

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

**September 21, 2021**

This meeting will be virtual only

Please click the link below to join the webinar:  
<https://webinar.ringcentral.com/j/1451611616>

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](mailto: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 Recognition:
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA**
  - a) Approve Minutes of the August 17<sup>th</sup> Regular Meeting.....Page 3-5
  - b) Treasurer's Report.....Page 6-8
  - c) Approve Finances.....Page 9-14
  - d) Financial Waiver for Transport Account 131448957 in the amount of \$125.12.....Page 15

<b>August 2021 Post-Meeting</b>	
<b>General Fund</b>	
Payroll Adjustments	
Void Trx # 3346 WSCFF - Voucher # 210803009	\$ 28,576.24
New Trx # 3414 WSCFF - Voucher # 210804001	\$ 21,238.12
AP Voucher Voided per Resolution 953	
Voucher # 210303066 Les Schwab	\$ 7,123.91
Warrant # 1593539	
Transfer In from Capital Fund per Resolution 952	
Project Manager 2021 Q2 Expenses	\$ 62,173.00
<b>Capital Fund</b>	
Transfer Out to General Fund per Resolution 952	
Project Manager 2021 Q2 Expenses	\$ 62,173.00
<b>September 2021</b>	
<b>General Fund</b>	
Total AP	\$ 576,560.78
AP Vouchers	
Vouchers # 210902001 - 210902074	\$ 576,560.78
Total Payroll	\$ 2,490,893.69
Payroll Vouchers	
Vouchers # 210901001 - 210901011	\$ 365,348.72
Electronic Payroll	\$ 2,125,544.97
Total Expenditures ( AP + Payroll Above)	\$ 3,067,454.47
Total BIAS Expenditures (111 - 999)	\$ 3,055,050.57
Difference	\$ 12,403.90
utility reimbursement	\$ 216.06
sickleave buyback	\$ 11,137.84
materials buyback (cell phones)	\$ 1,050.00
<b>Capital Fund</b>	
Total AP	
Vouchers # 210903001 - 210903009	\$ 153,420.06

**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@eastpiercefirere.org](mailto:mhollon@eastpiercefirere.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:**

Resolution 954 – Cancel Warrant – Hollon.....Page 16-17  
Resolution 955 – Transfer of Funds – Hollon.....Page 18-19  
Resolution 956 – Surplus Asset 227 – Moore.....Page 20-21  
Resolution 957 – Surplus Misc. IT equipment – Moore.....Page 22-25

**7. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**

a) Station Design Executive Committee Report – Committee Chair, Parkinson, Herrera

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

a) Edgewood ILA – Parkinson.....Page 26-33  
b) Interlocal Agreement with West Pierce – Moore.....Page 34-35  
c) MOU for EMS Physician Stephen Barnhart – McCallion.....Page 36-37

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

a) Strategic Plan – Parkinson.....Page 38-88

**10. BOND-2018:**

a) Update - Herrera

**11. COMMISSIONER TRAINING/EVENT REQUESTS: None**

**12. CHIEF’S REPORT**

a) Monthly Chiefs Report.....Page 89-91  
b) Monthly Stats.....Page 91-99  
c) Divisional Updates

**13. EXECUTIVE SESSION:** Per RCW 42.30.140 Collective Bargaining Agreement discussion.

**14. COMMISSIONER ACTION/DISCUSSION:**

a) Finance Committee – Schedule Budget Meeting (October)

**15. ADJOURN**

**EVENTS:**

Sept. 23 <sup>rd</sup>	PC Commissioner Meeting	
Oct. 28 <sup>th</sup>	No PC Commissioner Meeting	State Conference
Nov. 18 <sup>th</sup>	PC Commissioner Meeting	
Dec. 2 <sup>nd</sup>	Comm/Chiefs Annual Banquet	

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

**August 17, 2021**

A regular meeting of the Board of Commissioners of East Pierce Fire and Rescue was held on August 17, 2021 in person as well as via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Vice-Chairman Ed Egan called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Mike Cathey, Kevin Garling, Randy Kroum, Cynthia Wernet, Pat McElligott, Fire Chief Parkinson, Deputy Chief Mack and District Secretary Michelle Hollon.

Excused: Commissioner Jon Napier

Vice-Chairman Egan welcomed those participating in the meeting and via conference/video call.

**Audience:** None

**Honors and Recognitions:** None

## **Approval of Agenda:**

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

**Consent Agenda. Motion:** Commissioner Kroum moved to approve the Consent Agenda (minutes of the July 20<sup>th</sup> Regular meeting; minutes of the July 28<sup>th</sup> Special meeting; Treasurer's Report; July post-meeting electronic payroll transactions 2944-2946 in the amount of \$180.37; current expense vouchers 210801001-210801064 in the amount of \$334,808.41; payroll vouchers 210803001-210803014 in the amount of \$374,963.34; electronic payroll in the amount of \$2,016,271.80; Capital expense vouchers 210802001-210802007 in the amount of \$770,104.30; Financial Waiver for transport account 132378695 in the amount of \$107.46; Resolution 951-Transport write-off's for 2<sup>nd</sup> Qtr. 2021). Motion seconded by Commissioner McElligott and carried.

**VISITOR COMMENTS:** None

## **RESOLUTIONS:**

**Resolution 952 – Transfer of Funds:** District Secretary M. Hollon presented to the Board Resolution 952 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 was in the amount of \$62,173.00. Commissioner Kroum moved to adopt Resolution 952-Transferring funds from the Capital Fund to the General Fund in the amount of \$62,173.00. The motion was seconded by Commissioner McElligott and carried.

**Resolution 953 – Cancel of Warrants:** District Secretary M. Hollon presented to the Board Resolution 953 requesting cancellation of a warrant. Les Schwab Tires was issued a check in the amount of \$7,123.91 for services but was lost in mail and not cashed. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by governing body. Commissioner Wernet moved to adopt Resolution 953 cancelling warrant 1593539 in the total amount of \$7,123.91 payable to Les Schwab Tires. The motion was seconded by Commissioner Kroum and carried.

## **COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:**

Planning Committee: Committee met with Berk Consulting on the Draft Strategic Plan. Internal meetings are finished and a finalize draft is to be reviewed. The implementation plan is on track to present a draft to the Board at the September meeting.

## **NEW BUSINESS:**

**Fireworks:** Chief Parkinson engaged the Board in dialogue regarding the discharging of fireworks within the District. The topic of public discharge of fireworks is on going topic of debate throughout our state each year. The Board discussed the formal position of the District as it relates to firework discharge. Each board member gave their view: McElligott: Would like a draft resolution presented to the Board for discussion; Kroum: Agreed with Commissioner McElligott and would like a resolution brought before the Board for discussion, possibly several meetings; Cathey: Is abstaining from the position on fireworks; Garling: Thanked the Chief on the process with the Board. Would like to know the position of the rest of the County districts. Keep discussion going until December; Wernet: Is willing to review and discuss a resolution. Encouraged the Board to read code, stats and WSP fire report. Discussed stats she reviewed and did not see an increasing trend, considered the increase in population. Would like to know who in Pierce County have bans (Districts). Not in support for burn ban except for emergency situations; Egan: Advised Chief to take the comments and present at a future meeting. Would like to know the Sheriff dept.'s protocols on the bans and if emergency bans will be decided by City Council and County Council. Chief Parkinson will review comments and discuss at a future board meeting.

**Ex-officio:** Chief Parkinson advised the Board that there will no longer be an ex-officio to East Pierce Fire & Rescue. With the new agreement with the City of Sumner, the ex-officio language has been removed. The cities within our district will communicate with the Fire Chief, as he is also part of many community groups. The Board and staff thank Kathy Hayden for her service and appreciate her attendance at our meetings.

## **UNFINISHED BUSINESS:**

### **BOND-2018:**

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

**Station 118:** Final versions will be signed soon. Notice to proceed by end of the month. Lincoln construction is starting their ground work.

**Station 111:** Submitted 3<sup>rd</sup> review of corrected comments. Will be going out for bid in September.

**Station 112:** Still in discussion with County.

**Station 114:** Pre-application meeting-provided site plan. No roadblocks at this time. Will submit concurrently. A notice for the working committee to meet 1<sup>st</sup> week of September will be sent out soon.

**Station 124:** no updates

**Station 117:** Executive design committee will meet on 8/18 to start work on the Station 117.

## **COMMISSIONER TRAINING/EVENT REQUESTS:**

### **COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:**

HR Committee – in person meeting July 5<sup>th</sup> 9:30 a.m.

Commissioner McElligott gave an update on the E911 funding.

### **CHIEF'S REPORT**

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

- Discussed Covid Stats
- Discussed Mandate

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



**Divisional Reports: None**

**COMMISSIONER ACTION/DISCUSSION:**

**EXECUTIVE SESSION:** Vice Chair Egan called for an executive session per RCW 42.30.140 Collective Bargaining Agreement Discussion at 8:17 p.m. for 10 minutes.

Meeting extended at 8:27 p.m. for 5 minutes.

Meeting extended at 8:32 p.m. for 5 minutes

Meeting reconvened at 8:37 p.m. No actions were taken.

**ADJOURN**

There being no further business to come before the Board, Commissioner Garling moved to adjourn the meeting. The motion was seconded by Commissioner Wernet. Meeting was adjourned at 8:38 P.M.

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District Secretary Michelle Hollon

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Chairman Jon Napier/Vice-Chair Egan



# EAST PIERCE FIRE & RESCUE

August 2021

for September 21, 2021 Meeting



Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
			5 Months Remaining =	38.5%

## General Fund (Current Expense)

Net Cash & Investments 12/31/2020

\$ 12,382,116

### Revenues

Property Tax - Current	191,955	18,488,835	34,259,337	15,770,502	46.0%
Property Tax - Prior Year/Delinquent	11,204	323,243	-	(323,243)	0.0%
Other Taxes	623	17,975	18,000	25	0.1%
Grants & Intergovernmental	25,972	685,391	160,000	(525,391)	-328.4%
Transport	504,839	4,513,430	5,800,000	1,286,570	22.2%
Plan Review Fees	21,311	65,967	108,000	42,034	38.9%
Inspection Fees	-	9,357	-	(9,357)	0.0%
Other Charges for Services	467	25,734	44,450	18,716	42.1%
Investment Interest	644	6,067	48,000	41,933	87.4%
Miscellaneous	6,113	130,544	165,500	34,956	21.1%
Insurance Recovery	46,354	86,972	-	(86,972)	0.0%
Transfers In	62,173	130,000	619,425	489,425	79.0%
<b>Total Revenues</b>	<b>871,656</b>	<b>24,483,513</b>	<b>41,222,712</b>	<b>16,739,199</b>	<b>40.6%</b>

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

### Expenses by Function

Commissioners	4,793	33,418	72,450	39,032	53.9%
Administration	91,962	709,151	1,408,243	699,092	49.6%
Finance-Elections, Leases, Transfers	38,113	4,268,061	7,391,418	3,123,357	42.3%
Emergency Mgt/IT/Volunteers	115,503	811,734	1,226,932	415,198	33.8%
Prevention	126,864	886,273	1,475,822	589,549	39.9%
Logistics	167,982	2,088,323	3,393,621	1,305,298	38.5%
Training	85,659	953,388	2,284,366	1,330,978	58.3%
Fire Operations	1,896,423	15,700,873	25,156,216	9,455,343	37.6%
EMS Operations	154,875	1,183,268	1,976,335	793,067	40.1%
Capital	14,965	251,312	619,425	368,113	59.4%
<b>Total Expenses</b>	<b>2,697,139</b>	<b>26,885,799</b>	<b>45,004,828</b>	<b>18,119,029</b>	<b>40.3%</b>

Payroll Clearing Accruals 16,629 (16,803)

### Expenses Net of Accruals

2,680,510 26,902,603

### Ending Net Cash and Investments

9,963,027 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	1,679,784	13,814,479	64.2%	21,508,977	47.8%
Overtime	246,137	1,286,464	51.4%	2,502,921	5.6%
Benefits & Uniforms	483,987	4,821,571	59.8%	8,059,762	17.9%
Subtotal-Payroll & Benefits	2,409,908	19,922,514	62.1%	32,071,660	71.3%
Supplies	118,325	1,014,230	56.3%	1,800,990	4.0%
Services	167,560	2,003,915	50.2%	3,989,385	8.9%
Capital	1,346	79,549	12.8%	619,425	1.4%
Transfers Out	-	3,865,591	59.3%	6,523,368	14.5%
<b>Total Expenses</b>	<b>2,697,139</b>	<b>26,885,799</b>		<b>45,004,828</b>	<b>100.0%</b>
Payroll Clearing Accruals	16,629	(16,803)			
<b>Expenses Net of Accruals</b>	<b>2,680,510</b>	<b>26,902,603</b>			



# EAST PIERCE FIRE & RESCUE

August 2021

for September 21, 2021 Meeting



	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
5 Months Remaining =					38.5%
<b>Reserve Fund</b>					
<b>Net Cash &amp; Investments 12/31/2020</b>			<b>\$ 17,105,467</b>		
<b>Revenues</b>					
Sale of Tax Title Property	-	4	-	(4)	0.0%
Investment Interest	1,354	13,782	36,000	22,218	61.7%
Transfer In Carryover	-	3,780,541	3,780,541	-	0.0%
Transfer In Newland/Tehaleh 112/117	-	85,050	100,000	14,950	15.0%
Transfer In GEMT IGT Return	-	-	600,000	600,000	100.0%
Transfer In Capital Facilities	-	-	2,042,827	2,042,827	100.0%
<b>Total Revenues</b>	<b>1,354</b>	<b>3,879,377</b>	<b>6,559,368</b>	<b>2,679,991</b>	<b>40.9%</b>
<b>Expenses</b>					
Transfers Out	-	-	619,425	619,425	100.0%
<b>Total Expenses</b>	<b>-</b>	<b>-</b>	<b>619,425</b>	<b>619,425</b>	<b>0.0%</b>
<b>Ending Net Cash and Investments</b>	<b>\$ 20,984,844</b>	<b>\$ 23,045,410</b>			

<b>Reserve Balances</b>	<b>8/31/2021</b>	<b>Policy Goal</b>	<b>(Short)/Over</b>
General Reserve	3,056,672	3,070,000	(13,328)
Equipment Reserve	6,467,651	6,480,000	(12,349)
Facilities Reserve	1,015,259	1,000,000	15,259
Employee Compensation Reserve	800,505	800,000	505
Capital Facilities Phase 2	4,150,861	Balance	
Station 118 Capital Reserve	485,909	Balance	
Station 112/117 Reserve	469,655	Balance	
EMS Equipment Reserve	4,538,333	Balance	
<b>Total</b>	<b>\$ 20,984,844</b>		

<b>Bond Fund (UTGO 2018)</b>	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
<b>Net Cash &amp; Investments 12/31/2020</b>			<b>\$ 320,068</b>		
Property Tax - Bond Levy - Current	11,905	1,081,960	2,008,000	909,528	46.1%
Property Tax - Bond Levy - Prior/Del.	587	16,512	-	-	0.0%
<b>Total Revenues</b>	<b>12,492</b>	<b>1,098,472</b>	<b>2,008,000</b>	<b>909,528</b>	<b>45.3%</b>
<b>Expenses</b>					
Debt Pmt - Principal - UTGO (2018)	-	-	290,000	290,000	100.0%
Debt Pmt - Debt Svc - UTGO (2018)	-	810,925	1,622,150	811,225	50.0%
<b>Total Expenses</b>	<b>-</b>	<b>810,925</b>	<b>1,912,150</b>	<b>1,101,225</b>	<b>57.59%</b>
<b>Ending Net Cash and Investments</b>	<b>\$ 607,615</b>	<b>\$ 415,918</b>	<b>\$ 1,101,225</b>		



## EAST PIERCE FIRE & RESCUE

August 2021  
for September 21, 2021 Meeting



Capital (Construction) Fund	Current Month	Year to Date	Budget Amendment 937	Remaining Amount	Remaining Percent
<b>Net Cash &amp; Investments 12/31/2020</b>			<b>\$ 34,713,168</b>		
Investment Interest	2,004	23,756	84,000	60,244	71.7%
<b>Total Revenues</b>	<b>2,004</b>	<b>23,756</b>	<b>84,000</b>	<b>60,244</b>	<b>71.7%</b>
<b>Expenses</b>					
Capital Purchases	763,239	4,353,756	17,600	(4,336,156)	-24637.3%
Transfer Out - GF -Cap Fac Mgr	62,173	130,000	175,397	45,397	25.9%
<b>Total Expenses</b>	<b>825,412</b>	<b>4,483,756</b>	<b>192,997</b>	<b>(4,290,759)</b>	<b>-2223.2%</b>
<b>Ending Net Cash and Investments</b>	<b>\$ 30,253,168</b>	<b>\$ 34,604,171</b>			<b>12.6%</b>



Finance Department  
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

**PAYMENT LISTING**

Trans Date	District Ref #	Payee Printed Name	Amount
9/15/21	3819	COBALT STORAGE	\$740.00
9/15/21	3820	ENVIROSAFE	\$21,072.76
9/15/21	3821	MCCLATCHY COMPANY LLC	\$170.87
9/15/21	3824	PIERCE COUNTY SEWER	\$22.28
9/15/21	3748	ALL CITY FENCE CO	\$84,787.43
9/15/21	3751	BARNHART MD PS STEPHEN W	\$4,612.50
9/15/21	3752	BERK CONSULTING	\$9,672.30
9/15/21	3818	ALBERT LEE APPLIANCES	\$22,879.90
9/15/21	3822	MOBILE MODULAR	\$561.97
9/15/21	3823	MURREYS DISPOSAL CO, INC	\$665.95
9/15/21	3825	RICE FERGUS MILLER ARCHITECTURE	\$105,199.05
9/15/21	3826	WA STATE DEPT OF REVENUE (USE TAX)	\$2,107.28
9/15/21	3744	ABM JANITORIAL SERVICES	\$1,046.52
9/15/21	3745	ADP SCREENING	\$78.84
9/15/21	3746	ADVANCE TRAVEL FUND	\$231.00
9/15/21	3747	ALERT-ALL CORP	\$1,681.47
9/15/21	3749	AMB TOOLS AND EQUIPMENT	\$17,643.14
9/15/21	3750	ART GAMBLIN MOTORS	\$130.21
9/15/21	3753	BOUND TREE MEDICAL LLC	\$730.86
9/15/21	3754	BRAUN NORTHWEST, INC	\$854.31
9/15/21	3755	BYERLEY CORINA	\$500.00
9/15/21	3758	CENTURYLINK (035B/376B/785B/786B/442B)	\$77.40
9/15/21	3760	CITY OF BONNEY LAKE-REIMB UTILITIES	\$3,740.47
9/15/21	3761	DEPT OF NATURAL RESOURCES	\$1,279.61
9/15/21	3756	CARDINAL HEALTH 112, LLC	\$4,443.90
9/15/21	3757	CATALYST WORKPLACE ACTIVATION	\$955.63
9/15/21	3759	CINTAS CORPORATION # 461	\$9,534.55
9/15/21	3762	EXPERT AIR CONTROL	\$2,121.01
9/15/21	3763	FLOOD DARYL	\$179.97
9/15/21	3765	GALLS, LLC - DBA BLUMENTHAL	\$3,395.39
9/15/21	3766	GITTS SPRING CO	\$701.64
9/15/21	3769	JAMES OIL CO. INC.	\$15,175.27
9/15/21	3770	KOVACS GABOR	\$1,250.00
9/15/21	3771	L N CURTIS & SONS	\$7,240.91
9/15/21	3764	FREIGHTLINER NORTHWEST	\$4,920.27
9/15/21	3767	HERC RENTALS INC.	\$1,890.79
9/15/21	3768	HUGHES FIRE EQUIPMENT, INC.	\$23,887.35
9/15/21	3773	LIFE ASSIST	\$22,909.33

9/15/21	3777	MAYEUX BILL	\$9.82
9/15/21	3778	MOUNTAIN MIST	\$839.63
9/15/21	3772	LARSEN SIGN CO	\$148.50
9/15/21	3774	MADSEN ELECTRIC	\$315.81
9/15/21	3775	MAGELLAN HEALTHPLAN	\$642.18
9/15/21	3776	MARION WATER CO., INC.	\$105.98
9/15/21	3779	MUNICIPAL EMERGENCY SERVICES	\$7,817.45
9/15/21	3780	MUSAR, INC.	\$1,045.00
9/15/21	3781	NPR INC	\$790.19
9/15/21	3784	PACIFIC OFFICE AUTOMATION	\$537.85
9/15/21	3785	PIERCE COUNTY SEWER	\$31.98
9/15/21	3782	OFFICE DEPOT/ACCT #28664540	\$74.70
9/15/21	3783	PACIFIC OFC AUTOMATION (OR)	\$196.54
9/15/21	3786	PLANCICH CODY	\$750.00
9/15/21	3787	POLAND AND SONS LLC	\$12,769.12
9/15/21	3789	PUBLIC SAFETY PSYCHOLOGICAL SVCS	\$1,200.00
9/15/21	3792	QUADIENT LEASING USA, INC.	\$361.25
9/15/21	3793	QUINN AND QUINN PS	\$638.00
9/15/21	3794	REBOUND	\$1,850.80
9/15/21	3788	PRAXAIR DISTRIBUTION, INC.-170	\$988.33
9/15/21	3790	PUGET PAVING	\$25,019.78
9/15/21	3791	PUGET SOUND ENERGY	\$75.28
9/15/21	3795	ROSE CITY LABEL	\$1,245.00
9/15/21	3796	RWC GROUP	\$2,166.84
9/15/21	3797	S & S METAL FABRICATION	\$579.08
9/15/21	3798	SAFETY EDUCATION TECHNOLOGIES	\$1,800.00
9/15/21	3799	SEAWESTERN	\$16,088.85
9/15/21	3800	SITECRAFTING, INC.	\$55.00
9/15/21	3801	SNIDER PETROLEUM	\$2,847.47
9/15/21	3802	SNURE SEMINARS	\$100.00
9/15/21	3806	SYSTEMS DESIGN WEST LLC	\$11,103.90
9/15/21	3807	TAYLOR PATIENCE	\$367.58
9/15/21	3808	TELEFLEX LLC	\$3,325.00
9/15/21	3809	TREASURY MANAGEMENT SVCS - US BANK	\$125.19
9/15/21	3803	STERRENBURG TROY	\$34.99
9/15/21	3804	STRIPE RITE, INC.	\$2,680.30
9/15/21	3805	SUNSET FORD	\$1,654.18
9/15/21	3810	ULINE, INC.	\$727.14
9/15/21	3811	UNDERWATER SPORTS, INC	\$5,417.58
9/15/21	3812	US BANK	\$53,913.75
9/15/21	3813	US TRANSMISSIONS INC.	\$382.05

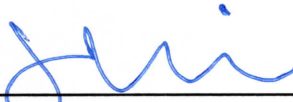
9/15/21	3814	UW VALLEY MEDICAL CENTER	\$3,035.00
9/15/21	3815	VFIS	\$167,431.00
9/15/21	3816	WA STATE DEPT OF REVENUE (USE TAX)	\$1,299.03
9/15/21	3734	AFLAC	\$1,065.29
9/15/21	3737	IAFF - FIREPAC	\$786.26
9/15/21	3740	WCIF	\$774.40
9/15/21	3541	BELLACK KEVIN J	\$27.62
9/15/21	3736	GET PROGRAM	\$1,024.00
9/15/21	3739	TACOMA-PIERCE CO CHAPLAINCY	\$526.50
9/15/21	3741	WSCFF - FASTPAC	\$478.34
9/15/21	3742	WSCFF-Medical Expense Reimbursement Plan	\$17,173.78
9/15/21	3639	NEVILL MARK A	\$299.32
9/15/21	3735	DIMARTINO ASSOCIATES (WSCFF)	\$18,227.08
9/15/21	3738	LEOFF HEALTH & WELFARE TRUST	\$324,966.13
9/16/21		WCIF	\$18,301.59
Payment Count: 94			Total Amount: <u>\$1,095,329.56</u>




Payment Count: 94  
Payment Total: \$1,095,329.56

**CERTIFICATION**

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as deccribed 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	<u>9/16/21</u> _____ Date	_____ Authorized District Official Signature	_____ Date
--	---------------------------------	---	---------------

 _____ Authorized District Official Signature	<u>9/16/21</u> _____ Date	_____ Authorized District Official Signature	_____ Date
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_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
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_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
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**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
8/25/21	3414	WSCFF-Medical Expense Reimbursement Plan	\$21,238.12
Payment Count: 1			Total Amount: \$21,238.12

## CERTIFICATION

Michelle Holton

8/25/2021

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

## AGENDA PACKET Page 14 of 101



## **Board Meeting Agenda Item Summary**

**Agenda Date:** September 21, 2021  
**Item Title:** Approve Waiving Co-Pay for Account # 131448957  
**Presenter:** Consent Agenda

**1. Recommended Action by Board:**

It is recommended that the Board approve waiving the co-pay due for Account # 131448957 in the amount of \$125.12.

**2. Summary:**

The Board approved Resolution 465, implementation of a "waiver authorization" program for out-of-pocket ambulance transport fee expenses incurred by district employees and their immediate family members.

**Circumstances surrounding this incident:**

An employee was transported. Private insurance paid all but \$125.12.

**3. Policies/ Alternatives Considered:** None.

**4. Fiscal Impact:** There is minimal financial impact on EPFR.



## Board Meeting Agenda Item Summary

**Agenda Date:** September 21, 2021  
**Item Title:** Resolution 954-Cancel of Warrants  
**Presenter:** Michelle Hollon

1. **Recommended Action by Board:** *I move to adopt Resolution 954 cancelling warrant 1605078 in the total amount of \$28,576.24 payable to WSCFF-Medical Expense Reimbursement Plan.*
2. **Summary:** WSCFF MERP was issued a check in the amount of \$28,576.24 for services but was issued in the wrong amount. The check was never mailed and was voided and destroyed. Total amount requested to be cancelled is \$28,576.24. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body.
3. **Policies/ Alternatives Considered:**
4. **Fiscal Impact:**

**EAST PIERCE FIRE AND RESCUE**

**RESOLUTION #954**

**(A resolution to cancel one warrant)**

**WHEREAS**, East Pierce Fire and Rescue incurred expenses in the total amount of \$28,576.24 for services; and

**WHEREAS**, warrant #1605078 issued on August 12, 2021 in the amount of \$28,576.24 payable to WSCFF – Medical Expense Reimb. Plan was in the wrong amount, warrant was not sent a request for a new warrant was made; and

**WHEREAS**, RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of East Pierce Fire and Rescue that the Pierce County Department of Budget & Finance be authorized and instructed to cancel warrant #1605078 and transfer all records of such warrants so as to leave the funds as if such warrants had never been drawn.

**ADOPTED** at a regular meeting of the Board of Commissioners on September 15, 2021, the following commissioners being present and voting:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

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



## Board Meeting Agenda Item Summary

**Agenda Date:** September 21, 2021  
**Item Title:** Resolution 955 – Transfer of Funds  
**Presenter:** Michelle Hollon

1. **Recommended Action by Board:** *I move to approve Resolution 955 to transfer funds from the General Fund to the Reserve Fund in amount of \$1,000,514 and from the Reserve Fund to the General Fund in the amount of \$154,090.*
2. **Summary:** Payment received from NASH Cascadia Verde, LLC for mitigation fees for the Tehaleh project in the amount of \$29,400. Funds will be transferred from General Fund to the Reserve Fund and allocated for Station 112/117 reserve. The 2020 interim payment for the GEMT program was received in the amount of \$971,114. Funds will be transferred from the General Fund to the Reserve Fund and allocated for EMS Equipment. Funding in the amount of \$84,787 for fencing around our stations for security purposes approved by the Board will be transferred from the Reserve Fund to the General Fund. Funding in the amount of \$69,303 for the purchase of the shuttle bus approved by the Board will be transferred from the Reserve Fund to the General Fund.
3. **Policies/ Alternatives Considered:**
4. **Fiscal Impact:**



**EAST PIERCE FIRE AND RESCUE**

**RESOLUTION NO. 955**

**A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS**

**WHEREAS**, the Board wishes to transfer funds in the amount of \$84,787.00 from the Reserve Fund to the General Fund for the costs of fencing around stations due to security issues ;and

**WHEREAS**, the Board wishes to transfer funds in the amount of \$69,303.00 from the Reserve Fund to the General Fund for the purchase of a shuttle bus approved in the 2021 budget: and

**WHEREAS**, the Board wishes to transfer funds in the amount of \$29,400.00 from the General Fund to the Reserve Fund for the payment received in the amount of \$29,400.00 for mitigation fees from NASH Cascadia Verde : and

**WHEREAS**, the Board wishes to transfer funds in amount of \$971,114.00 from the General Fund to the Reserve Fund as a result of the 2020 interim payment for the GEMT program and will be allocated for EMS equipment; 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 September 22, 2021 as follows:

General Fund (686-022)	Transfer Out	\$1,000,514.00
Reserve Fund (690-022)	Transfer In	\$1,000,514.00
Reserve Fund (690-022)	Transfer Out	\$154,090.00
General Fund (686-022)	Transfer In	\$154,090.00

**PASSED AND APPROVED** this 22<sup>nd</sup> day of September, 2021, the following commissioners being present and voting:

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

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

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

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

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

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

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

ATTEST:

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



## Board Meeting Agenda Item Summary

**Agenda Date:** September 21<sup>st</sup>, 2021

**Item Title:** Resolution 956- Surplus 2001 Pierce Dash Asset # 227

**Presenter:** Assistant Chief Jeff Moore

1. **Recommended Action by Board:** I move to approve Resolution 956 to authorize the surplus of a 2001 Pierce Dash Asset #227 Vin#(4P1CT02511A001910) LIC # (92530C).
2. **Summary:** Asset 227 Vin#(4P1CT02511A001910) LIC # (92530C). most recently has been in service at Station 119 (2<sup>nd</sup> Tier Reserve). At 19 years old this engine is the oldest Engine in our fleet and has exceeded its serviceable life as a 2<sup>nd</sup> Tier Response emergency vehicle. It has an odometer reading of approximately 72, 280 miles and will be replaced with a newer engine that better reflects the standardization of the current fleet. We will advertise this engine with Elhi's Auction House located at 9415 Pacific Avenue Tacoma and will sell to the highest bidder.
3. **Policies/ Alternatives Considered:** N/A
4. **Fiscal Impact:** No impact or cost.

### 2001 Pierce Dash



# EAST PIERCE FIRE AND RESCUE

## RESOLUTION NO. 956

### A Resolution to Surplus One 2001 Pierce Dash Engine

**WHEREAS**, a 2001 Pierce Dash Engine (Vin 4P1CT02511A001910 ) Asset 227 owned by East Pierce Fire & Rescue has been in service at Station 119 as a 2<sup>nd</sup> tier reserve. This engine has exceeded its serviceable life and is no longer needed by the District; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of East Pierce Fire & Rescue that One 2001 Pierce Dash Engine is hereby declared surplus to the needs of the District and will be sent to auction to be sold to the highest bidder.

**ADOPTED** at a regular meeting of the Board of Commissioners of East Pierce Fire and Rescue on September 21, 2021, 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



# Board Meeting Agenda Item Summary

**Agenda Date:** September 21, 2021

**Item Title:** Resolution 957-Surplus Miscellaneous IT equipment

**Presenter:** Assistant Chief Jeff Moore

**1. Recommended Action by Board:**

*Move to adopt Resolution 957 the surplus of miscellaneous information Systems equipment and to dispose of, donate, sell, or recycle at the discretion of the Fire Chief.*

**2. Summary:**

Staff recommends the surplus of the items on the attached (Appendix A) list of miscellaneous information Systems (IT) equipment. The items we are requesting to surplus no longer are of use to us. Some of the items are damaged beyond cost effective repair or placed out of service for meeting expiration date criteria. The items no longer fit our needs and we recommend the miscellaneous IT equipment be disposed of, sold, or donated, at the discretion of the Fire Chief.

**3. Policies/ Alternatives Considered:**

None

**4. Fiscal Impact:**

None

# EAST PIERCE FIRE AND RESCUE

## RESOLUTION NO. 957

### A Resolution to Surplus: Misc. information systems.

**WHEREAS**, misc. information systems, as listed in Exhibit A, owned by East Pierce Fire & Rescue has been deemed damaged beyond cost effective to repair and is no longer use to the District;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of East Pierce Fire & Rescue that misc. information systems, as listed in Exhibit A; 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. be sent to auction to be sold to the highest bidder.

**ADOPTED** at a regular meeting of the Board of Commissioners of East Pierce Fire and Rescue on September 21, 2021, 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

Barcode	Type	Brand	Model	Purch Date
10873	Network	HP	2610-24	2/27/2009
12135	Tablet	Getac	F110 G2	7/30/2015
10510	Computer	Intel	generic tower	6/30/2008
10991	Printer	HP	Color LJ 4650dn	6/29/2007
10592	Printer	HP	LJ 1300n	1/1/2005
10618	Printer	HP	CM2320	3/1/2010
12251	Computer	HP	6000 Pro	5/27/2011
12249	Computer	HP	6000 Pro	5/27/2011
10944	Computer	HP	6000 Pro	5/27/2011
10942	Computer	HP	6000 Pro	5/27/2011
10941	Computer	HP	6000 Pro	5/27/2011
10940	Computer	HP	6000 Pro	5/27/2011
10939	Computer	HP	6000 Pro	5/27/2011
10938	Computer	HP	6000 Pro	5/27/2011
10937	Computer	HP	6000 Pro	5/27/2011
10936	Computer	HP	6000 Pro	5/27/2011
10935	Computer	HP	6000 Pro	5/27/2011
10934	Computer	HP	6000 Pro	5/27/2011
10931	Computer	HP	6000 Pro	5/27/2011
10933	Computer	HP	6000 Pro	5/27/2011
12252	Computer	HP	6000 Pro	5/27/2011
10932	Computer	HP	6000 Pro	5/27/2011
10803	Computer	HP	6000 Pro	5/27/2011
10802	Computer	HP	6000 Pro	5/27/2011
10945	Computer	HP	6000 Pro	5/27/2011
10930	Computer	HP	6000 Pro	5/27/2011
10929	Computer	HP	6000 Pro	5/27/2011
10928	Computer	HP	6000 Pro	5/27/2011
10927	Computer	HP	6000 Pro	5/27/2011
10926	Computer	HP	6000 Pro	5/27/2011
10753	GPS	Garmin	NUVI 255W	4/1/2009
10817	GPS	Garmin	NUVI 255W	4/1/2009
10693	GPS	Garmin	NUVI 255W	6/4/2010
10880	GPS	Garmin	NUVI 255W	4/1/2009
10992	GPS	Garmin	NUVI 255W	4/1/2009
10902	GPS	Garmin	NUVI 255W	6/4/2010
12065	GPS	Garmin	NUVI 40LM	3/1/2014
12102	GPS	Garmin	NUVI 40LM	3/1/2014

Serial Number	Disposition
CN928ZQ0QT	recycle - obsolete
RF639F0988	recycle - faulty
402	recycle - obsolete
JPKAD34759	recycle - obsolete
CNCB150410	recycle - obsolete
CNF99DYTXY	recycle - obsolete
MXL1250FV9	recycle or sell - obsolete
MXL1281510	recycle or sell - obsolete
MXL1210G4N	recycle or sell - obsolete
MXL1210G4R	recycle or sell - obsolete
MXL1210G45	recycle or sell - obsolete
MXL1210G4C	recycle or sell - obsolete
MXL1210G49	recycle or sell - obsolete
MXL1210G46	recycle or sell - obsolete
MXL1210G48	recycle or sell - obsolete
MXL1210G47	recycle or sell - obsolete
MXL1210G4G	recycle or sell - obsolete
MXL1210G44	recycle or sell - obsolete
MXL1210G4F	recycle or sell - obsolete
MXL1210G4K	recycle or sell - obsolete
MXL128151B	recycle or sell - obsolete
MXL1210G4P	recycle or sell - obsolete
MXL0500KKL	recycle or sell - obsolete
MXL0500KKK	recycle or sell - obsolete
MXL1210G4Q	recycle or sell - obsolete
MXL1210G4D	recycle or sell - obsolete
MXL14407Y2	recycle or sell - obsolete
MXL1210G4B	recycle or sell - obsolete
MXL1210G4J	recycle or sell - obsolete
MXL1210G4H	recycle or sell - obsolete
1C5741458	recycle - obsolete
1C5777052	recycle - obsolete
1WM237514	recycle - obsolete
1C5777060	recycle - obsolete
1C5777065	recycle - obsolete
1WM574809	recycle - obsolete
335319385	recycle - obsolete
335204865	recycle - obsolete





## Board Meeting Agenda Item Summary

**Agenda Date:** September 21, 2021

**Item Title:** ILA with City of Edgewood – Annual Fire & Life Safety Inspections

**Presenter:** Chief Parkinson

### 1. Recommended Action by Board:

I move to approve the Annual Fire & Life Safety Inspection Interlocal Agreement between East Pierce Fire & Rescue and the City of Edgewood.

### 2. Summary:

The attached interlocal agreement (ILA) gives East Pierce Fire & Rescue the authority to begin conducting annual fire & life safety inspections within the City of Edgewood. This work will be conducted by the staff currently assigned to the EPFR Fire Prevention Division. There is no financial impact associated with this ILA beyond what is already accounted for within the 2021 operating budget.

### 3. Policies/ Alternatives Considered:

Do not approve the ILA.

### 4. Fiscal Impact:

None.

**RESOLUTION NO. 21-0590**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT (ILA) BETWEEN THE CITY OF EDGEWOOD AND EAST PIERCE FIRE AND RESCUE TO ILLUMINATE INTERACTION BETWEEN THE TWO GOVERNMENT ENTITIES AS THEY COOPERATE TO PROVIDE THE PUBLIC FIRE INSPECTION SERVICES.**

**WHEREAS**, the City has been annexed to the District, and the District provides fire protection to the City, pursuant to chapter 52.04 RCW; and

**WHEREAS**, the Parties have the authority to contract for the provision of fire inspection services, pursuant to chapter 39.34 RCW and RCW 52.12.031(4); and

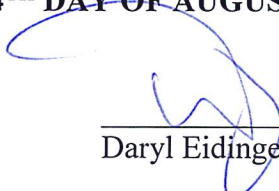
**WHEREAS**, the City desires to contract with the District for the provision of fire inspection services within the City, for the purpose of promoting fire and life safety education, ascertaining and causing to be corrected any conditions which would reasonably tend to cause fire or contribute to its spread, or any violation of the purpose or provisions of the International Fire Code, as adopted by the City, and of any other law or standard affecting fire safety.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

**Section 1. Agreement Authorized.** The Mayor is hereby authorized to execute the ILA attached hereto and incorporated herein as Exhibit A.

**Section 2. Effective Date.** This resolution will take effect immediately upon passage by the City Council.

**ADOPTED THIS 24<sup>TH</sup> DAY OF AUGUST, 2021**

  
\_\_\_\_\_  
Daryl Eidinger, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Rachel Pitzel, CMC  
City Clerk

**INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF EDGEWOOD  
AND EAST PIERCE FIRE AND RESCUE RELATED TO FIRE INSPECTION  
SERVICES.**

**THIS AGREEMENT** is made and entered into by and between the City of Edgewood, Washington, a Washington municipal corporation (hereinafter the “City”), and East Pierce Fire and Rescue, a Washington municipal corporation (hereinafter the “District”), who shall hereinafter be collectively referred to as the “Parties”, for purposes of setting forth the terms and conditions for the provision of fire inspection services.

**WITNESSETH:**

WHEREAS, the City has been annexed to the District, and the District provides fire protection to the City, pursuant to chapter 52.04 RCW; and

WHEREAS, the Parties have the authority to contract for the provision of fire inspection services, pursuant to chapter 39.34 RCW and RCW 52.12.031(4); and

WHEREAS, in the District’s performance of such Fire Inspection Services, the District is required to use the International Fire Code, as adopted by the City pursuant to RCW 35A.12.140 and the City Municipal Code, 15.24.010;

WHEREAS, the District has the authority to perform fire inspections, pursuant to International Fire Code (“IFC”) Section 106.2; and

WHEREAS, the Parties acknowledge that neither state law nor local code confer code enforcement authority upon the District for violations discovered during the District’s inspections (see RCW 52.12.031(7)); and

WHEREAS, the City desires to contract with the District for the provision of fire inspection services within the City, for the purpose of promoting fire and life safety education, ascertaining and causing to be corrected any conditions which would reasonably tend to cause fire or contribute to its spread, or any violation of the purpose or provisions of the International Fire Code, as adopted by the City, and of any other law or standard affecting fire safety; and

WHEREAS, the District desires to provide such fire inspection services for the consideration described herein; and

WHEREAS, the partnership between the Parties for fire inspections creates benefits for the community and the Parties. These benefits include quality fire and life safety inspections, pre-emergency planning, direct access to structures by first responders and other efficiencies.

NOW, THEREFORE, the parties hereto agree as follows:

**Section 1. Purpose.** The purpose of this Agreement is to describe the terms and conditions



under which the Parties will cooperate in the provision of fire inspection services within the City.

**Section 2. Services to be provided by District.** The District agrees to provide the following services, pertaining solely to commercial entities and specifically excluding residential properties, within the City:

A. Inspections.

- 1) **Schedule.** Qualified District personnel will inspect commercial buildings and structures in the City on a reasonable schedule that endeavors to inspect each commercial building no less than annually. When the District or City deems an inspection necessary based upon receipt of a complaint or otherwise becomes aware of circumstances that require an inspection, the District shall inspect the premises or structure within ten (10) days of receipt of such information or complaint.
- 2) **Code Enforcement.** The District shall provide inspection services and provide timely and complete inspection reports to the City for any violations discovered, that are not remedied by the property owner. Thereafter, the City shall be responsible for taking any action to enforce the provisions of the IFC or City code, including bringing any cause of action before any court, hearing examiner, board, committee, or other body empowered to determine responsibility for violations of the IFC and shall be responsible for pursuing and collecting any fines, penalties, compliance, and abatement. The District staff who inspected the property and found it to be in violation shall, upon request by the City, appear before any court, hearing examiner, board, committee, or other body empowered to enforce the provisions of the IFC or applicable City code in order to assist the City with enforcing the IFC or local code.
- 3) **Inspection Notices.** The District shall notify property owners and/or occupants prior to conducting inspections in accordance with Section 104 of the IFC. No inspections will be performed without such consent. If the timing of the inspection is inconvenient for either the property owner or occupant, the inspection can be rescheduled to a mutually agreed time. Furthermore, those owners and/ or occupants with a business whose operation may be negatively impacted by an unscheduled inspection may request a scheduled inspection by notifying the District in writing, and the District will try to reasonably accommodate any such requests.

B. **Property Owner's Refusal to Allow Inspection.** The District shall notify the City's Fire Code Official via email with confirmed receipt of any property owner/occupant refusal to permit a necessary inspection. The District shall take no action to attempt an inspection without permission of the City, if it receives any refusal from a property owner/occupant for a building/structure inspection.

C. **Correction Notices.** If the District discovers the presence of any condition which would reasonably tend to cause fire or contribute to its spread, or any violation of the

purpose or provisions of the IFC, as adopted by the City, the District shall issue a correction notice to the property owner, the occupant of the structure, and provide a courtesy copy to the City. Such correction notice shall be provided to the property owner and the occupant of the structure in writing within seven (7) days after the inspection. The District agrees to notify the City's Fire Code Official in writing when timely compliance with such correction notices is not achieved. If any condition exists, which in the opinion of the District inspector, warrants immediate action to protect the public health and safety, the emergency correction notice shall be provided to the property owner and occupant within 24 hours of the inspection. The District agrees to notify the City's Fire Code Official within 24 hours of any inspection warranting an emergency correction notice.

D. **Noncompliance with Correction Notice.** If violations are noted during the annual inspection, the District shall issue a correction notice (pursuant to the Edgewood Municipal Code) to the occupant and owner of the premises. At that time, 30 days will be allowed to bring the premises into compliance. If after re-inspection, compliance is not achieved, an additional 15 days may be allowed to bring the premises into compliance. If after initial inspection and/or re-inspection, compliance is not achieved, the District shall notify the City's Fire Code Official via email with confirmed receipt, who will then address the noncompliance through the City's code enforcement process, utilizing the District for information or assistance where necessary. After such notification by the District, the City shall be responsible for taking any further action to enforce the City's code or the IFC related to that property.

**Section 3. Reporting and Public Records Requests.** All inspection data, including name of inspector(s), identification of all properties inspected, identification of all Correction Notices issued, and identification of all emergency correction notices issued will be reported in the District's database. The District will provide inspection program information to the City upon request. If the City receives a public records request pursuant to Ch. 42.56 RCW for City records in the possession of the District, the District shall cooperate with the City's response and promptly provide responsive records to the City for production.

**Section 4. Coordination Meeting.** The District and City's Fire Code Official will meet periodically (no less frequently than quarterly) to evaluate inspections, discuss any ongoing code enforcement and discuss efficiencies. These meetings are also intended to foster the relationship between the District and City.

**Section 5. Financial Consideration(s).** For the services provided through this Agreement and specified in Section 2 and Exhibit A, the City shall remit no compensation. The services enumerated herein shall be performed at no monetary cost to the City.

**Section 6. Term.**

- A. This Agreement shall commence upon execution of the last-dated signature below.
- B. **Expiration.** This Agreement shall auto-renew each year on January 1<sup>st</sup>.
- C. **Termination.** The Parties may terminate this Agreement at any time and for any reason, by providing the other party three (3) months' prior written notice.



**Section 7. Relationship of Parties.** In contracting for the services described in this Agreement, the Parties are deemed for all purposes to be acting within their governmental capacities. No agent, employee, representative, officer or official of the District shall be or shall be deemed to be the employee, agent, representative, official or officer of the City. None of the benefits the City provides to its employees, including, but not limited to, compensation, insurance and unemployment insurance are available from the City to the employees, agents, representatives, officers or officials of the District. The District will be solely and entirely responsible for its acts and for the acts of its agents, employees, representatives, officials and officers during the performance of this Amendment. This covenant is mutually agreed to and applicable to the City in the same manner as applied the District. No property shall be exchanged between the Parties pursuant to this Agreement.

**Section 8. Discrimination.** In the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, the District, or any person acting on behalf of the District, shall not, by reason of race, religion, color, sex, marital status, sexual orientation, national origin or the presence of any sensory, mental or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates. This covenant is mutually agreed to and applicable to the City in the same manner as applied to the District.

**Section 9. Indemnification.**

The District shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits, including all legal costs and attorneys' fees, arising out of or in connection with the performance of this Agreement, except for injuries or damages caused by the sole negligence of the City. In the event of liability for negligence for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the District and the City, its officers, officials, employees, agents and volunteers, the District's liability hereunder shall only be to the extent of the District's negligence.

Neither party shall be deemed to be the agent of the other during the performance of this Agreement, and each party hereto shall remain solely liable for its own negligence, errors and omissions.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Parties' waiver of immunity under Industrial Insurance, Title 51 RCW, or any other applicable insurance available to District employees, including, but not limited to LEOFF, chapter 41.26 RCW or PERS, chapter 41.40 RCW, solely for the purposes of this indemnification. The parties further acknowledge that they have mutually negotiated this waiver. The District's waiver of immunity under the provisions of this section does not include, or extend to, any claims by the District's employees made directly against the District. The City's waiver of immunity under the provisions of this section does not include, or extend to, any claims by the City's employees made directly against the City.

The provisions of this section shall survive the expiration or termination of this Agreement.

**Section 10. Insurance.**



A. The District shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the District's provision of fire inspection services, including the work of the District's employees, agents, officials and officers.

B. Before beginning work under this Agreement, the District shall provide evidence, in the form of a Certificate of Insurance, of the following insurance coverage and limits (at a minimum):

1. Property Damages insurance no less than \$1,000,000 per occurrence with a \$3,000,000 aggregate.
2. Commercial General Liability insurance no less than \$1,000,000 per occurrence with a \$3,000,000 aggregate.
3. Errors and Omissions insurance no less than \$1,000,000 per occurrence with a \$3,000,000 aggregate.

C. The District is responsible for the payment of any deductible or self-insured retention that is required by any of their respective insurance policies. Each party may satisfy the requirements of this section by becoming or remaining a participant in an authorized self-insurance pool in the state of Washington with protection equal to or greater than that specified herein.

**Section 11. Recitals.** The Parties understand that the Recitals set forth in this Agreement are for convenience only.

**Section 12. Disputes, Venue, and Attorney's Fees.** Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the parties agree that they shall undertake reasonable attempts at negotiation and compromise, including, but not limited to, informal negotiation, mediation, or arbitration, prior to instituting any legal proceedings. If the parties are unable to resolve any dispute after such reasonable attempts at negotiation and compromise, jurisdiction of any resulting litigation shall be filed in Pierce County Superior Court, Pierce County, Washington. In any action brought to enforce any provisions of this Agreement, the prevailing party shall be entitled to recover from the other party all reasonable costs and reasonable attorney's fees incurred by the prevailing party.

**Section 13. Nonwaiver of Breach.** The failure of either party to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein contained in any one or more instances shall not be construed to be a waiver or relinquishment of any such, or any other, covenant or agreements; and the same shall be and remain in full force and effect.

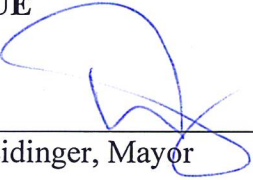
**Section 14. Entire Agreement.** This Agreement fully integrates the understanding of the parties. It supersedes and cancels all prior negotiations, correspondence, and communication between the parties with respect to the subject matter contained herein. No amendment, alteration, change or modification to this Agreement will be effective unless it is in writing and properly signed



by the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Interlocal Agreement on the last date indicated below:

**THE CITY OF EDGEWOOD  
RESCUE**

By   
Daryl Eidinger, Mayor

8/25/21  
DATE

**EAST PIERCE FIRE AND  
RESCUE**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Commissioner

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Commissioner

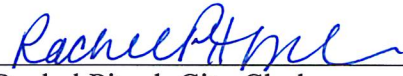
\_\_\_\_\_  
DATE

Notice shall be sent to:

The City of Edgewood  
Attn: Darren Groth, CED Director  
2224 104<sup>th</sup> Ave E.  
Edgewood, WA 98372-1513

East Pierce Fire and Rescue  
Attn: Fire Chief  
18421 Veterans Memorial Dr. E.  
Bonney Lake, WA 98391

ATTEST:

  
Rachel Pitzel, City Clerk

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

APPROVED AS TO FORM:

  
Ann Marie Soto, City Attorney

\_\_\_\_\_  
Eric Quinn, District Attorney



# Board Meeting Agenda Item Summary

**Agenda Date:** September 21<sup>st</sup>, 2021  
**Item Title:** Approval to sign WPFR ILA and purchase medic units  
**Presenter:** Assistant Chief Jeff Moore

1. **Recommended Action by Board:** I move to approve and authorize the Fire Chief to sign an Interlocal Agreement with West Pierce Fire & Rescue to purchase three Braun NW 2021 Dodge 4500 4 x 4 medic units as part of the 2022 Budget and waive competitive bid requirements.
2. **Summary:** The Logistics Division is currently in the process of planning for the replacement of three medic units in our fleet for 2022.
  - **Asset 409- 2006 Ford Diesel E450 with 108,000 miles (Reserve)**
  - **Asset 411- 2006 Ford Diesel E450 with 97,500 miles (Reserve)**
  - **Asset 424- 2017 Re-chassis Ford E-450 Gas with 118,191 (Reserve)**

Due to the pandemic, many microchip manufactures were forced to halt production which is creating significant production slowdowns. These production shutdowns by Ford and other chassis manufactures have created a major supply chain interruption of chassis needed to produce medic units. Ford recently commented that the 2022 chassis will no longer be available at the end of last month (August), and we anticipate Dodge will shortly follow this trend. Ford will move to model year 2023 due to chassis shortages and complete shutdowns of ambulance assembly lines with no manufacture date yet announced.

The current EPF&R deployment model will be stretched to capacity with our current fleet if we are not able to secure 2022 chassis for builds that would start in January of 2022. We would like to take advantage of all available opportunities to secure 2022 chassis for our fleet and avoid any significant completion date delay's. Estimated build times are approx. 10 months from securing chassis.

3. **Recommendation:**

It is my recommendation we consider the purchase of three new Dodge 4500 4x4 Diesel medic units from Braun NW the West Pierce Fire and Rescue ILA available to us for piggybacking until January of 2022. Utilizing an ILA would secure those chassis under contract this month and would be paid for in the approved 2022 budget next year. For the proposed mitigation strategies, the departments assets reviewed for replacement include 10 ambulances.
4. **Policies/ Alternatives Considered:** N/A
5. **Fiscal Impact:** \$889,000 (2022 Budget)

## INTERLOCAL COOPERATIVE PURCHASING AGREEMENT

Agency: WEST PIERCE FIRE & RESCUE Bid# RFP: ONE (1) OR MORE AMBULANCES ON A 2019/2020 DODGE 4500 ST TYPE I AMBULANCE PREP CHASSIS AND MODULE.

Date: 01/18/2019

P.O. # Signed Proposal on 2/04/2019

Effective Until: 01/18/2022

Pursuant to Chapter 39.34 RCW and to other provisions of law, \_\_\_\_\_

\_\_\_\_\_, herein after referred to as the "USER", both being municipal corporations, political subdivisions or other public agencies of the State of Washington, hereby agree to cooperative inter-local purchasing with the following terms and conditions:

Upon the following terms and conditions:

1. The SPONSOR, in contracting for the purchase of the above goods, agrees to extend said supply contract to other political subdivisions to the extent permitted by law, and agreed upon by the parties.
2. The USER accepts responsibility for compliance with any additional or varying laws and regulations governing purchases by or on behalf of the political subdivision in question.
3. The SPONSOR accepts no responsibility for the performance of any purchasing contract by the vendor and accepts no responsibility for payment of the purchase price by the USER.
4. The USER reserves the right to contact independently for the purchase of any goods.
5. This agreement shall remain in effect for three (3) years from the date of execution by both parties.

### SPONSOR AGENCY:

### USER AGENCY:

West Pierce Fire & Rescue  
Entity Name

East Pierce Fire & Rescue  
Entity Name

3631 Drexler Drive West  
Address


18421 Veterans Memorial Dr. E  
Address

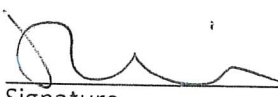
University Place      WA      98466  
City                      St                      Zip

Bonney Lake              WA              98391  
City                      St                      Zip

253-582-4600              253-564-1629  
Phone                      Fax

253-863-1800              253-863-1848  
Phone                      Fax

      8/24/21  
Signature                      Date

      8/30/21  
Signature                      Date

Jim Sharp                      Fire Chief  
Printed Name                      Title

Jon Parkinson                      Fire Chief  
Printed Name                      Title



# Board Meeting Agenda Item Summary

**Agenda Date:** September 21, 2021

**Item Title:** Recommendation to Approve MOU For EMS Physician Dr. Barnhart to Cover Cost of EMS Malpractice Coverage

**Presenter:** Assistant Chief Russ McCallion

## 1. Recommended Action by Board:

I move to approve the MOU presented for the Personal Service Contract between East Pierce Fire & Rescue and Dr. Stephen W. Barnhart.

## 2. Summary:

Pierce County EMS requires that each ALS Agency in the county employ an EMS “physician advisor”. Dr. Wade Barnhart, who works as a Good Samaritan Hospital Emergency Department physician, has done an outstanding job as the EPF&R Physician Advisor since we began contracting with him in 2010.

Dr. Barnhart’s duties include teaching 20 EMS advanced medical continuing education classes per year, serves as our Public Access Defibrillator campaign medical director, orders controlled substances (i.e. narcotics) used by our FF/paramedics, participates in risk-management reduction programs, and provides mentoring and clinical oversight while riding with crews on emergency calls.

After conferring with the other EMS Physician Advisors working for fire/EMS agencies in Pierce County, Dr. Barnhart notified us that he was the only physician who had not obtained EMS malpractice insurance to cover his potential liability if named in a lawsuit involving EPF&R.

Dr. Barnhart went ahead, earlier this year, and purchased a one year malpractice insurance contract. He proposes to split the \$4,174.56 bill evenly between EPF&R and his other EMS client, Graham Fire & Rescue. If this addendum is approved EPFR will be responsible for reimbursing Dr. Barnhart for 50% of the cost of his EMS insurance coverage, for a total of \$2,087.28.

## 3. Policies/ Alternatives Considered:

None. EPF&R is required to employ an EMS Training Physician as an independent contractor. With the increase in litigation and complaints against police and first responder agencies, providing our EMS Physician advisor with EMS malpractice insurance is the right thing to do.

## 4. Fiscal Impact:

The department has sufficient funds in the EMS Physician Advisor line item budget to cover this expenditure for 2021. (COVID-19 has limited the amount of time Dr. Barnhart has been able to teach and ride with crews.) Dr. Barnhart’s service contract needs to be renewed for 2022. I would propose building in the EMS malpractice insurance as part of his contract, with limits on annual increases.

---

MEMORANDUM OF UNDERSTANDING  
BY AND BETWEEN  
EAST PIERCE FIRE & RESCUE  
AND  
Dr. Stephan W. Barnhart

---

This Memorandum of Understanding sets forth a supplemental Personal Services Contract between EAST PIERCE FIRE & RESCUE, a political subdivision of the State of Washington, and Dr. Stephan W. Barnhart to be approved by action of the Board of Commissioners and by Dr. Stephen W. Barnhart.

Whereas, the Dr. Stephan W. Barnhart is under a two-year personal services contract, and

Whereas, the Fire Chief has reviewed and recommends for the District to pay the cost of EMS Malpractice Coverage based on liability of EMS services provided to the District, and

Whereas, additional language has been presented and reviewed by both parties.

NOW THEREFORE IT IS HEREBY AGREED:

- A. It is agreed to pay 50% of the total cost of premiums for EMS Malpractice Coverage on behalf of Dr. Stephen W. Barnhart for 2021 in the form of reimbursement to Stephen W. Barnhart. Amending Section 2, adding Item 2.1 as follows:

- 2.1 The District agrees to pay 50% of the total cost of EMS Malpractice Coverage premiums for Dr. Stephen W. Barnhart annually.

Dated this 21<sup>st</sup> day of September, 2021.

Dr. Stephen W. Barnhart

East Pierce Fire & Rescue

---

Stephen W. Barnhart

---

Board Chair, Jon Napier



## Board Meeting Agenda Item Summary

**Agenda Date:** September 21, 2021  
**Item Title:** Strategic Plan Adoption  
**Presenter:** Chief Parkinson

### 1. Recommended Action by Board:

Move to approve the East Pierce Fire & Rescue Strategic Plan as presented.

### 2. Summary:

The 2021 Operating Budget approved the creation of a strategic plan for the District. In January of 2021, the Board of Fire Commissioners approved the selection of Berk Consulting as the contractor for this project. Over the last six months, the community, the workforce, and stakeholders have been interviewed for feedback. The strategic planning committee has had numerous meetings, and the Board Planning Committee has reviewed the draft strategic plan twice. The strategic planning committee has finished its work and presents you with the final draft of the proposed strategic plan covering the District for the next five years.

### 3. Policies/ Alternatives Considered:

Recommend further edits.

### 4. Fiscal Impact:

None.

# East Pierce Fire and Rescue

## Strategic Planning 2021: Community and Agency Profile 9/15/21

---

This document is intended to provide high-level context to inform the development of the EPFR Strategic Plan. It is not intended for tactical planning purposes.

While this is a lengthy document, longer sections include a summary of key takeaways, noted below and in **bold turquoise** in the Table of Contents on the next page.

- Community Survey (page 6).
- Stakeholder Interviews (page 11)
- Staff Survey (page 20)

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# Community Profile

## POPULATION GROWTH

The EPFR service area grew by 21% from 2010 to 2020 and is slated to grow by an additional 8% by 2025.

- The 2010-2020 annual growth rate was 1.8%, which is expected to slow to 1.6% between 2020 and 2025.
- Concentrations of this growth include Tehaleh and Edgewood.

### Exhibit 1 – Incidents Over Time

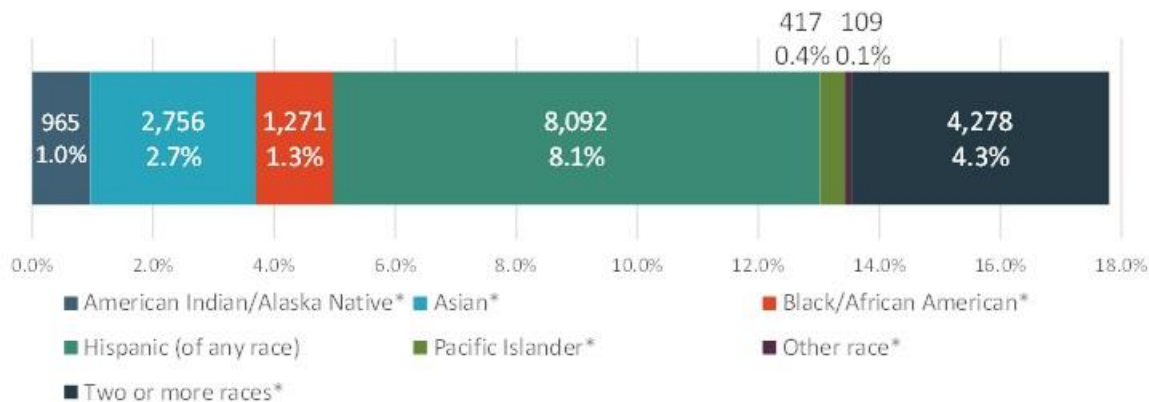
Year	2010	2020	2025
Population	83,366	100,508	108,916
Pecent change		21%	8%
Average Annual Growth Rate		1.8%	1.6%

Sources: US Census American Community Survey, 2014-2018; US Census, 2010; ESRI, 2021; BERK, 2021.

## RACE AND ETHNICITY

- 82.2% of the EPFR self-identified as White
- About 8% or 1 in 12 residents is of Hispanic ethnicity

### Exhibit 2 – Black, Indigenous, and People of Color Population



Sources: US Census American Community Survey, 2014-2018; US Census, 2010; ESRI, 2021; BERK, 2021.

- \* Non-Hispanic.
- Note: This data does not include specific identifies of people who identify with two or more races or ethnicities, because the US Census does not allow people to report more than one race.

## LANGUAGE

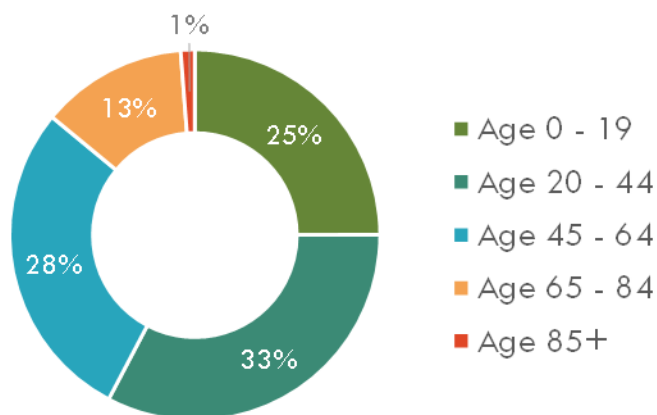
- As of 2018: over 99% of EPFR service areas residents speak proficient English.
  - 629 individuals (0.7% of population) speak no English or do not speak English well.
  - 4 in 5 of those individuals speak Spanish as their primary language.

Sources: US Census American Community Survey, 2014-2018; US Census, 2010; ESRI, 2021; BERK, 2021.

## AGE

- Median age has increased in the past decade. In 2020, the median age for the EPFR service area was 39.1, compared to 37.7 in 2010.
- 7.8% of all households in 2018 were a single person aged 65+

**Exhibit 3 – Age**



Sources: US Census American Community Survey, 2014-2018; US Census, 2010; ESRI, 2021; BERK, 2021.

## INCOME

- EPFR's service area is a relatively wealthy community, with median household incomes over \$100,000 in 2020, compared to Pierce County as a whole (\$77,326). We see a relatively even distribution of incomes for the half of the households with incomes below the median. It is notable however, that nearly 7% of the population lives in poverty, representing over 6,000 individuals.

**Exhibit 4 – Household Income**

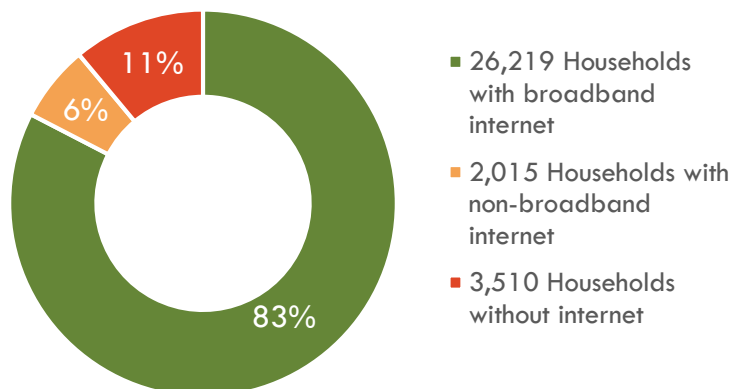


Sources: US Census American Community Survey, 2014-2018; ESRI, 2021; BERK, 2021.

## INTERNET ACCESS

17% of the EPFR community has limited internet access at home.

**Exhibit 5 – Household Internet Access**



Sources: US Census American Community Survey, 2014-2018; ESRI, 2021; BERK, 2021.

# Community Survey

## INTRODUCTION AND KEY TAKEAWAYS

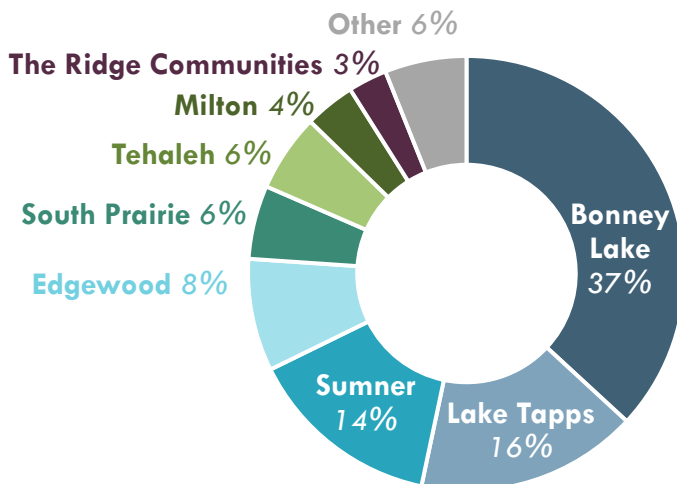
East Pierce Fire and Rescue (EPFR) conducted a community survey to gather feedback from residents about their satisfaction and awareness of EPFR services, and their priorities for the future. The survey was open for just over three weeks from Friday, April 16 through Sunday, May 9, 2021 and gathered 353 responses. Exhibit 6 shows the specific communities in which survey respondents live. The communities of Bonney Lake, Sumner, and South Prairie may be overrepresented in the survey.

Key takeaways include:

- Most respondents are very satisfied with EPFR overall. Respondents are most satisfied with EPFR's quality of service and personnel. Respondents have the least certainty and satisfaction with EPFR's stewardship of financial resources.
- Nearly all survey respondents are aware EPFR responds to and extinguishes fires and responds to medical emergencies. Respondents are least likely to know that EPFR prevents fires building inspections and that EPFR plans for disasters like earthquakes, terrorism, or floods.
- Beyond extinguishing fires and responding to medical emergencies, respondents' top priorities for EPFR are special operations response and disaster planning. Respondents' lowest priorities are public education and building inspections.
- Respondents most want to receive communications from EPFR via Facebook, email, mail, and text.

### Exhibit 6. Survey Respondents' Locations of Residence

Survey question: "Please tell us which community you live in." (347 responses)



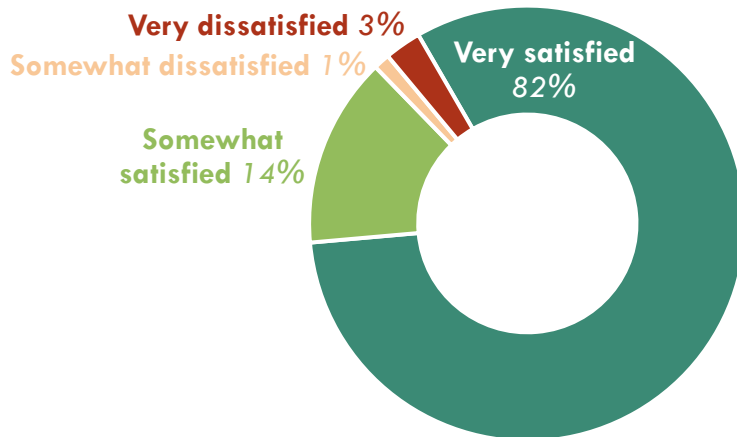
Source: BERK, 2021.

## SURVEY RESPONSES

### Satisfaction with EPFR

#### Exhibit 7. Survey Respondents' Overall Satisfaction with EPFR

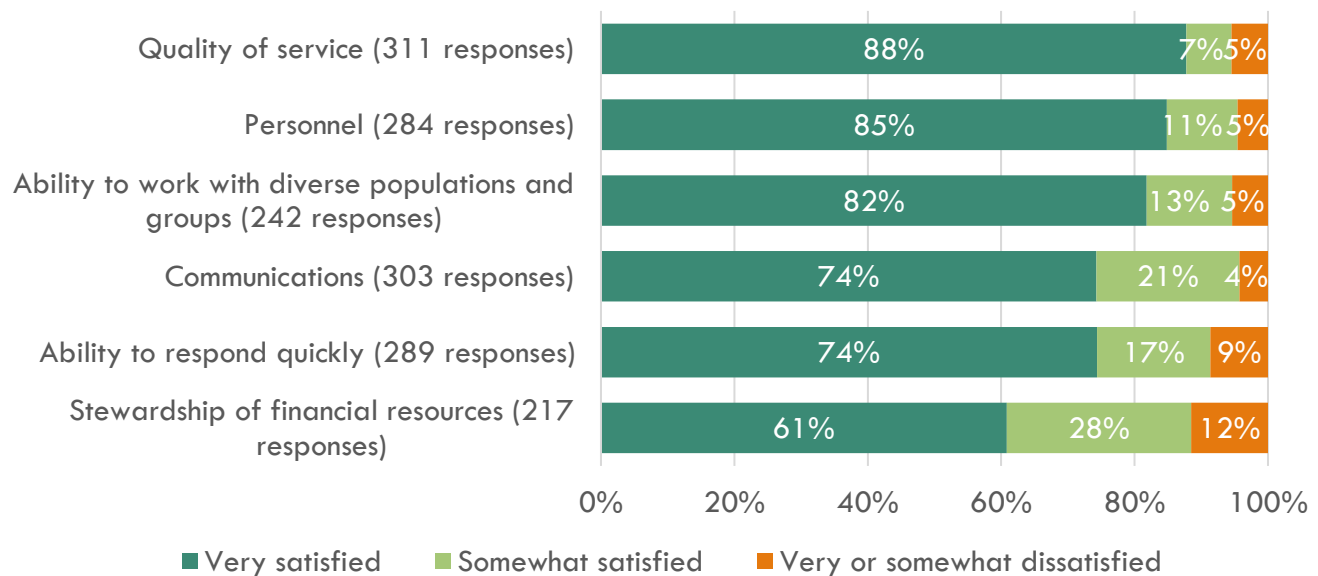
Survey question: "Overall, how satisfied are you with East Pierce Fire & Rescue?" (351 responses)



Source: BERK, 2021.

#### Exhibit 8. Survey Respondents' Satisfaction with EPFR in Six Focus Areas

Survey question: "How satisfied are you with the District in each of the following areas?" (352 responses)



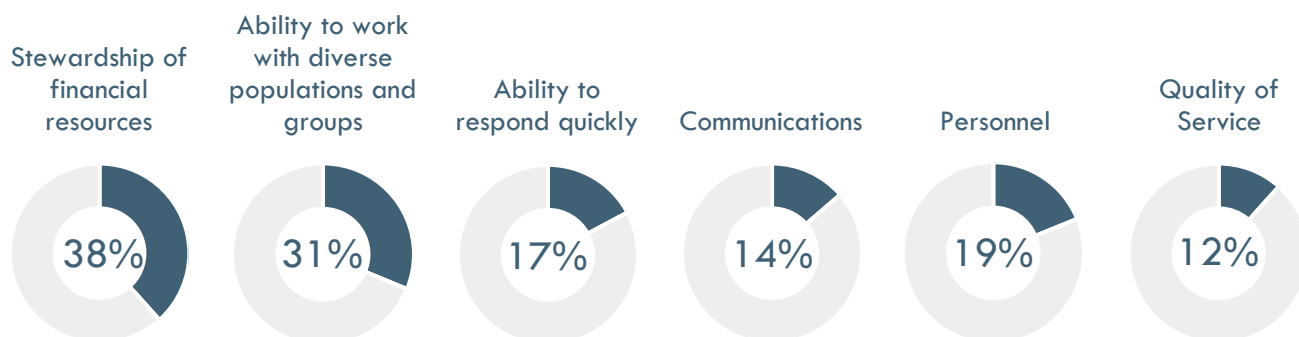
Source: BERK, 2021.

13 respondents provided open-ended "other" responses. Notable themes beyond the above focus areas include:

- Additional staffing, stations, and planning for growth.
- Increased community engagement.
- Ability to respond to mental health calls.

## Exhibit 9. Proportion of Respondents who Selected “N/A or Unsure” Regarding their Satisfaction with EPFR in Six Focus Areas

Survey question: “How satisfied are you with the District in each of the following areas?” (352 responses)



Source: BERK, 2021.

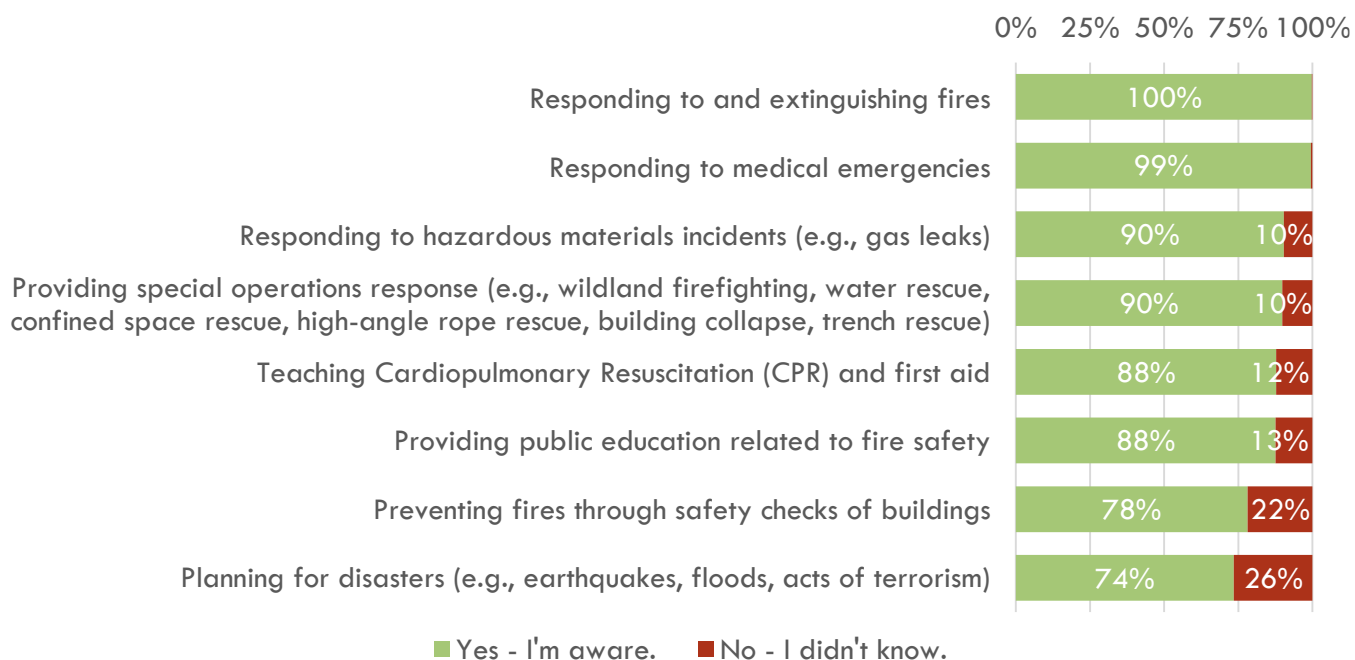
79 respondents provided input to the open-ended question: “Do you have any other comments you'd like to share?” Common comment themes include:

- Gratitude and respect for EPFR, especially kind staff.
- Concerns about growth.
- Interest in additional communications about emergent/developing situations.
- Interest in additional stations.

## EPFR Services: Awareness, Prioritization, and Usage

### Exhibit 10. Survey Respondents' Awareness of EPFR's Service Provision

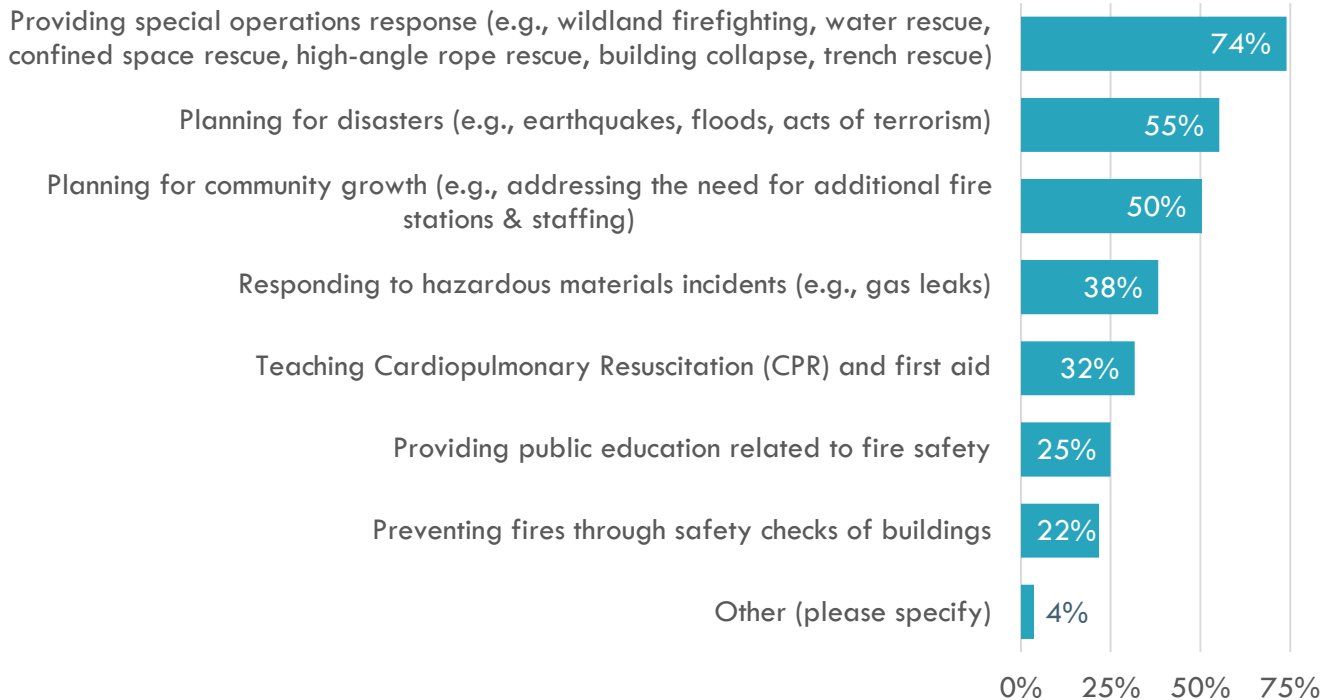
Survey question: “Are you aware that the District provides the following services?” (352 responses)



Source: BERK, 2021.

### Exhibit 11. Survey Respondents' Priorities for EPFR Service Provision

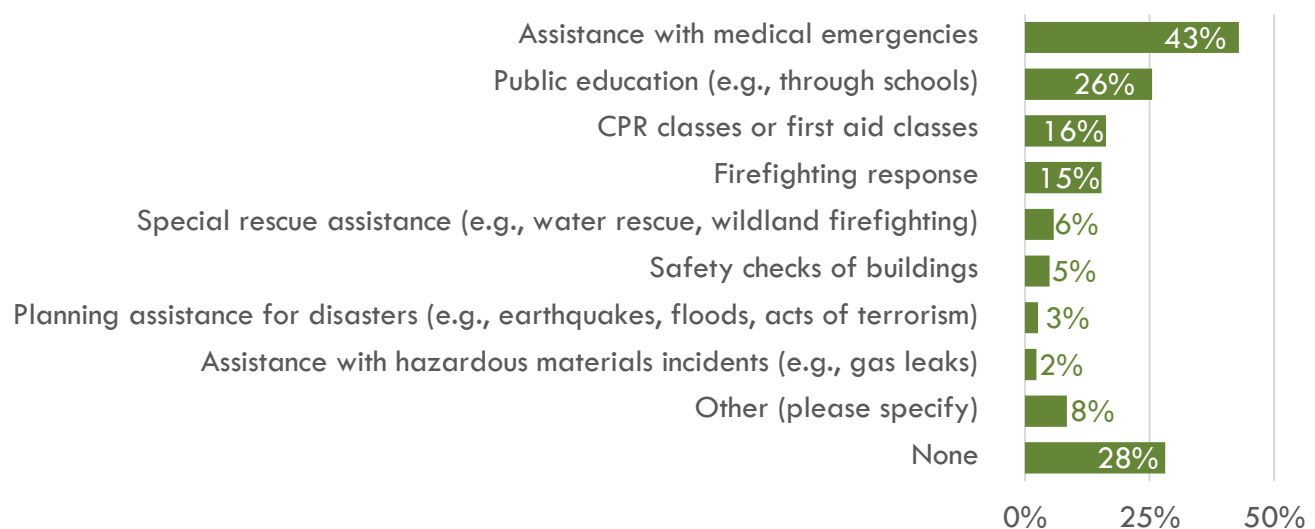
Survey question: "Other than extinguishing fires and responding to medical emergencies, what are the most important service priorities the District should focus on? Please select your top THREE choices." (353 responses)



Source: BERK, 2021.

### Exhibit 12. Services that Survey Respondents have Received from EPFR

Survey question: "What services, if any, have you received from the District?" (345 responses)



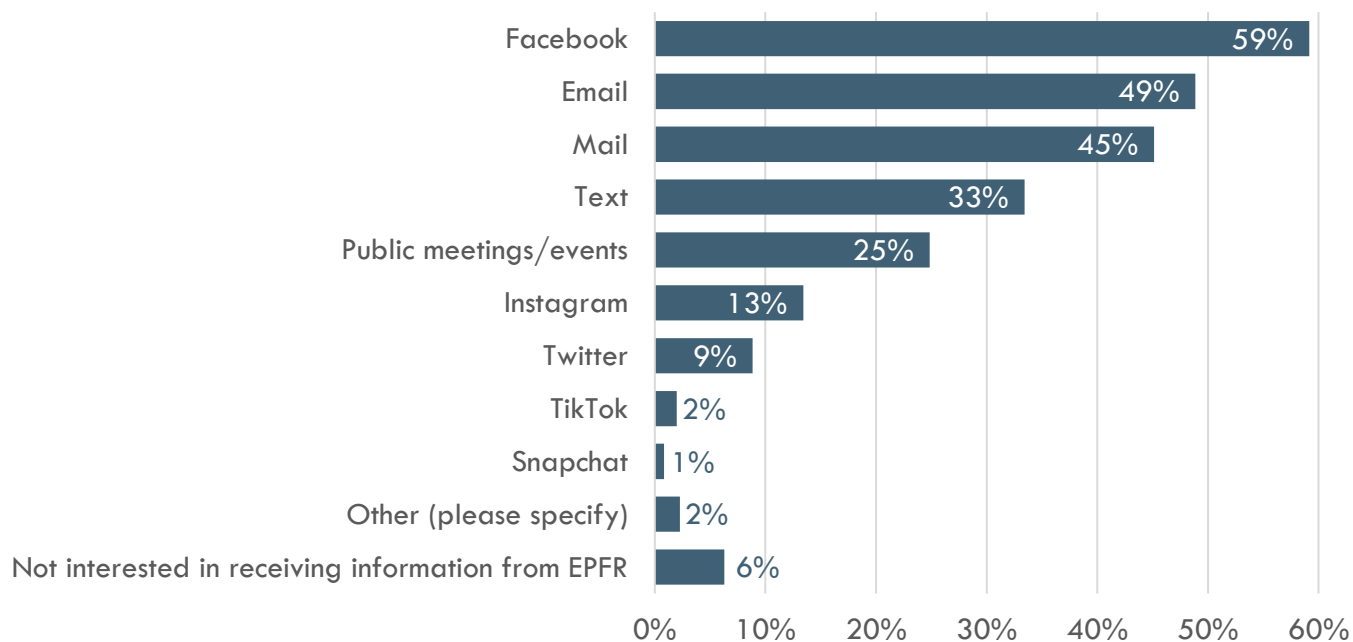
Source: BERK, 2021.

29 respondents provided open-ended “other” responses. Notable themes include open houses and educational and safety programs.

## Contact Preferences

### Exhibit 13. Survey Respondents’ Contact Preferences for Information from EPFR

Survey question: “How would you like to receive information from the District? Please check all that apply.” (350 responses)



Source: BERK, 2021.

8 respondents provided open-ended “other” responses. Notable suggestions include:

- Nextdoor.
- Local news on television.
- Automated phone alerts.
- Virtual town halls.
- Methods to reach youth.



# Stakeholder Interviews

## OVERVIEW AND KEY TAKEAWAYS

In April and May 2021, BERK conducted eight interviews – some one-on-one and some group interviews – with representatives of key East Pierce Fire and Rescue (EPFR) stakeholders. See Exhibit 14 for a full list of interviewees and see the appendices for the interview protocols.

Key takeaways include:

- **EPFR offers strong core fire and emergency services and knowledgeable staff.**
- Interviewees suggested **additional or improved services for EPFR to consider**, such as adding commercial fire inspections or bringing CPR classes to local communities.
- **Partners differ in their experience of EPFR's involvement with the public.** Some partners find EPFR to be a highly visible member of the community, and others would like to see additional participation in large public events.
- **EPFR could improve its partnerships through more frequent communication and regular attendance at partners' planning meetings.**
- **EPFR could improve its service provision through increased collaboration with neighboring fire districts**, such as aligning service with other fire districts via Blue Card.
- **Growth and development, as well as an aging population are the most significant current and upcoming community changes** that will impact EPFR's service provision.

The sections that follow present a summary of interview highlights and related notable quotes.

### Exhibit 14. Stakeholder Interviewees and Affiliation

Stakeholder Affiliation	Interviewee
Board of Fire Commissioners Planning Committee	Kevin Garling, Position 1
Board of Fire Commissioners Planning Committee	Mike Cathey, Position 3
Board of Fire Commissioners Planning Committee	Randy Kroum, Position 6
Buckley Fire and Rescue	Eric Skogen, Chief
Central Pierce Fire and Rescue	Dan Olson, Chief
City of Bonney Lake	John Vodopich, City Administrator
City of Edgewood	Daryl Eidinger, Mayor
City of Edgewood	Dave Gray, Assistant City Administrator
City of Milton	Shanna Styron-Sherrell, Mayor
City of Sumner	Jason Wilson, City Administrator
Orting Valley Fire and Rescue	Zane Gibson, Chief
Sumner-Bonney Lake School District	Dr. Laurie Dent, Superintendent

Stakeholder Affiliation	Interviewee
Town of South Prairie	Terri Berry, Town Clerk-Treasurer
Town of South Prairie	Tony Caldwell, Mayor
White River School District	Janel Keating, Superintendent

Source: BERK, 2021.

## SERVICES: STRENGTHS

Highlights	Notable Quotes
Core fire and emergency services and range of expertise.	<p>"Their fire response time - doing their core mission and values - fire response, medical aid, is good."</p> <p>"They are continually improving being an all-hazards department, which is a regional asset for many of the smaller departments that surround them."</p>
Staff are experienced and knowledgeable.	"We have people who are very knowledgeable. Lots of the staff is senior... Lots of people who have great skill end up here."
Customer service. <i>[See also Communication and Partnership: Areas for Improvement]</i>	<p>"I appreciate that they are very customer-oriented as far as their service delivery and their philosophy."</p> <p>"They passed a significant bond... and it speaks to their willingness to engage and connect with community"</p>
Visibility within the community. <i>[See also Communication and Partnership: Areas for Improvement]</i>	<p>"They're everywhere. At football games. Everywhere, out and about. Even at civic events - there's always someone there. They're very embedded within the community."</p> <p>"From a community standpoint, they do great on community outreach. Generally, they'll be involved with whatever we ask them to be involved with. You'll see them at National Night Out, school events, picnics."</p>

## SERVICES: AREAS TO DEVELOP AND IMPROVE

Highlights	Notable Quotes
Consider Blue Card to align service with other districts.	"We're also on board with Blue Card, and it would be great to see the entire county move to one model."
Add annual commercial fire inspections.	"It's not something the district has been able to do. Fire rating for insurance isn't as high as neighboring jurisdictions. Could they do this on annually or biannually?"
Expand community paramedic program.	"I'd like to see that community paramedic program expanded and work in conjunction with social service personnel... There's a real need for social service."
Improve fire permit review.	"We get fire permit review through the district. We've had some challenges over the years about the timeliness and thoroughness of those reviews, and EPFR has made but not sustained improvements."
Improve response times.	"My #1 concern is response times for people to getting to local cities." "We have a common dispatch that has a lot of room for growth to be effective and efficient."
Reduce costs, especially for partners with lower call volumes.	"They give good service. Good equipment. But the cost is a little high."
Streamline adoption of new technology.	"How can we be nimble to adapt to those technologies as they become available?"
Upgrade radio systems.	"When you get out into the rural areas, we don't have any coverage."
Become a regional leader in wildland fire protection.	"We and EPFR are the only ones who mobilize for wildland protection in WA... There's opportunity to up our leadership that our two organizations have." "Take a proactive approach to wildland-urban interface by looking more at fuel reduction or Fire Wise."
Provide local CPR training.	"I'd like to see [CPR training for our residents and staff] come back to the local fire house. We would definitely participate."

## COMMUNICATION AND PARTNERSHIP: STRENGTHS

Highlights	Notable Quotes
An effective working relationship.	<p>"I think we have a good relationship with East Pierce. They do what they want to do and we get to do what we want to do."</p> <p>"They're a great partner. In my tenure here, they've always been responsive, participatory in community events."</p> <p>"Working with their EMS division has been really easy."</p>
Tactical partnerships and cooperative leadership with other fire districts and.	"At the tactical level, we have a great relationship. DCs between the two districts cooperate together."
Partnership with local school districts.	"They're one of the fingers on our hand that we rely on to run the district, provide student safety, partners with us."

## COMMUNICATION AND PARTNERSHIP: AREAS TO DEVELOP AND IMPROVE

Highlights	Notable Quotes
<b>Increase communication</b> in emergency situations, such as the Sumner Grade Fire.	"The communication from EPFR was minimal. Bonney Lake Police Department reached out the most."
<b>Increase communication</b> with school districts regarding trends in youth emergencies.	"I would love to have better communication regarding their emergency calls. Not specific information, but trends in youth emergency, are there increases in number of kids being transported due to drug use or suicide attempts?"
<b>Increase communication</b> with cities and applicants about building inspections.	"This is a complaint I hear from builders a lot - I get a call when they hit a breaking point. What's taking so long with permit and inspections? It often comes down to EPFR. But we don't point the finger - it's not the way we roll."
Increase involvement, including more regular attendance at meetings, in partners' planning processes like emergency management plans and local code updates related to fire.	<p>"I'm pretty sure that EPFR has been invited and doesn't attend. Even if they attended once a month it would probably help with communication tremendously."</p> <p>"Back when I started, they had someone that was very active in emergency management planning. That has waned... Additional emergency management planning would be helpful. Would like to have them at the table. Developing those emergency management plans - they'll certainly need to be at the table, but I'm not sure if they will."</p> <p>"Fire only cares what fire thinks - that's a challenge for us. You don't ever see them unless they have a bond to pass."</p>

Highlights	Notable Quotes
<p>Increase visibility within the community.</p> <p>[See also Services: Strengths]</p>	<p>“At community events, make sure that EPFR is present, at least at the biggest ones. I know there's staffing challenge, mut but make sure you're at at least one or two of the larger events from a public relations standpoint.”</p> <p>“The PIO role is so important. A misstep there costs in a lot of ways and time.”</p>
<p>Improve customer service.</p> <p>[See also Services: Strengths]</p>	<p>“They do a great job. But they need to work on customer relations. Customers include the Mayor and the public.”</p>
<p>Increase response coordination and regional strategy among fire districts.</p>	<p>“We're a big proponent of closest unit dispatch... We'd appreciate at least some dialogue with closest unit goes.”</p> <p>“There are times when we're a significantly closer org and we get cancelled. It creates a slower response line because we're sure we'll get cancelled.”</p> <p>“After COVID, would like to continue a good dialogue about the strategic elements of the district and hopefully have even more cooperation.”</p> <p><b>From a neighboring district:</b> “We need to have one voice toward Pierce County around planning development and growth. There's a huge emphasis in pierce County to create density. Density is an unreasonable wish from a fire-based approach. How do we stop fires from buildings that are 5 feet apart? How do we put in the regulations that help us as fire districts? We have to serve urban areas, but have a rural/suburban funding model. The density doesn't create as much fire risk now, but it will 50 years from now when buildings aren't maintained and become dilapidated.”</p>
<p>Identify innovative ways to partner with local jurisdictions to meet safety needs while addressing growth.</p>	<p><b>From a city representative:</b> “I have regular meetings with citizens who are challenged by [fire codes]. I'm not against any of those things but there has to be some compromise... Houses are going to get closer and closer together... East Pierce needs a mind shift in terms of their long-term planning. They need to stop dragging around the national safety standards and hiding behind them... They need to get innovative.”</p>

## REGIONAL CHANGES THAT MAY IMPACT SERVICE DELIVERY

Highlights	Notable Quotes
Population growth, increased development, and new building types.	<p>"From a strategic perspective, growth establishes the terrain of emergency services. The inflow coming into Pierce County is substantive."</p> <p>"I'm glad to see EPFR moving in the direction they are. It seems about 10 years too late."</p>
Aging population.	"We have 6 or 7 assisted living homes, and we can see that potentially doubling over the next 10 to 20 years. That's something that we should plan for."
Increasing traffic and a lack of transportation options.	<p>"I worry response times will rise with increased traffic."</p> <p>"There's an ongoing issue with lack of public transportation. When people can't get to a doctor, they'll call someone they think can help them."</p>
The mental health crisis.	"Mental health, drug misuse, and homelessness are substantive challenges."
Aging buildings in the community.	"There's a warehouse district in Sumner that's growing older, including the systems. We need to be aware of that from a monetary perspective."
Increasing conversations surrounding race and equity.	"There's more of an impact where people want to move beyond the conversation around race to actually doing something. How do we move beyond these conversations and actually have an impact in the communities... and how does that leak into the fire department?"

## ROLE IN THE COMMUNITY

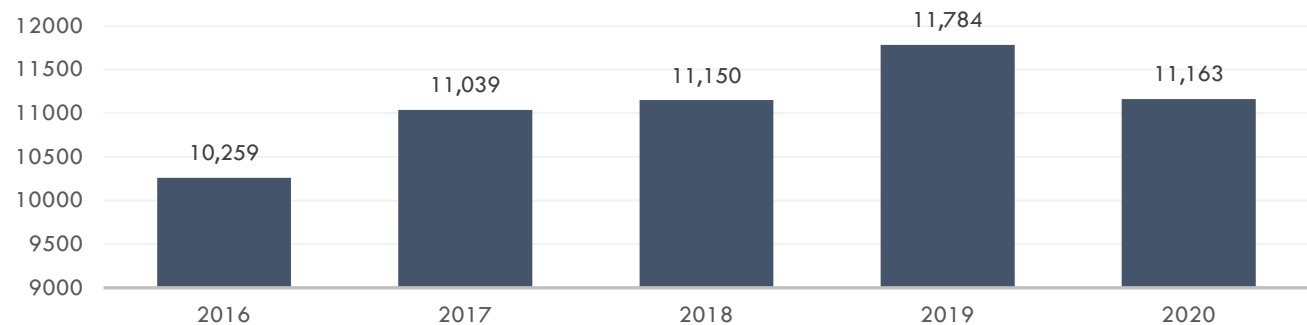
Highlights	Notable Quotes
Current role is right-sized.	"I think they're doing a really good job... firefighters are very neutral people. You can't complain about firefighters. Their role is a good one because they're the good guys and you have to have that in your community. I think they have the right role in the community."
Emphasis on community engagement.	"Community engagement doesn't feel like the primary mission. But it is - it always is."
Need to reflect community demographics in staff.	"As community demographics change, we should match the demographics of our community in our staff."

# Agency Profile

## CALL VOLUME

- EPFR call volume increased by 15% between 2016 and 2019. 2020 shows a drop of 5%, perhaps due to the COVID-19 pandemic (Exhibit 15).
- Unincorporated Pierce County contributes approximately 40% of EPFR's call volume, with an additional 40% coming evenly from Bonney Lake and Sumner. Remaining calls come from Edgewood, Milton, and South Prairie (Exhibit 16).
- Nearly 15% of call volume (1,500 incidents per year) is for patient assistance and/or patient falls (a blend of EMS and Other at left). These incidents can be significantly impacted by patient education and the provision of resources other than a fire engine and/or medic unit. We currently have one Community Resource Paramedic focusing on this subset of incidents. Data suggests that additional resources applied to the community paramedicine program would have a substantial impact on both patient well-being and East Pierce resource utilization.

**Exhibit 15. Total Incidents Over Time**



Sources: EPFR, BERK, 2021

**Exhibit 16. 2020 Call Volume by Location and Type**

### 2020 Call Volume: Location

Unincorporated East Pierce	4,527	40.6%
Bonney Lake	2,261	20.3%
Sumner	2,183	19.6%
Edgewood	1,148	10.3%
Milton	983	8.8%
South Prairie	63	0.6%
<b>Total*</b>	<b>11,163</b>	<b>100.0%</b>

### 2020 Call Volume: Type

EMS	8,437	75.6%
Fire	1,670	15.0%
Other (service related calls)	1,056	9.5%
<b>Total*</b>	<b>11,163</b>	<b>100%</b>

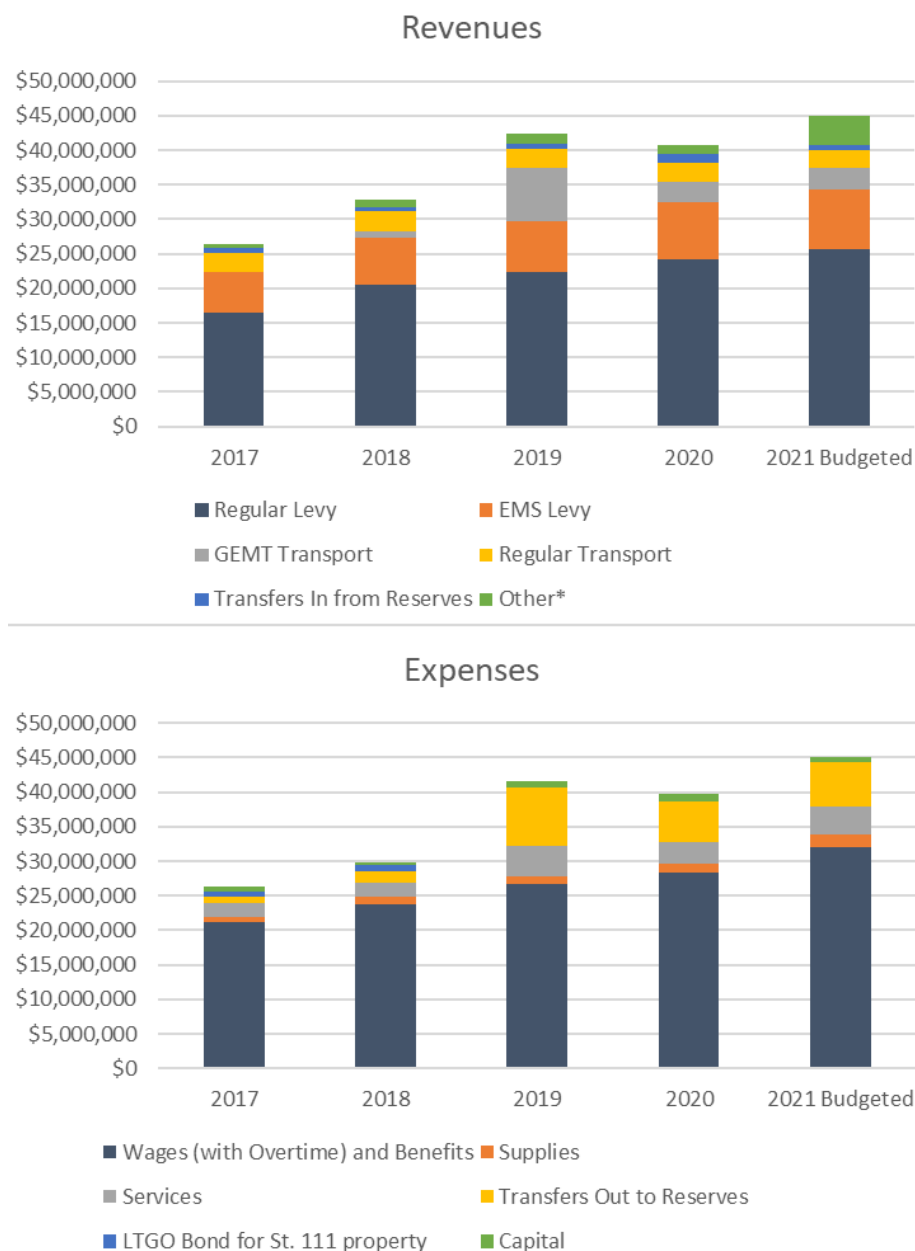
\* Numbers don't add due to rounding.

Sources: EPFR, 2021; BERK, 2021.

## FINANCES

- EPFR revenues and expenses grew from 2017 to 2019, took a small drop in 2020, and are projected to grow again in 2021.
- In the agency's 2021 budget, the Regular Levy constitutes 57% of total revenues, with the EMS levy contributing an additional 19%. Together, these two levies generate 76% of total revenues, with the remainder contributed by GEMT Transport (7%), Regular Transport (6%), Transfers from Reserves (1%), and Other (10%) (Exhibit 17).
- Wages (including overtime) and benefits constitute the bulk of EPFR expenses (71% in 2021). Other expenses include Supplies (4%), Services (9%), and Transfers to Reserves (14%) (Exhibit 17).

**Exhibit 17. Revenues and Expenses**



Sources: EPFR, 2021; BERK, 2021.



## STAFF

Data pulled for this profile listed 162 personnel.

- EPFR personnel are predominantly White (93%). While Whites are a majority in the broader EPFR community, the figure is lower at 82.2% as shown on page 3 (Exhibit 18).
- EPFR personnel are also majority male (86%) (Exhibit 18).
- 40% of personnel have been with the district for fewer than 5 years and 44% fewer than 20 years. Another 40% have been with the district between 11 and 20 years, with the remaining 17% 21 years or more (Exhibit 19).

**Exhibit 18. Personnel by Race and Gender**

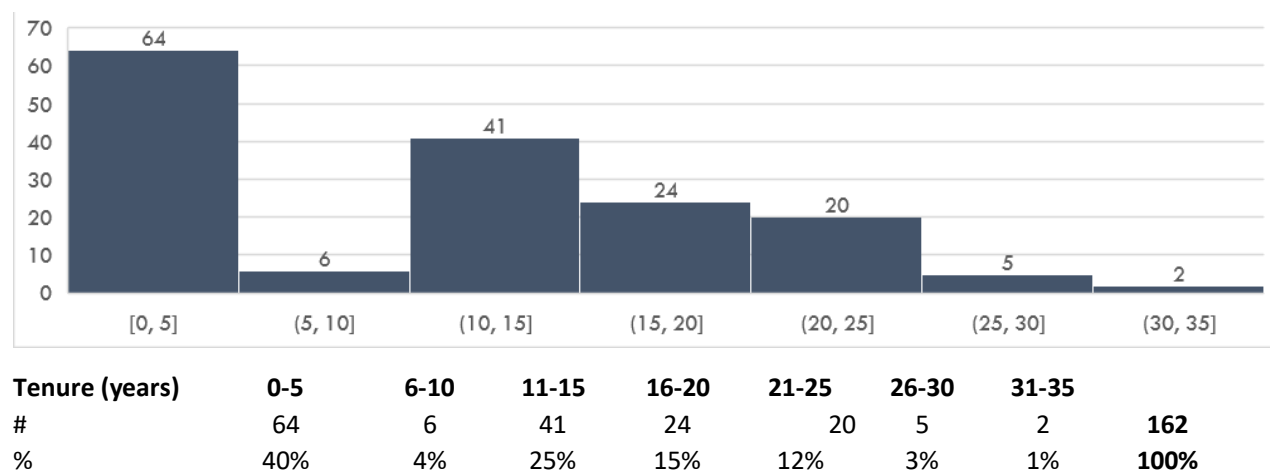
Race	Count	Percent
Asian	1	1%
Black	3	2%
Hispanic	1	1%
Other	2	1%
Unidentified	4	2%
White	151	93%
<b>Total</b>	<b>162</b>	<b>100%</b>

Gender	Count	Percent
Female	23	14%
Male	139	86%
<b>Total</b>	<b>162</b>	<b>100%</b>

Sources: EPFR, BERK, 2021

**Exhibit 19. Personnel by Tenure**



Sources: EPFR, BERK, 2021

# Staff Survey

## INTRODUCTION AND KEY TAKEAWAYS

An electronic survey was distributed to all EPFR staff and gathered 102 responses. A summary of respondent characteristics is contained on the next page and key takeaways include the following:

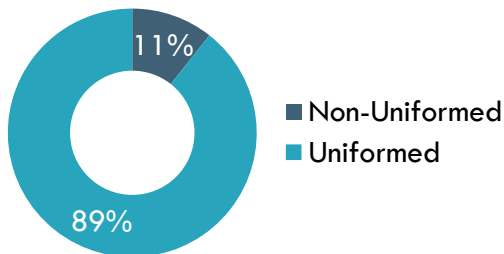
- Staff are concerned about how **community growth** will impact call volumes and service delivery.
- District **facilities need significant improvement**, though this work is underway.
- EPFR could better support staff by **clarifying career development pathways**.
- Staff generally appreciate **EPFR as a good place to work**. Staff and leadership have high levels of respect for one another.
- EPFR could improve its willingness to hear **constructive criticism** from staff and **incorporate change** as a result of this feedback.
- Staff are interested in **additional supports for physical and mental wellness**, including fitness facilities and an operationalized peer support group.
- Staff experience that there are **“insiders” and “outsiders” within EPFR culture**.
- Staff are satisfied with communication within their teams, though there are **opportunities to improve communication within the organization** (top-down-, bottom-up-, and lateral communication).
- Staff responses **did not differ significantly between staff who do and do not identify as LGBTQ+, a woman, and/or BIPOC**.

## SURVEY RESPONSES

### About the Respondents

#### Exhibit 20. Position of Respondents

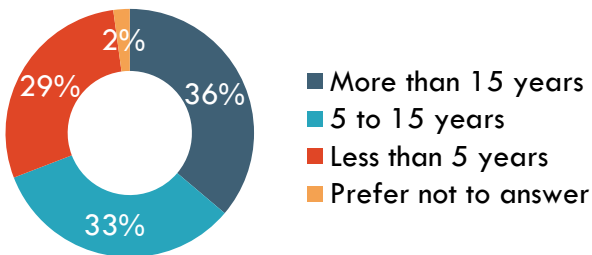
Survey prompt: “Your position/affiliation within EPFR:” (94 responses)



Source: BERK, 2021.

#### Exhibit 21. Respondent Tenure

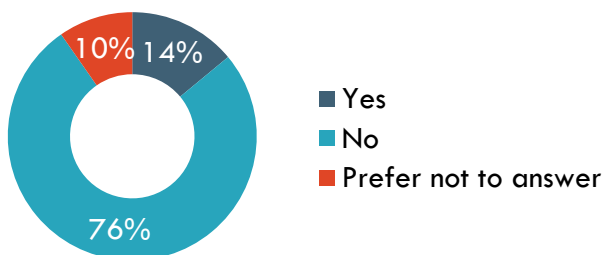
Survey prompt: “The length of time you have been with EPFR:” (94 responses)



Source: BERK, 2021.

#### Exhibit 22. Respondent Identity as LGBTQ+, BIPOC, or Women

Survey question: “Do you identify as LGBTQ+, as a woman, and/or as black, indigenous, or a person of color (BIPOC)? (To maintain your anonymity, we are not asking for unique identifiers among each of these three demographic categories.)” (93 responses)

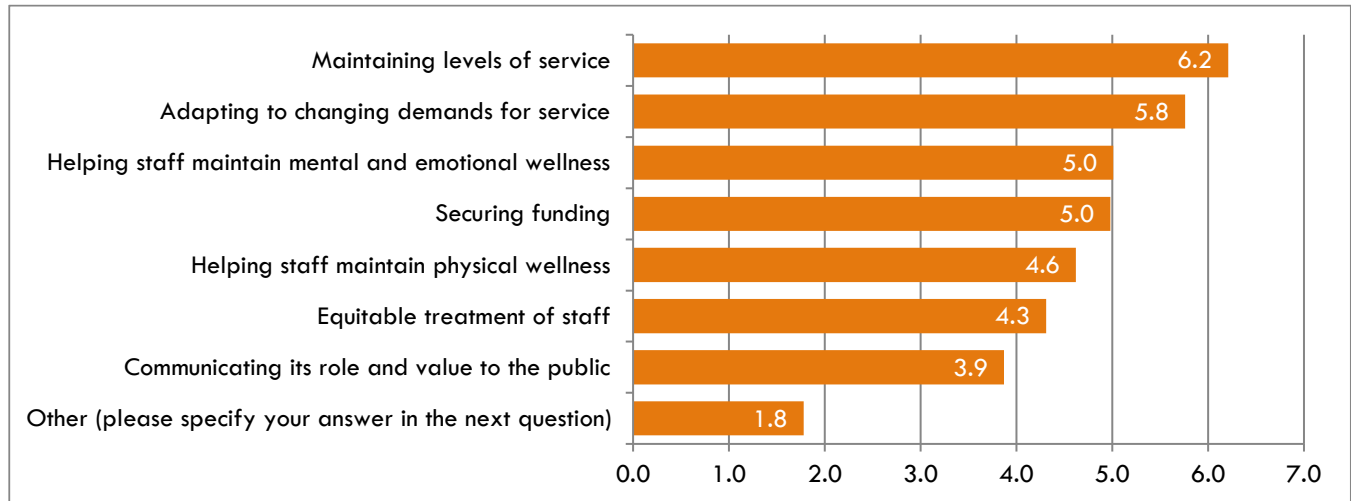


Source: BERK, 2021.

## Services and the Community

### Exhibit 23. Ranking of Internal and External Challenges to which EPFR should Respond

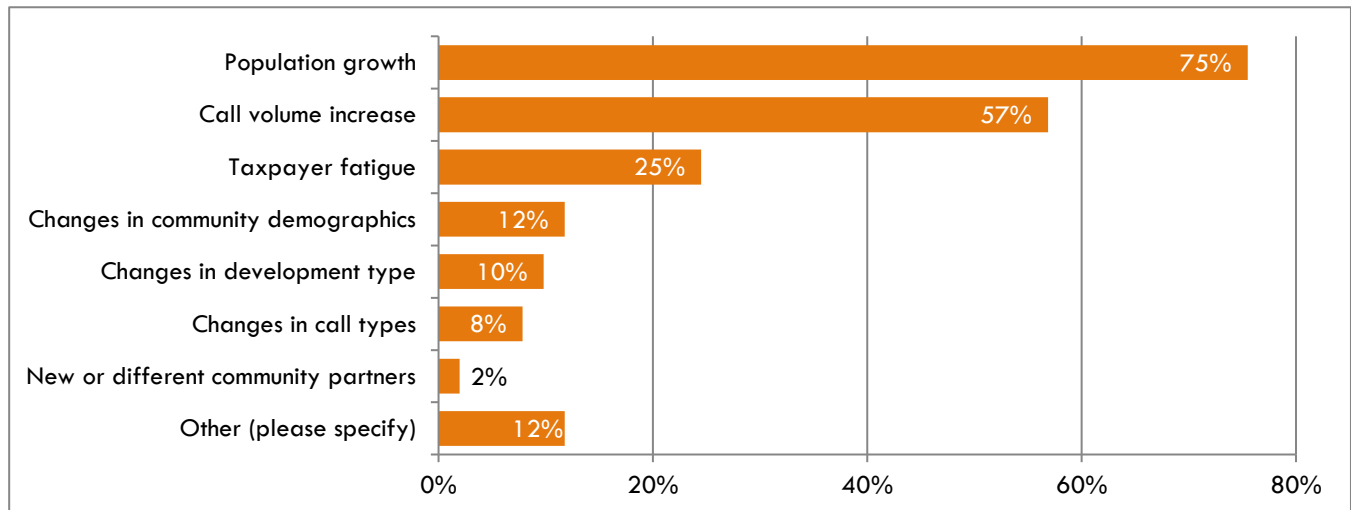
Survey question: “Please rank the following internal and external challenges that the District needs to respond to, with number 1 being the most important.” (93 responses)



Source: BERK, 2021.

### Exhibit 24. Most Significant Community Changes to which EPFR should Respond

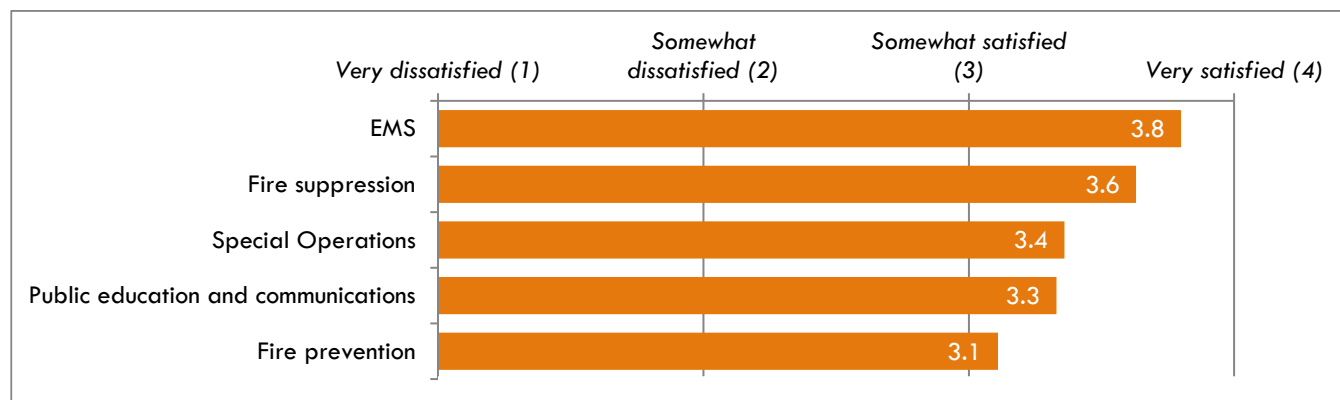
Survey question: “What are the two most significant changes happening in the community to which the District needs to respond?” (102 responses)



Source: BERK, 2021.

## Exhibit 25. Average Ranking of District Services Provided to the Public

Survey question: “Please rate the quality of each of the District’s current services provided to the public.” (102 responses)



Source: BERK, 2021.

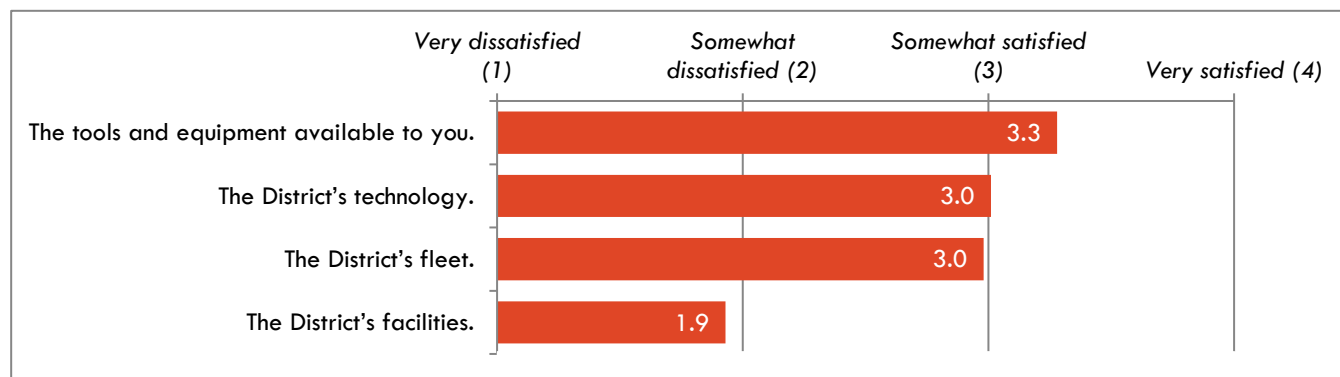
73 respondents provided input to the open-ended question: “What are the most important ways the District could improve its service to the community? Please be specific.” Common comment themes include:

- A need to strengthen communication with and education of the community.
- A need for additional staff and equipment, including a medic unit or BLS cars.
- Concerns about increased call volumes from assisted living facilities.

## Facilities and Equipment

### Exhibit 26. Average Ranking of Current Quality of EPFR Assets

Survey question: Please rate the quality of each of the following EPFR assets currently. (98 responses)



Source: BERK, 2021.

75 respondents provided input to the open-ended question: “What one change would you make to improve the District’s facilities and equipment?” Common comment themes include:

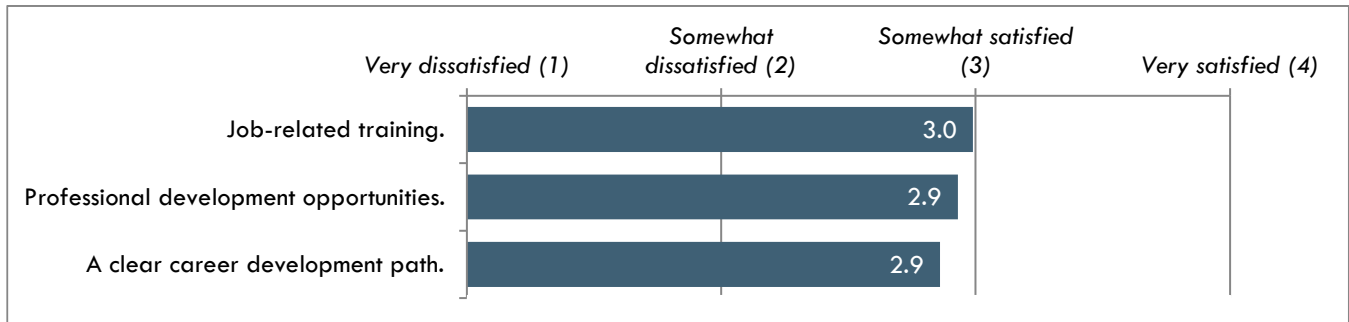
- Acknowledgement that improvements are underway.
- Interest in expediting construction of new stations.
- Need for gyms or workout facilities.

- Need for improvements to existing stations that will not be replaced.
- Need for new tablets and EMS equipment.

## Training and Professional Development

### Exhibit 27. Average Satisfaction with Training and Professional Development

How satisfied are you with the following? (97 responses)



Source: BERK, 2021.

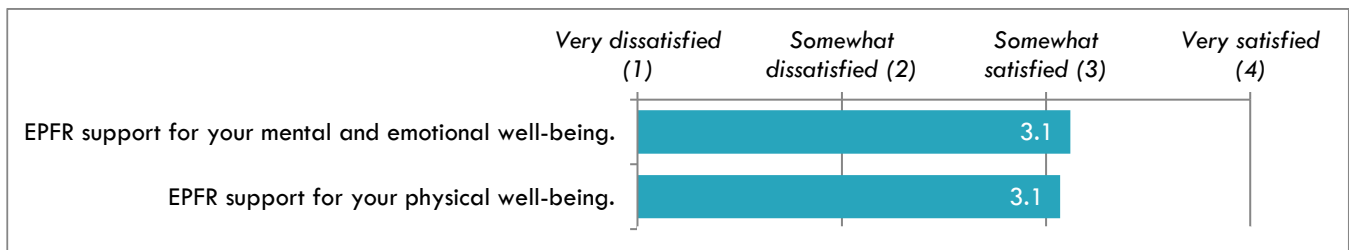
70 respondents provided input to the open-ended question: “What one change would you make to improve the District’s support for staff development?” Common and notable comment themes include:

- A desire for clarified professional development tracks or pathways.
- Need for in-house training and shift coverage for staff to attend training.
- Desire for additional growth opportunities for administrative staff.

## Staff Health and Wellbeing

### Exhibit 28. Average Satisfaction with EPFR Supports for Health and Wellbeing

How satisfied are you with the following? (98 responses)



Source: BERK, 2021.

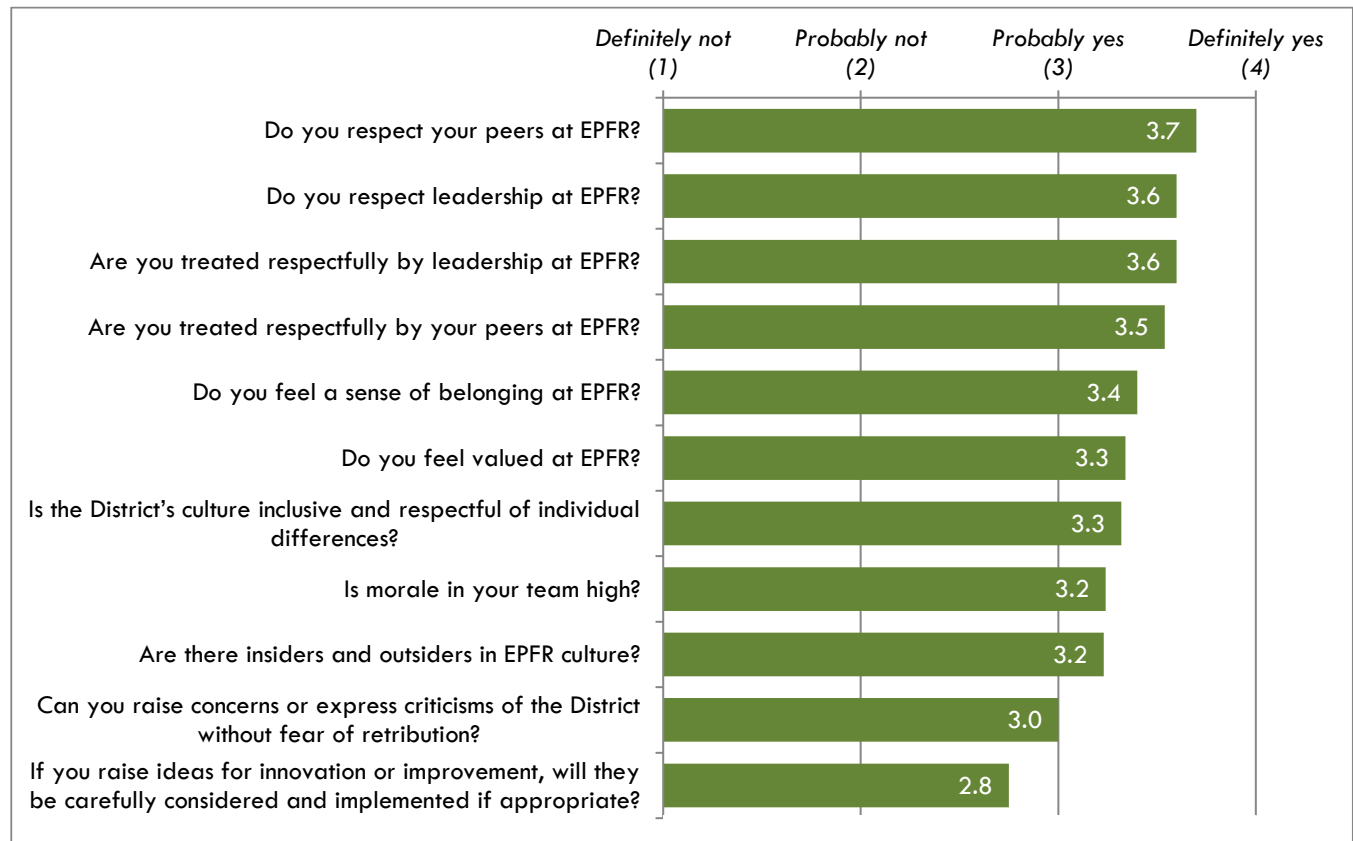
66 respondents provided input to the open-ended question: “What one change would you make to the District’s support for staff physical, mental, and emotional well-being?” Common comment themes include:

- Physical fitness, including gyms and workout rooms.
- A need to fully operationalize the peer support group.
- Potential need or supports for annual physicals.
- Increase mental health supports, including mental health days.

## Communication and Organizational Culture

### Exhibit 29. Average Perception of Culture at EPFR

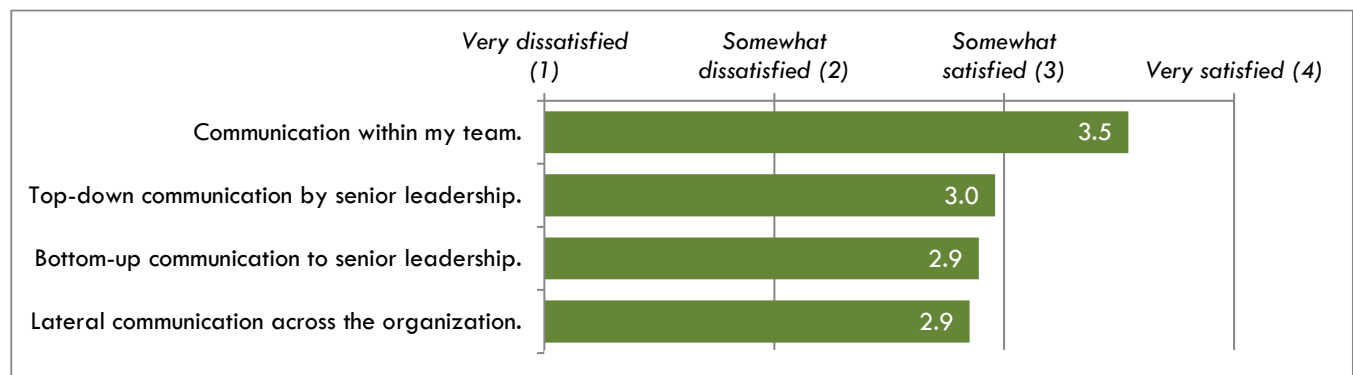
Survey question: "Please answer the following questions about EPFR's culture. Move quickly through each question to avoid overthinking and respond with your initial reaction." (94 responses)



Source: BERK, 2021.

### Exhibit 30. Average Satisfaction with Communication within EPFR

Survey question: "How satisfied are you with the following?" (94 responses)



Source: BERK, 2021.

52 respondents provided input to the open-ended question: "What one change would you make to improve the District's internal culture?" Common comment themes include:

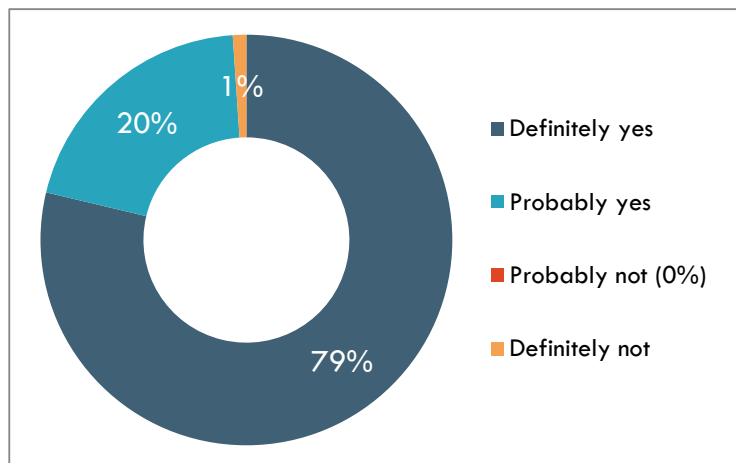


- A need for increased accountability.
- A desire to cultivate pride in EPFR.
- A desire to embrace change, progressiveness, and listening to staff.

## Overall Feedback

### Exhibit 31. Recommendation of Employment at EPFR to Others

Survey question: “Would you recommend employment at EPFR to others?” (94 responses)



Source: BERK, 2021.

# Appendix: Spanish Outreach

## OUTREACH METHODS FOR SURVEY

- **Community liaisons:** Distributed survey information via community contacts (see next page).
- **EPFR newsletter:** Message in the quarterly district-wide newsletter.
- **Online advertisements:** Advertisements in online newspaper La Raza del Noroeste (see below for sample ad).



## BEST PRACTICES: CONVERSATION WITH MARILEE HILL-ANDERSON

We spoke with Marilee Hill-Anderson, Director of Equity, Engagement and Homeless Services for the Sumner-Bonney Lake School District, on April 1, 2021 regarding the school district's efforts to reach its Hispanic families. Marilee shared the following context and recommendations based on her experience with the school district:

**Context:** In Sumner Bonner Lake School District, 15% of students identify as Hispanic or Latinx, though many speak English. Yet when the school district conducts parent surveys, Hispanic/Latinx response rate is about 2% for online/multiple choice surveys. Hats off to the Chief for asking for this feedback. All the local agencies (school district included!) are facing the same dilemma. That's because everyone is doing the same things in the same way that they always have.

**Survey Design Recommendations:** Review survey instrument for following concerns by people without documentation. For example, the term "Building inspection" may have unintended implications for people without documentation? School district has had families without documentation living in apartments that were not well inspected. Clarify distinctions between EPFR and law enforcement. Once the survey is translated, have a local person who is a native Spanish speaker review to make sure that the translation reflects the dialect of the individuals in the area.

**Outreach Recommendations:** Work with trusted community liaisons. Ensure each community has its own community liaison, as each community is distinct (e.g., different cultural norms and subcommunities in Fife vs Buckley)

**Additional Recommendations:** Host a focus group to supplement the survey. Have a Spanish-speaking EPFR staff person lead the focus group. If no one on staff speaks Spanish, use this as an important data point for the District's ability to effectively serve Spanish-speaking community members, but identify an alternate way of hosting a translated focus group.

## COMMUNITY CONTACTS

The following table shows the range of community institutions with potential connections to the Hispanic community. Some of these contacts supported outreach for the Spanish survey for this project, while others were unable to support at this time but could potentially support future efforts.

Institution	Contact Name	Contact Phone	Contact Email	Location(s)	Notes
<a href="#">Centro Latino</a>	Yazmin Aguilar, Deputy Director	253-572-7717 ext. 107	<a href="mailto:yagular@clatino.org">yagular@clatino.org</a>	External, but may draw EPFR residents	
<a href="#">Community Health Care</a>	[Unknown]	(253) 597-4550 (Administration)	[Unknown]	External, but may draw EPFR residents	
<a href="#">Dieringer School District</a>	Mary Boben, DHES Counselor	253-826-4937	[Unknown]	Lake Tapps	Can distribute in school newsletter.
<a href="#">El Centro de la Raza</a>	Dulce Gutierrez Vasquez (she/her), Executive Assistant	206-957-4605 ext. 305	<a href="mailto:dvasquez@elcentrodelaraza.org">dvasquez@elcentrodelaraza.org</a>	External, but may draw EPFR residents	
<a href="#">Fife School District</a>	Val Palumbo, Assistant Director of Student Services	253-517-1000 (district office line)	<a href="mailto:vpalumbo@fifeschools.com">vpalumbo@fifeschools.com</a>	Milton, Edgewood	No designated outreach staff. School counselors connect with families.
<a href="#">Gordon Family YMCA</a>	Belen Chambers	253-534-4752	<a href="mailto:bchambers@ymcapkc.org">bchambers@ymcapkc.org</a>	Sumner	In office Monday 5-8 pm.
<a href="#">La Raza del Noroeste</a>	Lia Toupin, Multimedia Sales Consultant	425-339-3042	<a href="mailto:ltoupin@larazanw.com">ltoupin@larazanw.com</a>	All	\$250 for one-month of online ads + 2 social media posts. <a href="#">Press kit</a> .
Pierce County Human Services	Nancy Camarena, Case Manager (she/her) - Aging and	253-348-1718	<a href="mailto:nancy.camarena@piercecountywa.gov">nancy.camarena@piercecountywa.gov</a>	All	

Institution	Contact Name	Contact Phone	Contact Email	Location(s)	Notes
	Disability Resources				
<a href="#">Sea Mar</a>	[Unknown]	206-763-5277 (Administration)	<a href="mailto:info@seamarchc.org">info@seamarchc.org</a>	External, but may draw EPFR residents	
<a href="#">Sound Outreach</a>	[Unknown]	<a href="tel:253-593-2111">253-593-2111</a>	[Unknown]	All	
<a href="#">St. Andrews Catholic Church</a>	Sra Rosa Molinero	253-353-3860	<a href="mailto:rosamolinero@standrewsumner.org">rosamolinero@standrewsumner.org</a>	Sumner	
<a href="#">Sumner-Bonney Lake School District</a>	Marilee Hill-Anderson (she/her/hers)	253-891-6032	<a href="mailto:marilee_hill-anderson@sumnersd.org">marilee_hill-anderson@sumnersd.org</a>	Sumner, Bonney Lake, Tehaleh	Can share via Family Center.
<a href="#">Tacoma Pierce County Health Department</a>	Marcy Boulet, Strengthening Families Department	253-649-1880	[Unknown]	All	
<a href="#">White River School District</a>	Steven Leifsen, Executive Director of Equity and Student Support Services	[Unknown]	<a href="mailto:sleifsen@whiteriver.wednet.edu">sleifsen@whiteriver.wednet.edu</a>	South Prairie, Ridge Communities (?)	Can share via EL Task Force, Dept of Equity and Achievement, and ELL teachers.
<b>Community organizations without connections to the Hispanic community</b>					
<a href="#">Mountain View Community Center</a>	[Unknown]	253-826-4329	[Unknown]	Edgewood	Mon to Thurs 9-4. Don't have any Spanish speaking seniors.
<a href="#">Nourish Food Bank</a>	[Unknown]	253-826-4654	[Unknown]	Edgewood	No Spanish-speaking clients.



# EAST PIERCE FIRE & RESCUE

Strategic Plan 2021 - 2025  
Recommended Draft 9/15/21



*"Where Compassion and Action Meet"*



# Welcome

Welcome to the East Pierce Fire & Rescue strategic plan. This document sets the direction for our organization over the next five years by building upon our strengths, prioritizing needs, and identifying opportunities for ongoing improvement. We will use our adopted strategic plan to align around shared priorities and allocate our resources.

Since our inception in 2000, East Pierce Fire & Rescue has had service and efficiency as our primary goals. As we move into our third decade of service, this strategic plan provides a strengthened set of goals that guide us to best serve the District. In achieving these goals, we will reinforce our commitment to excellent service and ensure we remain efficient by realizing the benefits of regionalized emergency services.

The words “where compassion and action meet” can be seen on the side of every emergency vehicle in our fleet. These words are more than a motto to East Pierce Fire & Rescue. Our residents are our family, and our community is our home. With this core belief in mind, our Mission becomes very personal in that we serve to protect our family and our home.

I am proud to present our strategic plan on behalf of the Board of Fire Commissioners and East Pierce Fire & Rescue personnel. Through the collaboration of our community, stakeholders, and personnel, we have solidified a strong vision for our future. Thank you for your continued support—it truly is an honor to serve you, and we look forward to doing so in the years to come with the guidance of East Pierce Fire & Rescue’s new strategic plan.



**Jon Parkinson**  
Fire Chief



“ Our residents are our family, and our community is our home. With this core belief in mind, our Mission becomes very personal in that we serve to protect our family and our home.”



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- 4**    *Our Past, Present, and Future*
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- 6**    *Our Foundations*
- 7**    *Our Strategy at a Glance*
- 8**    *Implementation*
- 9**    *Goals*
- 18**   *Acknowledgments*
- 20**   *Glossary*





# Our Past, Present, and Future



## 2000-2005

### EPFR 1.0: FOUNDING

EPFR was founded in 2000 to provide seamless response to emergency situations by merging the following departments and agencies:

- » Bonney Lake Fire Department.
- » Lake Tapps Fire/Pierce County Fire District 22.
- » Pierce County Fire District 24.

During this first phase of the District, EPFR focused on establishing our organizational systems and culture.



## 2006 - 2020

### EPFR 2.0: GROWTH

EPFR and the community we serve grew significantly during this timeframe, due to the following mergers and annexations:

- » 2006: Pierce County Fire District 12 and South Prairie/Fire District 20.
- » 2008: Sumner/Fire District 1.
- » 2010: Edgewood/Fire District 8.
- » 2013: Milton Fire Department.



## 2021 - ONWARD

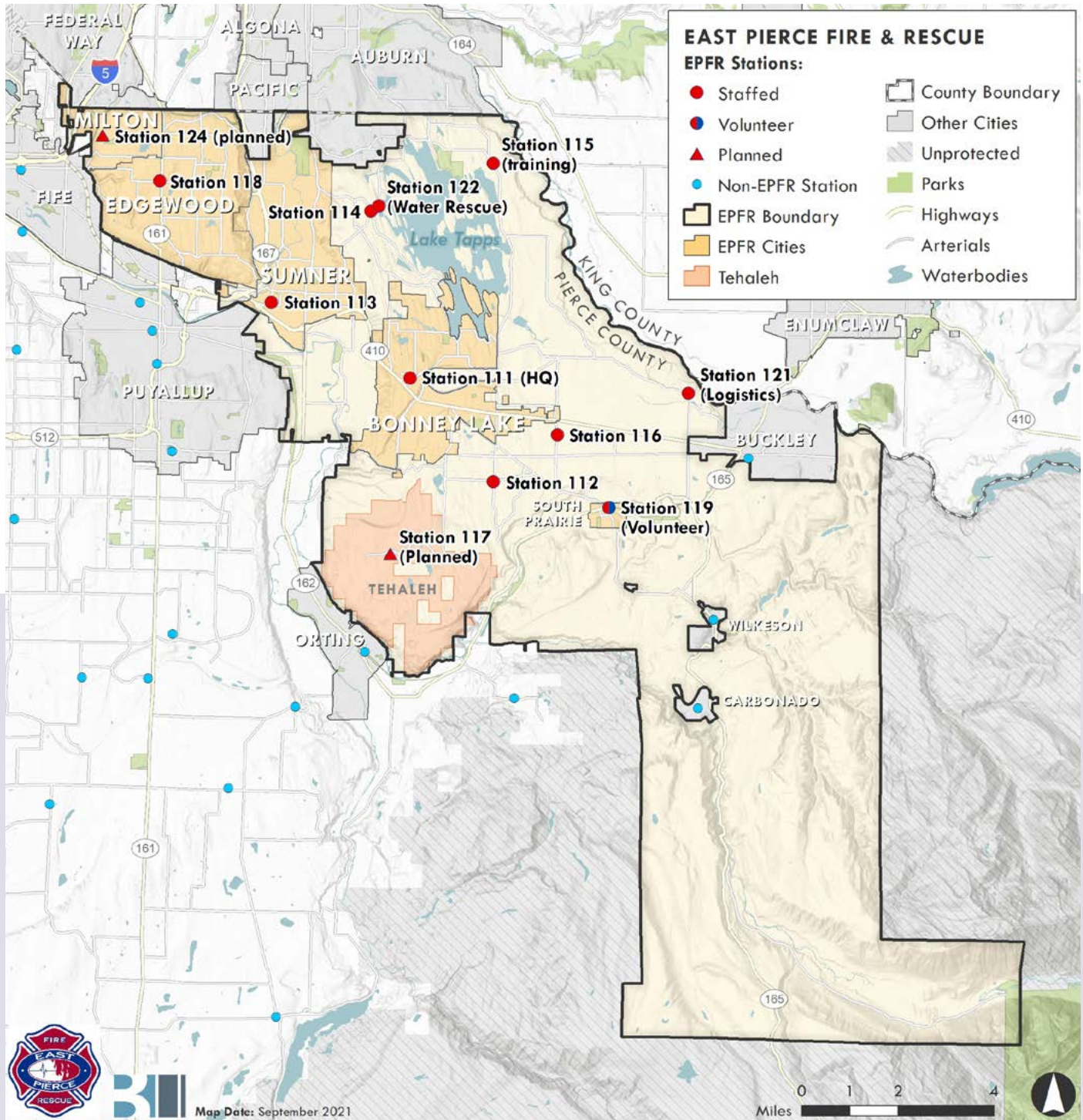
### EPFR 3.0: STABILITY AND MATURATION

EPFR now embarks on a new era for the District: one of stability and maturation. This Strategic Plan focuses on effective service provision during this third phase of the District's development.



# Our Community

EPFR serves the communities in and around Bonney Lake, Edgewood, Lake Tapps, Milton, the Ridge Communities, South Prairie, Sumner, and Tehaleh.



# Our Foundations

## MISSION

*Exceptional people providing compassionate service and rapid response to our community's diverse needs.*

## VISION

*East Pierce Fire & Rescue is a regional leader providing the highest level of fire, rescue, emergency medical, and prevention services to a diverse and growing community with:*

- » Mission-essential staffing and training.
- » State-of-the-art facilities, equipment and technology.
- » A strong, diverse, and sustainable funding base, while maintaining stewardship of taxpayer resources.
- » A safe environment for our citizens through effective and comprehensive prevention and public education programs.
- » A safe and healthy workforce.

## CORE VALUES AND GUIDING PRINCIPLES

Our community and our employees are our most important resource. We are committed to:

- » **Doing the Right Thing.** Integrity, trust, respect and commitment.
- » **Everyone Must Make a Difference.** Individual and organizational responsibility, accountability, teamwork, and collaboration.
- » **Anticipating and Meeting Our Community's Needs.** Proactive planning, innovation, creativity, responsiveness, and excellent customer service.



EAST PIERCE FIRE & RESCUE  
IS WHERE COMPASSION AND  
ACTION MEET.

# Our Strategy at a Glance

This strategy focuses on a new phase for the agency: one of stability and maturation. To this end, we will pursue four *Goals* during this strategic plan timeframe. While the plan's *Goals*, *Strategies*, and *Objectives* provide directional guidance, more detailed and actionable *Tactics* will be established each year to direct implementation efforts as described on the following page. The plan's four *Goals* and supporting *Strategies* are summarized below.

## GOAL

# 01

**Support the wellbeing and development of our team.**

- A. Create transparent and equitable career paths, *succession plans*, opportunities for professional development, and human resource functions.
- B. Support team health and wellness.
- C. Continue to cultivate an inclusive, supportive, and accountable internal culture.
- D. Create a dynamic recruiting process that removes *barriers to entry*.

## GOAL

# 02

**Prepare for a growing population and increasing demand for services.**

- A. Develop a robust *Community Risk Reduction program* to prevent and prepare for emergencies.
- B. Leverage data and planning to enhance our response to fires and medical emergencies.
- C. Ensure District facilities are well-located, efficient, and safe.
- D. Play a proactive and positive role in regional efforts to address the health and safety of the Pierce County community.

## GOAL

# 03

**Cultivate strong relationships with the communities we serve.**

- A. Strengthen our community presence.
- B. Communicate regularly with residents, workers, business owners, and organizations.
- C. Serve all community members with compassion and appropriate *cultural humility and competency*.

## GOAL

# 04

**Be a highly efficient organization.**

- A. Improve existing internal communications channels and develop new methods of sharing information.
- B. Ensure internal policies and functions are effective in supporting the organization.
- C. Steward District resources to best serve the community.

Terms in italics are defined in the Glossary on pages 20-21.



# Implementation

*EPFR will use the following annual process to advance implementation of our four Goals.*

## END-OF-YEAR PLANNING

**At the end of each year, we will review our past efforts and plan for the next year.**

### 1. Review: Assess and report on the past year's implementation progress.

We will review which *Goals* and *Strategies* have been substantively advanced and publish an annual report, including updates on each *Goal* and *Key Performance Indicators*.

### 2. Prioritize: Identify priorities and actionable *Tactics* for the coming year.

Based on Step 1 and in consideration of current opportunities and needs, EPFR will determine new priority *Tactics* for the coming year and update an internal, tactical version of this Strategic Plan. While the *Tactics* will change annually, the *Goals*, *Strategies*, and *Objectives* will remain constant throughout the duration of this plan.

### 3. Plan: Use the Strategic Plan to inform the next year's budget and work plans.

We will assign resources for implementation through the budget process. Staff work plans will focus on priority *Tactics*.



## ONGOING IMPLEMENTATION

**Throughout each year, we will advance *Tactics*, measure and monitor our progress, and provide regular updates.**

**Tactics:** We will advance this Strategic Plan through priority *Tactics*, which we will update annually in the end-of-year process outlined above.

**Measurement:** Each of the *Goals* includes a set of *Key Performance Indicators* to track progress. These indicators include a mix of **measures**, or the results we hope to see, and **milestones**, or the actions and products needed to achieve those outcomes.

**Reporting:** We will feature updates on implementation progress in communications materials and in meetings of the Board of Fire Commissioners, staff, and the community.

## ACCOUNTABILITY AND LEADERSHIP

- » **The Fire Chief** will maintain and report on the Strategic Plan.
- » **A lead or pair of co-leads** will be responsible for each of the four *Goals*. Leads will establish implementation timelines and report on progress.
- » **A Strategic Plan Oversight Committee**, consisting of all leads and other key individuals, will track overall progress and report to the EPFR Board of Fire Commissioners.



## GOALS

- 10** Goal 01: Support the wellbeing and development of our team.
- 12** Goal 02: Prepare for a growing population and increasing demand for services.
- 14** Goal 03: Cultivate strong relationships with the communities we serve.
- 16** Goal 04: Be a highly efficient organization.





# Goal 01

## SUPPORT THE WELLBEING AND DEVELOPMENT OF OUR TEAM

Our people are EPFR's most valuable resource in providing compassionate and effective service to our community. EPFR cultivates a healthy team by providing wellness resources, strong mentorship, professional development opportunities, and a constructive culture of excellence.

### KEY PERFORMANCE INDICATORS

#### Milestones

- » Adoption of a health and wellness program with medical, physical, and peer support components.
- » Full adoption of the *succession plan* with ongoing review.
- » Implement a standardized meeting schedule to capture all employees.
- » Begin "true" entry level recruitment of new firefighters.

#### Measures

- » Number of positions with defined career paths.
- » Annual personnel survey: personnel who report satisfactory levels of mental and physical health.
- » Annual personnel survey: job satisfaction.



# STRATEGIES & OBJECTIVES

## A. Create transparent and equitable career paths, *succession plans*, opportunities for professional development, and human resource functions.

1. Establish career paths for uniformed and non-uniformed personnel.
2. Expand *succession planning* efforts.
3. Expand formal and informal mentorship programs to identify and support individuals' professional motivations.
4. Continue to cultivate formal and informal leadership throughout the organization and encourage personnel to seek, accept, and provide feedback.
5. Continuously evaluate our promotional processes to minimize subjectivity, maximize transparency, and advance leaders with strong professional and management skills.



## B. Support team health and wellness.

1. Develop a mental health support framework that includes proactive and reactive support for personnel and families.
2. Develop a physical health and fitness support framework.
3. Develop strategies to remove and manage the effects of sleep deprivation and workplace fatigue.
4. Provide resources, care, and support for cancer prevention among personnel.

## C. Continue to cultivate an inclusive, supportive, and accountable internal culture.

1. Regularly update foundational documents to ensure they reflect our desired culture and seek opportunities to link them to decision-making, accountability measures, and operations.
2. Maintain and improve onboarding processes and standards for new hires to ensure integration into EPFR culture and operations.
3. Conduct annual surveys of personnel satisfaction and gather insights from exit interviews.

### Our foundational documents include:

- » Vision, Mission, and Values
- » *Leadership Philosophy*

## D. Create a dynamic recruiting process that removes *barriers to entry*.

1. Continuously evaluate our recruitment process to encourage applicants from a diverse range of backgrounds.
2. Continue to raise awareness of career opportunities in the fire service.



# Goal 02

## PREPARE FOR A GROWING POPULATION AND INCREASING DEMAND FOR SERVICES

EPFR's service area population grew by 21% from 2010 to 2020 and is anticipated to grow by an additional 8% by 2025. With this population growth, some portions of the District are shifting from rural to more urban development. We stay ahead of these changes by strengthening our planning and use of data to refine our ability to prevent emergencies when possible and respond effectively when they occur.

### KEY PERFORMANCE INDICATORS

#### Milestones

- » Completion of identified plans.
- » Update *Standard of Cover*.
  - Update Community Risk Assessment.
  - Evaluate how we deploy resources and evaluate benchmarks.
- » Adopt EPFR-specific response benchmarks (e.g., turnout times, travel times).
- » *Prefire Program* implementation.
- » Completion of *Bond for Capital Facilities, Vehicles & Equipment* Phase 1 projects.

#### Measures

- » *Washington Surveying & Rating Bureau (WSRB)* rating.
- » Volume of public education efforts.
- » Customer satisfaction.
- » Percentage of low acuity calls addressed by *Community Resource Paramedic program*.
- » Percent of commercial occupancies with prefires by the end of 2022, 2023, and 2024.
- » Response times.
- » Turnout times.

# STRATEGIES & OBJECTIVES

## A. Develop a robust *Community Risk Reduction program* to prevent and prepare for emergencies.

1. 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.
2. Grow EPFR's public education program, including going out into the community and sharing information via our website, social media, and PC-NET.
3. Support city, town, and county leadership in emergency preparedness efforts.
4. Grow the *Community Resource Paramedic program* to best serve the increasing number of low acuity calls.
5. Cultivate greater staff self-sufficiency in senior living facilities.

### Our public education program focuses on:

- » CPR and first aid training
- » Child passenger safety
- » Older adult injury prevention
- » *National Fire Protection Association's Firewise USA® program*

## B. Leverage data and planning to enhance our response to fires and medical emergencies.

1. Establish a framework for using *Key Performance Indicators* and data analytics to maintain a real-time understanding of operations and changing demand for services.
2. Establish and implement a sequence of planning efforts needed to support operations, including:
  - Update EPFR *Standard of Cover* and establish intervals for ongoing updates.
  - Actively monitor key response metrics (e.g., dispatch call processing times, turnout times, travel times, or unit reliability).
  - Create and actively update pre-incident plans for all commercial occupancies.
  - Develop metrics and triggers for staffing additional stations and units, including Station 124 (Milton), Station 117 (Tehaleh), field based Medical Services Officers (MSO), and one or more additional medic units.
  - Develop triggers for adjusting staffing based on dynamic changes in the service area such as weather or civil unrest.
  - Build skillset and capacity to implement data-informed deployment such as predictive modeling software (Code 3).
3. Evaluate and adjust the *Volunteer Firefighter program* as appropriate.
4. Establish systems and a culture of continuous improvement and customer satisfaction.

## C. Ensure District facilities are well-located, efficient, and safe.

1. Implement plans for developing a new station in Tehaleh and staffing the Milton station.
2. Update the Capital Facilities Plan and identify long-range facility needs, including improvements needed to existing stations.
3. Establish funding for Phase 2 capital projects and ongoing maintenance of new buildings, including remodeling or expanding Station 113 (Sumner), new Station 124 (Milton), Station 116 (Foothills), a training facility, and a fleet maintenance facility.

## D. Play a proactive and positive role in regional efforts to address the health and safety of the Pierce County community.

1. Partner with cities and the County to ensure planned growth can be supported with effective and efficient fire and EMS services.
2. Engage regularly with neighboring jurisdictions to address issues of regional concern, including planning for growth, training, recruiting, information technology, and purchase of equipment.



# Goal 03

## CULTIVATE STRONG RELATIONSHIPS WITH THE COMMUNITIES WE SERVE

To provide compassionate and effective service to our community's diverse needs, EPFR must be seen as a trusted resource within the community. We build relationships with community members of all backgrounds through regular presence at community events, consistent communications, and cultural awareness and humility.

### KEY PERFORMANCE INDICATORS

#### Milestones

- » Begin targeted annual community meetings for:
  - Cities.
  - Communities (e.g., Tehaleh, Prairie Ridge, Lake Tapps, and others).
  - Non-English speaking communities.

#### Measures

- » Number of email recipients, social media followers, and website visits.
- » Number of partnerships with community-based organizations.
- » Number of community meetings hosted or attended at each station.
- » Community support for EPFR funding measures seen by increased passing rates at the ballot box.



# STRATEGIES & OBJECTIVES

## A. Strengthen our community presence.

1. Collaborate with community partners to determine the most important local events for us to join within each community.
2. 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.
3. Identify new opportunities to expand community engagement efforts.

## B. Communicate regularly with residents, workers, business owners, and organizations.

1. Continue to share information via our website, printed newsletter and email.
2. Increase regular communications on social media platforms, including Facebook, Twitter, Instagram, and Nextdoor.
3. Use multiple platforms to communicate emergent information.

## C. Serve all community members with compassion and appropriate *cultural humility and competency*.

1. Track community demographics to understand changes in the communities EPFR serves.
2. 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.
3. Evaluate the feasibility of creating a position for a dedicated community outreach specialist.
4. Ensure messaging is inclusive and culturally relevant for EPFR's range of member communities.
5. Continue to train personnel in trauma-informed care and cultural humility to ensure community members receive appropriate and effective care.

### Our community partners include:

- » Cities
- » Homeowner association groups
- » School districts
- » Service providers
- » Unincorporated planned communities
- » Others





# Goal 04

## BE A HIGHLY EFFICIENT ORGANIZATION

As a publicly funded entity, EPFR responsibly stewards district resources through skillful internal administration, effective technology, and streamlined communications.

### KEY PERFORMANCE INDICATORS

#### Milestones

- » Equipment replacement policy complete with ongoing review, including [Technology Replacement Plan](#).
- » [Facility Maintenance Plan](#) adoption.
- » [Lexipol](#) policies and procedures fully implemented.

#### Measures

- » Annual personnel survey: proportion of personnel reporting they receive the information they need to do their job effectively.
- » Annual personnel survey: job satisfaction among non-uniformed personnel.
- » Number of personnel-generated ideas for innovation and improvement.



# STRATEGIES & OBJECTIVES

## A. Improve existing internal communications channels and develop new methods of sharing information.

1. Improve effectiveness of top-down communication, including communicating the reasoning behind decision making, via the chain of command.
2. Encourage ongoing organizational learning and improvement by encouraging bottom-up questions and feedback.
3. Adopt internal communications software to support file sharing, instant messaging, and team-based communications.

## B. Ensure internal policies and functions are effective in supporting the organization.

1. Ensure internal processes are as effective and efficient as possible for both uniformed and non-uniformed personnel.
2. Determine long-term staffing needs needed to support the organization.
3. Communicate the vital role of internal functions in EPFR's service delivery and acknowledge accomplishments of the administrative team.
4. Cultivate high morale and job satisfaction of non-uniformed personnel by providing mentoring and opportunities for growth.

## C. Steward District resources to best serve the community.

1. Ensure our policies, processes, and culture support the efficient use of resources.
2. Explore regional opportunities as a method to reduce costs.
3. Evaluate and update the *Equipment Replacement Funding Plan and Replacement Schedule* on an ongoing basis, including updates to staffing requirements.
4. Establish a *Technology Replacement Plan* for operations hardware and software.
5. Create a *Facility Maintenance Plan* that captures the full resources required to operate and maintain existing and future facilities.
6. Evaluate options for long-term funding stabilization, including opportunities to generate non-tax revenues, to meet operational resource needs.





# Acknowledgments

*This Plan was developed with the support of EPFR's Board of Fire Commissioners, partners, staff, and community stakeholders. A Strategic Planning Team comprised of 21 staff guided the creation of this plan.*

## LEADERSHIP



**Jon Parkinson**  
Fire Chief



**Bill Mack**  
Deputy Chief

## BOARD OF FIRE COMMISSIONERS

Jon Napier, Chair, Position 2

Ed Egan, Vice Chair, Position 4

Kevin Garling, Position 1

Mike Cathey, Position 3

Pat McElligott, Position 5

Randy Kroum, Position 6

Cynthia Wernet, Position 7







## STRATEGIC PLANNING TEAM MEMBERS

Bud Backer, Fire Chief (Ret.)

Jeff Berry, EMS Lieutenant/Paramedic

Mike Blaylock, IT Manager

Brad Dyson, EMS Battalion Chief

Matt Gilbert, Training Battalion Chief

Tera Green, Firefighter/Paramedic

Yvonne Hahn, Administrative Support Specialist

Chuck King, Assistant Chief

Jeff Lachowitz, Firefighter/Paramedic

Adam Lathrop, Lieutenant/Paramedic

Chelsea Lovejoy, Firefighter/Paramedic

Mike Malland, Firefighter

Mike McGinnis, Battalion Chief

Jeff Moore, Assistant Chief

Ben Paradis, Union President

Jason Sanders, Captain/Paramedic

Kevin Stabenfeldt, Assistant Chief

Dina Sutherland, Public Education Specialist

Mike Westland, Lieutenant/Paramedic

# Glossary

## A - C

**Barriers to entry** Items or practices which may unintentionally eliminate applicants. Examples include required certifications (paramedic, EMT, fire academy), educational requirements, travel requirements for testing, or internet access.

**Bond for Capital Facilities, Vehicles & Equipment** In November of 2018, voters passed Proposition 1, a Bond for Capital Facilities, Vehicles & Equipment, to finance the first of two phases of fire stations, land, vehicles, and equipment for EPFR.

**Community Resource Paramedic program** In 2018, EPFR launched a new Community Resource Paramedic program, in which a specially-trained paramedic helps assist frequent 9-1-1 callers and patients with unmet, chronic medical conditions. The Community Resource Paramedic helps patients navigate a complex health-care system, connecting them with resources and case managers who often can provide services to assist these “at-risk” patients. This program helps improve the quality of life for patients and helps them continue to live safely, and independently, while reducing 9-1-1 calls, keeping fire and EMS units available for other emergencies.

**Community Risk Reduction program** Efforts to reduce risk associated with fires, natural disasters, and health emergencies. Examples include building codes, emergency preparedness planning, and fall prevention.

**Cultural humility and competency** Cultural humility and competency include a self-awareness of one’s own perspectives and a respect for an openness to learning about others’ cultures.

## E - K

### **Equipment Replacement Funding Plan and Schedule**

A plan to replace equipment on a regular basis.

**Facility Maintenance Plan** A document that establishes a regular maintenance schedule for each facility.

**Goal, Strategy, Objective, and Tactic** The Strategic Plan’s framework includes four overarching **Goals**, which state EPFR’s top themes of focus for the Plan’s timeframe.

**Strategy** Each Goal has multiple Strategies. These are aspirationally-stated ambitions that help advance the larger Goal.

**Objective** Each Strategy has multiple Objectives, which lay out actionable areas of work.

**Tactic** Each Objective will be advanced by specific, actionable Tactics that can be completed within one or two years. These Tactics will be updated each year, and as a result are not included in this published version of the plan.

The Goals, Strategies, and Objectives will remain constant throughout the five years of this plan. Tactics will be updated annually.

**Key Performance Indicator** Each of the four Goals includes a set of Key Performance Indicators that will be used to track progress. These indicators include a mix of measures and milestones, with measures being the results we hope to see and milestones being the actions and products needed to achieve those outcomes.

## L - Sta

**Leadership Philosophy** The East Pierce Leadership Philosophy is our expectations of our leaders: it describes how we are expected to treat each other and those we lead. The Leadership Philosophy helps to create a culture that reflects our core value that our employees are our most important resource in providing compassionate service.

**Lexipol** Lexipol is a company that provides operating policies used by fire and law enforcement agencies across the country.

**National Fire Protection Association's Firewise USA® program** The national Firewise USA® recognition program provides a collaborative framework to help neighbors in a geographic area organize, find direction, and take action to increase the ignition resistance of their homes and community and to reduce wildfire risks at the local level. The program is administered by the National Fire Protection Association and is co-sponsored by the USDA Forest Service and the National Association of State Foresters.

**Objective** See "Goal, Strategy, Objective, and Tactic."

**Prefire Program** Efforts, such as commercial building reviews, to reduce the risk and impact of fires.

**Pre-incident plans** A visual schematic showing the outline of a building and associated items of interest to fire ground operations. Examples include hazardous materials storage, alarm panel locations, stairwells, or fire hydrant location.

**Standard of Cover** A plan to deploy fire stations, personnel, and equipment to best meet a community's anticipated fire and emergency medical services needs.

## Str - Z

**Strategy** See "Goal, Strategy, Objective, and Tactic."

**Succession planning** Systematic efforts to ensure that institutional knowledge and capacity are retained when individual staff members retire.

**Tactic** See "Goal, Strategy, Objective, and Tactic."

**Technology Replacement Plan** A plan to replace computers and other equipment on a scheduled basis.

**"True" entry-level recruitment** Recruitment of individuals without prior volunteer or professional fire experience.

**Trusted community liaison** An individual who is trusted by a given community and can support effective two-way communication between EPFR and that community.

**Volunteer Firefighter program** EPFR's Volunteer Division is designed to improve service to the citizens of East Pierce Fire & Rescue, while providing an opportunity for those that want to give back to their community and gain additional training and experience for a future career in the fire service. Volunteers are on call to respond to a wide array of emergencies including fires, medical incidents, vehicle collisions, water rescue and natural disasters.

**Washington Surveying & Rating Bureau (WSRB)** WSRB is an independent rating bureau that provides data and ratings on fire-related property risk to insurers. Improved WSRB ratings can lead to reduced insurance premiums for property owners.





## East Pierce Fire & Rescue

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18421 Veterans Memorial Drive East  
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To: **Board of Fire Commissioners**  
From: **Jon Parkinson, Fire Chief**  
Subject: **Monthly Chief's Report – September 2021**

### **COVID-19**

The delta variant continues to impact the region. We still have only had a few employees test positive for COVID over the couple of last months, which has caused some small-scale quarantines. The Board meeting will remain virtual for the foreseeable future.

The other significant impact to the District is proclamation 21-14, recently signed by Governor Inslee. This will require all uniformed personnel to be entirely vaccinated by October 18th, 2021 (religious and medical exemptions are allowed). Additionally, we are awaiting more information regarding the federal vaccination mandate and its impact on the District.

### **Budget**

I will be scheduling a meeting with the Board Finance Committee in early October to review the 2022 budget status. The full Board will receive its first review at the regular October Board of Fire Commissioners meeting on October 19<sup>th</sup>.

### **Policing changes**

No significant changes on this subject. Pierce County EMS is working on standardized protocols for the entire county. The working group established by East Pierce Fire & Rescue continues to progress well with our policing agencies.

### **Incidents**

- Large brush fire south of Tahaleh – DNR assumed control of the incident
- 3-alarm commercial fire in Puyallup – multiple crews assisted CPFR
- 3-alarm multi-family fire in Edgewood – Damage to 12 units, no injuries reported

### **Defibrillators and Heart Monitors**

As previously communicated, I will have a budget request to replace all current heart monitors and defibrillators. Our existing units are at the end of their service life and will no longer be supported by the manufacture as of February 2022. The EMS Division is wrapping up its evaluation of various units currently on the market and will be presenting in October to the Board. This would typically wait until November as part of the final budget proposal; however, we need to place the order as soon as possible due to supply chain issues. The EMS reserve provides funding for this expenditure, which will cover 100% of the cost.

### **Public Relations**

The EMS Division has been providing several first aid classes to the public around Lake Tapps. These events were initiated by request of the Lake Tapps Boaters Group. They have been instrumental in helping us spread the word about the classes and have also assisted us with the Lake Tapps Dock Sign program over the years.

### **Levies**

With the failure of proposition #2, we are moving ahead with planning our voter education for the November General Election. Both King and Pierce County have acknowledged accepting the regular levy resolution for November, with the proposition retitled to proposition #1 now that the EMS levy has passed. A new educational video will be released in mid-October, along with our newsletter and more focused messaging to individual communities.

### **Fire Prevention**

The ILA with Bonney Lake should be going to their full council this month. The Edgewood ILA is ready for Board approval this month.

### **Collective Bargaining Agreements**

An update will be provided in Executive Session.

### **Bond Update**

**Facilities:** Project Manager Herrera will provide an update

**Apparatus:** Engines #5 & #6 had their final inspections the week of September 13th.



**Cities/Town**

City of Bonney Lake Public Safety

City of Sumner Public Safety

**Other Organizations**

Sumner Rotary

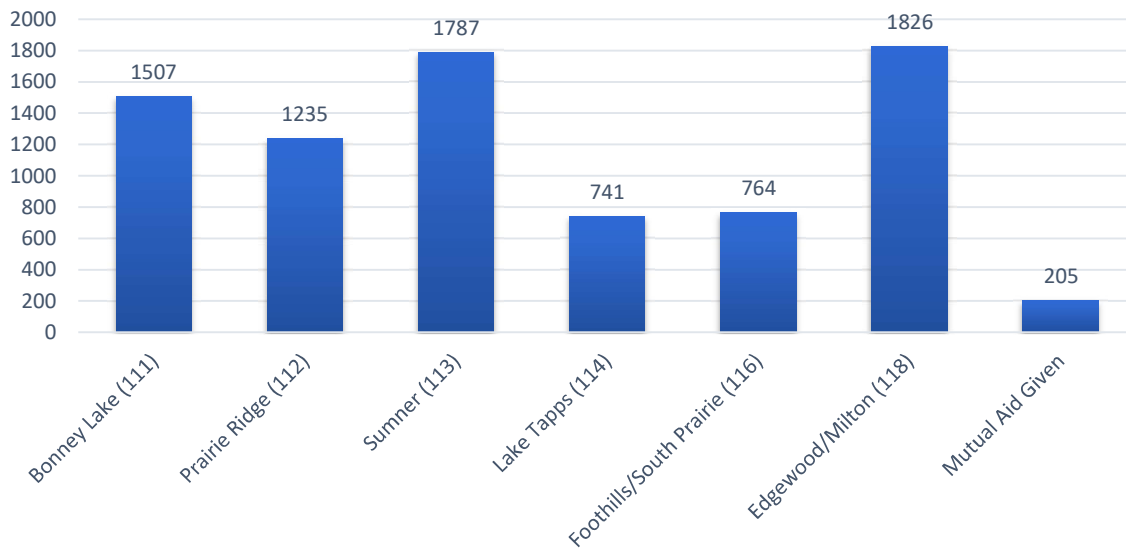
FME 911 Memorial

# East Pierce Fire & Rescue Monthly Chief's Report



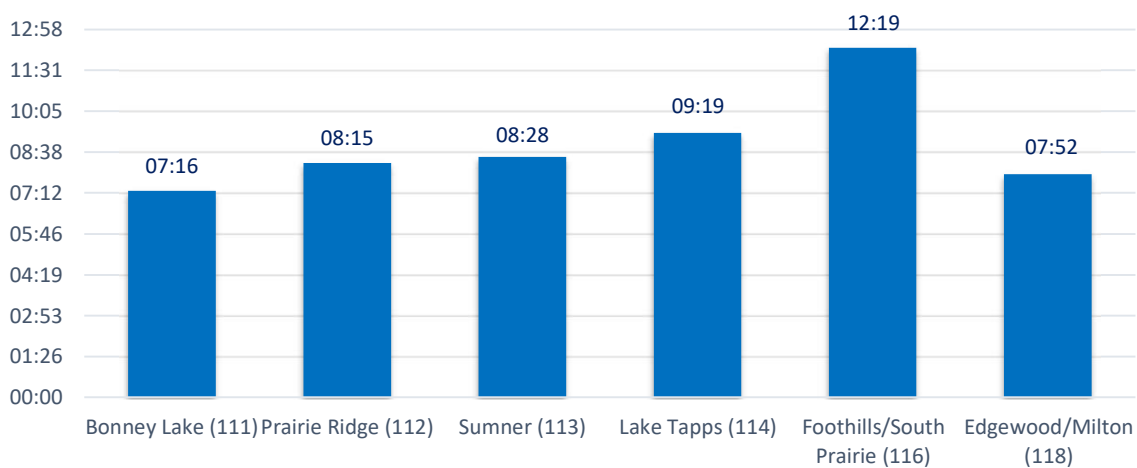
August 2021

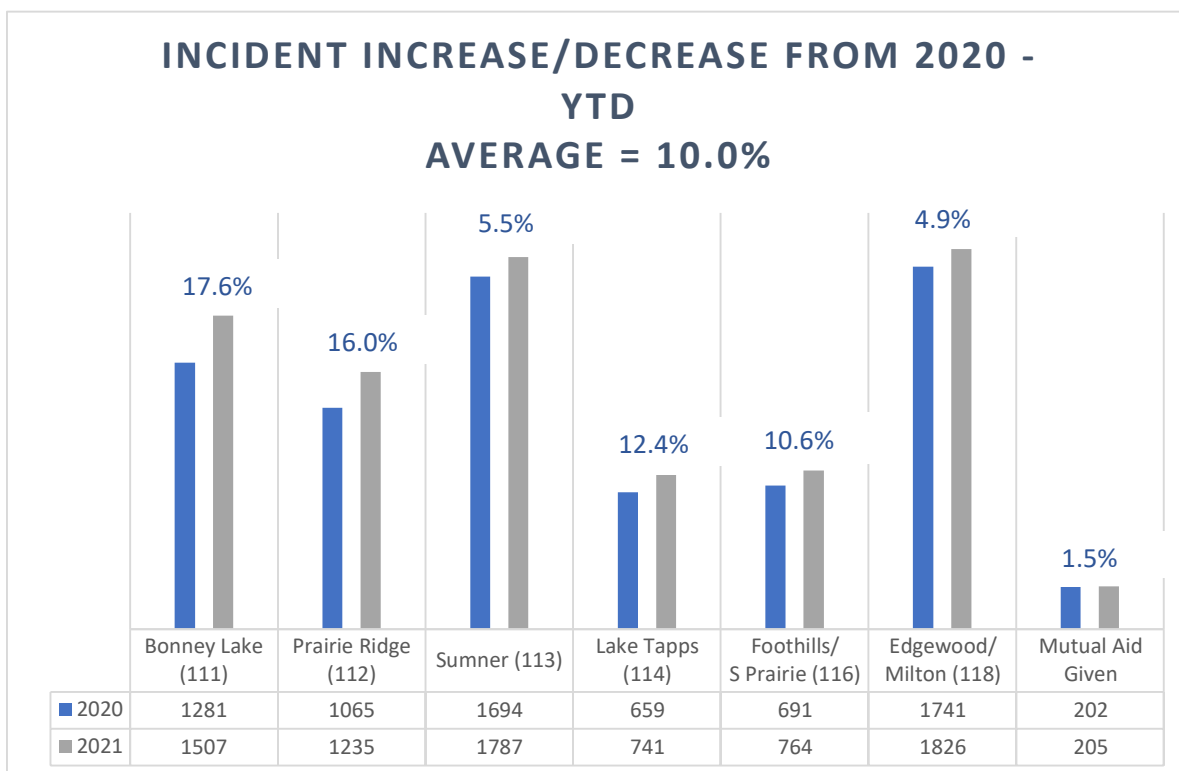
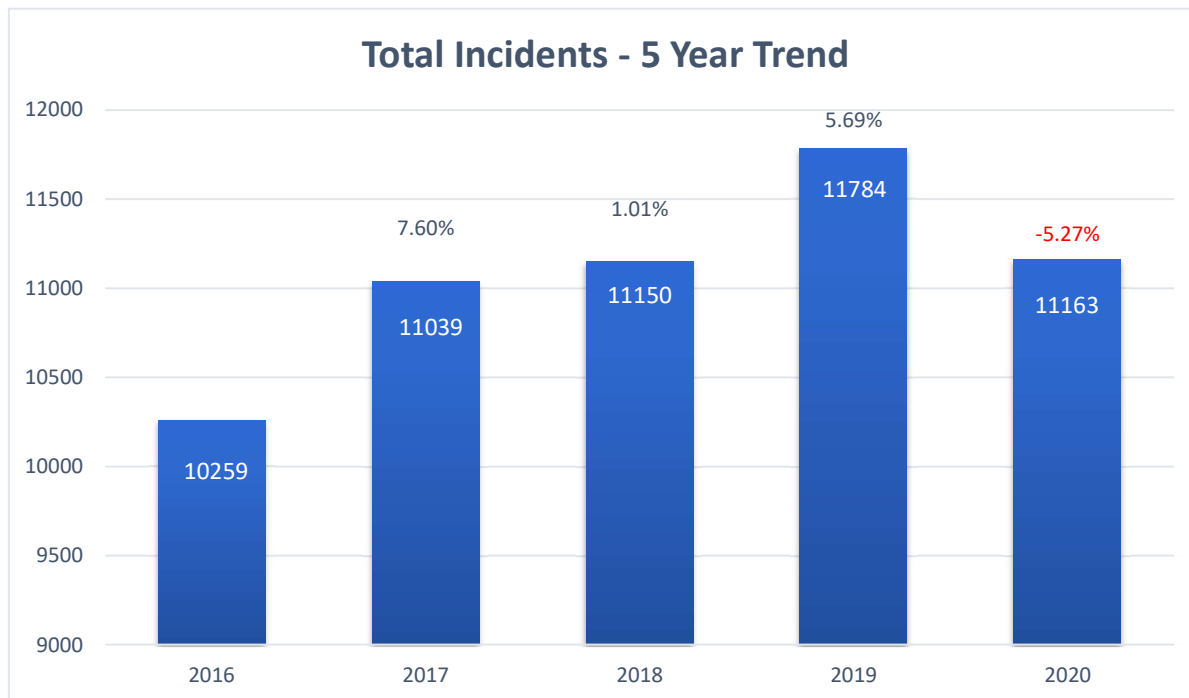
### Incidents by response area - YTD Total = 8065 incidents



### Average Response Time by Response Area - YTD Measures time from dispatch to arrival of first unit

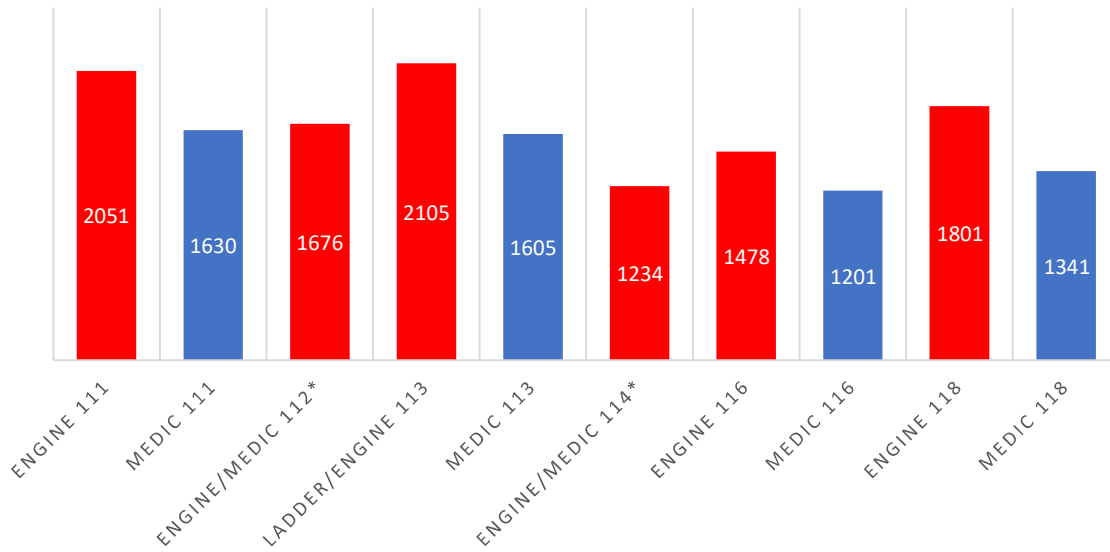
**Average Response Time = 08:55**



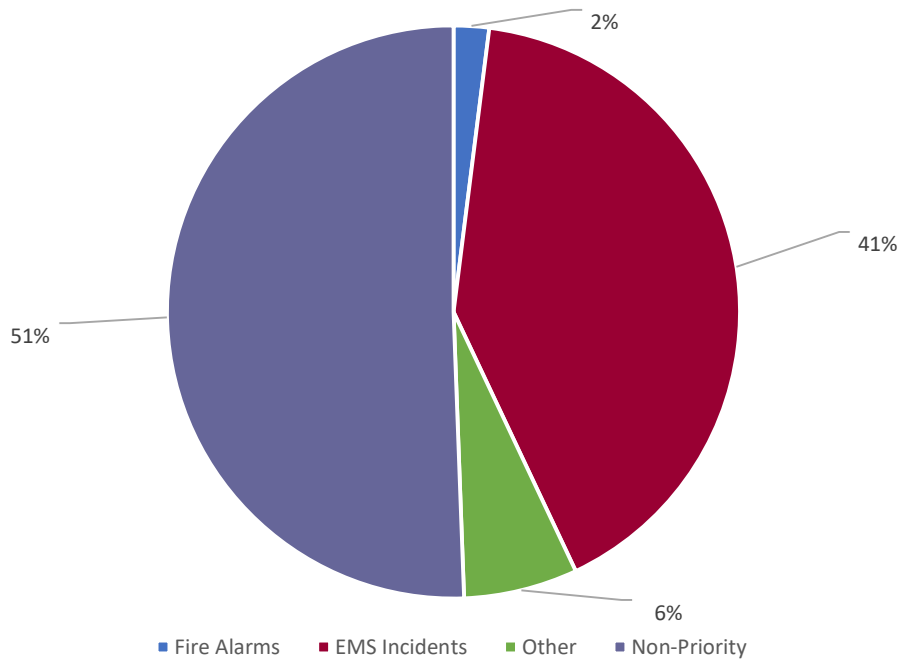


## INCIDENTS BY UNIT - YTD

\*NOTES CROSS-STAFFED UNITS



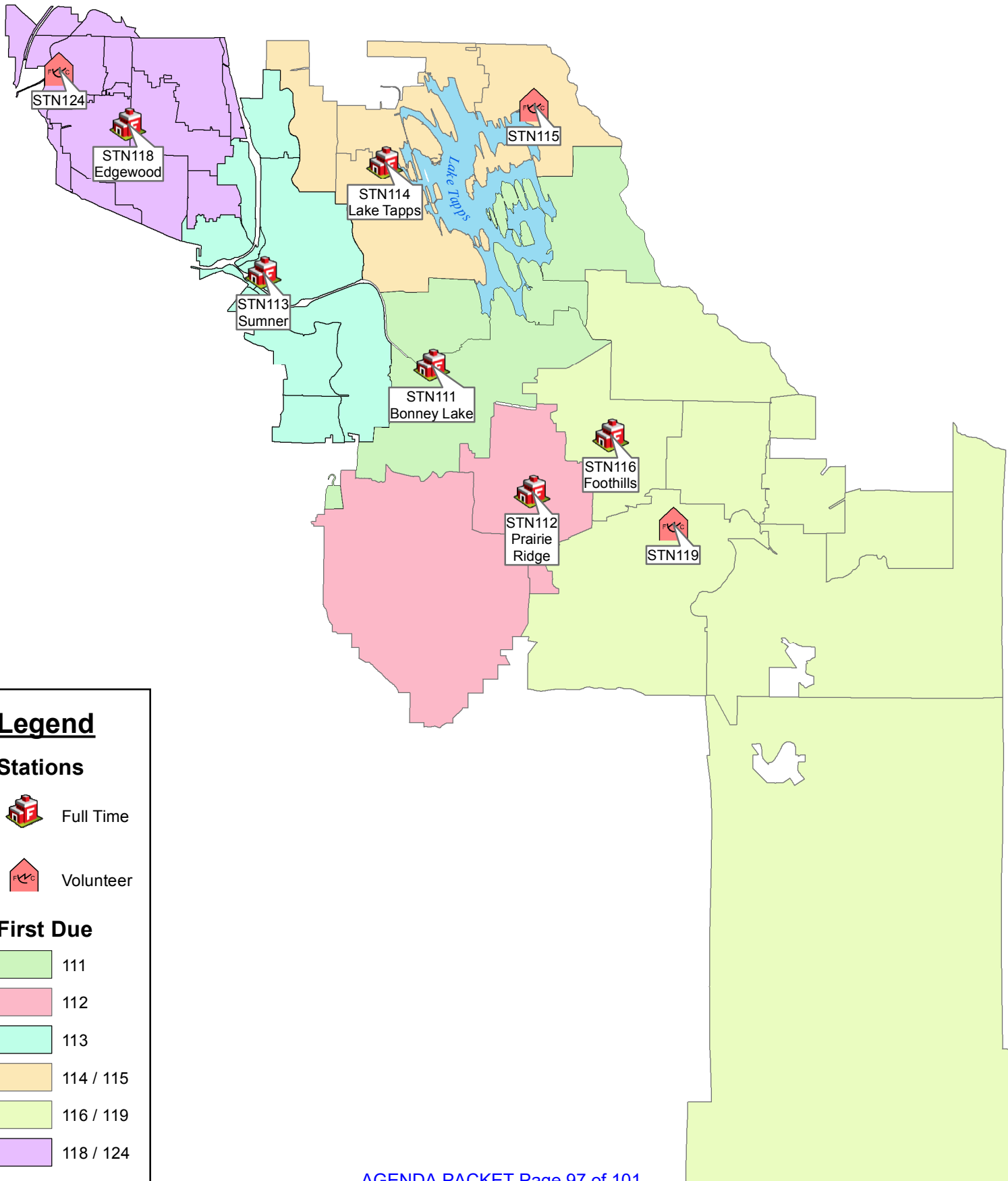
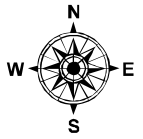
## Incidents by Type - YTD







# 2019 East Pierce Fire & Rescue First Due Area



**Mutual Aid Given (*Units arrived to scene*)**  
**08/1/2021 to 08/31/2021**

AGENCY	CASE NO	CALL TYPE	TRANSPORTS
<b>Central Pierce Fire &amp; Rescue</b>			
	7335	Brush Fire	No
	7454	MVA	No
	7478	Strike	No
	7484	SOB	Yes
	7485	Move Up	No
	7486	Move Up	No
	7489	Headache	No
	7480	Brush Fire	No
	7542	MVA	No
	7598	MVA	No
	7825	Commercial Fire	No
	7827	Commercial Fire Alarm	No
	7829	PCHIT	No
	7832	Chest Pain	Yes
	7843	SOB	No
	7869	Commercial Fire	No
	7898	SOB	Yes
	7919	Chest Pain	No
	7965	MVA	No
	8067	MVA	No
	8087	MVA	No
<b>Enumclaw Fire Dept.</b>			
	7860	Sick	Yes
<b>Gig Harbor Fire</b>			
	7796	Unconscious Person	No
	7801	Sick	No
<b>Orting Fire Dept.</b>			
	7373	Brush Fire	No
	7374	SOB	Yes
	7389	SOB	Yes
	7766	Chest Pain	Yes
	7791	Smoke Investigation	No
	7840	Chest Pain	Yes

<b>South King Fire</b>			
	7363	Brush Fire	No
<b>Buckley Fire Department</b>			
	8013	Abdominal Pain	Yes
<b>Key Peninsula</b>			
	7428	Agency Assist	No
<b>VRFA</b>			
	8149	Fall Patient	No
<b>Riverside Fire &amp; Rescue</b>			
	7122	Brush Fire	No
<b>Total Calls</b>			<b>35</b>
<b>Total Transports by East Pierce</b>			<b>9</b>

### **Mutual Aid Received (*Units arrived to scene*)**

**08/1/2021 to 08/31/2021**

<b>AGENCY</b>	<b>CASE NO</b>	<b>CALL TYPE</b>	<b>TRANSPORTS</b>
<b>Central Pierce Fire &amp; Rescue</b>			
	7267	Strike Team	No
	7764	MVA	No
<b>Dupont Fire Dept.</b>			
	7267	Strike Team	No
<b>Buckley Fire Dept.</b>			
	7266	Brush Fire	No
	7325	Unconscious Person	No
	7765	Brush Fire	No
<b>Brown's Point Fire</b>			
	7267	Strike Team	No
<b>Gig Harbor Fire</b>			
	7266	Brush Fire	No
	7267	Strike Team	No
<b>Key Peninsula</b>			
	7266	Brush Fire	No
<b>Carbonado Fire Dept.</b>			
	7112	Burn Investigation	No
	7642	MVA	No
<b>Orting Fire Dept.</b>			
	7266	Brush Fire	No
	7765	Brush Fire	No
<b>VRFA</b>			
	7483	Headache	No
<b>Total Calls</b>			<b>15</b>
<b>Total Transports by other agencies</b>			<b>0</b>

## Tehaleh Incidents for August 2021

Date	Incident Number	Type of Call	1st arriving unit	Number of Incidents	Response time
8/2/2021	EPF21007175	EMS	E112	1	0:11:42
8/3/2021	EPF21007207	EMS	M112	1	0:15:29
8/4/2021	EPF21007268	EMS	E112	1	0:16:34
8/5/2021	EPF21007281	GOOD INTENT	E112	1	0:07:47
8/6/2021	EPF21007377	SMOKE	M112	1	0:12:07
8/7/2021	EPF21007464	EMS	M112	1	0:11:31
8/8/2021	EPF21007504	EMS	M112	1	0:09:47
8/9/2021	EPF21007524	EMS	E116	1	0:10:10
8/10/2021	EPF21007543	EMS	E112	1	0:07:58
8/11/2021	EPF21007550	EMS	E112	1	0:06:36
8/12/2021	EPF21007555	EMS	E112	1	0:16:25
8/13/2021	EPF21007603	EMS	E116	1	0:07:31
8/14/2021	EPF21007678	EMS	E112	1	0:10:06
8/15/2021	EPF21007788	PUB ASSIST	M116	1	0:12:37
8/16/2021	EPF21007791	SMOKE	M112	1	0:04:28
8/17/2021	EPF21007858	EMS	E116	1	0:15:28
8/18/2021	EPF21007903	EMS	E112	1	0:12:26
8/19/2021	EPF21007948	EMS	E112	1	0:09:40
8/20/2021	EPF21007964	EMS	E112	1	0:16:51
8/21/2021	EPF21007973	EMS	E112	1	0:10:52
8/22/2021	EPF21008062	EMS	E112	1	0:10:44
8/23/2021	EPF21008081	EMS	M112	1	0:10:07
8/24/2021	EPF21008092	PUB ASSIST	M112	1	0:13:11
8/25/2021	EPF21008126	EMS	M116	1	0:07:15
8/26/2021	EPF21008172	EMS	M112	1	0:10:10
8/27/2021	EPF21008194	EMS	M112	1	0:06:10
Total number of incidents and avg. response time				26	0:10:55

\*runcard 122

## **Injury – Medical Leave Report (September 2021)**

- In 2021, a total of 31 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 77.32 calendar days
- Eleven L&I claims for time-loss injuries have occurred in 2021 (seen below in red).
  - Two of these claims qualify for the Stay-at-Work program through L&I

