

**EAST PIERCE FIRE AND RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING**

**June 21, 2022**

Meetings have resumed to in-person with the option of attending virtually.

Please click the link below to join the webinar:

<https://webinar.ringcentral.com/j/1478092646>

Viewers may ask questions at the appropriate time via the chat option available within the application.

Statements and or questions may also be emailed to [mhollon@eastpiercefir.org](mailto:mhollon@eastpiercefir.org).

**1. CALL TO ORDER – 7:00 PM**

**2. ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME**

- a) Roll Call/ Pledge of Allegiance
- b) Welcome the Public
- c) Honors and Recognition:

**3. APPROVAL OF AGENDA**

**4. CONSENT AGENDA**

- a) Approve Minutes of the May 11<sup>th</sup> Special Meeting ..... Page 3
- b) Approve Minutes of the May 17<sup>th</sup> Regular Meeting .....Pages 4-7
- c) Approve Minutes of the May 17<sup>th</sup> Special Meeting ..... Page 8
- d) Treasurer’s Report .....Pages 9-10
- e) Approve Finances .....Pages 11-15
- f) Financial Waivers ..... None

**5. VISITORS Open to Public Comments**

Any individual may request that the Board recognize them to give their comments on items not on the agenda. Please identify yourself and state your address for the record before commenting.

Comments/Questions should be submitted via chat feature on webinar or emailed to the District Secretary at [mhollon@eastpiercefir.org](mailto:mhollon@eastpiercefir.org). Please submit copies of any reports, statements, etc. to the District Secretary for the Board via email or mail. The Board may not have the information at hand to address a subject or take action at this time.

**6. RESOLUTIONS:**

- a) Resolution 986 – Surplus (body armor and radio equipment) – Moore .....Pages 16-22
- b) Resolution 987 – Sole Source Declaration (ETS) – Parkinson.....Pages 23-27
- c) Resolution 988 – Eminent Domain– Parkinson.....Pages 28-30

**7. NEW BUSINESS (Board Chair will allow for public comments via chat or email)**

- a) Deputy Chief MOU – Parkinson..... Page 31

**8. UNFINISHED BUSINESS (Board Chair will allow for public comments via chat or email)**

- a) Bond Update – Parkinson and Jim Nelson (D.A. Davidson)..... Page 32
- b) Board Meeting Policy Edits (Virtual options and attendance) – Parkinson.....Pages 33-36

**9. COMMISSIONER TRAINING/EVENT REQUESTS:**

- a) WFCA Annual Conference – Spokane, October 27-29 – Byerley ..... Page 37
- b) NAEFO Annual Conference – Las Vegas, September 19-22 – Byerley .....Pages 38-40

**10. CHIEF’S REPORT**

- a) Monthly Chiefs Report .....Pages 41-43
- b) Q2 Strategic Plan Update.....Pages 44-54
- c) Monthly Stats .....Pages 55-59
- d) Monthly Injury Report ..... Page 60

**11. BOND-2018:**

- a) Update – Parkinson/Herrera.....Pages 61-69

**12. EXECUTIVE SESSION:** Per RCW 42.30.11(1)(g) to review the performance of a public employee.

**13. COMMISSIONER ACTION/DISCUSSION:**.....None

**14. ADJOURN**

**EVENTS:**

- Jun. 23<sup>rd</sup> .....PC Commissioner Meeting
- Jul. 28<sup>th</sup>.....PC Commissioner Meeting – Picnic
- Aug. 25<sup>th</sup>.....PC Commissioner Meeting
- Sep. 22<sup>nd</sup> .....PC Commissioner Meeting
- Oct. 27<sup>th</sup> ..... No PC Commissioner Meeting - State Conference
- Nov. 17<sup>th</sup>.....PC Commissioner Meeting
- Dec.4..... No PC Commissioner Meeting - Comm/Chiefs Annual Banquet

**A SPECIAL MEETING OF THE  
BOARD OF FIRE COMMISSIONERS OF  
EAST PIERCE FIRE & RESCUE**

**May 11, 2022**

A special meeting of the Board of Fire Commissioners of East Pierce Fire and Rescue held on May 11, 2022, via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Randy Kroum, Cynthia Wernet, Mike Cathey, Pat McElligott, Kevin Garling, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin. Asst. Corina Byerley, and District Secretary Michelle Hollon.

Absent: Commissioner Edward Egan

Audience: Phil Herrera

The purpose of the special meeting was to review the sale and purchase agreement for Station 112.

**Purchase and Sale Agreement for Station 112:** Chief Parkinson presented to the Board the proposed purchase and sale of agreement for land for the new Station 112. This property meets the needs of the District for the construction of a new Fire Station 112 as part of the 2018 UTGO Bond. With Board approval to negotiate a purchase price Chief Parkinson has negotiated a purchase price of \$857,750, with a total cost including all fees of \$921,369. The terms include \$25,000 earnest money due at signing for Escrow and forty-five days for feasibility contingency. The agreement was reviewed and approved by Attorney Quinn prior to the presentation to the Board. Commissioner Cathey moved to authorize the Fire Chief to sign the purchase and sale agreement and legal papers to carry out the terms and obligations under the purchase and sale agreement for land at 20606 120<sup>th</sup> St E, Bonney Lake, WA 98391. The motion was seconded by Commissioner McElligott and carried.

There being no further business to come before the Board. Commissioner McElligott moved to adjourn the meeting. The motion was seconded by Commissioner Garling and carried. Meeting adjourned at 7:09 p.m.

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Chair Jon Napier

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Michelle Hollon, District Secretary

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Minutes taken by Corina Byerley,  
Executive Admin Assistant

**A REGULAR MEETING OF THE  
BOARD OF FIRE COMMISSIONERS OF  
EAST PIERCE FIRE & RESCUE**

**May 17, 2022**

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on May 17, 2022, in-person and via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Edward Egan, Randy Kroum, Cynthia Wernet, Mike Cathey, Pat McElligott, Kevin Garling, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin. Asst. Corina Byerley, and District Secretary Michelle Hollon.

**Audience:** Phil Herrera, Lee Marchisio (Foster Garvey)

**Honors and Recognitions:** Chief Parkinson recognized Commissioner Edward Egan for 20 years of service to the District and communities.

**Oath of Office:** None

**Approval of Agenda:** District Secretary Michelle Hollon requested to add the following items to the agenda:

- Agenda Item 4- Payroll vouchers 220503001-220503010 in the amount of \$368,201.29 and electronic payroll in the amount of \$2,070,539.72 to the Consent Agenda.
- Agenda Item 6- Replace Resolution 984 with revised amount to be transferred
- Agenda Item 6- Add Resolution 985, a sole source declaration

Commissioner McElligott moved to approve the agenda as amended. The motion was seconded by Commissioner Garling and carried.

**Consent Agenda:** Commissioner Egan moved to approve the consent agenda (minutes of the April 19<sup>th</sup> Regular meeting; minutes of the April 19<sup>th</sup> Special meeting; treasurer's report; current expense vouchers 220501001-220501072 in the amount of \$698,788.39; payroll vouchers 220503001-220503010 in the amount of \$368,201.29; and electronic payroll in the amount of \$2,070,539.72; Capital expense vouchers 220502001-220502008 in the amount of \$664,074.84; and Resolution 982-quarterly transport write-offs for first quarter in the amount of \$221,933.86). Motion seconded by Commissioner Kroum and carried.

**VISITOR COMMENTS:** None

**RESOLUTIONS:**

**Resolution 981- Bond:** Chief Parkinson and Lee Marchisio (Foster Garvey) presented to the Board Resolution 981 to authorize the issuance, sale, and delivery of the District's unlimited tax general obligation bonds to pay the costs of carrying out the capital improvements approved by the voters on November 6, 2018. This resolution also delegates the authority to the Fire Chief and Secretary of the District to approve bond maturity amounts, interest rates and other final terms and conditions of the bond within listed parameters of Exhibit A. Commissioner McElligott moved to approve Resolution 981 authorizing the issuance, sale, and delivery of the District's unlimited tax general obligation bonds to pay the costs of capital improvements approved by voters. The motion was seconded by Commissioner Cathey, voted by roll call, and carried. Votes were as follows: Commissioner Cathey- Yes, Commissioner Egan- Yes, Commissioner Garling- Yes, Commissioner Kroum- Yes, Commissioner McElligott- Yes, Commissioner Wernet- Yes, Commissioner Napier- Yes. Results 7 Yeas, 0 Nays.

Recess – A five-minute recess was taken at 7:10 p.m. The meeting reconvened at 7:15 p.m.

**Resolution 983- Transfer from capital fund to the general fund:** District Secretary M. Hollon presented to the Board Resolution 983 requesting the transfer of funds from the Capital Fund to the General Fund for the wages, benefits and credit card charges accrued for the Project Manager in association with the UTGO Bond. The transfer is in the amount of \$52,857. Commissioner Kroum moved to adopt Resolution 983 to transfer funds from the capital fund to the general fund in the amount of \$52,857. The motion was seconded by Commissioner Egan and carried.

**Resolution 984- Transfer from reserve fund to the general fund:** Chief Parkinson and District Secretary M. Hollon presented to the Board Resolution 984 requesting the transfer of \$258,000 for the payment of one 26' Packcat Fire Boat purchased from Munson as part of the approved 2022 budget. Commissioner Cathey moved to approve Resolution 984 to transfer funds from the reserve fund to the general fund in the amount of \$258,000. The motion was seconded by Commissioner Garling and carried.

**Resolution 985- Sole Source (Greenheck):** Chief Parkinson and Project Manager Phill Herrera presented to the Board Resolution 985 requesting the declaration of Greenheck as a sole source vendor. The District was notified of the discontinuation of the manufacturing and selling of energy recovery ventilators, model ERCH which is part of the approved design of Station 111. The District will be going out to bid in the latter part of May with a closing date in July 2022. To redesign and submit would not only cost the district additional funds but would also substantially delay the project. The District's Attorney, Eric Quinn has reviewed the request for sole source and has provided a letter of opinion. Commissioner McElligott moved to adopt Resolution 984 declaring Greenheck the sole source for the purchase of two Energy Recover Ventilators, as a part of the UTGO 2018 capital project for station 111 and waiving competitive bid requirements. The motion was seconded by Commissioner Egan.

Commissioner Kroum moved to amend the motion to include the purchase of additional capital spare parts to last for twenty additional years. The amended motion was seconded by Commissioner Garling. The amended motion was discussed and voted. The amended motion failed, receiving 7-No and 0-Yes.

The main motion was then voted and carried, receiving 7-Yes and 0-No.

#### **NEW BUSINESS:**

**Cultural Leadership & Equity Training:** Deputy Chief Mack gave a presentation to the Board regarding upcoming cultural leadership and equity training. Twelve tests were given (chief, assistant chiefs, and battalion chiefs) to determine the internal readiness level of the District. Training for line personnel began in Q2 and will continue in Q4. All staff will participate in the training this fall. Some goals of the program include developing ambassadors, regional training, removing barriers to entry level testing, and community involvement. No action taken, information only.

**Standard of Cover:** Deputy Chief Mack presented to the Board the Districts goal (based on the Strategic Plan) to have a draft Standard of Coverage document outlining current resource pool and identifying response benchmarks to enhance response to fires and medical emergencies. There will be a stakeholder meeting this fall to begin analyzing data. Commissioner Kroum requested a representation from the Planning Committee. The completed document should be finalized by the end of the year. No action taken, information only.

**EMS Survey:** Deputy Chief Mack presented to the Board data gathered during the first few months of using EMS Survey Team. 100% of patients receive the survey. Standardized questions allow East Pierce to compare against other agencies as well as see how well the District is performing. No action taken, information only.

#### **UNFINISHED BUSINESS:**

**Financial Management Policy (second reading):** Chief Parkinson and the Finance Committee presented to the Board the second reading of revisions made to the existing financial management policy

at the recommendation of Jim Nelson (D.A. Davidson). The edits are of minor impact to the District, except for the beginning fund balance with an additional increase of 5%. The edits are recommended to place the District in the best position for a bond rating upgrade. Commissioner Kroum moved to approve the edits to the Financial Management Policy as presented. The motion was seconded by Commissioner Egan and carried

**COMMISSIONER TRAINING/EVENT REQUESTS:**

**Saturday Seminar, Chelan on June 4:** District Secretary M. Hollon provided travel details to the Board members planning to attend. No action taken, information only.

**CHIEF’S REPORT:**

**Monthly Chiefs Report:** Reviewed the Chief’s monthly report with the Board. Included in agenda packet. Chief Parkinson’s report included: annual updates with the cities are complete and town of South Prairie is scheduled for June 14th, Board welcome to attend; Annual Awards banquet was held on 5/7 and had over two hundred attendees; command staff assisted in the regional LAHAR drill on 4/29; battalion chiefs graduated the Seattle Fire Department Executive Leadership Academy on 5/14; Three personnel will graduate from the fire academy on May 27<sup>th</sup> to deploy to the field in mid-July; next class of seven personnel expected to begin in late August/early September; bond rating call with S&P scheduled for June 9<sup>th</sup>; Chief attending State Fire Chief’s conference May 23-26; discussion continues regarding a regional training consortium and is now including labor representatives.

**Monthly Stats:** Call volume and fire incidents that occurred in the month were provided in agenda packet.

**BOND-2018:**

**Project Manager:** Phil Herrera gave an update on the Capital Facilities Plan.

**Station 111:** Review comments received from the City on May 11<sup>th</sup> indicating the need for some minor revisions. The City accepted the “appeal” of the code interpretation denial on Traffic Impact Fees and will notify the District of a hearing date. Posting bid notice on May 26<sup>th</sup> with a closing date of June 28<sup>th</sup>.

**Station 112:** Conducting due diligence.

**Station 114:** Land-use requirements are in permitting with Pierce County and progressing on schedule. Plan set is 70% complete for building permit submittal. Will submit construction document set for Pierce County review in June.

**Station 117:** Site survey is complete. Site and Civil design continuing, in the process of making some changes before design review. Still targeting early June for construction document submittal.

**Station 118:** Much of the delayed steel has been delivered and the framers are back to work. Roof framing for gridlines 1-5 on the east side of the apparatus bay is complete. Steel beams for apparatus bay are expected to arrive in July.

**Station 124:** No changes.

**Station 116 Training Facility:** No changes.

**COMMISSIONER ACTION/DISCUSSION:**

**ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 9:05 p.m.

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District Secretary Michelle Hollon

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Chairman Jon Napier/Vice-Chair Ed Egan

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Minutes taken by Corina Byerley,  
Executive Admin Assistant

DRAFT

**A SPECIAL MEETING OF THE  
BOARD OF FIRE COMMISSIONERS OF  
EAST PIERCE FIRE & RESCUE**

**May 17, 2022**

A special meeting of the Board of Fire Commissioners of East Pierce Fire and Rescue held on May 17, 2022, in-person and via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 5:00 p.m. Present by roll call were Commissioners Edward Egan, Randy Kroum, Cynthia Wernet, Mike Cathey, Pat McElligott, Kevin Garling, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin. Asst. Corina Byerley, and District Secretary Michelle Hollon.

Audience: Assistant Chief Kevin Stabenfeldt, Assistant Chief Jeff Moore, Battalion Chief Matt Gilbert

The purpose of the special meeting was for Jurassic Parliament training.

**Jurassic Parliament Training:** Ann Macfarlane delivered Jurassic Parliament training. The training covered topics to run an effective board meeting including calling a meeting to order, difference between the agenda and the consent agenda, appropriate meeting discussion, Point of Order, Appeal, motions and amendments, role of the Chair, voting, and overall duties of a board. A break was taken at 6:00 p.m. The meeting resumed at 6:05 p.m. and training continued.

There being no further business to come before the Board. Commissioner Egan moved to adjourn the meeting. The motion was seconded by Commissioner McElligott and carried. Meeting adjourned at 6:44 p.m.

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Chair Jon Napier

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Michelle Hollon, District Secretary

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Minutes taken by Corina Byerley,  
Executive Admin Assistant





# EAST PIERCE FIRE & RESCUE

**May 2022**

**for June 21, 2022 Meeting**

	Current Month	Year to Date	Budget per Resolution 960	Remaining Amount	Remaining Percent
				<b>7 Months Remaining =</b>	<b>58.33%</b>

## General Fund (Current Expense)

**Net Cash & Investments 12/31/2021** **\$ 13,467,783** Calculated Actual

### Operating Revenues

Property Tax - Current	3,069,866	18,672,653	34,849,926	16,177,273	46.4%
Property Tax - Prior Year/Delinquent	37,841	210,524	-	(210,524)	0.0%
Other Taxes	13,422	13,899	18,000	4,101	22.8%
Regular EMS Transport	217,941	1,168,991	2,800,000	1,631,009	58.3%
GEMT Transport	294,576	1,375,117	2,600,000	1,224,883	47.1%
GEMT Reconciliation	-	13,943	600,000	586,057	97.7%
Intergovernmental	61,241	442,778	146,000	(296,778)	-203.3%
Tehaleh Mitigation	22,400	130,200	100,000	(30,200)	-30.2%
Transfers in from Reserves/Capital	310,857	1,205,857	3,500,877	2,295,020	65.6%
Other Revenue	26,109	199,880	1,622,493	1,422,613	87.7%
<b>Total Operating Revenues</b>	<b>4,054,253</b>	<b>23,433,841</b>	<b>46,237,296</b>	<b>22,803,455</b>	<b>49.3%</b>

Reserved: Advance Travel & Petty Cash (Imprest Accounts) \$15,100 Not Included

	Current Month	Year to Date	Budget per Resolution 960	Remaining Amount	Remaining Percent
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<b>Administration</b> <i>(Comm, Fire Chief, Deputy Chief, Finance, HR)</i>	198,680	839,406	2,493,917	1,654,511	66.3%
<b>Operations</b> <i>(Fire, Training, Volunteers)</i>	2,022,927	10,920,220	26,916,214	15,995,994	59.4%
<b>EMS</b>	176,203	994,795	2,838,151	1,843,356	64.9%
<b>Prevention</b> <i>(Fire Prevention, Pub Ed)</i>	105,492	542,578	1,446,579	904,001	62.5%
<b>Logistics</b> <i>(Logistics, Emerg. Mgmt, IT)</i>	286,924	1,817,052	4,439,198	2,622,146	59.1%
<b>Capital</b> <i>(Project Manager)</i>	16,109	91,325	189,432	98,107	51.8%
<b>Reserve Purchases</b> <i>(Equipmt., EMS, Facility)</i>	325,146	1,233,026	3,311,445	2,078,419	62.8%
<b>Transfers Out</b>	-	4,848,257	1,584,175	(3,264,082)	-206.0%
<b>Total Operating Expenses</b>	<b>3,131,480</b>	<b>21,286,660</b>	<b>43,219,111</b>	<b>21,932,451</b>	<b>50.7%</b>
Payroll Clearing Accruals	(19,227)	5,623			
<b>Operating Expenses Net of Accruals</b>	<b>3,112,253</b>	<b>21,292,283</b>			
<b>Ending Net Cash &amp; Investments</b>			<b>\$ 15,609,341</b>		

## Reserve Fund

**Net Cash & Investments 12/31/2021** **\$ 23,880,422** Calculated Actual

	Other Revenues	Transfer In	Transfer Out	Balance as of 05/31/22	(Short)/Over
<b>Reserve Balances</b>					
General Reserve				3,075,167	5,167
Equipment Reserve			258,000	6,230,613	(249,387)
Facilities Reserve				1,003,446	3,446
Employee Compensation Reserve				802,460	2,460
Capital Facilities Phase 2				10,632,109	Balance
Station 118 Capital Reserve				485,909	Balance
Station 112/117 Reserve				608,810	Balance
EMS Equipment Reserve				4,622,267	Balance
Sale of Tax Title Property	-				
Investment Interest	16,367				
<b>Current Month Total</b>	<b>16,367</b>	<b>-</b>	<b>258,000</b>		
<b>Year to Date Total</b>	<b>\$ 32,775</b>	<b>\$ 4,700,583</b>	<b>\$ 1,153,000</b>	<b>\$ 27,460,780</b>	



# EAST PIERCE FIRE & RESCUE

**May 2022**

**for June 21, 2022 Meeting**

Capital (Construction) Fund	Current Month	Year to Date	Budget per Resolution 960	Remaining Amount	Remaining Percent
<b>Net Cash &amp; Investments 12/31/2021</b>			<b>\$ 26,937,552</b>	Calculated Actual	
<b>Revenues</b>					
Investment Interest	14,220	31,466	24,000	(7,466)	-31.1%
Transfer In - GF - Vendor Tax Refund	-	147,674	-	-	0.0%
<b>Total Revenues</b>	<b>14,220</b>	<b>179,140</b>	<b>24,000</b>	<b>(7,466)</b>	<b>-31.1%</b>
<b>Expenses</b>					
Capital Purchases-Apparatus	-	123	-	(123)	0.0%
Capital Purchases-Station 111	46,424	201,284	-	(201,284)	0.0%
Capital Purchases-Station 112	25,000	29,273	-	(29,273)	0.0%
Capital Purchases-Station 114	88,035	329,292	-	(329,292)	0.0%
Capital Purchases-Station 117	4,327	31,708	-	(31,708)	0.0%
Capital Purchases-Station 118	500,288	2,872,410	-	(2,872,410)	0.0%
Capital Purchases-Station 124	-	-	-	-	0.0%
Transfer Out - GF -Cap Fac Mgr	52,857	52,857	189,432	136,575	72.1%
<b>Total Expenses</b>	<b>716,932</b>	<b>3,516,947</b>	<b>189,432</b>	<b>(3,327,515)</b>	<b>-1756.6%</b>
<b>Ending Net Cash and Investments</b>			<b>\$ 23,599,745</b>		



Finance Department  
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

**PAYMENT LISTING**

Trans Date	District Ref #	Payee Printed Name	Amount
6/15/22	2314	ABSCO SOLUTIONS	\$3,402.95
6/15/22	2316	DAILY JOURNAL OF COMMERCE	\$288.85
6/15/22	2315	COBALT STORAGE	\$775.00
6/15/22	2317	LINCOLN CONSTRUCTION INC	\$455,577.18
6/15/22	2318	MCCLATCHY COMPANY LLC	\$637.19
6/15/22	2319	MIGIZI GROUP INC.	\$11,748.55
6/15/22	2321	OTTO ROSENAU & ASSOCIATES, INC.	\$5,742.82
6/15/22	2324	TRANSPOGROUP	\$353.75
6/15/22	2238	ABM JANITORIAL SERVICES	\$1,140.71
6/15/22	2320	MOBILE MODULAR	\$561.97
6/15/22	2322	PIERCE COUNTY SEWER	\$34.02
6/15/22	2323	RICE FERGUS MILLER ARCHITECTURE	\$104,686.50
6/15/22	2237	410 RENTALS	\$1,119.65
6/15/22	2239	ACTION BUSINESS FURNITURE INC	\$2,160.00
6/15/22	2241	AIR EXCHANGE, INC.	\$6,351.03
6/15/22	2242	AMERICAN HEART ASSOCIATION	\$4,095.00
6/15/22	2244	BARNHART MD PS STEPHEN W	\$8,662.50
6/15/22	2240	ADVANCE TRAVEL FUND	\$1,808.56
6/15/22	2243	ART GAMBLIN MOTORS	\$269.18
6/15/22	2245	BERK CONSULTING	\$225.00
6/15/22	2246	BOUND TREE MEDICAL LLC	\$294.15
6/15/22	2247	CARDINAL HEALTH 112, LLC	\$7,561.83
6/15/22	2248	CENTURYLINK (035B/376B/785B/786B/442B)	\$74.99
6/15/22	2250	CITY OF BONNEY LAKE-REIMB UTILITIES	\$3,832.26
6/15/22	2251	DAVIS DOOR SERVICE, INC	\$107.43
6/15/22	2253	DIVE RESCUE INTERNATIONAL INC	\$868.77
6/15/22	2254	EMS TECHNOLOGY SOLUTIONS LLC	\$7,500.00
6/15/22	2249	CINTAS CORPORATION # 461	\$7,892.41
6/15/22	2252	DEPT OF NATURAL RESOURCES	\$6,376.04
6/15/22	2256	ESO SOLUTIONS	\$3,011.79
6/15/22	2255	EPFR PETTY CASH CHECKING	\$2,019.88
6/15/22	2257	EXPERT AIR CONTROL	\$323.89
6/15/22	2258	FIRE PROTECTION INC.	\$771.27
6/15/22	2259	FOOTHILLS STUMP GRINDING SERVICE LLC	\$1,308.00
6/15/22	2260	FREDS TOWING	\$1,713.60
6/15/22	2261	FUGATE FORD	\$543.13
6/15/22	2262	GALLS, LLC - DBA BLUMENTHAL	\$2,118.06
6/15/22	2263	GAUMARD	\$7,722.47

6/15/22	2265	HEALTHCARE ACTUARIES	\$4,500.00
6/15/22	2266	HUGHES FIRE EQUIPMENT, INC.	\$23,544.63
6/15/22	2267	JAMES OIL CO. INC.	\$24,131.05
6/15/22	2264	GIG HARBOR FIRE & MEDIC ONE	\$7,000.00
6/15/22	2268	JURASSIC PARLIAMENT	\$1,610.80
6/15/22	2269	KANTOLA PRODUCTIONS LP	\$334.10
6/15/22	2270	KENT D. BRUCE COMPANY	\$343.33
6/15/22	2271	L & L PRINTING INC	\$70.40
6/15/22	2275	LIFE ASSIST	\$20,043.36
6/15/22	2272	L N CURTIS & SONS	\$2,962.50
6/15/22	2273	LES SCHWAB TIRE CENTERS	\$17,144.18
6/15/22	2274	LEVRUM INC	\$4,620.00
6/15/22	2276	LINDE GAS & EQUIPMENT INC	\$1,234.66
6/15/22	2277	LOCALITY MEDIA INC	\$22,974.00
6/15/22	2278	MACK BILL	\$188.37
6/15/22	2279	MADSEN ELECTRIC	\$2,417.87
6/15/22	2280	MCLANE BLACK LAKE FIRE DEPT	\$1,575.00
6/15/22	2281	MOBILE HEALTH RESOURCES LLC	\$1,409.58
6/15/22	2282	MOUNTAIN MIST	\$836.37
6/15/22	2285	ODP BUSINESS SOLUTIONS LLC	\$98.62
6/15/22	2283	NATIONAL HOSE TESTING SPECIALTIES	\$17,285.38
6/15/22	2284	NORTHWEST SAFETY CLEAN	\$216.97
6/15/22	2286	PACIFIC OFFICE AUTOMATION	\$537.85
6/15/22	2288	PLATT ELECTRIC SUPPLY	\$284.47
6/15/22	2289	PUGET SOUND ENERGY	\$4,695.17
6/15/22	2290	QUADIENT LEASING USA, INC.	\$361.25
6/15/22	2287	PIERCE COUNTY SEWER	\$310.16
6/15/22	2291	QUINN ERIC	\$500.00
6/15/22	2294	REHN AND ASSOCIATES	\$75.00
6/15/22	2292	RAINIER VALLEY BACKFLOW LLC	\$120.00
6/15/22	2293	READY REBOUND LLC	\$1,943.34
6/15/22	2295	ROTARY CLUB OF SUMNER	\$265.00
6/15/22	2296	RUFF ERICH	\$750.00
6/15/22	2297	SEAWESTERN	\$16,924.29
6/15/22	2298	SITECRAFTING, INC.	\$13,880.00
6/15/22	2299	SMITH DALTON	\$152.00
6/15/22	2300	SNIDER PETROLEUM	\$3,846.37
6/15/22	2301	SPARTAN SERVICES INC.	\$198.72
6/15/22	2304	SYSTEMS DESIGN WEST LLC	\$11,924.78
6/15/22	2302	STREAMLINE AUTOMATION LLC	\$6,514.77
6/15/22	2303	SUNSET FORD	\$1,273.79

6/15/22	2305	SYSTEMS FOR PUBLIC SAFETY, INC.	\$11,298.53
6/15/22	2306	TELEFLEX LLC	\$4,678.99
6/15/22	2308	US BANK	\$77,192.53
6/15/22	2309	US TRANSMISSIONS INC.	\$2,116.89
6/15/22	2310	UW VALLEY MEDICAL CENTER	\$413.00
6/15/22	2307	TREASURY MANAGEMENT SVCS - US BANK	\$123.60
6/15/22	2311	VALVOLINE LLC	\$632.47
6/15/22	2312	W.F.C.	\$760.00
6/15/22	2313	WCIF	\$19,249.13
Payment Count: 88			Total Amount: <u>\$999,243.65</u>

Payment Count: 88  
Payment Total: \$999,243.65

**CERTIFICATION**

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

_____	_____	_____	_____
Authorized District Official Signature	Date	Authorized District Official Signature	Date
_____	_____	_____	_____
Authorized District Official Signature	Date	Authorized District Official Signature	Date
_____	_____	_____	_____
Authorized District Official Signature	Date	Authorized District Official Signature	Date
_____	_____	_____	_____
Authorized District Official Signature	Date	Authorized District Official Signature	Date

INSTRUCTIONS FOR USE:  
Submit signed Transmittal To Pierce County Finance Department  
FAX: 253-798-6699      EMAIL: PCACCOUNTSPAYABLE@co.pierce.wa.us

PC Finance Department Use Only  
Authorization Recieved on \_\_\_\_\_  
Batch Verified by \_\_\_\_\_

<b>May 2022 Post-Meeting</b>	
<b>General Fund</b>	
Transfer In from Reserve Fund per Resolution 984	\$ 260,000.00
Fire Boat	
Transfer In from Capital Fund per Resolution 983	
Capital Project Manager Q1 Expenses	\$ 52,857.00
<b>Reserve Fund</b>	
Transfer Out to General Fund per Resolution 984	\$ 260,000.00
Fire Boat	
<b>Capital Fund</b>	
Transfer Out to General Fund per Resolution 983	\$ 52,857.00
Capital Project Manager Q1 Expenses	
<b>June 2022</b>	
<b>General Fund</b>	
Total AP	\$ 415,434.87
AP Vouchers	
Vouchers # 220601001 - 220601077	\$ 415,434.87
Total Payroll	\$ -
Payroll Vouchers	
Vouchers # 220603001 - 2206030xx	\$ -
Electronic Payroll	\$ -
Total Expenditures ( AP + Payroll)	\$ 415,434.87
Total BIAS Expenditures (111 - 999)	\$ 388,125.84
Difference	\$ 27,309.03
sickleave buybacks	\$ 27,382.61
non-vouchered bank fee	\$ (73.58)
<b>Bond Fund</b>	
Scheduled bond interest payment June 01	\$ 803,675.00
<b>Capital Fund</b>	
Total AP	
Vouchers # 220602001 - 220602011	\$ 583,808.78



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 21, 2022
<b>Title:</b>	Surplus

<b>Recommendation from Staff:</b>	Approve
<b>Recommendation from Committee:</b>	N/A
<b>Recommended Action/Motion:</b>	<b>Move to approve Resolution 986, the surplus of 34 sets of Body Armor to include 34 vests, 68 plates, 35 helmets &amp; misc. mobile radio equipment to dispose of, donate, or recycle at the discretion of the fire chief.</b>
<b>Presenter:</b>	AC Moore
<b>Attachments:</b>	Appendix A and Appendix B

<b>Summary:</b>
<p>Staff recommends that we surplus all body armor listed on attached Appendix A &amp; mobile radio equipment on attached Appendix B.</p> <p>The ballistic armor we are requesting to surplus have exceeded their life expectancy of 5 years and have been replaced. WAC 296-305-02012 requires that all fire departments that use protective body armor must be fitted following the manufactures recommendations and must not be used beyond the manufactures warranty. The following ensembles must be retired after 5 years of the date of manufacture.</p> <p>The Mobile Radio equipment no longer is of use to us. Some of the items have been replaced or are damaged beyond cost effective repair.</p> <p>Staff is recommending the body armor and misc. mobile radio equipment be disposed of, sold, or donated at the discretion of the Fire Chief.</p>

<b>Fiscal Impact:</b>	None
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**EAST PIERCE FIRE AND RESCUE**

**RESOLUTION NO. 986**

**A Resolution to Surplus Body Armor and Mobile Radio Equipment**

**WHEREAS**, Thirty-four sets (34 vests, 68 plates, 35 helmets) of body armor, as listed in Appendix A, owned by East Pierce Fire & Rescue has exceeded its life expectancy of five years. Per WAC 296-305-02012, requires that all fire departments that use protective body armor must be fitted following the manufactures recommendations and must not be used beyond the manufactures warranty. This body armor has exceeded the manufactures warranty of five years and is no longer of use to the District; and

**WHEREAS**, mobile radio equipment, as listed in Appendix B, owned by East Pierce Fire & Rescue has been deemed past its useful life, or damaged beyond cost effective to repair and is no longer of use to the District;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of East Pierce Fire & Rescue that body armor, as listed in Appendix A and mobile radio equipment, as listed in Appendix B; is hereby declared surplus to the needs of the District and will be disposed of, donate, sell, or recycle at the discretion of the Fire Chief.

**ADOPTED** at a regular meeting of the Board of Commissioners of East Pierce Fire and Rescue on June 21, 2022, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Randy Kroum

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Mike Cathey

\_\_\_\_\_  
Commissioner Cynthia Wernet

ATTEST:

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

6/9/2022 - 12:33 PM

# Supply Room Inventory

Displays Current Inventory in a Supply Room

Supply Room Inventory Summary	Inventory Total
Logistics Surplus - Pending	\$46,904.00

## Supply Room: Logistics Surplus - Pending

Part Description	Serial Number	Quantity	Part Price	Inventory Total
Ballistic Hard Plate	0019170250	1	\$380.00	\$380.00
Ballistic Hard Plate	0019170282	1	\$380.00	\$380.00
Ballistic Hard Plate	0019170301	1	\$380.00	\$380.00
Ballistic Hard Plate	0019170302	1	\$380.00	\$380.00
Ballistic Hard Plate	150516	1	\$380.00	\$380.00
Ballistic Hard Plate	150520	1	\$380.00	\$380.00
Ballistic Hard Plate	150521	1	\$380.00	\$380.00
Ballistic Hard Plate	150528	1	\$380.00	\$380.00
Ballistic Hard Plate	150529	1	\$380.00	\$380.00
Ballistic Hard Plate	150530	1	\$380.00	\$380.00
Ballistic Hard Plate	150531	1	\$380.00	\$380.00
Ballistic Hard Plate	150532	1	\$380.00	\$380.00
Ballistic Hard Plate	150533	1	\$380.00	\$380.00
Ballistic Hard Plate	150537	1	\$380.00	\$380.00
Ballistic Hard Plate	150539	1	\$380.00	\$380.00
Ballistic Hard Plate	150540	1	\$380.00	\$380.00
Ballistic Hard Plate	150541	1	\$380.00	\$380.00
Ballistic Hard Plate	150542	1	\$380.00	\$380.00
Ballistic Hard Plate	150545	1	\$380.00	\$380.00
Ballistic Hard Plate	150546	1	\$380.00	\$380.00
Ballistic Hard Plate	150547	1	\$380.00	\$380.00
Ballistic Hard Plate	150558	1	\$380.00	\$380.00
Ballistic Hard Plate	150569	1	\$380.00	\$380.00
Ballistic Hard Plate	150570	1	\$380.00	\$380.00
Ballistic Hard Plate	164655	1	\$380.00	\$380.00
Ballistic Hard Plate	164663	1	\$380.00	\$380.00
Ballistic Hard Plate	164664	1	\$380.00	\$380.00
Ballistic Hard Plate	164666	1	\$380.00	\$380.00
Ballistic Hard Plate	164667	1	\$380.00	\$380.00
Ballistic Hard Plate	164668	1	\$380.00	\$380.00
Ballistic Hard Plate	164669	1	\$380.00	\$380.00
Ballistic Hard Plate	164670	1	\$380.00	\$380.00
Ballistic Hard Plate	164671	1	\$380.00	\$380.00
Ballistic Hard Plate	164672	1	\$380.00	\$380.00
Ballistic Hard Plate	164673	1	\$380.00	\$380.00
Ballistic Hard Plate	164674	1	\$380.00	\$380.00
Part Description	Serial Number	Quantity	Part Price	Inventory Total

Ballistic Hard Plate	164675	1	\$380.00	\$380.00	
Ballistic Hard Plate	164676	1	\$380.00	\$380.00	
Ballistic Hard Plate	164677	1	\$380.00	\$380.00	
Ballistic Hard Plate	164678	1	\$380.00	\$380.00	
Ballistic Hard Plate	164679	1	\$380.00	\$380.00	
Ballistic Hard Plate	164680	1	\$380.00	\$380.00	
Ballistic Hard Plate	164681	1	\$380.00	\$380.00	
Ballistic Hard Plate	164682	1	\$380.00	\$380.00	
Ballistic Hard Plate	164683	1	\$380.00	\$380.00	
Ballistic Hard Plate	164684	1	\$380.00	\$380.00	
Ballistic Hard Plate	164685	1	\$380.00	\$380.00	
Ballistic Hard Plate	164686	1	\$380.00	\$380.00	
Ballistic Hard Plate	164687	1	\$380.00	\$380.00	
Ballistic Hard Plate	164688	1	\$380.00	\$380.00	
Ballistic Hard Plate	164689	1	\$380.00	\$380.00	
Ballistic Hard Plate	164690	1	\$380.00	\$380.00	
Ballistic Hard Plate	164691	1	\$380.00	\$380.00	
Ballistic Hard Plate	164692	1	\$380.00	\$380.00	
Ballistic Hard Plate	164693	1	\$380.00	\$380.00	
Ballistic Hard Plate	164694	1	\$380.00	\$380.00	
Ballistic Hard Plate	164695	1	\$380.00	\$380.00	
Ballistic Hard Plate	164696	1	\$380.00	\$380.00	
Ballistic Hard Plate	164697	1	\$380.00	\$380.00	
Ballistic Hard Plate	164698	1	\$380.00	\$380.00	
Ballistic Hard Plate	164699	1	\$380.00	\$380.00	
Ballistic Hard Plate	164700	1	\$380.00	\$380.00	
Ballistic Hard Plate	164701	1	\$380.00	\$380.00	
Ballistic Hard Plate	164702	1	\$380.00	\$380.00	
Ballistic Hard Plate	164703	1	\$380.00	\$380.00	
Ballistic Hard Plate	164704	1	\$380.00	\$380.00	
Ballistic Hard Plate	469700	1	\$380.00	\$380.00	
Ballistic Hard Plate	469702	1	\$380.00	\$380.00	
Ballistic Helmet	736688	1	\$400.00	\$400.00	
Ballistic Helmet	736690	1	\$400.00	\$400.00	
Ballistic Helmet	736691	1	\$400.00	\$400.00	
Ballistic Helmet	736693	1	\$400.00	\$400.00	
Ballistic Helmet	736699	1	\$400.00	\$400.00	
Ballistic Helmet	736700	1	\$400.00	\$400.00	
Ballistic Helmet	736701	1	\$400.00	\$400.00	
Ballistic Helmet	736703	1	\$400.00	\$400.00	
Ballistic Helmet	736704	1	\$400.00	\$400.00	
Ballistic Helmet	736705	1	\$400.00	\$400.00	
Ballistic Helmet	736706	2	\$400.00	\$800.00	
Part Description		Serial Number	Quantity	Part Price	Inventory Total
Ballistic Helmet	736707	1	\$400.00	\$400.00	

Ballistic Helmet	736708	1	\$400.00	\$400.00	
Ballistic Helmet	736710	1	\$400.00	\$400.00	
Ballistic Helmet	736711	1	\$400.00	\$400.00	
Ballistic Helmet	736712	1	\$400.00	\$400.00	
Ballistic Helmet	736714	1	\$400.00	\$400.00	
Ballistic Helmet	736715	1	\$400.00	\$400.00	
Ballistic Helmet	736717	1	\$400.00	\$400.00	
Ballistic Helmet	736720	1	\$400.00	\$400.00	
Ballistic Helmet	736721	1	\$400.00	\$400.00	
Ballistic Helmet	736723	1	\$400.00	\$400.00	
Ballistic Helmet	736725	1	\$400.00	\$400.00	
Ballistic Helmet	739517	1	\$400.00	\$400.00	
Ballistic Helmet	739519	1	\$400.00	\$400.00	
Ballistic Helmet	739521	1	\$400.00	\$400.00	
Ballistic Helmet	739523	1	\$400.00	\$400.00	
Ballistic Helmet	739524	1	\$400.00	\$400.00	
Ballistic Helmet	739526	1	\$400.00	\$400.00	
Ballistic Helmet	739527	1	\$400.00	\$400.00	
Ballistic Helmet	739531	1	\$400.00	\$400.00	
Ballistic Helmet	739535	1	\$400.00	\$400.00	
Ballistic Helmet	758055	1	\$400.00	\$400.00	
Ballistic Helmet	L-V758049	1	\$400.00	\$400.00	
Ballistic Helmet	X-V417508	1	\$400.00	\$400.00	
Ballistic Vest	1622026	1	\$196.00	\$196.00	
Ballistic Vest	1622026A	1	\$196.00	\$196.00	
Ballistic Vest	1622026B	1	\$196.00	\$196.00	
Ballistic Vest	1622026C	1	\$196.00	\$196.00	
Ballistic Vest	1628929	1	\$196.00	\$196.00	
Ballistic Vest	1628929A	1	\$196.00	\$196.00	
Ballistic Vest	1628929B	1	\$196.00	\$196.00	
Ballistic Vest	1628929C	1	\$196.00	\$196.00	
Ballistic Vest	1628929D	1	\$196.00	\$196.00	
Ballistic Vest	1628929E	1	\$196.00	\$196.00	
Ballistic Vest	1628929F	1	\$196.00	\$196.00	
Ballistic Vest	1628929G	1	\$196.00	\$196.00	
Ballistic Vest	1628929H	1	\$196.00	\$196.00	
Ballistic Vest	1628929I	1	\$196.00	\$196.00	
Ballistic Vest	1628929J	1	\$196.00	\$196.00	
Ballistic Vest	1628929K	1	\$196.00	\$196.00	
Ballistic Vest	1628929L	1	\$196.00	\$196.00	
Ballistic Vest	1628929M	1	\$196.00	\$196.00	
Ballistic Vest	1628929N	1	\$196.00	\$196.00	
	<b>Part Description</b>	<b>Serial Number</b>	<b>Quantity</b>	<b>Part Price</b>	<b>Inventory Total</b>
Ballistic Vest	1628929O	1	\$196.00	\$196.00	
Ballistic Vest	1628929P	1	\$196.00	\$196.00	

Ballistic Vest	1628934	1	\$196.00	\$196.00
Ballistic Vest	775018	1	\$196.00	\$196.00
Ballistic Vest	775018A	1	\$196.00	\$196.00
Ballistic Vest	809660	1	\$196.00	\$196.00
Ballistic Vest	809660A	1	\$196.00	\$196.00
Ballistic Vest	809660B	1	\$196.00	\$196.00
Ballistic Vest	809660C	1	\$196.00	\$196.00
Ballistic Vest	809660D	1	\$196.00	\$196.00
Ballistic Vest	809660E	1	\$196.00	\$196.00
Ballistic Vest	809660F	1	\$196.00	\$196.00
Ballistic Vest	809660G	1	\$196.00	\$196.00
Ballistic Vest	BV36-V - 2017	1	\$196.00	\$196.00
Ballistic Vest	BV37-V - 2017	1	\$196.00	\$196.00
				<b>\$46,904.00</b>

### East Pierce Fire & Rescue Mobile Radio Record

7.x ID	4.1 ID	Alias	Vehicle	Agency	Serial Number	Model Number	Firmware	Update Complete	Type	Template
4031001	43535	epfr BR118	Spare	East Pierce Fire & Rescue	656CQF0737		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031010	43544	epfr E119		East Pierce Fire & Rescue	656CQF0746		R23.04.00		mobile	
4031011	43545	epfr E124	Spare	East Pierce Fire & Rescue	656CQF0747		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031012	43546	epfr 43546	Spare	East Pierce Fire & Rescue	656CQF0748		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031013	43547	epfr E1249	Spare	East Pierce Fire & Rescue	656CQF0749		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031019	43553	epfr Spare B	Spare	East Pierce Fire & Rescue	656CQF0755		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031020	43554	epfr Spare F	Spare	East Pierce Fire & Rescue	656CQF0756		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031022	43556	epfr OOS 1	Spare	East Pierce Fire & Rescue	656CQF0758		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031023	43557	epfr E116.		East Pierce Fire & Rescue	656CQF0759		R23.04.00		mobile	
4031024	43558	epfr Spare FF	Spare	East Pierce Fire & Rescue	656CQF0760		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031025	43559	epfr Spare D	Spare	East Pierce Fire & Rescue	656CQF0761		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031026	43560	epfr Spare 15	Spare	East Pierce Fire & Rescue	656CQF0762		R23.04.00	x	mobile	EPFR_Updated_M9.1.21_Non-Enc_7500
4031070	43533	epfr Spare EE	Spare	East Pierce Fire & Rescue	656CQF0803		R23.04.00		mobile	



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 21, 2022
<b>Title:</b>	Resolution 987 – Sole Source declaration to EMS Technology Solutions

<b>Recommendation from Staff:</b>	Approve
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to adopt Resolution 987 declaring EMS Technology Solutions the sole source for the purchase of Radio Frequency Identification equipment and waiving competitive bid requirements.</i>
<b>Presenter:</b>	<b>Chief Parkinson</b>
<b>Attachments:</b>	Resolution 987, Attorney Opinion Letter

<b>Summary:</b>	
<p>The District is looking to enhance the current Operative IQ system with the purchase of Radio Frequency Identification equipment. Since the District already has the Operative IQ software and has been utilizing it since 2014 and has integrated Operative IQ into nearly every facet of its operation, it is requested to approve declaration of sole source to EMS Technology Solutions for the purchase of Radio Frequency Identification equipment.</p> <p>If the District was to purchase from a different vendor, the District would incur additional costs as it would be required to purchase that vendors software as well.</p> <p>The District’s Attorney, Eric Quinn has reviewed the request for sole source and has provided a letter of opinion.</p>	

<b>Fiscal Impact:</b>	Approved in 2022 Budget
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**EAST PIERCE FIRE & RESCUE**

**RESOLUTION 987**

**(A resolution to declare EMS Technology Solutions, LLC as a sole source for the purchasing of Radio Frequency identification equipment)**

**WHEREAS**, the Board of Commissioners of East Pierce Fire & Rescue has determined it is necessary for the purchase of Radio Frequency Identification equipment to enhance the current Operative IQ system; and

**WHEREAS**, ETS is the developer and supplier of the Operative IQ software upon which the RFID is based; and

**WHEREAS**, The District has been utilizing Operative IQ for inventory, controlled substance, asset, and fleet management since 2014 and has integrated Operative IQ into nearly every facet of its operations; and

**WHEREAS**, to purchase from a different vendor would require the purchase of that vendor’s software platform, incurring additional cost to the District; and

**WHEREAS**, the District Attorney has evaluated the need to declare sole source for purchase and provided a letter of opinion dated June 7, 2022;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of East Pierce Fire & Rescue that it is in the best interest of the District declare EMS Technology Solutions, LLC, the sole source provider; and

**ADOPTED** at a regular meeting of the Board of Commissioners on June 21, 2022, the following Commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Mike Cathey

\_\_\_\_\_  
Commissioner Randy Kroum

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Cynthia Wernet

ATTEST:

\_\_\_\_\_  
Michelle Hollon, District Secretary



Eric T. Quinn, P.S.  
PROFESSIONAL SERVICE CORPORATION  
ATTORNEY AT LAW  
7403 Lakewood Dr. W., Suite #11  
Lakewood, WA 98499  
253-590-6628  
ericquinn@firehouselawyer2.com

June 7, 2022  
*By Electronic Mail Only*

East Pierce Fire and Rescue (“District”)  
Attn: Michelle Hollon, Finance Manager/District Secretary  
Email: mhollon@eastpiercefirer.org

**Re: Purchase of RFID equipment valued over \$40,000.00 from the developer of Operative IQ software; waiving competitive bidding**

Dear Michelle:

The purpose of this letter is to give you my recommendation as to whether the District may waive competitive bidding for the purchase of Radio Frequency Identification equipment (“RFID”) valued over \$40,000.00 from EMS Technology Solutions, LLC (“ETS”). The District may waive competitive bidding in this case. In full answer to this question, we shall (1) state the applicable law, (2) enumerate the relevant facts and (3) apply the law to the facts and provide a recommendation.

***Applicable Law***

A fire protection district may waive competitive bidding for purchases of equipment valued over \$40,000 when the equipment is “clearly and legitimately limited to a single source of supply.” See RCW 39.04.280 (1)(a). This is called the “sole source” exception. This exception may be invoked by resolution of the Board.

The leading case on the sole source exception is still *Smith v. City of Seattle*, 192 Wn. 64, 72 P.2d 588 (1937). In *Smith*, the specifications called for bids for “true Mazda lamps only,” which were obtainable from only one source. After reviewing two divergent lines of authority, emanating from the highest courts of various states, the *Smith* court adopted the “liberal rule” of interpreting the

sole source exception. The Court found that a *patented* item meets the definition of a “sole source” procurement. But the Court went on to find that the restricted rule would limit municipal corporations to using the exception *only* for patented items. The Court said the public bidding statutes are designed to promote honesty and economy in the public interest, but not to deprive the public of procuring the “best article available.” Given the technological advancements of our time, it would be best, the Court said, to let municipalities have the privilege of using modern methods and improvements.

The *Smith* Court found that *previous satisfactory experience* in the actual use of an article may partially serve as a basis for declaring sole source. Furthermore, the court made it clear that the rule was *not* limited to *patented items*. In AGO 61-62, No. 24, the Attorney General pointed out that the holding in *Seattle v. Smith* is broad enough to support specification of brand name when the public interest is served thereby. In this AG opinion, after noting that the weight of authority is in favor of the Washington view [citing 77 A.L.R. 702], the AG notes that the underlying purpose of the bid laws would be defeated if such limited specs were forbidden when it would clearly aid the public interest to allow such limited specs.

In a later AG letter opinion, AGLO 1971, No. 128, the attorney general referred to both the *Smith* case and the above AGO with approval, stating that specifying by brand name<sup>1</sup> was acceptable “if the officials submitting the call for bids have not drafted these specifications arbitrarily and capriciously, and are acting in good faith.” Consequently, not only may a municipality declare sole source based on a *patent*; it may also do so by brand name.

### ***Relevant Facts***

The District seeks to purchase the RFID which is valued above \$40,000.00. District Secretary Michelle Hollon has advised the undersigned as follows:

1. ETS is the developer and supplier of the Operative IQ software upon which the RFID is based;
2. The District has been utilizing Operative IQ for Inventory, Controlled Substance, Asset, and Fleet Management since 2014;
3. The District has integrated Operative IQ “into nearly every facet of its operations”;

<sup>1</sup> Take note that the current position of the Washington State Auditor is as follows: “If an item (even a specific name brand) is available from more than one vendor, it is not appropriate to declare the purchase sole source.” See <https://sao.wa.gov/name-brand-procurements-versus-sole-source-contracts/>

This is done without citation to *legal authority*, and neither of the above AG opinions have been questioned by a Washington Court or subsequent AG. Nor has the *Smith* case been overruled or questioned.

4. The implementation of RFID tracking would enhance the current system by providing the department with real-time asset tracking, assisting in loss prevention, and reducing the number of personnel hours required to physically verify the presence of a department asset and whether it's in its assigned location or not;
5. RFID is simply a module to be licensed and “turned on” within the District’s already-functioning Operative IQ software environment. Consequently, the RFID would integrate seamlessly with processes already established and working efficiently. The monitoring equipment would be purchased directly from ETS and installed by the District; and
6. Purchasing the RFID from a different vendor would mean purchasing that vendor’s software platform from which to monitor and store RFID data. This would result in additional cost in IT time, as well as training and program management time while District staff learns a new system that would not integrate with an already-functioning logistics software system—Operative IQ. This would lead to duplicated efforts and convolute the process, increasing the chances of human error.

***Application of the Law to the Facts With Recommendation***

Based on the above facts relayed by Ms. Hollon, the RFID is “clearly and legitimately limited to a single source of supply”—ETS. This is so for the following reasons:

1. Because ETS is the developer of the Operative IQ software, purchase of the RTID from ETS is “clearly” limited to a “single source of supply”;
2. Because the District has been utilizing Operative IQ for Inventory, Controlled Substance, Asset, and Fleet Management since 2014 and has integrated Operative IQ “into nearly every facet of its operations,” purchasing *different software* for data tracking could result in a change in system compatibility that the District does not appear to have time to remedy. Consequently, purchase of the RTID from ETS—the developer of Operative IQ—is “legitimately” limited to a “single source of supply”;

Based on the above, the RFID is “clearly and legitimately limited to a single source of supply”—ETS. Please see that this legal opinion and RCW 39.04.280 (1)(a) are cited in the resolution declaring sole source. And please inform me if you have any questions or concerns with respect to this opinion.

Very Truly Yours,



Eric T. Quinn



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 21, 2022
<b>Title:</b>	Resolution 988 – Eminent Domain for Station 112

<b>Recommendation from Staff:</b>	Approve
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to adopt Resolution 988 authorizing the District to acquire, by eminent domain if necessary, approximately 1.69 acres of land at 20606 120<sup>th</sup> St E in Bonney Lake, Washington in the public's interest and to accomplish a public purpose.</i>
<b>Presenter:</b>	<b>Chief Parkinson</b>
<b>Attachments:</b>	Resolution 988,

<b>Summary:</b>
<p>The District has identified approx. 1.69 acres of land located at 20606 120<sup>th</sup> St E deemed for the District's new Station 112. This resolution allows the District to exercise the power of eminent domain if necessary. The District will notify the landowner of its imminent intention to exercise this power if necessary.</p> <p>The District's Attorney, Eric Quinn has reviewed and in his opinion approved the resolution.</p>

<b>Fiscal Impact:</b>	As part of the UTGO 2018 Bond Capital Facilities project
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**RESOLUTION NO. 988**

**RESOLUTION OF THE COMMISSIONERS OF EAST PIERCE FIRE & RESCUE AUTHORIZING AND DIRECTING THAT THE DISTRICT ACQUIRE, BY EMINENT DOMAIN IF NECESSARY, APPROXIMATELY 1.69 ACRES OF LAND AT 20606 120<sup>TH</sup> STREET EAST IN BONNEY LAKE, WASHINGTON.**

**WHEREAS**, the District has identified approximately 1.69 acres of land located at 20606 120<sup>th</sup> Street East in Bonney Lake, Washington that would be suitable for the District's new fire station 112; and

**WHEREAS**, it may be necessary for the District to exercise the power of eminent domain (condemnation) in order to acquire the property; and

**WHEREAS**, the District does have the power of eminent domain pursuant to statute, and does have the present power, ability and authority to take this property in the exercise of the power of eminent domain; and

**WHEREAS**, the District will immediately notify the landowner of its imminent intention to exercise this power if necessary to acquire the property for just compensation

**NOW THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:**

Section 1.

The Board of Commissioners hereby finds that acquisition of the property enumerated herein would be in the public interest and necessary to accomplish a public purpose. Consequently, the Board of Commissioners hereby authorizes and directs that the District exercise the power of eminent domain, if necessary, to acquire the following property to be used as the new fire station 112:

**Approximately 1.69 acres of land know as 20606 120th Street East  
Bonney Lake, WA 98391**

**Parcel ID(s): 051910-8114 and 051910-8113**

**LOT 4, AS SHOWN ON SHORT PLAT RECORDED UNDER [RECORDING NO. 8401030143](#), FILED WITH THE PIERCE COUNTY AUDITOR, IN PIERCE COUNTY, WASHINGTON;  
EXCEPT THAT PORTION CONVEYED IN DEED TO PIERCE COUNTY RECORDED UNDER [RECORDING NO. 9201230480](#).**

Section 2.

The District administration is authorized and directed to notify the landowner forthwith of the District's intention to take the property by eminent domain, subject to payment of just compensation.

Section 3.

The District administration is authorized and directed to initiate and continue negotiations with the landowner to ascertain whether the property may be acquired amicably for just and fair compensation without condemnation, in order to save litigation expenses.

**ADOPTED THIS 21ST DAY OF JUNE, 2022.**

**EAST PIERCE FIRE & RESCUE**

\_\_\_\_\_  
Chair Jon Napier

Attest:

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
District Secretary Michelle Hollon

\_\_\_\_\_  
Commissioner Randy Kroum

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Mike Cathey

\_\_\_\_\_  
Commissioner Cynthia Wernet

Approved as to form:

\_\_\_\_\_  
ERIC QUINN, WSB # 47354  
Attorney for East Pierce Fire & Rescue



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 21, 2022
<b>Title:</b>	Deputy Chief MOU

<b>Recommendation from Staff:</b>	Approve
<b>Recommendation from Committee:</b>	N/A
<b>Recommended Action/Motion:</b>	<b>Move to authorize the Board Chair to sign the MOU with the Deputy Chief as presented.</b>
<b>Presenter:</b>	Chief Parkinson
<b>Attachments:</b>	MOU – Presented at the meeting

**Summary:**

Deputy Chief Bill Mack joined East Pierce Fire & Rescue on July 1, 2021. In accordance with his contract, an evaluation has been conducted by the fire chief after 6-months, as well as at 12 months of employment (which was completed in June). Based on the performance of DC Mack, it is my recommendation that his contract be amended with the proposed MOU capturing a merit pay increase for this period.

DC Mack has brought a wealth of knowledge and skill which has served the District well. Some of his key tasks over the first year include: implementation of LifeScan physicals, working through the COVID vaccine mandate, negotiating two contracts with L3520, beginning foundational work on diversity training and cultural competency, creating a regional training consortium for Pierce County, update the standard of cover.

DC Mack has been active in all regional discussions in Pierce County and I am often told, “thank you for bringing Bill to Pierce County.” He has built relationships with personnel across the organization and has a communication style which is well received. I have the utmost confidence that DC Mack can fill the role of fire chief in my absence, and that he will continue to bring value to the organization in the coming years.

<b>Fiscal Impact:</b>	Financial impacts are already captured and approved in the 2022 operating budget.
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## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 21, 2022
<b>Title:</b>	Bond Sale Update

<b>Recommendation from Staff:</b>	N/A
<b>Recommendation from Committee:</b>	N/A
<b>Recommended Action/Motion:</b>	None
<b>Presenter:</b>	Jim Nelson – D.A. Davidson
<b>Attachments:</b>	None

<b>Summary:</b>
<p>Jim Nelson will be providing an update regarding the current state of the bond market and how our bond rating will impact our interest rate and repayment schedule.</p>

<b>Fiscal Impact:</b>	None
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## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	June 21, 2022
<b>Title:</b>	Board Meeting Policy Edits

<b>Recommendation from Staff:</b>	N/A – First reading
<b>Recommendation from Committee:</b>	N/A – No committee review
<b>Recommended Action/Motion:</b>	<b>None</b>
<b>Presenter:</b>	Chief Parkinson
<b>Attachments:</b>	Policy 213 & Policy 222

<b>Summary:</b>
<p>At the request of the Board of Fire Commissioners at the May 2022 regular meeting, revisions were drafted to amend policies 213 and 222 which:</p> <ul style="list-style-type: none"><li>1- Allows virtual commissioner attendance to meetings up to three times per year</li><li>2- Makes all meetings hybrid to allow virtual audience attendance</li></ul> <p>This is the first reading of the proposed edits. Final adoption may occur at the July Board meeting.</p>

<b>Fiscal Impact:</b>	None
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## Duties of Individual Commissioners

### 213.1 PURPOSE AND SCOPE

The policy describes the responsibilities and obligations of fire commissioners.

Supersedes policy 1220 adopted October 17, 2006, and last revised July 20, 2010

### 213.2 POLICY

The authority of commissioners is limited to participating in actions taken by the Board as a whole when legally in session. Commissioners shall not assume responsibilities of the Fire Chief or other staff members. The Board or staff shall not be bound in any way by any action taken or statement made by any individual commissioner except when such statement or action is pursuant to specific instructions and official action taken by the Board.

If a commissioner appears on behalf of the District before another governmental agency, a community organization, or through the media, for the purpose of commenting on an issue, the Commissioner needs to state the majority position of the Board, if known, on such issue. Personal opinions and comments which differ from the Board majority may be expressed if the Commissioner clarifies that these statements do not represent the Board's position.

Commissioners need to have other Commissioner's concurrence before representing another Commissioner's view or position with the media, another governmental agency or community organization.

Each commissioner is obligated to attend board meetings regularly. [Hybrid \(virtual\) attendance of board meetings is allowed, but should not exceed three instances of virtual attendance per calendar year \(unless approved to do so by a majority vote of the Board\).](#) -Each commissioner shall give advance notice to the District Secretary of the commissioner's inability to attend a board meeting [or intent to attend virtually](#). A majority of the Board may excuse a commissioner's absence from a meeting if requested to do so.

### 213.3 REFERENCE

RCW 52 Fire Protection Districts

EPF&R Policy 204 Vacancies and Unexcused Absences

## Meetings

### 222.1 PURPOSE AND SCOPE

This policy describes the purpose of regular meetings, special meetings, and emergency meetings and applicable public notice requirements.

Supersedes policy 1400 adopted August 18, 2003 and last revised December 18, 2012

### 222.2 POLICY

Board meetings will be scheduled in compliance with the law and deemed by the Board of Fire Commissioners to be in the best interests of the District and community. The Board of Fire **C**ommissioners will function through regular meetings, special meetings, and emergency meetings which shall all be conducted in a hybrid format (both in-person and virtual attendance will be available to the extent this is possible).

Public notice shall be properly given for any special meeting, whenever a regular meeting is adjourned to another time, or when a regular meeting is to be held at a place other than the District headquarters.

Regular meetings shall be held at 7:00 p.m. on the third Tuesday of each month. The location of the meetings shall be District headquarters station, or at other times and places determined by a majority vote. If regular meetings are to be held at places other than the District headquarters, or are adjourned to times other than a regular meeting time, notice of the meeting shall be made in the same manner as provided for special meetings. When a meeting date falls on a legal holiday, the meeting shall be held on the next business day or on a date determined by the Board of Commissioners.

Special meetings may be called by the chairman or on a petition of a majority of the fire commissioners. A written notice of a special meeting, stating the purpose of the meeting, shall be delivered to each fire commissioner at least 24 hours prior to the time of the meeting. Written notice shall also be posted on the district's website and sent at least twenty-four (24) hours prior to the meeting to each newspaper and radio or television station that has filed a written request for such notices. Business transacted at a special meeting will be limited to that stated in the notice of the meeting.

In the event of an emergency, involving possible personal injury or property damage, the Board of Fire Commissioners may meet immediately and take official action without prior notification.

All meetings shall be open to the public with the exception of executive sessions authorized by law. Any final action will be taken at an open meeting.

During the interim between meetings, the office of the District Secretary shall be the office of the Board. The District's public records shall be open for inspection in the manner provided by and subject to the limitation of the law.

## *Meetings*

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### **222.3 REFERENCE**

RCW 42 Public Officers and Agencies

RCW 52 Fire Protection Districts

## 2022 WFCA Annual Conference - The Davenport Grand - Spokane



When: October 27th - 29th, 2022

Where: The Davenport Grand  
333 W Spokane Falls Blvd  
Spokane, Washington 99201

Contact: Jordon Murray  
jordonm@wfca.wa.gov  
360-943-3880

*The 2022 WFCA Annual Conference - October 27th -  
October 29th, 2022 - The Spokane Davenport Grand*



## ANNUAL CONFERENCE

The National Association of Emergency and Fire Officials (NAEFO) annual conference provides board-level leadership education from the nation's leading experts.

In addition to the education program, network with other officials of emergency services organizations and vendors to solve the toughest challenges facing boards. During NAEFO's Annual Conference, NAEFO's annual membership meeting is held to conduct business, hear reports, and elect NAEFO officers (click [here](#) to read about the current officers and members of the NAEFO Board of Directors).

### Registration Options

#### Full Conference Registration

Member: **\$300**

Non-Member: **\$350**

#### Become A Member

The following National Association of Emergency & Fire Officials memberships can be added to any conference registration at the time of registration.

State Membership: **\$500**

Individual Emergency Services Official (majority of Board joins): **\$50**

Individual Emergency Services Official (less than majority of Board joins): **\$100**

Former Official Membership Renewal: **\$50**

Associate Membership: **\$100**

For more information regarding NAEFO membership, please visit the official [NAEFO Membership](#) page.



## Conference Agenda

Monday, September 19



9:00 - 9:15 AM **Welcoming remarks on the 20th anniversary**

Candy McCullough, President



9:15 - 10:30 AM **Choosing the Right Chief for your District**

George M. Dunkel, Administrator, Special Districts Association of Oregon Consulting Services



10:30 - 10:45 AM **Break**



10:45 AM - 12:00 PM **Using Your District's Website for Citizen Interaction**

Mari Lara, Community Manager, Streamline



12:00 - 1:00 PM **Lunch**



1:00 - 2:15 PM **Save Time & Money with Cooperative Purchasing!**

Crosby Grindle, President, Cooperative Services, LLC



2:15 - 2:30 PM **Break**



2:30 - 3:45 PM **American Rescue Plan Act Update National Special Districts Coalition Initiatives**

Cole Karr, Public Affairs Field Coordinator



3:45 - 4:00 PM **First Day Closing Remarks**



6:00 - 7:30 PM **Reception in Hospitality Suite**

Tuesday, September 20



9:00 - 9:15 AM **Second Day Opening Remarks**



9:15 - 10:30 AM **Picking Up Where We Left Off: A Legislative Update from CFSI**

Bill Webb, Executive Director, Congressional Fire Services Institute (CFSI)



10:30 - 10:45 AM **Break**



10:45 AM - 12:00 PM **Chief and Board Interactions**

Carl Scarborough



12:00 - 1:00 PM **Lunch**



1:00 - 2:15 PM **Saving More Than Just Lives in Your Community**

Skip Starling, Director, National Fire Service Organization



2:15 - 2:30 PM **Break**



2:30 - 4:00 PM **Annual Meeting**





To: **Board of Fire Commissioners**  
From: **Jon Parkinson, Fire Chief**  
Subject: **Monthly Chief's Report – June 2022**

### **Station 111**

We are out to bid on Station 111, with the bid period closing on 7/7/22. This is an exciting step in our station construction process. We are also scheduled with the Bonney Lake hearing examiner to appeal the traffic impact fees associated with the Station 111 project in July. Additional information will be provided during the Board meeting bond update.

### **Wildfire Season**

With summer beginning (in most areas of the country), we are beginning to see an uptick in wildfires in the southwest. We have a single resource currently deployed to New Mexico for a large fire that has been going on for some time. Locally, our wildland team has been holding several regional training events in preparation for the summer. DNR expects a shift in the weather to begin to impact Washington in early July.

### **Safer Grant**

While we have not received any formal answer from FEMA regarding the grant request, we did receive a request for additional information in late May. We view this as a positive signal indicating our request was still viable at that point in the process. As we hear more, one way or the other, I will keep the Board informed.

### **Bond Rating Call**

We completed our bond rating call with Standard and Poor's on 6/9/22. I feel the call went well, but in the end, we will be at the mercy of the assigned team. We requested that rating information be available in time for the Board meeting this month, but there is no guarantee we will have the final rating information by then. Jim Nelson will present at the June meeting to discuss interest rates and the current forecast ahead of the sale on July 12<sup>th</sup>.

### **City/Town Annual Updates**

My presentation to the Town of South Prairie has been moved to August 9<sup>th</sup> @ 7 pm

### **Public Education programs**

As we return to normal, I am excited to see many of our public education/relations programs start back up. These programs include:

- CPR and first aid training (\$20-\$70)
- Safe Sitter training (\$40)
- Helmet and lifejacket sales (\$8-\$11)
- Smoke detector installation (free – provided by ARC)

### **Regional Training Consortium**

Discussions continue progressing, as several more meetings occurred during the Fire Chief's Conference in late May. The group expects to finalize a draft ILA for presentation to each Board in July. Assuming progress continues, I will brief the finance committee in early July and brief the entire Board at the July meeting with the ILA and associated fiscal impacts, as well as an overview of the plans for the training consortium.

### **SS911**

There are several items of interest being discussed by the SS911 Board (Commissioner McElligott is a voting member of the SS911 Board):

- Revenue excess from 1/10<sup>th</sup> of 1%
  - With all funds now coming to SS911, there is an anticipated excess of \$7 million, which the SS911 Board will need to allocate. There are various options, including radio user fee reduction, radio equipment replacement, etc.
- Combined radio system core(s)
  - SS911 has hired a consultant (ADCOMM Consulting) to evaluate the radio system in Pierce County. Their recommendation, and that of the police and fire chiefs, is to upgrade the entire system utilizing the excess revenue mentioned above. An estimated cost is currently being developed.
- Puyallup radio system repair request
  - The City of Puyallup has requested \$1.13 million from SS911 (from the 1/10<sup>th</sup> of 1%) to fund system repairs and maintenance. As a subscriber of the Puyallup radio system, I am in support of this request. The alternative is that subscribers of the Puyallup radio system pay for the repairs via a service fee increase.

### **Committee Requests**

I will be requesting meetings with all three committees in July

Planning: Review food bank proposal, kick off standard of cover stakeholder's project

Finance (early July): Bond briefing, training consortium ILA

Finance (late July/early August): Equipment and Technology replacement policy

HR: Project Manager Contract, non-uniformed wage study, firefighter testing fee discussion

### **Cities/Town meetings:**

- Sumner Public Safety (canceled for June)
- BL Public Safety

### **Other organizations meeting:**

- Sumner Rotary
- Bonney Lake Chamber Collective

<b>Goal 1: Support the Wellbeing and Development of our Team</b>	
<b>Create transparent and equitable career paths, succession plans, opportunities for professional development and human resources functions.</b>	
<b>Establish career paths for uniformed and non-uniformed personnel.</b>	<b>Parkinson</b>
Q1 2022: Work has begun to formalize career paths beyond the rank of BC. Non-Uniformed career paths have not yet been addressed.	
Q2 2022: Acting CO manual and Acting BC manual both under revision.	
Substantial completion will occur in 2022-23. This will be an ongoing project.	
<b>Expand Succession Planning efforts</b>	<b>Parkinson</b>
Q4 2021: To date, funding has been approved in the budget and a high level program document has been produced.	
Q1 2022: Work has begun to formalize career paths beyond the rank of BC. Non-Uniformed career paths have not yet been addressed.	
Q2 2022: Numerous employees are now accessing succession plan funding to attend King Co. Leadership programs, multi-year NFA courses, FRI annual conference, and WA State Fire Chiefs conference.	
Substantial completion will occur in 2022-23. This will be an ongoing project.	
<b>Expand formal and informal mentorship programs to identify and support individuals; professional motivations</b>	<b>Parkinson</b>
Q2 2022: Numerous employees are now accessing succession plan funding to attend various training events (referenced above). Employees are partnered with command staff personnel to serve as mentors throughout their development.	
Substantial completion projected: 2023	
<b>Continuously evaluate our promotional processes to minimize subjectivity, maximize professional and management skills.</b>	<b>Mack</b>
Q4 2021: Revisions made to lieutenant, captain, and battalion chief promotional process in Spring of 2021. These changes will take effect for the testing process in Winter 2022.	
Q1 2022: Promotional process this month (March), with evaluation to occur in April for modifications.	
Q2 2022: Complete - Testing debrief complete and associated adjustments made to selection processes. This is an ongoing objective which will be revisited during each promotional process in the future.	

Support Team health and wellness.	
<b>Develop a mental health support framework that includes proactive and reactive support for personnel and families.</b>	<b>Moore</b>
Q4 2021: The creation of a peer support team was approved beginning in the 2020 operating budget. To date, training of team personnel and draft procedures have been created.	
Q2 2022: Peer support guideline manual complete, Team training regarding roles and responsibilities complete, FF marriage resiliency training scheduled for June, Interfacing with first responder mental wellness contractor regarding long-range support and services, SIGNAL app live for PST members to enhance communications.	
Substantial completion is projected for 2023. This will be an ongoing project.	
<b>Develop a physical health and fitness support framework</b>	<b>Moore</b>
Q4 2021: Funding has historically been approved for pt equipment and for the peer fitness trainer program. The peer support team is now running this program in tandem to address both mental/emotional support as well as health and fitness. Lifescan physicals will also be available to all personnel in 2022.	
Q1 2022: Lifescan physicals scheduled for March/April. Peer Fitness Advisory Board established with quarterly meetings. Inventory assessment of PT equipment in facilities complete.	
Q2 2022: Consulting with vendor for ongoing functional movement testing and training (injury prevention), fitness manual in draft status, fitness class being trialed for all staff.	
Substantial completion is projected for 2023. This will be an ongoing project.	
<b>Develop strategies to remove and manage the effects of sleep deprivation and workplace fatigue.</b>	<b>Moore</b>
Q2 2022: Evaluating technology (wearable) for ongoing sleep/recovery/strain awareness.	
Substantial completion is projected for 2023.	
<b>Provide resources, care, and support for cancer prevention among personnel.</b>	<b>Moore</b>
Q4 2021: Lifescan physicals will be available to all personnel in 2022.	
Q1 2022: Plymovent assessment complete, bunker gear evaluated (x2), PPE transport bags, hood exchange program in-place, PPE decon procedures updated, new extractors placed in 3 stations. Fleet updated to "clean cab/clean station" w/ warm water gross decon, and personal cleaning wipes, safe practices regarding cleanup after fires implemented (shower, hose loading, etc.)	
Substantial completion is projected for 2023.	

<b>Continue to cultivate an inclusive, supportive, and accountable internal culture.</b>	
<b>Regularly update foundational documents to ensure they reflect our desired culture and seek opportunities to link them to decision-making, accountability measures, and operations.</b>	<b>Parkinson</b>
Q1 2022: Core document work completed to date: Strategic Plan, Capital Facilities Plan, and Annual Report. Work has begun on Standard of Cover, Facilities Maint. Plan, and updates to the Equipment Replacement Plan.	
Q2 2022: Work continues on items Standard of Cover, Facilities Maint. Plan, and updates to the Equipment Replacement Plan.	
Substantial completion will occur in 2022-2023, with any modifications to mission, vision, and values being evaluated later in this planning cycle.	
<b>Maintain and improve onboarding processes and standards for new hires to ensure integration into EPFR culture and operations.</b>	<b>Mack</b>
Q2 2022: Modifications to FF recruiting are currently in action for the current recruitment (removal of EMT requirement and revisions to selection process)	
Substantial completion is projected for 2023-2024	
<b>Conduct annual surveys of personnel satisfaction and gather insights from exit interviews.</b>	<b>Parkinson/Lynch</b>
Q4 2021: Beginning in 2022, all personnel who separate from the District will receive a fillable form to provide feedback and also have the opportunity to meet with the fire chief in person.	
Q1 2022: Process is being implemented now that forms and process are complete	
Q2 2022: Complete - 2022 Survey was completed in May, as well as the exit interview process. Once survey analysis is completed (by BERK Consulting), the data will be shared throughout the organization.	
<b>Create a dynamic recruiting process that removes barriers to entry.</b>	
<b>Continuously evaluate our recruitment process to encourage applicants from a diverse range of backgrounds.</b>	<b>Mack</b>
Q4 2021: Foundational work has begun by assessing our current practices as well as our current culture.	
Q1 2022: Working with school district (SBL) for recruitment opportunities in schools.	
Q2 2022: Current recruitment removed EMT requirement. Reviewing testing fee reduction/elimination options with HR committee this summer.	
Substantial completion is projected for 2023-2024	
<b>Continue to raise awareness of career opportunities in the fire service.</b>	<b>Parkinson/Lynch</b>
Q1 2022: Working with school district (SBL) for recruitment opportunities in schools.	
Q2 2022: Began work with regional equity labs through Clover Park, Tacoma, Puyallup School Districts.	
Substantial completion is projected for 2023-2024	

<b>Goal 2: Prepare for a growing population and increasing demand for services.</b>	
<b>Develop a robust Community Risk Reduction program to prevent and prepare for emergencies.</b>	
<b>Establish a program of annual fire and life safety inspections to increase building safety and reduce costs for businesses by improving the WSRB rating in urban and unincorporated areas throughout the District.</b>	<b>King</b>
Q4 2021: With Board approval in 2021, the Fire Prevention Division began training on inspections and prefires.	
Q1 2022: ILA's complete with all cities. Inspections and prefire work is in process	
Q2 2022: Complete - Inspections are being completed in all cities (ILA's approved), prefires are in being updated via FDSU prefire response software. Annual report to Board to occur in July 22. This is an ongoing objective.	
<b>Grow EPFR's public education program, including going out into the community and sharing information via our website, social media, and PC-NET.</b>	<b>King/Sutherland</b>
Q1 2022: Pub Ed Courses now being scheduled for 2022. Website re-design is in progress.	
Q2 2022: Researching FDSU (First Due Size Up) Community Connect software to allow the public to input their own property specific information.	
Substantial completion will occur in 2023-24	
<b>Support city, town, and county leadership in emergency preparedness efforts.</b>	<b>King</b>
Q4 2021: In 2021, emergency management duties were transferred from the logistics assistant chief to the prevention assistant chief. This has resulted in AC King regularly attending planning meetings in the region (Mt. Rainier, floods, winter storm, etc.).	
Q2 2022: Regularly attending EPIC (East Pierce Emergency Management Coalition) meetings, assisted Sumner and Bonney Lake in large scale LAHAR drill.	
Substantial completion will occur over this planning cycle. This is an ongoing project.	
<b>Grow the Community Resource Paramedic program to best serve the increasing number of low acuity calls.</b>	<b>McCallion</b>
Q4 2021: An additional FTE was approved in the 2022 operating budget. Recruitment process is expected to begin in early January.	
Q1 2022: Conditional offer has been extended. Anticipated start date in Mid-April 2022.	
Q2 2022: Complete - Employee onboarded in April 2022 and is now fully integrated/deployed into the EPFR EMS system. Ongoing review of program impacts will occur.	

<b>Leverage data and planning to enhance our response to fires and medical emergencies.</b>	
<b>Establish a framework for using Key Performance Indicators and data analytics to maintain a real-time understanding of operations and changing demand for services</b>	<b>Mack/Stabenfeldt</b>
Q4 2021: Two items drive this project. Standard of cover (SOC) update and software deployment (Interra). SOC vendors are being evaluated currently. Interra software has been purchased and the interface work with SS911 is underway.	
Q1 2022: Selected Levrum Consulting for SOC and attending multiple trainings. Interra software is anticipated to be "live" in April 2022.	
Q2 2022: Data collection team is working through SOC data. Interra software is in its final stages of deployment for real-time analytics.	
Substantial completion will occur in 2022.	
<b>Establish and implement a sequence of planning efforts needed to support operations, including: 1- Update EPFR Standard of Cover and establish intervals for ongoing updates. 2- Actively monitor key response metrics (dispatch call processing times, turnout times, travel times, unit reliability, etc.). 3- Create and actively update pre-incident plans for all commercial occupancies. 4- Develop metrics and triggers for staffing additional stations and units, including, including Station 124 (Milton) and Station 117 (Tehaleh), field based Medical Services Officers (MSO), and one or more additional medic unit. 5- Develop triggers for adjusting staffing based on dynamic changes in the service area such as weather or civil unrest. 6- Build skillset and capacity to implement data-informed deployment such as predictive modeling software (Code 3).</b>	<b>Parkinson, Mack, Stabenfeldt</b>
Q4 2021: 1) Standard of cover (SOC) vendors are being evaluated currently. 2) Interra software has been purchased and the interface work with SS911 is underway. 3) In process with the fire prevention division. 4) Not started - Awaiting Interra deployment. 5) Triggers have been developed for hot weather to "upstaff" based on temperature and humidity. 6) Training has occurred on Code 3 software. We are still working with the vendor on modeling station and unit deployment.	
Q1 2022: 1) Selected Levrum Consulting for SOC and attending multiple trainings. 2) Interra software is in its final stages of deployment for real-time analytics. 3) Pre-fire updates are occurring now and a new agreement with FDSU software is in progress. 4) Not started - Awaiting Interra deployment and SOC completion. 5) No new progress. 6) Complete.	
Q2 2022: 1) Data collection team is working through SOC data. 2) Interra software is anticipated to be "live" in April 2022. 3) Pre-fire updates are occurring now and a new agreement with FDSU software. 4) Not started - Awaiting Interra deployment and SOC completion. 5) Draft policy language created 6) Complete.	
Substantial completion will occur in 2022-23.	



<b>Evaluate and adjust the Volunteer Firefighter program as appropriate.</b>	<b>Parkinson</b>
Q4 2021: This was tasked to the Fire Chief in April 2021 for report out in April 2022.	
Q2 2022: Report to Board complete in April 2022. Program to sunset at the end of 2022.	
<b>Establish systems and a culture of continuous improvement and customer satisfaction to learn from every call.</b>	<b>McCallion</b>
Q4 2021: A vendor will begin follow-up on a 100% of EMS calls beginning in 2022. We expect to receive ongoing customer feedback in early 2022.	
Q1 2022: Survey is now live. No data received yet.	
Q2 2022: Survey results are now being received monthly (shared with Board in May 2022). Fire incidents of significance are reviewed as part of the daily shift briefings via MS-TEAMS.	
<b>Ensure District facilities are well-located, efficient, and safe.</b>	
<b>Implement plans for developing a new station in Tehaleh and staffing the Milton station.</b>	<b>Parkinson</b>
Q4 2021: Station 117 design work is underway. Station 124 land has been acquired. There is no funding for Station 124 construction currently.	
Q1 2022: SAFER Grant requested. Meeting with Finance Comm. in April 22 to discuss long range funding.	
Q2 2022: Tehaleh station planning is progressing. Awaiting answer on SAFER grant. No action on Station 124 as this is a capital facilities phase 2 project	
Substantial completion will occur in 2022-24.	
<b>Update the Capital Facilities Plan and identify long-range facility needs, including improvements needed to existing stations.</b>	<b>Moore</b>
Notes: Not started	
Substantial completion will occur as Phase 1 projects are complete.	
<b>Establish funding for Phase 2 capital projects and ongoing maintenance of new buildings, including remodeling or expanding Station 113 (Sumner), new Station 124 (Milton), and Station 116 (Foothills), a training facility, and a fleet maintenance facility.</b>	<b>Parkinson</b>
Notes: Not started	
Substantial completion (planning) will occur as Phase 1 projects are complete.	
<b>Play a proactive and positive role in regional efforts to address the health and safety of the Pierce County community.</b>	
<b>Partner with cities and the County to ensure planned growth can be supported with effective and efficient fire and EMS services.</b>	<b>Parkinson</b>
Q2 2022: SOC work will engage cities and the County regarding long term response needs in targeted areas of the District, and where future growth is expected (provided by cities and county).	
Substantial completion will occur as relationships are built and re-established with in-person meetings. This is a goal of the Pierce Co. Fire Chiefs Association as well.	

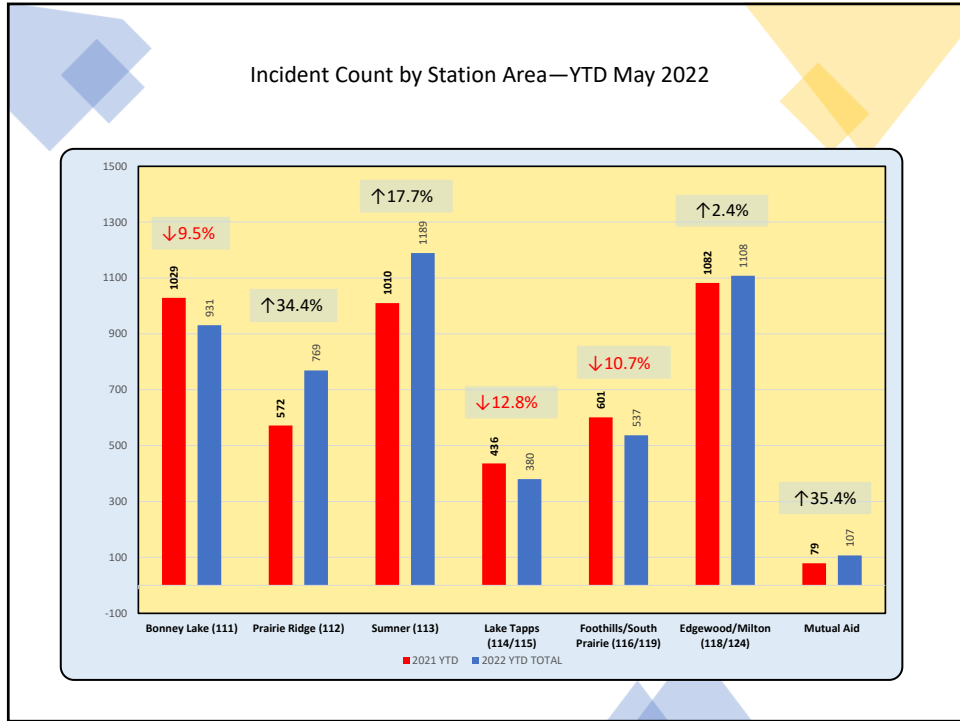
<b>Engage regularly with neighboring jurisdictions to address issues of regional concern, including planning for growth, training, recruiting, information technology, and purchase of equipment.</b>	<b>Parkinson/Mack</b>
Q4 2021: Active discussions are occurring regarding regional efforts with both I.T. and Training	
Q1 2022: Tour of SKCFTC occurred in March 2022. Joint recruit academy began in January 2022.	
Q2 2022: Training consortium planning is actively progressing. Regional wildland response planning and training has occurred throughout Q2. PCHIT and PCSORT evaluation is near completion and is expected to result in regional changes regarding haz-mat and special operations team managements, training, and response. Regional radio system discussions are actively occurring. Logistics chief's from metro agencies have begun regular meetings.	
<b>Goal 3: Cultivate strong relationships with the communities we serve.</b>	
<b>Strengthen our community presence.</b>	
<b>Collaborate with community partners to determine the most important local events for us to join within each community.</b>	<b>King/Sutherland</b>
Q1 2022: Begun planning 2022 events with Community Partners.	
Q2 2022: Public Education team has been coordinating with the cities and HOA's for upcoming events throughout 2022.	
Substantial completion will occur as relationships are built and re-established with in-person meetings and a return to "normal" from COVID.	
<b>Host regular in-person and virtual open houses at fire stations within each community to offer opportunities for community members to meet EPFR personnel and Commissioners, provide feedback, learn practical skills, and become informed about issues related to EPFR.</b>	<b>King/Sutherland</b>
Q4 2021: The framework for this is already established. COVID has sidelined many of these efforts.	
Q2 2022: EPFR Pub Ed activities have returned and are scheduled: CPR/First Aid, helmet & life jacket sales, smoke detector installation, fall open house, safe sitter classes.	
Substantial completion will occur in 2022-24 as we return to "normal" post COVID and can expand our in-person efforts.	
<b>Identify new opportunities to expand community engagement efforts.</b>	<b>King/Sutherland</b>
Q2 2022: Public Education team has been coordinating with the cities and HOA's for upcoming events throughout 2022 (as well as planning for 2023 and later).	
Substantial completion will occur in 2022-24 as we return to "normal" post COVID and can expand our in-person efforts.	

<b>Communicate regularly with residents, workers, businessowners, and organizations.</b>	
<b>Continue to share information via our website, printed newsletter and email.</b>	<b>King/Sutherland</b>
Q4 2021: Over the last six months we have placed a higher emphasis on social media outreach via Facebook and Twitter. The ability to do this has been due to the decrease in ability to deliver in-person public education.	
Q1 2022: 2021 Annual Report posted and Q1 newsletter mailed. Website overhaul has begun.	
Q2 2022: Website revisions should be live this summer. Q2 newsletter has been mailed. Fire Chief delivered annual update to city councils.	
Substantial completion will occur in 2022-23. This will be an ongoing project.	
<b>Increase regular and emergent communications on social media platforms, including Facebook, Twitter, Instagram, and Nextdoor.</b>	<b>King/Sutherland</b>
Q1 2022: Over the last six months we have placed a higher emphasis on social media outreach via Facebook and Twitter.	
Q2 2022: Evaluating technology (Sharable App) to share social media posts across multiple sites.	
Substantial completion will occur in 2023. This will be an ongoing project.	
<b>Use Pierce County Alert platform to develop a system to share emergent information by text message.</b>	<b>King/Sutherland</b>
Q1 2022: In addition to PC Alert, Code Red software is being evaluated regionally as a more effective way to communicate with the community.	
Q2 2022: Working with SS911 and EPIC on utilization of Code Red software. Evaluating community connect software as part of FDSU app. This will allow homeowners to upload their own premise information into our system.	
Substantial completion will occur in 2023-24. This will be an ongoing project.	
<b>Serve all community members with compassion and appropriate cultural humility and competency.</b>	
<b>Track community demographics to understand changes in the community EPFR serves.</b>	<b>Mack</b>
Notes: Not started	
Substantial completion will occur in 2023-24. This will be an ongoing project.	
<b>Develop and maintain relationships with trusted community liaisons and leaders of EPFR's member communities based on community demographics, and adjust outreach efforts based on their input to ensure messaging and activities reach all community members.</b>	<b>Mack</b>
Notes: Not started	
Substantial completion will occur in 2023-24. This will be an ongoing project.	
<b>Evaluate the feasibility of creating a position for a dedicated community outreach specialist.</b>	<b>Mack</b>
Notes: Not started	
Substantial completion will occur in 2023-24. This will be an ongoing project.	

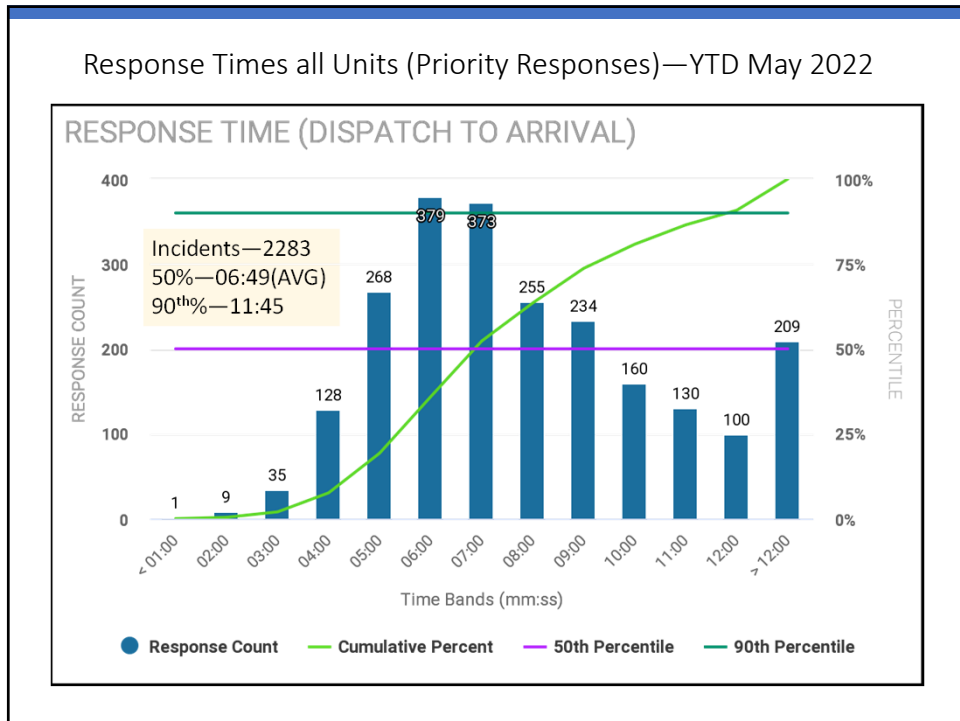
<b>Ensure messaging is inclusive and culturally relevant for EPFR's range of member communities.</b>	<b>Mack</b>
Notes: Not started	
Substantial completion will occur in 2023-24. This will be an ongoing project.	
<b>Continue to train personnel in trauma-informed care and cultural humility to ensure community members receive appropriate and effective care.</b>	<b>Mack</b>
Q1 2022: Engaged 828 consulting to conduct an internal inventory of awareness and culture.	
Q2 2022: Supervisor training (diversity and cultural humility) scheduled for Q4 2022. Evaluating contractor for delivery of PTSD training in Q3 2022.	
Substantial completion will occur in 2023.	
<b>Goal 4: Be a highly efficient organization</b>	
<b>Improve existing internal communications channels and develop new methods of sharing information.</b>	
<b>Improve effectiveness of top-down communication, including communicating the reasoning behind decision making, via the chain of command.</b>	<b>Parkinson/Mack</b>
Q4 2021: Efforts throughout 2021 include quarterly in-person officer meetings and quarter videos sent to all personnel.	
Q1 2022: Started monthly chief video and daily shift Teams meetings.	
Q2 2022: Personnel were queried on effectiveness of organizational changes associated with this objective in the annual survey. Results will be available by Q3 2022.	
Substantial completion will occur in 2022-23. This will be an ongoing project.	
<b>Encourage ongoing organizational learning and improvement by encouraging bottom-up questions and feedback.</b>	<b>Parkinson/Mack</b>
Q4 2021: Active efforts noted above have resulted in increased two way communications - though no formal mechanism for bottom-up questions has been established yet. .	
Q1 2022: Started monthly chief video	
Q2 2022: Added section into monthly video "ask the chief" which allows personnel throughout the organization to ask questions and receive a reply from the fire chief.	
Substantial completion will occur in 2022-23. This will be an ongoing project.	
<b>Adopt internal communications software to support file sharing, instant messaging, and team-based communications.</b>	<b>Parkinson/Blaylock</b>
Q1 2022: Shift Teams meetings are now occurring daily	
Q2 2022: Personnel were queried on effectiveness of organizational changes associated with this objective in the annual survey. Results will be available by Q3 2022.	
Substantial completion will occur in 2022-23. This will be an ongoing project.	

<b>Ensure internal policies and functions are effective in supporting the organization.</b>	
<b>Ensure internal processes are as effective and efficient as possible for both service-oriented and administrative personnel.</b>	<b>Parkinson/Mack</b>
Q2 2022: Lexipol procedures manual (different than policy manual) content now being rolled out.	
Substantial completion will occur in 2023. This will be an ongoing project.	
<b>Determine long-term staffing needs needed to support the organization.</b>	<b>Parkinson</b>
Q4 2021: Initial presentation was made to the Board in July 2021 outlining estimated staffing needs for the next 3-5 years. Work will begin soon on a five year expense budget which will incorporate staffing needs and the associated fiscal impact.	
Q1 2022: Further information will be presented to the finance committee and Board in April 2022 regarding long range budgeting and staffing.	
Q2 2022: Board workshop conducted to review 5 year staffing needs and associated expense and revenue budget forecasts.	
Substantial completion will occur in 2022-23.	
<b>Communicate the critical role of internal functions in EPFR's service delivery and acknowledge accomplishments of the administrative team.</b>	<b>Parkinson/Mack</b>
Notes: Not started	
Substantial completion will occur in 2023.	
<b>Cultivate high morale and job satisfaction of non-uniformed staff by providing mentoring and opportunities for growth.</b>	<b>Parkinson/Mack</b>
Q2 2022: Admin Professionals BBQ held in April, Logistics team BBQ held in May	
Substantial completion will occur in 2023.	
<b>Steward District resources to best serve the community.</b>	
<b>Ensure our policies, processes, and culture support the efficient use of resources.</b>	<b>Parkinson</b>
Q4 2021: In 2021 Lexipol (policy manual) went "live" and captured all existing policies, guidelines, and procedures into a common platform.	
Q2 2022: Lexipol procedures manual (different than policy manual) content now being rolled out.	
Substantial completion will occur in 2022-23.	
<b>Explore regional opportunities as a method to reduce costs</b>	<b>Parkinson/Mack</b>
Q4 2021: Q4-2021: Active discussions are occurring regarding regional efforts with both I.T. and Training	
Q1 2022: Regional recruit academy in Jan. 2022 and SKFTC tour complete in March 2022. Further discussions are currently occurring.	
Q2 2022: Regional fire training consortium discussion is active and expected to move forward throughout 2022. Discussions of logistics regional opportunities has begun as well.	
Substantial completion will occur in 2022-24. This will be an ongoing task.	

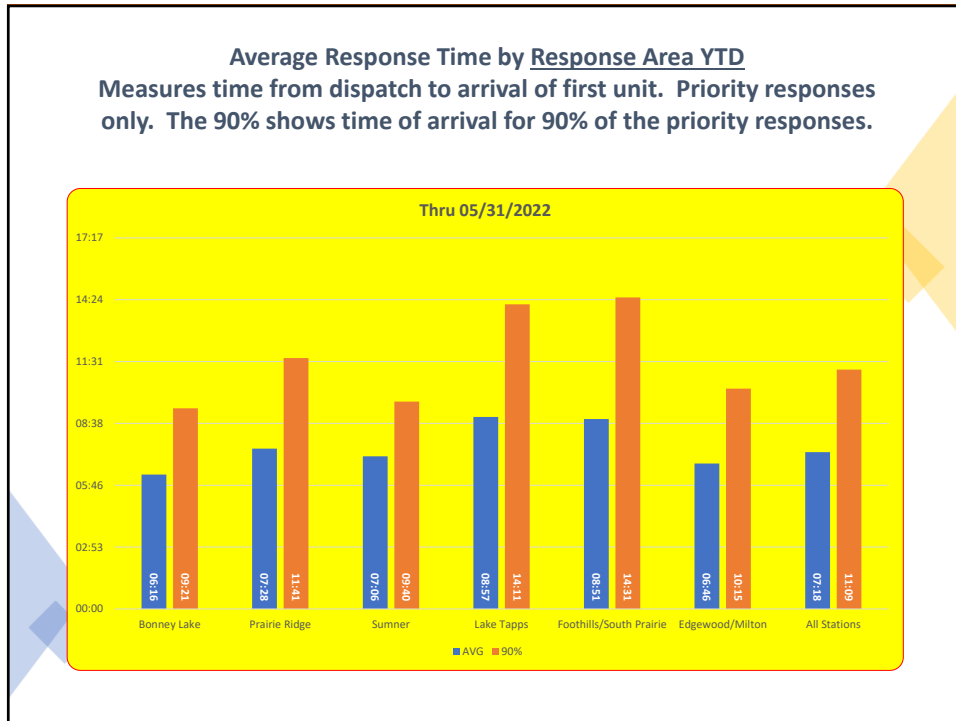
<b>Evaluate and update the Equipment Replacement Funding Plan and Replacement Schedule on an ongoing basis, including updates to staffing requirements.</b>	<b>Parkinson/Moore</b>
Q4 2021: A draft replacement plan has been developed and is under review. We expect to present to the Board for adoption consideration in Q2 2022.	
Q2 2022: Presentation will occur in July with the Finance Comm. Followed by a presentation to the Board based on committee feedback.	
Substantial completion will occur in 2022.	
<b>Establish a Technology Replacement Schedule for operations hardware and software.</b>	<b>Parkinson/Blaylock</b>
Q4 2021: A draft replacement plan has been developed and is under review. We expect to present to the Board for adoption consideration in Q2 2022.	
Q2 2022: Presentation will occur in July with the Finance Comm. Followed by a presentation to the Board based on committee feedback.	
Substantial completion will occur in 2022.	
<b>Create a Facility Maintenance Plan that captures the full resources required to operate and maintain existing and future facilities.</b>	<b>Moore</b>
Q4 2021: Staff has begun evaluating software options and consulting with regional partners.	
Q1 2022: District asset inventory is in process.	
Q2 2022: Facilities (and fleet) inventory software has been purchased (Operative IQ) and associated training has occurred.	
Substantial completion will occur in 2023-24.	
<b>Evaluate options for long-term funding stabilization, including opportunities to generate non-tax revenues, to meet operational resource needs.</b>	<b>Parkinson</b>
Q1 2022: Began discussion FBC, presentation to Finance Comm. in April 2022	
Q2 2022: Board workshop conducted to review 5 year staffing needs and associated expense and revenue budget forecasts. Discussion regarding funding options also occurred and the current direction is to run a single year lid lift of the regular levy in April of 2023 and a single year lid lift of the EMS levy in April of 2026.	
Substantial completion will occur in 2022-24. This will be an ongoing task.	



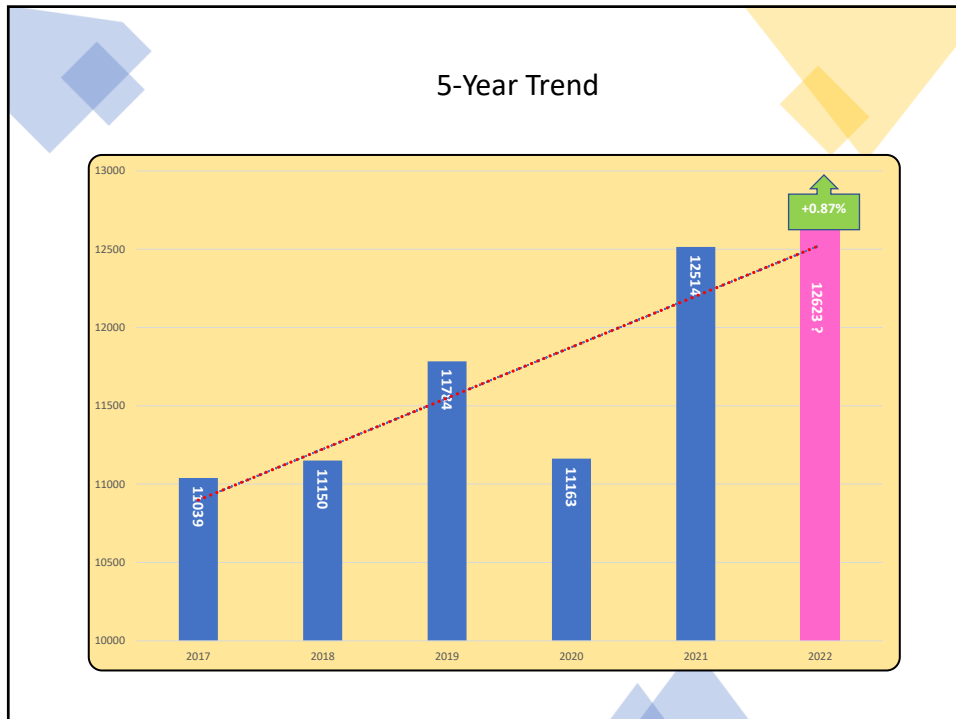
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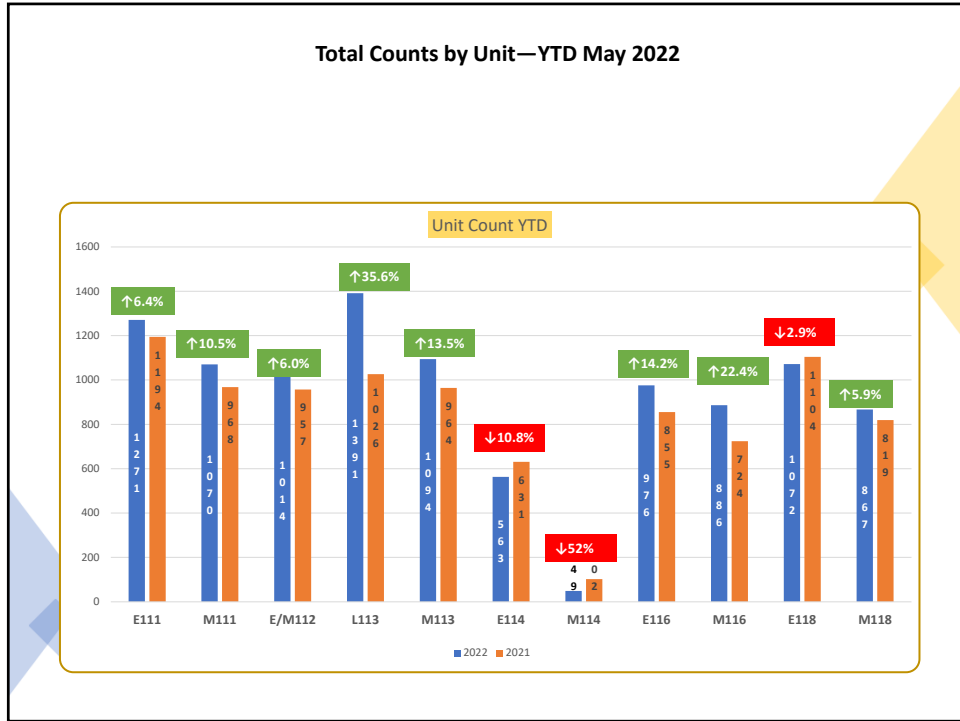


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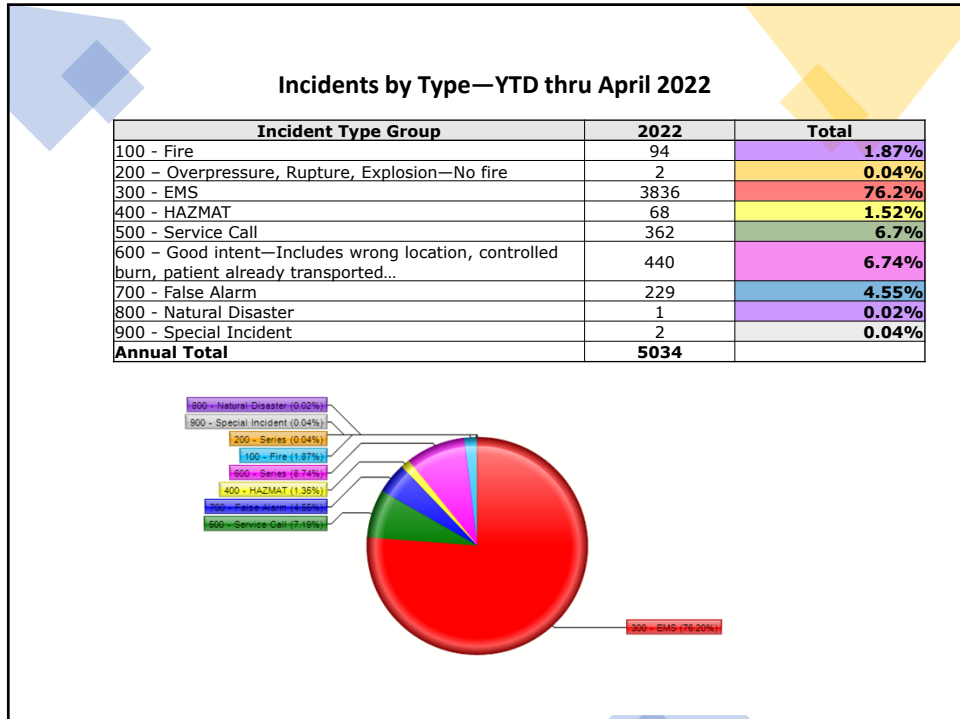


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**Mutual Aid Given**  
**5/1/2022—5/31/2022**

Aided Agency Nam	Incident Numbe	Typ	Alarm Dat	Apparatus Nam	Transpor
Orting Fire Dept	EPF22004167	EMS	5/6/2022	M113	Yes
Central Pierce Fire Dept	EPF22004266	EMS	5/9/2022	M112	No
Central Pierce Fire Dept	EPF22004277	MVA	5/9/2022	L113	No
Central Pierce Fire Dept	EPF22004305	EMS	5/10/2022	M118	Yes
Riverside Fire & Rescue	EPF22004393	Fall	5/13/2022	E118	No
Central Pierce Fire Dept	EPF22004413	EMS	5/13/2022	M111	Yes
Buckley Fire Dept	EPF22004414	EMS	5/13/2022	M112	Yes
Orting Fire Dept	EPF22004620	EMS	5/19/2022	M113	Yes
Central Pierce Fire Dept	EPF22004824	MVA	5/25/2022	L113	No
Central Pierce Fire Dept	EPF22004819	EMS	5/25/2022	L113	Yes
Central Pierce Fire Dept	EPF22004825	EMS	5/25/2022	E111	No
Central Pierce Fire Dept	EPF22004905	Fire	5/27/2022	L113	No
Central Pierce Fire Dept	EPF22005029	CVA	5/31/2022	M113	Yes

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**Mutual Aid Received**  
**5/1/2022—5/31/2022**

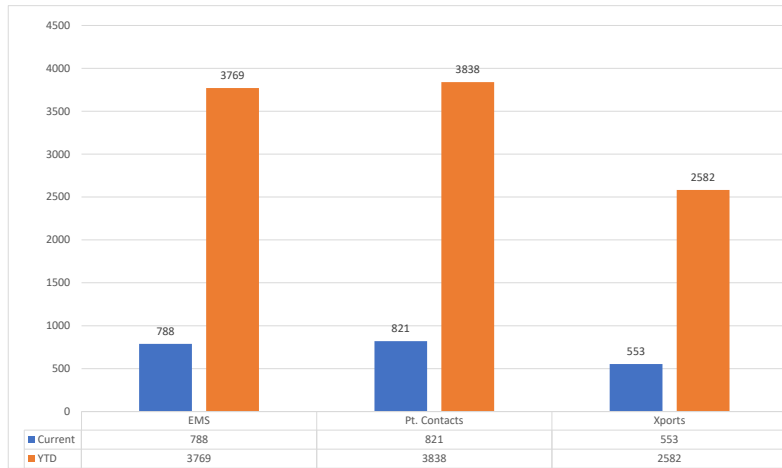
Agency	Incident	Type	Date	Unit	Transport
AMR	EPF22004191	EMS	5/7/2022	M35	Yes
AMR	EPF22004891	EMS	5/27/2022	M35	Yes
AMR	EPF22004899	EMS	5/27/2022	M35	No
Buckley Fire Dept	EPF22003993	EMS	5/1/2022	M35	No
Buckley Fire Dept	EPF22004177	EMS	5/6/2022	M35	Yes
Buckley Fire Dept	EPF22004235	EMS	5/8/2022	M35	Yes
Buckley Fire Dept	EPF22004350	MVA	5/11/2022	M35	No
Buckley Fire Dept	EPF22004419	EMS	5/13/2022	M35	Yes
Buckley Fire Dept	EPF22004802	Fire	5/24/2022	E40	No
Central Pierce Fire Dept	EPF22004080	EMS	5/4/2022	M71	Yes
Central Pierce Fire Dept	EPF22004108	Fall	5/5/2022	M729	Yes
Central Pierce Fire Dept	EPF22004314	MVA	5/10/2022	E71	No
Central Pierce Fire Dept	EPF22004359	EMS	5/12/2022	M71	Yes
Central Pierce Fire Dept	EPF22004584	Fall	5/18/2022	M72	Yes
Central Pierce Fire Dept	EPF22004727	EMS	5/22/2022	M71	No
Central Pierce Fire Dept	EPF22004710	EMS	5/22/2022	M71	Yes
Central Pierce Fire Dept	EPF22004843	CPR	5/25/2022	ML715	No
Orting Fire Dept	EPF22004265	EMS	5/9/2022	M40	No
Orting Fire Dept	EPF22004737	EMS	5/22/2022	M40	Yes
Pierce County Fire Marshal's	EPF22004098	Brush Fire	5/5/2022	FM9907	No
Pierce County Fire Marshal's	EPF22004172	Veh Fire	5/6/2022	FM9907	No

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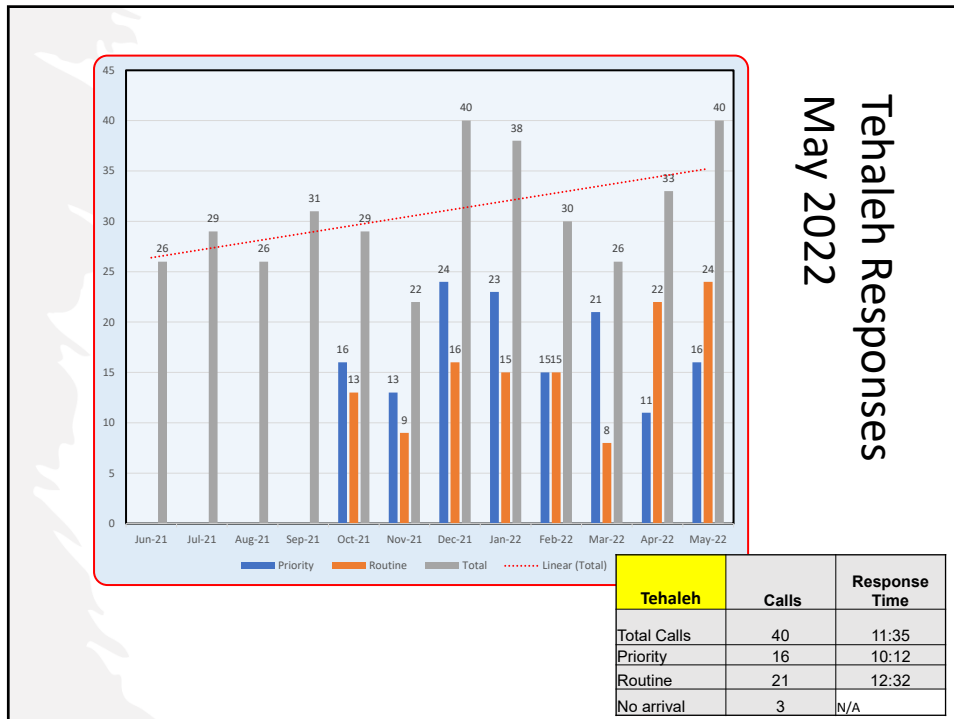
# Transports

EMS calls can include MVAs with no injuries, or incidents where no contact is made with an identified patient.

Patient contacts include every time an assessment is made on an identified patient.



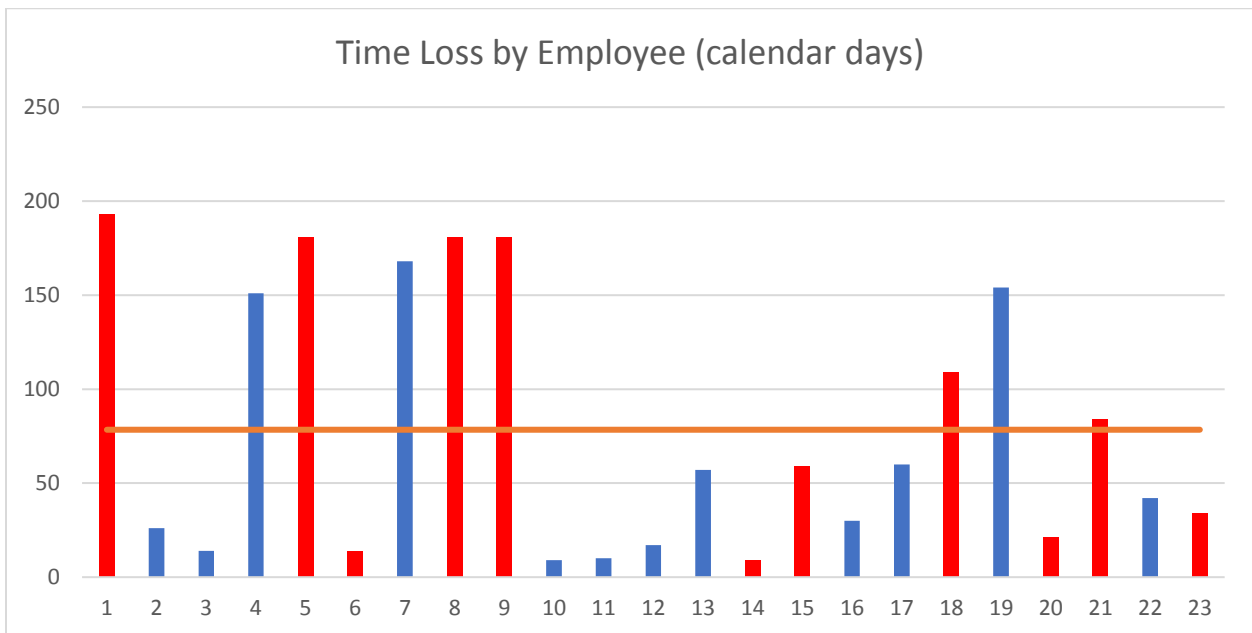
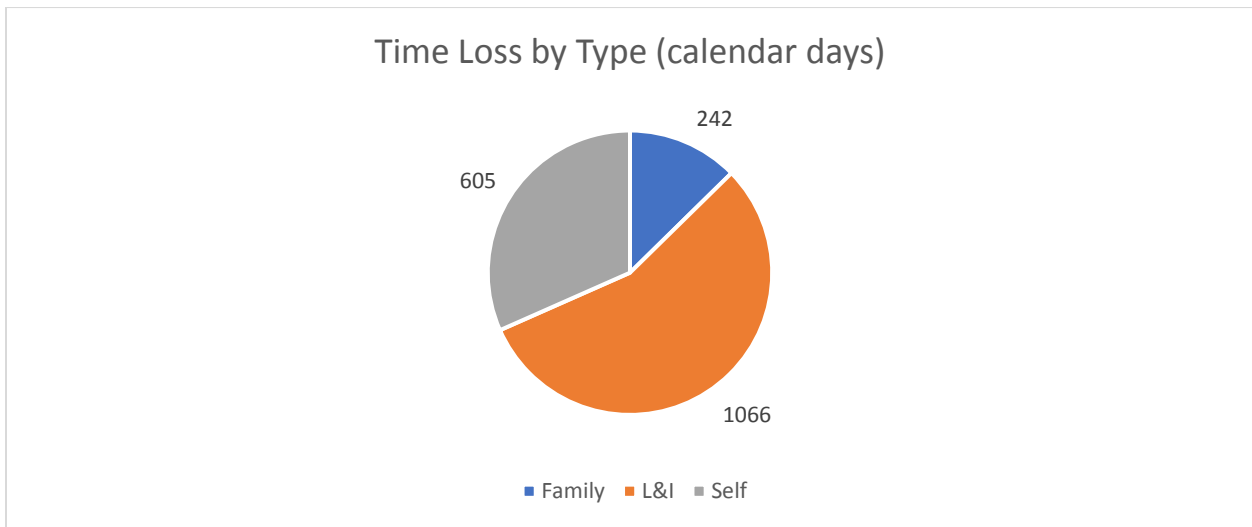
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## Injury – Medical Leave Report – June 2022

- In 2022, a total of 23 employees have experienced extended leave (greater than three consecutive shifts); this includes both L&I and Non-L&I leave.
  - The average time loss of these employees is estimated at 78.43 calendar days
- 11 L&I claims for time-loss injuries have occurred in 2022 (seen below in red).
  - Several of these claims qualify for the Stay-at-Work program through L&I





To: **Board of Fire Commissioners**  
From: **Phil Herrera, Project Manager**  
Subject: **Bond Update – June 2022**

### **Station 118**

- We are experiencing construction delays while we wait for steel. The general contractor updated us indicating that the steel beams for the apparatus bay will be delivered in late July and installed in August.

### **Station 111**

- We are out to bid for station 111. Bids are scheduled to close on July 7<sup>th</sup>.
- We currently show 3 General Contractors have pulled Drawing sets for the station. Berschauer Group, Pease & Sons Inc., Pease Construction Inc.,
- The city has hired a hearing examiner and we are awaiting the hearing date. Tentative hearing is on July 18<sup>th</sup>. The city accepted our “appeal” of the code interpretation denial on Traffic Impact Fees. The city has been in communication with attorney Eric Quinn. He is preparing our arguments currently.

### **Station 114**

- Land-use requirements are in permitting with Pierce County, progressing on schedule
- Plan set is 80% complete for building permit submittal.
- We had another customer service meeting with the county in preparation of submitting our plans for review. We should be into the county sometime in July.

### **Station 117**

- Site survey is complete.
- We had our first customer service meeting with the county to review the checklist.
- The county is reviewing our proposal to have both station accesses off Cascadia Drive. They are indicating that we may need to do road improvements to accommodate.
- We will submit to Tehaleh for design review by the end of June.

## **Station 112**

- Our feasibility due diligence is proceeding on the property. So far, we have completed our title review, environmental survey, and preliminary site survey for test fit scenarios.
- Currently, soils testing, and county reviews are in process.
- The feasibility will be complete before the 45-day period ending on June 27<sup>th</sup>.
- So far everything has looked good for feasibility.
- Closing will be 30 days after feasibility acceptance.

All Projects	Budget	Expenses to Date	Remaining
<b>Totals</b>	\$72,800,867	\$10,901,319	\$61,899,548

Station 111	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 1,729,000	\$ 1,529,785	\$ 199,215
Permitting @ 2% (no escalation)	\$ 247,094	\$ 87,833	\$ 159,261
Construction + Escalation +WSST	\$ 13,662,000	\$ -	\$ 13,662,000
Land Acquisition	\$ 2,500,000	\$ -	\$ 2,500,000
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 1,813,539	\$ 27,971	\$ 1,785,568
Project Contingency @ 5%	\$ 617,734	\$ -	\$ 617,734
Change Orders @ 5% of TCC	\$ 617,735	\$ -	\$ 617,735
<b>Overall Project</b>	<b>\$ 21,187,102</b>	<b>\$ 1,645,589</b>	<b>\$ 19,541,513</b>

Station 112	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 1,075,789	\$ 30,988	\$ 1,044,801
Permitting @ 2% (no escalation)	\$ 153,684	\$ -	\$ 153,684
Construction + Escalation +WSST	\$ 9,023,049	\$ -	\$ 9,023,049
Land Acquisition	\$ 1,500,000	\$ 28,704	\$ 1,471,296
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 1,142,369	\$ -	\$ 1,142,369
Project Contingency @ 5%	\$ 384,210	\$ -	\$ 384,210
Change Orders @ 5% of TCC	\$ 384,211	\$ -	\$ 384,211
<b>Overall Project</b>	<b>\$ 13,663,312</b>	<b>\$ 59,692</b>	<b>\$ 13,603,620</b>

Station 114	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 810,994	\$ 608,747	\$ 202,247
Permitting @ 2% (no escalation)	\$ 115,856	\$ 1,700	\$ 114,156
Construction + Escalation +WSST	\$ 6,972,899	\$ -	\$ 6,972,899
Land Acquisition	\$ 1,500,000	\$ 726,370	\$ 773,630
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 877,031	\$ 17,350	\$ 859,681
Project Contingency @ 5%	\$ 289,640	\$ -	\$ 289,640
Change Orders @ 5% of TCC	\$ 289,641	\$ -	\$ 289,641
<b>Overall Project</b>	<b>\$ 10,856,061</b>	<b>\$ 1,354,167</b>	<b>\$ 9,501,894</b>

<b>Station 117</b>	<b>Budget</b>	<b>Expenses to Date</b>	<b>Remaining</b>
Architect/Engineer @ 14% of CC	\$ 824,970	\$ 16,033	\$ 808,937
Permitting @ 2% (no escalation)	\$ 117,853	\$ -	\$ 117,853
Construction + Escalation +WSST	\$ 7,761,107	\$ -	\$ 7,761,107
Land Acquisition	\$ -	\$ -	\$ -
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 803,009	\$ 16,732	\$ 786,277
Project Contingency @ 5%	\$ 294,632	\$ -	\$ 294,632
Change Orders @ 5% of TCC	\$ 294,632	\$ -	\$ 294,632
<b>Overall Project</b>	<b>\$ 10,096,203</b>	<b>\$ 32,765</b>	<b>\$ 10,063,438</b>

<b>Station 118</b>	<b>Budget</b>	<b>Expenses to Date</b>	<b>Remaining</b>
Architect/Engineer @ 14% of CC	\$ 1,372,326	\$ 1,086,224	\$ 286,102
Permitting @ 2% (no escalation)	\$ 196,047	\$ 37,021	\$ 159,026
Construction + Escalation +WSST	\$ 11,166,706	\$ 4,854,162	\$ 6,312,544
Land Acquisition	\$ -	\$ -	\$ -
Relocation	\$ 500,000	\$ 378,105	\$ 121,895
EPFR Soft costs	\$ 1,502,129	\$ 26,156	\$ 1,475,973
Project Contingency @ 5%	\$ 561,883	\$ -	\$ 561,883
<i>Change Orders @ 5% Bid</i>	\$ 418,350	\$ 150,700	\$ 267,650
<b>Overall Project</b>	<b>\$ 15,717,441</b>	<b>\$ 6,532,368</b>	<b>\$ 9,185,073</b>

<b>Station 124</b>	<b>Budget</b>	<b>Expenses to Date</b>	<b>Remaining</b>
Architect/Engineer @ 14% of CC	\$ -	\$ -	\$ -
Permitting @ 2% (no escalation)	\$ -	\$ -	\$ -
Construction + Escalation +WSST	\$ -	\$ -	\$ -
Land Acquisition	\$ 1,275,748	\$ 1,275,748	\$ -
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ -	\$ -	\$ -
Project Contingency @ 5%			
Change Orders @ 5% of TCC	\$ -	\$ -	\$ -
<b>Overall Project</b>	<b>\$ 1,275,748</b>	<b>\$ 1,275,748</b>	<b>\$ -</b>

<b>Station 116</b>	<b>Budget</b>	<b>Expenses to Date</b>	<b>Remaining</b>
Architect/Engineer	\$ 5,000	\$ 990	\$ 4,010
<b>Overall Project</b>	<b>\$ 5,000</b>	<b>\$ 990</b>	<b>\$ 4,010</b>





Apparatus bay floor concrete was a two day pour. 90 cubic yards on the first day.



Second day was 82 cubic yards.





Completed apparatus bay floor



The east side gridlines 1-5, C-J are dried in, allowing the HVAC mechanical work to begin. Electrical runs are in progress as well as the plumbing and fire sprinkler system.



We are still waiting on the steel beams in the apparatus bay as well as the steel stairs on the west side.