

Pacific County Fire Protection District 1  
Regular Commissioner's Meeting  
April 20, 2021 – 4:00 p.m.  
Station 21-1, Ocean Park and Zoom



## 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 March 23, 2021
2. Minutes of Special Commissioners Meeting held on March 31, 2021
3. March 29, 2021 4<sup>th</sup> Week Expenses for a total of \$7,789.30
4. April 20, 2021 expenses for a total of \$281,843.95, not including Jack's Country Store
  - a. Accounts Payable: \$46,700.52
  - b. Payroll: \$235,143.43

Jack's Country Store: Needs Approval

1. Jack's April 20, 2021 expenses for a total of \$291.31

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, March 2021
3. 2021 Cash Flow Statement
4. 2021 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. May 18<sup>th</sup>, 2021 – Regular Commissioner's Meeting, Station 21-1, 4:00 p.m.

Correspondence: None

Old Business:

1. Strategic Planning Workshop Discussion

New Business:

1. Professional Services Agreement between Pacific County FPD 1 and Systems Design West, LLC

Pacific County Fire Protection District 1  
Regular Commissioner's Meeting  
April 20, 2021 – 4:00 p.m.  
Station 21-1, Ocean Park and Zoom



District Chief's Report

1. AC Weatherby's Report
2. AC Bishop'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 MARCH 23, 2021**



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 and via Zoom. Attendance at the meeting included:

Commissioner Fred Hill  
Commissioner Tom Downer  
Commissioner Dennis Long  
Fire Chief Jacob Brundage  
Assistant Chief Brad Weatherby  
Firefighter/Paramedic Josh Raichl

Firefighter/EMT Natasha Luce  
Firefighter/PM Kristi Asplund  
Volunteer Firefighter/EMT Brian Davis  
Volunteer Firefighter Scott Elliott  
Volunteer Firefighter Mickey Maurer  
District Secretary [REDACTED]

Commissioner Hill called for an Executive Session at 16:01 for Pension and Relief Board meeting. Regular session resumed at 16:01.

Consent Agenda

1. Minutes of Regular Commissioners Meeting held on February 23, 2021
2. February 24, 2021 4<sup>th</sup> Week Expenses for a total of \$4,214.28
3. March 23, 2021 expenses for a total of \$356,753.18, not including Jack's Country Store
  - a. Accounts Payable: \$153,467.17
  - b. Payroll: \$203,286.01

*Commissioner Downer made a motion to approve the consent agenda as presented, seconded by Commissioner Hill. Motion carried.*

Jack's Country Store

1. Jack's March 23, 2021 expenses for a total of \$338.79

*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:

Chief Brundage introduced two new District members to the Board of Commissioners.

Scott Elliott has been with PCFD#1 for a couple of months. He is currently in the EMT class.

Mickey Maurer joined our department a couple of weeks ago. He is also in the EMT class. He has previous volunteer firefighting experience in Illinois and at Long Beach Fire.

Presentations and Special Events: None

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES MARCH 23, 2021**



Secretary's Report: (Report Attached)

1. BIAS Treasurer's Report
2. Monthly Budget Position Report, February 2021
3. 2021 Cash Flow Statement
4. 2021 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. April 20<sup>th</sup>, 2021 – Regular Commissioner's Meeting, Station 21-1, 4:00 p.m.

Correspondence: None

Old Business: None

New Business:

1. Resolution 2021-04 – Surplus Property

*Commissioner Downer made a motion to adopt Resolution 2021-04 – Surplus Property, seconded by Commissioner Long. Motion carried.*

District Chief's Report: See attached report.

1. AC Weatherby's Report – AC Weatherby reported the following:
  - i. We have received  $\frac{3}{4}$  of the materials for the new brush truck; we are waiting on radio headsets. The brush truck is currently being painted.
  - ii. The turnout gear that was approved at the last meeting has been ordered. The sales rep came to the station to size members. Two new volunteers were also sized, and their turnouts will be reimbursed by the SAFER grant.
  - iii. The truck bay exhaust system is working again. It appears that it was wired backwards. It was fixed this morning.
  - iv. There has been lots of opportunity for training at the burn structure. It is being well utilized. The 1<sup>st</sup> week of June is the planned burn date. We will have another burn structure on 67<sup>th</sup> to train in as well.
  - v. The EVIP policy is ready to be sent to Enduris. The last thing that needed to be implemented in it was District IDs, and those have been made and are being passed out.
2. AC Bishop's Report – See attached report.
3. Pub Ed Coordinator Karvia's report – None

Commissioner Hill asked if someone could explain what all of the boxes in the Administrative Office are.

AC Weatherby explained that AC Bishop had applied for and received a grant which procured 6 transport ventilators from the State. These are leftover supplies from the Covid surge. There are additional supplies that were included in the grant as well.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES MARCH 23, 2021**



Commissioner Hill asked if he had any idea what the value of the equipment is.

AC Weatherby explained that when he had written a grant for these ventilators previously, they were approximately \$14,000 each. They have since come down in price, but are estimated to be \$6,000-\$8,000 per unit. It is unknown what the ongoing costs for this equipment will be.

Good of the Order:

Chief Brundage stated that on 3/10 we had a visit from a citizen who explained that on 2/8 she stopped by the station while not feeling well. She had symptoms of a heart attack. The crews convinced her to be transported. The thing she remembers most vividly was her conversation with the 1<sup>st</sup> crew. They took their time with her and showed great compassion. If she would have just gone home, her doctor stated that there could have been a poor outcome. The District members that worked with her were FF/PM Schroeder, FF/PM Asplund, FF/EMT Brian Davis, FF/PM Raichl, and AC Bishop.

In addition, there was another citizen who visited on 3/13 on behalf of her mother. The crews had responded to assist with her mom. She was impressed with the care that was shown to her mom. They were both gentle and patient, and a glowing review was given. She also donated \$1,000 to the District. The crew members that were on that call were FF/PM Michael Weatherby and FF/EMT Burton.

Commissioner's Reports

1. Tom Downer – None
2. Fred Hill – None
3. Dennis Long – None

Personnel Information: None

Executive Session: None

Meeting adjourned at 16:18.

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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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 District Secretary

*Certified to be the original minutes*  
\_\_\_\_\_  
Date

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
SPECIAL COMMISSIONERS MEETING WORKSHOP  
MINUTES OF MARCH 31, 2021**



Commissioner Hill established that a quorum was present and called the meeting to order at 16:02. 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 Brad Weatherby  
Assistant Chief Thaddeus Bishop  
Captain Nick Haldeman  
FF/PM Josh Raichl

FF/PM Travis Zimmerman  
FF/PM Kristi Asplund  
FF/PM Joe Schroeder  
Volunteer Captain Grant Lehman  
Volunteer Firefighter/EMT Brian Davis  
Volunteer Firefighter Mickey Maurer  
Public Education Coordinator Lani Karvia  
District Secretary [REDACTED]

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

Strategic Financial Planning Workshop

Meeting recessed for the Strategic Financial Planning Workshop at 16:03

Meeting resumed at 19:07.

Meeting adjourned at 19:07.

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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

03/29/2021 To: 03/29/2021

Time: 16:58:13 Date: 03/29/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
460	03/29/2021	Claims	1	EFT	WA STATE DEPT OF RETIREMENT	275.65	ADJUSTMENT - 7/2015
461	03/29/2021	Claims	1	24763	ACTIVE ENTERPRISES INC	339.70	ST2 PROPANE
462	03/29/2021	Claims	1	24764	ARAMARK	75.59	3/17 LINEN SERVICE; 3/24 LINEN SERVICE
463	03/29/2021	Claims	1	24765	BANK OF THE PACIFIC VISA - 1029	2,503.17	LK CREDIT CARD CHARGES
464	03/29/2021	Claims	1	24766	BANK OF THE PACIFIC VISA - 1303	33.90	JB CREDIT CARD CHARGES
465	03/29/2021	Claims	1	24767	BOUND TREE MEDICAL, LLC	197.20	MEDICAL SUPPLIES - NOT TAXED
466	03/29/2021	Claims	1	24768	DEL'S OK POINT-S TIRE	178.62	2 TIRES - #1335
467	03/29/2021	Claims	1	24769	ICOM AMERICA INC	420.52	50W ANALOG MOBILE, CHANNEL, ANTENNA
468	03/29/2021	Claims	1	24770	NORTH BEACH WATER	175.93	ST1D WATER; ST1 WATER, TESTING
469	03/29/2021	Claims	1	24771	PUD #2 OF PACIFIC COUNTY	782.95	ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY
470	03/29/2021	Claims	1	24772	SPECTRUM	140.12	ST2 CABLE; ST1 CABLE
471	03/29/2021	Claims	1	24773	SUNSET AUTO PARTS	234.05	MUD FLAPS - #4750; BED LINERS - #4750; LED A3 4IN LGT KITS - #9086
472	03/29/2021	Claims	1	24774	SYSTEMS DESIGN WEST, LLC.	2,431.90	EMS BILLING FOR FEBRUARY
001 General Fund 651.100						7,789.30	
						7,789.30	Claims: 7,789.30

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

Time: 20:48:19 Date: 04/15/2021

04/01/2021 To: 04/30/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
502	04/30/2021	Payroll	1	EFT	JEFFEREY S ARCHER	6,217.46	
503	04/30/2021	Payroll	1	EFT	KRISTI L ASPLUND	4,310.57	
504	04/30/2021	Payroll	1	EFT	JUSTIN D F BAKER	5,321.11	
505	04/30/2021	Payroll	1	EFT	CORY A BARDONSKI	5,576.64	
507	04/30/2021	Payroll	1	EFT	THADDEUS BISHOP	6,619.71	
508	04/30/2021	Payroll	1	EFT	JACOB M BRUNDAGE	7,121.46	
509	04/30/2021	Payroll	1	EFT	SAMUEL J BURTON	4,896.44	
511	04/30/2021	Payroll	1	EFT	MICHAEL P DECONTO	6,582.52	
514	04/30/2021	Payroll	1	EFT	JAMES GAERLAN	4,799.56	
515	04/30/2021	Payroll	1	EFT	NICKOLAS HALDEMAN	5,525.34	
516	04/30/2021	Payroll	1	EFT	KYLE J HARRINGTON	5,421.99	
518	04/30/2021	Payroll	1	EFT	TOMMY M HERSEY	4,603.99	
519	04/30/2021	Payroll	1	EFT	LANI G KARVIA	2,990.28	
522	04/30/2021	Payroll	1	EFT	NATASHA LUCE	3,810.00	
523	04/30/2021	Payroll	1	EFT		4,035.57	
525	04/30/2021	Payroll	1	EFT	JOSHUA M RAICHL	4,918.35	
526	04/30/2021	Payroll	1	EFT	TYLER REYNOLDS	3,899.02	
529	04/30/2021	Payroll	1	EFT	JOSEPH L SCHROEDER	4,690.39	
531	04/30/2021	Payroll	1	EFT	THOMAS C TROTTER	4,262.25	
533	04/30/2021	Payroll	1	EFT	JOHN B WEATHERBY	6,776.32	
534	04/30/2021	Payroll	1	EFT	MICHAEL WEATHERBY	5,733.73	
535	04/30/2021	Payroll	1	EFT	DAVID L WILLIAMS	4,581.03	
536	04/30/2021	Payroll	1	EFT	TRAVIS ZIMMERMAN	4,346.60	
537	04/15/2021	Claims	1	EFT	DOWNER, THOMAS L.	256.00	3/23 MEETING; 3/31 STRATEGIC PLAN
538	04/15/2021	Claims	1	EFT	HILL, FRED	512.00	3/23 VOUCHERS; 3/30 VOUCHERS; 3/23 MEETING; 3/31 STRATEGIC PLAN
539	04/15/2021	Claims	1	EFT	DENNIS LONG	384.00	3/23 MEETING; 3/31 STRATEGIC PLAN; 4/13 PACCOM MEETING
540	04/15/2021	Claims	1	EFT	SECURITY STATE BANK OF WA	13.10	APRIL BANK FEES
541	04/15/2021	Claims	1	EFT	WA STATE DEPT OF REVENUE	136.34	Written From Use Tax Report
542	04/15/2021	Payroll	1	EFT	INTERNAL REVENUE SERVICE	23,760.31	941 Deposit for Pay Cycle(s) 04/30/2021 - 04/30/2021
543	04/15/2021	Payroll	1	EFT	STATE OF WASHINGTON	2,563.44	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DECONTO, 2779062; Pay Cycle(s) 04/30/2021 To 04/30/2021 - ZIMMERMAN, 6621043; Pay Cycle(s) 04/30/2021 To 04/30/2021 - BARDONSKI, 2803470
544	04/15/2021	Payroll	1	EFT	WA STATE DEPT OF RETIREMENT	30,865.93	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DCDOR; Pay Cycle(s) 04/30/2021 To 04/30/2021 - LEOFF; Pay Cycle(s) 04/30/2021 To 04/30/2021 - PERS 2; Pay Cycle(s) 04/30/2021 To 04/30/2021 - PERS 3
506	04/30/2021	Payroll	1	24775	STEVE L BELLINGER	568.19	
510	04/30/2021	Payroll	1	24776	BRIAN DAVIS	1,550.59	
512	04/30/2021	Payroll	1	24777	SCOTT ELLIOTT	734.18	
513	04/30/2021	Payroll	1	24778	PAUL ESTRELLA	646.45	



# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

04/01/2021 To: 04/30/2021

Time: 20:48:19 Date: 04/15/2021

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
517	04/30/2021	Payroll	1	24779	REANNA HENRIKSON	313.99	
520	04/30/2021	Payroll	1	24780	LANI G KARVIA	193.93	
521	04/30/2021	Payroll	1	24781	DOUG M KNUTZEN	244.73	
524	04/30/2021	Payroll	1	24782	ANTHONY PROVENZANO	1,133.95	
527	04/30/2021	Payroll	1	24783	KEVEN ROWSE	152.38	
528	04/30/2021	Payroll	1	24784	RICHARD SCHATZ	648.49	
530	04/30/2021	Payroll	1	24785	VIRGINIA SHELDON	212.40	
532	04/30/2021	Payroll	1	24786	HARLEY E WAIT	432.32	
545	04/15/2021	Claims	1	24787	ACTIVE ENTERPRISES INC	760.44	ST1 PROPANE; ST2 PROPANE
546	04/15/2021	Claims	1	24788	AIRGAS USA, LLC	56.49	LARGE OXYGEN CYLINDER RENTAL X 13; LARGE OXYGEN CYLINDER RENTAL X 6
547	04/15/2021	Claims	1	24789	ARAMARK	76.34	3/31 LINEN SERVICE; 4/7 LINEN SERVICE
548	04/15/2021	Claims	1	24790	CASCADE FIRE EQUIPMENT	7,717.87	STEEL REEL - 5 TON; FOAM PRO, TOP/BOTTOM MOUNT TANK SENSOR; HOSE BOOSTER LITE 1X100 NH X 2
549	04/15/2021	Claims	1	24791	CENTURY LINK #300537338	128.78	ST2 TELEPHONE
550	04/15/2021	Claims	1	24792	CENTURYLINK #300541120	57.78	BURN LINE
551	04/15/2021	Claims	1	24793	CENTURYLINK #300541738	436.90	ST1 AND ST3 TELEPHONES
552	04/15/2021	Claims	1	24794	DRUG SCREENS, INC.	35.00	MAURER URINALYSIS
553	04/15/2021	Claims	1	24795	ENGLUND MARINE SUPPLY	88.21	BATTERY HOLDERS X 20
554	04/15/2021	Claims	1	24796	EVERGREEN SEPTIC INC.	170.00	28511 VERNON AVE BI-WEEKLY SERVICE; ST5 BI-WEEKLY SERVICE
555	04/15/2021	Claims	1	24797	FIRE EXTINGUISHER SERVICE CENTER	437.82	SERVICE OF FIRE EXTINGUISHERS; SERVICE OF FIRE EXTINGUISHERS
556	04/15/2021	Claims	1	24798	HANDTEVY PEDIATRIC EMERGENCY STANDARDS	375.00	CERTIFICATES FOR PROVIDER COURSE COMPLETION X 25
557	04/15/2021	Claims	1	24799	HH BAUER & ASSOCIATES, INC.	3,059.29	PELICAN CASES
558	04/15/2021	Claims	1	24800	ISPYFIRE, INC.	540.50	ANNUAL SUBSCRIPTION
559	04/15/2021	Claims	1	24801	JONES & BARTLETT LEARNING, LLC	9,246.71	EMERGENCY CARE AND TRANS OF SICK IN X 20; EMERGENCY CARE AND TRANS OF SICK IN X 2; GERIATRIC ED FOR EMS2; GERIATRIC ED FOR EMS2 X 18
560	04/15/2021	Claims	1	24802	KROESEN'S UNIFORM COMPANY	89.64	RETURN - 2 PAIRS OF WOMENS PANTS; UNIFORM PANTS X 3
561	04/15/2021	Claims	1	24803	OKIES THRIFTWAY	61.99	SNACKS FOR STRATEGIC PLANNING SESSION
562	04/15/2021	Claims	1	24804	OMAN & SONS INC	171.23	2X4X10s X 12
563	04/15/2021	Claims	1	24805	P & L JOHNSON MECHANICAL	281.06	MAINTENANCE ON FAN SYSTEM AT ST1

# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

04/01/2021 To: 04/30/2021

Time: 20:48:19 Date: 04/15/2021

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
564	04/15/2021	Claims	1	24806	PACIFIC CO. FIRE DIST#1 ADVANCED TRAVEL	468.00	B. DAVIS PER DIEM, LEADERSHIP SUPERVISION, 3/26-17/2021; BISHOP, PER DIEM, 3/31-4/2; BAKER, PER DIEM, 3/31-4/2
565	04/15/2021	Claims	1	24807	PACIFIC COUNTY SHERIFF'S OFFICE	8,438.12	2ND QUARTER LOCAL SUPPORT
566	04/15/2021	Claims	1	24808	PACIFIC OFFICE AUTOMATION	73.57	2/19-3/19 COPY/PRINT
567	04/15/2021	Claims	1	24809	PENINSULA SANITATION SERVICE, INC	289.08	ST1 GARBAGE; ST2 GARBAGE, VEHICLE WEIGHT
568	04/15/2021	Claims	1	24810	PETERSON TRUCKS, INC	157.89	PART FOR #4614
569	04/15/2021	Claims	1	24811	PORT OF PENINSULA	14.72	FUEL FOR GAS CAN FOR LAWN EQUIPMENT
570	04/15/2021	Claims	1	24812	PUD #2 OF PACIFIC COUNTY	828.88	ST3 ELECTRICITY; ST3 ELECTRICITY; ST4 ELECTRICITY; ST1 ELECTRICITY; ST5 ELECTRICITY; ST1D ELECTRICITY; ST1A ELECTRICITY
571	04/15/2021	Claims	1	24813	SEAVIEW SEWER DISTRICT	319.20	ST2 SEWER; ST2 SEWER
572	04/15/2021	Claims	1	24814	SETCOM CORPORATION	2,944.49	WIRELESS RADIO HEADSETS - #4750
573	04/15/2021	Claims	1	24815	SILVER STAR TELECOM	329.60	ST1 AND ST2 INTERNET
574	04/15/2021	Claims	1	24816	SPECTRUM	140.12	ST2 CABLE; ST1 CABLE
575	04/15/2021	Claims	1	24817	STERICYCLE INC.	31.08	BIOHAZARD DISPOSAL
576	04/15/2021	Claims	1	24818	SUMMIT LAW GROUP	500.00	2021 ANNUAL WEBINAR SUBSCRIPTION
577	04/15/2021	Claims	1	24819	SUNSET AUTO PARTS	425.57	#9086; EP GREASE CARTRIDGE - SHOP; ROAD FLARES; SERVICE CHARGE - NEVER RECIEVED AN INVOICE FROM NH FOR THIS PURCHASE; 5W30 X 48, TRAN FLU QT DEXROM31 X 12 - #4310
578	04/15/2021	Claims	1	24820	TECH TAP COMPUTER CONSULTING	470.78	APRIL AGREEMENT
579	04/15/2021	Claims	1	24821	TELEFLEX LLC C/O TELEFLEX FUNDING LLC	562.50	EZ-IO NEEDLES BOXES
580	04/15/2021	Claims	1	24822	VOYAGER FLEET SYSTEMS, INC.	2,475.21	MARCH FUEL CHARGES
581	04/15/2021	Claims	1	24823	ZOEY WARNER	1,450.75	REIMBURSEMENT OF WINTER 2021 TUITION
582	04/15/2021	Claims	1	24824	WEIDNER FIRE	270.96	MAGNEGRIIP PRESSURE SENSOR
583	04/15/2021	Claims	1	24825	WILCOX & FLEGEL OIL CO.	817.51	DRUM OF OIL
584	04/15/2021	Claims	1	24826	WILLAPA HARBOR HOSPITAL	600.00	ASPLUND PHYSICAL; SCHROEDER PHYSICAL; MAURER PHYSICAL; D. DAVIS PHYSICAL.
585	04/15/2021	Payroll	1	24827	DIMARTINO ASSOCIATES, INC.	1,276.88	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DISINSFF

# VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

04/01/2021 To: 04/30/2021

Time: 20:48:19 Date: 04/15/2021

Page: 4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
586	04/15/2021	Payroll	1	24828	EMPLOYMENT SECURITY DEPARTMENT	1,226.51	Pay Cycle(s) 03/31/2021 To 03/31/2021 - PMFL; Pay Cycle(s) 02/01/2021 To 02/28/2021 - PMFL; Pay Cycle(s) 01/01/2021 To 01/31/2021 - PMFL; Pay Cycle(s) 01/22/2021 To 01/22/2021 - PMFL
587	04/15/2021	Payroll	1	24829	GET PROGRAM	230.00	Pay Cycle(s) 04/30/2021 To 04/30/2021 - GET
588	04/15/2021	Payroll	1	24830	PACIFIC COUNTY FIRE DIST #1 LOCAL 3999	1,190.00	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DUES
589	04/15/2021	Payroll	1	24831	TRUSTEED PLANS SERVICE CORP	2,601.62	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DENTAL
590	04/15/2021	Payroll	1	24832	TRUSTEED PLANS SERVICE CORP	696.26	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DISADMIN
591	04/15/2021	Payroll	1	24833	TRUSTEED PLANS SERVICE CORPORATION	23,612.07	Pay Cycle(s) 04/30/2021 To 04/30/2021 - MEDICAL
592	04/15/2021	Payroll	1	24834	WA COUNCIL OF POLICE & SHERIFFS	30.00	Pay Cycle(s) 04/30/2021 To 04/30/2021 - DISWACOPS
593	04/15/2021	Payroll	1	24835	WA STATE DEPT OF LNI	23,218.48	1ST Quarter 01/01/2021 - 03/31/2021
001 General Fund 651.100						281,843.95	
						281,843.95	Claims: 46,700.52 Payroll: 235,143.43

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

Time: 20:57:30 Date: 04/15/2021

04/14/2021 To: 04/14/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
594	04/14/2021	Claims	1	24836	JACKS COUNTRY STORE INC	291.31	80W90 GEAR OIL - #4750; HARDWARE - #4750; HARDWARE - #4750; SILICONE GASKET - #4750; HARDWARE - #3861; SUPPLIES FOR PELICAN CASES SETUP; EXCHANGE - #4310; TOOL FOR CONSTRUCTION AT BURN HOUSE; SIGNAGE;
001 General Fund 651.100						291.31	
						291.31	Claims: 291.31

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  
APRIL 20, 2021**



**FOR THE MONTH ENDING MARCH 31, 2021**

**REVENUE: \$352,982.58**

**EXPENDITURES: \$366,161.62**

**CURRENT CASH POSITION: \$2,660,886.54**

**ACTIVITIES:**

1. WA SAO
  - a. Annual data collection
  - b. Annual report – due May 30<sup>th</sup>

# TREASURERS REPORT

## Fund Totals

PACIFIC COUNTY FIRE DISTRICT 1

03/01/2021 To: 03/31/2021

Time: 09:57:47 Date: 04/05/2021  
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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 651.100	2,645,206.09	352,982.58	366,161.62	2,632,027.05	26,514.19	2,345.30	0.00	2,660,886.54
	2,645,206.09	352,982.58	366,161.62	<b>2,632,027.05</b>	26,514.19	2,345.30	0.00	<b>2,660,886.54</b>

# TREASURERS REPORT

## Account Totals

PACIFIC COUNTY FIRE DISTRICT 1

03/01/2021 To: 03/31/2021 Time: 09:57:47 Date: 04/05/2021 Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 General Fund 651.100	2,640,506.09	352,982.58	366,161.62	2,627,327.05	0.00	28,859.49	2,656,186.54
3 Ambulance Billing BOP	100.00	63,355.28	63,355.28	100.00	0.00	0.00	100.00
4 Petty Cash	100.00	42.70	42.70	100.00	0.00	0.00	100.00
5 Advance Travel	3,000.00	611.00	611.00	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:	2,645,206.09	416,991.56	430,170.60	2,632,027.05	0.00	28,859.49	2,660,886.54
	2,645,206.09	416,991.56	430,170.60	2,632,027.05	0.00	28,859.49	2,660,886.54

# TREASURERS REPORT

## Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1

As Of: 03/31/2021 Date: 04/05/2021  
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
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	872	06/17/2020	Claims	1	24087	UNITED HEALTHCARE INSURANCE CO. (AARP)	119.23	PATIENT REFUND - MEMBER #9MW5H94KX64
2020	1433	10/16/2020	Claims	1	24366	PACIFIC CO. FIRE DIST#1 PETTY CASH FUND	10.55	POSTAGE - CASTLE ROCK; POSTAGE
2021	247	02/19/2021	Claims	1	24662	CLOTH TATTOO LLC/PATCHWORKS	43.34	NAME TAG PATCHES
2021	261	02/19/2021	Claims	1	24676	LUM'S AUTO CENTER	206.10	GASKET - #5778
2021	349	03/31/2021	Payroll	1	24714	BRIAN DAVIS	1,095.81	
2021	351	03/31/2021	Payroll	1	24715	PAUL ESTRELLA	95.12	
2021	359	03/31/2021	Payroll	1	24716	ANTHONY PROVENZANO	285.36	
2021	362	03/31/2021	Payroll	1	24717	KEVEN ROWSE	269.20	
2021	363	03/31/2021	Payroll	1	24718	RICHARD SCHATZ	322.76	
2021	366	03/31/2021	Payroll	1	24719	HARLEY E WAIT	277.05	
2021	383	03/18/2021	Claims	1	24723	BEACH BATTERIES, INC.	324.61	#8775
2021	388	03/18/2021	Claims	1	24728	CENTURYLINK #300541738	435.00	ST1 AND ST3 TELEPHONE
2021	391	03/18/2021	Claims	1	24731	DEL'S OK POINT-S TIRE	301.88	TIRES - #9228
2021	394	03/18/2021	Claims	1	24734	EVERGREEN SEPTIC INC.	170.00	ST5 BIWEEKLY SERVICE; OP METHODIST CAMP BIWEEKLY SERVICE (FOR BURN HOUSE)
2021	397	03/18/2021	Claims	1	24737	KROESEN'S UNIFORM COMPANY	518.40	4X WOMENS PANTS; 3X WOMENS PANTS RETURN; WOMENS PANTS X2, BELT
2021	398	03/18/2021	Claims	1	24738	P.S. INDUSTRIES INC.	195.00	3/8 DISPOSAL OF CONTROLLED SUBSTANCES
2021	399	03/18/2021	Claims	1	24739	PACIFIC CO. FIRE DIST#1 ADVANCED TRAVEL	611.00	PER DIEM - DECONTO LIFE FIRE CREDENTIALS; PER DIEM - WEATHERBY TO BRAUN TO PICK UP NEW AMBULANCE; PER DIEM - HERSEY TO BRAUN TO PICK UP NEW AMBULANCE; PER DIEM - B. DAVIS TO ISO CLASS IN KIRKLAND; PER
2021	400	03/18/2021	Claims	1	24740	PACIFIC CO. FIRE DIST#1 PETTY CASH FUND	42.70	AIR SAMPLE POSTAGE; POSTAGE; POSTAGE



PACIFIC COUNTY FIRE DISTRICT 1

As Of: 03/31/2021 Date: 04/05/2021  
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	401	03/18/2021	Claims	1	24741	PACIFIC COUNTY SHERIFF'S OFFICE	8,438.12	1ST QUARTER 2021 LOCAL SUPPORT
2021	402	03/18/2021	Claims	1	24742	PACIFIC OFFICE AUTOMATION	120.33	1/19-2/19 PRINT/COPY SERVICES
2021	403	03/18/2021	Claims	1	24743	PENINSULA SANITATION SERVICE, INC	328.12	ST1 GARBAGE; ST2 GARBAGE
2021	405	03/18/2021	Claims	1	24745	ROGUE FITNESS	2,512.71	WORKOUT EQUIPMENT
2021	406	03/18/2021	Claims	1	24746	SEA WESTERN INC, FIREFIGHTING EQUIP.	291.87	QUARTERLY AIR TEST PROGRAM
2021	409	03/18/2021	Claims	1	24749	STERICYCLE INC.	20.72	CURRENT BIOHAZARD DISPOSAL CHARGES
2021	411	03/18/2021	Claims	1	24751	TAFT PLUMBING, INC.	151.34	FAUCET - ST1
2021	412	03/18/2021	Claims	1	24752	TECH TAP COMPUTER CONSULTING	459.97	SERVICE AGREEMENT - MARCH
2021	413	03/18/2021	Claims	1	24753	VERIZON WIRELESS	320.08	ACCOUNT #342204208-00001 - MDC WIRELESS; ACCOUNT #242204341-00001 - MDCs/WIRELESS
2021	414	03/18/2021	Claims	1	24754	VOYAGER FLEET SYSTEMS, INC.	3,076.47	FEBRUARY FUEL CHARGES
2021	461	03/29/2021	Claims	1	24763	ACTIVE ENTERPRISES INC	339.70	ST2 PROPANE
2021	462	03/29/2021	Claims	1	24764	ARAMARK	75.59	3/17 LINEN SERVICE; 3/24 LINEN SERVICE
2021	463	03/29/2021	Claims	1	24765	BANK OF THE PACIFIC VISA - 1029	2,503.17	LK CREDIT CARD CHARGES
2021	464	03/29/2021	Claims	1	24766	BANK OF THE PACIFIC VISA - 1303	33.90	JB CREDIT CARD CHARGES
2021	465	03/29/2021	Claims	1	24767	BOUND TREE MEDICAL, LLC	197.20	MEDICAL SUPPLIES - NOT TAXED
2021	466	03/29/2021	Claims	1	24768	DEL'S OK POINT-S TIRE	178.62	2 TIRES - #1335
2021	467	03/29/2021	Claims	1	24769	ICOM AMERICA INC	420.52	50W ANALOG MOBILE, CHANNEL, ANTENNA
2021	468	03/29/2021	Claims	1	24770	NORTH BEACH WATER	175.93	ST1D WATER; ST1 WATER, TESTING
2021	469	03/29/2021	Claims	1	24771	PUD #2 OF PACIFIC COUNTY	782.95	ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY
2021	470	03/29/2021	Claims	1	24772	SPECTRUM	140.12	ST2 CABLE; ST1 CABLE
2021	471	03/29/2021	Claims	1	24773	SUNSET AUTO PARTS	234.05	MUD FLAPS - #4750; BED LINERS - #4750; LED A3 4IN LGT KITS - #9086
2021	472	03/29/2021	Claims	1	24774	SYSTEMS DESIGN WEST, LLC.	2,431.90	EMS BILLING FOR FEBRUARY
							28,859.49	
Fund						Claims	Payroll	Total
001 General Fund 651.100						26,514.19	2,345.30	28,859.49
						26,514.19	2,345.30	28,859.49

# TREASURERS REPORT

Signature Page

PACIFIC COUNTY FIRE DISTRICT 1

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03/01/2021 To: 03/31/2021

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

# 2021 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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January To March

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001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
311 10 22 000 FIRE - Real and P.	43,308.44	199,095.68	189,143.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	431,547.90	2,245,560.00	19%
311 10 26 000 EMS - Real and P.	14,525.55	69,471.26	66,254.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,251.25	790,000.00	19%
312 10 00 000 Forest Excise Tax	0.00	85.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.25	0.00	0%
317 20 00 000 Leasehold Excise	0.00	169.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	169.39	0.00	0%
322 90 00 000 Burn Permits	0.00	395.00	325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00	900.00	80%
310 TAXES	57,833.99	269,216.58	255,723.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	582,773.79	3,036,460.00	19%
331 04 90 001 Direct Federal Gra	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83,950.00	0%
332 93 40 000 Ground Emergenc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0%
334 04 90 000 State Grant - DOH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0%
330 State Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	185,150.00	0%
342 20 00 000 Fire Protection Ser	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,700.00	0%
342 60 01 000 Ambulance and E	80,892.71	43,309.42	84,092.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	208,294.91	660,000.00	32%
340	80,892.71	43,309.42	84,092.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	208,294.91	688,700.00	30%
361 11 00 000 Investment Interes	0.00	315.53	263.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	578.56	8,000.00	7%
369 91 00 000 Other Misc Reven	100.00	0.00	21.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	121.60	0.00	0%
369 91 01 000 Misc Revenues - I	8,845.10	0.00	1,981.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,827.05	0.00	0%
369 91 01 001 Misc Revenues - E	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
369 91 01 002 Misc Revenues - J	0.00	7,320.00	10,900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,220.00	0.00	0%
360	8,945.10	7,635.53	13,166.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,747.21	9,000.00	331%
FUND REVENUES	147,671.80	320,161.53	352,982.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	820,815.91	3,919,310.00	21%
522 10 10 001 Commissioners	768.00	1,024.00	640.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,432.00	10,000.00	24%
522 10 10 002 District Chief	9,805.26	9,805.26	9,805.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,415.78	119,166.00	25%
522 10 10 003 District Secretary	5,646.90	5,646.90	5,646.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,940.70	67,763.00	25%
522 10 10 005 Pub. Ed. Coordina	4,151.46	4,151.46	4,151.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,454.38	50,814.00	25%
522 10 10 006 Chief Of Operatio	-275.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-275.96	113,664.00	0%
522 10 10 007 Chief Of Adminisi	8,995.96	8,995.96	8,995.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,987.88	0.00	0%
522 10 20 001 Labor & Industry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,271.00	0%
522 10 20 002 LEOFF Retiremen	1,454.90	1,426.08	1,474.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,355.00	17,621.00	25%
522 10 20 003 Medical/Dental	6,714.21	5,040.19	6,113.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,867.81	73,361.00	24%
522 10 20 004 Medicare	537.87	530.03	543.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,610.97	6,513.00	25%
522 10 20 005 PERS Retirement	1,270.84	1,270.84	1,546.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,088.17	15,379.00	27%
522 10 31 001 Office and Operat	903.96	1,781.74	785.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,471.44	12,000.00	29%
522 10 31 002 Office Cleaning S	582.59	177.92	401.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,161.53	4,000.00	29%
522 10 35 001 Computer Hardwa	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
522 10 35 002 Computer Softwar	0.00	827.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	827.74	500.00	166%
522 10 40 001 Elections	7,003.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,003.16	12,000.00	58%
522 10 40 002 Ground Water Pro	0.00	342.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	342.80	400.00	86%
522 10 41 001 Legal Services / P	1,921.53	1,726.00	1,392.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,039.56	40,000.00	13%
522 10 41 002 Misc Professional	513.96	526.54	505.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,545.59	11,000.00	14%

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## January To March

001 General Fund 651.100															
	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
522 10 42 001 Postage	200.00	19.59	42.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	262.29	1,000.00	26%
522 10 43 001 Travel Lodging	0.00	0.00	111.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	111.07	3,500.00	3%
522 10 43 002 Travel Meals	0.00	0.00	115.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115.00	2,000.00	6%
522 10 43 003 Travel Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
522 10 43 004 Travel Registration	0.00	0.00	253.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	253.73	15,000.00	2%
522 10 46 001 Casualty & Liabili	318.00	0.00	322.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	640.00	75,000.00	1%
522 10 47 001 Electricity	1,493.19	1,573.31	1,768.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,834.77	17,845.00	27%
522 10 47 002 Garbage	278.72	278.72	328.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	885.56	4,000.00	22%
522 10 47 003 Natural Gas	632.34	1,453.97	1,262.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,348.68	6,365.00	53%
522 10 47 004 Sewer	85.00	519.20	85.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	689.20	3,065.00	22%
522 10 47 005 Telephone	897.83	956.88	952.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,807.02	13,000.00	22%
522 10 47 006 Water	478.28	292.59	526.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,296.88	4,000.00	32%
522 10 47 007 Wireless Commun	840.76	222.38	320.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,383.22	5,500.00	25%
522 10 47 008 Cable TV	140.14	0.00	140.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	280.26	2,100.00	13%
522 10 48 001 Computer Service;	455.64	459.97	459.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,375.58	6,000.00	23%
522 10 49 001 Health & Wellness	231.20	648.18	405.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,284.38	6,000.00	21%
522 10 49 002 Memberships and	7,108.61	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,258.61	18,000.00	40%
522 20 10 002 FF/EMT Salaries &	37,209.09	43,051.49	42,726.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	122,986.82	533,299.00	23%
522 20 10 003 Maintenance Tech	6,554.34	6,554.34	6,554.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,663.02	86,643.00	23%
522 20 10 005 Volunteer Incentiv	3,690.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,690.00	25,000.00	15%
522 20 10 099 Timeless Payment	5,444.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,444.47	0.00	0%
522 20 20 001 Labor & Industry	0.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.83	48,390.00	0%
522 20 20 002 LEOFF Retirement	1,981.93	2,299.97	2,277.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,559.20	28,425.00	23%
522 20 20 003 Medical/Dental	7,804.49	8,444.07	10,244.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,493.44	105,215.00	25%
522 20 20 004 Medicare	687.73	720.74	714.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,123.06	7,733.00	27%
522 20 20 005 PERS Retirement	850.10	850.10	850.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,550.30	11,238.00	23%
522 20 20 006 Social Security	228.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	228.78	1,550.00	15%
522 20 20 099 Payroll Clearing	1,152.86	-411.05	-410.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	331.11	0.00	0%
522 20 31 001 Misc Supplies	143.83	321.18	73.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	538.91	5,000.00	11%
522 20 31 002 Uniforms / Gear Is	1,833.17	644.46	518.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,996.03	10,000.00	30%
522 20 32 001 Fuel	464.38	633.44	733.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,831.65	13,744.00	13%
522 20 35 001 Vehicle Parts	196.18	187.94	2,074.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,458.92	12,000.00	20%
522 20 35 002 Misc Small Tools/	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0%
522 20 35 003 Radio Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0%
522 20 40 001 Dispatch / Local S	0.00	0.00	494.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	494.47	2,172.00	23%
522 20 46 001 Pension & Relief	0.00	1,644.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,644.00	3,000.00	55%
522 20 48 001 Radio Repair/Mai;	0.00	0.00	420.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.52	2,000.00	21%
522 20 48 002 Small Equip. Rep;	0.00	526.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	526.13	3,000.00	18%
522 20 48 003 Vehicle Repair/Ma;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
522 20 49 001 Misc Services	1,258.04	0.00	291.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,549.91	23,000.00	7%
522 30 31 001 Fire Investigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0%
522 30 31 002 Public Education ;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0%
522 40 31 001 Misc Supplies	416.31	143.03	16.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	575.54	3,500.00	16%
522 40 43 001 Training Lodging	387.48	268.75	381.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,037.76	2,000.00	52%
522 40 43 002 Training Meals	570.06	375.88	458.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,403.94	2,000.00	70%
522 40 43 003 Travel Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%

# 2021 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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January To March

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001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
522 40 43 004 Travel Registration	2,642.84	695.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,587.84	30,000.00	12%
522 40 49 001 Resident Tuition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	0%
522 40 49 002 Union Tuition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
522 50 31 001 Building Maintena	168.63	61.64	159.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	389.71	2,500.00	16%
522 50 49 001 Building Maintena	178.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	178.37	10,000.00	2%
526 10 10 002 FF/Paramedic Sal	77,008.65	76,581.82	76,457.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	230,047.84	908,642.00	25%
526 10 10 003 Volunteer Reimbu	1,699.00	3,172.50	2,647.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,518.50	20,000.00	38%
526 10 10 099 TimeLoss Payment	1,448.44	0.00	-871.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	576.94	0.00	0%
526 10 20 001 Labor & Industry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	64,350.00	0%
526 10 20 002 LEOPF Retiremen	4,079.61	4,086.33	4,075.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,241.11	48,431.00	25%
526 10 20 003 Medical/Dental	13,846.13	8,484.57	9,855.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,186.10	132,451.00	24%
526 10 20 004 Medicare	1,140.06	1,157.68	1,147.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,444.74	13,175.00	26%
526 10 20 006 Social Security	105.33	196.69	164.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	466.14	1,240.00	38%
526 10 41 001 Biohazard Dispos	31.08	42.74	20.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	94.54	650.00	15%
526 10 41 002 Controlled Substa	0.00	0.00	195.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	195.00	0.00	0%
526 40 30 001 Supplies	0.00	729.26	36.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	765.93	5,000.00	15%
526 40 43 002 Travel Meals	64.00	0.00	38.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	102.00	3,000.00	3%
526 40 43 004 Travel Registration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,500.00	0%
526 40 43 005 OTEP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0%
526 70 41 001 Ambulance Billing	0.00	7,102.15	2,431.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,534.05	30,000.00	32%
526 70 41 002 GEMT Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0%
526 70 49 001 Ambulance Payme	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	3,000.00	2%
526 80 31 001 Medical & Operat	3,237.95	1,891.37	2,621.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,750.45	48,000.00	16%
526 80 32 001 Fuel	1,724.79	2,034.80	2,342.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,102.23	63,503.00	10%
526 80 35 001 Vehicle Parts	588.43	1,001.64	1,342.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,932.49	10,000.00	29%
526 80 35 002 Misc Small Tools/	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0%
526 80 48 001 Medical Equip. Re	10.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.75	13,500.00	0%
526 80 48 003 Vehicle Repairs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0%
526 80 51 001 Dispatch / Local S	0.00	0.00	7,943.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,943.65	33,675.00	24%
520 FIRE	242,002.48	223,390.91	228,368.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	693,761.99	3,200,453.00	22%
522 10 10 008 Chief Of EMS & i	8,495.21	7,954.34	8,853.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,303.33	97,771.00	26%
522 FIRE	8,495.21	7,954.34	8,853.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,303.33	97,771.00	26%
591 22 71 001 Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,500.00	0%
592 22 83 001 Interest	0.00	0.00	1,280.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,280.35	2,575.00	50%
594 22 60 001 Buildings	0.00	13,458.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,458.45	60,000.00	22%
594 22 60 002 Communication E	4,523.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,523.88	26,400.00	17%
594 22 60 003 Office Equipment	-54.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-54.05	2,500.00	2%
594 22 60 004 Equipment & Turr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43,000.00	0%
594 22 60 005 Fire Hose	0.00	2,221.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,221.46	5,000.00	44%
594 22 60 006 Misc Equipment	279.36	0.00	2,512.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,792.07	3,000.00	93%
594 22 60 008 Engines	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350,000.00	0%
594 26 60 001 Ambulance/Recha	0.00	0.00	122,877.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	122,877.27	100,000.00	123%
594 26 60 002 Misc Medical Equ	9,066.51	5,903.00	2,268.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,238.42	33,750.00	51%

## 2021 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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## January To March

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# 2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 09:58:49 Date: 04/05/2021

Page: 1

001 General Fund 651.100

Months: 01 To: 03

Revenues		Amt Budgeted	Revenues	Remaining	
<b>310 TAXES</b>					
311 10 22 000	FIRE - Real and Personal Property Taxes	2,245,560.00	431,547.90	1,814,012.10	19.2%
311 10 26 000	EMS - Real and Personal Property Taxes	790,000.00	150,251.25	639,748.75	19.0%
312 10 00 000	Forest Excise Tax	0.00	85.25	(85.25)	0.0%
317 20 00 000	Leasehold Excise Tax	0.00	169.39	(169.39)	0.0%
318 00 00 000	Other Tax	0.00	0.00	0.00	0.0%
322 90 00 000	Burn Permits	900.00	720.00	180.00	80.0%
<b>310 TAXES</b>		<b>3,036,460.00</b>	<b>582,773.79</b>	<b>2,453,686.21</b>	<b>19.2%</b>
<b>330 State Grant</b>					
331 04 90 001	Direct Federal Grants (FEMA) SAFER	83,950.00	0.00	83,950.00	0.0%
331 04 90 002	Direct Federal Grants (FEMA) AFG	0.00	0.00	0.00	0.0%
332 92 10 000	Covid-19 Non-Grant Assistance	0.00	0.00	0.00	0.0%
332 93 40 000	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>185,150.00</b>	<b>0.00</b>	<b>185,150.00</b>	<b>0.0%</b>
342 20 00 000	Fire Protection Services (Fire Protection Contracts)	28,700.00	0.00	28,700.00	0.0%
342 60 01 000	Ambulance and Emergency Aid Services (Transports)	660,000.00	208,294.91	451,705.09	31.6%
342 60 02 000	Ambulance & Emergency Aid Services (Naselle Dist #4 payments)	0.00	0.00	0.00	0.0%
<b>340</b>		<b>688,700.00</b>	<b>208,294.91</b>	<b>480,405.09</b>	<b>30.2%</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	8,000.00	578.56	7,421.44	7.2%
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	121.60	(121.60)	0.0%
369 91 01 000	Misc Revenues - LNI Reimbursements for Timeloss/LEP	0.00	10,827.05	(10,827.05)	0.0%
369 91 01 001	Misc Revenues - BVFF Reimburse	1,000.00	0.00	1,000.00	0.0%
369 91 01 002	Misc Revenues - Training	0.00	18,220.00	(18,220.00)	0.0%
<b>360</b>		<b>9,000.00</b>	<b>29,747.21</b>	<b>(20,747.21)</b>	<b>330.5%</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%



# 2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 03

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>3,919,310.00</b>	<b>820,815.91</b>	<b>3,098,494.09</b>	<b>20.9%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining
520 FIRE			
522 10 10 001 Commissioners	10,000.00	2,432.00	7,568.00 24.3%
522 10 10 002 District Chief	119,166.00	29,415.78	89,750.22 24.7%
522 10 10 003 District Secretary	67,763.00	16,940.70	50,822.30 25.0%
522 10 10 004 Admin Assistant	0.00	0.00	0.00 0.0%
522 10 10 005 Pub. Ed. Coordinator	50,814.00	12,454.38	38,359.62 24.5%
522 10 10 006 Chief Of Operations	113,664.00	(275.96)	113,939.96 0.2%
522 10 10 007 Chief Of Administration	0.00	26,987.88	(26,987.88) 0.0%
522 10 20 001 Labor & Industry	10,271.00	0.00	10,271.00 0.0%
522 10 20 002 LEOFF Retirement	17,621.00	4,355.00	13,266.00 24.7%
522 10 20 003 Medical/Dental	73,361.00	17,867.81	55,493.19 24.4%
522 10 20 004 Medicare	6,513.00	1,610.97	4,902.03 24.7%
522 10 20 005 PERS Retirement	15,379.00	4,088.17	11,290.83 26.6%
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	12,000.00	3,471.44	8,528.56 28.9%
522 10 31 002 Office Cleaning Supplies	4,000.00	1,161.53	2,838.47 29.0%
522 10 35 001 Computer Hardware	1,000.00	0.00	1,000.00 0.0%
522 10 35 002 Computer Software	500.00	827.74	(327.74) 165.5%
522 10 40 001 Elections	12,000.00	7,003.16	4,996.84 58.4%
522 10 40 002 Ground Water Property Tax	400.00	342.80	57.20 85.7%
522 10 40 003 State Audit	0.00	0.00	0.00 0.0%
522 10 41 001 Legal Services / Publications	40,000.00	5,039.56	34,960.44 12.6%
522 10 41 002 Misc Professional Services	11,000.00	1,545.59	9,454.41 14.1%
522 10 42 001 Postage	1,000.00	262.29	737.71 26.2%
522 10 43 001 Travel Lodging	3,500.00	111.07	3,388.93 3.2%
522 10 43 002 Travel Meals	2,000.00	115.00	1,885.00 5.8%
522 10 43 003 Travel Mileage	2,000.00	0.00	2,000.00 0.0%
522 10 43 004 Travel Registration / Fee	15,000.00	253.73	14,746.27 1.7%
522 10 46 001 Casualty & Liability Insurance	75,000.00	640.00	74,360.00 0.9%
522 10 47 001 Electricity	17,845.00	4,834.77	13,010.23 27.1%
522 10 47 002 Garbage	4,000.00	885.56	3,114.44 22.1%
522 10 47 003 Natural Gas	6,365.00	3,348.68	3,016.32 52.6%
522 10 47 004 Sewer	3,065.00	689.20	2,375.80 22.5%
522 10 47 005 Telephone	13,000.00	2,807.02	10,192.98 21.6%
522 10 47 006 Water	4,000.00	1,296.88	2,703.12 32.4%
522 10 47 007 Wireless Communications	5,500.00	1,383.22	4,116.78 25.1%
522 10 47 008 Cable TV	2,100.00	280.26	1,819.74 13.3%

# 2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 03

Expenditures		Amt Budgeted	Expenditures	Remaining	
520 FIRE					
522 10 48 001	Computer Services	6,000.00	1,375.58	4,624.42	22.9%
522 10 49 001	Health & Wellness	6,000.00	1,284.38	4,715.62	21.4%
522 10 49 002	Memberships and Subscriptions	18,000.00	7,258.61	10,741.39	40.3%
210		749,827.00	162,094.80	587,732.20	21.6%
522 20 10 001	Training Officer	0.00	0.00	0.00	0.0%
522 20 10 002	FF/EMT Salaries & Wages	533,299.00	122,986.82	410,312.18	23.1%
522 20 10 003	Maintenance Technician	86,643.00	19,663.02	66,979.98	22.7%
522 20 10 004	Resident Interns	0.00	0.00	0.00	0.0%
522 20 10 005	Volunteer Incentive Program	25,000.00	3,690.00	21,310.00	14.8%
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	5,444.47	(5,444.47)	0.0%
522 20 20 001	Labor & Industry	48,390.00	0.83	48,389.17	0.0%
522 20 20 002	LEOFF Retirement	28,425.00	6,559.20	21,865.80	23.1%
522 20 20 003	Medical/Dental	105,215.00	26,493.44	78,721.56	25.2%
522 20 20 004	Medicare	7,733.00	2,123.06	5,609.94	27.5%
522 20 20 005	PERS Retirement	11,238.00	2,550.30	8,687.70	22.7%
522 20 20 006	Social Security	1,550.00	228.78	1,321.22	14.8%
522 20 20 007	Unemployment Compensation	0.00	0.00	0.00	0.0%
522 20 20 008	BVFF Volunteer Disability - Reimburseable	0.00	0.00	0.00	0.0%
522 20 20 099	Payroll Clearing	0.00	331.11	(331.11)	0.0%
522 20 31 001	Misc Supplies	5,000.00	538.91	4,461.09	10.8%
522 20 31 002	Uniforms / Gear Issue	10,000.00	2,996.03	7,003.97	30.0%
522 20 32 001	Fuel	13,744.00	1,831.65	11,912.35	13.3%
522 20 35 001	Vehicle Parts	12,000.00	2,458.92	9,541.08	20.5%
522 20 35 002	Misc Small Tools/Equip	2,500.00	0.00	2,500.00	0.0%
522 20 35 003	Radio Equipment	2,500.00	0.00	2,500.00	0.0%
522 20 40 001	Dispatch / Local Support Svcs	2,172.00	494.47	1,677.53	22.8%
522 20 46 001	Pension & Relief	3,000.00	1,644.00	1,356.00	54.8%
522 20 48 001	Radio Repair/Maintenance	2,000.00	420.52	1,579.48	21.0%
522 20 48 002	Small Equip. Repair/Maintenance	3,000.00	526.13	2,473.87	17.5%
522 20 48 003	Vehicle Repair/Maintenance	2,000.00	0.00	2,000.00	0.0%
522 20 49 001	Misc Services	23,000.00	1,549.91	21,450.09	6.7%
220		928,409.00	202,531.57	725,877.43	21.8%
522 30 31 001	Fire Investigation Supplies	400.00	0.00	400.00	0.0%
522 30 31 002	Public Education Supplies	1,500.00	0.00	1,500.00	0.0%
522 30 49 001	Newsletter	0.00	0.00	0.00	0.0%
230		1,900.00	0.00	1,900.00	0.0%
522 40 31 001	Misc Supplies	3,500.00	575.54	2,924.46	16.4%
522 40 43 001	Training Lodging	2,000.00	1,037.76	962.24	51.9%
522 40 43 002	Training Meals	2,000.00	1,403.94	596.06	70.2%
522 40 43 003	Travel Mileage	500.00	0.00	500.00	0.0%
522 40 43 004	Travel Registration / Fee	30,000.00	3,587.84	26,412.16	12.0%
522 40 49 001	Resident Tuition	15,000.00	0.00	15,000.00	0.0%
522 40 49 002	Union Tuition	5,000.00	0.00	5,000.00	0.0%
240		58,000.00	6,605.08	51,394.92	11.4%
522 50 31 001	Building Maintenance Supplies	2,500.00	389.71	2,110.29	15.6%
522 50 49 001	Building Maintenance Services	10,000.00	178.37	9,821.63	1.8%

# 2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 09:58:49 Date: 04/05/2021

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001 General Fund 651.100

Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 FIRE</b>				
<b>250</b>	<b>12,500.00</b>	<b>568.08</b>	<b>11,931.92</b>	<b>4.5%</b>
526 10 10 001 EMS Coordinator	0.00	0.00	0.00	0.0%
526 10 10 002 FF/Paramedic Salaries & Wages	908,642.00	230,047.84	678,594.16	25.3%
526 10 10 003 Volunteer Reimbursement	20,000.00	7,518.50	12,481.50	37.6%
526 10 10 099 Timeloss Payments (Disability)	0.00	576.94	(576.94)	0.0%
526 10 20 001 Labor & Industry	64,350.00	0.00	64,350.00	0.0%
526 10 20 002 LEOFF Retirement	48,431.00	12,241.11	36,189.89	25.3%
526 10 20 003 Medical/Dental	132,451.00	32,186.10	100,264.90	24.3%
526 10 20 004 Medicare	13,175.00	3,444.74	9,730.26	26.1%
526 10 20 005 PERS Retirement	0.00	0.00	0.00	0.0%
526 10 20 006 Social Security	1,240.00	466.14	773.86	37.6%
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	94.54	555.46	14.5%
526 10 41 002 Controlled Substances Disposal	0.00	195.00	(195.00)	0.0%
<b>610</b>	<b>1,188,939.00</b>	<b>286,770.91</b>	<b>902,168.09</b>	<b>24.1%</b>
526 40 30 001 Supplies	5,000.00	765.93	4,234.07	15.3%
526 40 43 001 Travel Lodging	0.00	0.00	0.00	0.0%
526 40 43 002 Travel Meals	3,000.00	102.00	2,898.00	3.4%
526 40 43 003 Travel Mileage	0.00	0.00	0.00	0.0%
526 40 43 004 Travel Registration Fee	14,500.00	0.00	14,500.00	0.0%
526 40 43 005 OTEP	3,500.00	0.00	3,500.00	0.0%
<b>640</b>	<b>26,000.00</b>	<b>867.93</b>	<b>25,132.07</b>	<b>3.3%</b>
526 70 41 001 Ambulance Billing Services	30,000.00	9,534.05	20,465.95	31.8%
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	50.00	2,950.00	1.7%
<b>670</b>	<b>63,000.00</b>	<b>9,584.05</b>	<b>53,415.95</b>	<b>15.2%</b>
526 80 31 001 Medical & Operating Supplies	48,000.00	7,750.45	40,249.55	16.1%
526 80 32 001 Fuel	63,503.00	6,102.23	57,400.77	9.6%
526 80 35 001 Vehicle Parts	10,000.00	2,932.49	7,067.51	29.3%
526 80 35 002 Misc Small Tools/Equip	1,200.00	0.00	1,200.00	0.0%
526 80 48 001 Medical Equip. Repairs & Maintenance	13,500.00	10.75	13,489.25	0.1%
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	0.00	2,000.00	0.0%
526 80 51 001 Dispatch / Local Support Svcs	33,675.00	7,943.65	25,731.35	23.6%
<b>680</b>	<b>171,878.00</b>	<b>24,739.57</b>	<b>147,138.43</b>	<b>14.4%</b>
<b>520 FIRE</b>	<b>3,200,453.00</b>	<b>693,761.99</b>	<b>2,506,691.01</b>	<b>21.7%</b>
<b>522 FIRE</b>				
522 10 10 008 Chief Of EMS & Safety	97,771.00	25,303.33	72,467.67	25.9%
<b>522 FIRE</b>	<b>97,771.00</b>	<b>25,303.33</b>	<b>72,467.67</b>	<b>25.9%</b>
<b>580 Non-Expenditures</b>				
586 00 00 001 Timeloss Passthrough To Employee	0.00	0.00	0.00	0.0%

## 2021 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 03

Expenditures		Amt Budgeted	Expenditures	Remaining	
580 Non-Expenditures					
586 00 20 003	Timeloss Passthrough - Personnel Benefits	0.00	0.00	0.00	0.0%
580 Non-Expenditures		0.00	0.00	0.00	0.0%
591 22 71 001	Principal	51,500.00	0.00	51,500.00	0.0%
592 22 83 001	Interest	2,575.00	1,280.35	1,294.65	49.7%
594 22 60 001	Buildings	60,000.00	13,458.45	46,541.55	22.4%
594 22 60 002	Communication Equipment	26,400.00	4,523.88	21,876.12	17.1%
594 22 60 003	Office Equipment	2,500.00	(54.05)	2,554.05	2.2%
594 22 60 004	Equipment & Turnout Gear	43,000.00	0.00	43,000.00	0.0%
594 22 60 005	Fire Hose	5,000.00	2,221.46	2,778.54	44.4%
594 22 60 006	Misc Equipment	3,000.00	2,792.07	207.93	93.1%
594 22 60 007	SCBA Firefighting Equipment	0.00	0.00	0.00	0.0%
594 22 60 008	Engines	350,000.00	0.00	350,000.00	0.0%
594 26 60 001	Ambulance/Rechassis	100,000.00	122,877.27	(22,877.27)	122.9%
594 26 60 002	Misc Medical Equipment	33,750.00	17,238.42	16,511.58	51.1%
590		677,725.00	164,337.85	513,387.15	24.2%
Fund Expenditures:		3,975,949.00	883,403.17	3,092,545.83	22.2%
Fund Excess/(Deficit):		(56,639.00)	(62,587.26)		

## 2021 BUDGET POSITION TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

Months: 01 To: 03

Time: 09:58:49 Date: 04/05/2021

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 651.100	3,919,310.00	820,815.91	20.9%	3,975,949.00	883,403.17	22%
	3,919,310.00	820,815.91	20.9%	3,975,949.00	883,403.17	22.2%

## 2021

MONTH	REVENUE TAX COLLECTIONS				EXPENDITURES			CASH BALANCE
	FIRE/EMS	AMBULANCE BILLING	MISC REVENUE	REVENUE MONTHLY	DATE	VOUCHER TOTAL	VOUCHER MONTHLY	
Beginning Balance								\$ 2,774,238.18
Rainy Day Fund Begin								\$ 1,751,000.00
Capital Fund Begin								\$ -
JANUARY ACTUAL	\$ 57,833.99	\$ 80,892.71	\$ 8,945.10	\$ 147,671.80	01/19/21 \$ (31,365.62) 01/26/21 \$ (232,947.77)	\$ (264,313.39)	\$ 1,023,238.18 \$ 906,596.59	
FEBRUARY ACTUAL	\$ 268,566.94	\$ 43,309.42	\$ 8,285.17	\$ 320,161.53	02/23/21 \$ (248,813.88) 02/24/21 \$ (4,214.28) 02/28/21 \$ 100.00	\$ (252,828.16)	\$ 973,829.96	
MARCH ACTUAL	\$ 255,398.22	\$ 84,092.78	\$ 13,491.58	\$ 352,982.58	03/23/21 \$ (357,091.97) GO BOND INTEREST \$ (1,280.35) 03/29/21 \$ (7,789.30)	\$ (366,161.62)	\$ 960,650.92	
APRIL ESTIMATED	\$ 974,718.32	\$ 55,000.00		\$ 1,029,718.32	\$ (274,852.00)	\$ (274,852.00)	\$ 1,715,517.24	
MAY ESTIMATED	\$ 388,248.12	\$ 55,000.00		\$ 443,248.12	\$ (274,852.00)	\$ (274,852.00)	\$ 1,883,913.36	
JUNE ESTIMATED	\$ 39,158.72	\$ 55,000.00		\$ 94,158.72	\$ (274,852.00)	\$ (274,852.00)	\$ 1,703,220.08	
JULY ESTIMATED	\$ 19,124.03	\$ 55,000.00		\$ 74,124.03	\$ (274,852.00)	\$ (274,852.00)	\$ 1,502,492.11	
AUGUST ESTIMATED	\$ 31,569.82	\$ 55,000.00		\$ 86,569.82	\$ (274,852.00) \$ (311,825.00)	\$ (586,677.00)	\$ 1,002,384.94	
SEPTEMBER ESTIMATED	\$ 65,264.54	\$ 55,000.00		\$ 120,264.54	\$ (274,852.00) GO BOND \$ (52,787.50)	\$ (327,639.50)	\$ 795,009.98	
OCTOBER ESTIMATED	\$ 708,196.15	\$ 55,000.00		\$ 763,196.15	\$ (274,852.00)	\$ (274,852.00)	\$ 1,283,354.12	
NOVEMBER ESTIMATED	\$ 284,431.97	\$ 55,000.00		\$ 339,431.97	\$ (274,852.00)	\$ (274,852.00)	\$ 1,347,934.10	
DECEMBER ESTIMATED	\$ 22,159.59	\$ 55,000.00		\$ 77,159.59	\$ (274,852.00)	\$ (274,852.00)	\$ 1,150,241.68	
Rainy Day Fund End								\$ 1,751,000.00
Capital Fund End								\$ -
Ending Balance								\$ 2,901,241.68

PACIFIC COUNTY FIRE DISTRICT #1  
HISTORICAL TAX COLLECTION TRENDS  
2016 - PRESENT

	2016		2017		2018		2019		2020		2021	
TOTAL TAX BUDGETED	\$ 2,190,000.00		\$ 2,210,200.00		\$ 2,249,924.00	\$	\$ 2,296,130.00	\$	\$ 2,757,013.00		\$ 3,035,560.00	
FIRE TAX BUDGETED	\$ 1,640,000.00		\$ 1,657,600.00		\$ 1,687,434.00	\$	\$ 1,722,088.00	\$	\$ 2,170,000.00		\$ 2,245,560.00	
EMS TAX BUDGETED	\$ 550,000.00		\$ 552,600.00		\$ 562,490.00	\$	\$ 574,042.00	\$	\$ 587,013.00		\$ 790,000.00	
	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED
JANUARY	\$ 12,367.02	0.56%	\$ 12,953.67	0.59%	\$ 15,264.18	0.68%	\$ 15,055.66	0.66%	\$ 14,806.68	0.54%	\$ 57,833.99	1.91%
FEBRUARY	\$ 181,228.05	8.28%	\$ 179,805.67	8.14%	\$ 150,130.14	6.67%	\$ 197,746.44	8.61%	\$ 218,949.29	7.94%	\$ 268,566.94	8.85%
MARCH	\$ 145,946.95	6.66%	\$ 170,790.47	7.73%	\$ 206,534.01	9.18%	\$ 166,653.82	7.26%	\$ 209,647.93	7.60%	\$ 255,398.22	8.41%
APRIL	\$ 703,261.24	32.11%	\$ 728,399.75	32.96%	\$ 750,574.65	33.36%	\$ 848,309.28	36.95%	\$ 879,678.69	31.91%	\$ -	0.00%
MAY	\$ 280,090.97	12.79%	\$ 254,673.35	11.52%	\$ 255,316.19	11.35%	\$ 206,894.94	9.01%	\$ 231,232.67	8.38%	\$ -	0.00%
JUNE	\$ 28,234.90	1.29%	\$ 28,277.67	1.28%	\$ 25,798.97	1.15%	\$ 17,802.27	0.78%	\$ 121,915.61	4.42%	\$ -	0.00%
JULY	\$ 13,862.01	0.63%	\$ 14,243.07	0.64%	\$ 13,357.18	0.59%	\$ 15,297.94	0.67%	\$ 46,281.87	1.68%	\$ -	0.00%
AUGUST	\$ 22,834.63	1.04%	\$ 20,189.40	0.91%	\$ 21,792.96	0.97%	\$ 19,593.62	0.85%	\$ 84,451.70	3.06%	\$ -	0.00%
SEPTEMBER	\$ 47,133.60	2.15%	\$ 38,344.75	1.73%	\$ 43,077.95	1.91%	\$ 52,981.76	2.31%	\$ 60,014.36	2.18%	\$ -	0.00%
OCTOBER	\$ 510,944.00	23.33%	\$ 609,385.19	27.57%	\$ 589,751.41	26.21%	\$ 609,623.36	26.55%	\$ 660,097.49	23.94%	\$ -	0.00%
NOVEMBER	\$ 205,209.54	9.37%	\$ 134,526.27	6.09%	\$ 156,410.40	6.95%	\$ 132,735.72	5.78%	\$ 211,520.52	7.67%	\$ -	0.00%
DECEMBER	\$ 15,961.81	0.73%	\$ 17,814.83	0.81%	\$ 15,106.15	0.67%	\$ 20,475.78	0.89%	\$ 32,635.83	1.18%	\$ -	0.00%
COLLECTION AS OF MARCH:	\$ 8.84%		\$ 8.72%		\$ 7.35%		\$ 9.27%		\$ 8.47%		\$ 581,799.15	19.17%
TOTAL COLLECTION:	98.22%		99.16%		99.03%		99.41%		100.51%			

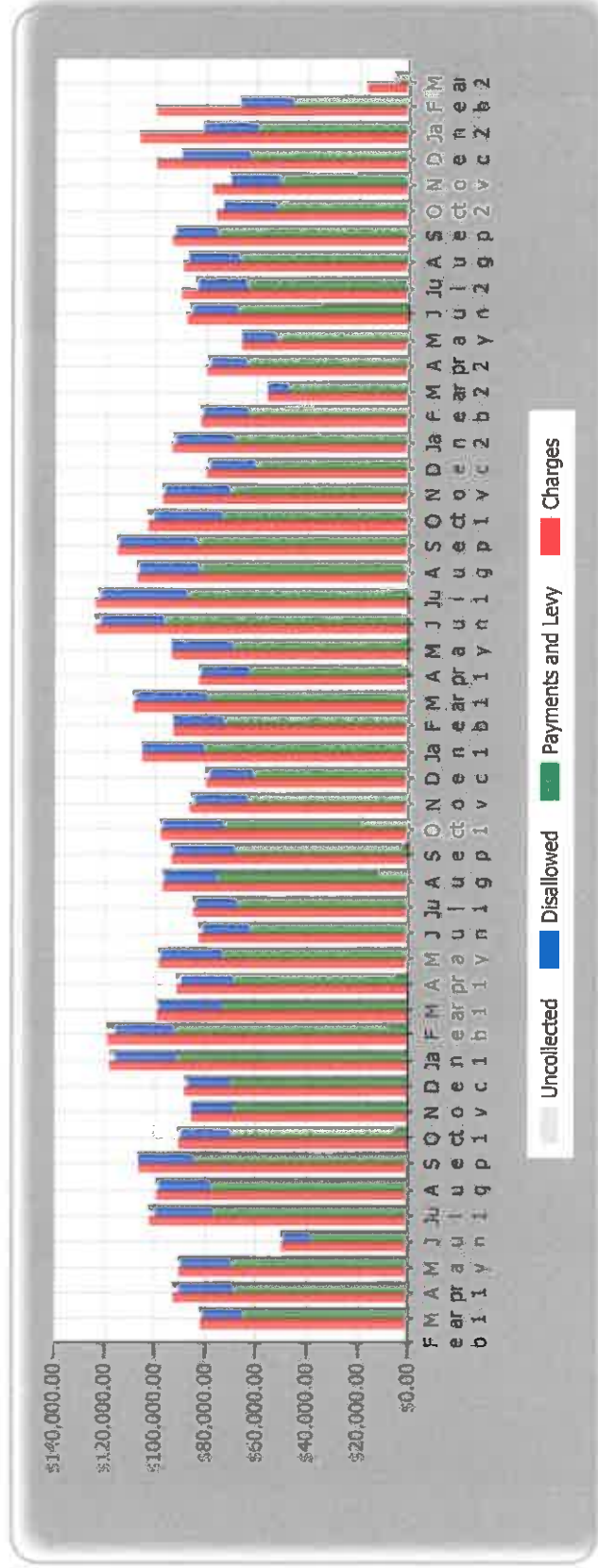
## ANNUAL COLLECTION STATISTICS

Month	Tickets	Charges	Payments	%	Levy Fund	%	Disallowed	%	Uncollected	%	Pending	%
Mar 17	101	82,057.40	-57,090.97	70 %	-8,276.93	10 %	-16,689.49	20 %	-0.01	0 %	0.00	0 %
Apr 17	113	93,094.66	-63,548.70	68 %	-5,374.25	6 %	-21,792.96	23 %	-2,378.75	3 %	0.00	0 %
May 17	109	90,916.42	-65,629.75	72 %	-3,778.32	4 %	-20,864.47	23 %	-643.88	1 %	0.00	0 %
Jun 17	63	48,922.42	-35,004.12	70 %	-3,422.19	7 %	-10,730.73	21 %	-765.38	2 %	0.00	0 %
Jul 17	117	102,527.41	-71,754.18	70 %	-5,126.60	5 %	-23,412.30	23 %	-2,234.33	2 %	0.00	0 %
Aug 17	128	99,398.24	-73,055.40	73 %	-4,686.35	5 %	-20,786.86	21 %	-889.63	1 %	0.00	0 %
Sep 17	132	106,982.99	-79,715.10	75 %	-4,344.67	4 %	-22,923.22	21 %	0.00	0 %	0.00	0 %
Oct 17	115	90,850.55	-61,172.46	67 %	-8,367.69	9 %	-20,647.40	23 %	-663.00	1 %	0.00	0 %
Nov 17	110	85,544.91	-58,963.05	69 %	-9,985.69	12 %	-16,596.17	19 %	0.00	0 %	0.00	0 %
Dec 17	113	88,201.33	-62,761.52	71 %	-7,408.24	8 %	-17,252.69	20 %	-778.88	1 %	0.00	0 %
Jan 18	133	118,216.73	-83,379.54	71 %	-8,402.40	7 %	-24,605.28	21 %	-1,829.51	2 %	0.00	0 %
Feb 18	126	118,747.04	-81,406.53	68 %	-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	-68,296.90	69 %	-4,773.69	5 %	-24,779.36	25 %	-835.35	1 %	0.00	0 %
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	85,101.48	-55,738.87	65 %	-11,750.05	14 %	-16,860.66	20 %	-751.88	1 %	0.00	0 %
Aug 18	120	96,918.03	-65,196.31	67 %	-10,094.03	10 %	-21,284.37	22 %	-343.32	0 %	0.00	0 %
Sep 18	118	93,411.82	-66,182.48	71 %	-2,305.93	2 %	-24,402.03	26 %	-521.38	1 %	0.00	0 %
Oct 18	124	98,006.68	-67,022.08	68 %	-5,664.75	6 %	-24,567.97	25 %	-751.88	1 %	0.00	0 %
Nov 18	102	86,382.77	-55,894.93	65 %	-7,589.22	9 %	-21,612.86	25 %	-642.88	1 %	642.88	1 %
Dec 18	105	79,624.53	-55,575.26	70 %	-5,731.62	7 %	-17,188.65	22 %	-1,129.00	1 %	0.00	0 %
Jan 19	127	105,453.02	-74,129.76	70 %	-6,326.85	6 %	-24,997.41	24 %	0.00	0 %	0.00	0 %
Feb 19	116	92,797.35	-62,030.96	67 %	-10,424.84	11 %	-20,341.55	22 %	0.00	0 %	0.00	0 %
Mar 19	139	108,698.58	-70,738.25	65 %	-8,290.32	8 %	-29,024.64	27 %	-645.37	1 %	0.00	0 %
Apr 19	108	83,020.36	-53,673.83	65 %	-8,964.20	11 %	-20,022.30	24 %	-360.03	0 %	0.00	0 %
May 19	120	93,304.03	-58,985.45	63 %	-10,078.57	11 %	-24,240.01	26 %	0.00	0 %	0.00	0 %
Jun 19	152	123,982.78	-85,877.59	69 %	-10,308.81	8 %	-25,971.27	21 %	-1,921.43	2 %	-96.32	0 %
Jul 19	126	123,749.13	-81,285.40	66 %	-6,085.57	5 %	-35,027.54	28 %	-236.99	0 %	1,113.63	1 %
Aug 19	120	107,770.57	-73,600.71	68 %	-9,493.95	9 %	-24,030.78	22 %	-645.13	1 %	0.00	0 %
Sep 19	117	115,322.13	-75,478.04	65 %	-8,029.94	7 %	-31,195.02	27 %	-619.13	1 %	0.00	0 %
Oct 19	113	103,249.97	-66,580.56	64 %	-6,495.60	6 %	-27,576.68	27 %	-2,597.13	3 %	0.00	0 %
Nov 19	108	97,584.12	-61,154.39	63 %	-8,937.62	9 %	-26,804.23	27 %	-687.88	1 %	0.00	0 %
Dec 19	94	79,759.24	-53,152.62	67 %	-7,464.02	9 %	-17,776.09	22 %	-616.88	1 %	749.63	1 %
Jan 20	98	93,462.19	-60,230.09	64 %	-9,060.19	10 %	-23,248.83	25 %	-687.88	1 %	235.20	0 %
Feb 20	91	82,350.92	-58,242.34	71 %	-5,081.11	6 %	-18,245.11	22 %	-663.13	1 %	119.23	0 %
Mar 20	71	56,056.90	-40,178.26	72 %	-6,744.37	12 %	-9,134.27	16 %	0.00	0 %	0.00	0 %
Apr 20	95	79,943.86	-58,405.72	73 %	-5,725.06	7 %	-14,941.75	19 %	-136.33	0 %	735.00	1 %
May 20	96	66,058.36	-47,800.04	72 %	-4,787.67	7 %	-13,355.75	20 %	0.00	0 %	114.90	0 %
Jun 20	99	88,000.10	-61,214.24	70 %	-6,066.31	7 %	-19,257.67	22 %	-75.00	0 %	1,386.88	2 %
Jul 20	103	90,029.03	-58,821.88	65 %	-4,800.67	5 %	-19,804.82	22 %	-751.88	1 %	5,849.78	6 %
Aug 20	99	89,357.24	-63,717.74	71 %	-2,868.80	3 %	-20,668.15	23 %	0.00	0 %	2,102.55	2 %
Sep 20	103	93,813.15	-70,722.59	75 %	-4,931.91	5 %	-16,665.01	18 %	0.00	0 %	1,493.64	2 %



Oct 20	79	76,395.05	-50,320.63	66 %	-2,301.84	3 %	-20,585.62	27 %	0.00	0 %	3,186.96	4 %
Nov 20	82	77,374.94	-49,424.55	64 %	-1,606.03	2 %	-19,317.28	25 %	0.00	0 %	7,027.08	9 %
Dec 20	104	100,289.58	-61,482.22	61 %	-1,164.13	1 %	-27,476.72	27 %	0.00	0 %	10,166.51	10 %
Jan 21	112	107,020.21	-57,328.12	54 %	-2,093.62	2 %	-21,934.84	20 %	0.00	0 %	25,663.63	24 %
Feb 21	98	100,027.70	-45,946.92	46 %	0.00	0 %	-20,914.71	21 %	0.00	0 %	33,166.07	33 %
Mar 21	20	16,422.67	-4,783.68	29 %	-250.00	2 %	-1,092.25	7 %	0.00	0 %	10,296.74	63 %
	5,251	4,490,011.64	-3,013,214.08		-310,362.85		-1,029,520.09		-32,960.63		103,953.99	

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





**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

<b>MEETING DATE:</b>	APRIL 20, 2021
<b>AGENDA ITEM (to be completed by the office):</b>	OLD BUSINESS #1
<b>SUBJECT:</b>	STRATEGIC PLANNING WORKSHOP FOLLOW-UP
<b>REQUESTOR:</b>	CHIEF BRUNDAGE
<b>COST (including tax):</b>	N/A
<b>SUMMARY:</b>	<ol style="list-style-type: none"><li>1. SPOT ANALYSIS UPDATE</li><li>2. LIST OF IDEAS</li><li>3. SET-UP NEXT PORTION OF THE WORKSHOP</li></ol>
<b>RECOMMENDATION:</b>	



**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

<b>MEETING DATE:</b>	APRIL 20, 2021
<b>AGENDA ITEM (to be completed by the office):</b>	NEW BUSINESS #1
<b>SUBJECT:</b>	PROFESSIONAL SERVICES AGREEMENT BETWEEN PACIFIC COUNTY FPD 1 AND SYSTEMS DESIGN WEST, LLC
<b>REQUESTOR:</b>	[REDACTED]
<b>COST (including tax):</b>	NO ADDITIONAL COSTS
<b>SUMMARY:</b>	<p>SYSTEMS DESIGN IS UPDATING ALL OF THEIR CONTRACTS WITH CURRENT CLIENTS.</p>
<b>RECOMMENDATION:</b>	

## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made and entered into this 1st day of July, 2021 by and between, Pacific County FPD 1 ("Provider") having its principal location at 26110 Ridge Ave Ocean Park, WA 98640 and Systems Design West, LLC a Delaware limited liability company having their principal place of business located at 19265 Powder Hill Place NE Poulsbo, Washington 98370 hereinafter referred to as the ("Consultant"). Collectively the Provider and the Consultant shall be known as the "PARTIES".

### RECITALS:

(a) WHEREAS, the Provider and the Consultant desire to enter into a "Professional Services Agreement",

(b) NOW, THEREFORE, in consideration for the mutual obligations contained herein the Provider and the Consultant, each intending to be legally bound by this agreement, hereby mutually covenant and agree as follows:

1. SCOPE OF SERVICES. The Consultant shall provide to the Provider specific services related to the billing and payment processing of EMS patient transport services that are provided to the general public by the Provider. The following Scope of Services shall be incorporated into this contract as general services performed by the Provider and the Consultant under this agreement.

1.1 The Provider, with assistance from Consultant, shall apply for Provider Status or updated Status with Medicare, Medicaid, and all public and private insurances which will be billed as a part of this Scope of Services. The Provider is responsible for informing the Consultant of any subsequent changes that necessitate updates (e.g. changing an Authorized Official) so that Consultant may complete its duties. The Provider shall assist the Consultant to obtain the necessary certifications, numbers and documentation needed for Consultant to provide the services identified in sections 1.2 and 1.3 below, obtain and maintain credentials for payer websites that require vendor access to be given only through a Provider representative and facilitate access for the Consultant's representatives. The Provider agrees to furnish and assist the Consultant with the following:

(a) The Provider agrees to provide a complete and legible "PCR" (Patient Care Report) to the Consultant including patient name, address and pertinent billing and insurance information from the field, including a copy of the patient signature for authorization of benefits and responsibility for payment, authorizing billing of Medicare, Medicaid and any insurance the patient is a subscriber to. The original patient signature must be maintained by the Provider and made available to the Consultant and/or insurance payers upon request. The amounts to be billed will be determined by the Provider in the form of a resolution or ordinance to be incorporated into this agreement as an attachment exhibit. Any subsequent increases to established fees must be communicated to the Consultant, in writing, prior to the submission of affected PCRs. "Automatic" annual increases should be communicated in writing as dollar amounts for confirmation each year. PCRs must be sent using a NEMSIS compliant XML format, or an additional fee may be charged.

(b) The Provider agrees to furnish the Consultant with hospital ER forms (face/admit sheets) with demographic and insurance information attached to the PCR if requested by Consultant. Copies of any payments made directly to the Provider will be forwarded to the Consultant for accounting purposes in a timely manner. The Provider agrees to generate any refund checks due to overpayments identified by the Consultant directly to the payer to which the refund is due, based on detailed information provided by the Consultant. The Provider shall provide additional information as may be required by insurance companies or other agencies in order to facilitate the Consultant's obligations to the Provider.

(c) The Provider agrees to furnish to the Consultant to be made part of this agreement as an attachment: resolutions pertaining to this Scope of Services; specific write off policies; collections procedures; rates and fees to be charged by the Provider and administered by Consultant as part of the Scope of Services performed under this agreement. Provider agrees to inform Consultant of any subsequent changes to these documents in writing in advance of when the new policies, procedures and/or rates take effect.

(d) The Provider agrees to complete registration with Consultant's vendors as applicable for Consultant to be able to fulfill its obligations to Provider. Such vendors may include e-payment and merchant services portal, remote deposit capture services, and clearinghouse registration.

1.2 Upon receipt of the PCRs from the Provider, the Consultant shall: set up a patient account in Consultant's proprietary software application and create a patient record; perform all billing operations including follow up statements and any necessary rebilling of EMS patient transport services provided by the Provider to the subscriber's medical insurances, Medicare, Medicaid and any and all known secondary insurance providers; produce and forward CMS 1500 forms and/or electronic medical claims per payer's rules and regulations within the legal boundaries of all federal and state laws; produce and mail an initial invoice and subsequent statements to all private patient accounts on behalf of the Provider; file any applicable appeals to insurance payers and/or Medicare and Medicaid on behalf of the patient if necessary to pursue the claim. Provider shall maintain a system to reconcile the number of PCRs sent to Consultant monthly.

1.3 The Consultant shall: receive at its facilities all payments (except those directly deposited into the Provider's account by insurances and Medicare/Medicaid via EFT) Explanations of Benefits and Electronic Remittance Advices; account for all payments; deposit all funds directly into the Provider's "deposit only" account; forward deposit information to the Provider within 24 hours of such deposit; initiate and forward refund information and adjustments made on behalf of the patient's account to the Provider. The Consultant shall provide to the Provider a minimum of four (4) standard reports each month including: a) Aged Accounts Receivable b) Month End Summary c) Annual Collection Statistics d) Transaction Journal. These reports will include information related to amounts billed, amounts collected and uncollected, insurance and Medicare/Medicaid allowable and disallowable. For payments and remittances that are wholly electronic portal-based, Provider shall grant access to Consultant's representatives as needed for various payer portals.

1.4 The Consultant shall provide live customer service to Provider's patients via toll free phone numbers to answer patient billing questions Monday through Friday from 8:00am through 6:00 pm, Pacific Standard Time (except Federal holidays).

1.5 The Consultant shall provide all labor, materials and equipment necessary to perform the work specified in the above scope of services. The Consultant is responsible for ensuring any subcontractor or vendor agencies are fully licensed and qualified to perform such work. For subcontracted payment processing and merchant services, Consultant is responsible for ensuring subcontractor or vendor maintains PCI compliance, and that the vendor or Consultant must be able to provide a PCI compliance certificate to Provider annually, at most.

1.6 Additional services: Additional services not specified in this Scope of Services (e.g. transferred accounts, non-routine auditing, targeted trainings, paper PCRs) may be added for an additional fee agreed upon in writing.

2. FEES, EXPENSES, & PAYMENT. Providers will receive a monthly invoice. For and in consideration of the services provided by the Consultant identified above, the Provider shall pay to the Consultant an amount not to exceed \$23.00 per transport. As of January 1, 2022 the effective rate will be \$23.50.

In addition, the Provider will pay actual postage at current USPS postage rates for patient invoices, statements, and Certified Mail PCS requests per the Scope of Services performed under this agreement. Provider shall remit payment for services rendered under this agreement to the Consultant within 30 days from receipt of Consultant's monthly invoice to the Provider. Progress invoices may be sent if there are significant delays in PCR receipt from the Provider. A \$50.00 minimum applies to all invoices. Price adjustments may occur from time to time, no more than annually, and with written notification from Consultant at least 90 days in advance.

3. PAYMENT OF TAXES. The Consultant shall be liable for any and all federal, state, and local sales, excise taxes and assessments as a result of the payment for services rendered under this agreement.

4. TERM OF AGREEMENT. The Consultant shall commence the work called for in this agreement on the date of the agreement and perform such work uninterrupted and automatically renew upon the anniversary date unless the agreement is terminated by either party (see Section 7). This agreement may be amended by the parties upon mutual agreement of terms and conditions with the acknowledgement of an amendment to the Professional Services Agreement to be signed by both parties of the agreement.

5. SCHEDULE OF ATTACHMENT EXHIBITS. The following attachments are acknowledged by the parties and made part of this Agreement.

1. Rates to be charged per transport [to be provided by the Provider]
2. Billing & Collection Policies to be administered [to be provided by the Provider]
3. Consultant's Certificate of Liability Insurance
4. Business Associate Agreement, signed by both parties
5. Ground Emergency Medical Transport (GEMT)  
Effective Date: February 20, 2018
6. Premium Medicare Cost Data Collection Survey  
Effective Date: February 2, 2020

**6. INDEPENDENT CONSULTANT STATUS.** The Consultant performs this Agreement as an independent Consultant, not as an employee of Provider. Nothing herein contained shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent or of partnership or of joint venture between the parties hereto, it being understood and agreed that neither method of computation of payment nor any other provision contained herein nor any acts of the parties hereto, shall be deemed to create any relationship between the parties hereto other than the relationship of Provider and an independent Consultant.

**7. TERMINATION.** Either party may terminate this agreement with a minimum of 60 days' written notice to the other party. The Consultant shall upon termination by either party provide 60 days of follow up service to the outstanding patient accounts including posting payments, making deposits, and two (2) months of follow up reports to the Provider. Consultant shall deliver and document the return of all documentation in Consultants possession as applicable.

**8. INSURANCE.** The Consultant shall maintain statutory minimum Worker's Compensation or Labor and Industry insurance as required by the laws of any state or country in which Services are performed. The Consultant will provide and make as part of this agreement as an attachment, a certificate of liability insurance with a minimum amount of commercial general liability of \$ 1,000,000 per occurrence and an aggregate of \$ 2,000,000 and maintain such insurance for the duration of this agreement. The Consultant shall provide an annual updated Certificate of Insurance to the Provider upon the policy expiration date. The Consultant shall provide notice to the Provider in the event the policy is cancelled or terminated for any reason prior to the policy expiration date.

**9. END USER SOFTWARE LICENSE & CONFIDENTIAL INFORMATION.** The term "CONFIDENTIAL INFORMATION AND SOFTWARE" shall mean: (i) any and all Information and proprietary software which is disclosed or provided by either party ("OWNER OF THE INFORMATION") to the other ("RECIPIENT") verbally, electronically, visually, or in a written or other tangible form which is either identified or should be reasonably understood to be confidential or proprietary; and (ii) Confidential Information may include, but not be limited to, trade secrets, computer programs, software, documentation, formulas, data, inventions, techniques, marketing plans, strategies, forecasts, client lists, employee information, and financial information, confidential information concerning Provider and Consultant's business or organization, as the parties have conducted it or as they may conduct it in the future. In addition, Confidential Information may include information concerning any of past, current, or possible future products or methods, including information about research, development, engineering, purchasing, manufacturing, accounting, marketing, selling, leasing, and/or software (including third party software).

**9.1 TREATMENT OF CONFIDENTIAL INFORMATION.** Provider's Confidential Information shall be treated as strictly confidential by Recipient and shall not be disclosed by Recipient to any third party except to those third parties operating under non-disclosure provisions no less restrictive than in this Section and who have a justified business "need to know". Provider shall protect the deliverables resulting from Services with the same degree of care. This agreement imposes no obligation upon the Parties with respect to Confidential Information which either party can establish by legally sufficient evidence: (a) was in the possession of, or was rightfully known by the Recipient without an obligation to maintain its confidentiality prior to receipt from Provider; (b) is or becomes generally known to the public without violation of this Agreement; (c) is

obtained by Recipient in good faith from a third party having the right to disclose it without an obligation of confidentiality; (d) is independently developed by Recipient without the participation of individuals who have had access to the Confidential Information; or (e) is required to be disclosed by court order or applicable law, provided notice is promptly given to the Provider and provided further that diligent efforts are undertaken to limit disclosure.

**9.2 CONFIDENTIALITY AND DISCLOSURE OF PATIENT INFORMATION.** Use and Disclosure of Protected Health Information. The parties hereto agree that in order for the Consultant to perform its duties as expected by the Provider, it will be necessary for the Consultant to use and disclose Protected Health Information ("PHI"), as such term is defined at 45 CFR §164.501. The parties of this agreement further acknowledge and make part of this agreement as an attachment to this agreement a "Business Associate Agreement" to be maintained and updated whenever applicable by either party of this agreement.

**9.3 PERMITTED AND REQUIRED USES AND DISCLOSURE OF PHI.** The Parties hereto agree that the Consultant may use and disclose PHI in order to carry out any Payment function covered under the definition of "Payment" contained in 45 CFR §164.501. The Parties hereto further agree that the Consultant may use or disclose PHI for any use or disclosure that is required by law.

**10. INDEMNITY.** Each Party ("INDEMNIFYING PARTY") shall indemnify and hold the other Party ("INDEMNIFIED PARTY") harmless against any third party claim, including costs and reasonable attorney's fees, in which the Indemnified Party is named as a result of the negligent or intentional acts or failure to act by the Indemnifying Party, its employees or agents, while performing its obligations hereunder, which result in death, personal injury, or tangible property damage. This indemnification obligation is contingent upon the Indemnified Party providing the Indemnifying Party with prompt written notice of such claim, information, all reasonable assistance in the defense of such action, and sole authority to defend or settle such claim.

**10.1** Notwithstanding any other provision of this agreement, no party shall be liable for (a) any special, indirect, incidental, punitive, or consequential damages, including loss of profits or business arising from or related to the services or other deliverables hereunder or a breach of this agreement, even if such party has been advised of the possibility of such damages; or (b) any damages (regardless of their nature) for any delay or failure by a party to perform its obligations under this agreement due to any cause beyond the such party's reasonable control.

**10.2** Notwithstanding any other provision of this agreement, the Consultant's liabilities under this agreement under any theory of liability, whether based in contract law, tort law, negligence (active or passive), product liability, indemnification or otherwise shall be limited to the direct damages recoverable by the Provider under law not to exceed one times the aggregate amount of fees paid by the Provider to Consultant for the services or other deliverables that gave rise to the claim or that are otherwise the subject of such claim in the one (1) year period preceding the event giving rise to the claim.

**11. SURVIVABILITY.** The terms of Section 9 and 10 shall survive termination of this Agreement. If the Parties have executed a separate agreement that contains confidentiality terms prior to or contemporaneously with



this Agreement, those separate confidentiality terms shall remain in full force to the extent they do not conflict. The "Business Associate Agreement" has terms incorporated to establish the continuance of covenants for the parties to disclose PHI for the continued operations of "Payment".

**12. WARRANTIES AND REPRESENTATIONS.** Each party warrants that it has the right and power to enter into this Agreement and an authorized representative has executed this Agreement. Consultant warrants that the Services will be performed in a professional and workmanlike manner in accordance with recognized industry standards. To the extent Services provided by Consultant are advisory; no specific result is assured or guaranteed. Consultant EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS OR WARRANTIES, WHETHER EXPRESSED OR IMPLIED.

**13. NOTICE.** Any notice, demand, request, consent, approval, or other communication that either party desires or is required to give to the other party related to any of the content of this agreement shall be presented in writing and served personally or sent by prepaid, first class mail to the addresses set forth below. Either party may change its address by notifying the other party of its change of address in writing.

Provider: Pacific County FPD 1  
26110 Ridge Ave  
Ocean Park, WA 98640

Consultant: Systems Design West, LLC  
19265 Powder Hill Pl NE  
Poulsbo, WA 98370

**14. NONWAIVER.** No modification to this Agreement nor any failure or delay in enforcing any term, exercising any option, or requiring performance shall be binding or construed as a waiver unless agreed to in writing by both parties. No delay or omission of the right to exercise any power by either party shall impair any such right or power, or be construed as a waiver of any default or as acquiescence therein. One or more waivers of any covenant, term or condition of this Agreement by either party shall not be construed by the other party as a waiver of a subsequent breach of the same covenant, term or condition.

**15. APPLICABLE LAW.** The laws of the State of Washington shall govern the construction, validity, performance and enforcement of this Agreement. Venue as to any action, claim, or proceeding arising out of, or based upon this Agreement, including, but not limited to, any action for declaratory or injunctive relief, shall be the appropriate court in the State of Washington.

**16. CONFLICT OF INTEREST.** The Consultant covenants, warrants and represents that the Consultant or any employees of Consultant has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner with the subject matter or the performance of this Agreement. The Consultant further covenants, warrants and represents that in the performance of this Agreement, no person having any such interest shall be employed by the Consultant in the future.

17. ASSIGNMENT. This Agreement may be assigned by Consultant. Provider may assign this Agreement directly or by operation of law with the prior written consent of Consultant, which shall not be unreasonably withheld.

18. ENTIRE AGREEMENT. This Agreement and any schedules, appendices, attachments and exhibits attached hereto sets forth all of the covenants, promises, agreements, conditions and understandings between the parties hereto, and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between them other than as herein set forth. Except as herein otherwise expressly provided, no contemporaneous or subsequent agreement, understanding, alteration, amendment, change or addition to this Agreement, or any schedule, appendix, exhibit or attachment thereto shall be binding upon the parties of this Agreement hereto unless reduced to writing and signed by both parties. This Agreement constitutes a final, complete and exclusive statement of the agreement between the parties and supersedes any prior Agreements on the Effective Date.

The Parties hereby agree to all of the above terms, conditions, covenants and have executed this Agreement by a duly authorized representative.

Date: \_\_\_\_\_

Pacific County FPD 1  
"Provider"

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Systems Design West, LLC  
"Consultant"

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Business Associate Agreement  
Between Pacific County FPD 1 and Systems Design West, LLC**

This Business Associate Agreement (“Agreement”) between Pacific County FPD 1 (“Covered Entity”) and Systems Design West, LLC (“Business Associate”) is executed to ensure that Systems Design West, LLC will appropriately safeguard protected health information (“PHI”) and personally identifiable information (“PII”) that is created, received, maintained, or transmitted on behalf of the Pacific County FPD 1 in compliance with applicable federal, state, and local statutes, regulations, rules and policies—including but not limited to, the provisions of Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, Subtitle F – Administrative Simplification, Sections 261, *et seq.*, as amended (“HIPAA”), and with the Public Law 111-5 of February 17, 2009, known as the American Recovery and Reinvestment Act of 2009, Title XII, Subtitle D – Privacy, Sections 13400, *et seq.*, the Health Information Technology and Clinical Health Act, as amended (the “HITECH Act”).

**A. General Provisions**

1. **Meaning of Terms.** The terms used in this Agreement shall have the same meaning as those terms defined in HIPAA.
2. **Regulatory References.** Any reference in this Agreement to a regulatory section means the section currently in effect or as amended.
3. **Interpretation.** Any ambiguity in this Agreement shall be interpreted to permit compliance with HIPAA.

**B. Catch-all Definition**

The following terms used in this Agreement shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required By Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

**Specific definitions:**

(a) **Business Associate.** “Business Associate” shall generally have the same meaning as the term “business associate” at 45 CFR 160.103, and in reference to the party to this agreement, shall mean Systems Design West, LLC.

(b) **Covered Entity.** “Covered Entity” shall generally have the same meaning as the term “covered entity” at 45 CFR 160.103, and in reference to the party to this agreement, shall mean the Pacific County FPD 1.

(c) **HIPAA Rules.** “HIPAA Rules” shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

**C. Obligations of Systems Design West, LLC**

Systems Design West, LLC agrees to:

1. Use appropriate safeguards and comply, where applicable, with the HIPAA Security Rule with respect to electronic protected health information ("e-PHI") and electronic personally identifiable information ("e-PII") as well as implement appropriate physical, technical and administrative safeguards to prevent use or disclosure of PHI and PII other than as provided for by this Agreement;
2. Report to the Covered Entity any use or disclosure of PHI and PII not provided for by this Agreement of which it becomes aware, including any security incident (as defined in the HIPAA Security Rule) and any breaches of unsecured PHI and PII as required by 45 CFR §164.410. Breaches of unsecured PHI and PII shall be reported to the Covered Entity and affected parties without unreasonable delay but in no case later than 30 days after discovery of the breach;
3. In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), ensure that any subcontractors that create, receive, maintain, or transmit PHI and PII on behalf of Systems Design West, LLC agree to the same restrictions, conditions, and requirements that apply to Systems Design West, LLC with respect to such information;
4. Make PHI and PII in a designated record set available to the Covered Entity and to an individual who has a right of access in a manner that satisfies the Covered Entity's obligations to provide access to PHI and PII in accordance with 45 CFR §164.524 within 30 days of a request;
5. Make any amendment(s) to PHI and PII in a designated record set as directed by the Covered Entity, or take other measures necessary to satisfy the Covered Entity's obligations under 45 CFR §164.526;
6. Maintain and make available information required to provide an accounting of disclosures to the Covered Entity or an individual who has a right to an accounting within 60 days and as necessary to satisfy the Covered Entity's obligations under 45 CFR §164.528.
7. To the extent that Systems Design West, LLC is to carry out any of the Covered Entity's obligations under the HIPAA Privacy Rule, Systems Design West, LLC shall comply with the requirements of the Privacy Rule that apply to the Covered Entity when it carries out that obligation;
8. Make its internal practices, books, and records relating to the use and disclosure of PHI and PII received from, or created or received by Systems Design West, LLC on behalf of the Covered Entity, available to the Secretary of the Department of Health and Human Services for purposes of determining Systems Design West, LLC and the Covered Entity's compliance with HIPAA and the HITECH Act;
9. Restrict the use or disclosure of PHI and PII if the Covered Entity notifies Systems Design West, LLC of any restriction on the use or disclosure of PHI and PII that the Covered Entity has agreed to or is required to abide by under 45 CFR §164.522; and
10. If the Covered Entity is subject to the Red Flags Rule (found at 16 CFR §681.1 *et seq.*), Systems Design West, LLC agrees to assist the Covered Entity in complying with its Red Flags Rule obligations by: (a) implementing policies and procedures to detect relevant Red Flags (as defined under 16 CFR §681.2); (b) taking all steps necessary to comply with the policies and procedures of the Covered Entity's Identity Theft Prevention Program; (c) ensuring that any agent or third party

who performs services on its behalf in connection with covered accounts of the Covered Entity agrees to implement reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft; and (d) alerting the Covered Entity of any Red Flag incident (as defined by the Red Flag Rules) of which it becomes aware, the steps it has taken to mitigate any potential harm that may have occurred, and provide a report to the Covered Entity of any threat of identity theft as a result of the incident.

11. Comply with all current rules and regulations pertaining to the OIG Compliance Program for ambulance suppliers and special bulletin regarding LEIE recommended screening of employees and any subcontractors.

**D. Permitted Uses and Disclosures by Systems Design West, LLC**

Systems Design West, LLC may use or disclose PHI and PII as required by law and consistent with the Minimum Necessary standard—specifically, the use and disclosure of PHI and PII will be limited to the minimum necessary for accomplishing the intended purpose of the use and disclosure. The specific uses and disclosures of PHI and PII that may be made by Systems Design West, LLC on behalf of the Covered Entity include:

1. The preparation of invoices to patients, carriers, insurers and others responsible for payment or reimbursement of the services provided by the Covered Entity to its patients;
2. Preparation of reminder notices and documents pertaining to collections of overdue accounts;
3. The submission of supporting documentation to carriers, insurers and other payers to substantiate the healthcare services provided by the Covered Entity to its patients or to appeal denials of payment for the same; and
4. Other uses or disclosures of PHI and PII as permitted by HIPAA necessary to perform the services that Systems Design West, LLC has been engaged to perform on behalf of the Covered Entity.

**E. Termination**

1. The Covered Entity may terminate this Agreement if the Covered Entity determines that Systems Design West, LLC has violated a material term of this Agreement.
2. If either party knows of a pattern of activity or practice of the other party that constitutes a material breach or violation of the other party's obligations under this Agreement, that party shall take reasonable steps to cure the breach or end the violation, as applicable, and, if such steps are unsuccessful, terminate the Agreement if feasible.
3. Upon termination of this Agreement for any reason, Systems Design West, LLC shall return to the Covered Entity or destroy all PHI and PII received from the Covered Entity, or created, maintained, or received by Systems Design West, LLC on behalf of the Covered Entity that Systems Design West, LLC still maintains in any form. Systems Design West, LLC shall retain no copies of the PHI and PII. If return or destruction is infeasible, the protections of this Agreement will extend to such PHI.

Agreed to on this date: \_\_\_\_\_

**Systems Design West, LLC**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Pacific County FPD 1**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CHIEF'S REPORT**  
**April 20, 2021**  
**Station 21-1 / ZOOM**

**1. Personnel Information**

- a. Volunteer
  - i. Nothing new to report
- b. Career
  - i. Firefighter/Paramedic Justin Baker and Firefighter/EMT James Gaerlan have successfully passed their probationary period

**2. Interfacility transfers**

- a. Interfacility transfers for 2021
  - i. January 1 – April 19
    - 1. Took 37; Turned Down 33; 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. There is a current burn ban in effect. It is tentatively scheduled to be lifted after April 22nd
  - ii. In the next week DNR will start staffing a brush engine out of Naselle
- d. Pacific County Sheriff's Office
  - i. Nothing new to report
- e. Other Fire Agencies
  - i. Fire District 1 is requested to provide a first due ladder truck for fires in Long Beach, until they get their truck repaired
- f. Ocean Beach Hospital
  - i. Nothing new to report
- g. Other Community
  - i. On April 5<sup>th</sup>, B/C Knutzen, A/C Weatherby, and I did a walk-through of a recently purchased campground in Seaview. An investor has purchased the campground and is planning a multi-million-dollar project for the campground

**4. Intra-agency**

- a. Facilities / Apparatus / Equipment
  - i. The 5 ton has been painted.
- b. Intradepartmental changes during COVID-19
  - i. Our PPE supplies are still in excellent shape.
  - ii. Vaccinations are still being offered to emergency responders
- c. Recent major incidents

- i. Hotel fire in Long Beach on April 14<sup>th</sup>
  - ii. MV vs. MC on April 15<sup>th</sup>
  - iii. 3 - 4 acre Brush / Tree / Dune interface fire on April 17<sup>th</sup>
  - iv. Formal AAR's were conducted on the hotel fire and interface fire
- d. Strategic Planning
  - i. I have emailed everyone the goals, and plan to meet with people to get their top 5 goals.
  - ii. I will have the totals for the next strategic planning workshop

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

**March 2021 Call Totals**

- 1. Total Calls = 205
  - a. Fire = 19
  - b. EMS = 186
  - c. Patients Transported =
  - d. Major Incidents:
    - March 20 – MVC w/multiple patients; Beach
  - d. 2021 (YTD) Total – 589; (2020 YTD – 532)**
  - e. Attached chart**



[illegible]

**NOTICE OF MEETING LOCATION CHANGE**  
**(RCW 42.30)**



**The Board of Commissioners of Pacific County Fire Protection District 1 will hold a Regular Meeting at:**

26109 Ridge Avenue, Ocean Park and via teleconference  
Email [jamie@pcfd1.org](mailto:jamie@pcfd1.org) for the phone number and access code.  
(Location of Meeting)

Tuesday, April 20<sup>th</sup>, 2021  
(Date and Day of Week)

4:00 P.M.  
(Time)

To discuss and/or take action on the following items of business:

1. Strategic Planning Workshop Discussion
2. Service Agreement between PCFD1 and Systems Design
3. Other District Business

Dated this 19<sup>th</sup> day of April, 2021

Pacific County Fire Protection District 1  
Board of Commissioners

By:   
Fred Hill, Chairman of the Board



Copy of Notice given to:

	Date/Time
Commissioner Hill	<u>4/19/21 / 13:55</u>
Commissioner Long	<u>4/19/21 / 13:55</u>

	Date/Time
Commissioner Downer	<u>4/19/21 / 13:55</u>
Chinook Observer	<u>4/19/21 / 13:57</u>

Notice posting places, dates and times:

	Date/Time
Station 21-1 Ocean Park	<u>4/19/21 / 14:00</u>

	Date/Time
Station 21-2 Seaview	<u>4/19/21 / 13:59</u>

# Broadcast Report

P 1  
04/19/2021 14:32  
Serial No. A61F011001175  
TC: 384117

Addressee	Start Time	Time	Prints	Result	Note
Chinook Observer Station 2	04-19 14:30 04-19 14:32	00:00:52 00:00:24	001/001 001/001	OK OK	

**Note** TMR:Timer TX, POL:Polling, ORG:Original Size Setting, FME:Frame Erase TX,  
DPS:Page Separation TX, MIX:Mixed Original TX, CALL:Manual TX, CSRC:CSRC,  
FWD:Forward, PC:PC-FAX, BND:Double-Sided Binding Direction, SP:Special Original,  
FCODE:IF-code, RTX:Re-TX, RLV:Relay, MBX:Confidential, BUL:Bulletin, SIP:SIP Fax,  
IPADR:IP Address Fax, I-FAX:Internet Fax

**Result** OK: Communication OK, S-OK: Stop Communication, PW-OFF: Power Switch OFF,  
TEL: RX from TEL, NG: Other Error, Cont: Continue, No Ans: No Answer,  
Refuse: Receipt Refused, Busy: Busy, M-Full:Memory Full, LOVR:Receiving length Over,  
POVR:Receiving page Over, FIL:File Error, DC:Decode Error, MDN:MDN Response Error,  
DSN:DSN Response Error, PRINT:Compulsory Memory Document Print,  
DEL:Compulsory Memory Document Delete, SEND:Compulsory Memory Document Send.

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Pacific County Fire Protection District 1  
Board of Commissioners

By:   
Fred Hill, Chairman of the Board



Copy of Notice given to:

Commissioner Hill 4/19/21 13:55 Date/Time  
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Notice posting places, dates and times:

Station 21-1 Ocean Park                      Date/Time                     

Station 21-2 Seaview                      Date/Time