer Software	500.00	0.00	500.00 0.0%
522 10 41 001	Legal Services / Publications	30,000.00	2,712.00	27,288.00 9.0%
522 10 41 002	Misc Professional Services	10,000.00	2,823.42	7,176.58 28.2%
522 10 42 001	Postage	1,000.00	22.15	977.85 2.2%
522 10 43 001	Travel Lodging	3,500.00	0.00	3,500.00 0.0%
522 10 43 002	Travel Meals	2,000.00	0.00	2,000.00 0.0%
522 10 43 003	Travel Mileage	2,000.00	228.40	1,771.60 11.4%
522 10 43 004	Travel Registration / Fee	25,000.00	0.00	25,000.00 0.0%
522 10 46 001	Casualty & Liability Insurance	63,250.00	0.00	63,250.00 0.0%
522 10 47 001	Electricity	17,845.00	1,394.06	16,450.94 7.8%
522 10 47 002	Garbage	3,565.00	309.08	3,255.92 8.7%
522 10 47 003	Natural Gas	6,365.00	1,216.66	5,148.34 19.1%
522 10 47 004	Sewer	2,652.00	85.00	2,567.00 3.2%
522 10 47 005	Telephone	13,493.00	873.96	12,619.04 6.5%
522 10 47 006	Water	3,713.00	476.97	3,236.03 12.8%
522 10 47 007	Wireless Communications	1,442.00	80.02	1,361.98 5.5%
522 10 47 008	Cable TV	2,122.00	155.32	1,966.68 7.3%
522 10 48 001	Computer Services	7,210.00	345.92	6,864.08 4.8%
522 10 49 001	Health & Wellness	7,000.00	270.00	6,730.00 3.9%
522 10 49 002	Memberships and Subscriptions	16,995.00	4,627.71	12,367.29 27.2%

# 2020 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

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001 General Fund 651.100

Months: 01 To: 01

Expenditures		Amt Budgeted	Expenditures	Remaining	
520 FIRE					
522 10 51 001	Elections	6,000.00	0.00	6,000.00	0.0%
522 10 51 002	Ground Water Property Tax	412.00	0.00	412.00	0.0%
522 10 51 003	State Audit	0.00	0.00	0.00	0.0%
210		804,650.00	61,378.72	743,271.28	7.6%
522 20 10 001	Training Officer	0.00	0.00	0.00	0.0%
522 20 10 002	FF/EMT Salaries & Wages	519,599.00	37,732.96	481,866.04	7.3%
522 20 10 003	Maintenance Technician	84,990.00	6,363.43	78,626.57	7.5%
522 20 10 004	Resident Interns	0.00	0.00	0.00	0.0%
522 20 10 005	Volunteer Incentive Program	25,000.00	2,650.00	22,350.00	10.6%
522 20 10 006	Volunteer Fire Mobilization Pay	0.00	0.00	0.00	0.0%
522 20 10 099	Timeloss Payments (Disability)	0.00	0.00	0.00	0.0%
522 20 20 001	Labor & Industry	53,395.00	0.00	53,395.00	0.0%
522 20 20 002	LEOFF Retirement	27,695.00	2,011.16	25,683.84	7.3%
522 20 20 003	Medical/Dental	131,427.00	8,628.35	122,798.65	6.6%
522 20 20 004	Medicare	8,767.00	677.84	8,089.16	7.7%
522 20 20 005	PERS Retirement	10,930.00	818.34	10,111.66	7.5%
522 20 20 006	Social Security	1,700.00	164.30	1,535.70	9.7%
522 20 20 007	Unemployment Compensation	0.00	0.00	0.00	0.0%
522 20 20 008	BVFF Volunteer Disability - Reimbursable	0.00	0.00	0.00	0.0%
522 20 20 099	Payroll Clearing	0.00	794.19	(794.19)	0.0%
522 20 31 001	Misc Supplies	5,000.00	335.30	4,664.70	6.7%
522 20 31 002	Uniforms / Gear Issue	7,000.00	856.15	6,143.85	12.2%
522 20 32 001	Fuel	10,181.00	671.52	9,509.48	6.6%
522 20 35 001	Vehicle Parts	12,000.00	1,288.91	10,711.09	10.7%
522 20 35 002	Misc Small Tools/Equip	2,500.00	0.00	2,500.00	0.0%
522 20 35 003	Radio Equipment	1,000.00	0.00	1,000.00	0.0%
522 20 46 001	Pension & Relief	3,000.00	0.00	3,000.00	0.0%
522 20 48 001	Radio Repair/Maintenance	2,000.00	0.00	2,000.00	0.0%
522 20 48 002	Small Equip. Repair/Maintenance	4,000.00	448.62	3,551.38	11.2%
522 20 48 003	Vehicle Repair/Maintenance	2,000.00	35.64	1,964.36	1.8%
522 20 49 001	Misc Services	14,000.00	3,930.07	10,069.93	28.1%
522 20 51 001	Dispatch / Local Support Svcs	2,862.00	401.91	2,460.09	14.0%
220		929,046.00	67,808.69	861,237.31	7.3%
522 30 31 001	Fire Investigation Supplies	400.00	0.00	400.00	0.0%
522 30 31 002	Public Education Supplies	1,000.00	0.00	1,000.00	0.0%
522 30 49 001	Newsletter	0.00	0.00	0.00	0.0%
230		1,400.00	0.00	1,400.00	0.0%
522 40 31 001	Misc Supplies	3,500.00	0.00	3,500.00	0.0%
522 40 43 001	Training Lodging	2,000.00	0.00	2,000.00	0.0%
522 40 43 002	Training Meals	2,000.00	100.00	1,900.00	5.0%
522 40 43 003	Travel Mileage	500.00	0.00	500.00	0.0%
522 40 43 004	Travel Registration / Fee	20,000.00	6,306.08	13,693.92	31.5%
522 40 49 001	Resident Tuition	0.00	0.00	0.00	0.0%
522 40 49 002	Union Tuition	5,000.00	0.00	5,000.00	0.0%
240		33,000.00	6,406.08	26,593.92	19.4%
522 50 31 001	Building Maintenance Supplies	2,500.00	538.88	1,961.12	21.6%
522 50 49 001	Building Maintenance Services	10,000.00	0.00	10,000.00	0.0%

# 2020 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

MCAG #: 1244

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001 General Fund 651.100

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 FIRE</b>				
<b>250</b>	<b>12,500.00</b>	<b>538.88</b>	<b>11,961.12</b>	<b>4.3%</b>
526 10 10 001 EMS Coordinator	0.00	0.00	0.00	0.0%
526 10 10 002 FF/Paramedic Salaries & Wages	1,015,520.00	78,788.23	936,731.77	7.8%
526 10 10 003 Volunteer Reimbursement	20,000.00	1,457.50	18,542.50	7.3%
526 10 10 099 Timeloss Payments (Disability)	0.00	0.00	0.00	0.0%
526 10 20 001 Labor & Industry	71,500.00	0.00	71,500.00	0.0%
526 10 20 002 LEOFF Retirement	54,127.00	3,861.66	50,265.34	7.1%
526 10 20 003 Medical/Dental	170,408.00	7,898.04	162,509.96	4.6%
526 10 20 004 Medicare	14,725.00	1,163.57	13,561.43	7.9%
526 10 20 005 PERS Retirement	0.00	0.00	0.00	0.0%
526 10 20 006 Social Security	1,600.00	90.36	1,509.64	5.6%
526 10 20 007 Unemployment Compensation	0.00	0.00	0.00	0.0%
526 10 31 001 Office & Operating Supplies	0.00	0.00	0.00	0.0%
526 10 41 001 Biohazard Disposal	650.00	20.72	629.28	3.2%
<b>610</b>	<b>1,348,530.00</b>	<b>93,280.08</b>	<b>1,255,249.92</b>	<b>6.9%</b>
526 40 30 001 Supplies	1,000.00	0.00	1,000.00	0.0%
526 40 43 001 Travel Lodging	0.00	0.00	0.00	0.0%
526 40 43 002 Travel Meals	1,500.00	0.00	1,500.00	0.0%
526 40 43 003 Travel Mileage	0.00	0.00	0.00	0.0%
526 40 43 004 Travel Registration Fee	1,500.00	0.00	1,500.00	0.0%
526 40 43 005 OTEP	3,500.00	2,656.07	843.93	75.9%
<b>640</b>	<b>7,500.00</b>	<b>2,656.07</b>	<b>4,843.93</b>	<b>35.4%</b>
526 70 41 001 Ambulance Billing Services	30,000.00	4,739.40	25,260.60	15.8%
526 70 41 002 GEMT Services	30,000.00	0.00	30,000.00	0.0%
526 70 49 001 Ambulance Payment Refunds	3,000.00	0.00	3,000.00	0.0%
<b>670</b>	<b>63,000.00</b>	<b>4,739.40</b>	<b>58,260.60</b>	<b>7.5%</b>
526 80 31 001 Medical & Operating Supplies	45,000.00	4,915.52	40,084.48	10.9%
526 80 32 001 Fuel	47,039.00	2,176.10	44,862.90	4.6%
526 80 35 001 Vehicle Parts	10,000.00	1,514.01	8,485.99	15.1%
526 80 35 002 Misc Small Tools/Equip	1,000.00	0.00	1,000.00	0.0%
526 80 48 001 Medical Equip. Repairs & Maintenance	12,500.00	0.00	12,500.00	0.0%
526 80 48 002 Radio Repairs & Maintenance	0.00	0.00	0.00	0.0%
526 80 48 003 Vehicle Repairs & Maintenance	2,000.00	250.00	1,750.00	12.5%
526 80 51 001 Dispatch / Local Support Svcs	28,514.00	7,128.57	21,385.43	25.0%
<b>680</b>	<b>146,053.00</b>	<b>15,984.20</b>	<b>130,068.80</b>	<b>10.9%</b>
<b>520 FIRE</b>	<b>3,345,679.00</b>	<b>252,792.12</b>	<b>3,092,886.88</b>	<b>7.6%</b>
<b>580 Non-Expenditures</b>				
586 00 00 001 Timeloss Passthrough To Employee	0.00	0.00	0.00	0.0%
<b>580 Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
591 22 71 001 Principal	51,500.00	0.00	51,500.00	0.0%
592 22 83 001 Interest	3,863.00	0.00	3,863.00	0.0%
594 22 60 001 Buildings	80,000.00	0.00	80,000.00	0.0%
594 22 60 002 Communication Equipment	10,000.00	0.00	10,000.00	0.0%

## 2020 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

Time: 09:49:34 Date: 02/06/2020  
Page: 5

001 General Fund 651.100

Months: 01 To: 01

Expenditures		Amt Budgeted	Expenditures	Remaining	
590					
594 22 60 003	Office Equipment	0.00	0.00	0.00	0.0%
594 22 60 004	Equipment & Turnout Gear	35,000.00	0.00	35,000.00	0.0%
594 22 60 005	Fire Hose	5,000.00	0.00	5,000.00	0.0%
594 22 60 006	Misc Equipment	0.00	1,124.41	(1,124.41)	0.0%
594 22 60 007	SCBA Firefighting Equipment	60,000.00	22,673.16	37,326.84	37.8%
594 22 60 008	Engines	80,000.00	0.00	80,000.00	0.0%
594 26 60 001	Ambulance/Rechassis	100,000.00	0.00	100,000.00	0.0%
594 26 60 002	Misc Medical Equipment	20,000.00	0.00	20,000.00	0.0%
590		445,363.00	23,797.57	421,565.43	5.3%
Fund Expenditures:		3,791,042.00	276,589.69	3,514,452.31	7.3%
Fund Excess/(Deficit):		(225,729.00)	(173,811.27)		

## 2020 BUDGET POSITION TOTALS

PACIFIC COUNTY FIRE DISTRICT 1  
MCAG #: 1244

Months: 01 To: 01

Time: 09:49:34 Date: 02/06/2020

Page: 6

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 651.100	3,565,313.00	102,778.42	2.9%	3,791,042.00	276,589.69	7%
	3,565,313.00	102,778.42	2.9%	3,791,042.00	276,589.69	7.3%

## CASH FLOW PROJECTION

2020

MONTH	REVENUE TAX COLLECTIONS				EXPENDITURES			CASH BALANCE
	FIRE/EMS	AMBULANCE BILLING	MISC REVENUE	REVENUE MONTHLY	DATE	VOUCHER TOTAL	VOUCHER MONTHLY	
Beginning Balance								\$ 2,074,052.88
Rainy Day Fund Begin								\$ 1,700,000.00
Capital Fund Begin								\$ -
JANUARY ACTUAL	\$ 14,808.68	\$ 87,086.49	\$ 885.25	\$ 102,778.42	21-Jan 01/29/20	\$ (269,245.76) \$ (7,347.82)	\$ (276,593.58)	\$ 374,052.88 \$ 200,237.72
FEBRUARY ESTIMATED	\$ 228,280.68	\$ 55,250.00	\$ 30,919.00	\$ 314,449.68		\$ (278,807.00)	\$ (278,807.00)	\$ 235,880.40
MARCH ESTIMATED	\$ 183,617.07	\$ 55,250.00	\$ 30,919.00	\$ 269,786.07	GO BOND INTEREST	\$ (278,807.00) \$ (1,931.50)	\$ (280,738.50)	\$ 224,927.96
APRIL ESTIMATED	\$ 885,276.87	\$ 55,250.00	\$ 30,919.00	\$ 971,445.87		\$ (278,807.00)	\$ (278,807.00)	\$ 917,566.84
MAY ESTIMATED	\$ 352,621.96	\$ 55,250.00	\$ 30,919.00	\$ 438,790.96		\$ (278,807.00)	\$ (278,807.00)	\$ 1,077,550.80
JUNE ESTIMATED	\$ 35,565.47	\$ 55,250.00	\$ 30,919.00	\$ 121,734.47		\$ (278,807.00)	\$ (278,807.00)	\$ 920,478.27
JULY ESTIMATED	\$ 17,369.18	\$ 55,250.00	\$ 30,919.00	\$ 103,538.18		\$ (278,807.00)	\$ (278,807.00)	\$ 745,209.45
AUGUST ESTIMATED	\$ 28,672.94	\$ 55,250.00	\$ 30,919.00	\$ 114,841.94		\$ (278,807.00) CAPTIAL \$ (390,000.00)	\$ (668,807.00)	\$ 191,244.38
SEPTEMBER ESTIMATED	\$ 59,275.78	\$ 55,250.00	\$ 30,919.00	\$ 145,444.78		\$ (278,806.00) GO BOND \$ (53,431.50)	\$ (332,237.50)	\$ 4,451.66
OCTOBER ESTIMATED	\$ 643,211.13	\$ 55,250.00	\$ 30,919.00	\$ 729,380.13		\$ (278,806.00)	\$ (278,806.00)	\$ 455,025.80
NOVEMBER ESTIMATED	\$ 258,332.12	\$ 55,250.00	\$ 30,920.00	\$ 344,502.12		\$ (278,806.00)	\$ (278,806.00)	\$ 520,721.91
DECEMBER ESTIMATED	\$ 20,126.19	\$ 55,250.00	\$ 30,920.00	\$ 106,296.19		\$ (278,806.00)	\$ (278,806.00)	\$ 348,212.11
Rainy Day Fund End								\$ 1,700,000.00
Capital Fund End								\$ -
Ending Balance								\$ 2,048,212.11

## ANNUAL COLLECTION STATISTICS

		Date Of Service		02/01/2018								
		Date Of Service		01/31/2020								
		Invoices		0								
		Company		Pacific 1								
		Provider		Pacific 1								
Month	Tickets	Charges	Payments	%	Levy Fund	%	Disallowed	%	Uncollected	%	Pending	%
Feb 18	126	118,747.04	-81,406.53	69 %	-10,855.91	9 %	-23,698.06	20 %	-2,786.54	2 %	0.00	0 %
Mar 18	116	99,312.14	-65,843.32	66 %	-7,173.65	7 %	-25,560.17	26 %	-735.00	1 %	0.00	0 %
Apr 18	109	91,782.17	-60,759.39	66 %	-8,078.76	9 %	-21,129.02	23 %	-1,815.00	2 %	0.00	0 %
May 18	111	98,685.30	-67,882.69	69 %	-4,773.69	5 %	-24,560.82	25 %	-835.35	1 %	632.75	1 %
Jun 18	112	83,033.46	-53,916.64	65 %	-8,810.91	11 %	-18,485.07	22 %	-1,820.84	2 %	0.00	0 %
Jul 18	104	85,101.46	-55,738.87	65 %	-11,750.05	14 %	-16,860.66	20 %	-751.88	1 %	0.00	0 %
Aug 18	120	96,918.03	-66,432.21	69 %	-10,094.03	10 %	-21,352.12	22 %	-343.32	0 %	-1,303.65	-1 %
Sep 18	118	93,411.82	-64,976.41	70 %	-4,335.68	5 %	-23,578.35	25 %	-521.38	1 %	0.00	0 %
Oct 18	124	98,006.68	-66,844.32	68 %	-5,842.51	6 %	-24,567.97	25 %	0.00	0 %	751.88	1 %
Nov 18	102	86,382.77	-55,558.98	64 %	-7,589.22	9 %	-20,786.80	24 %	0.00	0 %	2,447.77	3 %
Dec 18	105	79,624.53	-55,575.26	70 %	-5,731.62	7 %	-17,188.65	22 %	0.00	0 %	1,129.00	1 %
Jan 19	127	105,453.02	-74,129.76	70 %	-6,325.85	6 %	-24,997.41	24 %	0.00	0 %	0.00	0 %
Feb 19	116	92,797.35	-61,529.84	66 %	-11,181.22	12 %	-20,086.29	22 %	0.00	0 %	0.00	0 %
Mar 19	139	108,698.58	-70,813.25	65 %	-7,915.86	7 %	-28,382.89	26 %	0.00	0 %	1,586.58	1 %
Apr 19	108	83,020.36	-53,605.79	65 %	-8,918.60	11 %	-19,264.53	23 %	-160.03	0 %	1,071.41	1 %
May 19	120	93,304.03	-58,985.45	63 %	-9,282.82	10 %	-24,093.51	26 %	0.00	0 %	942.25	1 %
Jun 19	152	124,082.78	-84,219.62	68 %	-7,354.92	6 %	-25,458.46	21 %	0.00	0 %	7,049.78	6 %
Jul 19	126	123,749.13	-80,623.25	65 %	-3,894.43	3 %	-35,027.54	28 %	0.00	0 %	4,203.91	3 %
Aug 19	120	107,770.57	-68,901.19	64 %	-6,971.18	6 %	-23,933.17	22 %	0.00	0 %	7,965.03	7 %
Sep 19	117	115,322.13	-68,225.76	59 %	-4,261.55	4 %	-29,464.67	26 %	0.00	0 %	13,370.15	12 %
Oct 19	113	102,249.97	-59,771.57	58 %	-3,141.16	3 %	-23,705.73	23 %	0.00	0 %	15,631.51	15 %
Nov 19	108	95,684.12	-50,234.01	52 %	-2,068.10	2 %	-22,644.50	24 %	0.00	0 %	20,737.51	22 %
Dec 19	94	78,859.24	-37,567.45	48 %	-533.45	1 %	-12,945.59	16 %	0.00	0 %	27,812.75	35 %
Jan 20	44	39,527.46	0.00	0 %	0.00	0 %	0.00	0 %	0.00	0 %	39,527.46	100 %

2,731

2,301,524.14

-1,463,541.56

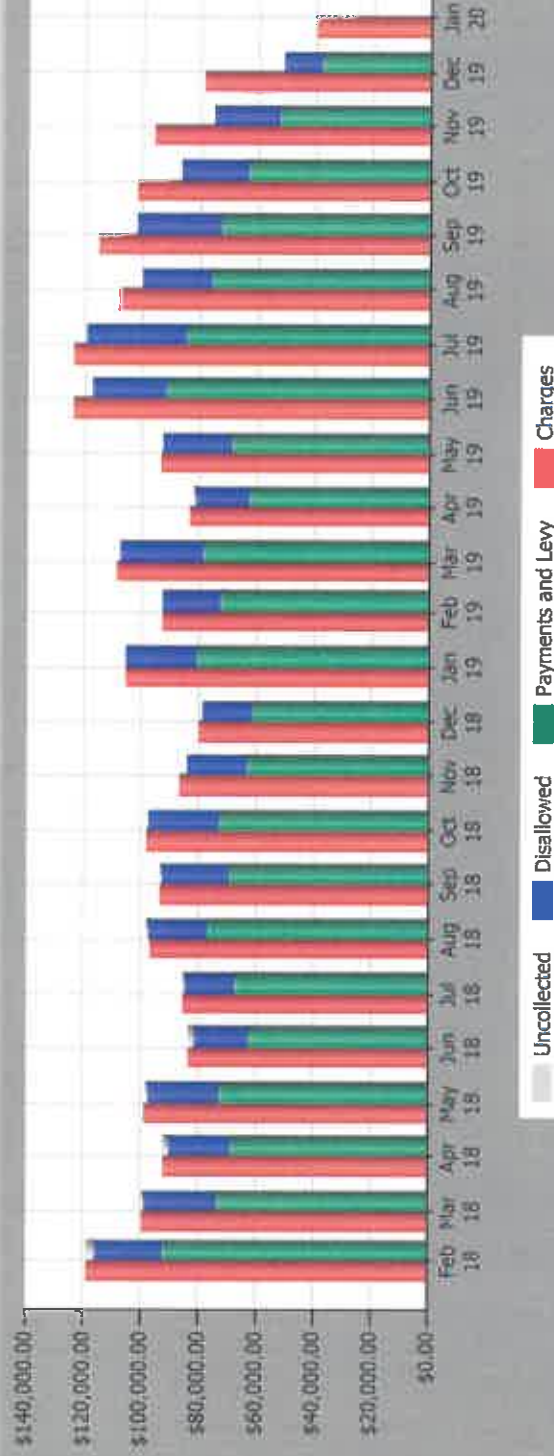
-156,885.17

-527,771.98

-9,769.34

143,556.09

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports







**Pacific County Fire District No. 1**  
**RESOLUTION 2020-04**

**SURPLUS PROPERTY**

**WHEREAS**, Pacific County Fire Protection District No. 1 has determined that the items as listed on the attached "Exhibit A" are in the District's inventory; and,

**WHEREAS**, it has been determined that said property is no longer of any use to the District, and

**NOW THEREFORE**, Pacific County Fire Protection District No. 1 hereby declares that said District property as listed in Exhibit A is surplus property to the District and is to be disposed of at the Fire Chief's discretion and in the best interest of the District.

**ADOPTED AND APPROVED** at a Regular Meeting of the Pacific County Fire Protection District No. 1 Board of Fire Commissioners held on February 18, 2020 at Station 21-1 in Ocean Park, Washington.

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Fred H. Hill, Commissioner

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Thomas L. Downer, Commissioner

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Dennis A. Long, Commissioner

Attest: \_\_\_\_\_

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

Resolution 2020-04 Surplus Property  
Exhibit A

**Surplus Gurney**

*This gurney is past serviceable life and is of no use to the District.*

<b>ID#</b>	<b>Description</b>	<b>Condition</b>	<b>Value</b>
30941592	Lifepak 500, PCFD#1 ID 000379	POOR	None



# WASHINGTON FIRE COMMISSIONERS ASSOCIATION HEALTH CARE PROGRAM 2020 - Employer Application and Eligibility/Contribution Form

PLEASE CHECK APPROPRIATE BOX:

- ☒ Renewal January 1    ☐ New Organization    ☐ Add Additional Line of Coverage  
☐ Change in Program    ☐ Organization Name Change    ☐ Address Change    ☐ Eligibility Change    ☐ Other

## I. ORGANIZATION INFORMATION

Employer Tax ID Number: 91-1263303

Fire Service Organization Pacific County Fire District #1 County Pacific  
Street Address 26110 Ridge Ave City Ocean Park State WA ZIP 98140  
P.O. Box 890 City Ocean Park State WA ZIP 98140  
Organization Contact Name [REDACTED] Title District Secretary Phone 360-665-4451  
Email jamie@pcofd.org Fax 360-665-4909 Chief Jacob Brundage

## II. ELIGIBILITY

1. Total number of employees on your payroll: 21  
(Include full time, union, part-time, temporary people, LEOFF I employees. Do not include volunteers, retirees, or commissioners)
2. Number TO BE COVERED: 21
- 2.a. Total number of LEOFF I employees in above figure: 0
- 2.b. Total number of LEOFF II employees in above figure: 18
- 2.c. Total number of PERS employees in the above figure: 3
- 2.d. Total number of LEOFF I Retirees to be covered: 0
- 2.e. Total number of Non-LEOFF I Retirees to be covered: 0
- 2.f. Total number of Commissioners to be covered: 1
- 2.g. Total number of Former Commissioners to be covered: 0
3. TOTAL NUMBER OF ELIGIBLE ENROLLEES TO BE COVERED:  
(2a + 2b + 2c + 2d + 2e + 2f + 2g) 22

## III. MEDICAL BENEFIT SECTION

### MEDICAL/VISION

☒ Yes    ☐ No

If "Yes": check all the medical plans you wish to have available to eligible people in your organization:

Medical administered by TPSC, PO Box 1894, Tacoma, WA 98401-1894

Vision administered by Vision Service Plan, 333 Quality Drive, Rancho Cordova, CA 95670. Vision is included in all self-funded medical plans

☐ Traditional Plan (LEOFF I ONLY)

Combo Plans: Active LEOFF I Dependent(s) only:

- ☐ Combo PP0-100 Plan    ☐ Combo PPO-Plus Plan  
☐ Combo PP0-300 Plan    ☐ Combo HD Plan  
☐ Combo PPO-750 Plan

- ☐ PP0-100 Plan    ☐ PPO-Plus Plan  
☒ PP0-300 Plan    ☐ HD Plan  
☐ PP0-750 Plan

Insured Medical/Vision Options: offered and underwritten by:

- ☐ Kaiser Foundation Health Plan of Washington  
601 Union St. Suite 3100, Seattle, WA. 98101  
☐ Kaiser Foundation Health Plan of the Northwest  
500 NE Multnomah St. Suite 100, Portland, OR 97232-5398

## IV. DENTAL BENEFIT SECTION

Dental administered by: Delta Dental of Washington, 9706 4th Ave NE, Seattle, WA 98115

DENTAL ☒ Yes    ☐ No

If "Yes", choose only one (1) of the following Dental plans for all eligible people in your organization:

- ☒ PPO INCENTIVE PLAN With Orthodontia    ☐ PPO BASIC PLAN With Orthodontia  
☐ PPO INCENTIVE PLAN Without Orthodontia    ☐ PPO BASIC PLAN Without Orthodontia

## V. DOMESTIC PARTNER ELIGIBILITY SECTION:

ALL PLANS COVER STATE-REGISTERED DOMESTIC PARTNERS

In addition, Organizations can choose to cover other domestic partners (as described on the WFCA Affidavit of Domestic Partnership)

Add Domestic Partner Coverage, in addition to State Registered Domestic Partners?

☐ Yes    ☒ No

If "Yes", choose one of the following: ☐ Same-sex only    ☐ Opposite-sex only    ☐ Both Same-sex and Opposite-sex

\*The Washington State Human Rights Commission may consider same-gender only or opposite-gender only selections to be discriminatory.

\*\*Washington State Domestic Partner Registry is only applicable when at least one partner is age 62 or older

## VI. LIFE and AD&D BENEFIT SECTION - Available if organization enrolls in Medical and/or Dental

Plan offered and underwritten by: Standard Insurance Company, 1100 SW 6th Ave, Portland, OR 97204

1. CORE LIFE AND AD&D PLAN: \$2,000 per employee -automatic for employees and commissioners enrolled in the Traditional, PP0-100, PP0-300, PPO-750 PPO-Plus, HD, or Combo medical plans.
2. BASIC LIFE / AD&D for employees and commissioners    ☐ Yes    ☒ No  
If "Yes", choose employee/commissioner amount: ☐ \$5,000    ☐ \$10,000    ☐ \$25,000    ☐ \$50,000    ☐ \$75,000    ☐ \$100,000
3. BASIC LIFE / AD&D for volunteers (paid by employer)    ☐ Yes    ☒ No    If "Yes", Choose Volunteer amount: ☐ \$5,000    ☐ \$10,000

Application Continued on Next Page

## 2020 Eligibility & Employer Contribution Levels

Fire Organization: Pacific County Fire District #1

Notes for completing this form:

1. Fire Service Organization's contributions for an employee's coverage under Medical and Dental must be noted below (either as a dollar amount or as a percentage of premium). Organization contributions can be any amount (including \$0)\*; however, all eligible employees must be enrolled (i.e. the employee cannot waive coverage).

**\*IMPORTANT:** The Organization's contribution for an employee's coverage under either the Kaiser Foundation Health Plan of Washington medical plan or the Kaiser Foundation Health Plan of the Northwest medical plan must be at least 50% and contributions must be non-discriminatory.

2. Organization contributions for dependents' coverage under Medical and Dental must be noted below (either as a dollar amount or as a percentage of premium). Organization contributions can be any amount (including \$0).
3. Organization contributions for an employee's coverage under Basic Life must be 100% of the premium.

### All Employees:

Eligibility:		Employer Contribution (Employee / Dependent)	
		Medical	Dental
<input checked="" type="checkbox"/> Full-time employees**	<u>30</u> Minimum hours per week* (Maximum of 30 hours / week (Fire service organization can choose hourly requirements ranging from 20 to 30 hours per week))	<u>100% / 100%</u>	<u>100% / 100%</u>
<input type="checkbox"/> Qualified Volunteers† (Qualified volunteers must complete the volunteer affidavit)			
<input type="checkbox"/> Employer contributes towards the premium		<u>/</u>	<u>N/A</u>
<input type="checkbox"/> Self-Pay Basis		<u>0% / 0%</u>	<u>N/A</u>
<input type="checkbox"/> Part-time employees	From _____ To _____ Hours per week (No less than 20 hours and no more than 29 hours per week)		
<input type="checkbox"/> Employer contributes towards the premium**		<u>/</u>	<u>/</u>
<input type="checkbox"/> Self-Pay Basis†		<u>0% / 0%</u>	<u>N/A</u>

\* The Affordable Care Act (ACA) defines full-time employment for purposes of health care coverage as working an average of 30 hours or more per week. Should fire service organizations wish to provide health care coverage to an employee working less than 30 hours per week, the employee must work no less than 20 hours per week to be eligible for WFCAs health care coverage.

\*\* For employees covered under either Kaiser Foundation Health Plan of Washington or Kaiser Foundation Health Plan of the Northwest, the organization contribution must be at least 50%.

†Volunteers and Part-time employees on a self-pay basis are only eligible for the PPO-300, PPO-750 and HD Plans.

Application Continued on Next Page

## APPLICATION AGREEMENT

To Become a Participating Member of the Washington Fire Commissioners Association Employee Benefit Program:

The undersigned applicant hereby applies for membership in the Washington Fire Commissioners Association Employee Benefit Program and hereby adopts such Program in accordance with the terms, conditions, and representations set forth herein and in the insurance or service contracts. The WFCA health care committee has oversight of the account (the IRSRA) established for purposes of this Program. Trusteed Plans Service Corporation, herein called "Administrator" is hereby requested to approve this application for participation and to request the insurer or service providers to effect desired coverage, subject to group underwriting rules of the insurer, and subject to any required underwriting for employees, including dependents under individual applications for insurance or service which may be submitted by or on behalf of the applicant, its owners, officers and employees, including their dependents.

Applicant hereby represents, covenants, warrants, and agrees as follows:

- 1) Applicant is a member in good standing of the Washington Fire Commissioners Association. Applicant agrees that at such a time as the preceding statement is no longer true, participation in the program shall automatically terminate without notice, as shall all insurance or other coverage provided through the plans of the Program for the Applicant, its employees and its employees' dependents.
- 2) Any rights of the Applicant, its employees, or employee's dependents, and the beneficiaries of any of them or any person claiming by or through such person to any insurance, self-funded benefits, or service benefits shall be subject to the terms and conditions, including any future modification thereof, of the standard operating procedures of the Administrator, the self-funded plan document, and of any insurance policy or service contract issued by an insurer or service provider.
- 3) Any organization enrolling in the Washington Fire Commissioners Association self-funded medical plan accepts that the program is subject to audit by the Office of the State Auditor and review by the Department of Enterprise Services Risk Management Division.
- 4) Applicant adopts the Washington Fire Commissioners Association Program and appoints Trusteed Plans Service Corporation of Tacoma, WA as Administrator. The Administrator shall have total and exclusive administrative control over the Program. The Administrator may directly bill and collect premiums, self-funded plan rates, contributions, and fees from members. The Administrator shall provide administrative, accounting, and other services as required for the Program. The Administrator is appointed the agent of the Washington Fire Commissioners Association and shall be held harmless by it for any Liability arising out of the performance of its duties, except liability arising out of its own negligence or willful misconduct. It is understood that all computer hardware and software, programs, are the exclusive property of Trusteed Plans. The data and other records are the sole and exclusive property of The Washington Fire Commissioners Association.
- 5) No coverage shall be in force until the inter-local agreement, this membership application and the individual applications for coverage have been approved, notice of the effective date of each individual's coverage has been furnished to them by the Administrator in writing, and the full premium, self-funded plan rates, and administrative fees has been received by the Administrator or Insurer.
- 6) Washington Fire Commissioners Association, in its sole discretion, for what it deems the overall benefit of the Program and a majority of the participating members, may accept, deny, and terminate membership in the Program.
- 7) Applicant will at its own expense provide any and all information and documentation that may be required for the purposes of providing information to comply with an insurer's underwriting rules or the terms of any contract.
- 8) Applicant will distribute to eligible individuals and/or participants all applicable plan materials and documents as required by Washington Fire Commissioners Association or the Administrator.
- 9) Applicant agrees that it will submit an individual application for each person as he/she becomes eligible as a member of a covered classification, and the amount of coverage once in force on an insured or covered individual will not change until written application for the change has been made and approved by the insurer or the Administrator and the proper premium has been paid to the Administrator.
- 10) To control premium costs to applicant, applicant agrees to immediately submit the appropriate notice to the Administrator as soon as the Applicant is aware that a person is no longer eligible under any of the benefit plans.
- 11) Applicant shall pay all premiums, self-funded plan rates, contributions, and administrative fees billed to it by the Administrator or its agent on or before the due date. Applicant understands that its failure, or the failure on the part of any member firm, to make proper payments on or before the due date could jeopardize the plan for all covered individuals as there would not be sufficient funds to submit the premium to the insurer. Consequently, Applicant understands that coverage will cease retroactively on the due date for all individuals of the Applicant and their dependents if payment is not in the hands of the Administrator or its representatives ON OR BEFORE THE TENTH OF THE MONTH IN WHICH IT IS DUE. In order to eliminate any possibility of lapse of coverage due to inadvertent failure to make timely payment, the Administrator will accept two monthly payments initially and bill one month in advance in the future upon your checking "Yes" below.  
☐ Yes, we desire to make two monthly payments initially and be billed one month in advance in the future. (If you choose this option, your organization would make a two month initial premium payment. This will ensure that your plan eligibility is always up-to-date and will reduce on-line eligibility delays for your employees, since eligibility is based on payment.)  
☒ No, we do not desire to make two monthly payments initially.

**APPLICATION AGREEMENT (continued)**

- 12) Applicant certifies that it has established policies and procedures to secure protected health information (PHI), in accordance with the HIPAA privacy and security rules, codified at 45 C.R.F. Parts 160- 164 as it pertains to the Washington Fire Commissioners Association plan.
- 13) Applicant certifies that it has taken affirmative action by resolution or by ordinance of the local board to adopt the required interlocal agreement in accordance with RCW 48.62.031(2) and RCW 39.34.
- 14) Upon offering a HSA, HRA, FSA or any other method of contribution, Applicant agrees to sign and adhere to the Association's Certificate of Compliance requirements consistent with Internal Revenue Rules and Regulations found in IRS Publication 969 and WFCA Policies.
- 15) Applicant acknowledges that it is a crime to knowingly provide false, incomplete, or misleading information to the WFCA for the purposes of defrauding the Healthcare Program. Penalties include imprisonment, fines, and denial of employee health and welfare benefits.

**AUTHORIZED SIGNATURE**

*Fred Hill*

**DATE**

*2-7-20*

**PRINT COMMISSIONER NAME AND TITLE**

*Fred Hill, Chairman of the Board*

**MAIL COMPLETED and SIGNED FORM TO:**

TPSC, PO Box 1894, Tacoma, WA 98401-1894

**FOR OFFICE USE ONLY**

FIRM # \_\_\_\_\_ EFF. DATE \_\_\_\_\_ RISK LEVEL(s) \_\_\_\_\_ AE/AR \_\_\_\_\_

[REDACTED]

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**From:** Jacob Brundage  
**Sent:** Friday, February 14, 2020 8:52 AM  
**To:** [REDACTED]  
**Subject:** FW: Follow Up Freedom Foundation Litigation- Please Review and Respond ASAP - Thank you  
**Attachments:** FreedomFoundationLitigationFourthAmendedComplaint.pdf; Order Extending Prelim Injunction.pdf

---

**From:** Brian Snure [<mailto:brian@snurelaw.com>]  
**Sent:** Friday, February 14, 2020 7:10 AM  
**To:** Brian Snure  
**Subject:** Follow Up Freedom Foundation Litigation- Please Review and Respond ASAP - Thank you

Greetings, We will be filing a Notice of Appearance in the Freedom Foundation Litigation on Tuesday February 18. This is a follow up to my email from Monday of this week. If you are receiving this, I did not hear back from you and wanted to make sure that was intentional on your part. **If you want our office to appear on your behalf please confirm by replying to this email. Thanks!**

If you are receiving this email, your District has been named as a defendant in the litigation involving the Freedom Foundation's public record request to the Department of Retirement Systems (copy of amended complaint and Order attached). You are also a client of mine. I recognize that some of you use multiple attorneys so if you are working with another attorney on this, just let me know and I will not include you on future emails.

#### **Summary.**

The Freedom Foundation made a public record request to DRS for retiree information. The Washington State Council of Fire Fighters and many other Union representatives obtained a temporary injunction to prohibit the disclosure of certain employee information. Apparently the Freedom Foundation then started requesting the same information from employers instead of DRS to avoid the injunction. In response the WSCFF and other unions obtained permission from the Courts to add a number of employers (including your District/RFA) as a defendant in the litigation so that your District/RFA would also be subject to the temporary injunction.

As a defendant you are now subject to the temporary injunction and, if you have received or receive in the immediate future a public record request from the Freedom Foundation for employee information, **you should not produce any records at this time.** If you have not received a request, then you do not need to take any action other than having an attorney file a notice of appearance in the court case on your behalf.

#### **Notice of Appearance.**

In order to receive notice of future developments in this litigation, your District/RFA will need an attorney to file a notice of appearance on your behalf.

If you want me to appear on your behalf in the litigation by filing a Notice of Appearance, you will need to send me an email requesting that I represent you in this litigation.

By appearing on your behalf, you will receive notice of all future court proceedings and will have the option and opportunity to participate on a substantive basis if necessary.

At the present time, I do not anticipate needing to participate actively in the litigation but would instead be monitoring and advising each of you as necessary. Any decisions to substantively participate would be made by each individual client.

**Accordingly, please reply to this email and confirm the following:**

1. Do you want me to file a notice of appearance on behalf of your District or RFA?
2. If the answer to question 1 is yes, have you received any public record requests from the Freedom Foundation. If so, please provide me a copy.

We will work to file a Notice of Appearance by the end of the week, so a prompt response is requested. **If I do not receive a response, I will not appear on behalf of your District.**

Let me know if you have any questions, thanks.

Sincerely,

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## **CHIEF'S REPORT**

**February 18, 2020**

**Station 21-1**

### **1. Personnel Information**

- a. Volunteer
  - i. Two new operational volunteers have applied and are going through the acceptance process.
- b. Career
  - i. Firefighter/Paramedic Justin Baker was hired and started on February 6<sup>th</sup>.
  - ii. Firefighter/ Paramedic Travis Zimmerman was hired and started on February 18<sup>th</sup>.
  - iii. Firefighter/EMT James Gaerlan if scheduled to start work on March 1<sup>st</sup>.

### **2. Interfacility transfers**

- a. Interfacility transfer update (January 1 – February 17)
  - i. 2020 transfer info: Took = 16; Turned Down = 14; 53% success rate

### **3. Inter-agency**

- a. WA EMD/FEMA
  - i. Nothing new to report
- b. PACCOM/PCEMA
  - i. Nothing new to report.
- c. State Parks/Department of Natural Resources/USFW
  - i. Nothing new to report
- d. Pacific County Sheriff's Office
  - i. Nothing new to report
- e. Other Fire Agencies
  - i. A South County Chief's meeting is in the works to discuss the upcoming addition of the auto mutual aid agreements.
- f. Ocean Beach Hospital
  - i. Nothing new to report
- g. Other Community
  - i. The District has taken delivery of the beach wheelchair. Donations to purchase the wheelchair were made in memory of Kirsten Gleb. A request to take a photo on the beach was made tonight at 1730 hours.

### **4. Intra-agency**

- a. Staffing update
  - i. I have completed a job announcement and job description for part-time firefighters
  - ii. *See attached reference sheet*

- b. Firefighter / Paramedic Candidates
  - i. Currently, there are no Firefighter / Paramedics on the hiring list.
  - ii. An update to the position announcement needs to be made to reflect the ratified changes in wages/work schedule.
- c. Training Captain
  - i. The Training Captain will be essential to provide consistent competency and proficiency based training to line staff, oversee a consistent probationary firefighter program, and coordinate health / wellness initiatives.
  - ii. The Training Captain position was removed from the 2020 contract and will be discussed during 2020 Labor Management meetings and contract negotiations for 2021 contract cycle
- d. Facilities / Apparatus / Equipment
  - i. The administrative staff will be reviewing and evaluating several grants that recently opened for fire equipment and EMS operations.
- e. PERC Mediation
  - i. PERC has been notified and the mediation has been resolved.
- f. Arbitration
  - i. Legal counsel is still working with the Union to try and set a date for arbitration regarding grievance 19-001 and 19-002
- g. CBA Negotiations (2020 and beyond)
  - i. A one year contract extension was ratified on February 7<sup>th</sup>
- h. WSRB
  - i. Washington Survey and Rating Bureau have set a tentative date for a re-rate of the Fire District on September 14, 2020.

**Staff Reports - A/C Karvia; A/C Weatherby; Pub. Ed. Coord. Karvia**

#### **January 2020 Call Totals**

- 1. Total Calls = 193
  - a. Fire = 13
  - b. EMS = 180
  - c. Patients Transported = 99
  - d. Major Incidents:
    - January 6 – Structure fire; Surfside*
    - January 15 – Structure fire; Ocean Park*
    - January 20 – Motor vehicle accident w/ heavy extrication; Rural Long Beach*
    - January 31 – Motor vehicle accident w/ heavy extrication; Midway*
  - e. 2020 (YTD) Total – 193; (2019 YTD – 226)

#### **Good of the Order**

As of February 14th, the District had passed the 6-year EMS levy renewal by 78.46%.

[illegible]

## Public Education Coordinator Report- January 21- February 18, 2020

### Community Education, Life Safety Program:

#### Meetings / Trainings

January 15, Information talk given to the Oysterville Board members

January 27-31 First Aid CPR , Freshman Health class, 40 Students

#### Upcoming Meeting / Training

March 20th Banquet

March 25, Washington Safety Summit

March 28-29 April 4-5 Cert training

#### Past Events:

#### Events:

March 20th Banquet

	HOME SAFETY VISITS	LOCKBOXES	ADDRESS SIGNS	Child Restraint Seats
JAN	3	2	7	2
FEB				
MARCH				
APRIL				
MAY				
JUNE				
JULY				
AUG				
SEPT				
OCT				
NOV				
DEC				