

Pacific County Fire Protection District 1  
Regular Commissioner's Meeting  
March 19, 2024 – 3:00 P.M.  
Station 21-1, Ocean Park



## AGENDA

Establish Quorum/Call Meeting to Order/Pledge of Allegiance

Executive Session for Board for Volunteer FF Monthly Meeting

Consent Agenda (Items that need approval and signatures.)

1. Minutes of Regular Commissioner's Meeting held on February 20<sup>th</sup>, 2024
2. February 22<sup>nd</sup>, 2024 4<sup>th</sup> week expenses for a total of \$29,001.47
3. March 19<sup>th</sup>, 2024 regular expenses for a total of \$280,264.14, not including Jack's Country Store
  - a. Accounts Payable: \$30,112.59
  - b. Payroll: \$250,151.55

Jack's Country Store: Needs Approval

1. Jack's March 19<sup>th</sup>, 2024 expenses for a total of \$53.02

Guests and Public Comments

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, February 2024
3. 2024 Cash Flow Statement
4. 2024 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. April 16<sup>th</sup>, 2024 – Regular Commissioner's Meeting, Station 21-1, 3:00 P.M.

Correspondence: None

Old Business:

1. Levy Lid Lift Discussion
2. Contract Documents for 168<sup>th</sup> Property

New Business:

1. WA State Auditor's Office Interagency Data Sharing Agreement
2. Resolution 2024-03 – Surplus Property

Pacific County Fire Protection District 1  
Regular Commissioner's Meeting  
March 19, 2024 – 3:00 P.M.  
Station 21-1, Ocean Park



3. Portable Radio Purchase
4. Personal Protective Equipment Purchase
5. Memorandum of Understanding by and between PCFD#1 and South Pacific County Professional Firefighters IAFF Local 3999
6. Interfacility Transport Agreement between PCFD#1 and Ilwaco Fire Department

District Chief's Report

1. AC Weatherby's Report
2. AC DeConto'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 FEBRUARY 20, 2024**



Commissioner Hill established that a quorum was present and called the meeting to order at 15:00. The meeting was held at Station 1, located at 26109 Ridge Avenue, Ocean Park, WA 98640. Attendance at the meeting included:

Commissioner Fred Hill	Captain Nick Haldeman
Commissioner Tom Downer	Firefighter/Paramedic Marco Palma
Commissioner Dennis Long	Firefighter/Paramedic Cory Bardonski
Fire Chief Jacob Brundage	Pub Ed Coordinator Lani Karvia
Assistant Chief Brad Weatherby	District Secretary
Assistant Chief Mike DeConto	

Commissioner Hill called for an Executive Session at 15:00 for Pension and Relief Board meeting. Regular session resumed at 15:01.

Consent Agenda

1. Minutes of Regular Commissioner's Meeting held on January 16<sup>th</sup>, 2024
2. January 25<sup>th</sup>, 2024 4<sup>th</sup> week expenses for a total of \$304,484.96
3. February 20<sup>th</sup>, 2024 regular expenses for a total of \$310,731.43, not including Jack's Country Store
  - a. Accounts Payable: \$32,742.23
  - b. Payroll: \$277,989.20

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

Motion carried.

Jack's Country Store

1. Jack's February 20<sup>th</sup>, 2024 expenses for a total of \$241.00

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

Guests and Public Comments:

Fire Chief Archer and Assistant Chief Davis from Ilwaco Fire Department were in attendance at the meeting.

Presentations and Special Events: None

Secretary's Report: (Report Attached)

1. BIAS Treasurer's Report
2. Monthly Budget Position Report, January 2024
3. 2024 Cash Flow Statement
4. 2024 Cash Flow Projection

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES FEBRUARY 20, 2024**



**5. Systems Design Collection Statistics**

Calendar Items and Upcoming Events

1. March 19<sup>th</sup>, 2024 – Regular Commissioner’s Meeting, Station 21-1, 3:00 P.M.

Correspondence: None

Old Business:

1. Brush Truck Repair

Commissioner Hill stated that the emergency increase request to repair the brush truck was approved via email, and approval was needed to formally approve the increased cost of the repair.

*Commissioner Downer made a motion to ratify the informal approval of the emergency repair to the brush truck, seconded by Commissioner Long. Motion carried.*

New Business:

1. Contract Documents for the 168<sup>th</sup> Property

AC Weatherby explained that we are still on schedule for the project deadlines. Gibbs and Olson has provided us with a draft the contract document.

Discussion ensued regarding sending the contract to legal and execution of the final contract.

AC Weatherby explained that he would like to get the project out-to-bid by April 2<sup>nd</sup>. Most of the language is boiler plate from the RCW language. The project does need to be published in the paper of record. He explained that there are two options; 1. Send the contract to Snure with approval pending language or 2. Setup a special meeting once Snure has reviewed the contract for final approval.

The Board agreed that they would like to meet to discuss the attorney-reviewed contract before approval.

**2. Levy Lid Lift Discussion**

Chief Brundage stated that there was a discussion at the commissioners conference regarding help with staffing levels. We see that increased staffing is needed with the current number of calls. We were previously informed that building a new station would be approximately \$13 million. Because of this, we are working on setting up Surfside so that we could staff a crew up there. This would help decrease call times in both Ocean Park and Surfside.

The District Secretary stated that we have two options to run a lid lift. To run in the primary election, the ballot measure resolution is due by May 3<sup>rd</sup>. For the general election, it is due by August 6<sup>th</sup>.

The Commissioners agreed that they would rather run the lid lift in the primary.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES FEBRUARY 20, 2024**



Chief Brundage stated that he will prepare numbers for the March meeting. This will give us time to contact Snure for language, and the resolution will be ready for April to meet the May 3<sup>rd</sup> deadline.

District Chief's Report: See attached report.

1. AC Weatherby's Report – See attached report.
2. AC DeConto's Report – See attached report.
3. Pub Ed Coordinator Karvia's report – See attached report.

Commissioner's Reports

1. Tom Downer – He stated that he will be attending the next meeting via telephone.
2. Fred Hill – None.
3. Dennis Long – He has learned that PACCOM has issues that have existed for a long time. Two of the dispatchers have had over 500 hours of overtime in a year. They are frazzled, and this problem needs to be fixed. This will take time, but the problem is being worked on.

Personnel Information: None

Good of the Order:

Chief Brundage extended kudos to our members who showed up to the Ilwaco fire. It was long, and they stayed until the end. A lot of people have provided input, and we are going to have our own in-house after-action. He stated that he is looking forward to the training property so that our firefighters have more opportunities to train for an incident this size. He stated that he appreciates that the Board is willing to move forward on the 168<sup>th</sup> property project.

AC DeConto added that he wanted to thank Chief Brundage for his leadership during this fire and for keeping them safe.

Ilwaco Fire Chief Archer stated that he would like to echo what AC DeConto had to say plus thank Chief Brundage for help with the after-action review.

Executive Session:

Commissioner Hill called for an Executive Session lasting approximately 15 minutes for a discussion regarding personnel matters at 15:43. Chief Brundage and the District Secretary were in attendance for the entire session. Regular session resumed at 16:01.

*Commissioner Downer made a motion to increase Administrative Assistant McLeod's hourly wage to \$17 per hour, seconded by Commissioner Hill. Motion carried.*

*Commissioner Downer made a motion to give Pub Ed Coordinator Karvia a wage increase of 7%, seconded by Commissioner Long. Motion carried.*

Meeting adjourned at 16:01.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1  
REGULAR COMMISSIONERS MEETING  
MINUTES FEBRUARY 20, 2024**



\_\_\_\_\_  
FRED H. HILL, Commissioner

\_\_\_\_\_  
THOMAS L. DOWNER, Commissioner

Attest:

\_\_\_\_\_  
DENNIS A. LONG, Commissioner

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

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

**2-22-2024 4TH WEEK VOUCHER APPROVAL**

PACIFIC COUNTY FIRE DISTRICT 1

Time: 14:31:15 Date: 02/22/2024

02/22/2024 To: 02/22/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
253	02/22/2024	Claims	1	27292	ACTIVE ENTERPRISES INC	437.50	ST2 PROPANE; ST1 PROPANE
254	02/22/2024	Claims	1	27293	ARAMARK	106.73	2/20 LINEN SERVICE
255	02/22/2024	Claims	1	27294	BANK OF THE PACIFIC VISA - 1303	4,053.97	JANUARY CREDIT CARD CHARGES - JB
256	02/22/2024	Claims	1	27295	BANK OF THE PACIFIC VISA - 8379	1,137.04	JANUARY CREDIT CARD CHARGES - LK
257	02/22/2024	Claims	1	27296	BOUND TREE MEDICAL, LLC	4,279.04	MEDICAL SUPPLIES - TAXED AND NOT TAXED
258	02/22/2024	Claims	1	27297	BRAUN NORTHWEST INC	103.89	BRACKET, LOOP, STRAP
259	02/22/2024	Claims	1	27298	DEL'S OK POINT-S TIRE	5,584.64	TIRES FOR LADDER TRUCK
260	02/22/2024	Claims	1	27299	DMT AUTO PARTS, INC.	396.82	PRESSURE SWITCH - ST2; EXTRACTOR 5 8IN; REGULATOR; OIL - #9165; PARTS FOR AIR COMPRESSOR
261	02/22/2024	Claims	1	27300	NORTH BEACH WATER	154.06	ST1D WATER; ST1 WATER
262	02/22/2024	Claims	1	27301	OKIES THRIFTWAY	167.40	LUNCH FOR FIREFIGHTER ACADEMY 2/17
263	02/22/2024	Claims	1	27302	PETERSON TRUCKS, INC	10,652.73	TRUCK REPAIR
264	02/22/2024	Claims	1	27303	PUD #2 OF PACIFIC COUNTY	840.66	ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY
265	02/22/2024	Claims	1	27304	SHOP N KART (SID'S)	45.04	TOILET PAPER, PAPER TOWELS - ST2; ST2 COFFEE
266	02/22/2024	Claims	1	27305	TECH TAP COMPUTER CONSULTING	450.78	SUPPORT
267	02/22/2024	Claims	1	27306	VERIZON WIRELESS ACCT. 242204341-00001	477.42	MDCs AND WIRELESS ACCESS
268	02/22/2024	Claims	1	27307	VERIZON WIRELESS ACCT. 342204208-00001	40.01	WIRELESS FOR MDC
269	02/22/2024	Claims	1	27308	WESTLAKE HARDWARE	73.74	FLASH DRIVE; HARDWARE FOR AIR COMPRESSOR; SUPPLIES FOR AIR COMPRESSOR
001 General Fund 651.100						29,001.47	
						29,001.47	Claims: 29,001.47

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

### 3/19/24 REGULAR VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 14:43:03 Date: 03/14/2024

03/14/2024 To: 03/31/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
326	03/29/2024	Payroll	1	EFT	CORY A BARDONSKI	5,926.97	
327	03/29/2024	Payroll	1	EFT	JOSHUA A BOBO	6,282.32	
328	03/29/2024	Payroll	1	EFT	JACOB M BRUNDAGE	7,972.80	
329	03/29/2024	Payroll	1	EFT	SAMUEL J BURTON	6,050.56	
330	03/29/2024	Payroll	1	EFT	JEFFREY D CLAUSON-HOLLOWAY	5,993.70	
331	03/29/2024	Payroll	1	EFT	NATASHA COZBY	5,515.45	
332	03/29/2024	Payroll	1	EFT	MICHAEL P DECONTO	6,540.85	
333	03/29/2024	Payroll	1	EFT	SCOTT C ELLIOTT	4,667.57	
334	03/29/2024	Payroll	1	EFT	JAMES N GAERLAN	5,759.23	
335	03/29/2024	Payroll	1	EFT	CHARLES S GREEN	4,584.31	
336	03/29/2024	Payroll	1	EFT	NICKOLAS HALDEMAN	5,649.01	
337	03/29/2024	Payroll	1	EFT	TOMMY M HERSEY	5,275.78	
338	03/29/2024	Payroll	1	EFT	SPENCER A JOHNSTON	5,355.69	
339	03/29/2024	Payroll	1	EFT	LANI G KARVIA	3,519.00	
340	03/29/2024	Payroll	1	EFT	DANIEL R KENT	4,460.09	
341	03/29/2024	Payroll	1	EFT	MARK A MCGINNIS	5,344.89	
342	03/29/2024	Payroll	1	EFT	CARLA C MCLEOD	1,222.15	
343	03/29/2024	Payroll	1	EFT	[REDACTED]	4,893.42	
344	03/29/2024	Payroll	1	EFT	CORY J MORRISON	3,401.94	
345	03/29/2024	Payroll	1	EFT	MARCO J PALMA	5,524.16	
346	03/29/2024	Payroll	1	EFT	ANTHONY R PROVENZANO	4,352.08	
347	03/29/2024	Payroll	1	EFT	JOSHUA M RAICHL	6,660.80	
348	03/29/2024	Payroll	1	EFT	TYLER J REYNOLDS	5,100.93	
350	03/29/2024	Payroll	1	EFT	JOSEPH L SCHROEDER	6,669.81	
351	03/29/2024	Payroll	1	EFT	ISAIAH M SMITH	3,985.71	
352	03/29/2024	Payroll	1	EFT	JOHN B WEATHERBY	8,348.00	
353	03/29/2024	Payroll	1	EFT	MICHAEL J WEATHERBY	6,559.46	
354	03/29/2024	Payroll	1	EFT	DAVID L WILLIAMS	5,669.16	
355	03/14/2024	Claims	1	EFT	DOWNER, THOMAS L.	161.00	2/20 REGULAR MEETING
356	03/14/2024	Claims	1	EFT	DENNIS LONG	388.81	3/8 PACCOM MEETING; REIMBURSEMENT FOR MILEAGE TO PACCOM MEETING ON 3/8; 2/20 REGULAR MEETING
357	03/14/2024	Claims	1	EFT	SECURITY STATE BANK OF WA	10.00	MARCH BANK FEES
358	03/14/2024	Claims	1	EFT	WA STATE DEPT OF REVENUE	2,164.54	Written From Use Tax Report
359	03/14/2024	Payroll	1	EFT	INTERNAL REVENUE SERVICE	26,268.43	941 Deposit for Pay Cycle(s) 03/29/2024 - 03/29/2024
360	03/14/2024	Payroll	1	EFT	PACIFIC COUNTY FIRE DIST #1 LOCAL 3999	1,400.00	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DUES
361	03/14/2024	Payroll	1	EFT	STATE OF WASHINGTON	1,396.00	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DECONTO, 2779062; Pay Cycle(s) 03/29/2024 To 03/29/2024 - BARDONSKI, 2803470
362	03/14/2024	Payroll	1	EFT	WA STATE DEPT OF RETIREMENT	37,897.27	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DCDOR; Pay Cycle(s) 03/29/2024 To 03/29/2024 - LEOFF; Pay Cycle(s) 03/29/2024 To 03/29/2024 - PERS 2; Pay Cycle(s) 03/29/2024 To 03/29/2024 - PERS 3; Pay Cycle(s)
349	03/29/2024	Payroll	1	27309	RICHARD SCHATZ	221.64	
363	03/14/2024	Claims	1	27310	ACTIVE ENTERPRISES INC	626.16	ST3 PROPANE; ST1 PROPANE
364	03/14/2024	Claims	1	27311	ARAMARK	329.95	2/27 LINEN SERVICE; 3/5 LINEN SERVICE; 3/12 LINEN SERVICE



### 3/19/24 REGULAR VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 14:43:03 Date: 03/14/2024

03/14/2024 To: 03/31/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
365	03/14/2024	Claims	1	27312	JEFFEREY S ARCHER	150.57	LAST DISABILITY PAYMENT REFUND
366	03/14/2024	Claims	1	27313	ASTORIA FORD, INC.	201.38	ELEMENT KIT - #1612
367	03/14/2024	Claims	1	27314	BAILEYS SAW SHOP	64.44	7 CHAINS - GRIND
368	03/14/2024	Claims	1	27315	BRAUN NORTHWEST INC	498.09	SAFE MEDS DRAWER - #1612
369	03/14/2024	Claims	1	27316	CITY OF LONG BEACH	200.60	ST2 WATER; ST2 WATER
370	03/14/2024	Claims	1	27317	JEFFREY D CLAUSON-HOLLOWAY	75.00	REIMBURSEMENT FOR PARKING FOR LEADERSHIP CONFERENCE
371	03/14/2024	Claims	1	27318	MICHAEL P DECONTO	481.91	BEDDING FOR FF ACADEMY TRAINING; WATER, GATORADE, SNACKS FOR FF ACADEMY; BOOT REIMBURSEMENT; REIMBURSEMENT FOR HYDRATION FOR MERTS
372	03/14/2024	Claims	1	27319	DEL'S OK POINT-S TIRE	140.42	TRUCK TIRE DISPOSAL - #9086
373	03/14/2024	Claims	1	27320	DMT AUTO PARTS, INC.	647.29	SPIN-ON FLUID FILTER X 3 - #4614; IN-LINE FLUID FILTER - #4310; EXH PIPE CONNECTOR - #7989; EXHAUST ADAPTER, CLAMP - #1612; BLADE - #2477; FLUID FILTER, DISTRIBUTOR ROTOR, DISTRIBUTOR CAP, SPARK PLUG,
374	03/14/2024	Claims	1	27321	EVERGREEN SEPTIC INC.	155.00	BI-WEEKLY SERVICE - ST5
375	03/14/2024	Claims	1	27322	KATELYN GLASSON	15.00	REIMBURSEMENT FOR DRIVING RECORD
376	03/14/2024	Claims	1	27323	HILL, FRED	483.00	2/20 REGULAR MEETING; 2/16 VOUCHERS; 2/23 VOUCHERS
377	03/14/2024	Claims	1	27324	NORTHWEST SAFETY CLEAN	509.77	CASE OF TURNOUT CLEANER; CLEANING, REPAIRS OF TURNOUTS
378	03/14/2024	Claims	1	27325	OKIES THRIFTWAY	127.49	LUNCH FOR FF1 ACADEMY 3/9/24
379	03/14/2024	Claims	1	27326	OMAN & SONS INC	9.09	MOLDING
380	03/14/2024	Claims	1	27327	ORKIN	291.88	MONTHLY SERVICE - ST1 AND ST1D; MARCH 2024 SERVICE
381	03/14/2024	Claims	1	27328	PACIFIC CO. FIRE DIST#1 ADVANCED TRAVEL	1,209.00	NORTH BEND FTA PER DIEM - PEREZ; NORTH BEND FTA PER DIEM - BOBO; NORTH BEND FTA PER DIEM - THOMAS; NORTH BEND FTA PER DIEM - C. GREEN; NORTH BEND FTA PER DIEM - HESTER; NORTH BEND FTA PER DIEM - MCGIN
382	03/14/2024	Claims	1	27329	PACIFIC CO. FIRE DIST#1 PETTY CASH FUND	21.11	POSTAGE FOR VERIZON WARRANTS DUE 3/6; POSTAGE TO DR. HILL; POSTAGE TO BVFF; POSTAGE FOR RECORDS REQUESTS
383	03/14/2024	Claims	1	27330	PACIFIC OFFICE AUTOMATION	59.44	1/19/24-2/19/24 PRINT/COPY FEES
384	03/14/2024	Claims	1	27331	PACIFIC SOLID WASTE DISPOSAL, INC.	319.17	2/2 DUMP; 2/8 DUMP; 2/13 DUMP; 2/22 DUMP; 2/27 DUMP
385	03/14/2024	Claims	1	27332	PENINSULA SANITATION SERVICE, INC.	174.76	ST1 GARBAGE
386	03/14/2024	Claims	1	27333	PENINSULA SANITATION SERVICE, INC.	174.76	ST2 GARBAGE

### 3/19/24 REGULAR VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 14:43:03 Date: 03/14/2024

03/14/2024 To: 03/31/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
387	03/14/2024	Claims	1	27334	PUD #2 OF PACIFIC COUNTY	883.39	ST4 ELECTRICITY; ST1 ELECTRICITY; ST5 ELECTRICITY; ST1D ELECTRICITY; ST1A ELECTRICITY; ST3 ELECTRICITY; ST3 ELECTRICITY
388	03/14/2024	Claims	1	27335	RAPID REPOSE DRAIN CLEAN	324.30	SNAKED MAINLINE, FOUND GRASE 15 FT OUT, INSPECTED ALL LIVING QUARTERS DRAINS - ST2
389	03/14/2024	Claims	1	27336	SEA WESTERN INC, FIREFIGHTING EQUIP.	1,167.48	AIR QUALITY ANALYSIS TEST KIT
390	03/14/2024	Claims	1	27337	SHOP N KART (SID'S)	17.97	2/17 BATTERIES PURCHASE - SCHROEDER/GAERLAN
391	03/14/2024	Claims	1	27338	SILVER STAR TELECOM	1,632.77	ST1, ST2, ST3 TELEPHONE/INTERNET
392	03/14/2024	Claims	1	27339	SNURE LAW OFFICE, PSC.	448.00	FEBRUARY PROFESSIONAL SERVICES
393	03/14/2024	Claims	1	27340	SYSTEMS DESIGN WEST, LLC.	3,303.46	JANUARY EMS BILLING
394	03/14/2024	Claims	1	27341	U.S. BANK EQUIPMENT FINANCE	3,560.95	MARCH ZOLL MONITORS MONTHLY PAYMENT
395	03/14/2024	Claims	1	27342	VOYAGER FLEET SYSTEMS, INC.	7,640.82	ACCOUNT #869061713 - JANUARY FUEL CHARGES; ACCOUNT #869061713 - FEBRUARY FUEL CHARGES
396	03/14/2024	Claims	1	27343	WESTLAKE HARDWARE	46.21	HARDWARE; RETURN - SHAVINGS; BULK FASTENERS
397	03/14/2024	Claims	1	27344	WILCOX & FLEGEL OIL CO.	250.34	55 GALLON DRUM DEF
398	03/14/2024	Claims	1	27345	ZOLL MEDICAL CORPORATION	1,147.27	MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED
399	03/14/2024	Payroll	1	27346	DIMARTINO ASSOCIATES, INC.	1,657.64	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DISINSFF
400	03/14/2024	Payroll	1	27347	TRUSTEED PLANS SERVICE CORP	2,632.41	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DENTAL
401	03/14/2024	Payroll	1	27348	TRUSTEED PLANS SERVICE CORP	700.03	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DISADMIN
402	03/14/2024	Payroll	1	27349	TRUSTEED PLANS SERVICE CORPORATION	26,657.29	Pay Cycle(s) 03/29/2024 To 03/29/2024 - MEDICAL
403	03/14/2024	Payroll	1	27350	WA COUNCIL OF POLICE & SHERIFFS	35.00	Pay Cycle(s) 03/29/2024 To 03/29/2024 - DISWACOPS

001 General Fund 651.100

280,264.14

	280,264.14		
		Claims:	30,112.59
		Payroll:	250,151.55

**3/19/24 REGULAR VOUCHER APPROVAL**

PACIFIC COUNTY FIRE DISTRICT 1

Time: 14:43:03 Date: 03/14/2024

03/14/2024 To: 03/31/2024

Page: 4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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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

**3/19/24 JACK'S REGULAR VOUCHER APPROVAL**

PACIFIC COUNTY FIRE DISTRICT 1

Time: 14:47:31 Date: 03/14/2024

03/13/2024 To: 03/13/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
404	03/13/2024	Claims	1	27351	JACKS COUNTRY STORE INC	53.02	SPRING CLIP, HOOK - #1612; BATTERIES; HARDWARE - #1612; HARDWARE - #1612; HARDWARE - #1612; HARDWARE - #1612; HARDWARE - #1612; STUD FINDER
001 General Fund 651.100						53.02	
						53.02	Claims: 53.02

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  
MARCH 19, 2024**



**FOR THE MONTH ENDING FEBRUARY 29<sup>TH</sup>, 2024**

**REVENUE: \$316,419.62**

**EXPENDITURES: \$399,714.90**

**CURRENT CASH POSITION: \$3,137,892.38**

**ACTIVITIES:**

1. WFOA Annual Conference
  - a. October 23<sup>rd</sup> through October 26<sup>th</sup>
  - b. Spokane, Davenport Grand

# TREASURER'S REPORT

## Fund Totals

PACIFIC COUNTY FIRE DISTRICT 1

02/01/2024 To: 02/29/2024

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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	3,122,889.74	316,419.62	339,714.90	3,099,594.46	38,152.10	145.82	0.00	3,137,892.38
	<b>3,122,889.74</b>	<b>316,419.62</b>	<b>339,714.90</b>	<b>3,099,594.46</b>	<b>38,152.10</b>	<b>145.82</b>	<b>0.00</b>	<b>3,137,892.38</b>

# TREASURER'S REPORT

## Account Totals

PACIFIC COUNTY FIRE DISTRICT 1

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02/01/2024 To: 02/29/2024

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 General Fund 651.100	3,118,189.74	316,678.62	339,973.90	3,094,894.46	0.00	38,297.92	3,133,192.38
3 Ambulance Billing BOP	100.00	61,292.26	61,292.26	100.00	0.00	0.00	100.00
4 Petty Cash	100.00	42.06	42.06	100.00	0.00	0.00	100.00
5 Advance Travel	3,000.00	1,062.00	1,062.00	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
<b>Total Cash:</b>	<b>3,122,889.74</b>	<b>379,074.94</b>	<b>402,370.22</b>	<b>3,099,594.46</b>	<b>0.00</b>	<b>38,297.92</b>	<b>3,137,892.38</b>
	<b>3,122,889.74</b>	<b>379,074.94</b>	<b>402,370.22</b>	<b>3,099,594.46</b>	<b>0.00</b>	<b>38,297.92</b>	<b>3,137,892.38</b>

# TREASURER'S REPORT

## Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1

02/01/2024 To: 02/29/2024

As Of: 02/29/2024 Date: 03/05/2024  
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2022	1276	08/16/2022	Claims	1	25998	SUMMIT LAW GROUP	224.00	ACTIVITY THROUGH JUNE 2022
2023	1079	07/13/2023	Claims	1	26781	JORDAN C ROOS	78.24	REFUND FROM JUNE DISABILITY PAYMENT
2023	1256	08/22/2023	Claims	1	26859	JOSHUA A BOBO	15.45	DRIVER REQUEST REIMBURSEMENT
2024	9	01/01/2024	Claims	1	27163	BOUND TREE MEDICAL, LLC	469.90	MEDICAL SUPPLIES - NOT TAXED
2024	185	02/29/2024	Payroll	1	27238	RICHARD SCHATZ	110.82	
2024	203	02/15/2024	Claims	1	27242	BAILEYS SAW SHOP	23.81	2 OIL FILTERS
2024	204	02/15/2024	Claims	1	27243	BEACH BATTERIES, INC.	482.47	BATTERY - #4614
2024	207	02/15/2024	Claims	1	27246	CARL'S TOWING SERVICE & REPAIR, INC.	1,238.78	TOW FROM OCEAN PARK TO HILLSBORO
2024	209	02/15/2024	Claims	1	27248	CLATSOP COMMUNITY COLLEGE	30.00	REMAINDER OF BILL FOR FIRE SCHOOL USAGE
2024	210	02/15/2024	Claims	1	27249	MICHAEL P DECONTO	324.85	BREAKFAST FOR FIRE ACADEMY; REISSUE OF WARRANT #26962 DATED ON 10/11/2023, NOTARIZED AFFIDAVIT ON FILE
2024	219	02/15/2024	Claims	1	27258	HUGHES FIRE EQUIPMENT, INC.	105.37	SUPER ADJUSTMOUNT KIT
2024	221	02/15/2024	Claims	1	27260	LN CURTIS & SONS	461.49	TOWELETTES, CLEANING SOLUTION
2024	225	02/15/2024	Claims	1	27264	OMAN & SONS INC	176.20	SUPPLIES FOR STATION MAINTENANCE; SUPPLIES FOR STATION MAINTENANCE
2024	227	02/15/2024	Claims	1	27266	PACIFIC CO. FIRE DIST#1 ADVANCED TRAVEL	1,062.00	PEER SUPPORT PER DIEM - KARVIA; PEER SUPPORT PER DIEM - COLE; PEER SUPPORT PER DIEM - SCHROEDER; PEER SUPPORT PER DIEM - GAERLAN
2024	228	02/15/2024	Claims	1	27267	PACIFIC CO. FIRE DIST#1 PETTY CASH FUND	42.06	POSTAGE FOR LETTER TO CITY OF LONGVIEW; POSTAGE TO IRS; RECORDS REQUEST; POSTAGE FOR AIR SAMPLES; RETURN RECEIPT/CERTIFIED MAIL TO CITY OF LONGVIEW/COWLITZ 911; POSTAGE FOR RECORDS REQUEST
2024	240	02/15/2024	Claims	1	27279	U.S. BANK EQUIPMENT FINANCE	4,280.57	FEBRUARY ZOLL MONITOR PAYMENT
2024	243	02/15/2024	Claims	1	27282	WESTLAKE HARDWARE	111.48	CLEANING SUPPLIES; SUPPLIES FOR FIRE TRAINING
2024	244	02/15/2024	Claims	1	27283	RONDIE K WHITE	23.96	WATER FOR FFI ACADEMY
2024	251	02/15/2024	Payroll	1	27290	WA COUNCIL OF POLICE & SHERIFFS	35.00	Pay Cycle(s) 02/29/2024 To 02/29/2024 - DISWACOPS
2024	253	02/22/2024	Claims	1	27292	ACTIVE ENTERPRISES INC	437.50	ST2 PROPANE; ST1 PROPANE
2024	254	02/22/2024	Claims	1	27293	ARAMARK	106.73	2/20 LINEN SERVICE
2024	255	02/22/2024	Claims	1	27294	BANK OF THE PACIFIC VISA - 1303	4,053.97	JANUARY CREDIT CARD CHARGES - JB
2024	256	02/22/2024	Claims	1	27295	BANK OF THE PACIFIC VISA - 8379	1,137.04	JANUARY CREDIT CARD CHARGES - LK
2024	257	02/22/2024	Claims	1	27296	BOUND TREE MEDICAL, LLC	4,279.04	MEDICAL SUPPLIES - TAXED AND NOT TAXED
2024	258	02/22/2024	Claims	1	27297	BRAUN NORTHWEST INC	103.89	BRACKET, LOOP, STRAP



# TREASURER'S REPORT

## Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1

02/01/2024 To: 02/29/2024

As Of: 02/29/2024 Date: 03/05/2024  
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	259	02/22/2024	Claims	1	27298	DEL'S OK POINT-S TIRE	5,584.64	TIRES FOR LADDER TRUCK
2024	260	02/22/2024	Claims	1	27299	DMT AUTO PARTS, INC.	396.82	PRESSURE SWITCH - ST2; EXTRACTOR 5 8IN; REGULATOR; OIL - #9165; PARTS FOR AIR COMPRESSOR
2024	261	02/22/2024	Claims	1	27300	NORTH BEACH WATER	154.06	ST1D WATER; ST1 WATER
2024	262	02/22/2024	Claims	1	27301	OKIES THRIFTWAY	167.40	LUNCH FOR FIREFIGHTER ACADEMY 2/17
2024	263	02/22/2024	Claims	1	27302	PETERSON TRUCKS, INC	10,652.73	TRUCK REPAIR
2024	264	02/22/2024	Claims	1	27303	PUD #2 OF PACIFIC COUNTY	840.66	ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY
2024	265	02/22/2024	Claims	1	27304	SHOP N KART (SID'S)	45.04	TOILET PAPER, PAPER TOWELS - ST2; ST2 COFFEE
2024	266	02/22/2024	Claims	1	27305	TECH TAP COMPUTER CONSULTING	450.78	SUPPORT
2024	267	02/22/2024	Claims	1	27306	VERIZON WIRELESS ACCT. 242204341-00001	477.42	MDCs AND WIRELESS ACCESS
2024	268	02/22/2024	Claims	1	27307	VERIZON WIRELESS ACCT. 342204208-00001	40.01	WIRELESS FOR MDC
2024	269	02/22/2024	Claims	1	27308	WESTLAKE HARDWARE	73.74	FLASH DRIVE; HARDWARE FOR AIR COMPRESSOR; SUPPLIES FOR AIR COMPRESSOR MAINTENANCE
							38,297.92	

Fund	Claims	Payroll	Total
001 General Fund 651.100	38,152.10	145.82	38,297.92
	38,152.10	145.82	38,297.92

**TREASURER'S REPORT**  
**Signature Page**

PACIFIC COUNTY FIRE DISTRICT 1

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02/01/2024 To: 02/29/2024

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

# 2024 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

Time: 08:29:09 Date: 03/05/2024  
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## January To February

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
001 General Fund 651.100															
308 91 00 000 Beginning Cash and	3,511,924.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,511,924.82	434,000.00	809%
300	3,511,924.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,511,924.82	434,000.00	809%
311 10 22 000 FIRE - Real and Persc	86,942.44	176,296.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	263,238.63	2,500,000.00	11%
311 10 26 000 EMS - Real and Persc	30,765.24	62,385.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93,150.77	860,000.00	11%
312 10 00 000 Forest Excise Tax	0.00	198.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	198.50	0.00	0%
317 20 00 000 Leasehold Excise Tax	0.00	349.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	349.13	0.00	0%
322 90 00 000 Burn Permits	25.00	225.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	900.00	28%
310 TAXES	117,732.68	239,454.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	357,187.03	3,360,900.00	11%
311 04 90 001 Direct Federal Grants	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	52,800.00	0%
32 93 40 000 Ground Emergency P	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%
34 04 90 000 State Grant - DOH P	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	554.00	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	153,354.00	0%
342 20 00 000 Fire Protection Servit	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	25,000.00	0%
342 60 01 000 Ambulance anc Erme	77,625.94	61,292.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	138,918.20	700,000.00	20%
340	77,625.94	61,292.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	138,918.20	725,000.00	19%
361 11 00 000 Investment Interest	0.00	15,375.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,375.73	100,000.00	15%
369 91 00 000 Other Misc Revenues	0.00	297.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	297.28	0.00	0%
369 91 01 000 Misc Revenues - LNI	4,463.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,463.22	0.00	0%
369 91 01 001 Misc Revenues - BVF	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%
360	4,463.22	15,673.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,136.23	101,000.00	20%
<b>UND REVENUES</b>	<b>3,711,746.66</b>	<b>316,419.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,028,166.28</b>	<b>4,774,254.00</b>	<b>84%</b>
22 10 10 001 Commissioners	768.00	966.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,734.00	12,500.00	14%
22 10 10 002 District Chief	11,571.63	11,571.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,143.26	138,859.56	17%
22 10 10 003 District Secretary	6,666.67	6,666.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,333.34	74,416.52	18%
22 10 10 004 Admin Assistant	1,277.98	1,383.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,661.78	17,680.00	15%
22 10 10 005 Pub. Ed. Coordinator	4,536.41	4,536.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,072.82	55,525.64	16%
22 10 10 006 Chief Of Operations	10,202.87	10,202.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,405.74	125,966.22	16%
22 10 10 007 Chief Of Administrat	10,778.25	10,778.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,556.50	133,069.93	16%
22 10 10 009 DC Volunteer Coordi	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	0%	
22 10 20 001 Labor & Industry	3,636.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,636.14	17,775.47	20%
22 10 20 002 LEOFF Retirement	1,731.80	1,731.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,463.60	24,268.47	14%
22 10 20 003 Medical/Dental	6,229.60	6,229.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,459.20	81,930.95	15%
22 10 20 004 Medicare	652.99	654.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,307.52	4,709.97	28%
22 10 20 005 PERS Retirement	1,189.44	1,199.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,388.97	29,542.47	8%
22 10 31 001 Office and Operating	926.92	817.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,743.96	12,509.61	14%
22 10 31 002 Office Cleaning Supp	200.61	144.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	344.89	3,924.89	9%
22 10 35 001 Computer Hardware	530.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	530.12	2,000.00	27%

# 2024 CASH FLOW - YEAR TO DATE

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
001 General Fund 651.100															
22 10 35 002 Computer Software	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%
22 10 40 001 Elections	3,982.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,982.91	7,000.00	57%
22 10 40 002 Ground Water Prope	0.00	321.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	321.20	350.00	92%
22 10 41 001 Legal Services / Publ	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	10,000.00	0%
22 10 41 002 Misc Professional Se	1,553.37	575.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,128.80	11,350.00	19%
22 10 42 001 Postage	140.56	42.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	182.62	748.91	24%
22 10 43 001 Travel Lodging	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	3,712.35	0%
22 10 43 002 Travel Meals	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	2,656.59	0%
22 10 43 003 Travel Mileage	85.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.16	1,549.27	5%
22 10 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	5,033.33	0%
22 10 46 001 Casualty & Liability I	1,000.00	700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,700.00	130,000.00	1%
22 10 47 001 Electricity	1,600.03	1,729.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,329.05	19,896.55	17%
22 10 47 002 Garbage	563.12	374.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	937.64	4,247.98	22%
22 10 47 003 Natural Gas	938.67	913.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,852.47	10,664.03	17%
22 10 47 004 Sewer	155.00	474.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	629.20	2,923.10	22%
22 10 47 005 Telephone	1,632.77	1,632.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,265.54	20,677.89	16%
22 10 47 006 Water	517.09	328.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	845.10	4,116.64	21%
22 10 47 007 Wireless Communica	517.43	517.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,034.86	7,000.00	15%
22 10 47 008 Cable TV	0.00	194.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	194.56	2,400.00	8%
22 10 48 001 Computer Services	372.95	450.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	823.73	6,856.99	12%
22 10 49 001 Health & Wellness	260.00	773.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,033.18	8,000.00	13%
22 10 49 002 Memberships and St	1,483.00	204.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,687.20	18,000.00	9%
22 20 10 002 FF/EMT Salaries & W	61,968.71	69,481.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131,450.27	996,530.20	13%
22 20 10 003 Maintenance Technic	11,485.65	11,485.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,971.30	140,597.09	16%
22 20 10 005 Volunteer Incentive F	1,534.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,534.00	25,000.00	6%
22 20 20 001 Labor & Industry	12,687.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,687.36	66,523.15	19%
22 20 20 002 LEOPF Retirement	3,292.22	19,696.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,988.64	47,518.41	48%
22 20 20 003 Medical/Dental	14,106.74	14,106.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,213.48	178,300.77	16%
22 20 20 004 Medicare	1,086.11	1,174.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,260.13	16,488.35	14%
22 20 20 005 PERS Retirement	1,094.58	1,094.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,189.16	24,796.67	9%
22 20 20 006 Social Security	95.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95.11	1,124.35	8%
22 20 20 007 Unemployment Com	0.00	3,834.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,834.88	0.00	0%
22 20 20 099 Payroll Clearing	4,610.17	-1,985.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,624.81	0.00	0%
22 20 31 001 Misc Supplies	53.62	581.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	634.62	3,775.53	17%
22 20 31 002 Uniforms / Gear Issu	529.26	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	779.26	20,614.11	4%
22 20 32 001 Fuel	2,576.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,576.23	25,901.72	10%
22 20 35 001 Vehicle Parts	1,145.54	1,258.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,403.67	15,000.00	16%
22 20 35 002 Misc Small Tools/Equ	786.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	786.33	3,000.00	26%
22 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%
22 20 40 001 Dispatch / Local Sup	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	3,412.68	0%
22 20 46 001 Pension & Relief	0.00	1,388.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,388.49	2,176.00	64%
22 20 48 001 Radio Repair/Mainte	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	1,505.29	0%
22 20 48 002 Small Equip. Repair/I	47.61	203.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.80	1,916.69	13%
22 20 48 003 Vehicle Repair/Maint	14.58	1,238.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,253.36	5,000.00	25%
22 20 49 001 Misc Services	1,825.54	117.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,943.48	22,426.71	9%
22 30 31 001 Fire Investigation Suj	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%

# 2024 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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January To February

001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
522 30 31 002 Public Education Sup	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 40 31 001 Misc Supplies	0.00	59.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	59.54	5,000.00	1%
522 40 43 001 Training Lodging	0.00	2,448.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,448.78	5,000.00	49%
522 40 43 002 Training Meals	369.03	1,839.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,208.42	5,000.00	44%
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	1,000.00	0%
522 40 43 004 Travel Registration /	225.00	2,616.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,841.00	31,500.00	9%
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	988.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	988.80	5,000.00	20%
522 50 31 001 Building Maintenan	1,115.63	841.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,956.63	4,000.00	49%
522 50 49 001 Building Maintenan	1,518.27	721.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,239.33	7,000.00	32%
526 10 10 002 FF/Paramedic Salarie	73,373.42	81,212.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	154,585.72	994,971.62	16%
526 10 10 003 Volunteer Reimburse	600.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00	8,017.33	9%
526 10 10 099 Timeless Payments (I	4,463.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,463.20	0.00	0%
526 10 20 001 Labor & Industry	11,690.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,690.24	53,390.28	22%
526 10 20 002 LEOFF Retirement	3,903.40	14,320.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,223.90	52,733.50	35%
526 10 20 003 Medical/Dental	11,140.93	11,140.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,281.86	168,271.29	13%
526 10 20 004 Medicare	1,072.62	1,179.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,251.95	14,427.09	16%
526 10 20 006 Social Security	37.20	7.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.64	461.10	10%
526 10 41 001 Biohazard Disposal	53.37	32.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.69	650.00	13%
526 10 41 002 Controlled Substanc	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%
526 40 30 001 Supplies	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 40 43 001 Travel Lodging	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 40 43 002 Travel Meals	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%
526 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%
526 40 43 004 Travel Registration F	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%
526 70 41 001 Ambulance Billing Se	2,805.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,805.67	37,000.00	8%
526 80 31 001 Ambulance Payment	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 31 001 Medical & Operatig	2,383.95	5,624.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,008.84	62,000.00	13%
526 80 32 001 Fuel	1,835.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,835.59	50,000.00	4%
526 80 35 001 Vehicle Parts	476.48	103.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	580.37	10,000.00	6%
526 80 35 002 Misc Small Tools/Equ	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. Repai	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%
526 80 48 003 Vehicle Repairs & Mi	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%
526 80 51 001 Dispatch / Local Sup	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	25,260.74	0%
520 FIRE	312,693.65	312,306.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	625,000.61	4,261,254.00	15%
526 70 49 002 GEMT Refunds	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	60,000.00	0%
522 FIRE	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	60,000.00	0%
594 22 60 001 Buildings	2,890.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,890.50	130,000.00	2%
594 22 60 002 Communication Equ	1,200.00	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	16,000.00	8%
594 22 60 003 Office 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	10,000.00	0%
594 22 60 004 Equipment & Turnol	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	18,000.00	0%
594 22 60 005 Fire Hose	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	6,000.00	0%
594 22 60 008 Engines	0.00	23,127.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,127.37	0.00	0%





## 2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 02

Revenues	Amt Budgeted	Revenues	Remaining	
<b>310 TAXES</b>				
311 10 00 000	Sale Of Tax Title Property	0.00	0.00	0.00 0.0%
311 10 22 000	FIRE - Real and Personal Property Taxes	2,500,000.00	263,238.63	2,236,761.37 10.5%
311 10 26 000	EMS - Real and Personal Property Taxes	860,000.00	93,150.77	766,849.23 10.8%
312 10 00 000	Forest Excise Tax	0.00	198.50	(198.50) 0.0%
317 20 00 000	Leasehold Excise Tax	0.00	349.13	(349.13) 0.0%
318 00 00 000	Other Tax	0.00	0.00	0.00 0.0%
322 90 00 000	Burn Permits	900.00	250.00	650.00 27.8%
<b>310 TAXES</b>		<b>3,360,900.00</b>	<b>357,187.03</b>	<b>3,003,712.97 10.6%</b>
<b>330 State Grant</b>				
331 04 90 001	Direct Federal Grants (FEMA) SAFER	52,800.00	0.00	52,800.00 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 00 00 001	State Grant - L&I FIIRE Program	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	554.00	0.00	554.00 0.0%
334 04 90 001	State Grant - DOH Stroke	0.00	0.00	0.00 0.0%
334 04 90 003	State Direct/Indirect Grant From Department Of Health	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>153,354.00</b>	<b>0.00</b>	<b>153,354.00 0.0%</b>
342 20 00 000	Fire Protection Services (Fire Protection Contracts)	25,000.00	0.00	25,000.00 0.0%
342 60 01 000	Ambulance and Emergency Aid Services (Transports)	700,000.00	138,918.20	561,081.80 19.8%
342 60 02 000	Ambulance & Emergency Aid Services (Naselle Dist #4 payments)	0.00	0.00	0.00 0.0%
<b>340</b>		<b>725,000.00</b>	<b>138,918.20</b>	<b>586,081.80 19.2%</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 0.0%</b>
361 11 00 000	Investment Interest	100,000.00	15,375.73	84,624.27 15.4%
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	297.28	(297.28) 0.0%
369 91 01 000	Misc Revenues - LNI Reimbursements for Timeloss/LEP	0.00	4,463.22	(4,463.22) 0.0%
369 91 01 001	Misc Revenues - BVFF Reimburse	1,000.00	0.00	1,000.00 0.0%



## 2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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**001 General Fund 651.100**

Months: 01 To: 02

Revenues	Amt Budgeted	Revenues	Remaining	
<b>360</b>				
369 91 01 002 Misc Revenues - Training	0.00	0.00	0.00	0.0%
<b>360</b>	<b>101,000.00</b>	<b>20,136.23</b>	<b>80,863.77</b>	<b>19.9%</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%
<b>380</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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%
<b>390</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>4,340,254.00</b>	<b>516,241.46</b>	<b>3,824,012.54</b>	<b>11.9%</b>

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 FIRE</b>				
522 10 10 001 Commissioners	12,500.00	1,734.00	10,766.00	13.9%
522 10 10 002 District Chief	138,859.56	23,143.26	115,716.30	16.7%
522 10 10 003 District Secretary	74,416.52	13,333.34	61,083.18	17.9%
522 10 10 004 Admin Assistant	17,680.00	2,661.78	15,018.22	15.1%
522 10 10 005 Pub. Ed. Coordinator	55,525.64	9,072.82	46,452.82	16.3%
522 10 10 006 Chief Of Operations	125,966.22	20,405.74	105,560.48	16.2%
522 10 10 007 Chief Of Administration	133,069.93	21,556.50	111,513.43	16.2%
522 10 10 008 Chief Of EMS & Safety	0.00	0.00	0.00	0.0%
522 10 10 009 DC Volunteer Coordinator	60,000.00	0.00	60,000.00	0.0%
522 10 20 001 Labor & Industry	17,775.47	3,636.14	14,139.33	20.5%
522 10 20 002 LEOFF Retirement	24,268.47	3,463.60	20,804.87	14.3%
522 10 20 003 Medical/Dental	81,930.95	12,459.20	69,471.75	15.2%
522 10 20 004 Medicare	4,709.97	1,307.52	3,402.45	27.8%
522 10 20 005 PERS Retirement	29,542.47	2,388.97	27,153.50	8.1%
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	12,509.61	1,743.96	10,765.65	13.9%
522 10 31 002 Office Cleaning Supplies	3,924.89	344.89	3,580.00	8.8%
522 10 35 001 Computer Hardware	2,000.00	530.12	1,469.88	26.5%
522 10 35 002 Computer Software	1,000.00	0.00	1,000.00	0.0%
522 10 40 001 Elections	7,000.00	3,982.91	3,017.09	56.9%
522 10 40 002 Ground Water Property Tax	350.00	321.20	28.80	91.8%
522 10 40 003 State Audit	0.00	0.00	0.00	0.0%
522 10 40 004 Fire Suppression And Emergency Medical Services - Other Services And Charges	0.00	0.00	0.00	0.0%
522 10 41 001 Legal Services / Publications	10,000.00	0.00	10,000.00	0.0%
522 10 41 002 Misc Professional Services	11,350.00	2,128.80	9,221.20	18.8%
522 10 42 001 Postage	748.91	182.62	566.29	24.4%
522 10 43 001 Travel Lodging	3,712.35	0.00	3,712.35	0.0%
522 10 43 002 Travel Meals	2,656.59	0.00	2,656.59	0.0%

## 2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

Months: 01 To: 02

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 FIRE</b>				
522 10 43 003	Travel Mileage	1,549.27	85.16	1,464.11 5.5%
522 10 43 004	Travel Registration / Fee	5,033.33	0.00	5,033.33 0.0%
522 10 46 001	Casualty & Liability Insurance	130,000.00	1,700.00	128,300.00 1.3%
522 10 47 001	Electricity	19,896.55	3,329.05	16,567.50 16.7%
522 10 47 002	Garbage	4,247.98	937.64	3,310.34 22.1%
522 10 47 003	Natural Gas	10,664.03	1,852.47	8,811.56 17.4%
522 10 47 004	Sewer	2,923.10	629.20	2,293.90 21.5%
522 10 47 005	Telephone	20,677.89	3,265.54	17,412.35 15.8%
522 10 47 006	Water	4,116.64	845.10	3,271.54 20.5%
522 10 47 007	Wireless Communications	7,000.00	1,034.86	5,965.14 14.8%
522 10 47 008	Cable TV	2,400.00	194.56	2,205.44 8.1%
522 10 48 001	Computer Services	6,856.99	823.73	6,033.26 12.0%
522 10 49 001	Health & Wellness	8,000.00	1,033.18	6,966.82 12.9%
522 10 49 002	Memberships and Subscriptions	18,000.00	1,687.20	16,312.80 9.4%
<b>210</b>		<b>1,072,863.33</b>	<b>141,815.06</b>	<b>931,048.27 13.2%</b>
522 20 10 001	Training Officer	0.00	0.00	0.00 0.0%
522 20 10 002	FF/EMT Salaries & Wages	996,530.20	131,450.27	865,079.93 13.2%
522 20 10 003	Maintenance Technician	140,597.09	22,971.30	117,625.79 16.3%
522 20 10 004	Resident Interns	0.00	0.00	0.00 0.0%
522 20 10 005	Volunteer Incentive Program	25,000.00	1,534.00	23,466.00 6.1%
522 20 10 006	Volunteer Fire Mobilization Pay	0.00	0.00	0.00 0.0%
522 20 10 099	Timeloss Payments (Disability)	0.00	0.00	0.00 0.0%
522 20 20 001	Labor & Industry	66,523.15	12,687.36	53,835.79 19.1%
522 20 20 002	LEOFF Retirement	47,518.41	22,988.64	24,529.77 48.4%
522 20 20 003	Medical/Dental	178,300.77	28,213.48	150,087.29 15.8%
522 20 20 004	Medicare	16,488.35	2,260.13	14,228.22 13.7%
522 20 20 005	PERS Retirement	24,796.67	2,189.16	22,607.51 8.8%
522 20 20 006	Social Security	1,124.35	95.11	1,029.24 8.5%
522 20 20 007	Unemployment Compensation	0.00	3,834.88	(3,834.88) 0.0%
522 20 20 008	BVFF Volunteer Disability - Reimbursable	0.00	0.00	0.00 0.0%
522 20 20 099	Payroll Clearing	0.00	2,624.81	(2,624.81) 0.0%
522 20 31 001	Misc Supplies	3,775.53	634.62	3,140.91 16.8%
522 20 31 002	Uniforms / Gear Issue	20,614.11	779.26	19,834.85 3.8%
522 20 32 001	Fuel	25,901.72	2,576.23	23,325.49 9.9%
522 20 35 001	Vehicle Parts	15,000.00	2,403.67	12,596.33 16.0%
522 20 35 002	Misc Small Tools/Equip	3,000.00	786.33	2,213.67 26.2%
522 20 35 003	Radio Equipment	2,500.00	0.00	2,500.00 0.0%
522 20 40 001	Dispatch / Local Support Svcs	3,412.68	0.00	3,412.68 0.0%
522 20 46 001	Pension & Relief	2,176.00	1,388.49	787.51 63.8%
522 20 48 001	Radio Repair/Maintenance	1,505.29	0.00	1,505.29 0.0%
522 20 48 002	Small Equip. Repair/Maintenance	1,916.69	250.80	1,665.89 13.1%
522 20 48 003	Vehicle Repair/Maintenance	5,000.00	1,253.36	3,746.64 25.1%
522 20 49 001	Misc Services	22,426.71	1,943.48	20,483.23 8.7%
<b>220</b>		<b>1,604,107.72</b>	<b>242,865.38</b>	<b>1,361,242.34 15.1%</b>
522 30 31 001	Fire Investigation Supplies	500.00	0.00	500.00 0.0%
522 30 31 002	Public Education Supplies	2,500.00	0.00	2,500.00 0.0%
522 30 49 001	Newsletter	0.00	0.00	0.00 0.0%

## 2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 08:29:26 Date: 03/05/2024

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001 General Fund 651.100

Months: 01 To: 02

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 FIRE</b>				
230	3,000.00	0.00	3,000.00	0.0%
522 40 31 001 Misc Supplies	5,000.00	59.54	4,940.46	1.2%
522 40 43 001 Training Lodging	5,000.00	2,448.78	2,551.22	49.0%
522 40 43 002 Training Meals	5,000.00	2,208.42	2,791.58	44.2%
522 40 43 003 Travel Mileage	1,000.00	0.00	1,000.00	0.0%
522 40 43 004 Travel Registration / Fee	31,500.00	2,841.00	28,659.00	9.0%
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	988.80	4,011.20	19.8%
240	67,500.00	8,546.54	58,953.46	12.7%
522 50 31 001 Building Maintenance Supplies	4,000.00	1,956.63	2,043.37	48.9%
522 50 49 001 Building Maintenance Services	7,000.00	2,239.33	4,760.67	32.0%
250	11,000.00	4,195.96	6,804.04	38.1%
526 10 10 001 EMS Coordinator	0.00	0.00	0.00	0.0%
526 10 10 002 FF/Paramedic Salaries & Wages	994,971.62	154,585.72	840,385.90	15.5%
526 10 10 003 Volunteer Reimbursement	8,017.33	720.00	7,297.33	9.0%
526 10 10 099 Timeloss Payments (Disability)	0.00	4,463.20	(4,463.20)	0.0%
526 10 20 001 Labor & Industry	53,390.28	11,690.24	41,700.04	21.9%
526 10 20 002 LEOFF Retirement	52,733.50	18,223.90	34,509.60	34.6%
526 10 20 003 Medical/Dental	168,271.29	22,281.86	145,989.43	13.2%
526 10 20 004 Medicare	14,427.09	2,251.95	12,175.14	15.6%
526 10 20 005 PERS Retirement	0.00	0.00	0.00	0.0%
526 10 20 006 Social Security	461.10	44.64	416.46	9.7%
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	85.69	564.31	13.2%
526 10 41 002 Controlled Substances Disposal	400.00	0.00	400.00	0.0%
610	1,293,322.21	214,347.20	1,078,975.01	16.6%
526 40 30 001 Supplies	2,000.00	0.00	2,000.00	0.0%
526 40 43 001 Travel Lodging	2,000.00	0.00	2,000.00	0.0%
526 40 43 002 Travel Meals	5,000.00	0.00	5,000.00	0.0%
526 40 43 003 Travel Mileage	500.00	0.00	500.00	0.0%
526 40 43 004 Travel Registration Fee	5,000.00	0.00	5,000.00	0.0%
526 40 43 005 OTEP	0.00	0.00	0.00	0.0%
640	14,500.00	0.00	14,500.00	0.0%
526 70 41 001 Ambulance Billing Services	37,000.00	2,805.67	34,194.33	7.6%
526 70 41 002 GEMT Services	0.00	0.00	0.00	0.0%
526 70 49 001 Ambulance Payment Refunds	2,000.00	0.00	2,000.00	0.0%
670	39,000.00	2,805.67	36,194.33	7.2%
526 80 31 001 Medical & Operating Supplies	62,000.00	8,008.84	53,991.16	12.9%
526 80 32 001 Fuel	50,000.00	1,835.59	48,164.41	3.7%
526 80 35 001 Vehicle Parts	10,000.00	580.37	9,419.63	5.8%
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	2,500.00	0.00	2,500.00	0.0%
526 80 48 002 Radio Repairs & Maintenance	0.00	0.00	0.00	0.0%

## 2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 08:29:26 Date: 03/05/2024

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**001 General Fund 651.100**

Months: 01 To: 02

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>520 FIRE</b>				
526 80 48 003 Vehicle Repairs & Maintenance	5,000.00	0.00	5,000.00	0.0%
526 80 51 001 Dispatch / Local Support Svcs	25,260.74	0.00	25,260.74	0.0%
<b>680</b>	<b>155,960.74</b>	<b>10,424.80</b>	<b>145,535.94</b>	<b>6.7%</b>
<b>520 FIRE</b>	<b>4,261,254.00</b>	<b>625,000.61</b>	<b>3,636,253.39</b>	<b>14.7%</b>
<b>522 FIRE</b>				
526 70 49 002 GEMT Refunds	60,000.00	0.00	60,000.00	0.0%
<b>522 FIRE</b>	<b>60,000.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0.0%</b>
<b>580 Non-Expenditures</b>				
586 00 00 001 Timeloss Passthrough To Employee	0.00	0.00	0.00	0.0%
586 00 20 003 Timeloss Passthrough - Personnel Benefits	0.00	0.00	0.00	0.0%
<b>580 Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
591 22 71 001 Principal	0.00	0.00	0.00	0.0%
592 22 83 001 Interest	0.00	0.00	0.00	0.0%
594 22 60 001 Buildings	130,000.00	2,890.50	127,109.50	2.2%
594 22 60 002 Communication Equipment	16,000.00	1,200.00	14,800.00	7.5%
594 22 60 003 Office Equipment	10,000.00	0.00	10,000.00	0.0%
594 22 60 004 Equipment & Turnout Gear	18,000.00	0.00	18,000.00	0.0%
594 22 60 005 Fire Hose	6,000.00	0.00	6,000.00	0.0%
594 22 60 006 Misc Equipment	0.00	0.00	0.00	0.0%
594 22 60 007 SCBA Firefighting Equipment	0.00	0.00	0.00	0.0%
594 22 60 008 Engines	0.00	23,127.37	(23,127.37)	0.0%
594 26 60 001 Ambulance/Rechassis	225,000.00	246,327.47	(21,327.47)	109.5%
594 26 60 002 Misc Medical Equipment	48,000.00	30,025.87	17,974.13	62.6%
<b>590</b>	<b>453,000.00</b>	<b>303,571.21</b>	<b>149,428.79</b>	<b>67.0%</b>
<b>Fund Expenditures:</b>	<b>4,774,254.00</b>	<b>928,571.82</b>	<b>3,845,682.18</b>	<b>19.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>(434,000.00)</b>	<b>(412,330.36)</b>		

## 2024 BUDGET POSITION TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

Months: 01 To: 02

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Date: 03/05/2024

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 651.100	4,340,254.00	516,241.46	11.9%	4,774,254.00	928,571.82	19%
	4,340,254.00	516,241.46	11.9%	4,774,254.00	928,571.82	19.4%



PACIFIC COUNTY FIRE DISTRICT #1  
HISTORICAL TAX COLLECTION TRENDS  
2018 - PRESENT

	2019		2020		2021		2022		2023		2024	
	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED
TOTAL TAX BUDGETED	\$ 2,296,130.00		\$ 2,757,013.00		\$ 3,095,860.00		\$ 3,110,000.00		\$ 3,180,000.00		\$ 3,360,000.00	
FIRE TAX BUDGETED	\$ 1,722,088.00		\$ 2,170,000.00		\$ 2,245,560.00		\$ 2,300,000.00		\$ 2,350,000.00		\$ 2,500,000.00	
EMS TAX BUDGETED	\$ 574,042.00		\$ 587,013.00		\$ 790,000.00		\$ 810,000.00		\$ 830,000.00		\$ 860,000.00	
	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED	\$ COLLECTED	% COLLECTED
JANUARY	\$ 15,055.66	0.66%	\$ 14,806.68	0.54%	\$ 57,833.99	1.81%	\$ 11,561.42	0.37%	\$ 15,797.01	0.50%	\$ 117,707.68	3.50%
FEBRUARY	\$ 197,746.44	8.61%	\$ 218,849.29	7.94%	\$ 269,366.94	8.65%	\$ 274,875.25	8.84%	\$ 283,945.40	8.93%	\$ 238,681.72	7.10%
MARCH	\$ 166,653.82	7.26%	\$ 209,647.93	7.60%	\$ 255,398.22	8.41%	\$ 252,111.69	8.43%	\$ 224,943.69	7.07%	\$ -	0.00%
APRIL	\$ 848,309.28	36.95%	\$ 879,678.69	31.91%	\$ 1,098,617.96	38.19%	\$ 1,044,534.08	33.59%	\$ 1,051,356.82	33.06%	\$ -	0.00%
MAY	\$ 206,894.94	9.01%	\$ 231,232.67	8.39%	\$ 188,851.31	6.78%	\$ 320,049.85	10.29%	\$ 367,692.32	11.41%	\$ -	0.00%
JUNE	\$ 17,802.27	0.78%	\$ 121,915.61	4.42%	\$ 49,826.87	1.64%	\$ 96,140.22	1.16%	\$ 30,677.03	0.98%	\$ -	0.00%
JULY	\$ 15,297.94	0.67%	\$ 46,281.87	1.68%	\$ 27,218.87	0.90%	\$ 21,390.15	0.69%	\$ 90,303.24	2.84%	\$ -	0.00%
AUGUST	\$ 19,593.62	0.85%	\$ 84,451.70	3.08%	\$ 70,417.73	2.32%	\$ 78,274.52	2.52%	\$ 43,865.76	1.38%	\$ -	0.00%
SEPTEMBER	\$ 52,981.76	2.31%	\$ 60,014.36	2.18%	\$ 61,932.13	2.04%	\$ 64,493.87	2.07%	\$ 59,677.89	1.88%	\$ -	0.00%
OCTOBER	\$ 609,623.36	26.55%	\$ 660,097.49	23.94%	\$ 702,388.68	23.14%	\$ 781,936.58	25.14%	\$ 825,952.67	26.87%	\$ -	0.00%
NOVEMBER	\$ 132,735.72	5.78%	\$ 211,570.52	7.67%	\$ 215,848.22	7.11%	\$ 153,767.33	4.94%	\$ 133,299.25	4.19%	\$ -	0.00%
DECEMBER	\$ 20,475.78	0.89%	\$ 32,635.83	1.18%	\$ 22,974.27	0.75%	\$ 11,390.18	0.37%	\$ 17,478.42	0.55%	\$ -	0.00%
COLLECTION AS OF FEBRUARY:	\$ 212,802.10	9.27%	\$ 233,655.97	8.47%	\$ 325,400.93	10.75%	\$ 286,436.67	9.21%	\$ 299,742.41	9.43%	\$ 356,289.40	10.61%
		100.31%		100.51%		99.48%		98.41%		98.74%		10.61%

3/5/2024

Pacific 1

ANNUAL COLLECTION STATISTICS

Date Of Service	02/01/2019
Date Of Service	02/29/2024
Invoices	0
Company	Pacific 1

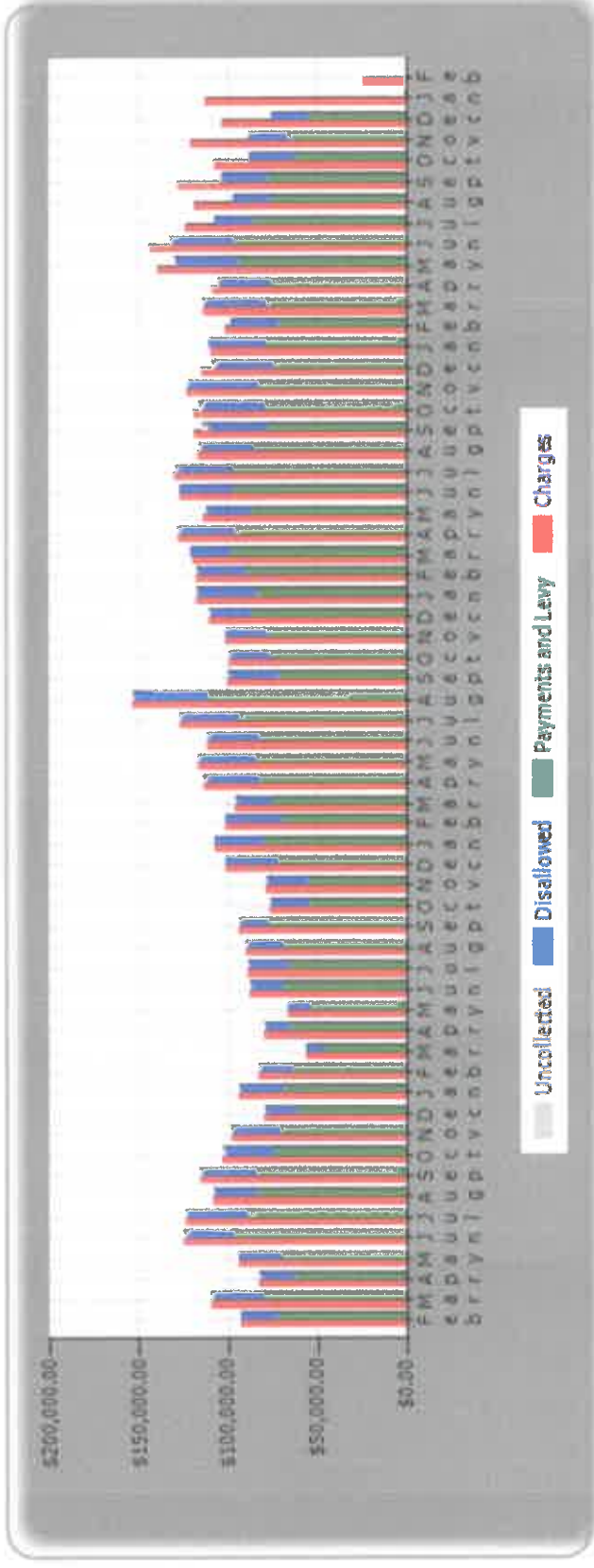
Month	Tickets	Charges	Payments	%	Levy Fund	%	Disallowed	%	Uncollected	%	Pending	%
Feb 19	116	92,797.35	-61,474.71	66%	-10,424.84	11%	-20,897.80	23%	0.00	0%	0.00	0%
Mar 19	139	108,698.58	-70,738.25	65%	-8,290.32	8%	-29,024.64	27%	-645.37	1%	0.00	0%
Apr 19	108	83,020.36	-53,673.83	65%	-8,964.20	11%	-20,022.30	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	-86,046.17	69%	-10,079.92	8%	-25,935.26	21%	-1,921.43	2%	0.00	0%
Jul 19	126	123,749.13	-81,716.90	66%	-6,659.82	5%	-35,027.54	28%	-344.87	0%	0.00	0%
Aug 19	120	107,770.57	-73,802.60	68%	-9,352.40	9%	-23,970.44	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%	-819.13	1%	0.00	0%
Oct 19	113	103,249.97	-66,019.51	64%	-7,107.73	7%	-27,525.60	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	-53,902.25	68%	-7,464.02	9%	-17,776.09	22%	-816.88	1%	0.00	0%
Jan 20	98	93,462.19	-59,656.30	64%	-8,848.14	9%	-24,269.87	26%	-687.88	1%	0.00	0%
Feb 20	91	82,350.92	-58,242.34	71%	-5,200.34	6%	-18,245.11	22%	-663.13	1%	0.00	0%
Mar 20	71	56,056.90	-39,587.56	71%	-6,396.69	11%	-10,072.65	18%	0.00	0%	0.00	0%
Apr 20	95	79,943.86	-58,405.72	73%	-6,460.06	8%	-14,941.75	19%	-136.33	0%	0.00	0%
May 20	79	66,058.36	-47,914.94	73%	-4,787.67	7%	-13,355.75	20%	0.00	0%	0.00	0%
Jun 20	96	88,000.10	-61,860.57	70%	-6,811.44	8%	-19,253.09	22%	-75.00	0%	0.00	0%
Jul 20	103	89,029.03	-60,301.50	68%	-5,654.38	6%	-22,321.27	25%	-751.88	1%	0.00	0%
Aug 20	99	89,357.24	-64,846.60	73%	-3,268.44	4%	-20,749.59	23%	-492.61	1%	0.00	0%
Sep 20	103	93,813.15	-70,846.60	76%	-5,456.66	6%	-16,665.01	18%	-844.88	1%	0.00	0%
Oct 20	79	76,395.05	-51,886.49	68%	-2,301.84	3%	-21,530.67	28%	-876.05	1%	0.00	0%
Nov 20	82	78,224.94	-52,281.23	67%	-2,698.53	3%	-22,219.98	28%	-1,025.20	1%	0.00	0%
Dec 20	104	101,289.58	-66,573.53	66%	-4,638.40	5%	-30,077.65	30%	0.00	0%	0.00	0%
Jan 21	112	107,020.21	-72,125.07	67%	-7,429.36	7%	-27,465.78	26%	0.00	0%	0.00	0%
Feb 21	98	101,027.70	-61,864.67	61%	-7,415.70	7%	-31,747.33	31%	0.00	0%	0.00	0%
Mar 21	110	95,825.37	-65,759.16	69%	-8,430.44	9%	-20,963.77	22%	-672.00	1%	0.00	0%
Apr 21	120	113,706.08	-75,636.20	67%	-6,373.76	6%	-29,429.37	26%	-2,266.75	2%	0.00	0%
May 21	116	115,826.10	-74,575.39	64%	-8,510.14	7%	-32,105.57	28%	-635.00	1%	0.00	0%
Jun 21	114	111,087.13	-75,823.76	68%	-5,979.77	5%	-27,979.94	25%	-1,303.66	1%	0.00	0%
Jul 21	134	126,576.02	-87,386.87	69%	-5,035.27	4%	-32,827.23	26%	-1,326.65	1%	0.00	0%
Aug 21	161	153,127.90	-102,706.63	67%	-7,449.95	5%	-41,603.66	27%	-1,367.66	1%	0.00	0%
Sep 21	108	100,184.88	-66,229.73	66%	-4,930.19	5%	-27,959.23	28%	-1,065.73	1%	0.00	0%
Oct 21	112	99,145.52	-66,321.04	67%	-9,042.63	9%	-23,033.42	23%	-748.43	1%	0.00	0%
Nov 21	111	100,980.14	-67,021.16	66%	-10,135.93	10%	-23,823.95	24%	0.00	0%	0.00	0%
Dec 21	120	110,535.44	-78,346.64	71%	-8,419.54	8%	-23,221.33	21%	-579.88	1%	-31.95	0%
Jan 22	111	116,949.64	-76,578.75	65%	-6,614.50	6%	-33,403.30	29%	-353.09	0%	0.00	0%
Feb 22	119	117,512.94	-82,579.87	70%	-7,519.53	6%	-27,123.54	23%	-290.00	0%	0.00	0%
Mar 22	133	119,152.24	-91,367.59	77%	-6,077.99	5%	-22,445.13	19%	0.00	0%	-738.47	-1%
Apr 22	123	127,453.72	-89,315.60	70%	-5,981.44	5%	-31,324.05	25%	-832.63	1%	0.00	0%
May 22	123	112,742.19	-81,189.51	72%	-4,643.84	4%	-25,503.27	23%	-1,266.50	1%	139.07	0%
Jun 22	125	126,941.50	-89,353.04	70%	-7,317.46	6%	-30,271.00	24%	0.00	0%	0.00	0%



Jul 22	138	129,638.66	-86,072.35	66 %	-9,539.01	7 %	-32,554.98	25 %	-828.32	1 %	644.00	0 %
Aug 22	129	116,776.94	-74,078.42	63 %	-10,617.35	9 %	-29,356.89	25 %	-1,296.88	1 %	1,427.40	1 %

Sep 22	120	118,546.00	-68,561.68	58 %	-8,332.82	7 %	-33,291.10	28 %	-4,164.40	4 %	4,196.00	4 %
Oct 22	123	118,407.00	-69,443.37	59 %	-9,362.91	8 %	-34,325.09	29 %	-2,097.63	2 %	3,178.00	3 %
Nov 22	115	122,418.50	-73,504.70	60 %	-7,588.22	6 %	-40,601.58	33 %	0.00	0 %	724.00	1 %
Dec 22	118	114,241.50	-69,659.18	61 %	-3,877.03	3 %	-32,363.07	28 %	-2,073.00	2 %	6,269.22	5 %
Jan 23	106	109,586.50	-72,754.23	66 %	-4,939.57	5 %	-32,310.89	29 %	0.00	0 %	-418.19	0 %
Feb 23	93	100,523.50	-65,985.58	66 %	-5,195.40	5 %	-27,146.02	27 %	0.00	0 %	2,196.50	2 %
Mar 23	108	113,717.00	-72,859.76	64 %	-4,627.03	4 %	-35,323.67	31 %	-769.05	1 %	137.49	0 %
Apr 23	110	107,881.00	-67,471.89	63 %	-6,836.08	6 %	-29,410.40	27 %	-1,263.81	1 %	2,898.82	3 %
May 23	133	138,629.50	-87,214.47	63 %	-6,680.69	5 %	-35,137.18	25 %	-100.00	0 %	9,497.16	7 %
Jun 23	138	143,105.50	-89,365.86	62 %	-6,430.35	4 %	-34,917.45	24 %	-1,304.00	1 %	11,087.84	8 %
Jul 23	141	123,049.00	-76,547.62	64 %	-6,671.89	5 %	-21,769.61	18 %	0.00	0 %	16,059.88	13 %
Aug 23	135	118,371.50	-68,972.40	58 %	-5,627.95	5 %	-21,969.38	19 %	0.00	0 %	21,801.77	18 %
Sep 23	142	127,261.00	-70,603.29	55 %	-6,598.31	5 %	-25,742.55	20 %	0.00	0 %	24,316.85	19 %
Oct 23	120	107,192.00	-59,281.98	55 %	-3,187.25	3 %	-25,616.56	24 %	0.00	0 %	19,106.21	18 %
Nov 23	125	120,545.50	-61,221.56	51 %	-4,992.31	4 %	-21,279.33	18 %	0.00	0 %	33,052.30	27 %
Dec 23	113	102,589.50	-53,304.31	52 %	-2,103.04	2 %	-19,826.29	19 %	0.00	0 %	27,355.86	27 %
Jan 24	128	112,287.00	-795.00	1 %	-100.00	0 %	0.00	0 %	0.00	0 %	111,392.00	99 %
Feb 24	25	23,159.00	0.00	0 %	0.00	0 %	0.00	0 %	0.00	0 %	23,159.00	100 %
<b>6,923</b>		<b>6,446,940.40</b>	<b>-4,129,073.81</b>		<b>-398,526.62</b>		<b>-1,561,293.33</b>		<b>-40,595.88</b>		<b>317,450.76</b>	

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> March 19, 2024
<b>AGENDA ITEM (to be completed by the office):</b> New Business #1
<b>SUBJECT:</b> WA State Auditor's Office Interagency Data Sharing Agreement
<b>REQUESTOR:</b> District Secretary
<b>COST (including tax):</b>
<b>SUMMARY:</b>  In September of 2021 we signed this Data Sharing Agreement per Brian Snure. He had discussed a change with the SAO that was agreed upon.  The SAO is now needing an update on this agreement due to modified language based off of feedback from the last DSA. I did notice that the language that was modified in our agreement previously has switched back to the original language.  The old agreement plus the email string including Snure and the SAO is included in this packet along with the new agreement plus email from the SAO.
<b>RECOMMENDATION:</b>

NEW

**From:** Gonzalez, India (SAO) <india.gonzalez@sao.wa.gov>  
**Sent:** Tuesday, February 27, 2024 9:37 AM  
**To:** [REDACTED]  
**Subject:** SAO - Data sharing agreement for Pacific County Fire Protection District No. 1  
**Attachments:** 1244\_PCFD1\_2021\_001\_GEN.pdf; 1244\_PCFD1\_2024\_001\_GEN.pdf

Hello [REDACTED]

*Your original DSA was slightly modified, so I have attached your 2021 and your new 2024 DSA for comparison. Our agency took a lot of the feedback from our last DSA and changed stuff to accommodate many of the requests for changes. I have sent you our new revised original version. If these changes are not satisfactory and you would like to make more modifications, please let me know. I can send you a word version of the DSA that you could note changes you'd like, and then I would send it back through our review committee. I am happy to that if you feel necessary after reviewing our newest version.*

*Could you please review and coordinate the signature of this document?*

*Under a bill passed by the Legislature in 2021, data sharing agreements (DSAs) are required for all state and local governments sharing data. This includes the data we exchange for your audits. For your reference, the legislation requiring DSAs is [ESSB5432](#), "Concerning cybersecurity and data sharing in Washington state government."*

*Our modified DSA agreement with you will be expiring soon.*

*I have attached the DSA our Office would like to complete with your government. We have made some revisions to our previous agreement, to add or modify the following elements:*

- References to state law (42.40 RCW and 43.101 RCW) in the introductory paragraph as well as sections describing intended use and constraints
- Language that enables SAO to share confidential information with you. (Purpose, Data Storage, Oversight, Non-disclosure, Termination)
- 'Audit results' to description of data
- 'Using encryption' to data storage and handling
- 'Non-disclosure' now indicates 'confidential'
- Three new sections, covering Data Disposal, Incident notification and response, and Awareness and Training

*Please let me know if you have any questions or would like to schedule a time to discuss the agreement.*

*Sincerely,*



**India Gonzalez**

**Administrative Assistant, Office of the Washington State Auditor**

**(425) 510-0497 | Pronouns: her, she**

**Want a meaningful job and a balanced life? Go to [sao.wa.gov/jobs](http://sao.wa.gov/jobs) to see our openings.**

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INTERAGENCY DATA SHARING AGREEMENT

Between

Pacific County Fire Protection District No. 1

And the Office of the Washington State Auditor

This Interagency Data Sharing Agreement (DSA) is entered into by and between Pacific County Fire Protection District No.1 hereinafter referred to as "Agency", and the Office of the Washington State Auditor, hereinafter referred to as "SAO", pursuant to the authority granted by Chapter 39.34 RCW and 43.09 RCW.

Agency

Agency Name: Pacific County Fire Protection District No. 1  
 Contact Name: [REDACTED]  
 Title: District Secretary  
 Address: PO Box 890 Ocean Park, WA 98640  
 Phone: (360) 665-4451  
 E-mail: jamie@pcf1.org

SAO

Agency Name: Washington State Auditor's Office  
 Contact Name: Lisa Carrell  
 Title: Program Manager  
 Address: 3200 Sunset Way SE Olympia, WA 98501  
 Phone: (564) 999-0882  
 E-mail: carrell@sao.wa.gov

The SAO and Agency agree that they will have the right, at any time with reasonable notice, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

1. PURPOSE OF THE DSA

The purpose of the DSA is to provide the requirements and authorization for the Agency to exchange confidential information with SAO and SAO to share confidential information with the Agency. This agreement is entered into between Agency and SAO to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56, and OCIO policy 141, OCIO standard 141.10) in the handling of information considered confidential.

2. DEFINITIONS

"Agreement" means this Interagency Data Sharing Agreement, including all documents attached or incorporated by reference.

“Data Access” refers to rights granted to SAO employees to directly connect to Agency systems, networks and/ or applications combined with required information needed to implement these rights.

“Data Transmission” refers to the methods and technologies to be used to move a copy of the data between systems, networks and/ or employee workstations.

“Data Storage” refers to the place data is in when at rest. Data can be stored on removable or portable media devices such as a USB drive or SAO managed systems or OCIO/ State approved services.

“Data Encryption” refers to enciphering data with a NIST-approved algorithm or cryptographic module using a NIST-approved key length. Encryption must be applied in such a way that it renders data unusable to anyone but the authorized users.

“Personal Information” means information defined in RCW 42.56.590(10).

The State classifies data into categories based on the sensitivity of the data pursuant to the Security policy and standards promulgated by the Office of the state of Washington Chief Information Officer. The Data that is the subject of this DSA is classified as indicated below:

Category 1 – Public Information Public information is information that can be or currently is released to the public. It does not need protection from unauthorized disclosure, but does need integrity and availability protection controls.

Category 2 – Sensitive Information Sensitive information may not be specifically protected from disclosure by law and is for official use only. Sensitive information is generally not released to the public unless specifically requested.

Category 3 – Confidential Information Confidential information is information that is specifically protected from disclosure by law. It may include but is not limited to: a. Personal Information about individuals, regardless of how that information is obtained; b. Information concerning employee personnel records; c. Information regarding IT infrastructure and security of computer and telecommunications systems;

Category 4 – Confidential Information Requiring Special Handling Confidential information requiring special handling is information that is specifically protected from disclosure by law and for which: a. Especially strict handling requirements are dictated, such as by statutes, regulations, or agreements; b. Serious consequences could arise from unauthorized disclosure, such as threats to health and safety, or legal sanctions.

3. PERIOD OF AGREEMENT

This agreement shall begin on July 15, 2024, or date of execution, whichever is later, and end on December 31, 2027, unless terminated sooner or extended as provided herein.

4. JUSTIFICATION FOR DATA SHARING

SAO is the auditor of all public accounts in Washington State. SAO's authority is broad and includes both explicit and implicit powers to review records, including confidential records, during the course of an audit or investigation.

5. DESCRIPTION OF DATA TO BE SHARED

The data to be shared includes information and data related to audit results, financial activity, operation and compliance with contractual, state and federal programs, security of computer systems, performance and accountability for agency programs as applicable to the audit(s) performed. Specific data requests will be limited to information needed for SAO audits, investigations and related statutory authorities as identified through auditor requests.

6. DATA TRANSMISSION

Transmission of data between Agency and SAO will use a secure method that is commensurate to the sensitivity of the data being transmitted.

7. DATA STORAGE AND HANDLING REQUIREMENTS

Agency and SAO will notify each other if they are providing confidential data. All confidential data provided by Agency will be stored with access limited to the least number of SAO staff needed to complete the purpose of the DSA.

8. INTENDED USE OF DATA

The Office of the Washington State Auditor will utilize this data in support of their audits, investigations, and related statutory responsibilities as described in RCW 43.09 and 42.40.

9. CONSTRAINTS ON USE OF DATA

The Office of the Washington State Auditor agrees to strictly limit use of information obtained under this Agreement to the purpose of carrying out our audits, investigations and related statutory responsibilities as described in RCW 43.09 and 42.40.

10. SECURITY OF DATA

SAO shall take due care and take reasonable precautions to protect Agency's data from unauthorized physical and electronic access. SAO complies with the requirements of the OCIO 141.10 policies and standards for data security and access controls to ensure the confidentiality, and integrity of all data shared.

11. NON-DISCLOSURE OF DATA

SAO staff shall not disclose, in whole or in part, the confidential data provided by Agency to any individual or agency, unless this Agreement specifically authorizes the disclosure. Confidential data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the Agency's Confidential data, SAO will notify the Agency

- a. SAO shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by Agency.
- c. The SAO shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.



Agency staff shall not disclose, in whole or in part, the confidential data provided by SAO to any individual or agency, unless this Agreement specifically authorizes the disclosure. Confidential data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the SAO's data, Agency will notify the SAO

- a. Agency shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by SAO.
- c. The Agency shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

12. DATA DISPOSAL

Upon request by the SAO or Agency, or at the end of the DSA term, or when no longer needed, Confidential Information/Data must be returned or destroyed, except as required to be maintained for compliance or accounting purposes.

13. INCIDENT NOTIFICATION AND RESPONSE

The compromise of Confidential Information or reasonable belief that confidential information has been acquired and/or accessed by an unauthorized person that may be a breach that requires timely notice to affected individuals under RCW 42.56.590 or any other applicable breach notification law or rule must be reported to the [Agency contact].

If the Receiving Party does not have full details about the incident, it will report what information it has and provide full details within 15 business days of discovery. To the extent possible, these initial reports must include at least: A. The nature of the unauthorized use or disclosure, including a brief description of what happened, the date of the event(s), and the date of discovery; B. A description of the types of information involved; C. The investigative and remedial actions the Receiving Party or its Subcontractor took or will take to prevent and mitigate harmful effects and protect against recurrence; D. Any details necessary for a determination of whether the incident is a breach that requires notification under RCW 42.56.590, or any other applicable breach notification law or rule. E. Any other information SAO or Agency reasonably requests.

14. OVERSIGHT

The SAO and Agency agree that they will have the right, at any time with reasonable notice, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

15. TERMINATION

Either party may terminate this Agreement with 30 days written notice to the other party's Agency Contact named on Page 1. However, once data is accessed by the SAO or Agency, this Agreement is binding as to the confidentiality, use of the data, and disposition of all data received as a result of access, unless otherwise amended by the mutual agreement of both parties.

16. AWARENESS AND TRAINING

SAO and the agency shall ensure that all staff with access to the data shared through this Agreement are aware of the use and disclosure requirements of OCIO 141.10 and RCW

42.56.590. SAO will comply with all state requirements and training regarding handling, storage and transmission of confidential data.

17. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, a Dispute Board shall determine resolution in the following manner. Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review facts, contract terms, and applicable statutes and rules and make a determination of the dispute.

18. GOVERNANCE

- a. The provisions of this Interagency Data Sharing Agreement are severable. If any provision of this Agreement is held invalid by any court that invalidity shall not affect the other provisions of this Interagency Data Sharing Agreement and the invalid provision shall be considered modified to conform to the existing law.
- b. In the event of a lawsuit involving this Interagency Data Sharing Agreement, venue shall be proper only in Thurston County, Washington.

19. SIGNATURES

The signatures below indicate agreement between the parties.

Agency

Office of the Washington State Auditor

\_\_\_\_\_

  
Lisa Carroll

2/23/24

Signature

Date

Signature

Date

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

Title: Program Manager

[REDACTED]

---

**From:** Brian Snure <Brian@snurelaw.com>  
**Sent:** Tuesday, August 31, 2021 12:18 PM  
**To:** [REDACTED]  
**Cc:** Watkins, Tina (SAO); bristolb@sao.wa.gov  
**Subject:** Re: Pacific County FD#1 Questions Re: SAO Data Sharing Agreement

[REDACTED]

This response is just regarding the SAO data sharing agreement, I will follow up on the other questions in your email in a separate email.

You will need to enter into the Agreement with the SAO but should wait for a revised Agreement. I have copied Tina Watkins from the SAO on this email and your local office and they can provide you the revised agreement outlined below.

Following a number of discussions with Tina Watkins from the SAO, I have come to an agreement with the SAO regarding my objection to the language in Section 8 of the Data Sharing Agreement. The revision is to the first sentence in Section 8.

The original language which we objected to (because it created a duty and arguably transferred liability to the District if the SAO disclosed your confidential data) stated:

"Agency will notify SAO if they are providing confidential data. "

The revised language will now state:

"SAO expects Agencies to identify confidential data when provided."

I believe this a reasonable compromise as it addresses our initial concern while also accommodating the SAO's desire to have agencies identify confidential data when provided.

Let me know if you have any questions of if you do not receive an updated Data Sharing Agreement within a couple of weeks. Once you receive the revised version with the updated language in Section 8 that version is approved as to form and you may proceed with signing.

Please let your local auditor know that I appreciated the SAO's willingness to work through this issue in a professional and timely manner.

Thanks.

Sincerely,

Brian Snure  
Snure Law Office, PSC  
612 S. 227th St.  
Des Moines, WA 98198

Phone: 206-824-5630  
Toll Free: 800-486-9484  
Cell: 206-276-8742  
Email: [Brian@snurelaw.com](mailto:Brian@snurelaw.com)

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On Aug 24, 2021, at 4:41 PM, [REDACTED] <[Jamie@pcfd1.org](mailto:Jamie@pcfd1.org)> wrote:

Hi Brian,

I have three things that we need your advice on (and none of them are vaccine or personnel related ha).

1. Board directed me to ask for your opinion on the attached agreement between our District and the SAO.

Thank you for your time on these matters.

Sincerely,

[REDACTED]  
District Secretary/Finance Officer  
**Pacific County Fire District #1**  
PO Box 890  
26110 Ridge Ave  
Ocean Park, WA 98640  
P: (360) 665-4451  
F: (360) 665-4909

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---

**From:** Dounouk, Nikki (SAO)  
**Sent:** Tuesday, July 20, 2021 12:09 PM  
**To:** [jamie@pcfd1.org](mailto:jamie@pcfd1.org)  
**Cc:** Bristol, Bryson (SAO) <[bristolb@sao.wa.gov](mailto:bristolb@sao.wa.gov)>  
**Subject:** New law requires data sharing agreements

Hello Jamie,

Under a bill passed by the Legislature this year, data sharing agreements (DSAs) will be required for all state and local governments sharing data. This includes the data we exchange for your audits. For your reference, the legislation requiring DSAs is [ESSB5432](#), "Concerning cybersecurity and data sharing in Washington state government."

The Office of the State Auditor has used DSAs with some state agencies, but less frequently with local governments. The good news is that these agreements will formalize all the steps we take to protect data, without requiring changes to our existing practices.

We are working to implement DSAs for all audit data shared as of July 1. Attached is the DSA our Office would like to complete with your government. Please sign and return as soon as possible.

Please let me know if you have any questions or would like to schedule a time to discuss the agreement.

Sincerely,

<image002.png> Nikki Dounouk  
Administrative Assistant, Office of the Washington State Auditor  
Team Tacoma | Team Port Orchard | Team Olympia  
(253) 593-2047 | [www.sao.wa.gov](http://www.sao.wa.gov) | Pronouns: She, Her

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OLD

[REDACTED]

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**Sent:** Tuesday, August 31, 2021 12:18 PM  
**To:** [REDACTED]  
**Cc:** Watkins, Tina (SAO); bristolb@sao.wa.gov  
**Subject:** Re: Pacific County FD#1 Questions Re: SAO Data Sharing Agreement

[REDACTED]

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Brian Snure  
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612 S. 227th St.  
Des Moines, WA 98198

Phone: 206-824-5630  
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Sincerely,

[REDACTED]  
**District Secretary/Finance Officer**  
**Pacific County Fire District #1**  
PO Box 890  
26110 Ridge Ave  
Ocean Park, WA 98640  
P: (360) 665-4451  
F: (360) 665-4909

*This institution is an equal opportunity provider and employer.*

---

**From:** Dounouk, Nikki (SAO)  
**Sent:** Tuesday, July 20, 2021 12:09 PM  
**To:** [jamie@pcfd1.org](mailto:jamie@pcfd1.org)  
**Cc:** Bristol, Bryson (SAO) <[bristolb@sao.wa.gov](mailto:bristolb@sao.wa.gov)>  
**Subject:** New law requires data sharing agreements

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Please let me know if you have any questions or would like to schedule a time to discuss the agreement.

Sincerely,

<image002.png> **Nikki Dounouk**  
Administrative Assistant, Office of the Washington State Auditor  
Team Tacoma | Team Port Orchard | Team Olympia  
(253) 593-2047 | [www.sao.wa.gov](http://www.sao.wa.gov) | Pronouns: She, Her

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OLD

Agency DSA 21-01

INTERAGENCY DATA SHARING AGREEMENT

Between

Pacific County Fire Protection District No. 1

And the Office of the Washington State Auditor

This Interagency Data Sharing Agreement (DSA) is entered into by and between Pacific County Fire Protection District No. 1 hereinafter referred to as "Agency", and the Office of the Washington State Auditor, hereinafter referred to as "SAO", pursuant to the authority granted by Chapter 39.34 RCW and 43.09 RCW.

AGENCY PROVIDING DATA: Agency

Agency Name: Pacific County Fire Protection District  
No. 1  
Contact Name: \_\_\_\_\_  
Title: District Secretary  
Address: PO Box 890  
Ocean Park, 98640  
Phone: (360) 665-4451  
E-mail: jamie@pcf1.org

AGENCY RECEIVING DATA: SAO

Agency Name: Office of the Washington State Auditor  
Contact Name: Bryson Bristol  
Title: Program Manager  
Address: 3200 Sunset Way SE Olympia, WA 98504  
Phone: (360) 999-0880  
E-mail: Bryson.Bristol@sao.wa.gov

1. PURPOSE OF THE DSA

The purpose of the DSA is to provide the requirements and authorization for the Agency to exchange confidential information with SAO. This agreement is entered into between Agency and SAO to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56, and OCIO policy 141.10) in the handling of information considered confidential.

2. DEFINITIONS

"Agreement" means this Interagency Data Sharing Agreement, including all documents attached or incorporated by reference.

DSA Agreement between Agency and SAO  
Agency DSA: 21-01

“Data Access” refers to rights granted to SAO employees to directly connect to Agency systems, networks and/ or applications combined with required information needed to implement these rights.

“Data Transmission” refers to the methods and technologies to be used to move a copy of the data between systems, networks and/ or employee workstations.

“Data Storage” refers to the place data is in when at rest. Data can be stored on removable or portable media devices such as a USB drive or SAO managed systems or OCIO/ State approved services.

“Data Encryption” refers to enciphering data with a NIST-approved algorithm or cryptographic module using a NIST-approved key length. Encryption must be applied in such a way that it renders data unusable to anyone but the authorized users.

“Personal Information” means information defined in RCW 42.56.590(10).

3. PERIOD OF AGREEMENT

This agreement shall begin on July 15, 2021, or date of execution, whichever is later, and end on July 14, 2024, unless terminated sooner or extended as provided herein.

4. JUSTIFICATION FOR DATA SHARING

SAO is the auditor of all public accounts in Washington State. SAO’s authority is broad and includes both explicit and implicit powers to review records, including confidential records, during the course of an audit or investigation.

5. DESCRIPTION OF DATA TO BE SHARED

The data to be shared includes information and data related to financial activity, operation and compliance with contractual, state and federal programs, security of computer systems, performance and accountability for agency programs as applicable to the audit(s) performed. Specific data requests will be limited to information needed for SAO audits, investigations and related statutory authorities as identified through auditor requests.

6. DATA ACCESS

If desired, with the Agency’s permission, the Agency can provide direct, read-only access into its system. SAO will limit access to the system to employees who need access in support of the audit(s). SAO agrees to notify the agency when access is no longer needed.

7. DATA TRANSMISSION

Transmission of data between Agency and SAO will use a secure method that is commensurate to the sensitivity of the data being transmitted.

8. DATA STORAGE AND HANDLING REQUIREMENTS

SAO expects Agencies to identify confidential data when provided. All confidential data provided by Agency will be stored with access limited to the least number of SAO staff needed to complete the purpose of the DSA.

9. INTENDED USE OF DATA

The Office of the Washington State Auditor will utilize this data in support of their audits, investigations, and related statutory responsibilities as described in RCW 43.09.

10. CONSTRAINTS ON USE OF DATA

The Office of the Washington State Auditor agrees to strictly limit use of information obtained under this Agreement to the purpose of carrying out our audits, investigations and related statutory responsibilities as described in RCW 43.09.

11. SECURITY OF DATA

SAO shall take due care and take reasonable precautions to protect Agency's data from unauthorized physical and electronic access. SAO complies with the requirements of the OCIO 141.10 policies and standards for data security and access controls to ensure the confidentiality, and integrity of all data shared.

12. NON-DISCLOSURE OF DATA

SAO staff shall not disclose, in whole or in part, the data provided by Agency to any individual or agency, unless this Agreement specifically authorizes the disclosure. Data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the Agency's data, SAO will notify the Agency

- a. SAO shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by Agency.
- c. The SAO shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

13. OVERSIGHT

The SAO agrees that Agency will have the right, at any time, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

14. TERMINATION

Either party may terminate this Agreement with 30 days written notice to the other party's Agreement Administrator named on Page 1. However, once data is accessed by the SAO, this Agreement is binding as to the confidentiality, use of the data, and disposition of all data received as a result of access, unless otherwise amended by the mutual agreement of both parties.

15. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, a Dispute Board shall determine resolution in the following manner. Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review facts, contract terms, and applicable statutes and rules and make a determination of the dispute.

16. GOVERNANCE

- a. The provisions of this Interagency Data Sharing Agreement are severable. If any provision of this Agreement is held invalid by any court that invalidity shall not affect the other provisions of this Interagency Data Sharing Agreement and the invalid provision shall be considered modified to conform to the existing law.
- b. In the event of a lawsuit involving this Interagency Data Sharing Agreement, venue shall be proper only in Thurston County, Washington.

17. SIGNATURES

The signatures below indicate agreement between the parties.

Agency

Office of the Washington State Auditor

[Redacted Signature]  
[Redacted Signature]

Bristol, Bryson (SAO)  
Program Manager  
2021-09-23 08:50-07:00

Signature

Date

Signature

Date

Title: Deputy Secretary/Treasury Officer

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



**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

<b>MEETING DATE:</b> March 19 <sup>th</sup> , 2024
<b>AGENDA ITEM (to be completed by the office):</b> New Business #2
<b>SUBJECT:</b> Resolution 2024-03 – Surplus Property
<b>REQUESTOR:</b> AC Weatherby
<b>COST (including tax):</b>
<b>SUMMARY:</b>  Approval of this resolution will surplus ventilators and the ambulance that was just replaced. See Appendix A.
<b>RECOMMENDATION:</b>  Approve Resolution 2024-03.



**Pacific County Fire District No. 1**  
**RESOLUTION 2024-03**

**SURPLUS PROPERTY**

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

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

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

**ADOPTED AND APPROVED** at a Regular Meeting of the Pacific County Fire Protection District No. 1 Board of Fire Commissioners held on March 19<sup>th</sup>, 2024 at Station 21-1 in Ocean Park, Washington.

\_\_\_\_\_  
Fred H. Hill, Commissioner

\_\_\_\_\_  
Thomas L. Downer, Commissioner

\_\_\_\_\_  
Dennis A. Long, Commissioner

Attest: \_\_\_\_\_  
District Secretary

Resolution 2024-03 Surplus Property  
Exhibit A

## Surplus Property

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

### Ventilators for Surplus:

<u>Description</u>	<u>Quantity</u>	<u>Value</u>
Emergent Respiratory PortO2Vent – PCFD1 Inventory 847, SN 343-8766 Upgraded ventilator with CPAP	1	Trade in value \$50.00
Emergent Respiratory PortO2Vent – PCFD1 Inventory 855, SN 343-8729 Upgraded ventilator with CPAP	1	Trade in value \$50.00
Emergent Respiratory PortO2Vent – PCFD1 Inventory 856, SN 343-8765 Upgraded ventilator with CPAP	1	Trade in value \$50.00
Emergent Respiratory PortO2Vent – PCFD1 Inventory 857, SN 343-8767 Upgraded ventilator with CPAP	1	Trade in value \$0.00
Emergent Respiratory PortO2Vent – PCFD1 Inventory 846, SN 343-8748 Upgraded ventilator with CPAP	1	Trade in value \$50.00
Emergent Respiratory PortO2Vent – PCFD1 Inventory 854, SN 343-8727 Upgraded ventilator with CPAP	1	Trade in value \$50.00
Univent Eagle Portable Ventilator – SN -0607015 Upgraded ventilator with CPAP	1	Trade In Value: \$500.00

### Ambulance for Surplus:

2017 Ford E350 Gas Engine, Dual Rear Wheels with 2002 Wheeled Coach Ambulance Box with 158,735 miles Vin# 1FDWE3FSS8HDC2798 License #: B7217C	1	Value: \$10,000
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## COMMISSIONER'S MEETING

<b>MEETING DATE:</b> 3/19/2024
<b>AGENDA ITEM (to be completed by the office):</b> <i>New Business #3</i>
<b>SUBJECT:</b> Portable Radio Purchase
<b>REQUESTOR:</b> Mike DeConto
<b>COST (including tax):</b> \$13,614.55
<b>SUMMARY:</b> Our current portable radios were purchased in 2013 and are showing their age. While they are still functional, they require increased maintenance & replacement parts. The proposed radios are digital and P25 compliant, meaning they will suit our needs now and well into the future as the county's communications infrastructure changes. The purchase of 10 radios will allow for: <ul style="list-style-type: none"><li>• 6 Portable Radios at Station 21-1 to be issued when crew members report for their assigned shift.</li><li>• 2 Portable Radios at Station 21-2 to be issued when crew members report for their assigned shift.</li><li>• 2 Portable Radios available for Station 21-3 as we anticipate future staffing needs of that station.</li></ul> <p>The additional items in the quote complete the radios with optional speaker mics, belt clips, antennas, and charging stations for the bunk rooms. A 6-bank charging station for the duty office of Station 21-1 is also included.</p> <p>The existing portable radios will be distributed to the apparatus in charging stations that are already in place.</p>
<b>RECOMMENDATION:</b>  To approve the purchase of ICOM Quote Number SQ 603074 (attached).

## COMMISSIONER'S MEETING

## AGENDA ITEM INFORMATION





Icom America Inc.  
12421 Willows Road NE, Kirkland WA 98034

# QUOTE

Quote Number SQ 603074  
Quote Date 03/11/2024  
Expiration Date 06/09/2024

51209 **S** Pacific County Fire Dist. #1  
**O** PO Box 890  
**L** Ocean Park WA 98640  
**D**  
**T**  
**O**

71786 **S** Pacific County Fire Dist. #1  
**H** 26110 Ridge Ave  
**I** Ocean Park WA 98640  
**P**  
**T**  
**O**

Item	Terms	Description	Ship Via		Availability	FOB	
	2% 20 Net 30		FedEx	Ground		FOB Destination	Unit Price
F7010S 13 USA		136-174 1024CH 5W P25 HH	10	EA	In Stock	1,161.30	11,613.00
FAS81V		136-150MHz antenna for	10	EA	In Stock	16.10	161.00
MB133		Belt clip for F1000/2000/3400/	10	EA	In Stock	12.60	126.00
BC214N 27		Battery Charger 6x BP-298/9	1	EA	In Stock	375.20	375.20
HM222H		Speaker mic w/ mic jack IP68;	3	EA	In Stock	106.40	319.20

Sales Tax 1,020.15

**TOTAL AMOUNT 13,614.55 USD**

**NASPO NATIONWIDE CONTRACT**

Effective Dates: 07/01/2021 - 12/31/2026

Contract Number: 00318

Equipment: Land mobile portables, mobiles, repeaters, and accessories

FOB Destination (surface)

Delivery: Within 30-60 days upon receipt of order

Larger Purchases: Delivery 90-120 days ARO

Payment Terms: 2% 20, N30(OAC)

Credit cards accepted: VISA, MC, AMEX (cash discount not applicable)

Quotations: Valid for 90 days

Thank you for your interest in Icom products. Equipment on hand is not guaranteed and we will provide ETA's ARO. Prices quoted are exclusive of all taxes, surcharges, duties, freight, and insurance unless otherwise notes on the quote. Icom America does not drop ship outside the US.



**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

<b>MEETING DATE:</b> 3/19/2024
<b>AGENDA ITEM (to be completed by the office):</b> <i>New Business #4</i>
<b>SUBJECT:</b> Personal Protective Equipment Purchase
<b>REQUESTOR:</b> Mike DeConto
<b>COST (including tax):</b> \$37,829.36 (\$22,667.65 Eligible for Safer Reimbursement)
<p><b>SUMMARY:</b></p> <ul style="list-style-type: none"> <li>• (5) Full turnout sets (coat, trousers, helmet, boots, SCBA facepiece, (2) structural gloves, (2) hoods) eligible for SAFER Grant reimbursed. Must be received and issued by November 2024.</li> <li>• (1) Coat/Trousers for FF/PM Holloway. His current issued gear is old and not fitting appropriately.</li> <li>• (5) Helmets for new volunteers covered by safer grant, (6) helmets for graduating academy firefighters, (10) helmets to replace existing traditional helmets.</li> <li>• (16) pairs (in addition to SAFER covered) structural gloves to replace issued worn gloves and create a small amount of reserve.</li> <li>• (40) "RedZone" hoods would upgrade all combat firefighter personnel to particulate blocking hoods and create a small amount of reserve. Current issued hoods would be cycled into the hood swap out plan.</li> <li>• (3) Additional pairs of structural boots for restock of common sizes that we have 0 of.</li> <li>• (10) Right Angle flashlights to replace failing lights currently issued and create a small amount of reserve.</li> </ul> <p>Quotes are attached for requested equipment.</p>
<p><b>RECOMMENDATION:</b></p> <p><b>To approve the purchase of personal protective equipment as summarized above.</b></p>

**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

**PPE Estimate**

<u>Seawestern</u>	EACH	QTY	TOTAL	SAFER
V-Force Turnout Coat	\$1,918.28	6	\$11,509.68	\$9,591.40
Coat Modification	\$60.78	1	\$60.78	
Additional name plates for new hires	\$70.00	6	\$420.00	
V-Force Turnout Pant	\$1,228.10	6	\$7,368.60	\$6,140.50
Vanguard MK-1 Glove	\$93.00	21	\$1,953.00	\$930.00
Lion RedZone Particulate Hood	\$107.50	40	\$4,300.00	\$1,075.00
Phenix First Due Helmet	\$333.65	20	\$6,673.00	\$1,668.25
Lion Thorogood Hellfire Boot	\$183.00	8	\$1,464.00	\$915.00

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\$33,749.06 \$20,320.15

Sam Brown

Helmet Shields	\$60.50	20	\$1,210.00	\$302.50
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Curtis

MSA G1 Facepiece	\$409.00	5	\$2,045.00	\$2,045.00
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BrightGuy.com

KBS Right Angle Responder Flashlight	\$82.53	10	\$825.30	
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**Total Estimate** **\$37,829.36**

**Eligible for SAFER Reimbursment** **\$22,667.65**

**PCFD#1** **\$15,161.71**

SeaWestern, Inc  
P.O. Box 51,  
Kirkland, WA 98083



# SEAWESTERN

## FIRE FIGHTING EQUIPMENT

**Quote**

Phone: 425-821-5858  
Email: Info@seawestern.com  
www.seawestern.com

<b>Bill to:</b>		<b>Ship to:</b>		<b>Date:</b>	02/15/2024
PACIFIC CO FIRE DIST #1 PO BOX 890 OCEAN PARK, WA 98640		PACIFIC CO FIRE DIST #1 26110 RIDGE AVENUE OCEAN PARK, WA 98640		<b>Customer No.:</b>	10582
				<b>Quote No.:</b>	QUO20988
				<b>Sales Rep:</b>	Aaron Kallio
<b>Expires:</b>	<b>Attention:</b>	<b>Delivery:</b>	<b>FOB:</b>		
03/16/2024	Mike DeConto				

QTY	Unit	Part Number	Description	Unit Price	Extended Price
6	EA	Pacific V-Force Coat	SeaWestern Lion Pacific V-Force Coat - Armor AP 6.5 oz Outershell, 32" Length, K7 Glide Thermal Liner with W.L. Gore Crosstech "Black" Moisture Barrier, Raglan Sleeve Design, Self Material Coat Cuffs, 3" Yellow Ventilated Triple Trim in New York Trim Pattern, 6" x 10" Full Bellow Pockets, Radio Pocket and Mic Tab on Left Chest, Mic Tab and Flashlight Assembly on Right Chest, Over-the-Thumb Wristlets, Drag Rescue Device, Hanging Name Plate with Lettering, Department Lettering on Yoke (up to 8 characters)	1,745.63	10,473.78
6	EA	C7 - Traditional	Upgrade Liner to C7 Center Cut Thermal Liner	67.31	403.86
1	EA	CVBM - 35	35" Coat Length	60.78	60.78
6	EA	HP604	Semi Bellows Handwarmer Pockets with Fleece Lining (Pair) 9x9	66.28	397.68
6	EA	CR236Z-CLF221Z-CC 710Z	Collar Wristlet Zipper Liner Attachment	39.06	234.36
6	EA	Pacific V-Force Pant	SeaWestern Lion Pacific V-Force Pant - Armor AP 6.5 oz Outershell, K7 Glide Thermal Liner with W.L. Gore Crosstech "Black" Moisture Barrier, Contoured Legs and Knees, Black AraShield Reinforcement on Knees and Cuffs, Two Layers of Padding in Knee, 3" Yellow Ventilated Triple Trim, 9" x 10" x 2" Full Below Pocket on Left Side, Tool Pocket on Right Side, Zipper Closure on 2" Kevlar Belt System, Boot Cut with H-Back Suspenders with Self Fabric Suspender Attachment	1,150.44	6,902.64
6	EA	C7 - Traditional-Pant	Upgrade Liner to C7 Center Cut Thermal Liner	56.21	337.26
6	EA	FLY233Z-PLF004Z	Zipper Liner Attachment	21.45	128.70

**Subtotal** 18,939.06  
**Tax Total - 8.1%** 1,534.06  
**Total** \$20,473.12

*Pricing valid for above listed quantities  
Restocking fee up to 25% will apply on any non-stock merchandise  
Returns within 30 days of receipt  
Custom orders are non-cancellable, non-returnable  
Unless otherwise noted, pricing does not include shipping.  
Orders over \$2500 paid by credit card will have a 3% processing fee applied.*

SeaWestern, Inc.  
P.O. Box 51,  
Kirkland, WA 98083



# SEAWESTERN

## FIRE FIGHTING EQUIPMENT

### Quote

Phone: 425-821-5858  
Email: Info@seawestern.com  
www.seawestern.com

<b>Bill To:</b> PACIFIC CO FIRE DIST #1 PO BOX 890 OCEAN PARK, WA 98640		<b>Ship To:</b> PACIFIC CO FIRE DIST #1 26110 RIDGE AVENUE OCEAN PARK, WA 98640		<b>Date:</b> 03/11/2024
				<b>Customer No.:</b> 10582
				<b>Quote No.:</b> QUO21616
				<b>Sales Rep.:</b> Aaron Kallio
<b>Attention:</b> Mike DeConto	<b>Deliver:</b>	<b>FOB:</b>	<b>Expires:</b> 04/10/2024	

Qty	Unit	Part Number	Description	Unit Price	Extended Price
20	EA	PHX PHE003DESS	Phenix First Due Helmet  EYE PROTECTION: ESS Firepro goggle with retainers and ESS snap on/off kit SUSPENSION: RATCHET with 8" BLACK detachable earflaps  oCombo Chinstrap oID Bracket  SPECIFY COLOR: (19) Black (1) Red	333.65	6,673.00
20	EA	CON 6-2PP	CONWAY SHIELD 6-2PP, 6" LEATHER FRONT WITH RECTANGLE PASSPORT	60.50	1,210.00
2	PR	S : Regular	Vanguard MK-1 - Gauntlet Style Structural Firefighting Glove  Size S	93.00	186.00
6	PR	M : Regular	Vanguard MK-1 - Gauntlet Style Structural Firefighting Glove  Size M	93.00	558.00
8	PR	L : Regular	Vanguard MK-1 - Gauntlet Style Structural Firefighting Glove  Size L	93.00	744.00
2	PR	XL : Regular	Vanguard MK-1 - Gauntlet Style Structural Firefighting Glove  Size XL	93.00	186.00
2	PR	2XL : Regular	Vanguard MK-1 - Gauntlet Style Structural Firefighting Glove	93.00	186.00

*Pricing valid for above listed quantities  
Restocking fee up to 25% will apply on any non-stock merchandise  
Returns within 30 days of receipt  
Custom orders are non-cancellable, non-returnable  
Unless otherwise noted, pricing does not include shipping.  
Orders over \$2500 paid by credit card will have a 3% processing fee applied.*

SeaWestern, Inc.  
P.O. Box 51,  
Kirkland, WA 98083



# SEAWESTERN

## FIRE FIGHTING EQUIPMENT

Phone: 425-821-5858  
Email: [Info@seawestern.com](mailto:Info@seawestern.com)  
[www.seawestern.com](http://www.seawestern.com)

Qty	Unit	Part Number	Description	Unit Price	Extended Price
			Size 2XL		
1	PR	9 : M	Lion Thorogood Hellfire Felt Insulated - 14" Pull-On Rubber Structural Boot - Women's : 9 : M	183.00	183.00
2	PR	10 : M	Lion Thorogood Hellfire Felt Insulated - 14" Pull-On Rubber Structural Boot - 10 : M	183.00	366.00
2	PR	11 : M	Lion Thorogood Hellfire Felt Insulated - 14" Pull-On Rubber Structural Boot - 11 : M	183.00	366.00
2	PR	11.5 : M	Lion Thorogood Hellfire Felt Insulated - 14" Pull-On Rubber Structural Boot - 11.5 : M	183.00	366.00
1	PR	12 : M	Lion Thorogood Hellfire Felt Insulated - 14" Pull-On Rubber Structural Boot - 12 : M	183.00	183.00
40	EA	LN Particulate Hood - Black	Lion RedZone Particulate Blocking Hood - Black	107.50	4,300.00

**Subtotal** 15,507.00  
**Tax Total - 8.1%** 1,256.07  
**Total** \$16,763.07

*Pricing valid for above listed quantities  
Restocking fee up to 25% will apply on any non-stock merchandise  
Returns within 30 days of receipt  
Custom orders are non-cancellable, non-returnable  
Unless otherwise noted, pricing does not include shipping.  
Orders over \$2500 paid by credit card will have a 3% processing fee applied.*

Ph: 206-622-2875  
TF: 800-426-6633  
Fax: 253-236-2997  
[nwsales@lncurtis.com](mailto:nwsales@lncurtis.com)  
UE#: DDL SADS WN7U7



Northwest Division  
6507 South 208th Street  
Kent, WA 98032  
[www.LNCurtis.com](http://www.LNCurtis.com)  
Quotation No. 294024

## Quotation

<b>CUSTOMER:</b> Pacific County Fire Protection District 1 PO Box 890 Ocean Park WA 98640	<b>SHIP TO:</b> Pacific Co Fire District 1 26110 Ridge Ave. Ocean Park WA 98640	<b>QUOTATION NO.</b> 294024	<b>ISSUED DATE</b> 03/11/2024	<b>EXPIRATION DATE</b> 04/10/2024
		<b>SALESPERSON</b> Chris Mackey <a href="mailto:cmackey@lncurtis.com">cmackey@lncurtis.com</a> 206-915-7397		<b>CUSTOMER SERVICE REP</b> Trish Cross <a href="mailto:tcross@lncurtis.com">tcross@lncurtis.com</a> 206-596-7909

<b>REQUISITION NO.</b>	<b>REQUESTING PARTY</b>	<b>CUSTOMER NO.</b>	<b>TERMS</b>	<b>OFFER CLASS</b>
	Mike DeConto	C3584	Net 30	FR

<b>F.O.B</b>	<b>SHIP VIA</b>	<b>DELIVERY REQ. BY</b>
SP	Standard Shipping	

### SPECIAL INSTRUCTIONS

Per State of Washington Senate Bill 6413, this serves as written notice that valves, connections, and seals on the MSA G1 SCBA, G1 Facepiece, and M7 Facepiece are treated with Christo-Lube, a synthetic grease that contains PFAS to reduce the risk of parts sticking or becoming inoperable. This is for informational purposes only – no further action is required.

### NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

**Safety Warning Notice:** Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. The SDS is provided with the product. In addition, manufacturer's safety and/or warning notices, instructions and information relating to the proper use and care of the product is provided with the product. All applicable SDS, safety and/or warning notices, instructions and other information provided with the product should be thoroughly read, reviewed, and understood prior to handling, distributing, using, reselling, or servicing any and all products provided by Curtis. Materials utilized to clean, repair, maintain and/or service your owned equipment, as well as Curtis owned equipment, may contain per-and polyfluoroalkyl substances (PFAS) to meet national standards or original equipment manufacturer specifications. For other important product notices and warnings, or to request an SDS, product specifications, manufacturer's safety notices, instructions and/or warning notices, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>

Ph: 206-622-2875  
 TF: 800-426-6633  
 Fax: 253-236-2997  
[nwsales@lncurtis.com](mailto:nwsales@lncurtis.com)  
 UEI#: DDLSADSWN7U7



Northwest Division  
 6507 South 208th Street  
 Kent, WA 98032  
[www.LNCurtis.com](http://www.LNCurtis.com)  
 Quotation No. 294024

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
1	1	EA	10156458 MSA	Small G1 Facepiece With Small Nosecup, Includes: * 4-Point Adjustable Cloth Head Harness * Fixed Push-To-Connect Regulator Connection * Ato Number: A-G1FP-FS1S401  WARNING: This product contains PFAS to reduce the risk of parts sticking or becoming inoperable.		\$409.00	\$409.00
2	3	EA	10156459 MSA	Medium G1 Facepiece With Medium Nosecup, Includes: * 4-Point Adjustable Cloth Head Harness * Fixed Push-To-Connect Regulator Connection * Ato Number: A-G1Fp-Fm1M401  WARNING: This product contains PFAS to reduce the risk of parts sticking or becoming inoperable.		\$409.00	\$1,227.00
3	1	EA	10156460 MSA	Large G1 Facepiece With Large Nosecup, Includes: * 4-Point Adjustable Cloth Head Harness * Fixed Push-To-Connect Regulator Connection * ATO Number: A-G1Fp-FI1L401  WARNING: This product contains PFAS to reduce the risk of parts sticking or becoming inoperable.		\$409.00	\$409.00

Small Business  
 CAGE Code: 5E720  
 SIC Code: 5099  
 Federal Tax ID: 94-1214350  
 UEI #DDLSADSWN7U7

This pricing remains firm until 04/10/2024. Contact us for updated pricing after this date.

Due to market volatility and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.



Ph: 206-622-2875  
TF: 800-426-6633  
Fax: 253-236-2997  
[nwsales@lncurtis.com](mailto:nwsales@lncurtis.com)  
UEI#: DDL SADS WN7U7



Northwest Division  
6507 South 208th Street  
Kent, WA 98032  
[www.LNCurtis.com](http://www.LNCurtis.com)  
Quotation No. 294024

<b>Subtotal</b>	<b>\$2,045.00</b>
<b>Estimated Tax Total</b>	<b>\$165.65</b>
<b>Transportation*</b>	<b>\$0.00</b>
<b>*(to be added when order ships)</b>	
<b>Total</b>	<b>\$2,210.65</b>

[View Terms of Sale and Return Policy](#)

Quote



Quote

38205 Stevens Blvd., Unit B  
Willoughby, OH 44094  
Phone: 888.881.1908

<b>Quote No.</b> 626426	<b>P.O. Number / Reference No.</b> Verbal	<b>Customer Acct. No.</b> 257251	<b>Date</b> 3/12/2024
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**Bill To**  
Pacific County Fire District #1  
Mike Deconto  
Mike Deconto  
26110 Ridge Ave.  
Ocean Park, WA 98640  
  
US

**Ship To**  
Pacific County Fire District #1  
Mike Deconto  
Mike Deconto  
26110 Ridge Ave.  
PO Box 890  
Ocean Park, WA 98640  
  
US

<b>Payment</b> Quote	<b>Contact</b> Greg/Tina/Mike	<b>Ship Via</b> Free Standard Shipping
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Line	Quantity	Product ID	Description	Unit Price	Total
1					
2	10	KOE520304	Responder PRO, 275 lumens, Alkaline	\$82.53	\$825.30
3			Free Standard Shipping		\$0.00

Subtotal:	\$1,494.90
Discount:	\$0.00
Tax:	\$0.00
Shipping:	\$0.00
<b>Total:</b>	<b><del>\$1,494.90</del></b>

Quotation Valid for 30 Days

825.30



Thank you for your request for Quotation.  
For questions concerning your quote, please contact us by phone between 9am and 5pm ET Monday thru Friday:  
Web: [www.BrightGuy.com](http://www.BrightGuy.com) ; Email: [info@BrightGuy.com](mailto:info@BrightGuy.com)  
Phone: 440.942.8318 Toll free: 888.881.1908 Fax: 440.942.3556  
Address: 38205 Stevens Blvd., Unit B, Willoughby, OH 44094



**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

<b>MEETING DATE:</b> March 19 <sup>th</sup> , 2024
<b>AGENDA ITEM (to be completed by the office):</b> New Business #5
<b>SUBJECT:</b> Memorandum of Understanding between PCFD#1 and South Pacific County Professional Firefighters IAFF Local 3999
<b>REQUESTOR:</b> Chief Brundage
<b>COST (including tax):</b>
<b>SUMMARY:</b>  This MOU would allow union members in paramedic school to be reimbursed for any out-of-pocket expenses (tuition, books, travel, lodging) related to paramedic school.  In return the paramedic will maintain employment with PCFD#1 for at least 2 years.
<b>RECOMMENDATION:</b>

Memorandum of Understanding  
By and Between  
Pacific County Fire District #1 and South Pacific County Professional Firefighters IAFF Local  
3999

Background: Pacific County Fire District #1 (District) and South Pacific County Professional Firefighters IAFF Local 3999 (Union) seek to collaborate in a good faith effort to support professional development for current Union personnel in seeking advancement to Paramedic level EMS certification.

**Section 1: Implementation**

Effective March 1, 2024, the District will support Union members by further defining compensation and school-related reimbursements for Union members attending Paramedic school.

**Section 2: Paramedic School Reimbursement**

**Section 2.1: Paramedic Expense Reimbursement**

Upon approval of the Fire Chief, the District shall reimburse Union members for any out-of-pocket expenses for tuition, books, travel, and/or lodging related to attending Paramedic school/training. Lodging will be reimbursed, upon prior approval of the Fire Chief and recommended by the institution conducting the Paramedic school/training.

Reimbursement of expenses is contingent upon the employee committing to maintain employment as a Paramedic for at least two (2) years from the date of State Paramedic issuance. The agreement will be in writing, approved by the District, Union, and employee. If an employee breeches the contract, prior to service two (2) years as a Paramedic, they will be responsible for reimbursing the District the expenses they were originally reimbursed.

**Section 2.2: Paramedic Training Compensation**

While attending Paramedic training in person, such as a “practical boot camp” or other pre-approved training, the employee will be paid the standard overtime hours for actual hours worked. Per diem shall be provided, if meals are not provided during training, per District policy. Overtime and per diem expenses are not subject to reimbursement under the two (2) year service as a Paramedic agreement mentioned in Section 2.1.

In the event the training is conducted on an employee’s regularly scheduled shift, they will not be required to take accrued leave to attend training. Compensation for training on a regularly scheduled shift will not be reduced, nor is it eligible for overtime.

**Section 3: Scope**

This agreement is in no way meant to change or modify the IAFF Local #3999 Collective Bargaining Agreement other than what is agreed upon by this or a subsequent and/or companion agreement. This agreement is only meant to define reimbursement and compensation for members attending paramedic school.

DRAFT



**COMMISSIONER'S MEETING  
AGENDA ITEM INFORMATION**

<b>MEETING DATE:</b> March 19 <sup>th</sup> , 2024
<b>AGENDA ITEM (to be completed by the office):</b> New Business #6
<b>SUBJECT:</b> Interfacility Transport Agreement
<b>REQUESTOR:</b> Chief Brundage
<b>COST (including tax):</b>
<b>SUMMARY:</b>  This agreement between PCFD#1 and Ilwaco Fire Department would allow Ilwaco to perform out-of-town IFTs of District residents. Our residents would not receive any out-of-pocket expenses for their transport in exchange for \$25,000.
<b>RECOMMENDATION:</b>

## **INTERFACILITY TRANSPORT AGREEMENT**

This Agreement is entered into between PACIFIC COUNTY FIRE PROTECTION DISTRICT NO. 1, a municipal corporation, hereafter referred to as "District ", and ILWACO FIRE DEPARTMENT hereafter referred to as "Ilwaco".

### **RECITALS**

1. This agreement is entered into by the District under the authority of RCW 52.12.031.
2. The District provides fire protection and emergency medical services within its jurisdiction.
3. The District also provides BLS interfacility transports from Ocean Beach Hospital to Out-of-Town tertiary healthcare facilities for District Residents and/or Taxpayers.
4. The District requires additional resources to meet the demand for BLS interfacility transports.
5. Ilwaco operates licensed BLS ambulances, has staff trained to provide BLS interfacility transports and has the capacity to provide additional BLS interfacility transport services to the District.

### **AGREEMENT**

To carry out the purposes of this agreement and in consideration of the benefits to be received by each party, it is agreed as follows:

#### **1. Effective Date and Termination of Agreement.**

- 1.1. This agreement shall be effective on mutual execution and shall continue until December 31, 2024.
- 1.2. Either party may terminate this agreement immediately if the other party fails to substantially perform its obligations under the Agreement or in the event either party fails to maintain all required licenses and certifications.
- 1.3. Either party may terminate without cause with 30 days advance written notice to the other party.
- 1.4. The parties agree to meet no later than November 30, 2024 to discuss continuing, amending, or terminating this agreement.

#### **2. DEFINITIONS**

- 2.1. District Resident. A resident shall be defined as someone who has maintained their primary dwelling within the District's boundaries for a period of at least ninety (90) days and/or a dependent living in the same household (as defined by IRS guidelines).

- 2.2. District Taxpayer. A person who has paid real property taxes to the District in the form of an EMS levy on property owned within the Pacific County Fire District 1 or a person who owns or is employed by a business that is a tenant on a property that pays real property taxes to the District.
- 2.3. Out-of-Pocket Expenses. Any cost(s) not covered by the District Resident's or Taxpayer's insurance.
- 2.4. Out-of-Town. Out-of-Town interfacility transfers are transports of District Residents or Taxpayers that require travel of 65 or more miles one-way.

### **3. Services.**

- 3.1. Ilwaco will perform BLS Out-of-Town interfacility transfers for District Residents or Taxpayers, primarily at the request of Ocean Beach Hospital or other medical care facilities located within the District that are authorized to organize or arrange ambulance transports "Services."
- 3.2. Ilwaco will be the contact for the Services and will retain first right of refusal to provide the Services. Ilwaco will maintain a 24-hour access line for dispatching of the Services, 360.208.1628.
- 3.3. Individuals transported will be expected to cooperate with Ilwaco and the District by executing all necessary health information releases and assignments of benefits to enable Ilwaco to obtain payment from appropriate third parties and insurers. Individuals may also be requested to provide Ilwaco with proof of residency or property ownership. Such proof may include property tax statements, leases, voter registration cards or other such documentation as determined at the discretion of the Ilwaco Fire Chief.
- 3.4. Ilwaco agrees to not bill any Out-of-Pocket Expenses or add non-resident surcharges to Residents or Taxpayers of the District.
- 3.5. All Services provided by Ilwaco and the vehicles and personnel used to supply the Services shall meet the statutory and regulatory requirements set forth in Chapter 18.73 RCW and Chapter 246-976 WAC and the medical protocol established by the Department of Health through the medical program director.
- 3.6. Ilwaco shall not assign or transfer any Services under this agreement.

### **4. Compensation.**

- 4.1. The District will make a single payment of \$25,000 for the Services during calendar year 2024. The payment will be made no later than April 30, 2024.
- 4.2. In the event Ilwaco bills a District Resident or Taxpayer for any Out-of-Pocket services rendered from January 1, 2023 to December 31, 2024, Ilwaco shall, upon receiving notice of such billing:



- 4.2.1. Notify the District of the billing error, including the patient's name and amount of error; and
  - 4.2.2. Refund the patient the amount collected in error out-of-pocket from the service; and
  - 4.2.3. Notify the District of the date the error was resolved with the patient.
- 4.3. Ilwaco shall be solely responsible for patient billing and collection for services rendered by Ilwaco pursuant to this Agreement. Ilwaco's payment obligations under this Agreement are not conditioned on or subject to Ilwaco's ability to collect payments.

## **5. DELIVERABLES**

- 5.1. Ilwaco agrees to report to the District on a quarterly basis the number of District Residents or Taxpayers that received Services. Ilwaco shall provide the following information:
- 5.1.1. Patient name;
  - 5.1.2. Patient's physical address;
  - 5.1.3. Payer information (i.e. Medicare, Medicaid, Private, etc.); and
  - 5.1.4. Date and time of Service.
- 5.2. Ilwaco and District will meet quarterly to discuss the effectiveness of this agreement and on-going relationships related to meeting goals set forth by Ilwaco and/or District.

## **6. PERFORMANCE**

- 6.1. In the event Ilwaco is unable to perform the Services for a District Resident or Taxpayer, Ilwaco shall direct the BLS transfer request to the District.
- 6.2. In the event of a unique situation, Ilwaco and District representatives can mutually work together to provide Services to the District Resident or Taxpayer.

## **7. Indemnification**

- 7.1. To the extent permitted by law, Ilwaco shall indemnify and hold District and District's agents, employees, and/or officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the other party arising out of, in connection with the Ilwaco's performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of both parties, the parties, and/or their agents, employees, and/or officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of Ilwaco; and provided further, that nothing herein shall require one party to hold harmless or defend the other party, its agents, employees and/or officers from any

claims arising from the sole negligence of the other party, its agents, employees, and/or officers. No liability shall attach to either party by reason of entering into this Agreement except as expressly provided herein.

7.2. The foregoing indemnity is specifically and expressly intended to constitute a waiver of NMRFA's immunity under Washington's Industrial Insurance Act, RCW Title 51, as respects to Hospital. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

## 8. Insurance.

8.1. Each party shall carry and maintain, for the duration of this Agreement, general liability, automobile liability, property damage, and errors and omissions insurance coverage with an admitted carrier for the state of Washington.

9. **Dispute Resolution.** Prior to any other action, the parties shall meet and attempt to negotiate a resolution to such dispute.

9.1. Mediation. If the parties are unable to resolve a dispute regarding this Agreement through negotiation, either party may demand mediation through a process to be mutually agreed to in good faith between the parties within 30 days. The parties shall share equally the costs of mediation and each party shall be responsible for their own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.

9.2. Arbitration. If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute then, within 30 calendar days, either party may submit the dispute to arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Pacific County Superior Court, as amended, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator selected pursuant to the Mandatory Arbitration Rules with both parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. Each party shall be responsible for its own costs in preparing for and participating in the arbitration, including expert witness fees and reasonable attorney's fees.

9.3. Judicial. Following the arbitrator's issuance of a ruling/award, either party shall have 30 calendar days from the date of the ruling/award to file and serve a demand for a bench trial de novo in Pacific County Superior Court. The court shall determine all questions of law and fact without empaneling a jury for any purpose. If the party demanding the trial de novo does not improve its position from the arbitrator's ruling/award following a final judgment, that party shall pay all costs, expenses and attorney fees to the other party, including all costs, attorney fees and expenses associated with any appeals.

9.4. Final Remedy. Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute

is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

**10. Health Care Information.** The District and Ilwaco are covered entities under the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”). Both parties shall comply with all state and federal requirements regarding patient health information while performing services under this Agreement.

**11. Legal Compliance.** The parties will comply in all material respects with all applicable federal and state laws including, but not limited to the federal anti-kickback law and regulations.

**12. Non Exclusion.** Each party represents and certifies that neither it nor any practitioner who orders or provide services on its behalf hereunder has been convicted of any conduct that constitutes grounds for mandatory exclusion as identified in 42 U.S.C. § 1320a-7(a). Each party further represents and certifies that it is not ineligible to participate in Federal health care programs or in any other state or federal government payment program. Each party agrees that if DHHS/OIG excludes it, or any of its practitioners or employees who order or provide services, from participation in Federal health care programs, the party must notify the other party within five (5) days of knowledge of such fact, and the other party may immediately terminate this Agreement, unless the excluded party is a practitioner or employee who immediately discontinues ordering or providing services hereunder.

**13. Independent Contractor.** No relationship of employer and employee is created by this Agreement, and Ilwaco is an independent contractor. Further, the parties acknowledge that no common law agency relationship exists. There are no intended third party beneficiaries under this Agreement.

**14. Miscellaneous:**

**14.1. No Separate Entity Created.** This Agreement does not establish a separate legal entity, joint board, or administrative section for the purpose of acquiring, managing, or disposing of property, or any other financial obligation.

**14.2. Administration.** Unless the Parties otherwise agree, there shall be no lead agency responsible for the administration of this Agreement. This Agreement shall be administered jointly by the fire chiefs of the Parties.

**14.3. Property Ownership.** This Agreement does not provide for jointly owned property. All property presently owned or hereafter acquired by Ilwaco to enable it to perform the services required under this agreement, shall remain the property of Ilwaco in the event of the termination of this agreement.

**14.4. Notices.** All notices, requests, demands and other communications required by this agreement shall be in writing and, except as expressly provided elsewhere in this agreement, shall be deemed to have been given at the time of delivery if personally delivered or at the time of mailing if mailed by first class, postage pre-paid and addressed

to the party at its address as stated in this agreement or at such address as any party may designate at any time in writing.

**14.5. Severability.** If any provision of this agreement or its application is held invalid, the remainder of the agreement or the application of the remainder of the agreement shall not be affected.

**14.6. Modification.** This agreement represents the entire agreement between the parties. No change, termination or attempted waiver of any of the provisions of this agreement shall be binding on either of the parties unless executed in writing by authorized representatives of each of the parties. The agreement shall not be modified, supplemented or otherwise affected by the course of dealing between the parties.

**14.7. Benefits.** This agreement is entered into for the benefit of the parties to this agreement only and shall confer no benefits, direct or implied, on any third persons. The duty of the District to provide ambulance services under the provisions of this Agreement is a duty owed to the public generally and by entering into this Agreement, the District does not incur a special duty to Ilwaco or its patients..

**14.8. Litigation.** In the event of litigation concerning the terms of or performance under this agreement, the prevailing party, in addition to costs, shall be entitled to reasonable attorney's fees as determined by the court.

**14.9. Non-Exclusive Agreement.** The parties to this agreement shall not be precluded from entering into similar agreements with other parties.

DATED: \_\_\_\_\_, 2024

DATED: \_\_\_\_\_, 2024

PACIFIC COUNTY FIRE  
PROTECTION DISTRICT NO. 1

ILWACO FIRE DEPARTMENT

By : \_\_\_\_\_

By : \_\_\_\_\_

Notice Address:

Notice Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **CHIEF'S REPORT**

**March 16, 2024**

**Station 21-1**

### **1. Personnel Information**

- a. Volunteer
  - i. One new volunteer applicant
- b. Career
  - i. FF/EMT Dan Kent has successfully completed his probationary period

### **2. Intra-agency**

- a. A/C Weatherby and DeConto are working a couple of days each week at Station 2 to meet projects, training, and operational objectives. This will continue until the end of May, and then will be re-evaluated.
- b. Labor-Management
  - i. Paramedic school
  - ii. Station amenities
  - iii. Workload analysis
- c. Facilities / Apparatus / Equipment
  - i. A/C Weatherby will report on facility updates.

### **3. Interfacility transfers**

- a. January 1 – March 18
  - i. Out-of-town = 14 (24% success)
  - ii. Turned down (OOT only) = 44
  - iii. Local = 36

### **4. Inter-agency**

- a. WA EMD/FEMA
  - i. I will be attending the WA State LEPC conference in Ellensburg, April 23-25. LEPC's are an important component of the County's Emergency Management system.
  - ii. The funding has been released for the County to follow through with the Community Wildfire Protection Plan. A review of the RFP will be done, and then sent out for contractors around the beginning of April.
- b. State Parks / Department of Natural Resources / USFW
  - i. Nothing new to report
- c. PACCOM/PCEMA/PCSO/DCD/DPW
  - i. Participated in the 3<sup>rd</sup> strategic planning session with PACCOM on March 8th.
    - 1. Focus was on review and goal setting
    - 2. It was disclosed that Director Heffernan will retire at the end of June, and recruitment for a new director will begin soon
  - ii. I will be attending the WA State LEPC conference in Ellensburg, April 23-25. LEPC's are an important component of the County's Emergency Management system. The State will pick cover costs for lodging and travel.
  - iii. The funding has been released for the County to follow through with the Community Wildfire Protection Plan. A review of the RFP will be done, and then sent out for contractors around the beginning of April.
- d. Ocean Beach Hospital / Pacific County Health Department
  - i. Nothing new to report.
- e. Other Fire Agencies
  - i. Astoria Fire Department

1. I met with Chief Crutchfield on February 23 regarding interstate mutual aid. The discussion entailed evaluating pursuing mutual aid through an EMAC for major incidents (MCI on bridge, large fire requiring tenders on bridge, or multi-occupant/rescue fire, MCI of significance in Astoria.)
- ii. Task Force EMS
  1. Nothing new to report on a mutual aid agreement.
- f. Other Community
  - i. A/C DeConto and I met with Port of Peninsula Director Jay Personius on March 4<sup>th</sup> regarding fire responses with the port. They have asked for assistance with review/recommendations for their fire response plan and would like to have a drill to exercise the plan.
  - ii. I spoke to the Surfside Homeowner's Association Board on March 16<sup>th</sup> to inquire about any concerns that the association would have if the Fire District staffed the station 24/7. They had no concerns but would like to schedule a town hall meeting for me to present the good, the bad, and the cost.
  - iii. Lani Karvia and I presented to the OP Neighborhood Watch group on March 16 (standing room only). The presentation covered basic information about the District, programs that are available, and current challenges.

**Staff Reports - A/C Weatherby; A/C DeConto (Training); Pub. Ed. Coord. Karvia**

**February 2024 Call Totals**

1. Total Calls = 205
    - a. Fire = 14
    - b. EMS = 191
    - c. Patients Transported = 108
    - d. Major Incidents: None
- 2024 YTD Total – 442; (2023 YTD – 361)**

**Good of the Order**



## Assistant Chief of Operations & Training

### Report to the Commissioners

March 19<sup>th</sup>, 2024

#### Operations

##### Firefighter Academy

- State Fire Training Academy Trip
  - February 24<sup>th</sup> – February 25<sup>th</sup>
  - 22 Recruits & 4 Instructors
  - Training included:
    - Fire Dynamics
    - Fire Attack
    - Search & Rescue
    - Car fire attack
  - Lots of good training and hard work from the recruits.
  - All but one, secondary to being underage, attendees were successful in obtaining their live fire sign off for the IFSAC testing process.
- MERTS
  - A second live fire training was conducted at MERTS.
  - Honed the skills practiced at North Bend.
  - Test day practice stations were also set up.
- IFSAC Testing
  - The Firefighter 1 written took place on March 14<sup>th</sup>.
    - 22 students took the exam.
    - The results will be a 2-4 week wait.
  - The Firefighter 1 practical exam took place on March 16<sup>th</sup>.
    - 22 students tested.
    - 20 were successful.
- HAZMAT
  - HAZMAT sections begin March 26<sup>th</sup>.
  - Retired Chief Karvia will be the lead instructor.

##### Wildland Fire

- Working with DNR to schedule the “RedCard” refresher and initial RedCard certification class.
- Two of our members, Scott Elliott and Tony Provenzano are helping by updating the beach access maps.



## **Training**

### Training Hours

Our members logged a total of 883.15 hours of training in February. February fire training was focused on:

- Ventilation
- Ground Ladders
- Fire Academy

### March Fire Training

Daily training in March will be focused on Fire Behavior/Control and Salvage/Overhaul/Scene Preservation.

### Incident Safety Officer Class

Chief Scartozzi has given the ok for the fire district to host an NFA Incident Safety Officer class. I will instruct the class and the state will be covering the printing cost of the class. Hoping to schedule the class to take place in the late springtime.

### Firefighter 2

FF/PM Holloway has offered to help put together a Firefighter 2 class to host for our members. We have set a goal to host that class in the early fall of 2024. The timing will work well with the completion of the fire academy and completing the class prior to November will allow us to take advantage of SAFER funds that are still available.

### Peer Support Training

We sent 4 our members to a Peer Support Conference in February and we have two more attending a Peer Support training in Portland this month. The goals are to establish a peer support program and offer more awareness and support for the mental health of our members.

## NW Leadership Seminar

Jeff Holloway and I attended the NW Leadership Seminar held in Portland on March 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>. The seminar included topics of:

- Creating & Maintaining a high reliability organization. -Gordan Grahm
  - Addressing Problems Lying In Wait (PLIW)
  - Identifying Core Critical Task
  - Training focused on high risk, low frequency tasks that do not allow for discretionary time.
  - 7 Risk Management Rules
- Addressing the Generational Gap -
  - This one led to a good discussion about recruitment and retention.
  - Application Process: 60% stop the application process because it is too complex.
  - Instant and constant feedback
  - Daily pay! 61% of GenZ would prefer.
  - Majority of younger generations consider the social media presence of a company when considering to work there.
- Risk Management in the high reliability organization – Paul Lasage.
  - High Reliability
    - Seeing & Understanding Risk: in order to manage it.
    - Improving Systems: to become effective and resilient
    - Managing Humans: behaviors & performance factors.
  - Safety being high priority but is not, and should not be top priority.
  - Mission statements do not often include “safety.”
- Leadership when the Heat is on
  - Bordercrest Foundation
    - Shifting the focus of PTSD treatment to living and thriving instead of surviving and coping.
  - Capt. Charlie Plumb
    - Story of perseverance of being a POW for 6 years.
    - Coming home to live a happy life.
    - Main take away was having a “tribe.”
  - Post Traumatic Growth

## Firefighters Association

- Awards Banquet
  - Lani and others are in the planning stages. Aiming for an April date.
- The association approved funding of PCFD#1 challenge coin purchase.
  - Working on design
- The association approved paying the photographer that attended North Bend for his work that day. We are exploring options for using the photos and video for recruitment/retention efforts.

# PACIFIC COUNTY FIRE DISTRICT #1

Commissioners Meeting Report March 19, 2024

Assistant Chief of Administration  
Brad Weatherby

## Apparatus:

1. New Medic in service – Wheeled Coach Medic in surplus process
2. Remount – 2024 Chassis are still available. I have discussed a commitment for a 2024 chassis to remount the Dodge with delivery in Jan. 2025. Waiting for proposal from Braun.

## Facilities:

1. Mini-Split Issues – During electrical inspection L and I Inspector found improper permitting and installation code violations. A Mechanical permit was required. An Electrical permit was required for connection from interior unit to exterior unit. These are in process and will require additional funds to remedy. Mechanical permit is \$355.00 to Pacific County DCD. I am waiting for electrical and HVAC install quote from Ford Electric to remove and replace. An HVAC contractor is required to remove and replace the R-32 refrigerant when reinstalling to code.
2. Mr. Snure has been sent the Gibbs & Olson contract language for review on 2/21/2024. It has not been sent back to us yet. It will require a special meeting now to adhere to the State Treasurers Local Program timeline.
3. State Treasurers Office Local Program requires a meeting the first week of April 2024 to finalize process. Does the Board want to have representation at the meeting? I will confirm time and date when available.
4. Starting work on the Surfside Station Bid Specifications and Permitting
5. Radio System – We have met with PACCOM Administration Board to discuss PACCOM structure.

I have a commitment from Nick Milton PCDPW who provides the radio technical expertise to split North County and South County Fire/EMS Dispatch frequencies. We are setting up a test make sure coverage is at least the same or better for a new frequency. The new frequency will be repeated; initial arriving units will have their traffic repeated. Dispatchers will no longer be required to relay radio transmissions on Dispatch frequency (ie size up, next arriving unit assignments).

Pacific County application for 3 new pairs of frequencies has been approved. Pacific 1 now has 4 repeatable radio channels. An agreement will need to be made with PACCOM to allow them to use for public safety in South Pacific County to make use of tower, microwave, high speed internet, electrical power etc. An agreement would allow PCFD1 to maintain ownership but allow use under an agreement.

PUD has agreed to allow Pac Co a 200' tower be built at the Oysterville Substation property.

**South County Agencies (Non-NCEMS)**

Pacific 1 (Ocean Park/Seaview)

Pacific 2 (Chinook)

Long Beach Volunteer Fire Department

Ilwaco Fire Department

**North County Agencies (NCEMS)**

Raymond Fire Department

South Bend Fire Department

Pacific 3 (Menlo)

Pacific 4 (Naselle)

Pacific 6 (Bay Center)

Pacific 7 (Nemah)

Pacific 8 (Rural South Bend)

6. ESO Agency Fire/EMS Record Keeping Platform –  
Still in process. Last modules are being developed Scheduling and Volunteer Awards (incentive program). We have been busy and the initial timeline was too optimistic. “Go Live” goal is July 1. Responder training in June 2024.
7. EMS Training –
  1. Received a letter from MPD Dr. Hill requesting that each agency forward OTEP training records quarterly, clarification on certification of agencies and responders. PCFD1 is in full compliance.
  2. Upcoming EMS Training-
    - EMS Evaluator Renewal April 6, 2024
    - PreHospital Trauma Life Support Refresher (PHTLS) April 27, 2024
    - Difficult Airway September 2024
    - EMS Evaluator Initial Certification October 2024
    - EMT Initial certification January 2025