

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

March 16, 2021

You are invited to a RingCentral webinar.
When: Mar 16, 2021 07:00 PM tz.US/Pacific
Topic: EPFR Board Meeting

Register in advance for this webinar:
https://webinar.ringcentral.com/webinar/register/WN_Ae4TTI9gTUK1hss-Thh_bQ

After registering, you will receive a confirmation email containing information about joining the webinar.
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

- 1. CALL TO ORDER – 7:00 PM**
- 2. ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME**
 - Roll Call/ Pledge of Allegiance
 - Welcome the Public
 - Honors and Recognitions:
- 3. ELECTIONS**
 - a) Acceptance of Board Chair - Napier
 - b) Election of Board Vice-Chair for 2021
 - c) Board Committee Assignments for 2021
- 4. APPROVAL OF AGENDA**
- 5. CONSENT AGENDA**
 - a) Approve Minutes of the February 16th Regular Meeting
 - b) Treasurer's Report
 - c) Approve Finances

February 2021 Post-Meeting	
General Fund	
AP Voucher Addition	
Voucher # 210204001	\$ 2,500.00
Washington State Fair Association	
* Note: warrant never rec'd, cancelled March 09, replacement below	
Electronic Payroll Adjustments	\$ 4,414.02
Void transactions 641 FIT & 644 DRS/LEOFF II	\$ (498,524.91)
Replace voids with transactions 700 & 699	\$ 500,062.30
Revise transactions 515 & 596 (to employees)	\$ 2,876.63
Transfer Out to Reserve Fund	\$ 11,550.00
Resolution 933	
Tehaleh mitigation fees	
Reserve Fund	
Transfer In from General Fund	\$ 11,550.00
Resolution 933	
Tehaleh mitigation fees	
March 2021	
General Fund	
AP Voucher Addition	
Voucher # 210301001	\$ 2,500.00
Washington State Fair Association	
* Note: replacement for warrant above never rec'd	
Total AP	\$ 421,724.04
AP Vouchers	
Vouchers # 210303001 - 210303080	\$ 421,724.04
Total Payroll	\$ 2,347,581.73
Payroll Vouchers	
Vouchers # 210302001-210302012	\$ 376,469.79
Electronic Payroll	\$ 1,969,457.73
Electronic Payroll Adjustments #2	
Transaction 728 (to employee for overtime)	\$ 1,654.21
(note: processed by County in February despite being dated March 01 in our system)	
Total Expenditures (AP + Payroll Above)	\$ 2,771,805.77
Total BIAS Expenditures (111 - 999)	\$ 2,771,633.39
Difference	\$ 172.38
vendor reimbursement	\$ 172.38
Capital Fund	
Total AP	\$ 231,042.15
AP Vouchers	
Vouchers # 210304001-210304005	\$ 231,042.15

6. **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. 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.

7. **RESOLUTIONS:**
Resolution 937- 2021 Budget Amendment – Parkinson
Resolution 938 – Transfer of Funds – Parkinson
Resolution 939 – Fee Schedule - Backer
8. **NEW BUSINESS** (*Board Chair will allow for public comments via chat or email*)- **NONE**
 - a) Volunteer Program – Backer
 - b) Financial Assistance Program – Dyson
9. **UNFINISHED BUSINESS** (*Board Chair will allow for public comments via chat or email*)
 - a) Update on Levy ballot measures – Backer
10. **BOND-2018:**
 - a) Update - Herrera
11. **COMMISSIONER TRAINING/EVENT REQUESTS:**
12. **COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**
 - a) Planning Committee – Update on Training Center
13. **CHIEF’S REPORT**
 - a) Monthly Chiefs Report
 - b) Monthly Stats-No report this month
 - c) Divisional Updates
14. **COMMISSIONER ACTION/DISCUSSION:**
 - a) Board Member Vacancy – Backer
-Schedule HR Committee meeting
15. **EXECUTIVE SESSION: None**
16. **ADJOURN**

EVENTS:

Mar. 25th	PC Commissioner Meeting	Virtual
Apr. 22nd	PC Commissioner Meeting	
May 27th	PC Commissioner Meeting	
Jun. 24th	PC Commissioner Meeting	
Jul. 22nd	PC Commissioner Meeting	Picnic –
Aug. 26th	PC Commissioner Meeting	
Sept. 23rd	PC Commissioner Meeting	

Oct. 28th	No PC Commissioner Meeting	State Conference
Nov. 18th	PC Commissioner Meeting	
Dec. 2nd	Comm/Chiefs Annual Banquet	

**A REGULAR MEETING OF THE
BOARD OF COMMISSIONER OF
EAST PIERCE FIRE AND RESCUE**

February 16, 2021

A regular meeting of the Board of Commissioners of East Pierce Fire and Rescue was held on February 16, 2021 via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chairman Dale Mitchell called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Mike Cathey, Jon Napier, Kevin Garling, Pat McElligott, Randy Kroum, Ed Egan, Ex-Officio Kathy Hayden, Fire Chief Backer, Deputy Chief Parkinson, and District Secretary Michelle Hollon.

Chairman Mitchell welcomed those participating in the meeting via conference/video call.

Audience: Local 3520, Assistant Chief Jeff Moore, C. Byerley, Assistant Chief Stabenfeldt, M. Westland, D. Curtis, G. Kovacs, L. Eng, P. Brockwell, Assistant Chief King

Honors and Recognitions: None

Approval of Agenda:

Chief Backer requested to add Resolution 934-Dedication. Commissioner Egan moved to approve the agenda as presented. The motion was seconded by Commissioner Napier and carried.

Consent Agenda. Motion: Commissioner Cathey moved to approve the Consent Agenda (minutes of the January 19th Regular meeting; minutes of the February 4th Special meeting; Treasurer's Report; post-meeting voucher 210103008 in amount of \$334,977.29; current expense vouchers 210202001-210202063 in the amount of \$421,620.33; payroll vouchers 210203001-210203012 in the amount of \$360,553.32; electronic payroll in the amount of \$1,970,488.67; Capital expense vouchers 210201001-210201006 in the amount of \$936,810.10; Resolution 932-Quarterly Transport Write-off for 2020 4th quarter; Financial Waiver for transport account 132242006 in the amount of \$187.50). Motion seconded by Commissioner Kroum and carried.

VISITOR COMMENTS: None

RESOLUTIONS:

Resolution 933 – Transfer of Funds: Request to transfer funds received from NASH Cascadia Verde for mitigation fees for the Tehaleh projects in the amount \$11,550 from the General Fund to the Reserve Fund and allocated for Station 112/117. Commissioner Kroum moved to approve Resolution 933 to transfer funds from the General Fund to the Reserve Fund in the amount of \$11,550. The motion was seconded by Commissioner Garling and carried.

Resolution 934 – Dedication of Fire Station: Chief Backer presented a resolution to Board to dedicate the new fire station located in Edgewood to Commissioner Dale Mitchell for 32 years of service. The new station will be named the Dale Mitchell Fire Station 118. The Board thanked Dale for his years of service, we will miss him. Commissioner Egan moved to approve Resolution 934 as presented, naming the new Station 118 the Dale Mitchell Fire Station 118 in recognition of his 32 years of service to our community, his leadership as an elected fire commissioner and his enduring support and friendship. The motion was seconded by Commissioner Garling and carried.

Resolution 935 – Delegation of Authority: In 2017 the Board approved the delegation authority to the Fire Chief to enter into and execute contracts for expenditures approved in the operating budget for the year not to exceed \$50,000. Due to inflation and the increase in charges, it is now feasible to increase the authority limit to \$100,000. This will cover a lot of day to day operations. Commissioner McElligott

moved to adopt Resolution 935-Delegating authority for the Fire Chief to enter into and execute contracts for expenditures approved in the operating budget for the year not to exceed \$100,000. The motion was seconded by Commissioner Kroum and carried.

Resolution 936 – Surplus of vehicles and equipment: Assistant Chief Moore requested to surplus misc IT equipment, SCBA fill station, one 1997 Ford Explorer, one 1999 Ford Expedition, one 2001 Ford Expedition and one 2003 H&W Fire Engine as these items are outdated, beyond the cost of repair and no longer use to the district. After review, the following motion was made: Commissioner Napier moved to approve Resolution 936 the surplus of (1) SCBA Fill Station; Misc. IT equipment; one 1997 Ford Explorer; one 1999 Ford Expedition; one 2001 Ford Expedition and one 2003 Spartan Metro Star-H&W Fire Engine and authorize the sale, disposal, donation or recycle at the discretion of the Fire Chief. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

MOU for Deputy Chief: Chief Backer presented an MOU for the modifications to the current Deputy Chief contract per annual review. Commissioner Kroum moved to approve the Memorandum of Understanding as presented as modifications to the Deputy Chief's current agreement and authorize the Chair to sign on behalf of the Board of Commissioners. The motion was seconded by Commissioner Napier and carried.

Fire Boat & Mechanic Truck Purchase: Assistant Chief Moore presented to the Board as information only on the purchase of Fire Boat purchased through Munson Boats on GSA contract. The price of the boat is \$247,026.88 including licensing fees and tax. The purchase was approved by the Board in the 2021 budget. The district has purchased a mechanic truck though State Contract through Moran Van Body and RC Custom Van Body at a total price of \$226,053.96.

Year End Financial Report: Finance Manager Michelle Hollon presented a year end financial report for year 2020 to the Board. The report included both budgeted and actual revenues and expenditures for the 2020 year. Actual Revenues were in the amount of \$40,718,367 and actual expenditures were in the amount of \$39,762,802. The district also experienced new challenges as a result of COVID 19 which shifted the district's spending per budget. The financial impact of COVID 19 on the district resulted in an increase of expenditures in the amount of \$249,869.34. Federal funding was received as part of the CARES Act in the amount of \$61,230.63. The district will be seeking 75% reimbursement through federal funding to help recoup the increased expenditures. The District's UTGO Bond collected \$1,905,730 which is based on \$0.11 per 1,000 of assessed value. The District continues to receive payments for the GEMT program, in 2020 the total received was \$3,018,089.

UNFINISHED BUSINESS:

City ILA-Fire Prevention Fees & Services: Chief Backer discussed the progress on the updating and initiating of Interlocal agreements with the District's partner cities in regard to fire prevention activities. After discussion the Chief will continue working with cities to create new interlocal agreements to be brought before the Board at a later date.

Deputy Chief Recruitment: Deputy Chief Parkinson presented to the Board the recruitment process for the position of Deputy Chief which will be needed after the retirement of Fire Chief Backer. The announcement and outline were presented. The process will be managed in house and utilize a variety of staff throughout the process to ensure the very best candidate is selected. Commissioner Egan moved to authorize the Fire Chief to proceed with the Deputy Chief recruitment process as presented. The motion was seconded by Commissioner McElligott and carried.

Training Center: The District would like to expand the usage with White River School District for leasing additional space for a training center at Station 116. Would like to discuss this issue with the planning committee and give feedback and present a plan to the Board at the next regular meeting.

Strategic Plan: Berk Consulting will be starting with a committee to get things started on the Strategic Plan. More discussion at the April Board meeting.

BOND-2018:

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

Station 118: Moving along, building permit in review. Will go out for Bid in mid-March.

Station 111: Design review underway no negative comments. Site permit by the end of the month and building permit in March.

Station 112: Signed Right of Entry.

Station 114: Design moving forward.

Station 124: Getting everything set up for Station 118 crews.

COMMISSIONER TRAINING/EVENT REQUESTS:

COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:

CHIEF'S REPORT

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet.

Monthly Stats: Call volume and fire incidents that occurred in the month were reviewed.

Divisional Reports: None

COMMISSIONER ACTION/DISCUSSION:

Board Member Resignation: Commissioner Dale Mitchell submitted a letter of resignation due to moving out of the District boundaries. Commissioner Mitchell served 32 years as Commissioner, we thank him for his service and will truly be missed. Commissioner Egan moved to accept the letter of resignation received from Dale Mitchell effective February 28, 2021. The motion was seconded by Commissioner Cathey and carried.

EXECUTIVE SESSION: None

ADJOURN

There being no further business to come before the Board, Commissioner Egan moved to adjourn the meeting. The motion was seconded by Commissioner Kroum. Meeting was adjourned at 8:49 P.M.

District Secretary Michelle Hollon

Chairman Jon Napier



EAST PIERCE FIRE & RESCUE

February 2021

for March 16, 2021 Meeting



Current Month	Year to Date	Budget Resolution 925	Remaining Amount	Remaining Percent
			11 Months Remaining =	84.6%

General Fund (Current Expense)

Net Cash & Investments 12/31/2020

\$ 8,600,000 Budgeted
 \$ 12,382,116 Calculated Actual (est)

Revenues

Property Tax - Current	548,194	549,243	34,236,702	33,548,192	98.0%
Property Tax - Prior Year/Delinquent	51,533	139,267			
Other Taxes	731	731	18,000	17,269	95.9%
Grants & Intergovernmental	68,684	256,992	105,000	(151,992)	-144.8%
Transport	415,326	791,403	5,800,000	5,008,597	86.4%
Plan Review Fees	16,002	18,550	150,000	131,450	87.6%
Inspection Fees	-	3,393	-	(3,393)	0.0%
Other Charges for Services	34	307	19,450	19,143	98.4%
Investment Interest	805	1,998	48,000	46,002	95.8%
Miscellaneous	27,357	28,307	165,500	137,193	82.9%
Insurance Recovery	36,091	36,090	-	(36,090)	0.0%
Transfers In	-	-	619,425	619,425	100.0%
Total Revenues	1,164,758	1,826,280	41,162,077	39,335,797	95.6%

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

Expenses by Function

Commissioners	2,205	12,408	72,450	60,042	82.9%
Administration	77,212	181,555	1,401,343	1,219,788	87.0%
Finance-Elections, Leases, Transfers	63,619	107,809	3,581,149	3,473,340	97.0%
Emergency Mgt/IT/Volunteers	124,870	227,610	1,176,932	949,322	80.7%
Prevention	103,640	237,998	1,631,772	1,393,774	85.4%
Logistics	153,925	449,896	3,262,089	2,812,193	86.2%
Training	63,366	173,650	2,284,366	2,110,717	92.4%
Fire Operations	1,933,931	4,147,769	25,156,216	21,008,447	83.5%
EMS Operations	158,001	284,439	1,976,335	1,691,896	85.6%
Capital	98,567	115,438	619,425	503,987	81.4%
Total Expenses	2,779,336	5,938,571	41,162,077	35,223,506	85.6%
Payroll Clearing Accruals	16,162	(17,113)			
Expenses Net of Accruals	2,763,174	5,955,684			
Ending Net Cash and Investments		8,252,712	8,600,000		

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

Note: The Ending Net Cash & Investments in the "Year to Date" column uses the Calculated Beg. Net Cash & Investments

Expenses by Type	Current Month	Year to Date	Year to Date % of Total	Budget Amount	Budget % of Total
Salaries & Wages	1,786,058	3,603,516	16.7%	21,640,333	52.6%
Overtime	88,791	163,636	6.5%	2,502,921	6.1%
Benefits & Uniforms	504,386	1,423,174	17.5%	8,109,356	19.7%
Subtotal-Payroll & Benefits	2,379,235	5,190,325	16.1%	32,252,610	78.4%
Supplies	154,313	207,037	12.8%	1,620,558	3.9%
Services	164,122	459,543	11.5%	3,981,585	9.7%
Capital	70,117	70,117	11.3%	619,425	1.5%
Transfers Out	11,550	11,550	0.4%	2,687,899	6.5%
Total Expenses	2,779,336	5,938,571		41,162,077	100.0%
Payroll Clearing Accruals	16,162	(17,113)			
Expenses Net of Accruals	2,763,174	5,955,684			



EAST PIERCE FIRE & RESCUE

February 2021

for March 16, 2021 Meeting



	Current Month	Year to Date	Budget Resolution 925	Remaining Amount	Remaining Percent
				11 Months Remaining =	84.6%
Reserve Fund					
Net Cash & Investments 12/31/2020			\$ 17,105,235	Budgeted	
			\$ 17,105,467	Calculated Actual (est)	
Revenues					
Sale of Tax Title Property	4	4	-	(4)	0.0%
Investment Interest	1,716	3,689	36,000	32,311	89.8%
Transfer In Carryover	-	-	1,987,899	1,987,899	100.0%
Transfer In Newland/Tehaleh 112/117	11,550	11,550	100,000	88,450	0.0%
Transfer In GEMT IGT Return	-	-	600,000	600,000	0.0%
Total Revenues	13,270	15,243	2,723,899	2,708,656	99.4%
Expenses					
Transfer Out	-	-	619,425	619,425	100.0%
Total Expenses	-	-	619,425	619,425	0.0%
Ending Net Cash and Investments	\$ 17,120,710		\$ 19,209,709		

	2/28/2021	Policy Goal	(Short)/Over
Reserve Balances			
General Reserve	3,055,158	3,070,000	(14,842)
Equipment Reserve	6,465,128	6,480,000	(14,872)
Facilities Reserve	1,014,250	1,000,000	14,250
Employee Compensation Reserve	800,000	800,000	-
Capital Facilities Phase 2	368,301	Balance	
Station 118 Capital Reserve	485,909	Balance	
Station 112/117 Reserve	395,650	Balance	
EMS Equipment Reserve	4,536,314	Balance	
Total	\$ 17,120,710		

	Current Month	Year to Date	Budget Resolution 925	Remaining Amount	Remaining Percent
Bond Fund (UTGO 2018)					
Net Cash & Investments 12/31/2020			\$ 204,923	Budgeted	
			\$ 320,068	Calculated Actual (est)	
Property Tax - Bond Levy - Current	32,700	32,762	2,008,000	1,967,946	98.4%
Property Tax - Bond Levy - Prior/Del.	2,456	7,291			
Total Revenues	35,156	40,054	2,008,000	1,967,946	98.0%
Expenses					
Debt Pmt - Principal - UTGO (2018)	-	-	290,000	290,000	100.0%
Debt Pmt - Debt Svc - UTGO (2018)	-	-	1,622,150	1,622,150	100.0%
Total Expenses	-	-	1,912,150	1,912,150	100.00%
Ending Net Cash and Investments	\$ 360,122		\$ 300,773	\$ 1,912,150	



EAST PIERCE FIRE & RESCUE

February 2021

for March 16, 2021 Meeting



Capital (Construction) Fund	Current Month	Year to Date	Budget Resolution 925	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2020			\$ 35,848,763	Budgeted	
			\$ 34,713,168	Calculated Actual (est)	
Investment Interest	3,407	7,438	84,000	76,562	91.1%
Total Revenues	3,407	7,438	84,000	76,562	91.1%
Expenses					
Capital Purchases	-	1,767,206	17,600	(1,749,606)	-9940.9%
Transfer Out - GF -Cap Fac Mgr	-	-	175,397	175,397	100.0%
Total Expenses	-	1,767,206	192,997	(1,574,209)	-815.7%
Ending Net Cash and Investments		\$ 32,953,400	\$ 35,739,766		7.8%



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

<u>Trans Date</u>	<u>District Ref #</u>	<u>Payee Printed Name</u>	<u>Amount</u>
3/9/21	791	WASHINGTON STATE FAIR ASSOCIATION	\$2,500.00
Payment Count: 1		Total Amount:	<u>\$2,500.00</u>

Payment Count: 1
Payment Total: \$2,500.00

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 _____



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
3/10/21	994	AFLAC	\$1,024.47
3/10/21	996	GET PROGRAM	\$1,024.00
3/10/21	995	DIMARTINO ASSOCIATES (WSCFF)	\$18,509.74
3/10/21	997	IAFF - FIREPAC	\$791.26
3/10/21	998	LEOFF HEALTH & WELFARE TRUST	\$320,641.02
3/10/21	1000	WCIF	\$858.89
3/10/21	1001	WSCFF - FASTPAC	\$478.34
3/10/21	1002	WSCFF-Medical Expense Reimbursement Plan	\$30,115.09
3/10/21	999	TACOMA-PIERCE CO CHAPLAINCY	\$511.50
3/10/21	797	BABCOCK DOUGLAS B	\$2,170.12
3/10/21	816	CAVINNESS PATRICK A	\$46.04
3/10/21	900	NEVILL MARK A	\$299.32
3/10/21	1083	AIR EXCHANGE, INC.	\$3,077.20
3/10/21	1085	COBALT STORAGE	\$349.00
3/10/21	1086	PIERCE COUNTY SEWER	\$22.28
3/10/21	1087	RICE FERGUS MILLER ARCHITECTURE	\$227,003.73
3/10/21	1003	24/7 FLOOD & FIRE	\$2,697.50
3/10/21	1084	CITY OF MILTON	\$589.94
3/10/21	1004	7-SIGMA INC	\$3,726.50
3/10/21	1006	ADVANCE TRAVEL FUND	\$195.00
3/10/21	1008	BARNHART MD PS STEPHEN W	\$3,825.00
3/10/21	1011	BUNCE RENTAL - TACOMA	\$686.42
3/10/21	1005	ABM JANITORIAL SERVICES	\$1,046.52
3/10/21	1007	ASSOCN OF WASHINGTON CITIES	\$500.00
3/10/21	1009	BOUND TREE MEDICAL LLC	\$13,373.97
3/10/21	1010	BRAUN NORTHWEST, INC	\$426.31
3/10/21	1012	CARDINAL HEALTH 112, LLC	\$1,780.14
3/10/21	1015	CITY OF BONNEY LAKE-REIMB UTILITIES	\$3,303.39
3/10/21	1016	CITY OF EDGEWOOD	\$4,200.00
3/10/21	1018	DAVIS DOOR SERVICE, INC	\$1,515.11
3/10/21	1019	DRAIN PRO, INC.	\$149.50
3/10/21	1021	FIRE PROTECTION INC.	\$3,000.26
3/10/21	1013	CENTURYLINK (035B/376B/785B/786B/442B)	\$77.87
3/10/21	1014	CINTAS CORPORATION # 461	\$6,553.64
3/10/21	1017	COSTCO MEMBERSHIP	\$180.00
3/10/21	1020	FIDELITY SOLUTIONS	\$546.50
3/10/21	1022	FIRE TRAINING SOLUTIONS LLC	\$4,400.00
3/10/21	1023	FREDS TOWING	\$978.30

3/10/21	1025	GALLS, LLC - DBA BLUMENTHAL	\$619.42
3/10/21	1026	GENES TOWING, INC.	\$549.50
3/10/21	1028	GRAHAM FIRE & RESCUE	\$11,120.00
3/10/21	1029	HUGHES FIRE EQUIPMENT, INC.	\$19,503.07
3/10/21	1024	FREIGHTLINER NORTHWEST	\$3,776.58
3/10/21	1027	GIG HARBOR FIRE & MEDIC ONE	\$150.00
3/10/21	1031	JAMES OIL CO. INC.	\$9,656.71
3/10/21	1032	L & L PRINTING INC	\$506.64
3/10/21	1034	LARSEN SIGN CO	\$1,291.33
3/10/21	1035	LES SCHWAB TIRE CENTERS	\$4,590.66
3/10/21	1037	MADSEN ELECTRIC	\$3,337.01
3/10/21	1038	MARION WATER CO., INC.	\$105.98
3/10/21	1040	MOTOROLA	\$16,820.33
3/10/21	1042	MUNICIPAL EMERGENCY SERVICES	\$6,905.17
3/10/21	1030	INDUSTRIAL SCIENTIFIC CORP.	\$2,347.89
3/10/21	1033	L N CURTIS & SONS	\$6,138.53
3/10/21	1036	LIFE ASSIST	\$4,573.59
3/10/21	1039	MINUTEMAN PRESS PUYALLUP	\$284.18
3/10/21	1041	MOUNTAIN MIST	\$803.05
3/10/21	1044	NORTHWEST SAFETY CLEAN	\$534.31
3/10/21	1045	OFFICE DEPOT/ACCT #28664540	\$180.38
3/10/21	1046	PACIFIC OFFICE AUTOMATION	\$537.37
3/10/21	1049	PCFD #18	\$350.00
3/10/21	1050	PCSORT	\$12,000.00
3/10/21	1043	NEWS TRIBUNE (THE)-LEGAL ADS	\$170.87
3/10/21	1047	PAPE MACHINERY	\$1,544.33
3/10/21	1048	PC BUDGET & FINANCE DEPT	\$13,238.75
3/10/21	1052	PIERCE COUNTY SEWER	\$256.44
3/10/21	1054	PUGET SOUND ENERGY	\$7,680.83
3/10/21	1055	QUADIENT LEASING USA, INC.	\$360.92
3/10/21	1058	REBOUND	\$1,850.80
3/10/21	1059	REHN AND ASSOCIATES	\$25.00
3/10/21	1061	RICE FERGUS MILLER ARCHITECTURE	\$2,957.95
3/10/21	1063	RWC GROUP	\$1,995.63
3/10/21	1051	PIERCE COUNTY FINANCE	\$14,048.13
3/10/21	1053	PRAXAIR DISTRIBUTION, INC.-170	\$1,404.64
3/10/21	1056	QUADIENT	\$250.00
3/10/21	1057	QUINN AND QUINN PS	\$968.00
3/10/21	1060	RESPONSE TRAINING GROUP	\$17,853.00
3/10/21	1062	RUSZALA ROB	\$168.00
3/10/21	1064	SEATTLE TIMES	\$13,112.79

3/10/21	1066	SHI INTERNATIONAL CORP	\$22,219.51
3/10/21	1069	SNIDER PETROLEUM	\$1,606.51
3/10/21	1070	SNURE SEMINARS	\$600.00
3/10/21	1065	SEAWESTERN	\$49,177.13
3/10/21	1067	SITECRAFTING, INC.	\$55.00
3/10/21	1068	SIX ROBBLEES INC.	\$1,223.00
3/10/21	1073	SUNSET FORD	\$2,994.77
3/10/21	1075	SYSTEMS FOR PUBLIC SAFETY, INC.	\$2,251.68
3/10/21	1076	TELEFLEX LLC	\$43.11
3/10/21	1077	TREASURY MANAGEMENT SVCS - US BANK	\$115.15
3/10/21	1078	US BANK	\$71,353.75
3/10/21	1080	VFIS	\$339.00
3/10/21	1081	WASHINGTON AUDIOLOGY SERVICES INC	\$20.00
3/10/21	1071	SPARTAN SERVICES INC.	\$2,514.58
3/10/21	1072	STRYKER SALES CORP.	\$268.05
3/10/21	1074	SYSTEMS DESIGN WEST LLC	\$9,891.50
3/10/21	1079	UW VALLEY MEDICAL CENTER	\$1,020.00
3/10/21	1082	WCIF	\$18,301.59

Payment Count: 97

Total Amount: \$1,029,235.98

Payment Count: 97
Payment Total: \$1,029,235.98

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.

<u>Michelle Hollon</u> Authorized District Official Signature	<u>3/11/21</u> 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 _____



Board Meeting Agenda Item Summary

Agenda Date: March 16, 2021

Item Title: Resolution 937 - 2021 Budget Amendment

Presenter: Deputy Chief Parkinson

1. Recommended Action by Board:

Move to adopt Resolution 937, the 2021 Budget Amendment, as presented.

2. Summary:

As seen in the attached Budget Amendment Proposal, the following actions are recommended for approval which will result in an overall increase of \$3,842,751 to the 2021 Operating Budget:

1. Increase the revenue budget by \$60,635
2. Increase the expense budget by \$60,635
 - a. \$7,282 increase in general expenditures
 - b. \$53,383 increase in budgeted transfers to reserves
3. Transfer \$3,780,541 to the Reserve Fund
 - a. \$619,425 to the Equipment Reserve
 - b. \$3,161,116 to the Phase 2 Capital Reserve

3. Policies/ Alternatives Considered:

- a. Defer transfer until a future date and make no changes to the operating budget

4. Fiscal Impact:

- a. As noted above and in the attachment "Budget Amendment Proposal"

2021
Budget Amendment Proposal
March 16, 2021



Where Compassion and Action Meet

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Summary

The proposed amendment captures recommended changes to revenue, expenditures, and reserves. The changes to revenues and expenditures are relatively minor and will not result in any substantive impact to the overall operating budget. The largest budgetary change is driven by the 2020 end fund balance being greater than expected by \$3,780,541. The cause of this overage is largely driven by the impacts of COVID, where hiring of nine firefighters was delayed, purchasing restrictions were implemented, and revenues came in higher than expected. In a non-COVID year, a carryover of this amount would not be expected.

	2020	2021 Approved	2021 Amendment	\$ Change
Beginning Fund Balance	\$8,600,000	\$8,600,000	\$8,600,000	\$0
Revenues	\$38,898,948	\$40,542,652	*\$40,603,287	\$60,635
**General Operating Fund Expenditures	\$35,654,605	\$37,854,753	\$37,862,035	\$7,282
Capital Exp from Reserve Fund	\$2,307,000	\$619,425	\$619,425	\$0
Budgeted Transfer to Reserves	\$5,384,345	\$2,687,899	\$6,523,368	\$3,835,469
Total Operating Budget	\$43,345,950	\$41,162,077	\$45,004,828	\$3,842,751
***Unencumbered Revenue	\$138,300	\$275,000	\$275,000	\$0
End Fund Balance	\$12,382,116	\$8,875,000	\$8,875,000	\$0

*Does not include transfers in from equipment reserve

**Transfers to reserves and capital purchases not included

*** King County Revenue

Revenue Amendment

	Description	Revenue	Amount
1	Adjust to Certified Tax Levy	Increase	22,635
2	Adjust for SAFER Grant	Increase	55,000
3	Adjust for Cascade Water Alliance	Increase	25,000
4	Adjust for Sumner Plan Review	Decrease	-42,000
	Total Revenue Increase		60,635

Explanation

1	Adjustment made to reflect certified tax levies which were not finalized until after budget adoption.
2	Adjustment made to reflect SAFER Grant revenue from Q4 2020 received in 2021
3	Cascade Water Alliance has provided a grant of \$25,000 for the Lake Tapps Dock Locator Program. This expense is shown below in the expenditure amendment.
4	Adjustment to reflect six months of revenue decrease due to Sumner no longer utilizing EPFR for fire marshal services.

Expenditure Amendment

	Description	Expenditures	Amount
1	Administration - Employee Recognition	Increase	6,900
2	Administration - Edgewood lease reduction	Decrease	-25,200
3	Logistics - IT Resiliency Project	Increase	50,000
4	Logistics - Vehicle Upfit from 2020	Increase	126,532
5	Logistics - Training Center	Increase	5,000
6	Fire Prevention - Remove vacant DFM	Decrease	-180,950
7	Fire Prevention - Dock Locator	Increase	25,000
	Total Expense Increase		7,282

Explanation

1	Policy changes over the last few months have been aimed at increased employee recognition. These changes result in an increase supply cost for awards (medals, ribbons, etc.) used to recognize employees for their impact on the organization and community.
2	Expense reduction as the fire prevention division relocates from Edgewood City Hall to Station 113.
3	A project has been underway since the Sumner Grade fire to improve EPFR IT infrastructure resiliency. Some items were included in the 2021 Operating Budget for approval in November, however research was still ongoing at that time. This project will eliminate several single points of failure in our system and allow both cellular and satellite redundancy in the case of a widespread outage.
4	The upfit costs of several staff vehicles were not paid until 2021 due to shipping delays and upfitting delays caused by COVID. This was originally approved in the 2020 budget, but never spent.
5	Reflects expenses incurred to date for architectural and engineering conceptual design and cost estimation of the potential training center behind Station 116.
6	Reflects the reduction of a budgeted, but unfilled, deputy fire marshal which is no longer needed due to Bonney Lake and Sumner withdrawing from EPFR fire prevention services.
7	EFPR received a grant for \$25,000 from Cascade Water Alliance to complete the Lake Tapps Dock Locator Program signage. Revenue for this project is reflected in the amended revenue budget.

Reserve Transfers Amendment

	2020	2021	2021 Amendment
Transfer to Reserves	\$5,384,345	\$2,687,899	\$6,523,368*

*As a result of increased carryover

	Description	Transfers	Amount
1	Carryover balance to Reserves		3,780,541
2	Budgeted Transfer		2,042,827
3	Tehaleh Impact Fees		100,000
4	GEMT Reconciliation		600,000
	Total		6,523,368

Explanation

1	The carryover balance \$3,780,541 is established by the delta of the 2020 end fund balance and the 2021 beginning fund balance target. Staff recommends splitting this transfer between the Equipment Reserve (\$619,425) and the Phase 2 Capital Projects reserve (\$3,161,116).
2	The budgeted reserve transfer for later in 2021 was increased by \$54,928. It is recommended to defer this transfer until later in 2021 due to the economic instability caused by COVID, and the unknown long-term impacts. Current reports show that homes in forbearance and renters behind on payments are at a rate which has only been seen during the great recession. Given the uncertainty of spring and fall revenue collections, staff recommends delaying the transfer until a better revenue picture is available.
3	Represents the budgeted 112/117 Reserve transfer for later in 2021 once the source revenue is received. There is no change to this line item.
4	Represents the budgeted EMS Reserve transfer for later in 2021 once the source revenue is received. There is no change to this line item.

Projected Reserve End Fund Balances

	Target Balance	2021 Beginning Fund Balance	2021 Withdrawals	2021 Contributions	*2021 End Fund Balance
General Reserve	3,070,000	3,055,158	0	0	3,055,158
Equipment Reserve	6,480,000	6,461,693	619,425	619,425	6,461,693
Facilities Reserve	1,000,000	1,014,250	0	0	1,014,250
Employee Compensation Reserve	800,000	800,000	0	0	800,000
Station 118 Capital Reserve	N/A	485,651	0	0	485,651
Station 112 / 117 Reserve	N/A	384,100	0	100,000	484,100
EMS Equipment Reserve	N/A	4,536,314	0	600,000	5,136,314
Capital Facilities Plan Phase II	N/A	368,301	0	5,203,943	5,572,244
Total		17,105,467	619,425	6,523,368	23,009,410

*End fund balance does not include interest earned throughout the year which is currently estimated at \$36,000.

EAST PIERCE FIRE AND RESCUE

RESOLUTION NO. 937

A RESOLUTION AMENDING THE 2021 BUDGET

WHEREAS, the Board of Commissioners did adopt the 2021 Budget by Resolution No. 925 on November 17, 2020; and

WHEREAS, revenue adjustments are required; and

WHEREAS, the Board has revised the expenditure of funds; and

WHEREAS, cost estimates have been revised; and

WHEREAS, these adjustments could not have been reasonably foreseen at the time of the filing of the 2021 Budget;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF EAST PIERCE FIRE AND RESCUE THAT:

The 2021 Budget shall be amended as follows:

General Fund 001	total budget of \$53,604,828,	fund decreased by \$15,100;
Reserve Fund 101	total budget of \$23,664,835,	fund increased by \$3,835,701;
Debt Fund 201	total budget of \$2,328,068,	fund increased by \$115,145;
Capital Fund 301	total budget of \$34,797,168,	fund decreased by \$1,135,595.

ADOPTED at a regular meeting of the Board of Commissioners for East Pierce Fire and Rescue on the 16th day of March, 2021, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner

Commissioner Ed Egan

Commissioner Kevin Garling

Commissioner Randy Kroum

ATTEST:

District Secretary



EAST PIERCE FIRE & RESCUE
2021 Budget Amendment
Resolution 937



Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
			10 Months Remaining =	76.9%

General Fund (Current Expense)

Net Cash & Investments 12/31/2020		\$ 12,382,116		
Revenues				
Property Tax - Current	-	-	34,259,337	34,259,337 100.0%
Property Tax - Prior Year/Delinquent	-	-	-	-
Other Taxes	-	-	18,000	18,000 100.0%
Grants & Intergovernmental	-	-	160,000	160,000 100.0%
Transport	-	-	5,800,000	5,800,000 100.0%
Plan Review Fees	-	-	108,000	108,000 100.0%
Inspection Fees	-	-	-	- 0.0%
Other Charges for Services	-	-	44,450	44,450 100.0%
Investment Interest	-	-	48,000	48,000 100.0%
Miscellaneous	-	-	165,500	165,500 100.0%
Insurance Recovery	-	-	-	- 0.0%
Transfers In	-	-	619,425	619,425 100.0%
Total Revenues	-	-	41,222,712	41,222,712 100.0%

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

Expenses by Function

Commissioners	-	-	72,450	72,450 100.0%
Administration	-	-	1,408,243	1,408,243 100.0%
Finance-Elections, Leases, Transfers	-	-	7,391,418	7,391,418 100.0%
Emergency Mgt/IT/Volunteers	-	-	1,226,932	1,226,932 100.0%
Prevention	-	-	1,475,822	1,475,822 100.0%
Logistics	-	-	3,393,621	3,393,621 100.0%
Training	-	-	2,284,366	2,284,366 100.0%
Fire Operations	-	-	25,156,216	25,156,216 100.0%
EMS Operations	-	-	1,976,335	1,976,335 100.0%
Capital	-	-	619,425	619,425 100.0%
Total Expenses	-	-	45,004,828	45,004,828 100.0%
Payroll Clearing Accruals	-	-		
Expenses Net of Accruals	-	-		
Ending Net Cash and Investments			8,600,000	

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

Note: The Ending Net Cash & Investments in the "Year to Date" column uses the Calculated Beg. Net Cash & Investments

Expenses by Type	Current Month	Year to Date	Year to Date % of Total	Budget Amount	Budget % of Total
Salaries & Wages	-	-	0.0%	21,508,977	47.8%
Overtime	-	-	0.0%	2,502,921	5.6%
Benefits & Uniforms	-	-	0.0%	8,059,762	17.9%
Subtotal-Payroll & Benefits	-	-	0.0%	32,071,660	71.3%
Supplies	-	-	0.0%	1,800,990	4.0%
Services	-	-	0.0%	3,989,385	8.9%
Capital	-	-	0.0%	619,425	1.4%
Transfers Out	-	-	0.0%	6,523,368	14.5%
Total Expenses	-	-		45,004,828	100.0%
Payroll Clearing Accruals	-	-			
Expenses Net of Accruals	-	-			



EAST PIERCE FIRE & RESCUE

2021 Budget Amendment

Resolution 937



	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
				10 Months Remaining =	76.9%
Reserve Fund					
Net Cash & Investments 12/31/2020			\$ 17,105,467		
Revenues					
Investment Interest	-	-	36,000	36,000	100.0%
Transfer In Carryover	-	-	3,780,541	3,780,541	100.0%
Transfer In Newland/Tehaleh 112/117	-	-	100,000	100,000	0.0%
Transfer In GEMT IGT Return	-	-	600,000	600,000	0.0%
Transfer In Capital Facilities	-	-	2,042,827	2,042,827	
Total Revenues	-	-	6,559,368	6,559,368	100.0%
Expenses					
Transfers Out	-	-	619,425	619,425	100.0%
Total Expenses	-	-	619,425	619,425	0.0%
Ending Net Cash and Investments			\$ 23,045,410		

	est 12/31/21	Policy Goal	(Short)/Over
Reserve Balances			
General Reserve	3,055,158	3,070,000	(14,842)
Equipment Reserve	6,495,177	6,480,000	15,177
Facilities Reserve	1,014,250	1,000,000	14,250
Employee Compensation Reserve	800,000	800,000	-
Capital Facilities Phase 2	5,572,244	Balance	
Station 118 Capital Reserve	488,168	Balance	
Station 112/117 Reserve	484,100	Balance	
EMS Equipment Reserve	5,136,314	Balance	
Total	\$ 23,045,410		

	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
Bond Fund (UTGO 2018)					
Net Cash & Investments 12/31/2020			\$ 320,068		
Property Tax - Bond Levy - Current	-	-	2,008,000	2,008,000	100.0%
Property Tax - Bond Levy - Prior/Del.	-	-			
Total Revenues	-	-	2,008,000	2,008,000	100.0%
Expenses					
Debt Pmt - Principal - UTGO (2018)			290,000	290,000	100.0%
Debt Pmt - Debt Svc - UTGO (2018)			1,622,150	1,622,150	100.0%
Total Expenses	-	-	1,912,150	1,912,150	100.00%
Ending Net Cash and Investments			\$ 415,918		



EAST PIERCE FIRE & RESCUE
2021 Budget Amendment
Resolution 937



Capital (Construction) Fund	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2020			\$ 34,713,168		
Investment Interest	-	-	84,000	84,000	100.0%
Total Revenues	-	-	84,000	84,000	100.0%
Expenses					
Capital Purchases	-	-	17,600	17,600	100.0%
Transfer Out - GF -Cap Fac Mgr	-	-	175,397	175,397	100.0%
Total Expenses	-	-	192,997	192,997	100.0%
Ending Net Cash and Investments			\$ 34,604,171		100.0%



Board Meeting Agenda Item Summary

Agenda Date: March 16, 2021
Item Title: Resolution 938 – Transfer of Funds
Presenter: Chief Parkinson

- 1. Recommended Action by Board:** *I move to adopt Resolution 938 to transfer funds from the General Fund to the Reserve Fund in amount of \$3,780,541.*
- 2. Summary:** As part of the 2021 Budget Amendment, the transfer of the carryover amount is requested by resolution and brought before the Board to approve in the amount of \$3,780,541 to be transferred from the General Fund to the Reserve Fund.
- 3. Policies/ Alternatives Considered:**
- 4. Fiscal Impact:**

EAST PIERCE FIRE AND RESCUE

RESOLUTION NO. 938

A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS

WHEREAS, the Board wishes to transfer funds in the amount of \$3,780,541 from the General Fund to the Reserve Fund per the approved 2021 Budget Amendment; and

NOW THEREFORE IT IS HEREBY RESOLVED by the Board of Commissioners of East Pierce Fire and Rescue that Pierce County Budget and Finance is directed to transfer these funds March 17, 2021 as follows:

General Fund (686-022)	Transfer Out	\$3,780,541
Reserve Fund (690-022)	Transfer In	\$3,780,541

PASSED AND APPROVED this 16th day of March, 2021, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Randy Kroum

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Agenda Date: March 16, 2021
Item Title: Resolution 939-Fee Schedule
Presenter: Chief Backer

- 1. Recommended Action by Board:** *I move to adopt Resolution 939“East Pierce Fire & Rescue Fee Schedule” amending and superseding Resolution 883.*
- 2. Summary:** Resolution 883 adopted August 20, 2019 established a one-fee schedule for ease and transparency to both the public and employees. New rates were established by WAC 246-08-400 effective 2021.

This fee schedule will be reviewed annually by District staff for recommended changes and presented to the Board for adoption.

- 3. Policies/ Alternatives Considered:**
- 4. Fiscal Impact:** Fees remain the same.

EAST PIERCE FIRE AND RESCUE

Resolution No. 939

A RESOLUTION TO THE BOARD OF FIRE COMMISSIONERS FOR EAST PIERCE FIRE & RESCUE ESTABLISHING FEES AND CHARGES FOR CALENDAR YEAR 2021 and 2022.

WHEREAS, The Board of Fire Commissioners finds it in the best interest of the District and its citizens to provide a single, efficient, and convenient listing of all fees and charges billed by the District; and

WHEREAS, such a listing will better facilitate the updating and uniform review of all such fees and charges on a periodic basis; and

WHEREAS, previous Resolutions for fees and charges that require periodic review are hereafter amended;

WHEREAS, Resolution No. 883 established the District Fees and Charges that are in effect at this time;

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of East Pierce Fire & Rescue that the following fees and charges are amended:

FURTHER, that this resolution shall supersede Resolution 883 related to Fees and Charges.

ADOPTED at a regular meeting of the Board of Commissioners on March 16, 2021, the following Commissioners being present and voting:

Chair Jon Napier

Commissioner Randy Kroum

Commissioner Kevin Garling

Commissioner

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner Ed Egan

ATTEST:

Michelle Hollon, District Secretary

Medical Transport Fees (supersedes resolution #774)

BLS Transport	\$850.00
ALS1 Transport	\$1050.00
ALS2 Transport	\$1150.00
Mileage Rate	\$22.00 per mile
Credit Card Processing Fee (Collected by System Designs)	2.95%
E-check fee	\$1.00

Unit/Personnel Standby and Reimbursement (minimum of 4 hours, billed in 1 hour increments after 4 hours)

Fire Engine (requires 3 personnel minimum)	WA State Wage & Equipment Rate
Ladder Truck (requires 3 personnel minimum)	WA State Wage & Equipment Rate
Command Unit (requires 1 personnel minimum)	WA State Wage & Equipment Rate
Brush Engine (requires 2 personnel minimum)	WA State Wage & Equipment Rate
Tender (requires 2 personnel minimum)	WA State Wage & Equipment Rate
Medic Unit (requires 2 personnel minimum)	WA State Wage & Equipment Rate
Gator/UTV (requires 2 personnel minimum)	WA State Wage & Equipment Rate
Personnel	Billed at actual cost

Class Fees – individuals (supersedes resolution #639):

CPR Only (District resident)	\$20.00 per student
CPR Only (Non-District resident)	\$35.00 per student
CPR/First Aid (District resident)	\$40.00 per student
CPR/First Aid (Non-District resident)	\$70.00 per student
Hand Only CPR (not certificated)	No Charge – Based on instructor availability
Safe Sitter class	\$40.00 per student

Class Fees - groups (supersedes resolution #639):

CPR or First Aid (Non-Profit)	\$625.00
CPR or First Aid (For-Profit)	\$800.00
CPR and First Aid (Non-Profit)	\$1,000.00
CPR and First Aid (For-Profit)	\$1,200.00

Products:

Bike Helmets	Managed by IAFF Local 3520
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Medical Record Request Fees (WAC 246-08-400)(Supersedes resolution #883):

Clerical Fee	\$28.00
*HITECH Clerical Fee	\$15.00
First 30 pages	\$1.24 per page
Additional pages	\$0.94 per page

*HITECH Act, 42 U.S.C. § 17935 (e)(1) 45 C.F.R. § 164.524 (c)(4) (cost-based fee)

Record Request Fee (WAC 42.56.120):

First 10 pages	No charge
Additional pages	\$0.15 per page

Fire Marshal Fees (except where superseded by direct contract):

Base hourly fee	\$146.37
*Investigations	2-hour base hourly fee minimum
Fire Marshal plan review and construction inspections Covers all scheduled project cost from permit application through final certificate of occupancy. Does not cover re-inspection and after hour inspections.	40% of the building permit fee At no time will the fee result in an amount of less than those defined for fire sprinkler, fire alarm, and fire suppression systems.
Other inspections, reviews, and fees (when no building permit is issued)	
*Fire alarm plan review & inspections – Multi-family, commercial, and industrial	5-hour base hourly fee minimum
*Fire alarm plan review & inspections – Residential	3-hour base hourly fee minimum
*Sprinkler system plan review & inspections	3-hour base hourly fee minimum
*Other fire suppression systems plan review & inspections	3-hour base hourly fee minimum
Site plan	3-hour base hourly fee
Developer agreement	3-hour base hourly fee
Pre-application/construction	3-hour base hourly fee
Subdivision	3-hour base hourly fee
Alteration/amendment of subdivision (5+ lots)	3-hour base hourly fee
Short plat	3-hour base hourly fee
Alteration/amendment of short plat (0-4 lots)	2-hour base hourly fee
Temporary use inspection (tents, booths, etc.)	2-hour base hourly fee
Vehicle gate inspection	2-hour base hourly fee

Commercial demolition	2-hour base hourly fee
Re-inspections fees	2-hour base hourly fee
*Inspections, reviews, and services not listed above	2-hour base hourly fee minimum
After hours inspections	2-hour base hourly fee minimum times 1.5. Each additional hour at 1.5 times base hourly fee.
Large burn pile inspections (paid directly to Fire District)	1-hour base hourly fee

*Converts to base hourly fee after minimum time is completed

Any city administrative charges for collection, routing, and tracking of plans will be collected in addition to those fees listed above.

DRAFT



Board Meeting Agenda Item Summary

Agenda Date: March 16, 2021

Item Title: Discontinue the Volunteer Firefighter Program

Presenter: Chief Bud Backer

1. Recommended Action by Board:

Move to close out the Volunteer Firefighter Program, effective January 31, 2022 and provide a respectful exit strategy for our current volunteers.

2. Summary:

Our most recent experience with attempting to grow the volunteer program was 2016, when we conducted a large recruiting effort. We began the training process late that summer with 17 recruits. By the time we completed fire and EMS training that group shrank to five (5). Just a few months later, we were down to two (2) recruits remaining in our program.

Reasons for the loss of recruits involved their personal lives for the most part. They ranged from changes in job assignments, relocation outside of the area, self-determined that they didn't like the type of work, could not fulfil the necessary time requirements, and several were hired as fulltime firefighters at different times throughout the process.

We had not attempted a recruitment since that time due to that experience and poor cost-benefit ratio.

In speaking with departments such as Buckley and Browns Point, they report very high turnover in their volunteer ranks as many are hired full time, within their first year or two of serving those communities. It must be noted that most of the volunteers in these two departments do not live locally. Technically, they are volunteers only as long as they do not exceed a certain number of hours served, since they are reimbursed for their time. They volunteer to improve their chances of being hired full time. Both have shared that they struggle to maintain staffing levels.

As a result of the high number of these volunteers being hired by other departments, the constant turnover creates a high demand for training and supervision as experience levels remain low.

Consideration was giving to conduct a similar program that would create a resident program at the South Prairie Fire Station. However, based on experience, people in these roles only

remain in that position, if they feel valuable, which requires first out response and provision of services. This would prove difficult with the nearby station 116 being staffed 24/7 with career staff. Again, it would be anticipated that turnover of the volunteer/resident firefighters would be high, again placing a high demand on the training division in addition to a very limited experience level of the resident firefighters.

As is the experience of most departments in the region that have experienced high population growth and have a citizen base that spends long hours commuting to and from work, the number of people that desire to be volunteer firefighters is not large enough to create a sustainable program.

Currently the EPFR Volunteer program is down to 7 members (two of which are EMS only). Several of which will most likely retire in the next few years. Rarely do they respond to emergency incidents, as the career companies are usually first in.

It is not financially advisable to conduct a volunteer or resident program due to the training required and the cost of providing that training, which must be continually repeated due to the high turnover. Even teaming up with other regional volunteer fire academies, would require that we provide instructors as part of the training cadre. The resulting benefit does not support the cost as the vast majority of the volunteers will leave the department within two years (based on experience of others.)

Staff recommends the District officially cease its volunteer program after the end of the year. Staff will work with predominantly volunteer departments to assist with placement within those departments for the volunteers that wish to continue serving. Choosing January 31, 2022 as the end date, will allow two of our volunteers to reach important milestone dates in January for their retirement with the State Board of Volunteer Firefighters (20 and 30 years for the two of them.)

Even if we with providing a respectful exit strategy for our current volunteers, there will be push back from some citizens. We have seen this from residents of Snag Island with the decertification of Station 115. One way to alleviate this would through providing Jump Crews, converting volunteer stations to partially staffed career stations. There would be a great deal of issues to be worked out and negotiated with labor, in addition budgetary impacts.

As we are starting a Strategic Planning process, the potential of staffing future stations at different levels will be reviewed as part of that process.

Eliminating the volunteer program does not reduce facility costs, as we would continue to use those facilities. Station 115 is currently used as a training site for career recruit classes and living facility while they attend the fire academy. Station 119 is being used as a vehicle maintenance facility. And Station 124 will temporarily house Engine 118 during construction of the new station in Edgewood. After the engine moves back to Edgewood, we believe that we will be able to staff a medic unit in Station 124.

Ending a volunteer program is an emotional issue, not only for our volunteer members, but for the public as well. The South Prairie volunteers have been our constant connection to the citizens in that region. We should anticipate some negative reaction. There will be some people that live more than 2.5 miles from Station 119 to the south and east as their insurance rating will move from an 8A to a 9 in some cases when Station 119 becomes decertified without volunteer staffing.

3. Policies/ Alternatives Considered:

4. Fiscal Impact:

Maintaining current certifications and volunteers is de minimis. Elimination of the program does not reduce our current costs a great deal.

In 2016 the budget to train and equip the incoming recruits was over \$60,000 for their initial year. This included overtime for instructors and academy costs.

Some impacts may be felt by property owners who live east and south of Station 119 in South Prairie. This station would be decertified by the Washington State Survey and Rating Bureau (WSRB) with no volunteer firefighters responding out of it. The vast majority of those impacted also reside in areas without fire hydrants. As such, the resulting increase of insurance rating would be minimal as they move from an 8A to a 9.

The Station 115 area has already been impacted due to Station 115 being decertified in 2020. Primarily, Snag Island was the only area impacted.

The Station 124 area will not be impacted as the area is well covered by Station 118 and mutual aid stations from South King. Secondly, due to the high call volume in the 124 area (Milton) we are working to staff a medic unit at that station in the future as part of a staffing upgrade.



Board Meeting Agenda Item Summary

Agenda Date: March 16, 2021

Item Title: Motion to Approve Automatic Annual Update & Renewal of EPFR's Financial Assistance Program Worksheet to Reflect Federal Poverty Guidelines

Presenter: Battalion Chief -MSO Brad Dyson

1. Recommended Action by Board:

"I move to authorize EMS Division staff to annually update the EPFR Financial Assistance Program Worksheet to reflect Federal Poverty Guidelines which are changed each year."

2. Summary:

Since the beginning of the EPFR EMS transport program more than 16 years ago, the Board of Commissioners has approved creation of a EPFR Financial Assistance Program to provide financial assistance (charity care) for non-fire district residents who are taken to hospitals by EPFR Medic units. This program is used to determine the eligibility of non-resident patients applying for either partial or complete write-off of their EMS transport fees. (Note: Residents have no out-of-pocket costs because of the "write-off" against our EMS levy fees.)

The EPFR program is based upon similar programs implemented by fire districts and hospitals throughout Washington. In the past, EMS Division staff have had to come before the Board each year to ask for approval of the new EPFR Financial Assistant Program Worksheet, ensuring that it matches Federal Poverty Guideline standards. This saves EMS Division work. If any significant changes were made to the federal guidelines (which are usually modified to simply reflect changes in cost of living), EMS Division staff would report those through the Fire Chief. **A sample EPFR Financial Assistance Program Worksheet is attached.**

3. Policies/ Alternatives Considered:

None. Current procedure would be left in place. EMS Division staff would still come before the Board each year to get an updated Financial Assistance Program Worksheet approved. This proposal simply streamlines work by EMS Division staff who need to coordinate implementation of our new Financial Assistance Program Worksheet each year with Systems Design, our EMS billing service.

4. Fiscal Impact:

No change in fiscal impact. In an average year, only 20 to 30 non-resident patients (out of more than 500 non-resident transports) receive partial or complete waivers. (Total value of annual write-offs: average of \$20,000 to \$25,000, of which we estimate 10-20% would be collected.)

This motion simply authorizes EMS Division staff to update the Financial Waiver Worksheet with the new Federal Poverty Guidelines when they are published, typically in the fall of each year, to go into effect for the following calendar year (January 1 through December 31st).

Individual Written Notice of 2021 Ambulance Transport Financial Assistance Program

It is the policy of East Pierce Fire & Rescue that no person will be denied emergency medical care and transport because of an inability to pay for such services.

East Pierce Fire & Rescue will provide needed emergency services without charge or at a reduced charge, and without discrimination, to those persons with inadequate or no means to pay for needed care.

To be eligible to receive needed ambulance services without charge or at a reduced charge, you or your family's annual income must be at or below the following levels:

Family Size	Federal Poverty Guidelines (Yr Income)	No Charge (150% or Less)	Charges Reduced By 75% (>150% to 200%)	Charges Reduced By 50% (>200% to 250%)	Charges Reduced By 25% (>250% to 300%)	No Reduction in Charges (Greater than 300%)
Family Income Level:						
1	\$12,880	\$19,320 or less	\$19,321 - \$25,760	\$25,761 - \$32,200	\$32,201 - \$38,640	\$38,641 or higher
2	\$17,420	\$26,130 or less	\$26,131 - \$34,840	\$34,841 - \$43,550	\$43,551 - \$52,260	\$52,261 or higher
3	\$21,960	\$32,940 or less	\$32,941 - \$43,920	\$43,921 - \$54,900	\$54,901 - \$65,880	\$65,881 or higher
4	\$26,500	\$39,750 or less	\$39,751 - \$53,000	\$53,001 - \$66,250	\$66,251 - \$79,500	\$79,501 or higher
5	\$31,040	\$46,560 or less	\$46,561 - \$62,080	\$62,081 - \$77,600	\$77,601 - \$93,120	\$93,121 or higher
6	\$35,580	\$53,370 or less	\$53,371 - \$71,160	\$71,161 - \$88,950	\$88,951 - \$106,740	\$106,741 or higher
7	\$40,120	\$60,180 or less	\$60,181 - \$80,240	\$80,241 - \$100,300	\$100,301 - \$120,360	\$120,361 or higher
8	\$44,660	\$66,990 or less	\$66,991 - \$89,320	\$89,321 - \$111,650	\$111,651 - \$133,980	\$133,981 or higher
For each additional family member, add \$4,540						

2021 HHS Poverty Guidelines from Federal Register,
Vol. 86, No.19, Feb. 1, 2021, pp.7732-7734

Schedule effective for service between: 1/01/21-12/31/2021

If you think you may be eligible for our Financial Assistance Program, please complete the application for Financial Assistance for Ambulance Transport and send it to our billing agency:

**Systems Design West
Attn: East Pierce Fire & Rescue Billing
P.O. Box 3510
Silverdale, WA 98383**

If you need financial assistance, and your family income level exceeds the amount listed, or you have other questions about this program, please contact Asst. Chief Russ McCallion, East Pierce Fire & Rescue, at 253-447-3504



Board Meeting Agenda Item Summary

Agenda Date: March 16, 2021

Item Title: Levy Resolutions

Presenter: Chief Bud Backer

1. Recommended Action by Board:

None – update and discussion only. Action will be required at the April regular meeting.

2. Summary:

Resolutions with ballot wording have been prepared by Attorney Quinn and are provided for your review. We will seek Board Approval at the April 20, 2021 Regular Board Meeting.

The Resolution for the Regular Levy is like the last lid lift we conducted in that it requests the ability to take up to a 6% increase for four years.

The EMS levy is to renew the 10-year EMS Levy. The EMS Levy must be renewed, or the district will be unable to levy the EMS tax, losing 25% of tax revenue in 2022.

As the EMS Levy is a renewal of the levy, we are unable to request a multi-year as we are recommending with the Regular Levy. This is due to the limitation of the single item requirement in the ballot measure. The result is that the EMS levy would be collected at the full 50 cents in 2022, but then would be subject to the 1% lid in 2023 and beyond. We estimate the difference in collection in 2023 would be over \$500,000 in collecting at 1% rather than 6% growth rate.

Staff is reevaluating the plan for when to seek lid lifts in the future due to the 1% limitation being placed on the EMS levy.

Comparison of current and proposed rates.

	2021 Collection Rate	Proposed 2022 Collection Rate
Regular Levy	\$1.36 / \$1,000 of assessed value	\$1.50 / \$1,000 of assessed value
EMS Levy	\$0.4537 / \$1,000 of assessed value	\$0.50 / \$1,000 of assessed value

A 14-cent increase in the Regular Levy Rate would equate to \$56.00 annual increase on a \$400,000 home at 2021 values.

A 4.6-cent increase in the EMS Levy Rate would equate to \$18.52 annual increase on a

\$400,000 home at 2021 values.

Resulting in a \$74.52 (\$6.21 per month) total increase in 2022 for that home valued at \$400,000. These estimates are based on 2021 values, any increase in assessed value will increase these figures.

We estimate that approval of both measures will generate \$5.7 million in additional revenue if the district's assessed value increases by six percent (6%), which would fund the addition of staffing at Station 124 in Milton and Station 117 in Tehaleh.

3. Policies/ Alternatives Considered:

4. Fiscal Impact:

Passage of both levies increase 2022 tax revenues by \$5.7 million.

Failure of EMS Levy would result in a reduction in tax revenues of \$8,586,176.52 (based on 2021 collection) with the inability to collect an EMS Levy.

**EAST PIERCE FIRE and RESCUE
PIERCE COUNTY, WASHINGTON**

RESOLUTION NO. ---

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF EAST PIERCE FIRE AND RESCUE PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT AN ELECTION TO BE HELD THEREIN ON AUGUST __, 2021, A PROPOSITION WHICH WOULD RE-AUTHORIZE THE FIRE DISTRICT LEVY RATE OF \$1.50 PER \$1,000 OF ASSESSED VALUATION FOR A ONE YEAR PERIOD, AND THEN WOULD ALLOW SPECIFIC INCREASES FOR EACH OF THREE CONSECUTIVE SUCCESSIVE YEARS, IN PROPERTY TAXES COLLECTED BY THE FIRE DISTRICT APPLICABLE TO ALL TAXABLE PROPERTY LOCATED IN THE DISTRICT, IN EXCESS OF THE LIMITATIONS IMPOSED BY CHAPTER 84.55 OF THE REVISED CODE OF WASHINGTON AND PROVIDING THAT THE LEVY DOLLAR AMOUNT IN THE FOURTH YEAR SHALL SERVE AS THE BASE FOR COMPUTING THE LIMITATIONS ON FUTURE YEARS' LEVIES.

WHEREAS, in the judgment of the Board of Fire Commissioners (the "Board") of East Pierce Fire and Rescue (the "District"), it is essential for the protection of the public health, safety, life, and property of the citizens and residents of the District that minimum service levels of fire and emergency medical services be maintained; and

WHEREAS, a regular property tax rate of \$1.50 per \$1,000 of assessed valuation, applicable to all taxable property located in the district, has been previously authorized and may be lawfully levied within the limits prescribed by RCW 84.55 as amended, which limits annual property tax increases to 1% over and above the previous year's tax revenues; and

WHEREAS, RCW 84.55.050 authorizes the 1% limit on annual increases to be exceeded with voter approval, commonly referred to as a "lid lift" election, and

WHEREAS, a 1% limitation would restrict the District from levying up to its full authorized levy rate of \$1.50 per \$1,000 of assessed valuation, necessitating a reduction in the level of services in the District, through longer response times, inadequate resources dispatched to alarms, increased reliance on mutual aid, reducing special services such as hazardous materials and rescue teams, and similar cutbacks; and

WHEREAS, the electorate should be given the opportunity to decide whether the service levels should be reduced or instead, whether the authorized rate of up to \$1.50 per \$1,000 should be levied and maintained, waiving the 1% limit of RCW 84.55, commonly referred to as "lifting the lid"; and

WHEREAS, current statutes authorize multi-year lid lifts for up to six years, with the dollar amount in the final year being used as a base for computing the limitations on future years' levies (sometimes referred to as a "permanent" lid lift), but East Pierce is only requesting a four year lid lift;

NOW THEREFORE BE IT HEREBY RESOLVED, FOUND, DETERMINED AND ORDERED, AS FOLLOWS:

Section 1. A regular property tax rate of \$1.50 per \$1,000 of assessed valuation, applicable to all taxable property located in the district, has been **previously duly authorized**, and is necessary and appropriate to levy, notwithstanding the 1% annual increase limitation of RCW 84.55.010 et seq., as amended. RCW 84.55 places a 1% limitation on the increase of tax revenue collected by the District annually. Such 1% limitation on the increase would cause a loss of revenue to the District of approximately \$_____ in 2022 and compounding in subsequent years. Such a loss would necessitate reduction in services as enumerated in the fourth recital above, and restrict the ability of the District to provide for the growing demand for service. This resolution and the resultant election would give the voters the opportunity to choose to continue service pursuant to the previously authorized levy rate adopted pursuant to RCW 52.16.160 (the “third fifty cents”), waiving the 1% limit of RCW 84.55 (commonly referred to as a “lid lift”).

Section 2. The proposal set forth below, if authorized by the qualified electors of the District, will allow a continued levy rate of \$1.50 per \$1,000 of assessed valuation for a one (1) year period, coupled with specified increases in property taxes collected in each of the three consecutive successive years thereafter. There shall be submitted to the qualified electors of the District, for their ratification or rejection, at an election on August __, 2021, a proposition to exceed the 1% limitation (and “lift the lid”) of RCW 84.55.010 et seq. and levy the full authorized rate of \$1.50 per \$1,000 of assessed valuation for a one (1) year period, coupled with specified increases in property taxes collected in each of the three consecutive successive years thereafter, subject to statutory and constitutional limits, which are otherwise applicable; **provided further** that the dollar amount of the levy in the fourth year shall be used as the base for computing the limitations on future years' levies. The limit factor applied in years two through four (2023, 2024 and 2025), which shall not be exceeded, shall be up to 6%, as contrasted to the 1% lid pursuant to RCW 84.55.010.

Section 3. The Board hereby requests the Manager of Records and Elections of Pierce County, Washington, as ex officio County Supervisor of Elections, to call and conduct such special election to be held within the District on August __, 2021 in conjunction with the primary election, and to submit to the qualified electors of the District the proposition in substantially the following form:

PROPOSITION NO. 1

EAST PIERCE FIRE AND RESCUE

AUTHORIZING INCREASE IN FIRE PROTECTION PROPERTY TAX LEVY RATE
OF UP TO \$1.50 PER \$1,000 OF ASSESSED VALUATION
FOR A FOUR YEAR PERIOD (2022-2025)

The Board of Fire Commissioners of East Pierce Fire and Rescue adopted
Resolution No. _____, concerning a proposition to exceed the limitation on

increasing property taxes. This proposition would authorize the District to restore the previous voter-authorized rate of \$1.50 per \$1,000 of assessed valuation in 2022, and allow annual increases of up to 6% for the succeeding three years. The 2025 levy dollar amount would be used for computing limitations for subsequent levies, as authorized in Resolution No. _____.

INSTRUCTIONS TO VOTERS:

Should this proposition be:

APPROVED

REJECTED

Section 4. A notice of special election shall be published at least once, which publication shall take place not more than ten (10) days nor less than three (3) days prior to the date of said election. Said publication shall be in a newspaper of general circulation within the District.

Section 5. Approval of the proposition described in Section 3 above shall be construed and interpreted as qualified elector approval of a tax increase in compliance with RCW 84.55 as amended.

Section 6. The Secretary to the Board is hereby directed to deliver a certified copy of this resolution to the Manager of Records and Elections of Pierce County, Washington, as ex officio County Supervisor of Elections for the District, by May ____, 2021.

Section 7. With respect to this election, the District shall participate in the publication of information in the Local Voters' Pamphlet, including but not limited to an explanatory statement reviewed and approved by the District's attorney, a Statement For, and a Statement Against, pursuant to Chapter 29A.32 of the Revised Code of Washington.

Section 8. This resolution shall take effect immediately upon adoption.

ADOPTED AND APPROVED by the Board of Fire Commissioners of East Pierce Fire and Rescue on April __, 2021.

EAST PIERCE FIRE AND RESCUE

Attest:

Chairman

District Secretary

Commissioner

Approved as to form:

Commissioner

Joseph F. Quinn, WSB #6810
Attorney for District

Commissioner

Commissioner

Commissioner

Commissioner

Resolution _____

EAST PIERCE FIRE & RESCUE

Resolution # _____

A RESOLUTION OF THE BOARD OF EAST PIERCE FIRE & RESCUE PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT THE AUGUST 2021 PRIMARY ELECTION OF A PROPOSITION AUTHORIZING THE DISTRICT TO CONTINUE TO LEVY TAXES FOR TEN CONSECUTIVE YEARS, AS AUTHORIZED IN RCW 84.52.069(2), TO PROVIDE FUNDS FOR EMERGENCY MEDICAL SERVICES, SAID LEVY TO BE SET AT A RATE OF UP TO \$0.50 PER \$1000 ASSESSED VALUATION, TO BE COLLECTED FOR TEN YEARS COMMENCING IN 2022; SETTING FORTH THE BALLOT TITLE; AND DIRECTING THAT THE PIERCE COUNTY AUDITOR BE PROVIDED A CERTIFIED COPY OF THIS RESOLUTION.

WHEREAS, in RCW 84.52.069, the Washington State Legislature authorized fire districts to impose a property tax of up to \$.50 per One Thousand Dollars of assessed valuation to provide emergency medical care and emergency medical services in each year for ten consecutive years; and

WHEREAS, the voters of the East Pierce Fire & Rescue approved in 2009 a six-year EMS levy, which was renewed in 2015 for six more years; and

WHEREAS, the Board of East Pierce Fire & Rescue desires to ask the voters to provide a “subsequent approval” as set forth in RCW 84.52.069 (2), by a majority vote of the electorate, of the EMS levy at the same maximum rate for an additional ten consecutive (10) years; and

WHEREAS, East Pierce Fire & Rescue provides basic and advanced life support emergency medical services that includes paramedic response; and

WHEREAS, assuring a constant source of funds to provide such emergency medical care and services will ensure continuous provision of emergency medical care and services and thus be in the best interest of the public health, safety, and general welfare; and

WHEREAS, the level of funding needed to adequately provide emergency medical care and services to the citizens residing within the East Pierce Fire & Rescue response area for each year during the period commencing in 2022 and ending in 2031 cannot be precisely determined due to changing economic needs and demands;

NOW THEREFORE BE IT RESOLVED that the Pierce County Auditor is hereby requested to include in the primary election in the manner provided by law to be held on August ____, 2021, in conjunction with the primary election to be held on the same day, for the purpose of submitting to the qualified electors of the taxing district, a proposition to authorize an EMS property tax levy at the rate of up to \$0.50 per One Thousand

Dollars of assessed valuation, for collection in 2022, and to be collected in each of the years 2022-2031, the dollar amount of said subsequent levies to be determined by the amount of funds needed to adequately provide for emergency medical care and services, as limited by applicable statutes, and not to exceed \$0.50 per One Thousand Dollars of assessed valuation, the proceeds thereof to be used to pay for the costs of providing advanced life support medical care and emergency medical services, including related personnel costs, training such personnel, and related equipment, supplies, and vehicles needed for the provision of emergency medical care and services.

Proposition No. 1

East Pierce Fire & Rescue
Emergency Medical Services Regular Property Tax Levy

Will East Pierce Fire & Rescue be authorized to impose regular property tax levies of \$0.50 per thousand dollars of assessed valuation for each of ten (10) years?

Yes.....

No.....

FURTHER RESOLVED that the District Secretary shall provide the Pierce County Auditor with a certified copy of this resolution upon its adoption.

ADOPTED IN OPEN SESSION, this ____ day of _____, 2021.

EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS

Chairman

Board Member

Vice-Chair

Board Member

Board Member

Board Member

Board Member

ATTEST:

Board Secretary

APPROVED AS TO FORM:

Joseph F. Quinn, District Attorney



To: **Board of Fire Commissioners**
From: **Chief Bud Backer**
Subject: **Monthly Chief's Report – March 16, 2021**



I. District Projects:

Agreements / Contracts Executed since last Board meeting

None

COVID-19

1 firefighter remains out since December 14. He is continuing to have long haul symptoms. We recently had 1 company officer who had tested positive, he is now back to work.

EMS has met with the County on several occasions. We have offered our services for all vaccination events within our service area, providing a medic unit on standby. We have also offered to provide medics to administer vaccinations, but the county states they are adequately staffed for that function.

New Firefighters

Class 2021-01:

The class continues to progress well at the Bates Fire Academy. Conducting training and living in quarters as a group during COVID restrictions has proven the commitment that these recruits have.

Capital Facilities (Bond)

Project Manager Herrera will provide additional information.

Station 118 Project: Crews should be relocated by April 8 and operating from Milton.

Anticipate going to bid for the station project by the end of April.

Station 111 Project: Anticipate going to bid end of June, first week of July.

Station 112 Project: Waiting for owner to sign right of entry agreement.

Station 114. Last tenant in 4-plex moves out at the end of this month. RFM working on design adjustments.

Apparatus: Second set of engines are nearing mid-build. We will be sending members to Appleton the first week of May to do final inspections.

Ladder training is progressing smoothly.

Leadership Transition

Chief Parkinson will begin managing meetings such as the Board meeting and Labor/Management in April.

Strategic Planning

Under Chief Parkinson's guidance, we have begun the strategic planning process with BERK Consulting. The stakeholder committee met for the first time on March 15.

II. Cities/Town.

2/17 City of Sumner Public Safety Committee

3/9 City of Bonney Lake Public Safety Committee

Inter-Local Agreements (ILA) with the cities – Fire Prevention

We are still working back and forth on the proposed changes to the ILA with Sumner. The remaining point is charge for transports of in-custody patients. Normally when a person is in-custody, the police department is billed for the transport. Sumner is seeking a lower rate. Of course, other cities will want the same thing. We do not have that many of those type of transports, so the impact isn't that great. (That said, it's a two-way street.)

III. Other Organizations

- Sumner Rotary via Zoom
- Washington Fire Chiefs Legislative Committee on 2/23 & 3/9.
- Pierce County Fire Chiefs 3/4.
- Chamber Collective zoom networking on 3/3

Injury – Medical Leave Report (March 2021)

- In 2021, a total of 15 employees have experienced extended leave (greater than 3 consecutive shifts); this includes both L&I and Non-L&I leave.
 - The average time loss of these employees is estimated at 54.26 calendar days
- Five L&I claims for time-loss injuries have occurred in 2021 (seen below in red).
 - 2 of these claims qualify for the Stay-at-Work program through L&I

