

Pacific County Fire Protection District 1
Regular Commissioner's Meeting
January 21, 2025 – 3:00 P.M.
Station 21-1, Ocean Park



AGENDA

Establish Quorum/Call Meeting to Order/Pledge of Allegiance

Elect Board Chair and Vice Chair

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 December 17th, 2024
2. December 26th 2024 4th week expenses for a total of \$34,523.46
3. January 1st, 2025 13th month expenses for a total of \$9,079.46, not including Jack's Country Store
4. January 21st, 2025 regular expenses for a total of \$133,691.24, not including Jack's Country Store
 - a. Accounts Payable: \$84,127.85
 - b. Payroll: \$49,563.39

Jack's Country Store: Needs Approval

1. Jack's 13th Month January 1st, 2025 expenses for a total of \$549.38

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, December 2024
3. 2022 Cash Flow Statement
4. 2022 Cash Flow Projection
5. Systems Design Collection Statistics

Calendar Items and Upcoming Events

1. February 18th, 2025 – Regular Commissioner's Meeting, Station 21-1, 3:00 P.M.

Correspondence: None

Old Business: None

Pacific County Fire Protection District 1
Regular Commissioner's Meeting
January 21, 2025 – 3:00 P.M.
Station 21-1, Ocean Park



New Business:

1. Resolution 2025-01 – Authorizing any Commissioner to Serve as a Volunteer Firefighter: Needs Approval
2. Resolution 2024-02 – Authorize the Use of EMS Levy Funds: Needs Approval
3. Station 21-3 Surfside Residence Remodel
4. Propane Services Supplier
5. Basic Life Support Interfacility Transfer Agreement Medix Ambulance: Needs Approval
6. Training Property Engineering: Needs Approval
7. 2025-2027 Collective Bargaining Agreement
8. Station 21-1 Boiler
9. Station 21-2 Mold Remediation

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 NOVEMBER 19TH, 2024**



Commissioner Hill established that a quorum was present and called the meeting to order at 14:59. The meeting was held at Station 1, located at 26109 Ridge Avenue, Ocean Park, WA 98640. Attendance at the meeting included:

Commissioner Fred Hill	FF/PM Spencer Johnston
Commissioner Tom Downer	FF/EMT Sam Burton
Commissioner Dennis Long	FF/EMT Sean Wonnacott
Fire Chief Jacob Brundage	Volunteer Rondie Huiras
Assistant Chief Brad Weatherby	Pub Ed Coordinator Lani Karvia
Assistant Chief Mike DeConto	District Secretary
Captain Nick Haldeman	

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

Consent Agenda

1. Minutes of Regular Commissioner's Meeting held on November 19th, 2024
2. November 21st, 2024 4th week expenses for a total of \$23,744.91
3. December 17th, 2024 regular expenses for a total of \$324,463.07, not including Jack's Country Store
 - a. Claims: \$36,854.88
 - b. Payroll: \$287,608.19

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

Jack's Country Store

1. Jack's December 17th, 2024 expenses for a total of \$661.11

Commissioner Hill made a motion to approve the Jack's Country Store expenses in the amount of \$661.11, seconded by Commissioner Long. Commissioner Downer abstained. Motion carried.

Guests and Public Comments:

R.D. Williams was 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, November 2024
3. 2024 Cash Flow Statement
4. 2024 Cash Flow Projection
5. Systems Design Collection Statistics

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES NOVEMBER 19TH, 2024**



Calendar Items and Upcoming Events

1. January 21st, 2024 – Regular Commissioner’s Meeting, Station 21-1, 3:00 P.M.

Correspondence:

Old Business: None

New Business:

1. 2.5” Fire Hose Purchase: Needs Approval

AC DeConto informed that this purchase would replace 16 sections of hose. He reported that Captain Haldeman performed the research for the purchase. See attached summary. This falls within the budgeted amount for the year.

Commissioner Long made a motion to approve the purchase of sixteen (16) fifty-foot sections of 2.5” TRU ID polyester double jacket fire hose and one (1) eight-foot section of 2.5” TRU ID polyester double jacket fire hose in the amount of \$5,209.63, seconded by Commissioner Downer. Motion carried.

2. 2025-2027 Collective Bargaining Agreement between PCFD#1 and IAFF Local 3999

Chief Brundage explained that we are still in the negotiations process with the local. All articles have been tentatively agreed on except for the article regarding drug testing. We just heard back from legal. This article will need a change in the existing procedure. He stated that he can brief the Board in executive session.

3. 2025 WCA Health Care Employer Application: Needs Approval

The District Secretary stated that this application renews our current medical and dental insurance for the 2025 year. We are also adding the potential option of PPO-100 based off of the tentatively agreed upon CBA insurance requests.

Commissioner Downer made a motion to approve the 2025 WFCA HealthCare Employer Application to renew our health insurance for 2025, seconded by Commissioner Long. Motion carried.

District Chief’s Report: See attached report.

Commissioner Hill reported he and Chief Brundage had a meeting with Ilwaco regarding the IFT agreement. Ilwaco was not positive about wanting to work with us or change any of their current practices.

Chief Brundage informed that we need to send them a letter to either renew, terminate, or amend the current contract.

Commissioner Long stated that he would prefer to terminate the agreement.

Chief Brundage agreed with that decision.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES NOVEMBER 19TH, 2024**



Commissioner Long made a motion to terminate the Interlocal Agreement with Ilwaco Fire, seconded by Commissioner Downer. Motion carried.

1. AC Weatherby's Report –
 - i. The Station 21-1 boiler is out. The tech that came and inspected it and said that it has reached the end of its life. Quotes for a new boiler should be received in the next couple of days. We are expecting the cost to be in the \$8,000-\$10,000 range. We currently have temporary space heaters.
 - ii. The Station 21-1 generator is no longer working. It was manufactured in 1977, and we received it as a surplused item. It currently has components that are out. Hersey made it work for years, but the tech said that it would cost approximately the same cost to repair as to replace the unit.

Commissioner Downer asked if it was on an auto transfer switch.

AC Weatherby explained that it is, but it hasn't worked in 4-5 years; we have to switch it manually. We have asked DNR if they have any surplused generators available, but we haven't heard back from them. We will be looking into the price of a new one.

- iii. The Station 21-2 water heater leaking has caused mold in the house. We had KD&S Environmental assess the damage. We are currently waiting on that report. We will likely need to tear up the laminate flooring and the subfloor in the laundry room. We will also need to replace approximately 8-10 inches of sheetrock. We will need to hire a mold remediation company to clear.
 - iv. The project at Station 21-3 is going well. The roof, framing, plumbing is finished. The electricians are almost done. The plan is to tie-in to one electric service. If we are close to the max, we will change the stove to gas.
 - v. He filed for closure on the storm water drainage permit at the Training Property; this will lift the monthly reporting requirement.
 - vi. We have an upcoming ALS class; Dr. Hill will conduct the training.
2. AC DeConto's Report – See attached report.
 3. Pub Ed Coordinator Karvia's report – See attached report.

Commissioner's Reports

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

Commissioner Long informed that he attended the PACCOM meeting and reported that they have a radio coverage plan to improve communications.

Discussion ensued regarding the plan its funding source.

**PACIFIC COUNTY FIRE PROTECTION DISTRICT #1
REGULAR COMMISSIONERS MEETING
MINUTES NOVEMBER 19TH, 2024**



Commissioner Long stated that he might be able to report more on this matter in January.

Personnel Information: None

Good of the Order:

Chief Brundage extended a kudos to the Association for the great job on the Christmas party. While it was cramped, it meant all of those District members wanted to be there. He also gave kudos Lani and Jamie for their time volunteered to the Toys for Peninsula Kids program. He finished by stating that he had embarked on obtaining his bachelor's degree years ago; he just finished and wanted to say thank you to all that helped along the way.

Executive Session:

Commissioner Hill called for an Executive Session lasting 10 minutes for a discussion regarding negotiations at 15:41. Chief Brundage and the District Secretary were in attendance for the entire session. Regular session resumed at 15:53.

Commissioner Hill called for an Executive Session lasting 10 minutes for a discussion regarding personnel matters at 15:53. Chief Brundage was in attendance for the entire session. Regular session resumed at 16:04.

Meeting adjourned at 16:04 hours.

FRED H. HILL, Commissioner

THOMAS L. DOWNER, Commissioner

Attest:

DENNIS A. LONG, Commissioner

District Secretary

Certified to be the original minutes

Date

12/26/2024 4TH WEEK VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 16:00:23 Date: 12/26/2024

12/26/2024 To: 12/26/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2046	12/26/2024	Claims	1	28011	ACTIVE ENTERPRISES INC	193.97	ST1 PROPANE
2047	12/26/2024	Claims	1	28012	AIRGAS USA, LLC	83.26	OXYGEN CYLINDER RENTAL X 16; OXYGEN CYLINDER RENTAL X 11
2048	12/26/2024	Claims	1	28013	BANK OF THE PACIFIC VISA - 8379	715.89	LK CREDIT CARD CHARGES
2049	12/26/2024	Claims	1	28014	BOUND TREE MEDICAL, LLC	2,278.92	MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED AND NOT TAXED
2050	12/26/2024	Claims	1	28015	CLOTH TATTOO LLC	66.12	NAME TAGS X 3; NAME TAGS X 3
2051	12/26/2024	Claims	1	28016	ENGLUND MARINE SUPPLY	225.92	OIL, FUEL, FILTERS; AIR FILTER ELEMENT - #2BFC; FUEL FILTER - #2BFC; INTAKE FUEL FILTER, HD AIR ELEMENT, OIL FILTER UNIVERSAL -
2052	12/26/2024	Claims	1	28017	HANDTEVY PEDIATRIC EMERGENCY STANDARDS	2,100.80	ANNUAL ACCESS TO HANDTEVY MOBILE, MEDICATION MANAGEMENT SOFTWARE, UPDATES, CLINICAL AND TECHNICAL SUPPORT
2053	12/26/2024	Claims	1	28018	KROESEN'S UNIFORM COMPANY	3,779.31	UNIFORM PURCHASE; 2 SHIRTS, 4 PANTS, 1 BELT
2054	12/26/2024	Claims	1	28019	KATHRYN M MENDIOLA	139.28	11/9 TRAINING LUNCH @ ST1
2055	12/26/2024	Claims	1	28020	NORTH BEACH WATER	16.77	ST1 WATER
2056	12/26/2024	Claims	1	28021	PACIFIC OFFICE AUTOMATION	71.05	11/19-12/19 COPY/PRINT
2057	12/26/2024	Claims	1	28022	PACIFIC POWER GROUP, LLC	2,064.46	SERVICE OF ST1 GENERATOR
2058	12/26/2024	Claims	1	28023	PUBLIC SAFETY TESTING, INC.	138.00	Q4 SUBSCRIPTION FEES
2059	12/26/2024	Claims	1	28024	PUD #2 OF PACIFIC COUNTY	807.39	ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY; ST4 ELECTRICITY
2060	12/26/2024	Claims	1	28025	SEA WESTERN INC, FIREFIGHTING EQUIP.	6,899.57	CIRCUL-AIR EXPRESS SOFT MOUNT EXTRACTOR - ST3
2061	12/26/2024	Claims	1	28026	SHOP N KART (SID'S)	45.77	COFFEE; COFFEE
2062	12/26/2024	Claims	1	28027	STERICYCLE INC.	61.02	REGULATED MEDICAL WASTE
2063	12/26/2024	Claims	1	28028	SURFSIDE HOA	1,400.00	2025 ASSESSMENT
2064	12/26/2024	Claims	1	28029	SYSTEMS DESIGN WEST, LLC.	3,252.01	EMS BILLING FOR NOVEMBER
2065	12/26/2024	Claims	1	28030	VESTIS	159.08	12/17 LINEN SERVICE; 12/24 LINEN SERVICE
2066	12/26/2024	Claims	1	28031	VOYAGER FLEET SYSTEMS, INC.	3,923.65	DECEMBER FUEL CHARGES
2067	12/26/2024	Claims	1	28032	WA FIRE COMMISSIONERS ASSOC.	2,670.00	2025 MEMBER DUES
2068	12/26/2024	Claims	1	28033	WA STATE DEPT OF ENTERPRISE SVCS	166.92	2025-2026 BURN PERMITS
2069	12/26/2024	Claims	1	28034	WA STATE FIREFIGHTERS ASSOC	150.00	ANNUAL MEMBERSHIP
2070	12/26/2024	Claims	1	28035	WELLSPRING FAMILY SERVICES EAP	1,296.36	EAP SERVICE APRIL-JUNE 2024; EAP SERVICE OCT-DEC 2024
2071	12/26/2024	Claims	1	28036	WESTLAKE HARDWARE	573.34	BATTERIES; LED BULBS X 8
2072	12/26/2024	Claims	1	28037	VERIZON WIRELESS ACCT. 242204341-00001	1,204.59	MDCs, WIRELESS FOR MDCs, 2 NEW IPADS
2073	12/26/2024	Claims	1	28038	VERIZON WIRELESS ACCT. 342204208-00001	40.01	WIRELESS FOR MDC

001 General Fund 651.100

34,523.46

Claims:

34,523.46

34,523.46

12/26/2024 4TH WEEK VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 16:00:23 Date: 12/26/2024

12/26/2024 To: 12/26/2024

Page: 2

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

1/1/2025 REGULAR 13TH MONTH VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 11:27:33 Date: 01/16/2025

01/01/2025 To: 01/01/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2	01/01/2025	Claims	1	28039	ACTIVE ENTERPRISES INC	147.62	ST1 PROPANE
3	01/01/2025	Claims	1	28040	BOUND TREE MEDICAL, LLC	1,890.52	MEDICAL SUPPLIES - TAXED AND NOT TAXED
4	01/01/2025	Claims	1	28041	CITY OF LONG BEACH	358.22	ST2 WATER; ST2 WATER
5	01/01/2025	Claims	1	28042	CLOTH TATTOO LLC	218.20	24 NAME TAGS
6	01/01/2025	Claims	1	28043	DMT AUTO PARTS, INC.	50.52	WATER PUMP - #0136
7	01/01/2025	Claims	1	28044	ENGLUND MARINE SUPPLY	973.29	15W-40 HD 55 GAL
8	01/01/2025	Claims	1	28045	FORD ELECTRIC CO INC	1,801.87	INSTALLATION OF ELECTRICAL FOR LED SIGN
9	01/01/2025	Claims	1	28046	NICKOLAS HALDEMAN	74.88	REIMBURSEMENT - EXTRICATION GLOVES
10	01/01/2025	Claims	1	28047	INTL. ASSOC. OF ARSON INVESTIGATORS	143.00	ANNUAL MEMBERSHIP FEES
11	01/01/2025	Claims	1	28048	J & S APPLIANCE & HOME FURNISHINGS	298.00	ST3 BOXSPRINGS
12	01/01/2025	Claims	1	28049	LN CURTIS & SONS	399.98	SWIVEL TO RIGID ADAPTER, STORZ TO RIGID MALE ADAPTER
13	01/01/2025	Claims	1	28050	OMAN & SONS INC	275.56	ST1 WORKBENCH SUPPLIES
14	01/01/2025	Claims	1	28051	ORKIN	146.07	ST1 & ST1D PEST CONTROL SERVICES
15	01/01/2025	Claims	1	28052	PACIFIC CO. FIRE DIST#1 PETTY CASH FUND	7.50	POSTAGE FOR OIL SAMPLE TO LAB FOR MECHANIC
16	01/01/2025	Claims	1	28053	PACIFIC CO. FIRE DIST#1 REVOLVING FUND	292.00	4 ROLLS OF STAMPS
17	01/01/2025	Claims	1	28054	MARCO J PALMA	250.00	REIMBURSEMENT PER CBA - BOOTS
18	01/01/2025	Claims	1	28055	PENINSULA SANITATION SERVICE, INC.	217.66	ST1 GARBAGE
19	01/01/2025	Claims	1	28056	PENINSULA SANITATION SERVICE, INC.	177.05	ST2 GARBAGE
20	01/01/2025	Claims	1	28057	PUD #2 OF PACIFIC COUNTY	656.26	ST1 ELECTRICITY; ST5 ELECTRICITY; ST1D ELECTRICITY; ST1A ELECTRICITY
21	01/01/2025	Claims	1	28058	VESTIS	72.56	12/31 LINEN SERVICE
22	01/01/2025	Claims	1	28059	DAVID L WILLIAMS	250.00	REIMBURSEMENT PER CBA - BOOTS
23	01/01/2025	Claims	1	28060	WIRKKALA CONSTRUCTION	378.70	SEWER CAMERA INSPECTION, SERVICE

001 General Fund 651.100

9,079.46

Claims: 9,079.46
 9,079.46

1/1/2025 REGULAR 13TH MONTH VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 11:27:33 Date: 01/16/2025

01/01/2025 To: 01/01/2025

Page: 2

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

1/21/2025 REGULAR VOUCHER APPROVALS

PACIFIC COUNTY FIRE DISTRICT 1

Time: 12:09:43 Date: 01/16/2025

01/21/2025 To: 01/21/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
25	01/21/2025	Claims	1	EFT	DOWNER, THOMAS L.	161.00	12/17 COMMISSIONER'S MEETING
26	01/21/2025	Claims	1	EFT	DENNIS LONG	555.80	12/13 PACCOM MEETING; 1/10/25 PACCOM MEETING; MILEAGE REIMBURSEMENT TO PACCOM MEETING; 12/17 COMMISSIONER'S MEETING
27	01/21/2025	Claims	1	EFT	PACIFIC COUNTY TREASURER	15.00	MONTHLY BANKING FEE
28	01/21/2025	Claims	1	EFT	SECURITY STATE BANK OF WA	15.00	JANUARY BANK FEE
29	01/21/2025	Claims	1	EFT	WA STATE DEPT OF REVENUE	331.50	Written From Use Tax Report
30	01/21/2025	Claims	1	28062	AIRGAS USA, LLC	83.26	RENTAL OF OXYGEN CYINDERS X 11; RENTAL OF OXYGEN CYINDERS X 16
31	01/21/2025	Claims	1	28063	ASTORIA FORD, INC.	544.79	AIR ELEMENT ASY, ELEMENT & GAS KIT
32	01/21/2025	Claims	1	28064	BOUND TREE MEDICAL, LLC	435.98	MEDICAL SUPPLIES - NOT TAXED
33	01/21/2025	Claims	1	28065	CHINOOK OBSERVER	141.05	2025 SUBSCRIPTION RENEWAL
34	01/21/2025	Claims	1	28066	CHRIS' CUSTOM COMPUTERS	711.00	2 COMPUTERS, SETUP
35	01/21/2025	Claims	1	28067	CSB CONSTRUCTION, INC.	68,132.12	90% PAYMENT ON ST3 REMODEL
36	01/21/2025	Claims	1	28068	DMT AUTO PARTS, INC.	50.88	V-BELT - #0136; SPARK PLUG - #8775
37	01/21/2025	Claims	1	28069	ENGLUND MARINE SUPPLY	614.42	OIL FILTERS; AIR FILTER - 8041; FUEL FILTER INLINE; DEF FLUID 55 GAL DRUM
38	01/21/2025	Claims	1	28070	EVERGREEN SEPTIC INC.	155.00	ST5 PT WITH BI-WEEKLY SERVICE
39	01/21/2025	Claims	1	28071	HILL, FRED	483.00	12/17 COMMISSIONER'S MEETING; 12/13 VOUCHERS; 12/27 VOUCHERS
40	01/21/2025	Claims	1	28072	IDAHO MEDICAL ACADEMY	4,850.00	EMT COURSE - GROTE, ANDREWS, HUIRAS, LAZARO,
41	01/21/2025	Claims	1	28073	OKIES THRIFTWAY	22.36	SHIPPING - RADIO TO ICOM FOR REPAIRS
42	01/21/2025	Claims	1	28074	PACIFIC SOLID WASTE DISPOSAL, INC.	45.00	DUMP FEES
43	01/21/2025	Claims	1	28075	PUD #2 OF PACIFIC COUNTY	142.67	ST3 ELECTRICITY; ST3 ELECTRICITY
44	01/21/2025	Claims	1	28076	RELIABLE PENGUIN, INC.	216.00	ANNUAL WEB HOSTING
45	01/21/2025	Claims	1	28077	SILVER STAR TELECOM	1,644.06	ST1, ST2, ST3 TELEPHONE/INTERNET
46	01/21/2025	Claims	1	28078	U.S. BANK EQUIPMENT FINANCE	3,920.76	JANUARY ZOLL MONITORS PAYMENT
47	01/21/2025	Claims	1	28079	VESTIS	111.54	1/7 LINEN SERVICE
48	01/21/2025	Claims	1	28080	JOHN B WEATHERBY	653.68	REIMBURSEMENT OF FLOORING FOR ST3
49	01/21/2025	Claims	1	28081	WESTLAKE HARDWARE	7.58	TWINE FOR TRAINING PROPERTY
50	01/21/2025	Claims	1	28082	WOODY'S SEPTIC SPECIALTIES, INC	84.40	ONE 24" LID @ ST1D
51	01/21/2025	Payroll	1	28083	EMPLOYMENT SECURITY DEPARTMENT	3,912.08	Pay Cycle(s) 10/01/2024 To 12/31/2024 - PFML
52	01/21/2025	Payroll	1	28084	EMPLOYMENT SECURITY DEPARTMENT	2,938.53	Pay Cycle(s) 10/01/2024 To 12/31/2024 - LONG TERM CARE
53	01/21/2025	Payroll	1	28085	WA STATE DEPT OF LNI	42,712.78	4TH Quarter L&I: 10/01/2024 - 12/31/2024

001 General Fund 651.100

133,691.24

	Claims:	84,127.85
133,691.24	Payroll:	49,563.39

1/21/2025 REGULAR VOUCHER APPROVALS

PACIFIC COUNTY FIRE DISTRICT 1

Time: 12:09:43 Date: 01/16/2025

01/21/2025 To: 01/21/2025

Page: 2

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

1/1/2025 JACK'S 13TH MONTH VOUCHER APPROVAL

PACIFIC COUNTY FIRE DISTRICT 1

Time: 11:38:20 Date: 01/16/2025

01/01/2025 To: 01/01/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
24	01/01/2025	Claims	1	28061	JACKS COUNTRY STORE INC	549.38	USB C TO C CABLE; ITEMS FOR PVC PIPE DRYER PROJECT; ITEMS FOR PVC PIPE DRYER PROJECT; DECON KIT BOX FOR 21-23; HARDWARE - #0766; HARDWARE - #0766; DEF FLUID; ST1 OFFICE REMODEL HARDWARE; HARDWARE FOR;
001 General Fund 651.100						549.38	
						549.38	Claims: 549.38

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
JANUARY 21st, 2025**



FOR THE MONTH ENDING DECEMBER 31ST, 2024

REVENUE: \$139,474.18

EXPENDITURES: \$394,479.09

CURRENT CASH POSITION: \$3,434,925.48

ACTIVITIES:

1. FEMA
 - a. 2019 SAFER
 - i. Received our final payment of \$44,651.30 on 1/13/25
 - ii. Grant is now ready for closeout
2. Will be preparing/filing 1099s this week
3. All quarterly reports have been completed
4. W-2s are filed and mailed
5. H.R. Paperwork
 - a. February project
 - i. Create Adobe merged file which can be typed and electronically signed
 1. Separate files for FT, PT, Volunteers
 - ii. Make paperwork processing faster
 - iii. Paperwork will be more legible
6. Open Government Trainings Act Training
 - a. Online
 - b. Snure Saturday Seminar

TREASURER'S REPORT
Fund Totals

PACIFIC COUNTY FIRE DISTRICT 1

12/01/2024 To: 12/31/2024

Time: 16:30:46 Date: 01/06/2025
 Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 651.100	3,653,940.79	139,474.18	394,479.09	3,398,935.88	35,080.22	909.38	0.00	3,434,925.48*
	3,653,940.79	139,474.18	394,479.09	3,398,935.88	35,080.22	909.38	0.00	3,434,925.48

Funds Marked With '*' Do Not Equal Their Associated C4 or C5 Report

TREASURER'S REPORT

Account Totals

PACIFIC COUNTY FIRE DISTRICT 1

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12/01/2024 To: 12/31/2024

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 General Fund 651.100	3,649,240.79	139,976.04	394,980.95	3,394,235.88	0.00	35,989.60	3,430,225.48
3 Ambulance Billing BOP	100.00	88,203.18	88,203.18	100.00	0.00	0.00	100.00
4 Petty Cash	100.00	7.27	7.27	100.00	0.00	0.00	100.00
5 Advance Travel	3,000.00	0.00	0.00	3,000.00	0.00	0.00	3,000.00
6 Revolving Checking	1,500.00	420.68	420.68	1,500.00	0.00	0.00	1,500.00
Total Cash:	3,653,940.79	228,607.17	483,612.08	3,398,935.88	0.00	35,989.60	3,434,925.48
	3,653,940.79	228,607.17	483,612.08	3,398,935.88	0.00	35,989.60	3,434,925.48

TREASURER'S REPORT

Outstanding Vouchers

PACIFIC COUNTY FIRE DISTRICT 1

12/01/2024 To: 12/31/2024

As Of: 12/31/2024 Date: 01/06/2025
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	1773	11/15/2024	Claims	1	27889	MICHAEL P DECONTO	43.90	FOOD FOR FF2 EVALUATORS/STUDENTS
2024	1821	11/15/2024	Claims	1	27937	JOHN B WEATHERBY	131.67	EQUIPMENT RENTAL SERVICES - EQUIPMENT TO PLANT TREES AND POSTS
2024	1909	12/30/2024	Payroll	1	27961	JACOB M BROWN	874.38	
2024	1963	12/12/2024	Claims	1	27973	FORD ELECTRIC CO INC	335.42	OT CALL - 11/19 GENERATOR PROBLEM @ ST1
2024	1964	12/12/2024	Claims	1	27974	HILL, FRED	322.00	11/15 VOUCHER APPROVAL; 11/19 REGULAR MEETING
2024	1965	12/12/2024	Claims	1	27975	RONDIE K HUIRAS	123.05	REIMBURSEMENT FOR TECC CLASS LUNCH
2024	1968	12/12/2024	Claims	1	27978	DANIEL R KENT	203.48	REIMBURSEMENT FOR RADIO STRAP
2024	1982	12/12/2024	Claims	1	27992	SEAVIEW SEWER DISTRICT	364.00	ST2 SEWER; ST2 SEWER
2024	1985	12/12/2024	Claims	1	27995	SYSTEMS DESIGN WEST, LLC.	2,749.33	OCTOBER EMS BILLING
2024	1993	12/12/2024	Claims	1	28003	WIRKKALA CONSTRUCTION	1,532.49	INSTALL GUTTER DRAINS
2024	1998	12/12/2024	Payroll	1	28008	WA COUNCIL OF POLICE & SHERIFFS	35.00	Pay Cycle(s) 12/30/2024 To 12/30/2024 - DISWACOPS
2024	2046	12/26/2024	Claims	1	28011	ACTIVE ENTERPRISES INC	193.97	ST1 PROPANE
2024	2049	12/26/2024	Claims	1	28014	BOUND TREE MEDICAL, LLC	2,278.92	MEDICAL SUPPLIES - TAXED; MEDICAL SUPPLIES - TAXED AND NOT TAXED
2024	2050	12/26/2024	Claims	1	28015	CLOTH TATTOO LLC	66.12	NAME TAGS X 3; NAME TAGS X 3
2024	2052	12/26/2024	Claims	1	28017	HANDTEVY PEDIATRIC EMERGENCY STANDARDS	2,100.80	ANNUAL ACCESS TO HANDTEVY MOBILE, MEDICATION MANAGEMENT SOFTWARE, UPDATES, CLINICAL AND TECHNICAL SUPPORT
2024	2055	12/26/2024	Claims	1	28020	NORTH BEACH WATER	16.77	ST1 WATER
2024	2056	12/26/2024	Claims	1	28021	PACIFIC OFFICE AUTOMATION	71.05	11/19-12/19 COPY/PRINT SERVICE
2024	2057	12/26/2024	Claims	1	28022	PACIFIC POWER GROUP, LLC	2,064.46	SERVICE OF ST1 GENERATOR
2024	2059	12/26/2024	Claims	1	28024	PUD #2 OF PACIFIC COUNTY	807.39	ST2 ELECTRICITY; ST2 ELECTRICITY; ST2 ELECTRICITY; ST4 ELECTRICITY
2024	2060	12/26/2024	Claims	1	28025	SEA WESTERN INC, FIREFIGHTING EQUIP.	6,899.57	CIRCUL-AIR EXPRESS SOFT MOUNT EXTRACTOR - ST3
2024	2061	12/26/2024	Claims	1	28026	SHOP N KART (SID'S)	45.77	COFFEE; COFFEE
2024	2062	12/26/2024	Claims	1	28027	STERICYCLE INC.	61.02	REGULATED MEDICAL WASTE
2024	2063	12/26/2024	Claims	1	28028	SURFSIDE HOA	1,400.00	2025 ASSESSMENT
2024	2064	12/26/2024	Claims	1	28029	SYSTEMS DESIGN WEST, LLC.	3,252.01	EMS BILLING FOR NOVEMBER
2024	2065	12/26/2024	Claims	1	28030	VESTIS	159.08	12/17 LINEN SERVICE; 12/24 LINEN SERVICE
2024	2066	12/26/2024	Claims	1	28031	VOYAGER FLEET SYSTEMS, INC.	3,923.65	DECEMBER FUEL CHARGES
2024	2067	12/26/2024	Claims	1	28032	WA FIRE COMMISSIONERS ASSOC.	2,670.00	2025 MEMBER DUES

TREASURER'S REPORT
Outstanding Vouchers

12/01/2024 To: 12/31/2024

As Of: 12/31/2024 Date: 01/06/2025
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PACIFIC COUNTY FIRE DISTRICT 1

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
2024	2069	12/26/2024	Claims	1	28034	WA STATE FIREFIGHTERS ASSOC	150.00	ANNUAL MEMBERSHIP	
2024	2070	12/26/2024	Claims	1	28035	WELLSPRING FAMILY SERVICES EAP	1,296.36	EAP SERVICE APRIL-JUNE 2024; EAP SERVICE OCT-DEC 2024	
2024	2071	12/26/2024	Claims	1	28036	WESTLAKE HARDWARE	573.34	BATTERIES; LED BULBS X 8	
2024	2072	12/26/2024	Claims	1	28037	VERIZON WIRELESS ACCT. 242204341-00001	1,204.59	MDCs, WIRELESS FOR MDCs; 2 NEW IPADS	
2024	2073	12/26/2024	Claims	1	28038	VERIZON WIRELESS ACCT. 342204208-00001	40.01	WIRELESS FOR MDC	
							<u>35,989.60</u>		
Fund							Claims	Payroll	Total
001 General Fund 651.100							35,080.22	909.38	35,989.60
							<u>35,080.22</u>	<u>909.38</u>	<u>35,989.60</u>

TREASURER'S REPORT
Signature Page

PACIFIC COUNTY FIRE DISTRICT 1

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12/01/2024 To: 12/31/2024

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: 16:31:08 Date: 01/06/2025
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001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
311 10 00 000 Sale Of Tax Title Prok	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	262.69	0.00	211.72	474.41	0.00	0%
311 10 22 000 FIRE - Real and Pensc	86,942.44	176,296.19	150,517.90	869,125.41	181,375.61	23,596.26	15,775.78	82,965.96	53,656.45	625,848.52	97,978.02	15,654.87	2,379,733.41	2,500,000.00	95%
311 10 26 000 EMS - Real and Pensc	30,765.24	62,385.53	53,263.84	307,550.47	64,174.07	8,349.59	5,582.40	29,357.97	18,986.66	221,461.89	34,668.92	5,539.36	842,085.94	860,000.00	98%
312 10 00 000 Forest Excise Tax	0.00	198.50	0.00	0.00	291.39	0.00	0.00	173.59	0.00	0.00	69.93	0.00	733.41	0.00	0%
317 20 00 000 Leasehold Excise Tax	0.00	349.13	0.00	1,571.48	561.61	55.66	0.00	243.03	0.00	25.64	358.67	0.00	3,165.22	0.00	0%
322 90 00 000 Burn Permits	25.00	225.00	75.00	75.00	425.00	100.00	125.00	0.00	0.00	225.00	225.00	50.00	1,550.00	900.00	172%
310 TAXES	117,732.68	239,454.35	203,856.74	1,178,322.36	246,827.68	32,101.51	21,483.18	112,740.55	72,643.11	847,823.74	133,300.54	21,455.95	3,227,742.39	3,360,900.00	96%
331 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	24,707.55	0.00	24,707.55	52,800.00	47%
332 93 40 000 Ground Emergency F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	897.80	0.00	150,971.70	0.00	0.00	151,869.50	100,000.00	152%
334 04 90 000 State Grant - DOH P	0.00	0.00	0.00	766.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	766.00	554.00	138%
334 04 90 003 State Direct/Indirect	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	0.00	0%
330 State Grant	0.00	0.00	0.00	7,766.00	0.00	0.00	0.00	897.80	0.00	150,971.70	24,707.55	0.00	184,343.05	153,354.00	120%
342 20 00 000 Fire Protection Serv	0.00	0.00	0.00	0.00	15,306.39	2,870.27	0.00	252.46	2,225.39	0.00	0.00	0.00	20,654.51	25,000.00	83%
342 60 01 000 Ambulance and Emr	77,625.94	61,292.26	50,858.00	47,773.07	101,019.35	62,162.23	101,699.04	84,974.83	82,343.94	91,475.10	77,296.91	88,203.18	926,723.85	700,000.00	132%
340	77,625.94	61,292.26	50,858.00	47,773.07	116,325.74	65,032.50	101,699.04	85,227.29	84,569.33	91,475.10	77,296.91	88,203.18	947,378.36	725,000.00	131%
361 11 00 000 Investment Interest	0.00	15,375.73	13,001.13	14,044.34	13,336.86	18,003.28	16,973.85	16,283.05	13,733.88	8,653.95	6,915.57	25,761.38	162,083.02	100,000.00	162%
367 11 00 000 Gifts, Pledges, Grant	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0%
369 91 00 000 Other Misc Revenue	0.00	297.28	0.00	44.10	60.90	0.00	5.00	0.00	0.00	1,218.04	10.00	404.99	2,040.31	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	16,419.06	3,648.68	0.00	28,179.64	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	700.00	0.00	0.00	0.00	700.00	1,000.00	70%
369 91 01 002 Misc Revenues - Trai	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	500.00	0.00	1,500.00	0.00	0%
360	4,463.22	15,673.01	13,101.13	14,088.44	13,397.76	18,003.28	16,978.85	16,283.05	14,433.88	27,291.05	11,074.25	29,815.05	194,602.97	101,000.00	193%
389 10 00 000 Refunds / Misc Non	0.00	0.00	0.00	1,081.74	109.57	13.02	0.00	0.00	0.00	0.00	0.00	0.00	1,204.33	0.00	0%
380	0.00	0.00	0.00	1,081.74	109.57	13.02	0.00	0.00	0.00	0.00	0.00	0.00	1,204.33	0.00	0%
391 90 00 000 Other Debt Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,434,938.64	0.00	1,434,938.64	0.00	0%
395 10 00 000 Proceeds From Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,999.99	0.00	0.00	0.00	0.00	4,999.99	0.00	0%
390 Debt Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,999.99	0.00	0.00	1,434,938.64	0.00	1,439,938.63	0.00	0%
FUND REVENUES:	199,821.84	316,419.62	267,815.87	1,249,031.61	376,660.75	115,150.31	140,161.07	220,148.68	171,646.32	1,117,561.59	1,681,317.89	139,474.18	5,995,208.73	4,340,254.00	138%
522 10 10 001 Commissioners	768.00	966.00	1,127.00	1,127.00	1,449.00	966.00	805.00	1,288.00	805.00	1,288.00	3,542.00	805.00	14,936.00	12,500.00	119%
522 10 10 002 District Chief	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	11,571.63	138,859.56	138,859.56	100%
522 10 10 003 District Secretary	6,666.67	6,666.67	6,666.67	6,666.67	6,666.67	6,666.67	6,666.67	6,666.67	6,666.67	6,800.00	6,800.00	6,800.00	80,400.03	74,416.52	108%
522 10 10 004 Admin Assistant	1,277.98	1,383.80	1,368.50	510.00	1,623.50	510.00	1,360.00	1,400.00	1,328.50	1,028.50	1,028.50	1,224.00	14,043.28	17,680.00	79%
522 10 10 005 Pub. Ed. Coordinator	4,536.41	4,536.41	4,853.96	4,853.96	4,853.96	4,853.96	4,853.96	4,853.96	5,148.03	4,853.96	4,853.96	4,853.96	57,906.49	55,525.64	104%
522 10 10 006 Chief Of Operations	10,202.87	10,202.87	10,202.87	10,202.87	10,202.87	10,202.87	10,202.87	10,202.87	10,202.87	10,202.87	13,734.47	10,202.87	125,966.04	125,966.22	100%
522 10 10 007 Chief Of Administrat	10,778.25	10,778.25	10,778.25	10,778.25	10,778.25	10,778.25	10,778.25	10,778.25	10,778.25	10,778.25	13,389.81	10,778.25	131,950.56	133,069.93	99%
522 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	0.00	60,000.00	0%

2024 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
522 10 20 001 Labor & Industry	3,636.14	0.00	0.00	4,062.42	0.00	0.00	4,178.45	0.00	0.00	4,209.71	0.00	0.00	16,086.72	17,775.47	90%
522 10 20 002 LEOFF Retirement	1,731.80	1,731.80	1,731.80	1,731.80	1,731.80	1,731.80	1,731.80	1,731.80	1,731.80	1,731.80	2,058.62	1,731.80	21,108.42	24,268.47	87%
522 10 20 003 Medical/Dental	6,229.60	6,229.60	5,949.75	6,229.60	6,229.60	6,229.60	6,229.60	6,229.60	6,229.60	6,229.60	6,229.60	6,229.60	74,475.35	81,930.95	91%
522 10 20 004 Medicare	652.99	654.53	658.90	646.46	662.60	646.46	658.78	659.36	662.59	655.90	744.98	658.74	7,962.29	4,709.97	169%
522 10 20 005 PERS Retirement	1,189.44	1,199.53	1,228.33	1,146.51	1,252.63	1,146.51	1,163.12	1,166.73	1,197.52	1,155.38	1,155.38	1,173.19	14,174.27	29,542.47	48%
522 10 31 001 Office and Operating	926.92	817.04	931.93	793.79	1,372.23	508.58	1,915.36	1,280.88	793.55	1,112.52	2,042.00	2,619.78	15,114.58	12,509.61	121%
522 10 31 002 Office Cleaning Supp	200.61	144.28	1,125.21	30.70	42.73	215.06	82.07	493.87	411.04	0.00	196.06	44.69	2,986.32	3,924.89	76%
522 10 35 001 Computer Hardware	530.12	0.00	0.00	615.09	698.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,843.50	2,000.00	92%
522 10 35 002 Computer Software	0.00	0.00	0.00	194.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	194.45	1,000.00	19%
522 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%
522 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%
522 10 41 001 Legal Services / Publ	0.00	0.00	448.00	2,822.26	351.04	185.22	0.00	128.00	144.00	-224.00	970.09	550.92	5,375.53	10,000.00	54%
522 10 41 002 Misc Professional Se	1,553.37	575.43	549.07	657.58	348.94	1,027.82	785.52	965.22	1,058.29	441.63	584.20	721.48	9,268.55	11,350.00	82%
522 10 42 001 Postage	140.56	42.06	21.11	180.02	248.13	8.47	25.72	184.23	4.82	30.43	55.03	7.27	947.85	748.91	127%
522 10 43 001 Travel Lodging	0.00	0.00	0.00	0.00	411.96	1,034.12	0.00	0.00	0.00	0.00	-221.85	0.00	1,224.23	3,712.35	33%
522 10 43 002 Travel Meals	0.00	0.00	148.00	0.00	162.00	0.00	936.00	0.00	0.00	1,545.00	0.00	9.07	2,800.07	2,656.59	105%
522 10 43 003 Travel Mileage	85.16	0.00	66.81	66.81	0.00	58.10	66.81	0.00	0.00	0.00	2,518.29	0.00	2,861.98	1,549.27	185%
522 10 43 004 Travel Registration /	0.00	0.00	0.00	160.00	0.00	0.00	0.00	0.00	2,775.00	0.00	0.00	0.00	2,935.00	5,033.33	58%
522 10 46 001 Casualty & Liability I	1,000.00	700.00	0.00	0.00	15,554.00	0.00	0.00	117,379.00	0.00	0.00	0.00	0.00	134,633.00	130,000.00	104%
522 10 47 001 Electricity	1,600.03	1,729.02	1,718.75	1,503.16	1,534.30	1,370.10	1,293.70	1,311.98	1,272.15	1,271.63	1,449.88	1,665.45	17,720.15	19,896.55	89%
522 10 47 002 Garbage	563.12	374.52	668.69	349.52	389.87	349.52	349.52	389.87	354.10	376.93	965.04	936.30	6,067.00	4,247.98	143%
522 10 47 003 Natural Gas	938.67	913.80	923.88	1,073.48	766.96	0.00	111.33	0.00	0.00	0.00	277.88	978.89	5,984.89	10,664.03	56%
522 10 47 004 Sewer	155.00	474.20	155.00	474.20	155.00	519.00	155.00	519.00	155.00	519.00	605.00	519.00	4,404.40	2,923.10	151%
522 10 47 005 Telephone	1,632.77	1,632.77	1,632.77	1,622.04	1,622.04	1,622.04	1,632.62	1,632.62	1,632.62	1,640.98	1,640.98	1,640.98	19,585.23	20,677.89	95%
522 10 47 006 Water	517.09	328.01	425.07	339.19	318.09	333.60	484.24	173.95	331.87	328.01	379.02	379.02	4,453.79	4,116.64	108%
522 10 47 007 Wireless Communic	517.43	517.43	517.43	517.40	517.40	519.56	518.83	518.83	476.31	282.41	379.02	379.02	5,661.07	7,000.00	81%
522 10 47 008 Cable TV	0.00	194.56	194.56	194.56	194.56	194.56	194.56	194.74	194.74	194.74	207.72	311.58	2,270.88	2,400.00	95%
522 10 48 001 Computer Services	372.95	450.78	0.00	302.29	693.10	0.00	0.00	0.00	0.00	50.00	0.00	0.00	1,869.12	6,856.99	27%
522 10 49 001 Health & Wellness	260.00	773.18	149.00	327.05	468.31	687.56	622.61	713.18	422.61	166.66	233.60	1,887.04	6,395.82	8,000.00	80%
522 10 49 002 Memberships and Sl	1,483.00	204.20	2,298.89	12.07	151.20	151.20	1,040.15	15,354.98	16.22	987.47	8,160.04	6,537.96	36,712.36	18,000.00	204%
522 10 10 002 FF/EMT Salaries & W	61,968.71	69,481.56	67,999.95	70,265.55	68,047.95	74,619.55	77,778.51	83,157.10	80,148.96	61,325.14	109,352.96	87,131.97	911,277.91	996,530.20	91%
522 10 10 003 Maintenance Technic	11,485.65	11,485.65	11,485.65	11,485.65	11,485.65	11,521.90	11,757.53	11,612.53	11,576.28	11,485.65	11,648.78	25,631.25	152,662.17	140,597.09	109%
522 10 10 005 Volunteer Incentive F	1,534.00	0.00	0.00	2,645.50	0.00	0.00	2,723.50	0.00	-19.50	5,395.00	0.00	0.00	12,278.50	25,000.00	49%
522 10 10 099 Timeless Payments (I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,371.23	5,562.65	1,653.36	24,587.24	0.00	0%
522 20 20 001 Labor & Industry	12,687.36	0.00	0.00	18,015.92	0.00	0.00	17,738.73	0.00	0.00	20,220.33	0.00	0.00	68,662.34	66,523.15	103%
522 20 20 002 LEOFF Retirement	3,292.22	19,696.42	3,617.60	3,738.16	3,620.15	3,969.77	3,676.91	3,867.49	3,725.55	2,637.69	5,137.16	3,791.71	69,270.83	47,518.41	128%
522 20 20 003 Medical/Dental	14,106.74	14,106.74	14,108.80	14,108.80	14,108.80	14,108.80	14,108.80	14,108.80	14,108.80	14,108.80	14,108.80	14,013.51	169,200.19	178,300.77	95%
522 20 20 004 Medicare	1,086.11	1,174.02	1,152.55	1,223.77	1,153.25	1,249.06	1,337.71	1,374.16	1,329.73	1,092.60	1,754.56	1,578.40	15,505.92	16,488.35	94%
522 20 20 005 PERS Retirement	1,094.58	1,094.58	1,094.58	1,094.58	1,094.58	1,098.04	1,887.00	1,993.16	1,968.44	1,856.21	2,226.37	2,134.98	18,637.10	24,796.67	75%
522 20 20 006 Social Security	95.11	0.00	0.00	164.02	0.00	0.00	168.85	0.00	-1.21	334.49	0.00	0.00	761.26	1,124.35	68%
522 20 20 007 Unemployment Com	0.00	3,834.88	0.00	0.00	7,121.92	0.00	0.00	1,745.61	0.00	0.00	0.00	0.00	12,702.41	0.00	0%
522 20 20 099 Payroll Clearing	4,610.17	-1,985.36	-1,976.57	3,914.24	-1,860.83	-1,920.84	3,791.08	-2,045.85	-2,007.30	5,599.17	-4,206.75	-2,218.85	-307.69	0.00	0%
522 20 31 001 Misc Supplies	53.62	581.00	1,044.11	247.22	92.94	260.15	120.70	657.18	125.14	492.33	1,189.07	112.36	4,975.92	3,775.53	132%
522 20 31 002 Uniforms / Gear Issu	529.26	250.00	849.04	2,590.08	464.47	1,883.86	968.77	1,876.48	170.95	2,042.64	564.55	4,578.82	16,768.92	20,614.11	81%
522 20 32 001 Fuel	2,576.23	0.00	3,036.31	974.04	1,291.34	0.00	683.98	2,679.08	846.55	0.00	858.97	1,682.00	14,628.50	25,901.72	56%
522 20 35 001 Vehicle Parts	1,145.54	1,258.13	1,357.50	2,382.72	576.70	1,209.92	311.61	1,186.29	1,946.58	824.84	338.93	1,058.05	13,596.81	15,000.00	91%

2024 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
522 20 35 002 Misc Small Tools/Eq	786.33	0.00	0.00	825.30	0.00	1,299.21	0.00	386.85	723.16	1,372.04	4,074.11	60.90	9,527.90	3,000.00	318%
522 20 35 003 Radio Equipment	0.00	0.00	0.00	348.84	0.00	778.64	0.00	0.00	0.00	0.00	0.00	0.00	1,127.48	2,500.00	45%
522 20 40 001 Dispatch / Local Sup	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,945.57	0.00	0.00	853.17	0.00	19,798.74	3,412.68	580%
522 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%
522 20 48 001 Radio Repair/Mainte	0.00	0.00	0.00	473.55	205.72	433.28	161.70	581.05	0.00	0.00	0.00	0.00	1,855.30	1,505.29	123%
522 20 48 002 Small Equip. Repair/I	47.61	203.19	144.16	0.00	23.00	0.00	175.32	43.26	97.54	141.51	225.03	551.80	1,652.42	1,916.69	86%
522 20 48 003 Vehicle Repair/Maint	14.58	1,238.78	0.00	0.00	0.00	0.00	0.00	563.79	33.38	0.00	0.00	0.00	1,850.53	5,000.00	37%
522 20 49 001 Misc Services	1,825.54	117.94	1,473.17	1,155.00	4,912.21	316.68	0.00	0.00	8,106.32	0.00	0.00	0.00	17,906.86	22,426.71	80%
522 30 31 001 Fire Investigation Sui	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%
522 30 31 002 Public Education Suf	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109.66	94.23	7.05	82.44	-7.05	286.33	2,500.00	11%
522 40 31 001 Misc Supplies	0.00	59.54	0.00	125.25	79.16	0.00	0.00	0.00	0.00	390.21	0.00	37.83	691.99	5,000.00	14%
522 40 43 001 Training Lodging	0.00	2,448.78	1,204.10	556.08	250.60	0.00	0.00	0.00	609.75	3,515.88	1,052.27	0.00	9,637.46	5,000.00	193%
522 40 43 002 Training Meals	369.03	1,839.39	1,816.98	709.44	621.26	283.00	117.88	160.89	527.77	177.14	868.99	543.95	8,035.72	5,000.00	161%
522 40 43 003 Travel Mileage	0.00	0.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	1,000.00	8%
522 40 43 004 Travel Registration /	225.00	2,616.00	1,316.99	350.00	0.00	164.00	650.00	235.00	1,549.00	720.35	2,875.00	1,400.00	12,101.34	31,500.00	38%
522 40 49 001 Resident Tuition	988.80	0.00	0.00	988.80	988.80	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	1,115.63	841.00	98.61	72.33	432.40	735.52	682.57	31.10	224.85	239.05	1,672.75	1,343.18	3,914.40	5,000.00	78%
522 50 31 001 Building Maintenan	1,518.27	721.06	951.18	1,097.22	1,190.41	145.94	145.94	446.07	145.94	926.07	470.37	1,425.43	7,488.99	4,000.00	187%
526 10 10 002 FF/Paramedic Salarie	73,373.42	81,212.30	82,719.79	82,471.72	78,896.62	80,087.10	75,796.88	78,849.89	77,516.83	78,059.40	125,189.37	82,482.63	996,655.95	994,971.62	100%
526 10 10 003 Volunteer Reimburse	600.00	120.00	240.00	180.00	348.00	0.00	420.00	418.00	420.00	540.00	240.00	478.00	4,004.00	8,017.33	50%
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	16,816.35	0.00	0.00	16,001.71	0.00	0.00	17,181.13	0.00	0.00	61,689.43	53,390.28	116%
526 10 20 002 LEOFF Retirement	3,903.40	14,320.50	4,400.17	4,387.01	4,197.27	4,260.60	3,974.23	4,114.79	4,123.91	4,510.84	6,301.45	4,387.83	62,882.00	52,733.50	119%
526 10 20 003 Medical/Dental	11,140.93	11,140.93	9,231.15	11,234.17	11,234.17	11,234.17	7,744.39	10,684.30	10,086.79	10,086.79	10,086.79	10,086.79	123,991.37	168,271.29	74%
526 10 20 004 Medicare	1,072.62	1,179.33	1,202.91	1,198.45	1,149.03	1,161.25	1,105.14	1,149.39	1,130.08	1,237.29	1,721.12	1,202.93	14,509.54	14,427.09	101%
526 10 20 006 Social Security	37.20	7.44	14.88	11.16	21.58	0.00	26.04	25.92	26.04	33.48	14.88	29.64	248.26	461.10	54%
526 10 41 001 Biohazard Disposal	53.37	32.32	0.00	98.13	20.20	30.51	28.75	0.00	0.00	18.39	0.00	61.02	342.69	650.00	53%
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	62.59	0.00	0.00	0.00	62.59	2,000.00	3%
526 40 43 001 Travel Lodging	0.00	0.00	1,873.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,873.17	2,000.00	94%
526 40 43 002 Travel Meals	0.00	0.00	569.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147.96	140.05	857.76	5,000.00	17%
526 40 43 003 Travel Mileage	0.00	0.00	467.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	467.98	500.00	94%
526 40 43 004 Travel Registration Fi	0.00	0.00	0.00	0.00	164.00	0.00	-15.00	0.00	500.00	0.00	2,099.81	0.00	2,748.81	5,000.00	55%
526 70 41 001 Ambulance Billing Se	2,805.67	0.00	6,085.26	0.00	2,900.97	3,104.21	3,061.31	6,066.97	0.00	3,342.16	3,057.54	6,001.34	36,427.43	37,000.00	98%
526 70 41 003 IFT Services	0.00	0.00	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00	0%
526 70 49 001 Ambulance Payment	0.00	0.00	0.00	31.95	0.00	0.00	0.00	1,289.03	0.00	0.00	0.00	0.00	1,320.98	2,000.00	66%
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%
526 80 31 001 Medical & Operatin	2,383.95	5,624.89	4,628.56	1,664.06	7,304.13	3,996.43	17,360.83	7,136.64	4,038.91	3,590.50	3,624.94	6,062.40	67,416.24	62,000.00	109%
526 80 32 001 Fuel	1,835.59	0.00	8,701.82	2,737.83	3,364.57	0.00	2,368.17	5,589.28	3,081.66	0.00	2,302.77	6,444.79	36,426.48	50,000.00	73%
526 80 35 001 Vehicle Parts	476.48	103.89	2,389.19	464.26	294.40	0.00	477.92	1,024.00	1,112.81	104.79	1,981.79	570.27	8,999.80	10,000.00	90%
526 80 35 002 Misc Small Tools/Eq	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	26%
526 80 48 003 Vehicle Repairs & M	0.00	0.00	0.00	0.00	0.00	0.00	613.25	170.29	0.00	0.00	0.00	0.00	783.54	5,000.00	16%
526 80 51 001 Dispatch / Local Sup	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,559.51	0.00	0.00	6,315.17	0.00	8,874.68	25,260.74	35%

2024 CASH FLOW - YEAR TO DATE

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
520 FIRE	312,693.65	312,306.96	301,486.17	357,609.98	309,477.28	280,119.01	338,364.88	460,584.50	294,495.31	341,157.20	409,460.80	339,669.33	4,057,425.07	4,321,254.00	94%
592 22 83 001 Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,333.31	35,333.31	0.00	0%
594 22 60 001 Buildings	2,890.50	0.00	9,033.89	463.50	5,402.44	1,008.67	236,528.75	497,526.05	710,357.34	39,649.85	53,364.51	6,185.49	1,562,410.99	130,000.00	***%
594 22 60 002 Communication Equ	1,200.00	0.00	0.00	13,478.34	700.00	1,366.60	0.00	0.00	0.00	0.00	0.00	1,367.86	18,112.80	16,000.00	113%
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	1,102.77	1,102.77	10,000.00	11%
594 22 60 004 Equipment & Tumul	0.00	0.00	0.00	5,927.55	5,505.31	25,885.53	1,353.72	4,538.19	0.00	0.00	9,696.47	0.00	52,906.77	18,000.00	294%
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 60 006 Misc Equipment	0.00	0.00	0.00	3,478.40	86.15	0.00	0.00	2,293.84	1,169.99	4,272.52	15,649.55	6,899.57	33,850.02	0.00	0%
594 22 60 008 Engines	0.00	23,127.37	1,873.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.69	0.00	0%
594 26 60 001 Ambulance/Rechassi	246,327.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	246,327.47	225,000.00	109%
594 26 60 002 Misc Medical Equipn	25,745.30	4,280.57	3,560.95	3,920.76	4,980.14	4,280.57	3,920.76	6,128.04	3,920.76	7,149.42	3,920.76	3,920.76	75,728.79	48,000.00	158%
590	276,163.27	27,407.94	14,468.16	27,268.55	16,674.04	32,541.37	241,803.23	510,486.12	715,448.09	51,071.79	82,631.29	54,809.76	2,050,773.61	453,000.00	453%
FUND EXPENDITURES:	588,856.92	339,714.90	315,954.33	384,878.53	326,151.32	312,660.38	580,168.11	971,070.62	1,009,943.40	392,228.99	492,092.09	394,479.09	6,108,198.68	4,774,254.00	128%
FUND GAIN/LOSS:	-389,035.08	-23,295.28	-48,138.46	864,153.08	50,509.43	-197,510.07	-440,007.04	-750,921.94	-838,297.08	725,332.60	1,189,225.80	-255,004.91	-112,988.95		
FUND NET POSITION:	-389,035.08	-412,330.36	-460,468.82	403,684.26	454,193.69	256,683.62	-183,323.42	-934,245.36	-1,772,542.44	-1,047,209.84	142,015.96	-112,988.95			

2024 FUND TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

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REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund 651.100	199,821.84	316,419.62	267,815.87	1,249,031.61	376,660.75	115,150.31	140,161.07	220,148.68	171,646.32	1,117,561.59	1,681,317.89	139,474.18	5,995,209.73	4,340,254.00	138%
	199,821.84	316,419.62	267,815.87	1,249,031.61	376,660.75	115,150.31	140,161.07	220,148.68	171,646.32	1,117,561.59	1,681,317.89	139,474.18	5,995,209.73	4,340,254.00	138%
EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund 651.100	588,856.92	339,714.90	315,954.33	384,878.53	326,151.32	312,660.38	580,168.11	971,070.62	1,009,943.40	392,228.99	492,092.09	394,479.09	6,108,198.68	4,774,254.00	128%
	588,856.92	339,714.90	315,954.33	384,878.53	326,151.32	312,660.38	580,168.11	971,070.62	1,009,943.40	392,228.99	492,092.09	394,479.09	6,108,198.68	4,774,254.00	128%
GAIN/LOSS:	-389,035.08	-23,295.28	-48,138.46	864,153.08	50,509.43	-197,510.07	-440,007.04	-750,921.94	-838,297.08	725,332.60	1,189,225.80	-255,004.91	-112,988.95		
NET POSITION:	-389,035.08	-412,330.36	-460,468.82	403,684.26	454,193.69	256,683.62	-183,323.42	-934,245.36	-1,772,542.44	-1,047,209.84	142,015.96	-112,988.95			

2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
310 TAXES				
311 10 00 000	Sale Of Tax Title Property	0.00	474.41	(474.41) 0.0%
311 10 22 000	FIRE - Real and Personal Property Taxes	2,500,000.00	2,379,733.41	120,266.59 95.2%
311 10 26 000	EMS - Real and Personal Property Taxes	860,000.00	842,085.94	17,914.06 97.9%
312 10 00 000	Forest Excise Tax	0.00	733.41	(733.41) 0.0%
317 20 00 000	Leasehold Excise Tax	0.00	3,165.22	(3,165.22) 0.0%
318 00 00 000	Other Tax	0.00	0.00	0.00 0.0%
322 90 00 000	Burn Permits	900.00	1,550.00	(650.00) 172.2%
310 TAXES		3,360,900.00	3,227,742.39	133,157.61 96.0%
330 State Grant				
331 04 90 001	Direct Federal Grants (FEMA) SAFER	52,800.00	24,707.55	28,092.45 46.8%
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	151,869.50	(51,869.50) 151.9%
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	766.00	(212.00) 138.3%
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	7,000.00	(7,000.00) 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%
330 State Grant		153,354.00	184,343.05	(30,989.05) 120.2%
342 20 00 000	Fire Protection Services (Fire Protection Contracts)	25,000.00	20,654.51	4,345.49 82.6%
342 60 01 000	Ambulance and Emergency Aid Services (Transports)	700,000.00	926,723.85	(226,723.85) 132.4%
342 60 02 000	Ambulance & Emergency Aid Services (Naselle Dist #4 payments)	0.00	0.00	0.00 0.0%
340		725,000.00	947,378.36	(222,378.36) 130.7%
359 90 00 000	Miscellaneous Fines and Penalties (Illegal burning)	0.00	0.00	0.00 0.0%
350		0.00	0.00	0.00 0.0%
361 11 00 000	Investment Interest	100,000.00	162,083.02	(62,083.02) 162.1%
367 11 00 000	Gifts, Pledges, Grants and Bequests from Private Sources	0.00	100.00	(100.00) 0.0%
369 91 00 000	Other Misc Revenues (Include reimb for expenditures)	0.00	2,040.31	(2,040.31) 0.0%
369 91 01 000	Misc Revenues - LNI Reimbursements for Timeloss/LEP	0.00	28,179.64	(28,179.64) 0.0%
369 91 01 001	Misc Revenues - BVFF Reimburse	1,000.00	700.00	300.00 70.0%

2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

01/01/2024 To: 12/31/2024

Revenues	Amt Budgeted	Revenues	Remaining	
360				
369 91 01 002 Misc Revenues - Training	0.00	1,500.00	(1,500.00)	0.0%
360	101,000.00	194,602.97	(93,602.97)	192.7%
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	1,204.33	(1,204.33)	0.0%
380	0.00	1,204.33	(1,204.33)	0.0%
390 Debt Proceeds				
391 10 00 000 General Obligation Bond Proceeds	0.00	0.00	0.00	0.0%
391 90 00 000 Other Debt Proceeds	0.00	1,434,938.64	(1,434,938.64)	0.0%
395 10 00 000 Proceeds From Sale of Capital Assets (Equipment, etc.)	0.00	4,999.99	(4,999.99)	0.0%
395 20 00 000 Insurance Revenue for Loss/Impairment of Capital Assets	0.00	0.00	0.00	0.0%
390 Debt Proceeds	0.00	1,439,938.63	(1,439,938.63)	0.0%
Fund Revenues:	4,340,254.00	5,995,209.73	(1,654,955.73)	138.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
522 10 10 001 Commissioners	12,500.00	14,936.00	(2,436.00)	119.5%
522 10 10 002 District Chief	138,859.56	138,859.56	0.00	100.0%
522 10 10 003 District Secretary	74,416.52	80,400.03	(5,983.51)	108.0%
522 10 10 004 Admin Assistant	17,680.00	14,043.28	3,636.72	79.4%
522 10 10 005 Pub. Ed. Coordinator	55,525.64	57,906.49	(2,380.85)	104.3%
522 10 10 006 Chief Of Operations	125,966.22	125,966.04	0.18	100.0%
522 10 10 007 Chief Of Administration	133,069.93	131,950.56	1,119.37	99.2%
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	16,086.72	1,688.75	90.5%
522 10 20 002 LEOFF Retirement	24,268.47	21,108.42	3,160.05	87.0%
522 10 20 003 Medical/Dental	81,930.95	74,475.35	7,455.60	90.9%
522 10 20 004 Medicare	4,709.97	7,962.29	(3,252.32)	169.1%
522 10 20 005 PERS Retirement	29,542.47	14,174.27	15,368.20	48.0%
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	15,114.58	(2,604.97)	120.8%
522 10 31 002 Office Cleaning Supplies	3,924.89	2,986.32	938.57	76.1%
522 10 35 001 Computer Hardware	2,000.00	1,843.50	156.50	92.2%
522 10 35 002 Computer Software	1,000.00	194.45	805.55	19.4%
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	5,375.53	4,624.47	53.8%

2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

Time: 16:31:18 Date: 01/06/2025

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001 General Fund 651.100

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
522 10 41 002	Misc Professional Services	11,350.00	9,268.55	2,081.45 81.7%
522 10 42 001	Postage	748.91	947.85	(198.94) 126.6%
522 10 43 001	Travel Lodging	3,712.35	1,224.23	2,488.12 33.0%
522 10 43 002	Travel Meals	2,656.59	2,800.07	(143.48) 105.4%
522 10 43 003	Travel Mileage	1,549.27	2,861.98	(1,312.71) 184.7%
522 10 43 004	Travel Registration / Fee	5,033.33	2,935.00	2,098.33 58.3%
522 10 46 001	Casualty & Liability Insurance	130,000.00	134,633.00	(4,633.00) 103.6%
522 10 47 001	Electricity	19,896.55	17,720.15	2,176.40 89.1%
522 10 47 002	Garbage	4,247.98	6,067.00	(1,819.02) 142.8%
522 10 47 003	Natural Gas	10,664.03	5,984.89	4,679.14 56.1%
522 10 47 004	Sewer	2,923.10	4,404.40	(1,481.30) 150.7%
522 10 47 005	Telephone	20,677.89	19,585.23	1,092.66 94.7%
522 10 47 006	Water	4,116.64	4,453.79	(337.15) 108.2%
522 10 47 007	Wireless Communications	7,000.00	5,661.07	1,338.93 80.9%
522 10 47 008	Cable TV	2,400.00	2,270.88	129.12 94.6%
522 10 48 001	Computer Services	6,856.99	1,869.12	4,987.87 27.3%
522 10 49 001	Health & Wellness	8,000.00	6,395.82	1,604.18 79.9%
522 10 49 002	Memberships and Subscriptions	18,000.00	36,712.36	(18,712.36) 204.0%
210		1,072,863.33	993,482.89	79,380.44 92.6%
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	911,277.91	85,252.29 91.4%
522 20 10 003	Maintenance Technician	140,597.09	152,662.17	(12,065.08) 108.6%
522 20 10 004	Resident Interns	0.00	0.00	0.00 0.0%
522 20 10 005	Volunteer Incentive Program	25,000.00	12,278.50	12,721.50 49.1%
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	24,587.24	(24,587.24) 0.0%
522 20 20 001	Labor & Industry	66,523.15	68,662.34	(2,139.19) 103.2%
522 20 20 002	LEOFF Retirement	47,518.41	60,770.83	(13,252.42) 127.9%
522 20 20 003	Medical/Dental	178,300.77	169,206.19	9,094.58 94.9%
522 20 20 004	Medicare	16,488.35	15,505.92	982.43 94.0%
522 20 20 005	PERS Retirement	24,796.67	18,637.10	6,159.57 75.2%
522 20 20 006	Social Security	1,124.35	761.26	363.09 67.7%
522 20 20 007	Unemployment Compensation	0.00	12,702.41	(12,702.41) 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	(307.69)	307.69 0.0%
522 20 31 001	Misc Supplies	3,775.53	4,975.82	(1,200.29) 131.8%
522 20 31 002	Uniforms / Gear Issue	20,614.11	16,768.92	3,845.19 81.3%
522 20 32 001	Fuel	25,901.72	14,628.50	11,273.22 56.5%
522 20 35 001	Vehicle Parts	15,000.00	13,596.81	1,403.19 90.6%
522 20 35 002	Misc Small Tools/Equip	3,000.00	9,527.90	(6,527.90) 317.6%
522 20 35 003	Radio Equipment	2,500.00	1,127.48	1,372.52 45.1%
522 20 40 001	Dispatch / Local Support Svcs	3,412.68	19,798.74	(16,386.06) 580.2%
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	1,855.30	(350.01) 123.3%
522 20 48 002	Small Equip. Repair/Maintenance	1,916.69	1,652.42	264.27 86.2%
522 20 48 003	Vehicle Repair/Maintenance	5,000.00	1,850.53	3,149.47 37.0%
522 20 49 001	Misc Services	22,426.71	17,906.86	4,519.85 79.8%
220		1,604,107.72	1,551,821.95	52,285.77 96.7%

2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
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	286.33	2,213.67 11.5%
522 30 49 001	Newsletter	0.00	0.00	0.00 0.0%
230		3,000.00	286.33	2,713.67 9.5%
522 40 31 001	Misc Supplies	5,000.00	691.99	4,308.01 13.8%
522 40 43 001	Training Lodging	5,000.00	9,637.46	(4,637.46) 192.7%
522 40 43 002	Training Meals	5,000.00	8,035.72	(3,035.72) 160.7%
522 40 43 003	Travel Mileage	1,000.00	75.00	925.00 7.5%
522 40 43 004	Travel Registration / Fee	31,500.00	12,101.34	19,398.66 38.4%
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	3,914.40	1,085.60 78.3%
240		67,500.00	34,455.91	33,044.09 51.0%
522 50 31 001	Building Maintenance Supplies	4,000.00	7,488.99	(3,488.99) 187.2%
522 50 49 001	Building Maintenance Services	7,000.00	9,183.90	(2,183.90) 131.2%
250		11,000.00	16,672.89	(5,672.89) 151.6%
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	996,655.95	(1,684.33) 100.2%
526 10 10 003	Volunteer Reimbursement	8,017.33	4,004.00	4,013.33 49.9%
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	61,689.43	(8,299.15) 115.5%
526 10 20 002	LEOFF Retirement	52,733.50	62,882.00	(10,148.50) 119.2%
526 10 20 003	Medical/Dental	168,271.29	123,991.37	44,279.92 73.7%
526 10 20 004	Medicare	14,427.09	14,509.54	(82.45) 100.6%
526 10 20 005	PERS Retirement	0.00	0.00	0.00 0.0%
526 10 20 006	Social Security	461.10	248.26	212.84 53.8%
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	342.69	307.31 52.7%
526 10 41 002	Controlled Substances Disposal	400.00	0.00	400.00 0.0%
610		1,293,322.21	1,268,786.44	24,535.77 98.1%
526 40 30 001	Supplies	2,000.00	62.59	1,937.41 3.1%
526 40 43 001	Travel Lodging	2,000.00	1,873.17	126.83 93.7%
526 40 43 002	Travel Meals	5,000.00	857.76	4,142.24 17.2%
526 40 43 003	Travel Mileage	500.00	467.98	32.02 93.6%
526 40 43 004	Travel Registration Fee	5,000.00	2,748.81	2,251.19 55.0%
526 40 43 005	OTEP	0.00	0.00	0.00 0.0%
640		14,500.00	6,010.31	8,489.69 41.5%
526 70 41 001	Ambulance Billing Services	37,000.00	36,427.43	572.57 98.5%
526 70 41 002	GEMT Services	0.00	0.00	0.00 0.0%
526 70 41 003	IFT Services	0.00	25,000.00	(25,000.00) 0.0%
526 70 49 001	Ambulance Payment Refunds	2,000.00	1,320.98	679.02 66.0%
526 70 49 002	GEMT Refunds	60,000.00	0.00	60,000.00 0.0%
670		99,000.00	62,748.41	36,251.59 63.4%
526 80 31 001	Medical & Operating Supplies	62,000.00	67,416.24	(5,416.24) 108.7%

2024 BUDGET POSITION

PACIFIC COUNTY FIRE DISTRICT 1

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001 General Fund 651.100

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 FIRE				
526 80 32 001 Fuel	50,000.00	36,426.48	13,573.52	72.9%
526 80 35 001 Vehicle Parts	10,000.00	8,999.80	1,000.20	90.0%
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	659.20	1,840.80	26.4%
526 80 48 002 Radio Repairs & Maintenance	0.00	0.00	0.00	0.0%
526 80 48 003 Vehicle Repairs & Maintenance	5,000.00	783.54	4,216.46	15.7%
526 80 51 001 Dispatch / Local Support Svcs	25,260.74	8,874.68	16,386.06	35.1%
680	155,960.74	123,159.94	32,800.80	79.0%
520 FIRE	4,321,254.00	4,057,425.07	263,828.93	93.9%
580 Non-Expenditures				
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%
580 Non-Expenditures	0.00	0.00	0.00	0.0%
591 22 71 001 Principal	0.00	0.00	0.00	0.0%
592 22 83 001 Interest	0.00	35,333.31	(35,333.31)	0.0%
594 22 60 001 Buildings	130,000.00	1,562,410.99	(1,432,410.99)	1201.9%
594 22 60 002 Communication Equipment	16,000.00	18,112.80	(2,112.80)	113.2%
594 22 60 003 Office Equipment	10,000.00	1,102.77	8,897.23	11.0%
594 22 60 004 Equipment & Turnout Gear	18,000.00	52,906.77	(34,906.77)	293.9%
594 22 60 005 Fire Hose	6,000.00	0.00	6,000.00	0.0%
594 22 60 006 Misc Equipment	0.00	33,850.02	(33,850.02)	0.0%
594 22 60 007 SCBA Firefighting Equipment	0.00	0.00	0.00	0.0%
594 22 60 008 Engines	0.00	25,000.69	(25,000.69)	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	75,728.79	(27,728.79)	157.8%
590	453,000.00	2,050,773.61	(1,597,773.61)	452.7%
Fund Expenditures:	4,774,254.00	6,108,198.68	(1,333,944.68)	127.9%
Fund Excess/(Deficit):	(434,000.00)	(112,988.95)		

2024 BUDGET POSITION TOTALS

PACIFIC COUNTY FIRE DISTRICT 1

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 651.100	4,340,254.00	5,995,209.73	138.1%	4,774,254.00	6,108,198.68	128%
	<u>4,340,254.00</u>	<u>5,995,209.73</u>	<u>138.1%</u>	<u>4,774,254.00</u>	<u>6,108,198.68</u>	<u>127.9%</u>

PACIFIC COUNTY FIRE DISTRICT #1

CASH FLOW PROJECTION

2024

MONTH	REVENUE TAX COLLECTIONS			REVENUE MONTHLY	EXPENDITURES			CASH BALANCE
	FIRE/EMS	AMBULANCE BILLING	MISC REVENUE		DATE	VOUCHER TOTAL	VOUCHER MONTHLY	
Beginning Balance								\$ 3,111,924.82
Ramy Day Fund Begin								\$ 1,751,000.00
Capital Fund Begin								\$ -
JANUARY ACTUAL	\$ 117,707.88	\$ 77,625.94	\$ 4,488.22		01/01/24 \$ (46,481.60)			\$ 1,780,924.82
					01/16/24 \$ (237,890.36)			
				\$ 199,821.84	01/25/24 \$ (304,484.98)			
						\$ (588,856.92)		\$ 1,371,889.74
FEBRUARY ACTUAL	\$ 238,681.72	\$ 61,292.26	\$ 16,445.64		02/20/24 \$ (310,972.43)			
					02/22/24 \$ (29,001.47)			
				\$ 316,419.62	02/15/24 \$ 259.00			
						\$ (339,714.90)		\$ 1,348,594.46
MARCH ACTUAL	\$ 203,781.74	\$ 50,858.00	\$ 13,176.13		03/19/24 \$ (280,317.16)			
					03/26/24 \$ (35,637.17)			
				\$ 267,815.87				
						\$ (315,954.33)		\$ 1,300,458.00
APRIL ACTUAL	\$ 1,176,675.88	\$ 47,773.07	\$ 24,582.66		04/16/24 \$ (336,868.76)			
					04/25/24 \$ (48,009.77)			
				\$ 1,249,031.61				
						\$ (384,878.53)		\$ 2,164,809.08
MAY ACTUAL	\$ 245,549.68	\$ 101,019.35	\$ 30,091.72		05/20/24 \$ (295,327.28)			
					05/28/24 \$ (30,824.00)			
				\$ 376,660.75	05/31/24 \$ (0.04)			
						\$ (326,151.32)		\$ 2,215,118.51
JUNE ACTUAL	\$ 31,945.85	\$ 62,162.23	\$ 21,042.23		06/11/24 \$ (221,930.20)			
					06/18/24 \$ (67,058.47)			
				\$ 115,150.31	06/19/24 \$ 3,671.71			
						\$ (305,316.96)		\$ 2,024,851.86
JULY ACTUAL	\$ 21,358.18	\$ 101,699.04	\$ 17,103.85		07/16/24 \$ (303,174.25)			
					07/22/24 \$ (276,978.86)			
				\$ 140,161.07	07/31/24 \$ (15.00)			
						\$ (580,168.11)		\$ 1,584,944.82
AUGUST ACTUAL	\$ 112,323.83	\$ 84,974.83	\$ 22,849.92		8/20/2024 \$ (802,101.10)			
					8/26/2024 \$ (168,969.52)			
				\$ 220,148.68				
						\$ (971,070.62)		\$ 834,022.88
SEPTEMBER ACTUAL	\$ 72,643.11	\$ 82,343.94	\$ 16,659.27		09/17/24 \$ (996,166.06)			
					09/26/24 \$ (13,777.34)			
				\$ 171,646.32				
						\$ (1,009,943.40)		\$ (4,274.20)
OCTOBER ACTUAL	\$ 847,310.41	\$ 178,776.08	\$ 91,475.10		10/15/24 \$ (104,845.49)			
					10/21/24 \$ (359,037.77)			
					10/31/24 \$ (7,112.21)			
				\$ 1,117,581.59	10/31/24 \$ 73,382.65			
						\$ (397,412.82)		\$ 715,874.57
NOVEMBER ACTUAL	\$ 132,646.84	\$ 77,296.91	\$ 1,471,374.04		11/19/24 \$ (488,374.53)			
					11/22/24 \$ (23,744.91)			
				\$ 1,681,317.89	11/30/24 \$ 27.35			
						\$ (492,092.09)		\$ 1,905,100.97
DECEMBER ACTUAL	\$ 21,194.23	\$ 88,203.18	\$ 30,076.77		12/17/24 \$ (325,124.18)			
					12/26/24 \$ (34,523.46)			
					12/02/24 \$ (35,333.31)			
				\$ 139,474.18	12/18/24 \$ 501.88			
						\$ (394,479.09)		\$ 1,650,095.46
Ramy Day Fund End								\$ 1,751,000.00
Capital Fund End								\$ -
Ending Balance								\$ 3,401,998.46
	\$ 3,221,819.35	\$ 1,014,024.83	\$ 1,759,365.55	\$ 5,995,209.73		\$ (6,106,039.09)	\$ (6,106,039.09)	

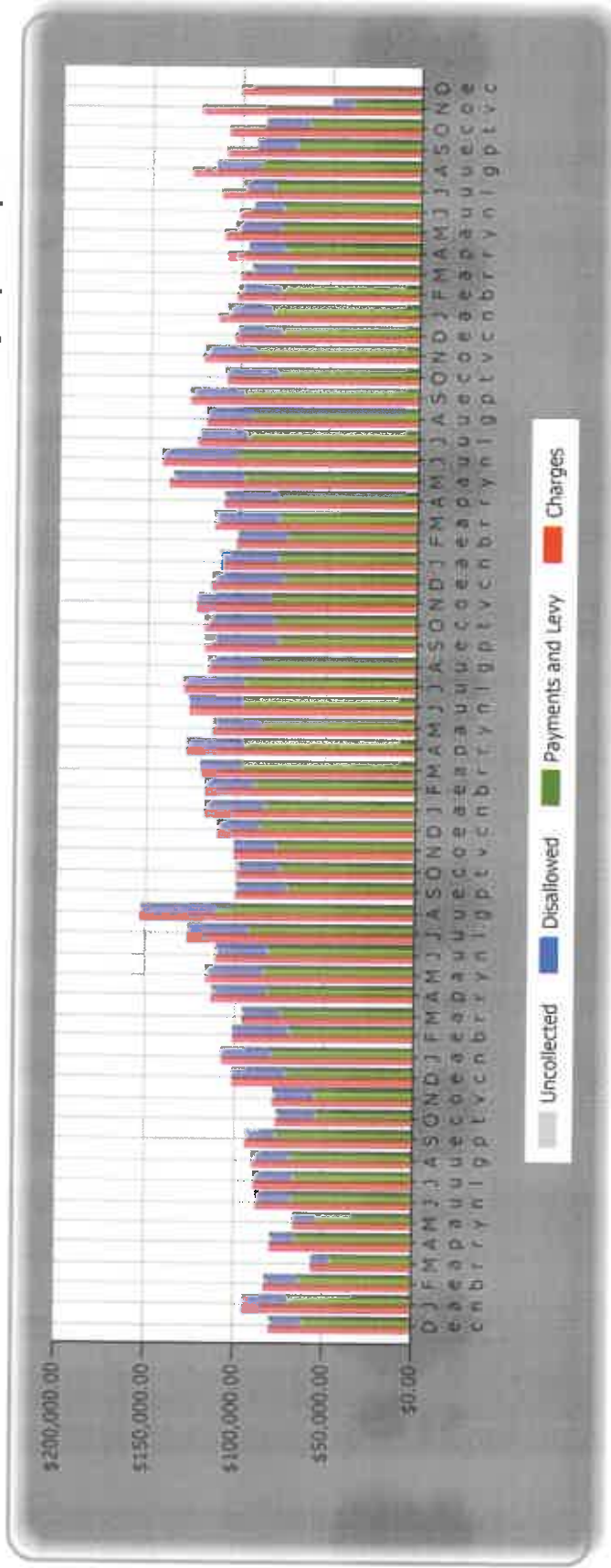
ANNUAL COLLECTION STATISTICS

Date Of Service	12/01/2019
Date Of Service	12/31/2024
Invoices	0
Company	Pacific 1

Month	Tickets	Charges	Payments	%	Levy Fund	%	Disallowed	%	Uncollected	%	Pending	%
Dec 19	94	79,759.24	-53,902.25	68%	-7,464.02	9%	-17,776.09	22%	-616.88	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	-51,686.49	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%	0.00	0%	0.00	0%
Apr 21	120	113,706.08	-75,167.80	66%	-6,373.76	6%	-29,429.37	26%	-672.00	1%	468.40	0%
May 21	116	115,826.10	-74,575.39	64%	-8,510.14	7%	-32,105.57	28%	-2,266.75	2%	0.00	0%
Jun 21	114	111,087.13	-75,823.76	68%	-5,979.77	5%	-27,979.94	25%	-635.00	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%	-23,823.05	24%	0.00	0%	0.00	0%
Dec 21	120	110,535.44	-78,314.69	71%	-8,419.54	8%	-23,221.33	21%	-579.88	1%	0.00	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%	-25,642.34	23%	-1,266.50	1%	0.00	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%	-33,198.98	26%	-828.32	1%	0.00	0%
Aug 22	129	116,776.94	-74,590.68	64%	-10,617.35	9%	-30,124.63	26%	-1,296.88	1%	147.40	0%
Sep 22	120	118,546.00	-68,561.68	58%	-8,332.82	7%	-36,689.10	31%	-4,962.40	4%	0.00	0%
Oct 22	123	118,407.00	-69,596.25	59%	-10,187.91	9%	-35,705.21	30%	-2,917.63	2%	0.00	0%
Nov 22	115	122,418.50	-73,504.70	60%	-7,588.22	6%	-41,325.58	34%	0.00	0%	0.00	0%
Dec 22	118	114,241.50	-69,659.18	61%	-4,918.14	4%	-37,455.07	33%	-2,073.00	2%	136.11	0%
Jan 23	106	109,586.50	-72,189.59	66%	-4,939.57	5%	-32,616.23	30%	-590.50	1%	-749.39	-1%
Feb 23	93	100,523.50	-67,368.60	67%	-5,370.81	5%	-27,619.41	27%	0.00	0%	164.68	0%
Mar 23	108	113,717.00	-72,997.25	64%	-4,627.03	4%	-35,323.67	31%	-769.05	1%	0.00	0%
Apr 23	110	107,881.00	-69,110.68	64%	-6,981.18	6%	-30,525.33	28%	-1,263.81	1%	0.00	0%
May 23	133	138,629.50	-89,418.52	65%	-7,810.56	6%	-39,048.06	28%	-100.00	0%	2,252.36	2%
Jun 23	138	143,105.50	-95,521.15	67%	-6,847.29	5%	-38,988.77	27%	-1,304.00	1%	464.29	0%

Jul 23	141	123,049.00	-87,550.62	71 %	-6,921.89	6 %	-26,423.99	21 %	0.00	0 %	2,152.50	2 %
Aug 23	135	118,371.50	-85,253.64	72 %	-6,774.04	6 %	-25,879.58	22 %	-842.50	1 %	-378.26	0 %
Sep 23	142	127,261.00	-87,883.50	69 %	-8,516.48	7 %	-28,163.52	23 %	-1,697.50	1 %	0.00	0 %
Oct 23	120	107,192.00	-70,405.52	66 %	-7,566.60	7 %	-29,342.13	27 %	-509.32	0 %	-631.57	-1 %
Nov 23	125	120,545.50	-79,476.33	66 %	-10,963.09	9 %	-26,372.58	22 %	-2,045.00	2 %	1,688.50	1 %
Dec 23	113	102,589.50	-72,976.38	71 %	-3,848.24	4 %	-24,189.51	24 %	0.00	0 %	1,575.37	2 %
Jan 24	128	112,287.00	-74,960.46	67 %	-6,263.52	6 %	-24,271.50	22 %	-1,505.50	1 %	5,286.02	5 %
Feb 24	108	102,098.50	-73,366.42	72 %	-3,161.50	3 %	-22,318.28	22 %	-2,425.00	2 %	827.30	1 %
Mar 24	113	100,376.50	-64,090.58	64 %	-5,726.76	6 %	-23,524.70	23 %	-935.50	1 %	6,098.96	6 %
Apr 24	121	107,183.00	-70,531.33	66 %	-4,940.64	5 %	-20,066.88	19 %	0.00	0 %	11,644.15	11 %
May 24	119	109,592.50	-71,498.77	65 %	-5,657.05	5 %	-23,631.87	22 %	-2,577.00	2 %	6,227.81	6 %
Jun 24	109	100,885.00	-71,487.09	71 %	-5,315.58	5 %	-15,733.50	16 %	0.00	0 %	8,348.83	8 %
Jul 24	128	111,636.50	-74,428.65	67 %	-6,721.69	6 %	-16,465.95	15 %	-1,016.50	1 %	13,003.71	12 %
Aug 24	130	127,511.00	-80,822.05	63 %	-8,717.15	7 %	-24,468.25	19 %	0.00	0 %	13,505.55	11 %
Sep 24	118	108,406.50	-66,850.98	62 %	-2,917.04	3 %	-21,847.69	20 %	0.00	0 %	16,790.79	15 %
Oct 24	106	107,167.50	-59,829.99	56 %	-1,997.20	2 %	-24,490.48	23 %	0.00	0 %	20,849.83	19 %
Nov 24	127	122,027.50	-37,796.13	31 %	0.00	0 %	-12,369.13	10 %	0.00	0 %	71,862.24	59 %
Dec 24	105	100,882.00	0.00	0 %	0.00	0 %	0.00	0 %	0.00	0 %	100,882.00	100 %
6,963		6,572,068.88	-4,287,585.03		-381,062.41		-1,573,005.10		-48,537.23		281,879.11	

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





State of Washington
STATE FINANCE COMMITTEE

MIKE PELLICCIOTTI, *Chair*
State Treasurer

JAY R. INSLEE
Governor

DENNY HECK
Lieutenant Governor

State of Washington, Certificate of Participation
LOCAL PROGRAM STATEMENT

Pacific County Fire Protection District 1
12/31/2024

Series: LP_2024B
Contract Number: 1244-1-1
Account Number: PAC1244-1-1
Property Description: Fire training facility

Date	Description	Document Type	Transaction Amount	Account Balance
<u>Held Money</u>				
11/30/2024	Beginning Balance			112,263.79
12/31/2024	Lease LGIP Interest Earnings	Non-Cash JV	438.78	112,702.57
<u>Additional Proceeds</u>				
11/30/2024	Beginning Balance			58.36
12/02/2024	COP Debt Service LGIP Transfer	Non-Cash JV	(58.36)	0.00
			Total Remaining:	<u>112,702.57</u>

To meet IRS spend-down requirements, the Account Balance on December 25, 2025 should be less than or equal to: **0.00**

U.S. Bank will post on its Washington State fiscal agent website, on or about mid-May and mid-November, a statement for the debt service amount due on the first of the following month. The site address is <https://pivot.usbank.com/wmss/web/pivot/home>. Please contact Carolyn Morrison at carolyn.morrison@usbank.com or 206-344-4678 if you have questions about the website or access to it. If your agency is not a self-treasurer, payment is made through your county treasurer.

Please contact me if you have any questions at (360) 902-9005 or e-mail me at Stephanie.Richardson@tre.wa.gov.

Stephanie Richardson
COP Financial Analyst

cc: Renee Goodin, Pacific County



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 1/21/2025
AGENDA ITEM (to be completed by the office): New Business #1
SUBJECT: Resolution 2025-01 – Authorizing any Commissioner to Serve as a Volunteer Firefighter
REQUESTOR: District Secretary
COST (including tax):
SUMMARY: This resolution allows commissioners to also serve as volunteers with PCFD#1.
RECOMMENDATION: Approve Resolution 2025-01 – Authorizing any Commissioner to Serve as a Volunteer Firefighter



Pacific County Fire District No. 1
RESOLUTION 2025-01

AUTHORIZING ANY COMMISSIONER TO SERVE AS A
VOLUNTEER FIREFIGHTER

IN ACCORDANCE WITH RCW 52.14.010 regarding Commissioners serving as Volunteer Fire Fighters:

WHEREAS, the Board of Commissioners for Pacific County Fire Protection District 1, unanimously vote to authorize any of its members to serve as volunteer firefighters with compensation (REF: Attorney General Memorandum dated September 18, 2002).

THEREFORE IT BE RESOLVED, a Commissioner serving as a volunteer firefighter may enjoy the rights and benefits of a volunteer firefighter.

ADOPTED at a regular meeting of the Board of Commissioners of Pacific County Fire Protection District 1 on January 21, 2025, the following Commissioners being present and voting.

Fred H. Hill, Commissioner

Thomas L. Downer, Commissioner

Dennis A. Long, Commissioner

Attest: _____
District Secretary



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 1/21/2025
AGENDA ITEM (to be completed by the office): New Business #2
SUBJECT: Resolution 2025-01 – Authorize the Use of EMS Levy Funds
REQUESTOR: District Secretary
COST (including tax):
SUMMARY: This resolution adjusts the ambulance fees for District residents who were transported by PCFD#1. The total write-off amount equals \$88,837.49.
RECOMMENDATION: Approve Resolution 2025-02 – Authorize the Use of EMS Levy Funds



Pacific County Fire District No. 1
RESOLUTION 2025-02

AUTHORIZE THE USE OF EMS LEVY FUNDS

WHEREAS, Resolution 2007-03, authorizes the adjustment of ambulance service fees for District residents and/or taxpayers as long as EMS levy funds are applied to cover these charges. Said Resolution was adopted by the Board of Fire Commissioners on March 13, 2007 to be effective March 13, 2007.

THEREFORE IT BE RESOLVED, that the amounts, listed below by month, are waived in their entirety as recommended by the District's ambulance transport billing agency and that EMS levy funds be used to cover these charges.

MONTH	AMOUNT	Funds Covering Charges
January 2024	\$5,623.35	EMS Levy Funds
February 2024	\$14,850.44	EMS Levy Funds
March 2024	\$2,022.53	EMS Levy Funds
April 2024	\$8,720.13	EMS Levy Funds
May 2024	\$2,535.11	EMS Levy Funds
June 2024	\$4,018.51	EMS Levy Funds
July 2024	\$8,113.43	EMS Levy Funds
August 2024	\$8,270.37	EMS Levy Funds
September 2024	\$4,907.95	EMS Levy Funds
October 2024	\$8,174.16	EMS Levy Funds
November 2024	\$12,344.02	EMS Levy Funds
December 2024	\$9,257.49	EMS Levy Funds
Total Adjustments	\$88,837.49	

ADOPTED at a regular meeting of the Board of Commissioners of Pacific County Fire District 1 on January 21, 2025, the following Commissioners being present and voting.


Fred H. Hill, Commissioner

Thomas L. Downer, Commissioner

Dennis A. Long, Commissioner

Attest: _____
District Secretary

Pacific County  **Fire District 1**

MEETING DATE:
AGENDA ITEM (to be completed by the office): NEW BUSINESS # 3
SUBJECT: ST 21-3 Surfside Residence Remodel
REQUESTOR: AC WEATHERBY 
COST (including tax): \$68,132.13
SUMMARY: <p>This is a progress payment for the St 21-3 Residence remodel project. CSB has been working diligently in completing the scope of work. It was scheduled to be complete by January 1, 2025. Subcontractor availability and weather delayed the project by approximately a week. District 1 added some elements to the scope that included installation of the vinyl plank flooring that increased the time needed to complete the job. The only major items that need to be completed are:</p> <ul style="list-style-type: none">• Rear Exterior Deck replacement – Time re-prioritized to install flooring. Materials on site and foundation complete.• Propane tank pedestal – needs completing. Waiting on propane supplier decision to complete.• Final Punchlist/Walkthrough -- needs completion. <p>I have had discussions with Chris Boggs and we have negotiated a progress payment of 90% leaving \$7,570.23 to be paid on completion, owner acceptance and Labor and Industries Prevailing Wage Affidavit approval. 5% retainage (\$3,785.12) is required for the L & I Affidavit approval</p>

Pacific County  **Fire District 1**

RECOMMENDATION:

I recommend paying a progress payment of \$68,132.13 to CSB Construction Inc. for the Surfside Station Residence remodel leaving a balance of \$7,570.23 upon completions and L & I approval.

**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

CSB Construction, Inc.
 PO Box 61
 Long Beach, WA 98631
 CSBCOI*036B9
 (360)642-4907 csbinc@yahoo.com

Invoice

DATE	#
1/9/2025	2409271

CUSTOMER	PROJECT ADDRESS
Pacific County Fire District #1 PO Box 890 Ocean Park, WA 98640	32201 & 32113 H PI Ocean Park, WA 98640

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Contract	PC240927			65,465.21T
Credit	Entry-Galvanized Railing			-500.00T
Credit	Gutters			-750.00T
Addition	Foundation-Vents			750.00T
Addition	Contract PC20250106/Residence-Install Vinyl Plank Flooring			5,000.00T

Thank you for choosing CSB Construction, Inc.!	Subtotal	69,965.21
	8.2% Sales Tax	5,737.15
	Total	75,702.36

Pacific County  **Fire District 1**

MEETING DATE:
AGENDA ITEM (to be completed by the office): NEW BUSINESS # <i>4</i>
SUBJECT: Propane Services Supplier
REQUESTOR: AC WEATHERBY <i>AW</i>
COST (including tax): Variable based on propane use and services ordered
SUMMARY: <p>An inspection of our propane tanks by staff noted significant rust, reports of empty propane tanks during use, and an additional propane services supplier prompted an evaluation of propane supply vendors.</p> <p>A Request for Proposals for propane services was sent to 3 local propane service providers – Active Enterprises, EZ Propane Coastal and Ferrel Gas. Proposals were returned by Active enterprises and EZ Propane Coastal. Proposals were to address the following:</p> <ul style="list-style-type: none">• Commercial account pricing structure for delivered propane• Commercial account tank inspection, maintenance, repair schedule if any• Commercial account propane tank rental/lease pricing• Delivery scheduling (priority) considerations for Public Safety Buildings if any• Service/Maintenance technicians for LPG appliance repairs if any available• Invoice Hourly rate for LPG appliance service/maintenance technicians if available• Emergency repair and or product delivery services if available• Copy of Certificate of Insurance• Copy of Business License• UBI Number <p>The proposals are attached. My evaluation is also attached.</p>

2025 PCFD1 Propane Supply and Repair Services RFP (2025-2027)

Active Enterpr

EZ Propane	Commercial account pricing structure for delivered propane	Proposal Hand Del
EZ Propane	Commercial account tank inspection, maintenance, repair schedule if any	\$2.05/gallon for 2c
EZ Propane	Commercial account propane tank rental/lease pricing	Inspection at every
Active	Delivery scheduling (priority) considerations for Public Safety Buildings if any	\$1.00/tank/year +
EVEN	Service/Maintenance technicians for LPG appliance repairs if any available	Public Safety accot
EZ Propane	Invoice Hourly rate for LPG appliance service/maintenance technicians if available	Techs available 24
EZ Propane	Emergency repair and or product delivery services if available	\$121.00/hour 1 hr
EVEN	Copy of Certificate of Insurance	Emergency respon:
EVEN	Copy of Business License	provided
EVEN	UBI Number	provided
		#601017008

Request for Proposals

Pacific County Fire District #1 is requesting proposals to supply Fire District #1 facilities/stations with LPG and repair services for calendar years 2025-2027. Fire District 1 currently operates 6 facilities using LPG. These facilities use an assortment of 7 propane tanks with the following sizes: (2) 50 gallon, (2) 120 gallon, (2) 250 gallon, and (1) 500 gallon tank. All tanks are currently in service. Pacific County Fire District #1 used approximately 3100 gallons of propane in 2024.

Proposals should include:

- Commercial account pricing structure for delivered propane
- Commercial account tank inspection, maintenance, repair schedule if any
- Commercial account propane tank rental/lease pricing
- Delivery scheduling (priority) considerations for Public Safety Buildings if any
- Service/Maintenance technicians for LPG appliance repairs if any available
- Invoice Hourly rate for LPG appliance service/maintenance technicians if available
- Emergency repair and or product delivery services if available
- Copy of Certificate of Insurance
- Copy of Business License
- UBI Number

Proposals must be received by January 2, 2025 5:00 pm. Proposals may be delivered by:

Email to: weatherby@pcfd1.org

Fax to: (360) 665-4451
Pacific County Fire District #1 Propane Proposal 2025

Mail to: Pacific County Fire District #1
PO Box 890
Ocean Park, WA 98640

Hand Delivered to: Pacific County Fire District #1 Administration Office
26110 Ridge Ave.
Ocean park, WA 98640

Any questions regarding supplying propane, contact Asst. Chief Brad Weatherby (360) 665-4451



360-777-1325

To Whom It May Concern,

This is Stephan Dodson with EZ Propane in Long Beach Wa. I am writing this letter in response to the Pacific County Fire Dept. bid for propane. I want to thank you for the opportunity to serve the fire dept for all their propane needs. My company is willing to commit to the following:

- Propane commercial rate: \$1.89 per gal. This is .60 over cost. As you know the price fluctuates throughout the year but the margin will stay .60 over cost.
- We visually inspect our tanks every time we fill them and check for leaks as needed.
- We have a policy to change all our coastal tanks every 4-6 years depending on the shape they are in.
- No charge for tank rental on commercial accounts
- Our commercial accounts take priority over residential accounts in the event of power outages or delivery issues.
- We have technicians available and can repair or replace any gas appliance. That hourly rate is \$95.00 hr. Quick repairs may have fees waved at owners discretion. We are also available 24hrs a day with the fire dept having company owners personal phone number. We are available in the event of a fire with a propane tank on site to assist in removal of a tank if needed even if it is not one of our tanks.

Thank you for your consideration,
Stephan Dodson
Owner/Partner EZ Propane
360-777-1325



BUSINESS LICENSE

Limited Liability Company

E-Z PROPANE, LLC
7503 NE 101ST ST
VANCOUVER WA 98662-1339

LP GAS METER - SMALL (3) - ACTIVE

TAX REGISTRATION - ACTIVE

Issue Date: Sep 27, 2024
Unified Business ID #: 604038062
Business ID #: 001
Location: 0003
Expires: Sep 30, 2025

CITY/COUNTY ENDORSEMENTS:

- KELSO GENERAL BUSINESS - NON-RESIDENT #B010105 - ACTIVE
- BATTLE GROUND GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- RIDGEFIELD GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- ILWACO GENERAL BUSINESS - NON-RESIDENT (EXPIRES 8/31/2025) - ACTIVE
- LONG BEACH GENERAL BUSINESS - NON-RESIDENT #1575 (EXPIRES 8/31/2025) - ACTIVE
- VANCOUVER GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- CASTLE ROCK GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- CAMAS GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- KALAMA GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- CATHLAMET GENERAL BUSINESS - NON-RESIDENT (EXPIRES 8/31/2025) - ACTIVE
- WINLOCK GENERAL BUSINESS - NON-RESIDENT - ACTIVE

REGISTERED TRADE NAMES:

- EZ EXCHANGE
- EZ PROPANE & DELIVERY
- EZ PROPANE EXCHANGE

This document is the responsibility of the applicant and is subject to the terms and conditions of the Business License Act. The applicant is responsible for providing accurate information and for maintaining the license in compliance with the applicable laws and regulations. The Department of Revenue reserves the right to audit the applicant's records and to require the applicant to provide any information necessary to verify the accuracy of the information provided.

Director, Department of Revenue

UBI: 604038062 001 0003

STATE OF WASHINGTON

Expires: Sep 30, 2025

E-Z PROPANE, LLC
7503 NE 101ST ST
VANCOUVER WA 98662-1339

LP GAS METER - SMALL (3) - ACTIVE
TAX REGISTRATION - ACTIVE
KELSO GENERAL BUSINESS -
NON-RESIDENT #B010105 - ACTIVE
BATTLE GROUND GENERAL
BUSINESS - NON-RESIDENT -
ACTIVE
RIDGEFIELD GENERAL BUSINESS -
NON-RESIDENT - ACTIVE
ILWACO GENERAL BUSINESS -
NON-RESIDENT (EXPIRES 8/31/2025)
- ACTIVE
LONG BEACH GENERAL BUSINESS -
NON-RESIDENT #1575 (EXPIRES
8/31/2025) - ACTIVE

Director, Department of Revenue

Contractors

E-Z PROPANE LLC

Owner or tradesperson

Principals
BRANDEMIHL JR, TIMOTHY
JOHN, PARTNER/MEMBER
Doing business as
E-Z PROPANE LLC

**7503 NE 101st St
Orchards, WA 98662
360-549-7377
CLARK County**

WA UBI No.
604 038 062

Business type
Limited Liability Company

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor

**Active
Meets current requirements.**

License specialties
Tanks and Tank Removal

License no.
EZPROPL803PW

Effective — expiration
10/20/2020 — 10/20/2026

L&I Contractor Registration:
1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond

Western Surety Co \$15,000.00
Bond account no.
67194110

Received by L&I
09/20/2024

Effective date
09/12/2024

Expiration date
Until Canceled

Bond history

Insurance

Crum & Forster Specialty Ins \$1,000,000.00
Policy no.
5069088261

Received by L&I
04/24/2024

Effective date
03/01/2024

Expiration date
03/01/2025

Insurance history

Savings

No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings

No lawsuits against the bond or savings accounts during the previous 6 year period.

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the Oregon Bureau of Labor & Industries or Montana Department of Labor & Industry to verify if this business has apprentices.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID

682,087-00

Account is current.

Doing business as

E Z PROPANE LLC

Estimated workers reported

Quarter 3 of Year 2024 "7 to 10 Workers"

L&I account contact

T3 / EMMALEE TIPPERY (360) 902-5598 - Email: BAKU235@lnl.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training— Effective July 1, 2019

Completed the training on **11/6/2024**

Contractor Strikes

No strikes have been issued against this contractor.

Contractors not allowed to bid

No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

No inspections during the previous 6 year period.

Contractors

E-Z PROPANE LLC

Owner or tradesperson

Principals

BRANDEMIHL JR, TIMOTHY
JOHN, PARTNER/MEMBER

Doing business as

E-Z PROPANE LLC

**7503 NE 101st St
Orchards, WA 98662
360-549-7377
CLARK County**

WA UBI No.

604 038 062

Business type

Limited Liability Company

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor

Active

Meets current requirements.

License specialties

Tanks and Tank Removal

License no.

EZPROPL803PW

Effective — expiration

10/20/2020— 10/20/2026

L&I Contractor Registration:

1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond

Western Surety Co

\$15,000.00

Bond account no.

67194110

Received by L&I

09/20/2024

Effective date

09/12/2024

Expiration date

Until Canceled

Bond history

Insurance

Crum & Forster Specialty Ins

\$1,000,000.00

Policy no.

5069088261

Received by L&I

04/24/2024

Effective date

03/01/2024

Expiration date

03/01/2025

Insurance history

Savings

No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings

No lawsuits against the bond or savings accounts during the previous 6 year period.

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the Oregon Bureau of Labor & Industries or Montana Department of Labor & Industry to verify if this business has apprentices.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID

682,087-00

Account is current.

Doing business as

E Z PROPANE LLC

Estimated workers reported

Quarter 3 of Year 2024 "7 to 10 Workers"

L&I account contact

T3 / EMMALEE TIPPERY (360) 902-5598 - Email: BAKU235@lni.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training– Effective July 1, 2019

Completed the training on 11/6/2024

Contractor Strikes

No strikes have been issued against this contractor.

Contractors not allowed to bid

No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

No inspections during the previous 6 year period.



1318 Pacific Ave N.,
Long Beach, WA 98631

To: Pacific County Fire District #1

Thank you for requesting our proposal to supply Fire District #1 with propane and related services for the upcoming calendar years 2025-2027. We have appreciated your business and hope to continue serving you in the years to come.

Please find the details of our proposed services below, specific to Fire District #1.

- Cost of propane, delivered – Reduced to \$2.05 per gallon, plus tax for 2025. All other fees included.
- Inspections, maintenance and repair schedule - Our delivery drivers perform a visual inspection each time they arrive to fill a tank. They give updates on any changes or concerns as they go about their routes, and report to the office. We schedule any maintenance, repairs or tank replacements as these reports are made. Our customers are encouraged to share any concerns or cosmetic requests. We will dispatch a service technician to assess the condition of the tank and make any repairs needed. In addition, the tanks undergo annual Gas System Checks, including a system leak check, regulator check, piping check and pressure test.
- Cost of leased tanks - \$1.00 per tank, per year, plus tax.

- Delivery schedule and priority - We do prioritize public safety buildings, and will respond to any requests as quickly as possible. As a locally owned and operated company, we value our community and the organizations, businesses and individuals who serve our area. An upgrade that we would like to offer would be placing monitors on your tanks, so that we can watch the current levels from the office, and dispatch our delivery drivers as needed. We would provide these monitors free of charge.
- Service and maintenance technicians - We employ three skilled and professional technicians at Active Enterprises. We have an on-call schedule, ensuring that a technician is available for urgent matters at all times.
- Invoice hourly rate - Our standard rate for hourly technical services during business hours is \$121/hour plus tax, with a one hour minimum charge.
- After hours emergency calls - \$150/hour, plus tax, with a one hour minimum charge.

Please find our current Certificate of Insurance and Business License attached.

UBI: 601 017 008

Thank you for your consideration.

Sincerely,

Active Enterprises, Inc.

360-642-2102

Request for Proposals

Pacific County Fire District #1 is requesting proposals to supply Fire District #1 facilities/stations with LPG and repair services for calendar years 2025-2027. Fire District 1 currently operates 6 facilities using LPG. These facilities use an assortment of 7 propane tanks with the following sizes: (2) 50 gallon, (2) 120 gallon, (2) 250 gallon, and (1) 500 gallon tank. All tanks are currently in service. Pacific County Fire District #1 used approximately 3100 gallons of propane in 2024.

Proposals should include:

- Commercial account pricing structure for delivered propane
- Commercial account tank inspection, maintenance, repair schedule if any
- Commercial account propane tank rental/lease pricing
- Delivery scheduling (priority) considerations for Public Safety Buildings if any
- Service/Maintenance technicians for LPG appliance repairs if any available
- Invoice Hourly rate for LPG appliance service/maintenance technicians if available
- Emergency repair and or product delivery services if available
- Copy of Certificate of Insurance
- Copy of Business License
- UBI Number

Proposals must be received by January 2, 2025 5:00 pm. Proposals may be delivered by:

Email to: weatherby@pcfd1.org

Fax to: (360) 665-4451
Pacific County Fire District #1 Propane Proposal 2025

Mail to: Pacific County Fire District #1
PO Box 890
Ocean Park, WA 98640

Hand Delivered to: Pacific County Fire District #1 Administration Office
26110 Ridge Ave.
Ocean park, WA 98640

Any questions regarding supplying propane, contact Asst. Chief Brad Weatherby (360) 665-4451



STATE OF WASHINGTON

BUSINESS LICENSE

Issue Date: Nov 27, 2024

Profit Corporation

Unified Business ID #: 601017008

Business ID #: 001

Location: 0001

Expires: Dec 31, 2025

ACTIVE ENTERPRISES, INC.
1318 PACIFIC AVE N
LONG BEACH WA 98631-3631

UNEMPLOYMENT INSURANCE - ACTIVE

INDUSTRIAL INSURANCE - ACTIVE

TAX REGISTRATION - ACTIVE

CITY/COUNTY ENDORSEMENTS:

- LONG BEACH GENERAL BUSINESS #11702 - ACTIVE
- ILWACO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
- SOUTH BEND GENERAL BUSINESS - NON-RESIDENT #20-292 - ACTIVE
- RAYMOND GENERAL BUSINESS - NON-RESIDENT #239.2 - ACTIVE
- CATHLAMET GENERAL BUSINESS - NON-RESIDENT - ACTIVE

LICENSING RESTRICTIONS:

Not licensed to hire minors without a Minor Work Permit.

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 601017008 001 0001

STATE OF WASHINGTON

Expires: Dec 31, 2025

ACTIVE ENTERPRISES, INC.
1318 PACIFIC AVE N
LONG BEACH WA 98631-3631

UNEMPLOYMENT INSURANCE - ACTIVE
INDUSTRIAL INSURANCE - ACTIVE
TAX REGISTRATION - ACTIVE
LONG BEACH GENERAL BUSINESS #11702 - ACTIVE
ILWACO GENERAL BUSINESS - NON-RESIDENT - ACTIVE
SOUTH BEND GENERAL BUSINESS - NON-RESIDENT #20-292 - ACTIVE
RAYMOND GENERAL BUSINESS - NON-RESIDENT #239.2 - ACTIVE
CATHLAMET GENERAL BUSINESS - NON-RESIDENT - ACTIVE

Contractors

ACTIVE ENTERPRISES INC

Owner or tradesperson

Principals

JACOBSON, DALE W, PRESIDENT

JACOBSON, DEVANN

ELIZABETH, SECRETARY

Jacobson, Clark Clifford, CHIEF OPERATING
OFFICER

JACOBSON, JEAN I, SECRETARY

(End: 03/07/2016)

PO BOX 501

LONG BEACH, WA 98631-0501

360-642-2102

PACIFIC County

Doing business as

ACTIVE ENTERPRISES INC

WA UBI No.

601 017 008

Business type

Corporation

Governing persons

DALE

W

JACOBSON

JEAN I JACOBSON;

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor

Active

Meets current requirements.

License specialties

GENERAL

License no.

ACTIVEI081CD

Effective — expiration

02/04/1992— 08/18/2026

L&I Contractor Registration:

1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond

RLI Ins Co

\$30,000.00

Bond account no.

LSM0199612

Received by L&I

05/14/2024

Effective date

08/18/2024

Expiration date

Until Canceled

Bond history

Insurance

United States Fire Insurance C

\$1,000,000.00

Policy no.

5069089071

Received by L&I

03/12/2024

Effective date

03/12/2024

Expiration date

03/12/2025

Savings

No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings

No lawsuits against the bond or savings accounts during the previous 6 year period.

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

No license violations during the previous 6 year period.

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the Oregon Bureau of Labor & Industries or Montana Department of Labor & Industry to verify if this business has apprentices.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID
406,016-01

Account is current.

Doing business as
ACTIVE ENTERPRISES INC

Estimated workers reported
Quarter 3 of Year 2024 "7 to 10 Workers"

L&I account contact
T2 / DALE RIUTTA (360) 902-4834 - Email: RIUD235@lni.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training— Effective July 1, 2019
Needs to complete training.

Contractor Strikes
No strikes have been issued against this contractor.

Contractors not allowed to bid
No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

Inspection results date
05/09/2024

Violations

Inspection no.
317979078

Location
**1318 N Pacific
Long Beach, WA 98631**

Inspection results date
04/23/2024

Violations

Inspection no.
317978798

Location
**1318 N Pacific
Long Beach, WA 98631**

PROANE PROPOSAL 2025

ATTENTION: ASST. CHIEF BRAD WEATHERBY

DELIVERED FROM: ACTIVE ENTERPRISES, INC.
1318 PACIFIC AVE N., LONG BEACH, WA. 98631


Carla handed it home

Reid 11:57
12/31/24

JM



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE:
AGENDA ITEM (to be completed by the office): NEW BUSINESS # 5
SUBJECT: Basic Life Support Interfacility Transfer Agreement Medix Ambulance
REQUESTOR: AC WEATHERBY 
COST (including tax): \$25,000.00
SUMMARY: <p>This agreement replaces the previous IFT agreement with Ilwaco Fire Department. The agreement has been reviewed by Snure after modification for Medix. Medix GM has signed a copy of this agreement. This agreement extends the "no out of pocket" benefit to BLS IFT's performed by Medix to our citizens.</p>
RECOMMENDATION: <p>I recommend signing the Interfacility Transport Agreement with Medix Ambulance Service, Inc.</p>

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 MEDIX Ambulance Service, Inc. hereafter referred to as "Medix".

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. Medix operates licensed, trauma verified 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, 2025.
- 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, 2025 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. Medix 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. District will be the contact for the Services and will also retain first right of refusal to provide the ALS Interfacility Transport Services. District shall dispatch Medix for all BLS Interfacility Transfers that require travel of 65 or more miles one-way. Medix will maintain a 24-hour access line for dispatching of the Services, 503.861.1990.
- 3.3. Individuals transported will be expected to cooperate with Medix and the District by executing all necessary health information releases and assignments of benefits to enable Medix to obtain payment from appropriate third parties and insurers. Individuals may also be requested to provide Medix 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 Medix General Manager.
- 3.4. Medix 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 Medix 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. Medix 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 2025. The payment will be made no later than February 28, 2025.
- 4.2. In the event Medix bills a District Resident or Taxpayer for any Out-of-Pocket services rendered from January 1, 2025 to December 31, 2025, Medix 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. Medix shall be solely responsible for patient billing and collection for services rendered by Medix pursuant to this Agreement. Medix payment obligations under this Agreement are not conditioned on or subject to Medix ability to collect payments.

5. DELIVERABLES

5.1. Medix agrees to report to the District on a quarterly basis the number of District Residents or Taxpayers that received Services. Medix 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. Level of Service billed, date, and time of Service.

5.2. Medix and District will meet quarterly to discuss the effectiveness of this agreement and on-going relationships related to meeting goals set forth by Medix and/or District.

6. PERFORMANCE

6.1. In the event Medix is unable to perform the Services for a District Resident or Taxpayer, Medix shall direct the BLS transfer request to the District.

6.2. In the event of a unique situation, Medix 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, Medix 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 Medix 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 Medix; 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 Medix's immunity under Washington's Industrial Insurance Act, RCW Title 51, as respects to the District. 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 Medix 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 Medix 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 chief and general manager of the Parties.

14.3. Property Ownership. This Agreement does not provide for jointly owned property. All property presently owned or hereafter acquired by Medix to enable it to perform the services required under this agreement, shall remain the property of Medix 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 Medix 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: _____, 2025

DATED: 1/10, 2025

PACIFIC COUNTY FIRE
PROTECTION DISTRICT NO. 1

Medix Ambulance Service, Inc.

By: _____

By: Thomas Krokoski
Thomas Krokoski

Notice Address:

Notice Address:

2325 SE Delphin Ave
Warrenton OR 97146



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 1/21/2025
AGENDA ITEM (to be completed by the office): NEW BUSINESS <i>LD</i>
SUBJECT: Engineering Invoice for Training Structure
REQUESTOR: Mike DeConto
COST (including tax): \$4480.00
SUMMARY: Attached is the invoice for the engineering services provided by Shaw Engineering. The engineering was needed to complete the permit process for stacking and joining the containers.
RECOMMENDATION: Remit payment for engineering services rendered.

SHAW ENGINEERING

115 E 1ST ST., PO BOX 725
Waterville, WA 98858, (509) 350-2488
email: kevin@shawengineering.com

Dec 22, 2024

Mike DeConto
Pacific County Fire District #1
26110 Ridge Ave
Ocean Park, WA 98640

Re:
Fire Training Facility Structural Anchors

Mike,

Below is my invoice for professional engineering services for the referenced structural anchorage design. Please remit payment to the address above.

1. Structural Design	28 hrs.	\$4480.00
	Total:	\$4480.00

Thank you for this opportunity.

Best regards,



Kevin M Shaw, MS, PE, PMP
Shaw Engineering, Inc.



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 1/21/2025
AGENDA ITEM (to be completed by the office): New Business #7
SUBJECT: Collective Bargaining Agreement between PCFD#1 and IAFF Local 3999
REQUESTOR:
COST (including tax):
SUMMARY:
RECOMMENDATION:

AGREEMENT BETWEEN

Pacific County Fire District 1

AND



*International Association of Fire Fighters
South Pacific County Professional Fire Fighters IAFF Local 3999*

Valid January 1, 2025 through December 31, 2027

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ARTICLE 1 - Preamble

Section 1.1

This Agreement is entered into between the International Association of Fire Fighters Local No. 3999, hereafter referred to as the “Union”, and Pacific County Fire Protection District No. 1, hereafter referred to as the “Employer” or the “District”

Both parties agree that the primary purpose of this Agreement is the establishment of fair and reasonable compensation and working conditions for Union members.

Section 1.2

The Employer and the Union recognize the need to provide efficient service to the public and continue to enhance the quality of service. Both parties agree to the need for establishing and maintaining a sound labor-management relationship and mutually agree to continually work towards this goal. Each party has been afforded the opportunity to put forth all its proposals and to bargain in good faith and both parties agree that this Agreement expresses the results of their negotiations. Therefore, to ensure the stability of this Agreement, no new provisions shall be proposed during the term of this Agreement, unless provided for elsewhere in this Agreement, or such specific proposal is entertained by mutual agreement of both parties.

ARTICLE 2 - Recognition and Union Membership

Section 2.1

The Employer recognizes the Union as the sole and exclusive bargaining agent for all regular full-time, fully compensated, and temporary uniformed Fire and Emergency Medical Service employees of Pacific County Fire Protection District No. 1 as defined in RCW 41.26.030(17a-h). This agreement excludes those positions which do not fall within the definition of RCW 41.26.030. This agreement excludes part-time employees; part-time employees are defined as any employee that is scheduled to work no more than one hundred twenty (120) hours per calendar month. Any newly created job descriptions will be evaluated by both parties to determine whether the position meets the qualifications to be considered a Union or non-union position.

Section 2.2

The Employer agrees to deduct initiation fees, monthly dues, and any other assessments from the pay of authorizing employees, as provided by the Union and in accordance with RCW 41.56.110. The total amount of deductions shall be remitted each month by the Employer to the Union's bank account via direct deposit.

Section 2.3

The Union agrees that membership in the Union will be denied or terminated only for the following reasons: 1) failure of the employee covered by this Agreement to tender the periodic dues and initiation fees uniformly required as a condition of acquiring and maintaining membership in the Union, or 2) enforcement of applicable provisions of the IAFF or Local 3999 Constitution and Bylaws. The parties also agree that when an employee fails to fulfill the above monetary obligation, the Union shall provide the employee and the Employer within thirty (30) days notification of the Union's intent to initiate discharge action, and during this period, the employee may make restitution in the amount which is overdue.

Section 2.4

The Employer agrees to deduct initiation fees, monthly dues, and any other assessments, as certified to be current by the Union Treasurer, from the pay of those employees who individually request in writing that such deductions be made. The total amount of deductions shall be remitted each month by the Employer to the Union's bank account via direct deposit.

Section 2.5

It is further agreed that the Union shall indemnify, defend and hold harmless the Employer and its officials, representatives and agents against any and all reasonable costs that shall arise out of, or by reason of action taken or not taken by the Employer in complying with the provisions of this article. If an improper deduction is made, the Union shall refund any such amount directly to the employee.

Section 2.6

The Employer will distribute one copy of this Agreement to each employee and to each new employee covered by this Agreement. The cost of printing this Agreement shall be equally shared between the Union and the District. The Union agrees to supply the Employer with a list of Union Officers and its representatives and to keep such lists current. The Employer will recognize the officers and representatives ten (10) calendar days after receipt in writing by the District Secretary. The Union, its business representatives, or its members shall not conduct Union business except as provided herein.

ARTICLE 3 - Union Business

Section 3.1

The District agrees to allow the Union the use of District meeting space and electronic communication devices provided that such meetings do not disrupt normal District operations. The Union must conform to all District policies regarding use of the facilities and electronic communication devices, and must have prior approval of the Fire Chief or designee.

Section 3.2

The employees agree not to engage in Union business during their normal scheduled working hours (reference Article 9) to the extent that it interferes with normal operations or training as scheduled by the District.

Section 3.3

The Employer agrees to furnish a reasonable amount of space for bulletin boards in convenient places at each station for the purpose of posting Union business. The Union shall provide the bulletin boards and shall be responsible for keeping all Union postings orderly and neat in appearance. The Union will limit its postings of notices and bulletins to such boards.

ARTICLE 4 - Non-Discrimination

Section 4.1

The Employer and the Union shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms or conditions of employment because, of such individual's race, color, religion, sex, national origin, Vietnam-era veteran status, marital status or the presence of any physical, mental or sensory handicap, or age, unless it is based on a bona fide occupational qualification; nor shall they limit, segregate, or classify employees in any way to deprive any individual employee of employment opportunities, except as such may be a bona fide occupational qualification.

Section 4.2

Wherever words denoting a specific gender are used in this Agreement, they are intended and shall be construed so as to apply equally to every gender.

Section 4.3

No employee shall be discriminated against for upholding Union principles, nor shall any employee who serves as an officer, or on a committee of the Union, lose his / her job, or be discriminated against for such reasons. No employees shall receive a reduction in wages, or be deprived of more favorable working conditions because they signed this Agreement.

ARTICLE 5 - Management Rights

Section 5.1

The Union recognizes the prerogative of the Employer to operate and manage its affairs in all respects in accordance with its responsibilities; and the powers or authority which the Employer has not officially abridged, delegated, or modified by this Agreement are retained by the Employer. Management officials of the Employer retain rights, in accordance with applicable laws, regulations and provisions of the Public Employee Relations Commission, but are not limited to the following:

1. To recruit, hire, promote, transfer, assign, layoff, recall, retire, transfer, and retain employees and select and modify testing criteria, content and procedures.
2. To lay off employees for lack of work, funds, or other legitimate reasons.
3. To discipline, suspend, demote, and discharge employees for just cause.
4. To determine the number of personnel per shift and equipment staffing, including the number of paid and volunteer personnel.
5. To appoint employees and volunteers to positions within the District.
6. To determine the location of District offices, places of business, and equipment to be utilized and the layout thereof.
7. To establish or change schedules of work subject to Article 9.
8. To establish evaluations and standards of performance, which shall be uniform.
9. To establish, change, combine or eliminate positions. To modify duties, tasks, responsibilities or requirements within job descriptions in the interest of efficiency, economy; to make technological change, modify operating procedures or operating requirements.
10. To maintain order and efficiency.
11. To continue to contract or subcontract any work as the District has done in the past, provided that any new kind of contracting shall be subject to impact bargaining.
12. To designate the work and functions to be performed by the District and the places where it is to be performed.
13. To make, modify, implement rules and regulations or policy and procedures for the operation of the Fire District subject to Article 25.
14. To administer the Fire District budget.
15. To schedule working hours of all employees, subject to Article 9.
16. To introduce new and improved methods, technology or equipment in order to improve the efficiency and operation of the Fire District.
17. To make and enforce safety and security rules and rules of conduct of employees.

Section 5.2

In the event of local, state or federal emergency conditions requiring immediate and unusual mobilization of staff (e.g. man-made or natural disasters, civil disturbance, terrorist attack, forest fires or other similar emergencies), the provisions of this Agreement may be suspended during the time of the declared emergency, provided that wage rates and monetary fringe benefits shall not be suspended.

ARTICLE 6 - Seniority

Section 6.1

Seniority shall be determined by continuous service with the Employer from date of hire. Seniority shall be broken by a lay-off of two (2) years, by voluntary resignation, by discharge for just cause, or by retirement.

Section 6.2

Employees with the same hire date shall be assigned to the seniority list in order of their ranking on the eligibility list at the time they were hired.

Section 6.3

During the period that any employee is on an authorized leave-of-absence without pay or on layoff status, seniority shall not continue to accrue. Upon returning to work after such layoff or leave, the employee shall be granted the level of seniority previously accrued in the rank to which he returns.

ARTICLE 7 - Reduction in Force

Section 7.1

All reductions in force of personnel covered by this Agreement shall be carried out pursuant to the terms of this Article.

Section 7.2

In the event the Employer is forced to reduce District personnel, the Employer shall lay off all part-time uniformed Fire and Emergency Medical Service employees before a regular full-time uniformed Fire and Emergency Medical Service employee.

In the event the Employer makes a reduction in force of regular, full-time uniformed Fire and Emergency Medical Service personnel, the Employer shall lay off the employee with the least seniority based on EMS Certification (EMT or Paramedic) and specific rank (*e.g.*, Captain or Firefighter).

If such employee has greater seniority than an employee of a lower classification, the employee with least seniority in such lower classification shall be laid off first. In all situations of a reversion to a lower classification, the employee must remain qualified for the position. The Employer will make every effort to assist the laid off employee with maintaining their previously held certification, including an employee who reduced classification.

Section 7.3

Employees on layoff as a result of reduction shall be recalled according to seniority, provided that those recalled have the qualifications to serve in the classification in which the opening exists. No new employee shall be hired until all laid off employees have been given the opportunity to return to work.

Section 7.4

The Union shall cooperate with the Employer in maintaining a list of addresses of employees who have been laid off and shall make any changes available to the Employer. Notice of recall shall be sent by the Employer to the employee at their last known address by certified mail with return receipt requested. If any employee fails to report to work within twenty-one (21) calendar days from the date of receipt of the notice of recall, that employee shall be considered to have terminated their employment with the Employer, shall cease to have seniority, and the employee's name shall be removed from the recall list.

Section 7.5

Recall rights for any employee expire twenty-four (24) months from the date of layoff. Written notice of expiration or loss of recall rights shall be sent to the employee at their last known address by registered or certified mail with return receipt requested.

ARTICLE 8 - Probationary Period

Section 8.1

No person's appointment to a position shall be final until he or she has satisfactorily served a probationary period. The probationary period for employees covered by this Agreement shall be twelve (12) calendar months. During the initial probationary year, newly hired employees may be terminated without cause and without recourse to the grievance and arbitration provisions of this Agreement.

Section 8.2

The probationary period for re-hires, promotions, internal transfers to positions covered by this Agreement with different job descriptions and lateral transfers shall be six (6) calendar months.

Section 8.3

The probationary periods specified in Section 8.1 and 8.2 may be extended one (1) time for up to six (6) additional months if deemed to be in the best interest of the District as determined by the Fire Chief. The employee shall be given, in writing, the reason for the extension of the probationary period. The Employer shall provide the employee with any necessary training and educational programs to assist the employee in reaching successful completion of the probationary period.

Section 8.4

Quarterly written evaluation shall be made by the Fire Chief or designee during the probationary period. Upon completion of probation, the Fire Chief or designee shall provide the employee a written performance evaluation, which indicates completion of the probationary period. Thereafter, the Fire Chief or designee shall evaluate the performance of the employee at least annually.

Section 8.5

The Union and the District agree to work collaboratively in the development of a probationary program. This program shall have defined goals and objectives for all members on probation. The Employer agrees to provide adequate educational materials, instruction, and training opportunities for employees to meet the defined goals and objectives.

ARTICLE 9 - Work Schedule

Section 9.1

The normal work week for assigned shift employees shall be approximately forty-nine (49) hours per week annualized consistent with the 48/96 shift schedule. Shifts will be scheduled as two (2) consecutive twenty-four (24) hour shifts on duty, followed by four (4) consecutive twenty-four (24) hour shifts off duty.

One shift will be a twenty-four (24) hour period.

The schedule shall be a three (3) platoon work cycle (A, B, C).

The recognized FLSA work cycle shall be twenty-four (24) days. For FLSA purposes, the Employer agrees to follow the properly established Section 207(k) exemptions, and is using the 24-day work period with a 182-hour threshold.

Each member shall receive one twenty-four (24) hour Kelly day per twenty-four (24) day cycle, thus working an average of seven (7) 24-hour shifts or 168 hours per cycle.

Each year in December, shift employees will be given the opportunity to choose their Kelly Days, as defined by the District and with the approval of the Fire Chief. This will be done by seniority with the most senior employee selecting their Kelly Days first.

Shifts that fall on December 24th & 25th will use an adjustment referred to as the Christmas Swap. This will assure that no shift will have to work both Christmas Eve and Christmas Day. If a shift falls on the 24th and 25th of December, the shift scheduled to work the following two (2) shifts, the 26th and 27th of December shall exchange the 25th and the 26th of December. As illustrated in Table 1.

Table 1 :

December 24th A Shift	December 25th A Shift	December 26th B Shift	December 27th B Shift
December 24th A Shift	December 25th B Shift	December 26th A Shift	December 27th B Shift

Shift change shall be at 0800 hours.

Work hours for 24-hour shift personnel ordinarily will start at 0800 hours. Twenty-four (24) hour shift employees are required to be on duty during their entire shift and available to respond to emergencies or other District business at any time. Generally speaking, productive work hours will be from 0800 -1700 Monday through Friday and 0800 - 1200 on Saturday and Sunday. Work hours for day shift personnel are ordinarily 0700 - 1600 or 0800 - 1700. Employees are entitled to one hour for lunch and two 15-minute breaks, one in the morning and one in the afternoon.

The Union recognizes there are times when productive work hours will extend beyond the regular productive work time frame in order to meet deadlines, complete projects or other District business, and to participate in training including weekly drills.

The District maintains the right to transfer employees, temporarily or permanently, from one shift to the other as

the needs and circumstances of the District dictate. Such permanent changes in shifts or schedules shall be made after the District provides the affected employee(s) with a minimum of thirty (30) days' notice. For one-time or temporary changes in shift assignments or shift start and stop times, the District may make such changes, if it provides notice to the affected employee(s) seven (7) calendar days in advance of the shift at issue. Such notice shall not be necessary if the change is done by mutual consent between the affected employee(s) and the Fire Chief or a designee, or if required by emergency circumstances.

Section 9.3

Employees assigned to work day shift shall work a schedule mutually agreed upon by the employee and the Fire Chief or his designee.

Section 9.4

Shift employees working a forty-nine (49) hour work week may be required to work beyond their regularly scheduled hours of work up to a maximum of seventy-two (72) hours straight with twenty-four (24) hours minimum off before their next scheduled shift if the employee chooses to.

The Union recognizes that extraordinary circumstances may occur where shift personnel may be required to stay beyond seventy-two (72) hours on duty or return to work prior to twenty-four (24) hours rest. This, however, should not occur during routine operating circumstances. If the employee so chooses, s/he will be allowed to work ninety-six hours (96) straight for trades, overtime, or other scheduling purposes.

Section 9.5

Usage of sick leave shall be subject to Article 16 of the CBA

When the employee uses sick leave, the shifts will be treated as 24-hour shifts and the 24-hour shifts will be covered per Appendix E - Call back Procedures.

When a shift cannot be filled voluntarily and the sick call creates a mandatory holdover situation to meet the minimum staffing article, the shift shall be followed as below.

The first 24-hour shift shall be covered by a member of equal medical certification per the Captain's rotational list for mandatory hold over. The second shift of the 48-hour period shall be covered by a member of the oncoming shift using that shifts mandatory rotational call back list.

Should a member of the oncoming shift not be able to be reached, a second member from the off going shift will be placed on call for the second 24-hour period until coverage is acquired.

Section 9.6

Upon prior approval of the Fire Chief or his designee, employees shall have the right to exchange shifts when the change does not interfere with the operation of the District. The exchange shall not cause an overtime situation where the regular schedule did not.

Employees may trade shifts with qualified personnel as approved by the Fire Chief or a designee. Shift trades may also be made out of class as long as the trade does not reduce the minimum staffing levels. Requests for shift trades will be made using the District's "Request for Shift Trade" from at least two (2) calendar days prior to the requested trade. The two (2) calendar day requirement may be waived, at the discretion of the Fire Chief for a designee.

Shift trades may be approved by the Shift Captain as long as the trade is an in-class trade based on medical certifications. Out of class or out of rank shift trades must have final approval from the Fire Chief. Shift Trades will be on a "self-policing" basis (no pay back date is required at time of approval unless required by either or both of the trading employees.)

Where a shift trade has been authorized and the relief employee cannot report for duty, it shall be the responsibility of the relief employee to arrange for his or her replacement. If the relief employee cannot find a replacement, the equivalent hours shall be deducted from Sick Time. A 1.5 multiplier shall be applied to the hours should the sick call cause Overtime.

Section 9.7

The Employer recognizes the need for physical fitness and agrees to set aside one hour during productive work hours each twenty-four (24) hour shift to be utilized for physical fitness.

If the employee chooses not to participate in physical fitness, that hour shall be used as a productive working hour to work on on-going projects, administrative duties, training, etc.

Section 9.8

It is understood and agreed upon by the Union, of the importance of participation in weekly drills and other District functions. The Union agrees to participate in these functions without manipulation of productive work hours.

Section 9.9

Productive work hours for holidays shall be as follows:

New Year's Day: 0800 to 1200	Labor Day: 0800 to 1200
Martin Luther King Jr. Day: 0800 to 1200	Veterans Day: 0800 to 1200
Presidents Day: 0800 to 1200	Thanksgiving Day: Daily Duties
Memorial Day: 0800 to 1200	Day after Thanksgiving: 0800 to 1200
Juneteenth: 0800 to 1200	Christmas Eve: 0800 to 1200
Independence Day: 0800 to 1200	Christmas Day: Daily Duties

ARTICLE 10 - Wages

Section 10.1

The 2025, 2026, and 2027 step wages of the employees governed by this Agreement are set forth in Appendix "A", which is attached and incorporated by this reference.

Firefighter/EMTs shall receive annual increments of 5.0% until the employee reaches the "top step." Firefighter/Paramedics shall also receive annual increments of 5.0% until the employee reaches the "top step." Annual raises shall be given as follows:

- Employees hired from the 1st through the 15th of the month shall receive their annual increase effective the first of the month in which they were hired.
- Employees hired from the 16th through the 31st of the month shall receive their annual increase effective the first of the month following their date of hire
- The date of hire for all other purposes shall be the day and month in which they were hired.

The District agrees to pay a three percent (3%) wage increase for 2025, a three percent (3%) wage increase for 2026, and a three percent (3%) wage increase for 2027.

Section 10.2

New hires shall be paid according to the annual step determined by the Employer. In most cases, new hires without prior experience shall receive the "Step 1" wage.

Section 10.3

Lateral transfers will be considered, at the discretion of the District, in the event of filling a full-time position. Lateral transfers must (1) have successfully completed a probationary period as a full-time firefighter; (2) must have two years of continuous full-time service as a career firefighter.

Section 10.4

A 50% rule will be utilized to determine the starting wage for lateral transfers, internal transfers from EMT to Paramedic, and from Single Role to dual role. For example, if a Firefighter with ten (10) year's paid experience is hired as a lateral hire or internal transfer, then they would start at the same pay scale as a Firefighter at 60 months, and the ten (10) year allotment for vacation accrual. Longevity pay and sick leave accrual are only based on years of service with the District. All calculations will be rounded down when determining years of service.

Section 10.5

Longevity shall be administered using the following formula, and is to be added to the employee's monthly salary. Years reflected shall be full-time service with the District.

<u>Years</u>	<u>Amount</u>
After 10 years	2% of the employee's base rate
After 15 years	4% of the employee's base rate
After 20 years	6% of the employee's base rate
After 25 years	8% of the employee's base rate

Section 10.6

Additional compensation for special assignments. Union personnel must meet all minimum requirements (including relevant certifications) AND be actively (as defined by the District) participating in the special assignment.

<u>Title</u>	<u>Amount</u>
EMT – Advanced (AEMT)	3.5% of the employee’s base rate
Field Training Officer	\$3.00 per hour of actual Field Training Officer duty
SCBA Technician	\$50.00 per month
Fire Investigator	\$100.00 per month

Additional compensation will be added for the following certifications. Certification pay will only include certifications obtained after January 1, 2025, and they are a one-time lump-sum payment.

<u>Title</u>	<u>Amount</u>
IFSAC/Pro Board Fire Officer 1, 2, 3	\$250.00 for each certification
IFSAC/Pro Board Fire Instructor 1	\$100.00
IFSAC/Pro Board Fire Instructor 2	\$250.00
IFSAC/Pro Board Fire Inspector 1	\$250.00

Referral bonuses will be paid in a one-time lump-sum payment for Union personnel who successfully recruit personnel for full-time positions. Successful recruitment includes any personnel who were recruited to fill full-time positions, AND the recruited individual was hired by the District. Referral bonuses are only for full-time recruitment and hires after January 1, 2025. Only one (1) bonus will be paid per hire.

- Referral bonus for full-time Firefighter/Paramedic is \$1,500.00
- Referral bonus for full-time Single Role Paramedic is \$1,000.00

Section 10.7

Employees residing within the District’s political boundary shall receive a live local incentive pay of an additional two percent (2%) of the employee’s base rate.

Employees residing within fifteen (15) minutes of one of the District’s fire stations shall receive an additional one percent (1%) of the employee’s base rate.

ARTICLE 11 - Call Back and Overtime Compensation

Section 11.1

If an employee is called back for unscheduled duty, he shall be compensated a minimum of two (2) hours at the overtime rate. (Reference WAC 357-28-185)

Section 11.2

Overtime for 24-hour employees shall be defined as authorized work performed in excess of his or her regular hours of duty.

The standard overtime pay rate shall be one and one-half times (1.5 times) the regular hourly rate of pay. The actual hours worked will be rounded up to the nearest half-hour.

Section 11.3

The Employer shall establish and maintain a rotational list composed of bargaining unit members. Overtime call back will be conducted utilizing the most current overtime call back list. See **Appendix F**.

Section 11.4

Employees using sick leave for a personal injury or illness for a regularly scheduled shift will become ineligible for overtime for the 24-hour period following the end of sick leave. If the employee was scheduled for overtime during the 24 hours following sick leave, the employee will return to his or her previous placement on the overtime callback list.

Section 11.5

Compensatory Time: Employees, at their option, may substitute "compensatory time off" in lieu of pay. Compensatory time may accrue to a maximum of 480 hours per FLSA rules. An employee is allowed to use the earned compensatory time and the Employer may require that the employee use earned compensatory time within one year of the date of accrual. Otherwise, it shall be cashed out at the rate of pay at which the time was earned. Any compensatory time off used by an employee shall not be counted as actual hours worked for overtime purposes. Employees may schedule compensatory time off at their request, provided that the staffing levels of the department, as determined by the Fire Chief or a designee, are met at the time of scheduling.

ARTICLE 12 - Health Insurance

Section 12.1

The District shall contribute 100% of the premiums for the employee and dependents for the PPO-300 plan offered through the Washington Fire Commissioners Association. For those employees electing to participate in the PPO-100 plan, the District shall contribute 80% of the premiums for the employee and dependents.

The District and Union agree that any appreciable change to the current plan definition of eligible dependents shall be cause to reopen this Article for negotiation. The District and the Union also agree that if the premiums increase by more than 5%, that it would be sufficient cause to reopen this Article for negotiation.

Section 12.2

The District agrees to pay 100% of the premium for the Washington Dental Services (WDS) Plan for each calendar year covered by this Agreement for the employee and any dependents as defined in the plan. The District and the Union agree that if the premiums increase by more than 5%, that it would be sufficient cause to reopen this Article for negotiation.

Section 12.3

Employees who were employed for an entire calendar year will receive a one-time payment of \$2,000 in a VEBA account.

The payment will be made to the employee's VEBA account in February of each year of the contract for continuous employment for the year prior. Example: February 2025 payment is for calendar year 2024.

Employees who are currently employed by the District, were employed since January of 2024, and have had no breaks in service in 2024 will receive a \$2,000 VEBA payment in February of 2025.

ARTICLE 13 - Deferred Compensation

Section 13.1

The District agrees to participate in a qualified IRS section 457 plan(s) selected by the Union and the District; contributions shall be subject to federal taxation and regulations as mandated by law.

Section 13.2

The District agrees to match employees' monthly contributions up to \$150 into a qualified deferred compensation plan.

ARTICLE 14 – Education Assistance and Incentive

Section 14.1

The District and the Union agree on the importance of education. Employees shall receive a premium pay at the rate of two (2%) above their base wage for an Associate’s Degree, and four (4%) for a Bachelor’s Degree from an accredited institution.

Section 14.2

The District shall reimburse employees for tuition and books for classes applicable to a Fire, EMS, or management related degree. In order to obtain reimbursement, the employee must obtain prior approval of the Fire Chief and pass the course with a 3.0 or “B” grade or better.

Employees must have successfully completed their probationary period and be in good standing with the District before they may apply for education reimbursement.

Section 14.3

Employees voluntarily attending schools, seminars, and conferences pre-approved in advance by the District shall not suffer a reduction in wages if the employee is assigned to a regularly scheduled shift during the training period and it does not create an overtime situation.

Employees who attend training which is mandated by the District shall be compensated at their overtime rate, if overtime is incurred.

All training must be pre-approved by submitting the District “Request for Training” form. The District will pay course fees and per diem expenses for courses that have been pre-approved, within budget limitations.

Employees who have been pre-approved to attend a training course will be expected to take a District vehicle, as long as one is available, as determined by the Fire Chief. If a District vehicle is not available and the employee must take their own personal vehicle, they will be reimbursed for round trip mileage at the current IRS mileage rate at the time of the training event. If the employee chooses to take their own vehicle for convenience’s sake, the employee will be issued a District fuel card.

ARTICLE 15 - Leave of Absence

Section 15.1

Funeral leave – In the event of a death in the immediate family defined as father, mother, husband, wife, son, daughter, son-in-law, daughter-in-law, grandchild, brother, sister, uncle, aunt, father-in-law, mother-in-law, grandparents, spouse’s grandparent, member of the employee’s household who is on record with the District as a domestic partner, or any other relative living in the household. If a family member does not meet the above criteria, it will be the Fire Chief’s discretion whether funeral leave will be granted.

Funeral leave may also be granted for an endeared friend upon approval of the Fire Chief or designee.

An employee shall receive leave under this Article as follows:

24-hour shift employees - two (2) shifts

40 and 48-hour day shift employees - may schedule up to four (4) days off to attend the funeral of an immediate family member.

Funeral leave shall be charged against the employee’s accumulated sick leave.

If a family member has been diagnosed by a physician to be expectant or placed on end-of-life hospice, one (1) of the two (2) allotted shifts may be granted to spend final moments with said family.

If an employee is notified of the death of a family member, as defined above, while on duty, they shall be excused from the balance of their shift as soon as possible. The remaining hours will be charged to their accumulated sick leave, but will not count as funeral leave.

Employees utilizing such leave may still utilize the conversion provision in Section 17.5.

Section 15.2

Military leave – The District will provide leave for voluntary and involuntary active duty, active duty for training, initial active duty for training, full time National Guard duty, and other types of duty as required by law. Refer to District Policy #1004 - Granting Military Leave. The law governing military leave is complex and all details are not covered in Policy #1004. Any questions should be directed to the District Fire Chief who may elect to seek legal counsel.

Section 15.3

Jury Duty – The Revised Code of Washington (RCW 2.36.165) prohibits any employer from firing or harassing an employee who is summoned to court to serve as a juror. Per WAC 357-31-310, an employer must grant a leave of absence with pay when an employee is required to report for jury duty service. The Employer may require documentation or verification of jury service. Per WAC 357-31-315, the Employee may keep the compensation they receive for serving as a member of the jury.

Section 15.4

Civil Witness – Leave of absence with pay, travel time included, shall be granted for attendance in court cases in connection with the employee’s officially assigned duties. Leave of absence with pay shall also be granted for an appearance connected with an employee’s official duties before any legislative committee or judicial or quasi-judicial body as a witness in response to a subpoena or at the direction of

proper authority. The above leave of absence shall be counted as hours worked and subject to the overtime provisions of this agreement.

Section 15.5

Family and Medical Leave – To be eligible for leave under the federal Family and Medical Leave Act (FMLA), the Employee must (a) work for a covered Employer; (b) have worked for the covered Employer for a total of twelve (12) months; and (c) have worked 1,250 hours over the previous twelve (12) months. Because Pacific County Fire District 1 does not currently meet the definition of a “covered employer,” it has no employees who are eligible for FMLA leave. For the same reason, no employees are currently eligible for the Washington State Family Leave Act regarding family and medical leave (see Policy #1007). Even though Pacific County Fire District 1 has no one eligible for FMLA, the District provides its employees with family and medical leave, which is designed to help employees balance their work and family responsibilities by taking reasonable unpaid leave for certain family and medical reasons. Policy #1002 outlines the terms and use of the Family Medical Leave Act.

Pursuant to State and Federal law and to District Personnel Policy, employees may utilize up to twelve weeks of paid and /or unpaid sick and / or vacation leave for personal illnesses, or to care for a parent, child, recognized domestic partner or spouse with a serious medical condition. While an employee is on family medical leave, Fire District 1 will maintain the District’s portion of the employee’s group health benefits on the same terms as if the employee continued to work.

If an employee becomes ill or is injured off the job and a doctor has certified that they may not return to work for a minimum of three (3) shifts, the Employee shall be placed on Family Medical Leave beginning with their first full shift off duty.

During a family and medical leave period, regardless of whether paid or unpaid leave is utilized, the employer’s share of medical and dental insurance premiums will continue. Employees must follow procedures established in the District personnel policy manual for requesting and utilizing family and medical leave.

ARTICLE 16 - Sick Leave

Section 16.1

Sick leave shall accumulate according to the following schedule:

SICK LEAVE ACCRUAL		
Years of Service	24-Hour Shift – Sick Accrual	40-Hour – Sick Accrual
0 to 5 years	7 shifts per year / 14 hours per mo.	11 hours / month
6 to 10 years	8 shifts per year / 16 hours per mo.	13 hours / month
11 to 15 years	9 shifts per year / 18 hours per mo.	15 hours / month
16 to 20 years	10 shifts per year / 20 hours per mo.	16 hours / month
20 or more years	11 shifts per year / 22 hours per mo.	18 hours / month

When sick leave extends beyond three (3) shifts, the District may require the employee to present a note of explanation from a registered practicing physician or other bona-fide practitioner. Sick leave that is not used shall accumulate to sixty (60) 24-hour shifts (1440 hours).

At the time of hire, 24-hour shift employees will be credited with one hundred twelve (112) hours of sick leave and 40-hour per week employees will be credited with seventy-seven (77) hours of sick leave. Regular monthly accrual will begin in the ninth (9th) month of employment for employees working a 49-hour work week. Regular monthly accrual will begin in the eighth (8th) month of employment for employees working a 40-hour work week.

Sick leave shall not accrue during leaves of absence without pay, during layoff, or while receiving supplemental disability payments because of a job-related injury. In the event that an employee has a non-job-related injury, is not working light duty, and is taking leave from the sick leave pool, they will not accrue sick leave. If an employee has a non-job-related injury but is able to work light duty, they will still accrue their monthly allotment of sick leave.

Section 16.2

The Employer agrees to allow an Employee to use accrued sick leave for a child of the employee with a health condition that requires treatment or supervision; or for a spouse, domestic partner, parent, parent-in-law, or grandparent of the employee who has a serious health condition or an emergency condition.

Section 16.3

The Employer shall maintain a pool of sick leave of no more than 1200 hours that are donated by the employees for the benefit of employees who have exhausted their sick leave, vacation leave, and comp time due to an extended illness or disability. A member may voluntarily donate any number of hours to this pool as long as the balance of their own accumulated sick leave remains above 360 hours. Members who donate to the sick-leave pool may still utilize the conversion provision in Section 16.5 without penalty.

Employees may use hours accrued in the sick leave pool by written request to the District. Use shall only be by mutual agreement between the District and the Union. Members using hours from the sick leave pool must meet the following criteria:

- Has exhausted own sick leave, vacation leave, and comp time
- Maximum number of hours used from the pool may not exceed 480 hours.

Section 16.4

When an Employee separates from the District and after the Employee uses the “cash-out” option outlined in Section 16.5, any remaining sick leave below 1,000 hours will automatically be donated to the sick leave pool as long as the hours contributed do not exceed the pool maximum of 1,200 hours as outlined in Section 16.3. Any hours exceeding 1,200 hours will be forfeited.

Section 16.5

Employees, at their option, may cash out any hours above 1000 hours, at twenty-five percent (25%) of the employee’s base wage. Base wage is defined as Step Wage per Article 10.1, and does not include any premium pay increases such as; Education Incentive, Captain, and Longevity.

Section 16.6

When an employee is entitled to benefits or payments under the Workers' Compensation Act, or subsequent legislation, the employee shall file for such benefits immediately upon being seen by a healthcare provider for their job-related injury or illness.

Section 16.7

Once a healthcare provider has certified that an employee’s injury or illness is job-related and that they are unable to work, and Labor and Industries accepts the claim, then Labor and Industries will pay the employee’s medical bills and often a portion of the employee’s lost wages, called time-loss compensation. Time-loss is paid if an employee is unable to work for more than three (3) days immediately following the date of injury. Injured workers are not compensated for any time lost on the day of injury or the first three calendar days following the day of injury, unless they are still unable to work on the fourteenth (14) day following the injury. Time missed on the day of injury or during the three (3) days immediately following the day of injury shall be charged to the employee’s accrued sick leave. If an employee is unable to work for more than fourteen (14) days then time-loss compensation will begin from the first day following the day of injury and sick leave will be credited back to the employee’s account, except for that portion that is charged to the employee’s accrued sick leave in accordance with RCW 41.04.510. Time-loss compensation will be paid in accordance with RCW 51.32.060.

Section 16.8

In accordance with State Law, RCW 41.04.500-41.04.800, LEOFF II employees who are receiving Workers’ compensation benefits due to a job-related injury or illness, are also entitled to a wage supplement benefit. The supplement shall be in an amount which when added to the time-loss benefits will result in pay equivalent to what the employee would have received for full-time active service.

The Employer shall calculate the percentage of the wage supplement benefit needed to make the employee’s wages whole. This remaining portion of the wage, which includes salary and any applicable longevity or education incentive pay, shall be split in half (1/2). Half of the leave will be paid for by the Employer and half of the leave will be paid for by the Employee’s accrued paid leave in the following order: sick leave, compensatory time, vacation time. The Employee's contribution will be deducted from their accrued paid leave until such paid leave is expended, or they are no longer receiving time-loss benefits, or up to a maximum of six (6) months per RCW 41.04.515, whichever occurs first.

The employee agrees, in writing, to return to Pacific County Fire District 1, within seven (7) days, any time-loss payments received from Labor and Industries, as long as they are maintained as a District employee. Upon the repayment of funds advanced, the appropriate amount of sick leave shall be restored to the employee's account.

In no way shall an employee be able to combine District or State provided funds to exceed his/her regular base wages while on disability.

The Employer cannot automatically deduct any Employee-paid benefits from a paycheck which is solely comprised of Worker's compensation benefits without the Employee's permission. The Employee shall decide whether they would like benefits paid directly out of the paycheck, like usual, or if they would rather send the Employer a check made out directly to the benefit vendor. The District Secretary shall be notified by the 5th of the month, in writing, of which option is chosen.

At the time it is determined the employee will be off on a job-related disability leave, they will be placed on Family Medical Leave. Family Medical Leave will not be considered an extension of the supplemental benefit leave period of six months.

Section 16.9

After the six (6) month time period, if the employee is unable to perform the essential functions of the job, with or without a reasonable accommodation, the employee may be removed as a District employee, subject to the employee retaining reinstatement rights, as well as the options below.

If an employee receives time-loss payments beyond the supplemental benefit period of six (6) months, the following method of payment of any remaining accrued paid leave (i.e., sick leave, vacation, holiday, etc.) shall be provided:

The employee may select from three options regarding use of accrued leave:

- a) Cash out any paid leave dollar for dollar if leaving employment because of a permanent disability
- b) Apply accrued paid leave to pay the employee's COBRA continuation coverage premiums until such time that the employee's leave is exhausted. Selection of this option will not extend the COBRA availability period; or
- c) In the instance the employee has more than 6 months' worth of individually accrued paid leave (excluding sick leave pool hours); such paid leave can continue to be used for as long as it is available, excluding sick leave pool. The District will also make all COBRA payments during that time period.

Section 16.10

Employees who are receiving supplemental benefits under RCW 41.04.500-41.04.800 will continue to be eligible for medical benefits for a maximum of six (6) months as long as they are on an employer-approved leave of absence due to the employee's job-related illness or injury. At the end of six (6) months, if the employee chooses option B in Section 16.10, then the employee will be placed on COBRA coverage, which is available for a maximum of eighteen (18) months unless the employee goes on social security disability within the eighteen (18) months then COBRA coverage can be extended for eleven (11) months more for a total of twenty-nine (29) months.

COBRA premiums are the employee's responsibility unless the employee has selected the option for the District to pay the premiums, which will be charged back to the employee's accrued paid leave until such paid leave is exhausted.

Section 16.11

In the event of an employee's death, the employer shall cash out the employee's accrued sick leave at his/her current pay rate for payment to the employee's estate. ~~compensate the employee's estate to the dollar amount of accrued sick leave at his/her current rate of pay.~~

Section 16.12

Employees will not accrue vacation or sick leave during the period that an employee receives supplemental disability payments. Holiday hours will continue to accrue.

Section 16.13

The employee shall provide a monthly report from his/her physician on the status of his/her illness or injury, with prognosis on his/her availability to return to work.

Section 16.14

Where an employee is temporarily disabled, he will retain his position on the seniority list as if continually employed if he returns to work full-time within one (1) year of the commencement of his disability. Any other temporarily disabled employees who return to work after more than one year shall have their seniority adjusted to delete the time of disability.

Section 16.15

Refer to Article 26 for information regarding light duty assignments following a job-related injury when an employee will be off for an extended period of time

Section 16.16

In accordance with the Washington State Department of Retirement, when an employee who is off on a job-related leave of absence depletes their personal sick leave bank and must borrow sick leave from the Shared Leave Pool, the employee is not eligible to receive service credit hours until such time that they return to work.

ARTICLE 17 - Holidays

Section 17.1

The following are recognized holidays (as recognized by the State of Washington):

HOLIDAYS	DATES
New Year's Day	January 1 st
Martin Luther King Jr.'s Birthday	Third Monday in January
Presidents Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19 th
Independence Day	July 4 th
Labor Day	First Monday in September
Veterans' Day	November 11 th
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Fourth Friday in November
Christmas Eve (floating Holiday)	December 24 th
Christmas Day	December 25 th

Any additional holiday declared by the Governor during the life of this agreement shall also be recognized.

Day shift employees shall observe the above holidays on the day on which they fall, except that when a recognized holiday falls on a Saturday, the holiday will be observed on the preceding Friday or when a recognized holiday falls on a Sunday, the holiday will be observed on the following Monday.

As the needs and circumstances of the Fire District dictate, the Fire District may require a day shift employee to work on any of the paid holidays. If the Fire District requires a day shift employee to work on one of the recognized holidays, he or she shall receive overtime pay of one and one-half the regular rate of the employee.

Section 17.2

Compensation for holidays for 24-hour shift employees shall be in the form of 96 hours of pay annually at the employee's regular hourly wage. This payment shall be received at the end of November each year. Withholding from the holiday pay shall be calculated separately for payment on the November paycheck.

ARTICLE 18 - Vacations

Section 18.1

Employees shall accrue vacation leave according to the following schedule:

VACATION ACCRUAL		
Years of Service	24-Hour Shift – Vacation Accrual	40-Hour –Vacation Accrual
0 to 5 years	7 shifts per year / 14 hours per mo.	11 hours / month
6 to 10 years	8 shifts per year / 16 hours per mo.	13 hours / month
11 to 15 years	9 shifts per year / 18 hours per mo.	15 hours / month
16 to 20 years	10 shifts per year / 20 hours per mo.	16 hours / month
20 or more years	11 shifts per year / 22 hours per mo.	18 hours / month
Maximum accrual – 408 hours.		

Section 18.2

Continuous past service shall be included in determining the employee's length of service for vacation purposes. Maximum vacation accrual of 408 hours annual leave time will be allowed. No such leave shall be granted except at the time which will least interfere with the work of the Department unless application for such leave has been made in advance and approved by the Chief. Should the employee reach his max accrual, then all hours over can be converted to sick leave or sick leave pool hours, at the request of the employee. In January of every year, the employee may cash-out any hours above 240.

Section 18.3

Any regular permanent employee separating or retiring from the Department shall be allowed a maximum accrual of 408 hours vacation leave credit. The credit shall be paid at the employee's hourly rate upon retirement or separation. Hours in excess of 408 hours will be forfeited without any form of compensation. Upon submittal of resignation, an employee may be required to utilize any accrued vacation time prior to resignation date. Properly accrued, but unused vacation time otherwise remaining at resignation will be paid.

Section 18.4

The Employer agrees that an employee's request to take annual leave credited to the employee shall normally be honored provided that it does not interfere with work load requirements and schedule. Annually – each employee will be provided the opportunity to take a vacation. The Vacation time allowed must be consistent with other provisions of this contract. Vacation request must be arranged a minimum of thirty (30) days in advance. At the Fire Chief's discretion, the 30 days may be waived.

Shift Captains can approve vacation days that are provided greater than 30 days in advance, and the vacation day would not result in overtime (at the time of request). Shift Captains cannot approve vacation days under the following circumstances:

- The requested vacation day will cause overtime.
- The requested vacation day was made with less than 30 days' notice.

- The requested vacation day was made for July 3, 4, 5; Saturday, Sunday, and Monday of Memorial Day weekend; Saturday, Sunday, and Monday of Labor Day Weekend; and Saturday, Sunday of Rod Run Weekend.
- Shift Captains cannot approve their own requests.

Section 18.5

Other factors being equal, employees with the greater seniority with the same job classification shall be given preference of vacation request with the respective selections involved. Should it be necessary for the District to cancel a previously scheduled vacation due to emergency work load requirements, the employee's vacation so canceled will be given priority for re-scheduling.

Section 18.6

Any regular permanent employee who is in a vacation status and becomes incapacitated through illness, accident, or hospitalization shall have the right to revert to sick leave status. In such cases an employee shall be required to furnish a statement from a duly licensed physician.

ARTICLE 19 – Paramedic School Reimbursement

Section 19.1

Upon approval of the Fire Chief, the District shall reimburse employees ~~Union members~~ for any out-of-pocket expenses for tuition, books, travel, travel time, 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 contract ~~agreement~~ will be in writing, approved by the District, Union, and employee. If an employee breaches ~~breaches~~ the contract before completing ~~prior to service~~ two (2) years of District Service as a Paramedic, they will be responsible for reimbursing the District the expenses they were originally reimbursed. This repayment will be paid via personal check and is due within 30 days from separation date.

Section 19.2

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 19.1.

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.

ARTICLE 20 - Grievance Procedures

Section 20.1

The purpose of this procedure is to provide for an orderly method for resolving grievances. A determined effort shall be made to settle any such differences at the lowest possible level in the grievance procedure. Union- Management meetings involving grievances or these procedures shall be scheduled by mutual agreement.

Section 20.2

For the purpose of this Agreement, a grievance is defined as a dispute that arises between the Employer and the Union or an employee as to the interpretation, application or alleged violation of any provisions of this Agreement.

Section 20.3

Grievances, which arise, shall be settled in the following manner:

STEPS 1 - IMMEDIATE SUPERVISOR: Where the grievance involves a matter within the control of the grievant's immediate supervisor, the grievant and/or the Union Grievance Committee shall attempt to resolve the matter with the immediate supervisor prior to the filing of a written grievance.

STEP 2 - FIRE CHIEF: If the grievance is not resolved through these discussions, the grievance may be filed in writing with the Chief of the Fire Department within thirty (30) calendar days after the employee(s) involved knew or should reasonably have known of the occurrence giving rise to the grievance. The written grievance shall include: 1) a statement of the grievance; 2) the specific provision or provisions of the contract, which are allegedly violated; and 3) the remedy(s) sought. The Fire Chief or his designee shall attempt to resolve the grievance after receipt of the written grievance and within ten (10) working days render a written decision to the grievant. The Fire Chief's or designee's written decision shall include a basis for decision.

STEP 3 - BOARD OF FIRE COMMISSIONERS: If the solution proposed for the grievance by the Fire Chief or his designee is unsatisfactory to the employee or to the Union Grievance Committee, or if the matter remains unresolved ten (10) working days after submission of the written grievance to the Fire Chief, the written grievance shall be presented to the Board of Fire Commissioners. The Commissioners shall render a written decision to the Union including reasons therefore within ten (10) working days following the submission of the grievance to the Board.

STEP 4 – MEDIATION PROCEDURES: If the Union/grievant requests mediation, the Union or the Board of Fire Commissioners shall forward a request to the Public Employees Relations Commission (PERC) to assign a mediator from the PERC staff. Upon designation of the mediator, the parties will make every attempt to schedule a date for mediation within fifteen (15) days.

- (a) Proceedings before the mediator shall be confidential and informal in nature. No transcript or other official record of the mediation conference shall be made.
- (b) The mediator shall attempt to ensure that all necessary facts and considerations are revealed. The mediator shall have the authority to meet jointly and/or separately with the parties and gather such evidence as deemed necessary.

- (c) The mediator shall not have the authority to compel resolution of the grievance. If the mediator is successful in obtaining agreement between the parties, he/she shall reduce the grievance settlement in writing. Said settlement shall not constitute a precedent unless both parties so agree.
- (d) If the parties to the dispute mutually agree that the mediation is not producing a resolution or if the mediator concludes that further proceedings will not be productive, the mediation will be ended.
- (e) If mediation fails to settle the dispute, the mediator may not serve as arbitrator in the same matter nor appear as a witness for either party. None of the statements or offers of compromise made in mediation can be used in any future arbitration as evidence against the District or the employee.

STEP 5 - ARBRITRATION: If the solution proposed for the grievance by the Commissioners is unsatisfactory to the Union Grievance Committee, or if the matter remains unresolved ten (10) working days after submission of the written grievance to the Commissioners and the Union/grievant does not choose to pursue mediation, then the grievance as considered in Step 2 may be submitted to arbitration in accordance with the following procedures:

- A. Notice of arbitration shall be given within twenty (20) working days following the submittal of the grievance to the Board of Fire Commissioners. Representatives of the Union and the Employer shall confer within ten (10) working days after notice of arbitration has been given to select an arbitrator. If the parties are unable to agree upon an arbitrator, they shall jointly request the Public Employment Relations Commission to provide a list of nine (9) names and the parties shall alternately strike one (1) name from the list until only one (1)-name remains. A coin toss shall determine the party striking the first name. The one (1) name remaining shall be the arbitrator.
- B. It shall be the function of the arbitrator to hold a hearing at which the parties may submit their cases concerning the grievance. The hearing shall be kept private and shall include only such parties in interest and/or designated representatives. The power of the arbitrator shall be limited to interpreting this Agreement and determining if the disputed Article or portion thereof has been violated and if a violation has occurred provide a remedy therefore. The arbitrator shall have no authority to alter, modify, vacate or amend any terms of this Agreement. The arbitrator shall render his decision within thirty (30) calendar days after the final hearing. Decisions of the arbitrator within these stated limits shall be final and binding upon the parties to the grievance, provided that the decision does not involve any action by the Fire District which are beyond its legal authority.
- C. The fees and expenses of the arbitrator and the proceedings shall be borne equally by the Employer and the grievant. Each party shall be responsible for all the costs of preparing and presenting its case including compensation of its own representatives, attorneys and witnesses. If either party desires a record of the proceedings, it shall solely bear the costs of such records, provided that in the event the other party subsequently requests a copy of said records, the cost shall be borne equally.
- D. Any and all-time limits specified in the grievance procedure may be waived by mutual agreement of the parties. Failure of the grievant to submit the grievance in accordance with these

time limits without a waiver of the time limits by the Employer shall be deemed an abandonment of the specific grievance. For the purposes of this Article, "Working Days" shall mean Monday through Friday, normal Fire District business days, but shall not include holidays occurring during the normal business week of the Employer. A grievance or arbitration proceeding may be terminated at any time upon receipt of a complete authorized statement from the Union and the grievant employee stating that the matter has been resolved to the satisfaction of the Union and the grievant employee.

ARTICLE 21 - No Strikes or Lockouts

Section 21.1

The Employer and the Union recognize that the public interest requires the efficient and uninterrupted performance of all Employers' services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective.

Section 21.2

During the term of this Agreement, the Union shall not cause or condone any work stoppage, strike, slowdown or other interference with the Employer functions by employees under this Agreement, and should same occur, the Union shall take all steps to end such interference immediately. Employees who engage in any of the afore-referenced actions may be subject to disciplinary action up to and including discharge. The Employer shall not lock out any employee during the life of this Agreement.

ARTICLE 22 - Savings Clause

Section 22.1

Should any provision(s) of this Agreement be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance or enforcement of any provision(s) should be restrained by such tribunal pending a final determination as to its validity, the remainder of this Agreement as it relates to persons or circumstances other than those to which it has been held invalid shall not be affected thereby. In the event that any provision of this Agreement is held invalid or enforcement of or compliance with has been restrained, as hereinafter set forth, the Employer and the Union shall enter into immediate collective bargaining negotiations upon the written request of either party for the purpose of arriving at a mutually satisfactory replacement for such provision during the period of invalidity or restraint. Said negotiations shall be confined to the provision(s) held to be invalid unless mutually agreed to by the District and the Union.

ARTICLE 23 - Discipline

Section 23.1

It is acknowledged by both the Union and the Employer that a disciplinary process is necessary for the protection of all concerned. It is agreed that this process may be initiated by a direct supervisor within the career structure of the Department, as outlined in the chain of command.

Section 23.2

Employees may be disciplined or discharged for just cause according to the Table of Offenses (Revised 12/2011) shown in Appendix D. Discipline should be applied at progressive and escalating levels to allow the employee proper notice of misconduct and an opportunity to improve performance.

Section 23.3

Disciplinary action or measures should include coaching/counseling, written warning, suspension, demotion, or discharge.

Section 23.4

Employees shall be encouraged to have union and/or legal representation present at any meeting held with the Employer to discuss potential disciplinary action against him or her.

Section 23.5

Prior to the final imposition of discipline, the employee shall be provided a copy of the alleged violation and all relevant documents the Employer has in their possession. Prior to the imposition of suspension, demotion, or termination, the Employer shall hold a pre-discipline review hearing no sooner than ten (10) days from the time the employee was notified of the alleged violation, if requested by the employee. At this hearing the employee will be given an opportunity to present his or her side of the issue. A pre-discipline review hearing shall be presided over by the Fire Chief; and, if requested by the Fire Chief, one Commissioner.

Section 23.6

The Employer may suspend an employee with pay pending the final decision to the appropriate discipline or the overturning of the discipline by the appropriate authority. Suspension with pay may be imposed without any previous steps and without a pre-hearing. However, a hearing shall be held within ten (10) business days of the suspension to modify or sustain the suspension.

ARTICLE 24 - Uniforms

Section 24.1

All required uniforms shall be furnished to each employee. This shall include:

- a) 2 – Fire resistive uniform shirts
- b) 3 – Fire resistive uniform pants
- c) 4 – Cotton Fire Department T-shirts
- d) 2 – Sweatpants or shorts; or 1 of each
- e) Uniform coat
- f) Uniform belt
- g) All patches as required
- h) Uniform Badge

Section 24.2

All employees covered by this Agreement shall receive new uniforms on a wear and tear basis. Uniform items needing to be replaced are to be returned to the employee's shift officer. The employee agrees to take reasonable care of the uniforms. Equipment and materials for washing uniforms will be provided at the station. All issued uniforms are property of the District and shall be turned in for replacement or upon separation. Employees may purchase additional department t-shirts and/or sweatshirts for their use. Department clothing may not be purchased by anyone other than a department member and department members may not purchase t-shirts and/or sweatshirts for family members or friends.

Section 24.3

Uniforms will be worn as follows: Class B uniforms shall be worn at all public relations events or at the shift captain's discretion.

Section 24.4

The District shall provide the following protective equipment for each employee of the Fire Department and provide for the repair and replacement of this clothing to keep it in good and safe condition:

- Helmet
- Nomex hood
- Coat and liner
- Pants and liner
- Suspenders
- Gloves
- Steel shank / toe boots
- Flashlight
- Hose strap
- Nomex Jumpsuit

All safety equipment shall comply with the Vertical Safety Standards for Fire Fighters (WAC 296-305) in the State of Washington.

Section 24.5

Upon written request, the District will reimburse employees who regularly wear prescription glasses

while on duty, up to \$200 of out-of-pocket expense for the purchase of prescription safety glasses that meet ANSI Z87.1 standards.

Employees reimbursed for safety glasses will have glasses available while on duty and will utilize the glasses on a best-practice basis.

Eligible employees may, upon request, be reimbursed up to \$100 per year to replace lenses or frames.

Section 24.6

Employees will accrue a bank of \$250 dollars annually up to a maximum of \$750 total for reimbursement for job-specific equipment as needed. Reimbursable costs must be pre-approved by the Fire Chief and must be relevant to their job.

ARTICLE 25 - Department Changes

Section 25.1

The Employer shall keep the Union apprised of Departmental rules and regulations and District wide policies and procedures pertaining to the employees covered under this agreement. Efforts shall be made to inform the Union via Labor Management at least ten (10) days prior to the induction or change of a policy or procedure. Policies and procedures and other information pertinent to District employees shall be posted where all members will have equal access. Employees are responsible for reviewing posted materials on a regular basis to ensure they have the most current information. In any direct conflict between these rules, regulations, policies and procedures and this contract agreement, this contract agreement shall prevail.

ARTICLE 26 - Light Duty

Section 26.1

Light Duty is a temporary, restricted and limited assignment for employees that are medically unable to fulfill the full duties of their position due to injury or illness.

Section 26.2

A maximum of two (2) bargaining-unit employees may be on Light Duty at any given time. Under extraordinary circumstances, and at the sole discretion of the Chief or designee, the total number of employees on Light Duty status may exceed two (2).

Section 26.3

If a physician releases an employee to perform “light,” “modified” or “restricted” duty, and if Light Duty work is available, the following shall apply:

1. Employees assigned to Light Duty status will work a forty (40) hour work schedule. The standard shift shall be 0800 - 1700, Monday through Friday, with two (2) fifteen-minute breaks and a one (1) hour lunch period. The schedule and the hours may be altered, if light duty work allows and if agreed upon between the employer and employee. The alteration in schedule may permit working weekends or adjusting working hours to allow (4) 10-hour shifts. Nine (9) hours of sick leave or vacation leave shall be used to make up the difference for the forty-nine (49) hour work week.
2. The maximum length of Light Duty status is twelve (12) weeks per incident or one (1) incident of Light Duty status in a twelve (12) month period of time. The Chief or designee may extend, solely at his/her option, the twelve-week Light Duty period.
3. Duties will be assigned to an employee on Light Duty status by the Chief or designee and may include any duties not otherwise prohibited.
4. If an employee is released to perform light, modified or restricted duties and light duty work is available as determined by the Chief or designee, light duty assignments for job-related injury or illness are mandatory.
5. Non-job-related injury or illness light duty shall have second priority to job-related injury or illness light duty. If a light duty position is available for a non-job-related illness or injury, the employee must submit a request for light duty in writing to the Chief, accompanied by a release from their physician. The physician must detail the type of activities and duties the employee is approved to perform, and any restrictions or limitations.
6. The employees who are utilizing sick leave pool hours; AND are able to perform light, modified, or restricted duties; AND light duty is available, can be required by the Chief or designee to work light duty assignments.
7. The employees assigned light duty shall be allowed time to participate in physician required physical therapy as part of their regular light duty work hours. Employees shall notify the Chief or designee of physical therapy appointments at least 24-hours in advance of the appointment.

8. During the Light Duty status, the employee shall continue to receive his/her normal compensation, benefits and seniority.

ARTICLE 27 - Temporary Employees

Section 27.1

It is recognized that, from time to time, there may be a need to hire temporary employees to fill a vacancy of a bargaining unit employee who is injured, has a serious illness, on an approved leave of absence as per Union contract, on approved educational leave (example: paramedic schooling), or as agreed upon by the employer and the union.

Section 27.2

This position shall not be for more than one hundred and twenty (120) consecutive days and no less than thirty (30) calendar days, unless mutually agreed to.

Section 27.3

Temporary employees will not be employed beyond the 120 days without a break in service of at least thirty (30) days.

Section 27.4

All Temporary hires shall come from the current Pacific County Fire District 1 part-time or full-time hiring list, have a medical certification pertinent to the classification of the injured or ill firefighter and prior to being put on duty they must have completed the driver/operator check off for Pacific County Fire District 1.

Section 27.5

Temporary employees will be classified as a probationary employee including all provisions of a new hire and will be covered by the provisions of the collective bargaining agreement for their period of employment, except that such temporary employees shall earn no benefits other than which is mandated by law. Initiation fees will be waived but monthly union dues will be as per contract. In the event that the temporary employee is hired as a full-time employee, the initiation fees will be instituted.

Section 27.6

Temporary employees will be compensated at an hourly rate equivalent to their level of certification contained in Appendix A of the current Labor Agreement.

Section 27.7

Temporary employees shall not be eligible for scheduled overtime. They shall be eligible for urgent and emergency overtime should all efforts be exhausted, as per the Overtime Callback Procedure.

Section 27.8

The use of temporary employees will not result in the loss of any regular IAFF positions.

Section 27.9

The intent of this agreement is to allow the District to maintain adequate staffing of career personnel while keeping costs as low as practicable.

ARTICLE 28 - Minimum Staffing

Section 28.1

Pacific County Fire District 1 shall maintain a minimum staffing level of at least six (6) bargaining unit personnel, effective February 1, 2025.

Section 28.2

The parties agree that the minimum staffing levels provided by the Article shall be maintained for the term of this agreement unless unforeseen, Board of Commissioners approved, necessary reductions occur to the Fire District Budget.

ARTICLE 29 – Drug Testing Process

Section 29.1

Prohibited Forms of Drug/Alcohol Use:

Employees are prohibited from unlawful manufacture, distribution, dispensation, possession or use of a controlled substance on District property, or anytime during an employee's work shift. Possession of drug paraphernalia is also prohibited.

Employees are prohibited from reporting for work after using illegal drugs or controlled substances at a time, or in such a manner that may impair work performance. This prohibition includes a verified positive drug test result.

Employees are prohibited from reporting for work after consuming alcohol at a time, or in such a manner, that may impair work performance (prohibited alcohol conduct).

Refusal by an employee to submit a urine or breath specimen when requested to do so under the guidelines of this policy will have the same consequences as a positive test result and will result in immediate removal from duty.

Violations of this policy and/or its prohibitions may lead to corrective action up to and including termination of employment, providing just cause for such action exists. Official discovery of prior voluntary treatment or professional assistance shall not, by itself, constitute just cause for corrective action.

Section 29.2

The provisions of Pacific County Fire District #1's Drug Free Workplace Policy shall apply to all members of the bargaining unit with the following clarifications:

- Drug Testing Procedures and Standards are outlined in Appendix B
- Documentation of physical or objective findings consistent with drug / alcohol related behaviors should be documented using the form in Appendix C.
- Drug testing consent form is located in Appendix D.

Section 29.3

The use of illegal drugs or alcohol while on duty constitutes just cause for discharge.

Section 29.4

Employees who voluntarily ask for assistance from the District to deal with drug or alcohol problems will not be subject to discipline as a result of revealing their need for treatment, provided that the request for voluntary assistance occurs before any performance, conduct, or fitness for duty issues arise.

Section 29.5

When an employee voluntarily asks for assistance, the employee must agree, as a condition of remaining employed by the District, to successfully complete a rehabilitation program, and an evaluation and release to duty by a Substance Abuse Professional (SAP).

Section 29.6

Nothing in this policy prohibits the appropriate use of over-the-counter medication or other medication that can legally be prescribed under both federal and state law, to the extent that it does not impair an employee's performance or safety or safety of others. Employees who take over-the-counter medication or other medication that can be legally prescribed under both federal and state law to treat a disability should inform their supervisor or Human Resources if they believe the medication will impair their job performance, safety, or safety of others or if they believe they need reasonable accommodation **before** reporting to work while under the influence of that medication.

ARTICLE 30 - Labor Management

Section 30.1

The District and the Union recognize that cooperation between labor and management is consistent with the purpose of this Agreement and therefore agree to jointly maintain and support a Labor Management Committee.

Section 30.2

The coordinators of the Labor Management Committee will be the President of the Union and the Fire Chief or their designees and one additional representative from the Union and the Employer.

Section 30.3

Meetings of the Labor Management Committee shall take place at least quarterly; however, at the request of either coordinator additional Labor Management Committee meetings may be called. Committee meetings shall be scheduled at mutually agreeable times and places.

Section 30.4

A proposed agenda shall be jointly prepared by the coordinators and distributed to all members prior to each meeting. Unless otherwise agreed, minutes shall be kept of the meetings and copies submitted to each of the coordinators for approval. Approved meeting minutes shall not be considered confidential and may be distributed to the general membership of the department.

Section 30.5

Bargaining Unit representatives will be compensated for up to two (2) hours at their regular rate of pay for time spent in the meeting(s) exclusive of their regularly scheduled work hours.

Section 30.6

It shall be understood that any matter that has been made the subject of a formal grievance under the terms of the labor Agreement shall be excluded from discussion within the Labor Management Committee, and furthermore discussions held during

Labor Management Committee shall not be considered as having fulfilled any portion of the grievance procedure, including filing or notification.

Section 30.7

It is understood that (unless otherwise agreed) the work of the Labor Management Committee shall in no way add to, subtract from, alter, or amend the labor agreement or change District policy.

ARTICLE 31 - Acting in Capacity

Section 31.1

There shall be one (1) Captain on duty each day. When the Captain is not on duty, the Firefighter on shift who holds the highest position on the Captain Eligibility list shall be assigned to the Captain's duties. If no one is on the acting list the Firefighter appointed by the Shift Captain or Fire Chief will fill the position. The District will pay said employees an additional two dollars (\$2) an hour for those working as acting shift captains.

Section 31.2

Every effort shall be made to have a minimum of one (1) Captain or one (1) Lieutenant on duty each day. When neither a Captain or Lieutenant is on duty, one (1) Firefighter on shift shall be assigned to act in capacity of the shift leader. The Firefighter assigned to shift leader, will be first chosen from the highest position on the Captain's eligibility list. If no Firefighter is on the Captain's eligibility list, the Firefighter in the highest position on the Lieutenant's eligibility list shall be assigned. If no one is on either eligibility list, the Firefighter appointed to act in capacity will be appointed by the Shift Captain or Fire Chief. The District will pay said employee an additional two dollars (\$2) per hour for working in capacity.

ARTICLE 32 – Employment Outside of the District

Section 32.1

District employees may hold employment outside of the District provided that such employment does not interfere with their assigned duties and responsibilities within the District and does not create a conflict of interest. Employees must notify their supervisor prior to accepting a job offer elsewhere.

Employees shall refrain from soliciting work during scheduled working hours and may not use any District equipment for the benefit of another employer.

ARTICLE 33 – On-Call Program

Section 33.1

An On-Call Program consists of a career member who voluntarily signs up to be on call for twelve (12) or twenty-four (24) hours, within a sixty (60) minute response time of a District station, for transfers or other callback situations.

Section 33.2

A career member who fulfills a twenty-four (24) hour on-call shift will be reimbursed \$75.00 per shift. Twelve (12) hour on-call shifts will be reimbursed \$37.50 for shift.

Section 33.3

If a transfer occurs, the career member will be paid the respective rate (\$75.00 for a twenty-four-hour shift, \$37.50 for a twelve-hour shift) for being on call plus the overtime rate as outlined in Article 11, from the time they report to their assigned station and will end when released by the Shift Officer.

Section 33.4

In the event the on-call person reports for a transfer that is cancelled, they shall be paid a minimum of two (2) hours of overtime, in accordance with Article 11.

Section 33.5

Career members will sign up per District policy.

Section 33.6

On-call personnel:

- Must respond by phone within ten (10) minutes of being called and arrive as instructed at Station 21-2, within sixty (60) minutes of notification.
- Will provide station coverage, unless unforeseen circumstance dictated by the shift officer on duty.

Section 33.7

If the member fails to perform their duty, they are subject to discipline (Improper Performance of Assigned Duties: Minor) in accordance with Appendix D.

ARTICLE 34 – Duty Stations

Section 34.1

The Employer agrees to provide on-duty crews with quarters for the use of the full-time staff and non-career members assigned to that station, with the following features and amenities per union staffed station.

A. Kitchen: stove, oven, microwave, all utensils necessary for preparing/eating meals and a refrigerator with freezer.

B. Living area: one color television in good working order, cable/satellite or subscription based streaming service agreed upon between the District and Union, and a DVD player dedicated to the crew quarters. The District will also provide high-speed Internet access, telephone (for District business only), 1 (District wide) personal locker for uniforms and personal effects and 1 serviceable reclining chair for each 24-hour shift position normally on duty at any given time. Reclining chairs will be evaluated every 5 years for replacement evaluation.

C. Separate sleeping quarters for each on duty crew member. Each bedroom will have a bed with a serviceable mattress and nightstand. Mattresses will be evaluated every 5 years for replacement.

D. Bathroom with working shower, toilet, toilet paper, paper towels, and cleaning supplies to maintain bathroom.

E. Laundry facilities including washing machine, dryer, and clothing detergent.

F. Features and amenities mentioned above shall be chosen by the District based on the Fire Chief's discretion. The Fire Chief will notify the Union as to which products or services will be changed/replaced to allow upgrades at the Union's expense of the difference. 5-year replacement evaluations will also be at the Fire Chief's discretion.

ARTICLE 35 – Duration

Section 35.1

This Agreement shall become effective on January 1, 2025 or upon signing by both parties, whichever is later, and shall remain in full force through December 31, 2027. Should neither party to this agreement receive written notice requesting negotiations by July 31st in the year of the expiration of its desire to modify, amend, or change this Agreement for the subsequent year(s), the agreement will be considered to have been renegotiated for twelve (12) months.

Section 35.2

If negotiations for a successor agreement extend beyond the expiration date of this contract, all provisions of this agreement shall remain in effect until a new agreement is reached. Any benefit enhancement in the successor agreement shall be retroactive to the expiration date of this agreement as provided by RCW 41.56.950.

Section 35.3

This agreement may be amended at any time during its effective term provided there is mutual consent of both parties in writing.

Section 35.4

This agreement shall be binding upon the successors and all parties hereto, and no provisions, terms, or obligations here shall be affected, modified, altered, or changed in any respect by the consolidation, merger, annexation, transfer or assignment of either party hereto; or affected, modified, altered, or changed in whatsoever by any change or any kind of ownership or management either party hereto; or by and change geographically, or otherwise, in the location or place of business of either party hereto.

For Pacific County Fire District 1
Fire Chief Jacob Brundage

Signature:

Date:

For the International Association of Firefighters, Local 3999
Union President Josh Raichl

Signature:

Date:

APPENDIX A - WAGE SCALE

		HOURLY	MONTHLY	ANNUALLY	STEP INCREASE	YEARS
2025	FF/EMT					
		\$27.09	\$5,752.84	\$69,034.08	PROBATION	0 YEARS
		\$28.45	\$6,040.48	\$72,485.76	5TH CLASS	1 YEAR
		\$29.87	\$6,342.51	\$76,110.12	4TH CLASS	2 YEARS
		\$31.36	\$6,659.62	\$79,915.44	3RD CLASS	3 YEARS
		\$32.93	\$6,992.61	\$83,911.32	2ND CLASS	4 YEARS
		\$34.58	\$7,342.24	\$88,106.88	1ST CLASS	5 YEARS
		FF/PARAMEDIC				
		\$31.16	\$6,615.76	\$79,389.12	PROBATION	0 YEARS
		\$32.72	\$6,946.55	\$83,358.60	5TH CLASS	1 YEARS
		\$34.35	\$7,293.88	\$87,526.56	4TH CLASS	2 YEARS
		\$36.07	\$7,658.58	\$91,902.96	3RD CLASS	3 YEARS
		\$37.87	\$8,041.51	\$96,498.12	2ND CLASS	4 YEARS
		\$39.77	\$8,443.57	\$101,322.84	1ST CLASS	5 YEARS
2026	FF/EMT					
		\$27.91	\$5,925.42	\$71,105.04	PROBATION	0 YEARS
		\$29.30	\$6,221.69	\$74,660.28	5TH CLASS	1 YEAR
		\$30.77	\$6,532.79	\$78,393.48	4TH CLASS	2 YEARS
		\$32.30	\$6,859.41	\$82,312.92	3RD CLASS	3 YEARS
		\$33.92	\$7,202.39	\$86,428.68	2ND CLASS	4 YEARS
		\$35.62	\$7,562.51	\$90,750.12	1ST CLASS	5 YEARS
		FF/PARAMEDIC				
		\$32.09	\$6,814.23	\$81,770.76	PROBATION	0 YEARS
		\$33.70	\$7,154.94	\$85,859.28	5TH CLASS	1 YEARS
		\$35.38	\$7,512.70	\$90,152.40	4TH CLASS	2 YEARS
		\$37.15	\$7,888.33	\$94,659.96	3RD CLASS	3 YEARS
		\$39.01	\$8,282.75	\$99,393.00	2ND CLASS	4 YEARS
		\$40.96	\$8,696.88	\$104,362.56	1ST CLASS	5 YEARS

2027	FF/EMT					
		\$28.74	\$6,103.19	\$73,238.28	PROBATION	0 YEARS
		\$29.30	\$6,221.69	\$74,660.28	5TH CLASS	1 YEAR
		\$31.69	\$6,728.77	\$80,745.24	4TH CLASS	2 YEARS
		\$33.27	\$7,065.19	\$84,782.28	3RD CLASS	3 YEARS
		\$34.94	\$7,418.46	\$89,021.52	2ND CLASS	4 YEARS
		\$36.68	\$7,789.38	\$93,472.56	1ST CLASS	5 YEARS
	FF/PARAMEDIC					
		\$33.05	\$7,018.66	\$84,223.92	PROBATION	0 YEARS
		\$34.71	\$7,369.59	\$88,435.08	5TH CLASS	1 YEARS
		\$36.44	\$7,738.08	\$92,856.96	4TH CLASS	2 YEARS
		\$38.27	\$8,124.98	\$97,499.76	3RD CLASS	3 YEARS
		\$40.18	\$8,531.24	\$102,374.88	2ND CLASS	4 YEARS
		\$42.19	\$8,957.78	\$107,493.36	1ST CLASS	5 YEARS

Note:

1. Wage differential from Firefighter/EMT to Firefighter/PM is 15%
2. Shift Captain differential is 10% above appropriate Firefighter/EMS certification scale
3. Lieutenant differential is 5% above appropriate Firefighter/EMS certification scale
4. Above figures do not account for other negotiated premium pay (ex. Longevity)

APPENDIX B – DRUG TESTING PROCEDURES AND STANDARDS

All drug and alcohol testing will be conducted with accuracy, reliability and a high regard for privacy and dignity in specimen collection, testing, and notification. For this reason, the District uses collection and testing procedures that are based on industry standards that are federally certified. The District will adhere to these standards for collection, testing, review, and result reporting. Results from procedures not in accordance with these industry protocols will not be valid for the purpose of this appendix.

Preliminary Drug Testing:

1. Once an employee meets the criteria for a Drug test, either through reasonable suspicion or post-accident (according to Policy 1102 Section 7. They must take a preliminary Oral Fluid 10 panel test. The oral fluid test will be the “Premier Biotech Oral Tox” instant test or equivalent. The Employee must also take a Q.E.D. Saliva Alcohol Test.
2. Oral testing may be completed on site and can be administered by a Chief officer or designee who has been trained in the proper administration of an Oral Fluid Test. The Employee shall have union representation during the saliva testing process if they request so. Union representation must be available within a 15-minute time frame from notice of required testing or can be provided by on-duty union personnel.
3. If the preliminary drug test results are negative, testing shall be discontinued, all samples destroyed, and records of the testing shall be expunged from the employee’s files. If the employee has a positive test, they must submit a secondary sample of oral fluid to be tested at a laboratory for confirmation.
4. If the oral fluid test is positive for any of the substances prohibited by this policy, the employee shall be transported and escorted immediately to the licensed testing facility for urine specimen collection and testing. Failure to comply with transport or undue delay in transport will result in the same consequences as a positive test.
5. Confirmatory tests are further outlined in this appendix.

Drug Testing:

1. If the preliminary oral fluid 10 panel test is positive, then confirmatory testing is required.
2. The Confirmatory lab must be federally certified; testing samples will be processed through Performance Occupational Health Services (POHS).
3. Confirmatory sample testing will be performed by a trained employee of POHS completed at district property or at the collection facility in Longview, WA.
4. Testing procedures will be conducted and monitored in accordance with 49 CFR Part 40. Specimens submitted to the laboratory are tested for the following drugs:
 - a. Cocaine
 - b. Amphetamines
 - c. Opiates
 - d. Phencyclidine (PCP)
 - e. Marijuana

- f. MDMA
 - g. Morphine
 - h. Codeine
 - i. Benzodiazepines
 - j. Barbiturates
5. The Specimen collection agent will use the split sample method of collection. This method involves dividing the original specimen into a “primary” and a “split” sample.
 6. The contract laboratory will observe testing/chain of custody procedures to ensure that the specimens’ security, proper identification and integrity are not compromised.
 7. When an initial screening test for drugs is positive, a second, confirmatory test will automatically be performed. Confirmed positive drug tests will be reported by the testing laboratory
 8. If the primary specimen is positive, the District will make every reasonable effort to notify the employee of the results.
 9. Once the Employee is notified, they will have 72 hours to request that their split sample be sent to a different federally certified laboratory for analysis.
 10. Expenses for the testing of the split sample will be paid for by the District. If the results of the split sample test are positive, the District will be reimbursed by the employee for the cost of testing the second split sample.
 11. Confirmatory positive threshold levels will be based on industry standards and the proposed guidelines from Substance Abuse and Mental Health Services Administration (SAMHSA) and Department of Transportation (DOT) Rule 49 CFR Part 40 Section 40.85.
 12. The Medical Review Officer (MRO) will review the results and will decide, based on current scientific data and other evidence, if the substance is more than likely caused the behavior or impairment.
 13. If the MRO determines substance was not the likely cause of the behavior or impairment, the MRO will not release any results of the drug test to the employer.
 14. If the confirmatory drug test results are negative, testing shall be discontinued, all samples destroyed, and records of the testing shall be expunged from the employee’s files.

Alcohol Testing:

1. If the preliminary Q.E.D. Alcohol test is positive, then confirmatory Breath Alcohol testing must be completed.
2. The employee shall be transported and escorted immediately to the licensed testing facility for breath alcohol testing. The employee shall sign the Breath Alcohol Testing Release Form. Refusing to sign this form will be regarded as a refusal to take the test.
3. A Breath Alcohol Test will then be conducted by a certified Breath Alcohol Technician (BAT)
4. Testing procedures will be conducted and monitored in accordance with 49 CFR Part 40
5. The BAT must conduct a second breath alcohol test if the initial screening test indicates that the employee or applicant has a prohibited alcohol concentration.
6. The first test is a screening test. A result of less than 0.02 alcohol concentration is considered negative, and no further testing is required.

7. If the alcohol concentration is 0.02 or greater, the BAT will conduct a confirmation test within 15 minutes of the screening test.
8. If the results of the screening and confirmation tests are not identical, the confirmation test will be the result upon which any further action under this policy will be taken.
9. If the confirmation test indicates an alcohol concentration at 0.02 or above, the BAT must immediately notify the employer who will arrange transportation of the employee from the alcohol testing site.
10. If the confirmation test indicates an alcohol concentration of 0.04 or above, the individual is considered to have a prohibited alcohol concentration.

APPENDIX C – REASONABLE SUSPICION / BEHAVIOR FORM

Prior to sending an employee for a reasonable suspicion drug or alcohol test, the supervisor must be able to describe the *objective* signs that caused the supervisor to suspect the employee has drugs or alcohol in his or her system. One or a combination of the following indicators can establish reasonable suspicion that an employee may be impaired:

- Drowsiness
- Bloodshot eyes or dilated pupils
- Slurred or incoherent speech
- Alcohol on breath or odor of drugs
- Poor physical coordination
- An accident or other impaired work performance
- Physical or verbal altercation
- Unusual behavior or response to a situation (e.g., excessive laughter)
- Possession of alcohol or a prohibited substance

The number and degree of reasonable suspicion indicators and the amount of evidence will determine whether there is reasonable suspicion to confront the employee and/or require the employee to submit to a drug or alcohol test. Examine each situation individually and record the observations that raised the suspicion. Please document any appropriate observations in the space provided.

Speech:

Dexterity:

Standing:

Walking:

Judgment/decision making:

Appearance (eyes, clothing, etc.):

Odors (alcohol, marijuana, etc.):

Supervisor's name:

APPENDIX D- DRUG CONSENT FORM

My signature below denotes that I have read, understand, and consent to the following:

1. I have been given a copy of the Drug Testing Procedure and understand how the test is conducted, what it determines, and what the consequences are of testing positive.
2. I understand that the District is requiring this test as a condition of my employment and that my lack of cooperation or alteration of the sample may result in disciplinary action by the District.
3. I understand that my sample will be used only for the drug or alcohol test and not for any other tests without my specific authorization.
4. I understand that the laboratory will provide the physician, who has been mutually selected by the District and the Union, with the results of my test, if it tests positive. The physician will obtain my medical history, including legally prescribed drugs and over the counter drugs, to determine the validity of the test results.
5. I understand that I can have a Union representative or Union member (designee) available during the testing process.
6. I understand that my sample will be split by the laboratory with one portion to be used for the District's initial and confirmation testing and the other portion being reserved for testing at my choice. I also understand that any testing that I request will be paid for by me; unless it can be proven that the District's initial or confirmation test resulted in a false positive reading. I understand that the laboratory will retain the split sample for one (1) year following the initial testing. Negative samples will be destroyed in accordance with NIDA standards.

BY SIGNING THIS CONSENT FORM, I AM NOT WAIVING ANY OF MY RIGHTS UNDER ANY FEDERAL, STATE, OR LOCAL LAW, RULE, OR REGULATION, INCLUDING COMMON LAW PROVISIONS. I UNDERSTAND THAT I HAVE THE RIGHT TO CHALLENGE ANY CONFIRMED POSITIVE TEST RESULT AND ANY DISTRICT ACTION BASED THEREON, BY FILING A GRIEVANCE UNDER THIS COLLECTIVE BARGAINING AGREEMENT.

Employee Signature _____ Date _____

APPENDIX E – DISCIPLINARY MATRIX

OFFENSE	EXPLANATION	FIRST OFFENSE	PENALTIES	
			SECOND OFFENSE	THIRD OFFENSE
1. Insubordination (Non-emergency) A. Minor	Deliberate delay or failure to carry out assigned work or instruction in a reasonable period of time. Example: Failure to do an assigned task around the station.	Written reprimand, or up to 24-hour suspension and / or demotion.	48 hours suspension and / or demotion.	72 hours suspension and / or demotion.
	B. Major	Refusal to obey legitimate orders. Disrespect, insolence or like behavior. Example: Failure to follow a direct order.	48-hour suspension and / or demotion.	96 hours suspension and / or demotion.
2. Insubordination (Emergency incident) A. Minor	Deliberate delay or failure to carry out assigned work or instructions in a reasonable period of time. Example: Failure to complete an assigned task on an alarm.	48-hour suspension and / or demotion.	96 hours suspension and / or demotion.	Termination.
	B. Major	Refusal to obey legitimate orders. Disrespect, insolence or like behavior. Example: Failure to obey a direct order or verbally abusing an officer.	72-96 hours suspension and / or demotion.	Termination.
3. False statements, misrepresentation, deceit, concealment. A. Minor	When the member has not attained personal gain and District relations are not adversely affected.	Written reprimand and / or 24 hours suspension.	48 hours suspension and / or demotion.	72 - 96 hours suspension, demotion.
	B. Major	Deliberate misrepresentation, fraud, falsification or concealment when the member has attained personal gain and District relations are adversely affected Examples: Failure to cooperate with an investigation.	48-hour suspension and / or demotion to termination, depending on the severity of the offense.	Termination

			PENALTIES	
OFFENSE	EXPLANATION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
4. Gambling	Promotion of, or participation in gambling while on duty.	Coaching/counseling to written reprimand.	24-hour suspension and / or demotion.	48 hours suspension and / or demotion.
5. Failure to honor valid debts or legal obligations.	In determining whether an offense has occurred, consider if extenuating circumstances developed after the obligation was incurred.	Coaching/counseling to written reprimand.	Up to 24-hour suspension.	24-48 hours suspension and / or demotion.
6. Theft	Actual or attempted taking and carrying away District property or the property of others.	96 hour suspension and / or demotion to termination, depending on the severity of the theft.	Termination	
7. Loss of, damage to, unauthorized use, negligent use of improper maintenance or destruction of District property, records or information.	When willfulness or intent is involved, or unauthorized use is involved. Example: deliberately breaking a tool or other item.	24 - 48 hour suspension and payment for property at replacement cost.	96 hours suspension and / or demotion and payment for property at replacement cost.	Termination and payment for property at replacement cost.
8. Misconduct A. Minor	Conspicuous misconduct which adversely affects the reputation of the member or reflects unfavorably on the District. Example: rude or offensive behavior while in public view while on duty or representing the District.	Coaching/counseling to written reprimand.	Up to a 24-hour suspension and / or demotion.	48 hours suspension and / or demotion.

			PENALTIES	
OFFENSE	EXPLANATION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
B. Major	Deliberate misconduct which adversely affects the reputation of the member or reflects unfavorably on the District. Example: continued rude or offensive behavior while in public view while on duty or representing the District unauthorized use for personal gain or gain for another, or to influence or to obtain immunity, such as claiming to be a firefighter to avoid arrest, citation or prosecution.	Written reprimand, 48 hours suspension and / or demotion	96 hours suspension and demotion.	Termination
9. Failure to meet standards in appearance, dress or personal habits.	Personnel uncleanliness, poor appearance, disagreeable habits, habitually soiled or poorly maintained clothing, equipment or facilities. When reporting without, or not wearing proper uniform or not having uniform available (excluding emergency callback situations.)	Coaching/counseling to written reprimand.	24-hour suspension.	48 hours suspension and / or demotion.
10. Failure to respond when called in when off-duty to respond to multiple alarms or other emergency.	In determining whether an offense has occurred, consider if extenuating circumstances prevented response. Such as watching children during a call back.	Written reprimand to 24 hours suspension and / or demotion.	24-48 hours suspension and or demotion.	48-96 hours suspension and / or demotion to Termination.

			PENALTIES	
OFFENSE	EXPLANATION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
11. Other violation of District operating standards or directive not specifically mentioned herein. Minor:	Reference published guidelines, District directives or memos or resolutions of the Board of Fire Commissioners or labor contract	Coaching/Counseling to written reprimand to 24 hours suspension and/or demotion.	24-48 hours suspension and/or demotion.	48-96 hours suspension and/or demotion to Termination.
Major:	Major violations may include, but not be limited to violation of District policies: POL 202 Preventing Harassment in the Workplace, POL 1102 Drug Free Workplace, POL 1111 Prohibiting Violence in the Workplace	Suspension to termination, if substantiated.		
12. Violation of safety practices and / or regulations. Failure to provide and use safety equipment. A. Minor	Failure to observe safety practices and regulations and / or endangering property.	Coaching/counseling to written reprimand.	24-hour suspension and / or demotion.	72 hours suspension and / or demotion.
B. Major	Failure to follow safety practices and regulations thereby endangering or causing injury to persons.	24-hour suspension and / or demotion.	72 hours suspension and / or demotion.	96 hours suspension and demotion to Termination.
13. Improper reporting of disability or return to duty.	Inexcusable failure to follow proper disability procedure, or failure to notify proper person as required by published polices or procedures.	Coaching/counseling to written reprimand.	24-hour suspension and / or demotion.	24-72 hours suspension and / or demotion.

			PENALTIES	
OFFENSE	EXPLANATION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
14. Improper performance of assigned duties. A. Minor	Neglect or failure to satisfactorily perform the duties of the position when no potential life or property loss is involved.	Coaching/counseling to written reprimand.	24 hours suspension and / or demotion.	48-72 hours suspension and / or demotion.
	B. Major	Conspicuous neglect or failure to perform duties when potential life or property loss is involved.	48-hour suspension and / or demotion.	72 hours suspension and / or demotion. 96 hours suspension and Demotion or Termination.
15. Failure to file reports promptly.	When reports are required within a specified time frame.	Coaching/counseling to written reprimand.	24-hour suspension.	48 hours suspension and / or demotion.
16. Tardiness (charges may be cancelled by the supervisor when acceptable reason is offered.) A. Minor	When no willfulness or intent is involved.	Up to 24 hours suspension.	48 hours suspension and / or demotion.	96 hours suspension and / or demotion.
	B. Major	When willfulness or intent is involved.	48 - 96 hours suspension and / or demotion.	96-120 hours suspension and / or demotion. Termination.
17. Accumulation of unrelated offenses.	When an employee frequently violates standards, but does not receive charges for those offenses, or has received multiple offenses with charges.	Written reprimand and / or 24-hour suspension.	48-hours suspension and / or demotion.	96 hours suspension to Termination.
18. Failure by a volunteer to meet minimum requirements during a quarter.	When a volunteer does not meet the minimum training requirements during any quarter or three consecutive month period of time.	Written notification to Termination.		

19. Criminal conduct.	When formal charges are filed against a member for a felony or a crime against a person or property.	Suspension until exonerated or termination if convicted.		
<i>NOTE: Items to be purged will be extended to the next time period if a similar violation occurs before purge date.</i>	<i>NOTE: Members shall be provided a copy of any items placed in their personnel file. Purge dates shall be placed on all items in personnel files.</i>			

APPENDIX F – CALLBACK PROCEDURES

INTRODUCTION

The purpose of this callback procedure is to attempt to define the method of which is utilized to call in off-duty personnel. This procedure has been reviewed and approved by the Fire Chief and the members of IAFF Local #3999.

OVERTIME HOURS

Overtime hours can be obtained by the following ways:

1. Scheduled shift coverage (vacation days, attending class, etc.)
2. Unscheduled shift coverage (State mobilizations, sick leave, bereavement, etc.)
3. Out of town transfers
4. Holdover time from one shift to the next (see holdover section below).
5. Any special projects assigned by the Fire Chief
6. Teaching of any training classes
7. Mandatory training (Fire or EMS) as requested by the Fire Chief or Designee.
8. Any other overtime other than the above mentioned

OVERTIME CALLBACK PROCEDURE

The overtime callback procedure is established to ensure an appropriate and fair means of creating an eligibility rotation for overtime hours. Generally, the bargaining unit members with Local #3999 shall be given priority for eligible overtime.

Overtime hours can be based on a scheduled, urgent or emergent basis.

- **Scheduled overtime** includes scheduled shift coverage, unscheduled shift coverage, pre-scheduled out of town transfers, teaching of training classes, and other pre-scheduled events.
- **Urgent overtime** hours can include coverage for emergency out of town transfers, multiple medical alarms, or other emergencies that may exhaust the immediate resources of the Fire District.
- **Emergent overtime** is any overtime that is needed to be filled immediately (less than 5 minutes after request) for any reason.

Any scheduled overtime shall be given priority to eligible bargaining unit members (especially scheduled shift coverage and most unscheduled shift coverage). Other scheduled overtime is eligible for bargaining unit and non-bargaining unit members.

Although the bargaining unit members should get priority, during times of urgent and emergent overtime both bargaining and non-bargaining unit members are eligible for the overtime hours.

Type of Overtime	Shift Officer Responsibility	Firefighter Responsibility	Eligibility for Overtime
Scheduled	Follow call back list until filled	Report to duty at scheduled time and station	Union
Urgent	Request dispatch tone	Contact by phone/radio the shift officer for immediate assignment	Union
Emergent	Request dispatch tone for "Code 3 callback"	Immediately report to nearest staffed station for work.	Union

Table 1.0: Overtime personnel responsibility

As mentioned in Table 1.0, the Shift Officer will request the dispatch center tone PCFD#1 for a "Code 1 callback" or a "Code 3 callback" (based on the type of overtime need). The Firefighter is then responsible for acting accordingly.

ROTATION FOR OVERTIME (BARGAINING UNIT MEMBERS)

1. Any new members hired by PCFD#1 that are members within good standing of Local #3999 will not be eligible for overtime until six months of employment. *(This does include urgent or emergent overtime needs)*
2. A minimum of Twelve (12) hours of overtime must be available to be counted on the overtime list. Any overtime less than Twelve (12) hours will not be counted against the employee.
3. The Shift Officer shall be responsible for ensuring the overtime is filled and the procedure was followed.
4. Employees who are eligible will be logged on the shared drive in the overtime call back list. All contact numbers shall be kept in the shared drive.
5. Any overtime that is refused by an employee shall not result in the employee being moved from their position on the overtime callback list.
6. Generally, a paramedic works for a paramedic and an EMT works for an EMT.
7. The accumulation of overtime hours will be perpetual but will be reset on the 1st of January each year.

The shift Captain or lead will call and leave a voicemail requesting for overtime coverage using the call back list. The Captain or shift lead will wait 5 minutes to allow for a response from the union member before calling the next member on the list.

In the event that a Captain & Lieutenant for a shift are on leave, the overtime is to be filled by calling other shift Captains first, followed by other shift Lieutenants, then by those on the Captain & Lieutenants promotional list, lastly filled by any qualified bargaining member.

MANDATORY HOLDOVER TO MAINTAIN MINIMUM STAFFING

It is recognized that maintaining staffing levels may require an off-going employee to be held over. In the event that short notice scheduled overtime is necessary, the overtime callback procedure above shall be utilized.

After all efforts have been made to follow the callback procedure, then and only then can an employee be held over

Each Shift Officer shall maintain a list used to fill a “mandatory holdover”

The off-going shift is responsible to fill overtime if staffing drops below the minimum staffing outlined in Article 28. Once the overtime callback procedure has been followed, and the shift still remains unfilled, the shift will be filled using the Shift Captains “holdover list”.

Employees are not eligible for mandatory hold over when hold over would exceed 72 consecutive hours, excluding shift trades


Any provision to this overtime agreement must be agreed to by the Fire Chief and the President of IAFF Local #3999.



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

MEETING DATE: 1/21/2025
AGENDA ITEM (to be completed by the office): New Business #8
SUBJECT: Station 21-1 Boiler
REQUESTOR: AC Weatherby
COST (including tax):
SUMMARY: See attached quote.
RECOMMENDATION:



 **Prepared for:** Pacific County Fire Dept.

 **Address:** 26110 Ridge Avenue, Ocean Park, WA 98640

Select the option you would like to approve

Option #1

\$27,915.60

APPROVE

Estimate Details

Service	Unit Price	Qty	Total
Labor Install	\$1,550.00	1	\$1,550.00
Install boiler. Vent the unit and hook up gas piping. Test fire after plumbing is done.			
Service subtotal			\$1,550.00

Materials	Unit Price	Qty	Total
Rinnai Boiler	\$11,000.00	1	\$11,000.00

Smallest boiler they make but plenty big to handle the system. This unit comes backed with a 10 year commercial full replacement warranty. Meaning if the main component, the heat exchanger, dies then they will replace the entire unit.

Retail on this unit is \$13,000 but we're discounting for the fire dept.

PVC Venting	\$550.00	1	\$550.00
-------------	----------	---	----------

We might be able to use the same hole in the roof but I may decide to go another route once we tear into it.

Materials	Unit Price	Qty	Total
Plumbing	\$5,700.00	1	\$5,700.00
Done by Valley Plumbing			
Electrical	\$7,000.00	1	\$7,000.00
Done by Ford Electric			
Materials subtotal			\$24,250.00
Subtotal			\$25,800.00
Pacific County Tax (8.2%)			+ \$2,115.60
Total			\$27,915.60

Not what you were looking for?

Please let us know if you'd like to request some changes. We'd love to win your business.

DECLINE ALL OPTIONS

Note

THANK YOU FOR YOUR BUSINESS!

Estimate date: Jan 19, 2025

Contact us

 (360) 777-1325

 stephan@ezpropanedelivery.com

Housecall Pro



**COMMISSIONER'S MEETING
AGENDA ITEM INFORMATION**

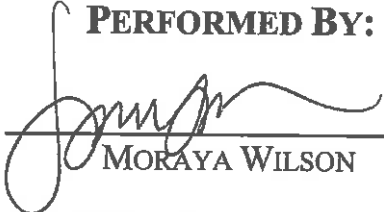
MEETING DATE: 1/21/2025
AGENDA ITEM (to be completed by the office): New Business #9
SUBJECT: Station 21-2 Mold Remediation
REQUESTOR: AC Weatherby
COST (including tax):
SUMMARY: See attached report.
RECOMMENDATION:



P.O. BOX 312, MONTESANO, WA 98563
OFFICE: (360) 249-5540 FAX: (360) 249-3475 EMAIL: INFO@KDSENV.COM

HAZARDOUS MATERIALS INVESTIGATION LIMITED SCOPE SURVEY

PERFORMED FOR:
PACIFIC COUNTY FIRE DISTRICT #1
PROPERTY KNOWN AS:
3706 N. PL.
SEAVIEW, WA 98644

PERFORMED BY:

MORAYA WILSON

AHERA CERTIFICATION:
BI/R-NES-01-12-24-11
MOLD CERTIFICATION:
11441

December 18, 2024

Notice: This document (including any and all attachments) contains confidential information intended for a specific individual and purpose and is protected by law. If you are not the intended recipient, you should delete this document along with the attachments and are hereby notified that any disclosure, copying, or distribution of any and /or all this document, or the taking of any action based on it, is strictly prohibited.

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APPENDIX B	IAQ/FUNGAL SUMMARY & LABORATORY ANALYSIS
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SECTION 1.0 EXECUTIVE SUMMARY

On December 12, 2024, Pacific County Fire District #1 contracted Moraya Wilson (BI/RNES-01-12-24-11), an accredited Asbestos and Hazardous Materials Inspector for KD&S Environmental to perform a limited scope Hazardous Materials Survey at the property located at 3706 N. Place in Seaview, WA. The limited scope survey is being conducted first, to determine the potential presence of mold, due to a water leak. Secondly, to identify asbestos containing material in the loose vinyl flooring. Indoor Air Quality testing is being conducted due to the water leak in the utility room. In addition, this survey meets the “Good Faith” Asbestos Inspection requirements. It should be noted that “Good Faith” Surveys are limited in scope and that those materials which required destructive means to access or sample (Interstitial spaces) are not included in this report as are any other areas not specifically noted as tested. Additionally, this survey complies with 40 CFR 61 subpart M and Washington Administration Code (WAC) 296-62-07721, and Regulation III, Article 4 of Olympic Regional Clean Air Agency (ORCAA).

SECTION 2.0 SCOPE OF WORK

The survey was intended to identify the possible Asbestos Containing materials (ACM) and Mold (VSG) presence, which may be disturbed during while maintenance is required due to a water leak in the Laundry/ Utility Room. The water leak affected the walls, flooring, and subfloor of the laundry/utility room.

Field Inspection, Data Collection and Report Generation were based on the following:

- Perform a visual inspection of the subject property to identify and inventory accessible, damaged areas of suspect asbestos flooring in the laundry room.
- Bulk Sampling and Analysis of identified suspect asbestos containing materials, in relation to the laundry room hot water tank damaged closet.

- Provide quantity estimates of such Asbestos containing materials.
- Provide a written report including sample descriptions, sample locations, and sample location drawing(s).
- Conduct Indoor Air Quality testing for Fungal and Non-Fungal particulates.
- Provide a written report identifying all fungal and non-fungal spores, sample locations, quantity of spores and description of spores and their source, as well as its potential impact on human health.
- The subject property is defined as 3706 N. PL. in Seaview, WA. The property is used as the Seaview Fire dispatch center and living quarters for the fire department.

SECTION 2.1 BUILDING DESCRIPTION

The exact year the triple wide modular style home structure was constructed is unknown, it appears to be late 70's, early 80's style. The structure is used as the fire house for Pacific County District in Seaview, WA. This is where they dispatch from, sleep, eat, shower, lounge, and live while they are on shift. At the street side there was a deck that had been removed. Fire Chief stated it was removed due to rot and safety issues. Once the deck was removed, the structure was left as is. As it sits currently, rain and mother nature are continuing to cause more moisture damage to the exposed structural wood. All areas of the building are accessible and walkable.

SECTION 2.2 SURVEY METHODOLOGY

The supporting documentation provided within the survey report includes material summary table and the appendices that include site photographs, laboratory analytical reports, chain of custody forms and staff certification(s).

Asbestos:

Suspect asbestos containing materials within the structure were identified and classified as either a surfacing material, thermal system insulation, or miscellaneous materials. Surfacing materials are those, which are either spray applied or troweled-on for acoustical, decorative, or fireproofing purposes. Thermal system insulation (TSI) is insulation used to inhibit heat transfer or to prevent condensation on pipes, boilers, tanks, ducts and various other components. Miscellaneous materials include all other materials not included in the above categories such as floor tile, ceiling tile, roofing felt, cementitious materials, wallboard systems and products such as caulking, mastics and putties. 1 Miscellaneous sample was collected and submitted for laboratory analysis due to the limited scope nature of the survey. (Appendix A)

Mold and Indoor Air Quality:

KD&S Environmental did a survey of the affected area following the protocol set out by the Indoor Quality Association, S520. The indoor air quality was done in the living room & laundry/utility room, between 12:14 pm and 12:30 pm. The outdoor air quality was done 6' from the front entrance, between 12:57 pm and 1:07 pm. Moraya Wilson (Certified Mold Inspector and Assessor, CMIA #11441) conducted air sampling at 3706 N. Place in Seaview, WA. Three (3) air samples were taken and analyzed for culturable fungi identification and other enumeration of non-fungal particulates and containments. A bulk mold sample was taken as well.

The air monitoring was completed due to the concerns about the water damage in the laundry/utility room.

On-site testing was also conducted with a SurveyMaster Protimeter which reads Wood Moisture Equivalent (WME), or rather the moisture content of the building materials. A SurveyMaster Protimeter checks moisture levels in surfaces such as walls, ceilings and floors by giving a percentile reading, ranging from 0%-100%. 0% meaning dry/no moisture and 100% meaning 100% wet/active moisture. The Protimeter also gives a color reading of either green, yellow or red. Green means no issues, yellow means potentially an issue, and red means that there is an active issue currently occurring that will require further action. Moisture readings were in the range of 11%-100%.

Wood Moisture Equivalent (WME) Interpretation:

- Acceptable standard limit <15% (Green)
- Readings 15-18% are cause for concern as they typically indicate there is possibly an active moisture problem occurring. (Yellow)
- Readings 18% and above indicate there is an active moisture problem that needs to be resolved. (Red)

Readings on the floor and subfloor of the laundry room and living room were within the 11.4%-100% range, indicating that there is active moisture occurring. WME readings on the exterior street side, exterior siding had a range between 37%-100%. There are also several wet rot areas in the wood where the deck once was. Wet rot occurs when the wood is moisture ridden for so long, it breaks down the wood, causing it to be brittle and break-apart.

SECTION 3.0 ASBESTOS-CONTAINING MATERIALS (ACM)

Bulk samples collected by KD&S Environmental were submitted for sample analysis in accordance with method EPA-600/R-93/116: "Method for the Determination of Asbestos in Bulk Building Materials". Seattle Asbestos performed analysis of suspect asbestos materials. The following suspect materials were found to contain asbestos in quantities equal to or greater than one percent (1%). The United States defines any material equal to or greater than 1% to be asbestos containing regulated materials.

ASBESTOS: NON-DETECT

THIS IS NOT A COMPLETE ASBESTOS SURVEY

SECTION 4.0 INDOOR AIR QUALITY (IAQ)

4.1 Objective

The primary objective of the sampling program was to determine the extent and identity of mold spores, non-fungal particulates, and other contaminants. All these particulates can have an impact on health.

4.2 Sample Locations

- 3706-1 Interior of the laundry/utility room in the middle of the room.
- 3706-2 Interior of the main area in the middle of the room.
- 3706-3 Exterior of the front entrance 6' from the door/ deck area

4.3 Sampling Protocol

Air samples were taken with three (3) Air O Cell cassette. Locations were sampled for airborne fungal particulate matter, non-fungal particulate matter and other contaminants for a period of 10 minutes with a capture flow rate of 15 liters per minute. A calibrated rotameter was used to verify flow rate. The samples areas are as noted above in section 4.2. All samples were individually bagged and sent via UPS to SanAir Laboratory. SanAir Laboratory is in North Chesterfield, VA analyzed samples. SanAir Laboratory is a certified independent laboratory and reported in fungal structures, other non-fungal particulates, and other contaminants per cubic meter.

5.0 SAMPLING PLAN FOR BULK SAMPLING

5.1 Objective

The primary objective of the sampling program was to determine the extent and identity of mold spores. Bulk pieces of affected wet areas were analyzed for non-viable growth. These spores can have an impact on human health. All samples were placed in Ziploc bags, labeled, and sent to the San Air laboratory for analysis.

5.2 Description of the Sampling Area

3706-4 VSG Sheetrock wall piece in laundry/utility room (Bulk)

5.3 Sampling Protocol

Samples were taken by breaking off pieces of the affected building material. Locations were sampled for fungal matter under direct examination. The following protocol was used:

- Wearing gloves, break a small bulk piece off and place in a Ziploc bag, label, and seal.
- Package and send via USPS priority to North Chesterfield, VA for analysis.

SECTION 6.0 ASSESSMENTS & INTERPRETATION

Section 6.1 - Asbestos containing materials (ACM)

All identified asbestos containing material is regulated material and must be abated prior to any demolition or remodeling activity which may disturb these materials at the subject property. A Washington State Certified Asbestos Contractor must conduct abatement of asbestos containing materials. Regulated ACM are required to be handled in accordance with Washington State Regulations prior to any demolition, renovation, or remodeling that would disturb these materials. Washington State Department of Labor and Industries and ORCAA require that the abatement be performed using Certified Asbestos Workers under the direct on-site supervision of an AHERA Supervisor. This was not a full asbestos survey of the affected area due to the focus of the survey being mold growth. Prior to any demolition, remodeling, or renovation work being done, a complete asbestos survey is recommended.

Section 6.2 – Mold and Indoor Air Quality: Fungal and Non-Fungal

**Table 1. Typical Values (/m³) by Location
(GM Labs, Inc. Typical Values)**

Fungal Particulates

<p><u>Ascospores</u> Ascospores are the product of sexual reproduction in ascomycetes. Typically, ascomycetes can be either saprophytes or parasites of plants. Their presence indoors is an indicator of the amount of outdoor air present.</p>	<p>Outdoor Range 0-4,933 Commercial Office 0-75</p>
<p><u>Aspergillus/Penicillium)</u> Very common organisms growing both outside and amplified indoors. Commonly found in food, soil, cellulose, grains and compost piles. Members of both genera are known to be allergenic and to cause extrinsic asthma and hypersensitivity. Other skin allergic reactions also occur. Most symptoms occur if the individual is immuno-compromised.</p>	<p>Outdoor Range 0-1,267 Commercial Office 0-847</p>
<p><u>Basidiospores</u> Basidiomycetes are very common outdoors. These spores are abundant enough to be an excellent marker of outdoor air. The spores of a few of these species are known to be allergenic. Basidiospores are the result of sexual reproduction and formed on a structure called the basidium. It is in the family of mushrooms, shelf fungi, rusts and smuts.</p>	<p>Outdoor Range 0-560 Commercial Office 0-100</p>
<p><u>Cladosporium</u> Cladosporium are outdoor origin but are commonly amplified indoors. It is found growing on the dirt of the surface of fiberglass duct liners, sheet rock, paint, wood, textiles, windows, and window sills. As well as a wide variety of plants that are food sources for this fungus. It is found on dead plants & woody plants. Cladosporium are a commonly known allergen however, neither toxin production nor pathogenic toxicity have been reported. It can cause mycosis. Acute symptoms induct edema and bronchospasm. Chronic cases can develop into pulmonary emphysema. Long exposure to Cladosporium can result in extrinsic asthma, and type I hypersensitivity. Cladosporium is the most commonly identified outdoor fungus.</p>	<p>Outdoor range 0-617 Commercial Office 0-300</p>

<p>Stachybotrys Stachybotrys grow outdoors in very wet areas and has been well known to be highly toxic. Stachybotrys can produce trichothecene mycotoxins, which are poisonous upon inhalation. Dead spores remain allergenic and toxigenic. Indoors it grows on wallpaper, textiles, and sheetrock, rarely on wood.</p>	<p>Outdoor Range 0-1 Commercial Office 0</p>
--	---

*This data is compiled from samples taken in the Puget Sound area only and does not reflect regional differences nationwide.
**Dictionary of the Fungi 9th Edition

Explanation of Several of the background particulates

<p><u>Dander</u> Dander is a ubiquitous part of the human environment; it occurs in virtually every air sample. Human dander is hexagonal in shape because of the hexagonal packing pattern. Human dander is not known to be allergenic unlike dog, cat and bird dander. At values above 35,000/M3, the presence of dander suggests poor indoor ventilation. At higher levels, one begins to find dust mite frass.</p>	<p>Outdoors Ranges 27-4000 Commercial Office 33-26667</p>
<p><u>Hyphal fragments /Mycelial fragments</u> These fragments refer to the “body” of a fungus and occur from mechanical disturbance of fungal colonies. These fragments are both common indoors and outdoors. Often, high numbers of fragments are released into the air during cleaning operations. The fragments can be an irritant if not allergenic.</p>	<p>Outside Range 0-213 Commercial Office 0-27</p>
<p><u>Manufactured Fibers</u> Manufactured fibers derive from the breakdown of fabrics such as clothing, furniture, rugs, draperies. High numbers may indicate poor air quality when found with high levels of other particulates or dryer vent leaks. It is commonly found in our breathing air and is in almost all indoor air samples.</p>	<p>Outdoors Ranges 0-20 Commercial Office 0-67</p>

*This data is compiled from samples taken in the Puget Sound area only and does not reflect regional differences nationwide.
**Dictionary of the Fungi 9th Edition
*** San Air Laboratory spore definition and sources.

Section 6.3 – Interpretation

Laundry Room-

There was an air sample as well as a bulk sample taken of residual sheetrock that had visible growth on it. The piece of sheetrock was taken from the crevice where the hot water tank closet is. At the time of the survey the leaking water tank had already been removed, along with the wet sheetrock, and a new hot water tank was installed. New sheetrock had also been put up, so there were limited areas visible where old sheetrock remained. The sheetrock sample that was sent to the laboratory for mold analysis and spore identification had results of Stachybotrys and Chaetomium. Chaetomium results were at a rare level whereas the Stachybotrys spores were at a heavy level. Chaetomium is a fungal spore that is amplified when there are chronic conditions of moisture where it can breed and grow. We use Chaetomium as an indicator of long periods of excess moisture. Stachybotrys fungal spores are highly toxic and allergenic. Dead spores remain allergenic and toxigenic. Although it appears as if most of the affected sheetrock has been removed already, it is likely that there are other pieces or sections of sheetrock that will have this mold growth on it. Additionally, the subfloor moisture content in the utility room is 100% wet, so the potential for the continuation of fungal growth is relevant as a concern. Air sample results in the laundry room have a higher count of Aspergillus/Penicillium spores than the baseline sample. In indoor air quality surveys, the interior results should be equal to or less than the baseline sample. The laundry room is an area that will require further action in order to combat the excessive moisture levels and the residual sheetrock with mold growth.

The bottom layer vinyl sheeting in the laundry room was tested for asbestos containing materials and is non-detect. The top layer is a newer style vinyl sheeting that appears to be laid over the bottom layer, not glued down. This is not a complete GFS, good faith survey, therefore one should be done prior to any further renovation work on this structure.

Living Room/Open area-

The air sample results indicate that there are some fungal issues going on with the presence of *Stachybotrys* and *Aspergillus/Penicillium*. There should not be any *Stachybotrys* in the interior air sample as it is not present in the baseline sample, additionally the average range for the Pacific Northwest as a house composite is 0, air results are at 7 M³. Ideally, you do not want to have *Stachybotrys* in the indoor air samples, unless there is a presence of it outdoors. *Aspergillus/Penicillium* are universally common spores that are present in all air samples, however we call attention to it because the indoor levels are higher than the baseline sample and combined with the presence of *Stachybotrys*, it is a red flag. Moisture content along the lower 1' of the walls to the floor, are in the 33% WME, so moisture content levels are in the red category, and are indicative of active moisture that requires further action. Additionally, there is visible suspect mold growth on the floor plates under the carpet. The living room and open space area will require further remedial action.

SECTION 7.0 SAMPLING RESULTS

7.1 Asbestos containing materials (ACM)

ASBESTOS: NON-DETECT

THIS IS NOT A COMPLETE ASBESTOS SURVEY

7.2 Mold and Indoor Air Quality

AIR SAMPLES (Fungal Particulates)

SAMPLE # AND LOCATION	AIR VOLUME (LITERS)	PARTICULATE COUNT FUNGAL Total /M3 * **
Sample #3706-1 <ul style="list-style-type: none">• Laundry/utility room at middle of room <i>* Indicates interior sample</i>	150	Ascospores 7* Aspergillus/Penicillium 140* Basidiospores 113* Cladosporium 0* Stachybotrys 0*

Sample #3706-2 <ul style="list-style-type: none"> Main area at middle of room <i>* Indicates interior sample</i>	150	Ascospores 0* Aspergillus/Penicillium 187* Basidiospores 153* Cladosporium 7* Stachybotrys 7*
Sample #3706-3 <ul style="list-style-type: none"> 6' from front door/deck area <i>* Indicates interior sample</i>	150	Ascospores 67* Aspergillus/Penicillium 40* Basidiospores 2,273* Cladosporium 7* Stachybotrys 0*

AIR SAMPLES (Non-Fungal Particulates)

SAMPLE # AND LOCATION	AIR VOLUME (LITERS)	PARTICULATE COUNT NON-FUNGAL Total /M3 * **
Sample #3706-1 <ul style="list-style-type: none"> Laundry/utility room at middle of room <i>* Indicates interior sample</i>	150	Dander 3,580* Fibers 227* Mycelial Fragments 13*
Sample #3706-2 <ul style="list-style-type: none"> Main area at middle of room <i>* Indicates interior sample</i>	150	Dander 1,500* Fibers 87* Mycelial Fragments 0*
Sample #3706-3 <ul style="list-style-type: none"> 6' from front door/deck area <i>* Indicates exterior sample</i>	150	Dander 293* Fibers 20* Mycelial Fragments 0*

BULK SAMPLE:

SAMPLE # AND LOCATION	FUNGI	ESTIMATED AMOUNT
Sample #3706-4 <ul style="list-style-type: none"> Laundry/utility room <i>* Indicates interior sample</i>	Chaetomium Stachybotrys	Rare Heavy

SECTION 8.0 RECOMMENDATIONS

8.1 Asbestos

Samples are non-detect; however, a full asbestos survey should be conducted prior to any further renovations or remediation work being done.

8.2 Mold and Indoor Air Quality

Utility Room-

The room requires further remedial action. Recommendations are to empty out the contents of the utility room entirely, seal the pipes with tape while the washing machine and dryer are not in the utility room. Wet wipe the non-porous surfaces of the items. Once the room is empty, seal the area off, place a dehumidifier in the room and let it start pulling the excess moisture. Remove and dispose of the vinyl sheet flooring all the way down to the subfloor. Likely, the subfloor will have to be taken as well and disposed of. The hot water tank area sheetrock should be removed and disposed of as well. The bottom 1.5' of the walls should be cut out and disposed of (after testing for asbestos content) as the moisture content in this area is elevated in the red zone. All the while, the dehumidifier will be working to bring the moisture content down in the room. Once all the affected areas are bagged, sealed and removed, wet wipe all remaining surfaces and HEPA vacuum all crevices and surfaces. Prior to putting new materials down, it is recommended to have Post Remediation Verification (PRV) air sampling done.

Living Room-

The room requires further remedial action. Recommendations are to follow the same actions as the laundry room, with an additional recommendation to remove and replace the carpet. Again, conduct PRV air sampling.

Exterior along section of where the deck used to be-

Seal the open areas and the wood as moisture is getting in and further deteriorating the wood above the skirting. Areas of wood where the wood is wet rot ridden, replace as it is structurally compromised. Also, reseal the siding.

Once the remedial work has been done, visual inspection along with PRV air sampling should be conducted to ensure that the mold spores are not present anymore, and that the elevated levels of moisture are brought down to normal ranges.

SECTION 9.0 STATEMENT OF COMPLIANCE & LIMITATIONS

In accordance with W.A.C. 296-62-07721 and current applicable ORCAA Regulations, KD& S Environmental Consulting performed a Limited Scope Asbestos Inspection of:

Abatement of asbestos-containing materials must be conducted by a Washington State Certified Asbestos Abatement Contractor. Should employees or contract personnel encounter any suspect asbestos-containing materials it is their responsibility to:

1. Contact a representative of the owner.
2. Consult the inspection report to determine whether or not the suspect material contains asbestos.
3. Ensure that all employees and contractors are informed and advised of the location and type of materials that contain asbestos.

The following asbestos-containing materials were identified at the subject property:

**PACIFIC COUNTY FIRE DISTRICT #1
LIMITED SCOPE SURVEY
3706 N. PL.
SEAVIEW, WA 98644**

**ASBESTOS: NON-DETECT (1) ON LOOSE VINYL SHEET FLOORING
*THIS IS NOT A COMPLETE ASBESTOS SURVEY***

I Hereby Attest:

The inspection report has been made available to me. I will inform all subcontractors of the location and types of materials containing asbestos. I am authorized to sign on behalf of my company.

Contractor: _____	Owner's Rep: _____
Signature: _____	Signature: _____
Print Name: _____	Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Limitations

This targeted assessment was limited to the referenced buildings and did not include areas beyond the “footprint” of the buildings. The conclusions within this report are professional opinions based solely upon visual site observations and interpretation of analytical data as described in this report. Typical construction techniques can render portions of the building inaccessible. As a result, additional areas with Asbestos and Lead may be present in inaccessible areas (i.e. within wall and ceiling cavities). Suspect materials within inaccessible areas should be presumed to contain either asbestos or lead until characterized.

All measurements are approximations and are not to scope, it is the contractor’s responsibility to confirm the measurements.

KD&S Environmental shall not be responsible for conditions or consequences arising from relevant facts not conveyed. These recommendations are based on the scope of this survey carried out on this date.

The report describes the result of KD&S Environmental surveys to identify the potential presence of hazardous conditions affecting the site. The facts and conclusions are subject to change over time and must be viewed within the context of the assessment. The opinions presented herein apply to the site conditions existing at the time of the investigation and interpretation of current Asbestos regulations. Recommendations provided may not apply to future conditions that exist at the above-mentioned site.

APPENDIX A

APPENDIX A
ASBESTOS SAMPLE SUMMARY
PACIFIC COUNTY FIRE DISTRICT #1
3706 N. PL.
SEAVIEW, WA 98644

SAMPLE NUMBER	MATERIAL LOCATION	AHERA CATEGORY	DESCRIPTION OF MATERIAL / ESTIMATED QUANTITY	ASBESTOS %
3706-A	LAUNDRY/UTILITY ROOM FLOORING	MISC. FRIABLE	SHEET VINYL (UNDER LAMINATE LAYER)	NON-DETECT

SEATTLE ASBESTOS TEST

Lynnwood Laboratory: 19701 Scriber Lake Road, Suite 103, Lynnwood, WA 98036, Tel: 425.673.9850, Cell & Text: 206.369.6421, NVLAP Lab Code: 200768-0
 Disclaimer: This report must not be used by the client to claim product certification, approval, or endorsement by Seattle Asbestos Test, LLC, NVLAP, NIST, or any agency of the Federal government.

ANALYTICAL LABORATORY REPORT

[PLM] EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples;
 [PLM] EPA 600/R-93/118: Method for the Determination of Asbestos in Bulk Building Materials

Attn.: Moraya Wilson Client: KD & S Environmental Address: 209 South Main Street, Montesano, WA 98563
 Job#: 24-7018 Batch#: 202411292 Date Received: 12/13/2024
 Samples Rec'd: 1 Date Analyzed: 12/13/2024 Samples Analyzed: 1
 Project Loc.: 3706 N Place Seaview WA98644

Analyzed by:  Steve (Fanyao) Zhang
 Approved Signatory:  Steve (Fanyao) Zhang, President

Lab ID	Client Sample ID	Layer	Description	%	Asbestos Fibers	Non-fibrous Components	%	Non-asbestos Fibers
1	3706-A	1	White sheet vinyl		None detected	Vinyl/binder		None detected
		2	Gray fibrous material with mastic		None detected	Binder/filler, Mastic/binder	65	Cellulose

20241292

SEATTLE ASBESTOS TEST,

Lynnwood Lab: 19701 Scriber Lake Road, Suite 103, WA 98036, Tel:425.673.9850, Fax:425.673.9810
 Bellevue Lab: 12727 Northup Way, Suite 1, Bellevue, WA 98005, Tel:425.861.1111, Fax:425.861.1118
 Seattle Lab: 4500 9th Ave. NE, Suite 300, Seattle, WA 98105, Tel:206.633.1111, Fax:206.633.4747, Email:admin@seattleasbestosest.com

Analyzing Quality

CHAIN OF CUSTODY

Bulk Asbestos
 Point Count 400
 Point Count 1000
 Point Count Gravimetric
 Other (Specify) _____
 1 Hour
 2 Hours
 Same day (4 to 6 Hrs.)
 1 Day
 _____ Days

KD & S Environmental

PO Box 312, Montesano, WA 98563

Tel: 360.249.5540

Fax: 360.249.3475

Number of Samples ...1... PO#.....24-7018... Project Location ...3706 N. Place Seaview, WA 98644

Project Manager (Check one or more):

Moraya Wilson 360.310.0107 moraya@kdsenv.com
 Sandie Mullikin 360.589.81094 sandie@kdsenv.com
 Ryan Wilson 360.310.0027 sandie@kdsenv.com
 Chns Williams 360.249.5540 chr.s@kdsenv.com
 All Invoices to: 360.249.5540 sandie@kdsenv.com

Q#	CLIENT SAMPLE #	SAMPLE DESCRIPTION	LOCATION	NOTES
1	3706-A	vs under laminate flooring	laundry/utility Room	
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

	Print Name	Signature	Company	Date	Time
sampled	Moraya Wilson		KD & S Environmental	12/12/2024	1:00 PM
required	Curtis Nichols		KD & S Environmental	12/12/2024	3:30 PM
received			KD & S Environmental		
analyze			Seattle Asbestos Test	12/13/24	12:25
report			Seattle Asbestos Test	12/13/24	1:35
			Seattle Asbestos Test		

Results reporting method: Phone Fax Email Pick-up

Composite all wallboard samples
 Text result to phone
 sandie&moraya
 Point count % or less asbestos

Appendix B

APPENDIX B
INDOOR AIR QUALITY SUMMARY
PACIFIC COUNTY FIRE DISTRICT #1
3706 N. PL.
SEAVIEW, WA 98644

AIR SAMPLES (Fungal Particulates)

SAMPLE # AND LOCATION	AIR VOLUME (LITERS)	PARTICULATE COUNT FUNGAL Total /M3 * **
Sample #3706-1 <ul style="list-style-type: none"> • Laundry/utility room at middle of room <i>* Indicates interior sample</i>	<i>150</i>	Ascospores 7* Aspergillus/Penicillium 140* Basidiospores 113* Cladosporium 0* Stachybotrys 0*
Sample #3706-2 <ul style="list-style-type: none"> • Main area at middle of room <i>* Indicates interior sample</i>	<i>150</i>	Ascospores 0* Aspergillus/Penicillium 187* Basidiospores 153* Cladosporium 7* Stachybotrys 7*
Sample #3706-3 <ul style="list-style-type: none"> • 6' from front door/deck area <i>* Indicates interior sample</i>	<i>150</i>	Ascospores 67* Aspergillus/Penicillium 40* Basidiospores 2,273* Cladosporium 7* Stachybotrys 0*

AIR SAMPLES (Non-Fungal Particulates)

SAMPLE # AND LOCATION	AIR VOLUME (LITERS)	PARTICULATE COUNT NON-FUNGAL Total /M3 * **
Sample #3706-1 <ul style="list-style-type: none"> • Laundry/utility room at middle of room <i>* Indicates interior sample</i>	<i>150</i>	Dander 3,580* Fibers 227* Mycelial Fragments 13*
Sample #3706-2 <ul style="list-style-type: none"> • Main area at middle of room <i>* Indicates interior sample</i>	<i>150</i>	Dander 1,500* Fibers 87* Mycelial Fragments 0*
Sample #3706-3 <ul style="list-style-type: none"> • 6' from front door/deck area <i>* Indicates exterior sample</i>	<i>150</i>	Dander 293* Fibers 20* Mycelial Fragments 0*

BULK SAMPLE:

SAMPLE # AND LOCATION	FUNGI	ESTIMATED AMOUNT
Sample #3706-4	Chaetomium	Rare
• Laundry/utility room <i>* Indicates interior sample</i>	Stachybotrys	Heavy



Name: KD&S Env
 Address: PO Box 312
 Montesano, WA 98563
 Phone: 360-249-5540

Project Number: 24-7018
 P.O. Number: 24-7018
 Project Name: 3706 N. Place Seaview, WA 98644
 Collected Date: 12/12/2024
 Received Date: 12/16/2024 9:35:00 AM

SanAir ID Number
24070981
 FINAL REPORT
 12/18/2024 10:24:50 AM

Analyst: Willis, Madeline

Air Cassette Analysis

ND - None Detected. Blank spaces indicate no spores detected.

SanAir ID Number	24070981-001	24070981-002	24070981-003
Analysis Using STL	105C	105C	105C
Sample Number	3706-1	3706-2	3706-3
Sample Identification	Int Laundry/Utility Room At Middle Of Room	Int Main Area At Middle Of Room	Ext. 6' From Front Door/Deck Area
Sample Type	Air Cassette - Air-O-Cell	Air Cassette - Air-O-Cell	Air Cassette - Air-O-Cell
Volume	150 Liters	150 Liters	150 Liters
Analytical Sensitivity	7 Count/M ³	7 Count/M ³	7 Count/M ³
Background Density	2+	2+	1+
Dilution	Raw Count	Raw Count	Raw Count
Dander	537	225	44
Fibers	34	13	3
Mycelial Fragments	2	13	20
Fungal Identification	Count/M³	Count/M³	Count/M³
Ascospores	7	1500	n/a
Aspergillus/Penicillium	140	87	n/a
Basidiospores	113	n/a	n/a
Cladosporium species	3	n/a	n/a
Stachybotrys species	21	53	3
TOTAL	39	353	2387

Signature: *Madeline Welby*

Date: 12/17/2024

Reviewed:

Johnathan Wilson

Date: 12/17/2024



SanAir ID Number
24070981
 FINAL REPORT
 12/18/2024 10:24:50 AM

Name: KD&S Env
Address: PO Box 312
 Montesano, WA 98563
Phone: 360-249-5540

Project Number: 24-7018
P.O. Number: 24-7018
Project Name: 3706 N. Place Seaview, WA 98644
Collected Date: 12/12/2024
Received Date: 12/16/2024 9:35:00 AM

Analyst: Macdonald, Claire

Direct Identification Analysis

SanAir ID: 24070981-004 Sample #: 3706-4 Int. VSG Bulk From Laundry/Utility Room

D1 - Direct Identification Analysis on Bulk Material using STL 104

Direct ID of Mold

Fungi	Estimated Amount
Chaetomium species	Rare
Stachybotrys species	Heavy

Estimated Amount	Indication of Growth	Evidence of Mycelial Fragments Conidiophores
Rare	Not Likely	None
Light	Possible	Some, 10 to 25% of Tape Covered
Moderate	Probable	Abundant, 25 to 50% of Tape Covered
Heavy	Significant	Throughout, 50 to 100% of Tape Covered

*Refer to additional information page for further details

Signature: *L. Claire Macdonald*

Date: 12/17/2024

Reviewed: *Jonathan Wilson*

Date: 12/17/2024

SanAir Technologies Laboratory, Inc.
 1551 Oakbridge Drive, Suite B - Powhatan, VA 23139
 804-897-1177 / 888-895-1177 / Fax 804-897-0070
 www.sanair.com

**Microbiology
 Chain of Custody**

SanAir ID Number
29070981
 1ZE93H82

KD&S Environmental, Inc.	Project Number: 24-7018	Phone #:
PO Box 312	Project Name: 3706 N. Place Seaview, WA 98644	Phone #: 3602496540
Montesano, WA 98563	Date Collected: 12/12/2024	Fax #: 3602492475
Samples Collected By: Moraya Wilson	P.O. Number: 24-7018	Email: moraya@kdsenv.com

Sample Types		Analysis Types	Turn Around Time
AC	Air Cassette	A1 - Identification and Enumeration of Fungal spores, plus total dander, fiber, and pollen count	Hours 3/6/24/48-Std
		A2 - Identification and Enumeration of Fungal spores only	Hours 3/6/24/48-Std
T B S*	Tape Bulk Swab*	D1 - Direct Identification of Fungi	Hours 3/6/24/48-Std
		D2 - Direct Identification of Mites, Insects, Pollen, etc.	Hours 3/6/24/48-Std
AP B S	Air Plate Bulk Swab	C1 - Culture Identification and Enumeration of Fungi only	5-10 Days
		C2 - Culture Identification and Enumeration of Bacteria only	2-4 Days
		C3 - Culture Identification and Enumeration of Fungi and Bacteria	5-10 Days
		C4 - Culture Identification and Enumeration of Thermophilic Bacteria with C2 or C3 analysis	2-4 or 5-10 Days
W	Water	L1 - Culture Identification and Enumeration of <i>Legionella sp.</i>	7-10 Days
D	Dust	M1 - Dust Mite Allergen Test	Hours 3/6/24/48-Std

SanAir Technologies Laboratory offers speciation by PCR. Please call for details and pricing.

Sample #	Sample Identification	Sample Type	Analysis Type(s)	Turn Around Time	Total Volume (L) or Area (in ²)	Time Start - Stop	
3706-1	int. laundry/utility room at middle of room	AC	A1	48 hours	150 L	12:14 PM	12:24 PM
3706-2	int. main area at middle of room	AC	A1	48 hours	150 L	12:20 PM	12:30 PM
3706-3	ext. 6' from front door/ deck area	AC	A1	48 hours	150 L	12:57 PM	1:07 PM
3706-4	int. VSG Bulk from laundry/utility room	Bulk	D1	48 hours			

Special Instructions 45 Degrees, cloudy

Relinquished by	Date	Time	Received by	Date	Time
			JEM	12/16/24	9:35 am

Unless scheduled, the turn around time for all samples received after 3 pm Friday will begin at 8 am Monday morning. Weekend or Holiday work must be scheduled ahead of time and is charged 150% of analytical rate.

*Although we allow Direct Identification from a swab sample, best results are received from tape samples.

Appendix C

APPENDIX C

PHOTOS:



IAQ sample area #1- Laundry/utility room



Air sample area #1- Laundry/utility room, completed



IAQ sample area #4- Laundry/utility room, bulk VSG sample



Asbestos sample testing area #1- Laundry/utility room flooring- Sheet vinyl under laminate, Non-Detect



IAQ sample area #2- Main area



IAQ sample area #2- Main area, completed



IAQ sample area #3- 6' from front entrance/deck area



IAQ sample area #3- 6' from front entrance/deck area, completed



Newly replaced hot water tank in laundry/ utility room



Laundry/ utility room-WME 100% at floor



Laundry/ utility room- WME 20.9% at closet wall where hot water tank is located



Laundry/utility room- WME 59.6% at wall behind washer & dryer



Laundry/ utility room- WME 11.4% at wall next to exit at base



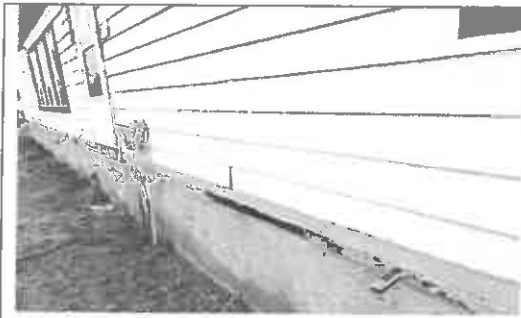
Living room wall where the laundry/utility room share a wall



Living room- WME 33.4% at wall base



Living room- WME 21.9% at 1.5 ft mark at wall base



Exterior wall at laundry/utility room



Exterior wall at laundry/utility room-WME 100%



Exterior wall at living room

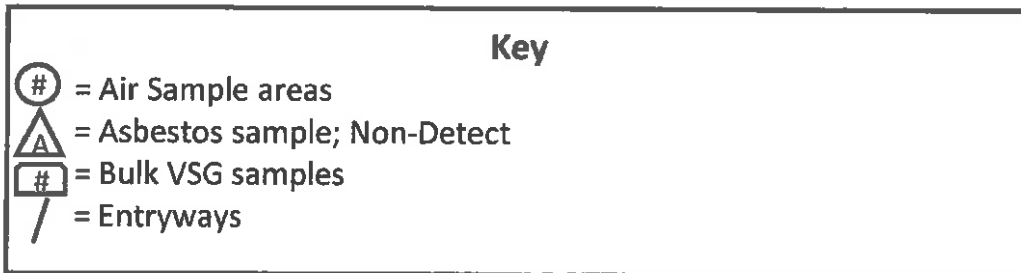
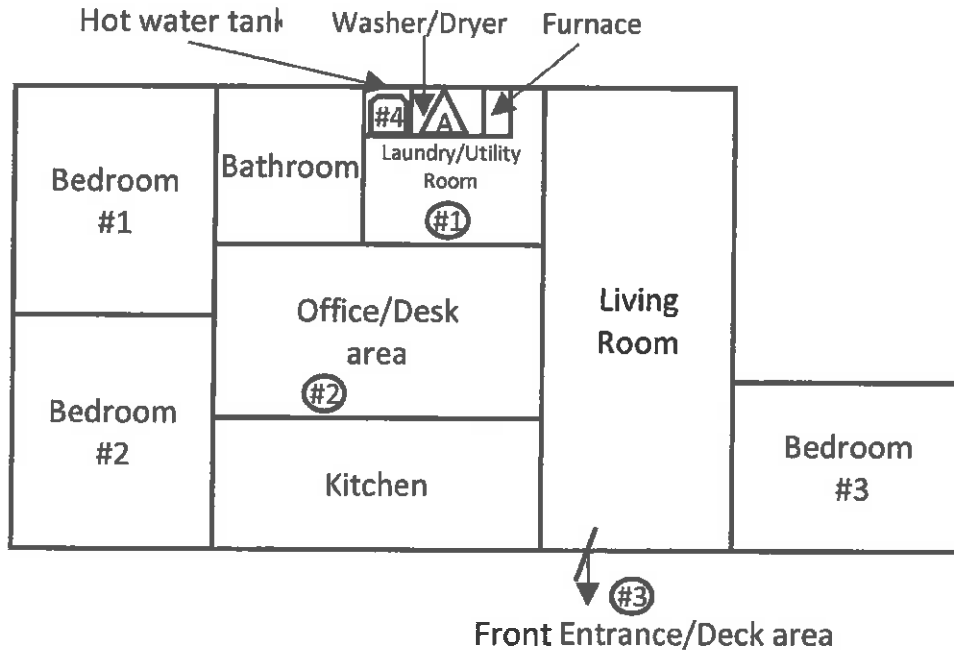


Exterior wall at living room- WME 79.4%

Appendix D

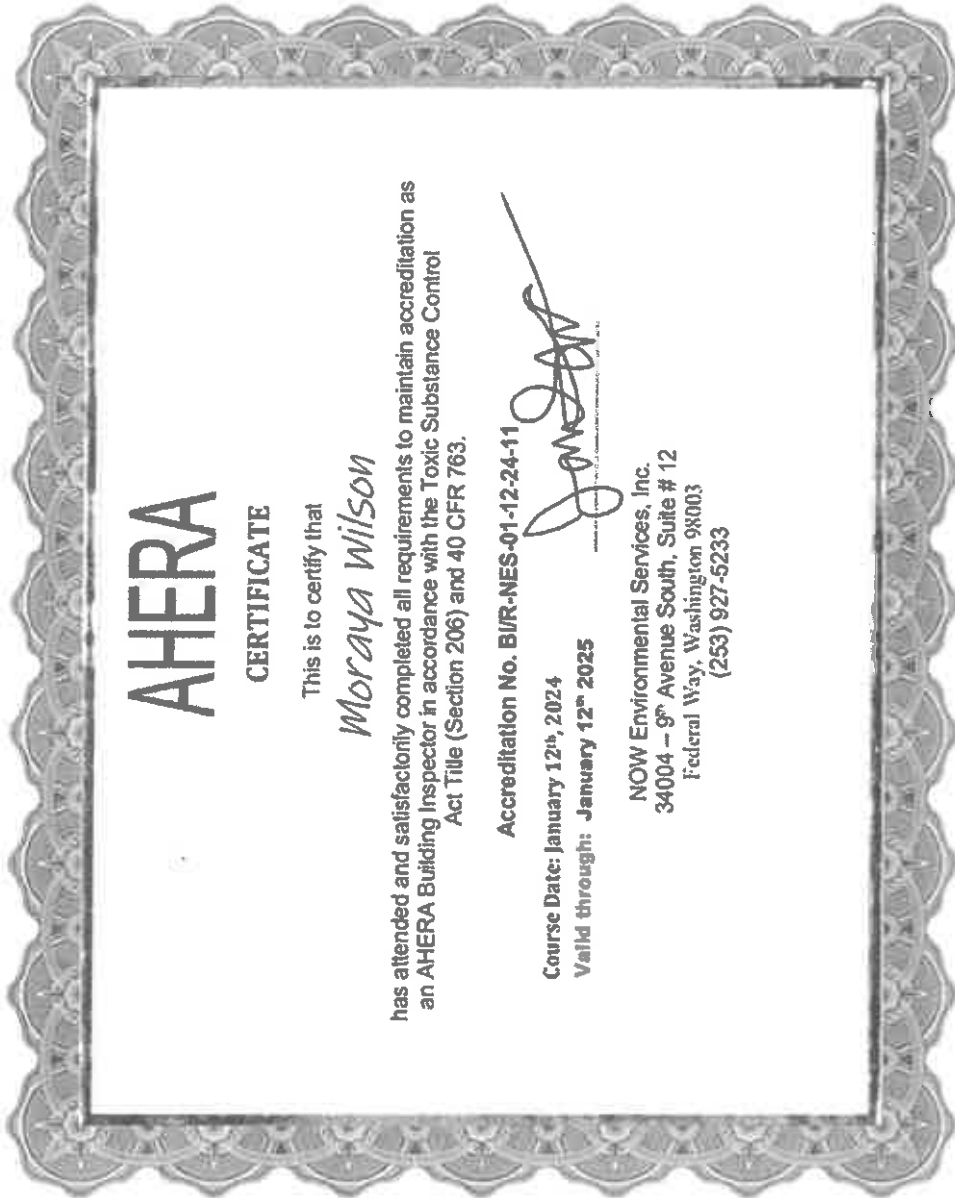
Appendix D

3706 North Place
Seaview, WA 98644



Appendix E

APPENDIX E



Environmental Solutions Association

This certification of training is awarded to

MORAYA WILSON

**For successfully completing the required
course study and examination given by ESA.**

Certified Mold Inspector

Bernie Katz

Bernie Katz, Training Director
Environmental Solutions Association

Completed: March 16th, 2009

CMI
Designation



**Environmental Solutions
Association**

CHIEF'S REPORT

January 21, 2025

Station 21-1

1. Personnel Information

- a. Volunteer
 - i. Nothing new to report
- b. Career
 - i. One FF/EMT is currently out on L&I injury leave
 - ii. One Captain is on light-duty
 - iii. Two Firefighter EMTs are currently in Boston completing their paramedic schooling requirements

2. Intra-agency

- a. Labor-Management/Negotiations
 - i. All of the CBA articles have been tentatively agreed (TA) upon
 - ii. Upon ratification, labor management meetings will continue with a focus on the delivery of existing and new contract language.
- b. Facilities / Apparatus / Equipment
 - i. A/C Weatherby will report on facility updates.
 - ii. A/C DeConto will report on current progress with training property props

3. Interfacility transfers

- a. January 1 – December 31
 - i. Out-of-town = 78 (38% success)
 - ii. Turned down (OOT only) = 129
 - iii. Local = 147

4. Inter-agency

- a. Federal Agencies (**FEMA, USFW**)
 - i. Nothing new to report.
- b. State Agencies (**EMD, Parks, DNR**)
 - i. Nothing new to report.
- c. County Agencies (**PACCOM, PCEMA, PCSO, DCD, DPW, Health**)
 - i. **PACCOM** is continuing to work on the radio split of North / South county fire dispatch. A ZOOM meeting was held today between the County and us to discuss an ILA for frequency usage.
 - ii. **PCEMA** reports that a draft CWFPP will be available for review on or near January 31st. Following a review of public safety stakeholders, public meetings will be held for comment.
- d. Other Fire/EMS Agencies
 - i. Task Force EMS
 1. Nothing new to report
- e. Other Community
 - i. WSRB has scheduled our next re-rate. September 2025

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

PACIFIC COUNTY FIRE DISTRICT 1 STATISTICS – 2024

	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL	%
FIRE	21	14	19	10	14	27	39	27	25	18	21	15	250	9.1%
Building	4	0	0	1	0	1	4	1	1	1	2	0	15	
Grass/Brush	0	0	1	0	1	2	5	0	2	1	1	0	13	
Vehicle/RV/Boat	2	1	1	0	1	1	0	1	1	1	1	0	10	
Rescue/Extrication	0	0	0	1	1	0	0	0	0	0	0	0	2	
HazMat	0	2	2	1	1	4	1	0	1	0	0	0	12	
Alarm	9	3	5	3	2	13	5	9	7	7	8	3	74	
Hazardous Cond.	3	2	1	1	2	0	7	2	1	2	1	5	27	
Complaint/Other	3	6	9	3	6	6	17	14	12	6	8	7	97	
EMS	216	191	201	223	191	206	206	227	182	190	207	261	2501	90.9%
Assist Only	28	23	25	23	26	26	19	23	18	25	17	56	309	
Treat/No Transport	56	57	54	71	44	65	52	63	42	49	54	58	665	
Treat/Transport	107	84	92	97	100	92	112	106	94	90	98	121	1193	
MVC	7	3	10	11	5	6	9	13	10	11	13	7	105	
IFT Tx (OOT)	2	7	6	4	6	4	2	11	5	10	9	12	78	
IFT Tx (Local)	16	17	14	17	10	13	12	11	13	5	16	7	151	
Total Transported	129	108	115	122	120	109	130	131	118	107	134	143	1466	
Total FIRE/EMS	237	205	220	233	205	233	245	254	209	208	228	276	2751	
ZONE RESPONSE														
1 – NP	34	54	48	45	34	45	44	39	31	25	43	47	489	17.8%
2 – OP	129	93	102	95	102	120	112	118	104	110	99	150	1334	48.5%
3 – MW	19	12	20	35	27	26	33	26	17	25	21	17	278	10.1%
4 – SOUTH	33	20	29	35	24	24	37	46	33	31	35	42	389	14.1%
Cape D S.P.	0	1	1	0	2	1	3	3	3	1	1	1	17	0.6%
M/A – LB	2	1	0	1	0	0	1	0	0	0	0	0	5	0.2%
M/A – IL	1	0	0	0	0	0	1	0	0	0	1	0	3	0.1%
M/A- FD2	0	0	0	0	0	0	0	0	1	0	2	0	3	0.1%
OBH	19	23	20	21	16	17	14	21	17	14	23	19	224	8.1%
Other	0	1	0	1	0	0	0	1	1	2	3	0	9	0.3%
EXCESS														
St. 2 cover St. 1	17	9	17	18	21	11	7	12	9	4	7	8	140	
St. 1 cover St. 2	2	1	0	0	1	0	1	1	3	1	2	1	13	
Concurrent (2)	35	14	32	30	28	27	34	22	28	23	28	36	347	
Concurrent (>2)	2	4	2	6	5	3	3	6	1	1	3	3	39	

SECTION 8.0 RECOMMENDATIONS

8.1 Asbestos

Samples are non-detect; however, a full asbestos survey should be conducted prior to any further renovations or remediation work being done.

8.2 Mold and Indoor Air Quality

Utility Room-

The room requires further remedial action. Recommendations are to empty out the contents of the utility room entirely, seal the pipes with tape while the washing machine and dryer are not in the utility room. Wet wipe the non-porous surfaces of the items. Once the room is empty, seal the area off, place a dehumidifier in the room and let it start pulling the excess moisture. Remove and dispose of the vinyl sheet flooring all the way down to the subfloor. Likely, the subfloor will have to be taken as well and disposed of. The hot water tank area sheetrock should be removed and disposed of as well. The bottom 1.5' of the walls should be cut out and disposed of (after testing for asbestos content) as the moisture content in this area is elevated in the red zone. All the while, the dehumidifier will be working to bring the moisture content down in the room. Once all the affected areas are bagged, sealed and removed, wet wipe all remaining surfaces and HEPA vacuum all crevices and surfaces. Prior to putting new materials down, it is recommended to have Post Remediation Verification (PRV) air sampling done.

Living Room-

The room requires further remedial action. Recommendations are to follow the same actions as the laundry room, with an additional recommendation to remove and replace the carpet. Again, conduct PRV air sampling.

It is further recommended that with the presence and growth of *Stachybotrys*, combined with the red elevated moisture content readings in both the living room and the utility room, the rooms should be remediated and persons should not be residing in it, as the wet conditions will only continue to allow mold growth to occur, which is not good for our immune systems.

Exterior along section of where the deck used to be-

Seal the open areas and the wood as moisture is getting in and further deteriorating the wood above the skirting. Areas of wood where the wood is wet rot ridden, replace as it is structurally compromised. Also, reseal the siding.

Once the remedial work has been done, visual inspection along with PRV air sampling should be conducted to ensure that the mold spores are not present anymore, and that the elevated levels of moisture are brought down to normal ranges.