



EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS
Regular Meeting
February 21, 2023

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

Please click the link below to join the webinar:
<https://webinar.ringcentral.com/j/1476145604>

Viewers may ask questions at the appropriate time via the chat option available within the application. Statements and or questions may also be emailed to mhollon@eastpiercefir.org

1. CALL TO ORDER – 7:00 PM

2. ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME

- a) Roll Call/ Pledge of Allegiance
- b) Welcome the Public
- c) Honors and Recognition
 - i) Oath of Office – District Secretary

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- a) Approve Minutes of the January 17th Regular Meeting..... Page 3-5
- b) Approve Minutes of the February 15th Special Meeting Page 6
- c) Treasurer’s Report..... Pages 7-8
- d) Approve Finances..... Pages 9-15
- e) Financial Waiver
 - i) Transport Account 132628048 in the amount of \$909.60 Page 16
 - ii) Transport Account 132650972 in the amount of \$628.40 Page 17
- f) Resolution 1011 Quarterly EMS Write-Offs..... Page 18

5. PRESENTATIONS

- a) South Sound 911 – Parkinson..... None
- b) EMS Survey Recap 2022 - Dyson..... Pages 19-42
- c) 2022 Medical Injury Report – T. Lynch/Sandlian..... Page 43

6. VISITORS Open to Public Comments

Any individual may request that the Board recognize them to give their comments on items not on the agenda. Please identify yourself and state your address for the record before commenting. Comments/Questions should be submitted via chat feature on webinar or emailed to the District Secretary at mhollon@eastpiercefir.org. Please submit copies of any reports, statements, etc. to the District Secretary for the Board via email or mail. The Board may not have the information at hand to address a subject or take action at this time.

7. BOND-2018:

- a) Update - Herrera Pages 44-51

8. CHIEF’S REPORT

- a) Monthly Chiefs Report..... Pages 52-54
- b) Monthly Stats Pages 55-62
- c) Monthly Injury Report..... Page 63

9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

- a) Planning Committee – Wernet Page 64
- b) Finance Committee – None
- c) HR Committee – None

10. RESOLUTIONS:

- a) Resolution 1012 – Designation of District Secretary – Hollon Pages 65-66
- b) Resolution 1013 – Designation of Investment Officer – Hollon..... Pages 67-68
- c) Resolution 1014 – Cancel Warrants – Hollon Pages 69-70

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

- a) 2022 Financial Year End – Hollon Pages 71-72
- b) Board Compensation Discussion (list of events) – Hollon..... None
- c) Milton Fire Prevention Fee Schedule – Parkinson Pages 73-78

12. UNFINISHED BUSINESS (*Board Chair will allow for public comments via chat or email*)..... None

13. COMMISSIONER TRAINING/EVENT REQUESTS:

- a) South Sound 911 New Board Member Orientation – Byerley
- b) PDC Reminder - Byerley

14. EXECUTIVE SESSION: None

15. COMMISSIONER ACTION/DISCUSSION: None

16. ADJOURN

EVENTS:

- February 23, 2023
- March 23, 2023
- April 27, 2023
- May 25, 2023
- June 22, 2023
- July 27, 2023 BBQ/Potluck
- August 24, 2023
- September 28, 2023
- October 26, 2023 No Meeting – Annual Conference
- November 16, 2023
- December 7, 2023..... No Meeting – Annual Awards

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

January 17, 2023

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on January 17, 2023, in-person and via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Randy Kroum, Cynthia Wernet, Kevin Garling, Mike Cathey (virtual), Fire Chief Parkinson, Deputy Chief Mack, Executive Admin. Asst. Corina Byerley, and District Secretary Michelle Hollon (virtual).

Commissioners Excused: Pat McElligott

Audience: Phil Herrera, Assistant Chief Chuck King, Assistant Chief Kevin Stabenfeldt, FF Joe Worley, Eric Nickel (Levrum), Carl Niedner (Levrum), and Douglas Bailly (Levrum)

Honors and Recognitions:

Commissioner Garling was presented with a coin representing his 15 years of service. Commissioner Kroum was presented with a coin representing his 5 years of service.

Oath of Office: None

Approval of Agenda:

Executive Assistant Corina Byerley requested to add the following item to the agenda: Agenda Item 4 (Consent Agenda) add Payroll vouchers 230103001-230103013 in the amount of \$630,947.74 and electronic payroll in the amount of \$2,556,820.88
Commissioner Kroum moved to approve the agenda as amended. The motion was seconded by Commissioner Garling and carried.

Consent Agenda:

Commissioner Egan moved to approve the consent agenda (minutes of the December 20th Regular meeting; treasurer's report; current expense vouchers 230101001-230101065 in the amount of \$888,872.95; payroll vouchers 230103001-230103013 in the amount of \$630,947.74 and electronic payroll in the amount of \$2,556,820.88; and Capital expense vouchers 230102001-230102012 in the amount of \$1,186,623.93). Motion seconded by Commissioner Kroum and carried.

Guest Speaker Presentation:

Standard of Cover: Deputy Chief Mack, Assistant Chief Stabenfeldt, FF Worley, and Levrum gave a presentation regarding the process and results for the document. Station locations, personnel, apparatus, and potential hazards in the area were all used to determine the best deployment strategy. Intuitively we know where we would like to add apparatus, the standard of cover provides the data to support those decisions. There was discussion regarding improving turnout times as that is a controllable factor in response times. No action taken, information only.

Annual Fire and Life Safety Inspections Update: Assistant Chief King provided an update on the annual fire and life safety inspection program. The first full year of inspections was successful. Since the district hasn't been conducting this type of inspections many violations were found. Assistant Chief King expects the number of violations to decrease in future years as the inspection program continues. As buildings are inspected the deputy fire marshals are also creating pre-fire plans for the buildings. Three hundred and eleven pre-fire plans were completed in 2022. The Prevention Division is working on

incorporating pre-fire plans for buildings located within the district, but outside city limits in 2023. No action taken, information only.

VISITOR COMMENTS: None

BOND-2018:

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

Station 111: Storm water piping 80% complete. Deep sewer lines reroute installation is 90% complete. Site excavation work continues. Footings and foundation work continues. The weather (especially the rain) has caused some slowdown. Jones and Roberts continue to perform well.

Station 112: Site survey is complete. Civil planning is underway. Estimated May 2023 for permit submittal.

Station 114: Still awaiting permit approval. Station bid is out and scheduled to close January 23rd. There was a large number of GCs showing interest.

Station 117: County planning review continues; working through right-of-way exit locations and site distance questions. We submitted and passed Tehaleh design review. Still awaiting approval of two driveway deviation permits. Contract documents are underway; anticipate turning in building permit in late February.

Station 118: Interior painting and finishes are underway. Stormwater tie-in completed. Water and sewer connected, testing and acceptance underway.

Station 124: No changes.

Station 116 Training Facility: No changes.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Chief will be attending the WFC/WFCA Legislative day on 2/17 and inquired as to which commissioners would like to attend; no updates or changes to GEMT reimbursement charges; Station 114 is out to bid and scheduled to close on 1/23; 2020 and 2021 audit update; AFG grant process underway for rescue pumper; February Board presentations include SS911, 2022 EMS survey review, 2022 injury report out, and 2022 financial closeout; and an overview of April Board workshop.

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

COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

Planning Committee: Commissioner Wernet reported on the committees last meeting on 1/6. The planning committee will hold standing meetings to discuss facility updates the first Friday of each month. Committee recommends patching the roof at station 112 rather than replacing at this time. The committee also reviewed the standard of cover. The committee supports the plan as presented and complimented the strategy and thoroughness of the study.

Finance Committee: None

HR Committee: None

RESOLUTIONS:

Resolution 1009- Transfer of funds (Station 118 Reserve): Finance Manager Michelle Hollon presented to the Board Resolution 1009 requesting the transfer of funds in the amount of \$485,909 from the Reserve Fund to the General Fund for capital project expenditures to Station 118 as mutually agreed upon as part of the merger between District 8 and East Pierce Fire & Rescue in April 2010. This expense was not included in the approved 2023 budget. Commissioner Garling moved to approve Resolution 1009 to transfer funds from the Reserve Fund to the General Fund in the amount of \$485,909. The motion was seconded by Commissioner Kroum and carried (Nay-Egan, Yay-Napier, Garling, Wernet, Cathey, Kroum).

Resolution 1010- Transfer of funds (Project Manager): Finance Manager Michelle Hollon presented to the Board Resolution 1010 requesting the transfer of funds in the amount of \$60,892 from the Capital Fund to the General fund to cover the wages and expenditures of the project manager. Commissioner Kroum moved to Resolution 1010 to transfer funds from the Capital Fund to the General fund in the amount of \$60,892. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

Project Manager Administrative Assistant: Chief Parkinson presented a request to hire a temporary administrative position to support the project manager. The intent is for this position to be temporary during the construction associated with the 2018 UTGO bond. Commissioner Kroum moved to authorize the Fire Chief to hire a temporary administrative position to support the project manager. The motion was seconded by Commissioner Wernet and carried.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

Legislative Day: Executive Assistant Corina Byerley provided the Board with information regarding the Joint WFC and WFCAL Legislative Day on Feb. 17th. Commissioner Wernet expressed interest in attending. No action taken, information only.

PDC Reminder: Executive Assistant Corina Byerley reminded the Board that PDC filing is due by April 15th. No action taken, information only.

EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION:

Commissioner Kroum requested discussion regarding compensable events. The Board approved compensating Commissioner Kroum for the Santa parade in Sumner. The Board discussed types of events for which commissioners should be compensated for. The chairman supports paying for community events where there is community interaction. The Board requested that district's policy be modified to list specific types of compensable events and outlining the process for seeking special authorization from the Board chair for unusual events.

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 9:16 p.m.

District Secretary Michelle Hollon

Chairman Jon Napier/Vice-Chair Ed Egan

Minutes taken by Corina Byerley,
Executive Admin Assistant

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

February 15, 2023

A special meeting of the Board of Fire Commissioners of East Pierce Fire and Rescue held on February 15, 2023, via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:09 p.m. Present by roll call were Commissioners Cynthia Wernet, Mike Cathey, Pat McElligott, Kevin Garling, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin. Asst. Corina Byerley, and District Secretary Michelle Hollon.

Absent: Commissioner Edward Egan and Commissioner Randy Kroum

Audience: Phil Herrera

The purpose of the special meeting was to award the construction bid for Station 114.

Awarding of Station 114 Bid: Chief Parkinson presented to the Board a request to award the bid for the construction of station 114 to Andy Johnson & Company and to begin preparation of a contract for construction to be signed by the fire chief. The fire district closed bidding for the construction of station 114 on January 25, 2023. The district received nine qualified bids, Andy Johnson & Company of Olympia, WA was the qualified low bidder submitting a qualified bid proposal in the amount \$7,463,774 plus tax and a 10% contingency of bid amount. There are no irregularities in the bid submittal. Staff suggest to award the bid for the construction of station 114 to Andy Johnson & Company and to begin preparation of a contract for construction to be signed by the fire chief. Commissioner McElligott moved to award the bid for Station 114 to Andy Johnson & Company in the amount of \$7,463,774 plus tax and a 10% contingency of bid amount and authorize the Fire Chief to sign the contract on behalf of the District. The motion was seconded by Commissioner Cathey and carried.

There being no further business to come before the Board. Meeting adjourned at 7:17 p.m.

Chair Jon Napier

Michelle Hollon, District Secretary

Minutes taken by Corina Byerley,
Executive Admin Assistant



EAST PIERCE FIRE & RESCUE

January 2023

for February 21, 2023 Meeting

	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
11 Months Remaining =					91.67%

General Fund (Current Expense)

Net Cash & Investments 12/31/2022			\$ 13,675,288	Budgeted	
Operating Revenues					
Property Tax - Current	2,229	2,229	35,580,911	35,578,682	100.0%
Property Tax - Prior Year/Delinquent	52,030	52,030	-	(52,030)	0.0%
Other Taxes	-	-	18,500	18,500	100.0%
Regular EMS Transport	310,094	310,094	2,800,000	2,489,906	88.9%
GEMT Transport	422,267	422,267	3,100,000	2,677,733	86.4%
GEMT Reconciliation	-	-	600,000	600,000	100.0%
Intergovernmental	16,789	16,789	201,375	184,586	91.7%
Tehaleh Mitigation	-	-	100,000	100,000	100.0%
Transfers in from Reserves/Capital	546,801	546,801	5,573,342	5,026,541	90.2%
Other Revenue	51,321	51,321	1,529,770	1,478,449	96.6%
Total Operating Revenues	1,401,531	1,401,531	49,503,898	48,102,367	97.2%

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

	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Operating Expenses					
Administration <i>(Comm, Fire Chief, Deputy Chief, Finance, HR)</i>	214,370	214,370	2,901,818	2,687,448	92.6%
Operations <i>(Fire, Training, Volunteers)</i>	2,659,883	2,659,883	30,172,400	27,512,517	91.2%
EMS	229,483	229,483	3,056,911	2,827,428	92.5%
Prevention <i>(Fire Prevention, Pub Ed)</i>	108,210	108,210	1,320,488	1,212,278	91.8%
Logistics <i>(Logistics, Emerg. Mgmt, IT)</i>	409,933	409,933	4,793,239	4,383,306	91.4%
Capital <i>(Project Manager)</i>	277,850	277,850	189,716	(88,134)	-46.5%
Reserve Purchases <i>(Equipt., EMS, Facility)</i>	131,426	131,426	5,383,626	5,252,200	97.6%
Transfers Out	-	-	1,685,700	1,685,700	100.0%
Total Operating Expenses	4,031,154	4,031,154	49,503,898	45,472,744	91.9%
Payroll Clearing Accruals	29,106	29,106			
Operating Expenses Net of Accruals	4,060,260	4,060,260			
Ending Net Cash & Investments			\$ 11,016,559		

Reserve Fund

Net Cash & Investments 12/31/2022			\$ 27,075,250	Budgeted	
Reserve Balances	Other Revenues	Transfer In	Transfer Out	Balance as of 01/31/23	(Short)/Over
General Reserve				3,157,483	3,529,622
Equipment Reserve				13,333,872	TBD
Facilities Reserve				1,058,323	258,323
Employee Compensation Reserve				829,898	29,898
Capital Facilities Phase 2			485,909	10,741,864	Balance
Sale of Tax Title Property					
Investment Interest	109,156				
Current Month Total	109,156		-		
Year to Date Total	\$ 109,156			\$ 29,121,440	



EAST PIERCE FIRE & RESCUE

January 2023

for February 21, 2023 Meeting

Capital (Construction) Fund UTGO Bonds 2018	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2022			\$ 15,999,374	Budgeted	
Revenues					
Investment Interest	59,240	59,240	75,000	15,760	21.0%
Total Revenues	59,240	59,240	75,000	15,760	21.0%
Expenses					
Capital Purchases-Apparatus	-	-	-	-	0.0%
Capital Purchases-Station 111	1,126,306	1,126,306	-	(1,126,306)	0.0%
Capital Purchases-Station 112	908	908	-	(908)	0.0%
Capital Purchases-Station 114	21,325	21,325	-	(21,325)	0.0%
Capital Purchases-Station 117	1,004	1,004	-	(1,004)	0.0%
Capital Purchases-Station 118	37,081	37,081	-	(37,081)	0.0%
Capital Purchases-Station 124	-	-	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr	60,892	60,892	47,429	(13,463)	-28.4%
Total Expenses	1,247,516	1,247,516	47,429	(1,200,087)	-2530.3%
Ending Net Cash and Investments			\$ 14,811,098		

Capital (Construction) Fund UTGO Bonds 2022	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2022			\$ 40,482,068	Budgeted	
Revenues					
Investment Interest	149,632	149,632	1,365,000	1,215,368	0.0%
Total Revenues	149,632	149,632	1,365,000	1,215,368	
Expenses					
Capital Purchases	-	-	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr	-	-	142,287	142,287	
Total Expenses	-	-	142,287	-	0.0%
Ending Net Cash and Investments			\$ 40,631,700		



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

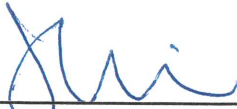
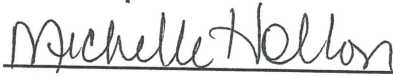
PAYMENT LISTING

<u>Trans Date</u>	<u>District Ref #</u>	<u>Payee Printed Name</u>	<u>Amount</u>
1/18/23	350	HEALTH CARE AUTHORITY	\$10,791.47
Payment Count: 1		Total Amount:	\$10,791.47

Payment Count: 1
Payment Total: \$10,791.47

CERTIFICATION

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

 _____ Authorized District Official Signature	<u>1/18/23</u> _____ Date	 _____ Authorized District Official Signature	<u>1/18/23</u> _____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date

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 Received 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
2/16/23	616	BORJA JOHN	\$3,765.00
2/16/23	617	CITY OF MILTON	\$798.30
2/16/23	534	ABM JANITORIAL SERVICES	\$1,140.71
2/16/23	618	COBALT STORAGE	\$911.00
2/16/23	535	ADP SCREENING	\$50.57
2/16/23	536	ADVANCE TRAVEL FUND	\$1,380.00
2/16/23	620	LINCOLN CONSTRUCTION INC	\$149,256.87
2/16/23	537	AIR EXCHANGE, INC.	\$1,244.43
2/16/23	619	JONES & ROBERTS CO.	\$791,208.82
2/16/23	621	MCCLATCHY COMPANY LLC	\$491.41
2/16/23	538	ART GAMBLIN MOTORS	\$114.12
2/16/23	622	MOBILE MODULAR	\$1,052.70
2/16/23	624	PIERCE COUNTY SEWER	\$35.03
2/16/23	540	BOUND TREE MEDICAL LLC	\$503.23
2/16/23	541	BRAUN NORTHWEST, INC	\$505,341.56
2/16/23	539	BARNHART MD PS STEPHEN W	\$6,525.00
2/16/23	623	OTTO ROSENAU & ASSOCIATES, INC.	\$6,782.26
2/16/23	625	RICE FERGUS MILLER ARCHITECTURE	\$190,543.56
2/16/23	626	TERRA ASSOCIATES, INC.	\$90.00
2/16/23	627	TRANSPOGROUP	\$5,386.25
2/16/23	544	CENTURYLINK (035B/376B/785B/786B/442B)	\$80.20
2/16/23	545	CHRISTENSEN INC.	\$1,254.23
2/16/23	542	CARDINAL HEALTH 112, LLC	\$4,449.61
2/16/23	543	CASCADE HEALTHCARE SERVICES LLC	\$6,290.50
2/16/23	546	CHS	\$726.58
2/16/23	547	CINTAS CORPORATION # 461	\$8,837.35
2/16/23	548	CITY OF BONNEY LAKE-REIMB UTILITIES	\$3,876.08
2/16/23	550	CUMMINS NORTHWEST	\$2,826.05
2/16/23	553	DEPT OF NATURAL RESOURCES	\$982.60
2/16/23	554	EIGHT TWENTY EIGHT	\$5,000.00
2/16/23	555	ESO SOLUTIONS	\$16,552.99
2/16/23	556	FIDELITY SOLUTIONS	\$10,540.80
2/16/23	549	COSTCO MEMBERSHIP	\$180.00
2/16/23	551	DAVIS DOOR SERVICE, INC	\$15,280.80
2/16/23	552	DEPT OF NATURAL RESOURCES	\$3,399.77
2/16/23	557	FIRE PROTECTION INC.	\$4,751.16
2/16/23	558	FREIGHTLINER NORTHWEST	\$109.96
2/16/23	559	FUGATE FORD	\$2,056.81

2/16/23	560	GALLS, LLC - DBA BLUMENTHAL	\$2,413.23
2/16/23	561	GENES TOWING PUYALLUP	\$495.00
2/16/23	562	GIMMEES.COM	\$984.50
2/16/23	564	HAAS INC.	\$10,580.00
2/16/23	563	GITTS SPRING CO	\$4,485.66
2/16/23	567	KENT D. BRUCE COMPANY	\$1,777.99
2/16/23	569	LARSEN SIGN CO	\$6,985.00
2/16/23	570	LES SCHWAB TIRE CENTERS	\$7,796.46
2/16/23	576	MARION WATER CO., INC.	\$80.91
2/16/23	580	NEXTGEN SKILLS	\$5,000.00
2/16/23	582	ODP BUSINESS SOLUTIONS LLC	\$197.01
2/16/23	565	HUGHES FIRE EQUIPMENT, INC.	\$31,624.12
2/16/23	566	JAMES OIL CO. INC.	\$16,221.48
2/16/23	568	L N CURTIS & SONS	\$26,833.70
2/16/23	571	LEVRUM INC	\$29,605.00
2/16/23	572	LEXIPOL, LLC	\$15,651.01
2/16/23	573	LIFE ASSIST	\$35,494.68
2/16/23	574	LINCOLN CONSTRUCTION INC	\$226,538.65
2/16/23	575	LINDE GAS & EQUIPMENT INC	\$1,267.18
2/16/23	577	MOBILE HEALTH RESOURCES LLC	\$1,409.58
2/16/23	578	MUNICIPAL EMERGENCY SERVICES	\$2,309.32
2/16/23	579	NATIONAL TESTING NETWORK	\$985.00
2/16/23	581	NORTHWEST SAFETY CLEAN	\$1,166.01
2/16/23	584	PACIFIC OFC AUTOMATION (OR)	\$1,145.91
2/16/23	592	PUGET SOUND INSTRUMENT	\$17,991.23
2/16/23	595	SEAWESTERN	\$8,620.33
2/16/23	596	SELBY JOHN	\$37.08
2/16/23	583	OREILLY	\$50.30
2/16/23	585	PACIFIC OFFICE AUTOMATION	\$680.67
2/16/23	586	PC BUDGET & FINANCE DEPT	\$120.00
2/16/23	587	PC FIRE COMMISSIONERS ASSOC	\$1,080.00
2/16/23	589	PIERCE COUNTY SEWER	\$72.29
2/16/23	590	PUBLIC SAFETY PSYCHOLOGICAL SERVICES	\$6,300.00
2/16/23	591	PUGET SOUND ENERGY	\$8,839.83
2/16/23	593	QUINN ERIC	\$600.00
2/16/23	594	REHN AND ASSOCIATES	\$25.00
2/16/23	597	SHI INTERNATIONAL CORP	\$75,872.83
2/16/23	598	SITECRAFTING, INC.	\$99.00
2/16/23	599	SNIDER PETROLEUM	\$1,858.24
2/16/23	603	SYSTEMS DESIGN WEST LLC	\$23,729.40
2/16/23	606	TREASURY MANAGEMENT SVCS - US BANK	\$123.97

2/16/23	607	TROTTER & MORTON	\$1,369.69
2/16/23	608	UNDERWATER SPORTS, INC	\$10,588.65
2/16/23	610	UW VALLEY MEDICAL CENTER	\$15,012.50
2/16/23	614	WA STATE AUDITORS OFFICE	\$18,816.73
2/16/23	600	SPRINGBROOK HOLDING CO LLC	\$182.88
2/16/23	601	STRYKER SALES CORP.	\$99,443.68
2/16/23	602	SUNSET FORD	\$1,210.06
2/16/23	604	TAYLOR PATIENCE	\$580.00
2/16/23	605	TOWN OF SOUTH PRAIRIE	\$8,500.00
2/16/23	609	US BANK	\$81,780.72
2/16/23	611	VALVOLINE LLC	\$210.57
2/16/23	612	VFIS	\$5,430.00
2/16/23	613	VINK	\$200.00
2/16/23	615	WCIF-Life/Dental/EAP	\$20,386.95
2/16/23	842	GET PROGRAM	\$781.00
2/16/23	845	TACOMA-PIERCE CO CHAPLAINCY	\$591.50
2/16/23	840	AFLAC	\$485.49
2/16/23	841	DIMARTINO ASSOCIATES (WSCFF)	\$15,773.35
2/16/23	843	IAFF - FIREPAC	\$667.00
2/16/23	844	LEOFF HEALTH & WELFARE TRUST	\$354,219.32
2/16/23	847	WCIF-Met Life	\$228.71
2/16/23	848	WSCFF - FASTPAC	\$440.50
2/16/23	846	WCIF-Life/Dental/EAP	\$1,088.06
2/16/23	849	WSCFF-Medical Expense Reimbursement Plan	\$14,400.00
Payment Count: 103		Total Amount:	<u>\$2,983,351.24</u>

Payment Count: 103
Payment Total: \$2,983,351.24

CERTIFICATION

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

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

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

PC Finance Department Use Only
Authorization Recieved on _____
Batch Verified by _____

January 2023 Post-Meeting	
General Fund	
Special Voucher # 230104001	\$ 10,791.47
WA Health Care Authority	
SFY 2020 GEMT Final Settlement Refund	
February 2023	
General Fund	
Total AP	\$ 1,446,855.11
AP Vouchers	
Vouchers # 230202001 - 230202082	\$ 1,446,855.11
Total Payroll	\$ 2,788,037.76
Payroll Vouchers	
Vouchers # 230201001 - 230201002	\$ 7,692.88
Batch 01 posted February 01	
Vouchers # 230204001 - 230204010	\$ 388,674.93
Electronic Payroll	\$ 2,391,669.95
Total Expenditures (AP + Payroll)	\$ 4,234,892.87
Total BIAS Expenditures (111 - 999)	\$ 4,230,954.47
Difference	\$ (3,938.40)
reimbursements	\$ (848.10)
sickleave buybacks	\$ (3,090.30)
Capital Fund 301 (UTGO 2018 Bonds)	
Total AP	
Vouchers # 230203001 - 230203012	\$ 1,150,321.20



Board Meeting Agenda Item Summary

Meeting Date:	Febraury 21, 2023
Title:	Approve Financial Assistance Program Waiver for Account 132628048

Recommendation from Staff:	Approve
Recommendation from Committee:	Approve
Recommended Action/Motion:	<i>Recommend that the Board make a motion to approve inclusion of Account 132628048 into the Financial Assistance Program. Based upon this patient's individual / family income level, it is recommended that 75% of the patient's ambulance bill balance be waived.</i>
Presenter:	Consent Agenda
Attachments:	None

Summary:							
<p>The Board approved implementation of a Financial Assistance Program for ambulance transport fees for patients with limited financial means. Modeled after similar programs used by local hospitals and other fire districts, the EPFR program utilizes a worksheet to take into account the patient's income and family size to reduce, or in some cases, completely waive ambulance transport charges.</p> <p>Circumstances surrounding this incident: <u>Based on patient's income, patient qualifies for a 75% reduction of balance remaining on transport bill.</u></p> <p>Total Amount of Patient's Ambulance bill: \$ 1,212.80 Amount covered by private / government insurance programs: \$ (.00) Patient' remaining balance (obligation) for this ambulance bill: \$ 1,212.80</p> <table border="1"> <thead> <tr> <th>Family size (incl. patient)</th> <th>Est. Gross Family Income/ Yr</th> <th>EPFR Worksheet: % Reduction in Outstanding Balance.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>\$ 20,386 - \$ 27,180</td> <td>75%</td> </tr> </tbody> </table> <p>Recommendation based upon Financial Assistance Program formula: Recommend Board authorize 75% reduction of patient's outstanding balance due. As always, Systems Design, our billing service, will work out a payment plan with the patient if required.</p> <p>3. Policies/ Alternatives Considered: None. See Above</p>		Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.	1	\$ 20,386 - \$ 27,180	75%
Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.					
1	\$ 20,386 - \$ 27,180	75%					

Fiscal Impact:	Fiscal Impact: There is minimal financial impact on EPFR. The department averages less than a dozen Financial Assistance Program requests per year, or approximately ½ of 1% of the district's transports.
-----------------------	--



Board Meeting Agenda Item Summary

Meeting Date:	February 21, 2023
Title:	Approve Financial Assistance Program Waiver for Account 132650972

Recommendation from Staff:	Approve
Recommendation from Committee:	Approve
Recommended Action/Motion:	<i>Recommend that the Board make a motion to approve inclusion of Account 132650972 into the Financial Assistance Program. Based upon this patient's individual / family income level, it is recommended that 50% of the patient's ambulance bill balance be waived.</i>
Presenter:	Consent Agenda
Attachments:	None

Summary:								
<p>The Board approved implementation of a Financial Assistance Program for ambulance transport fees for patients with limited financial means. Modeled after similar programs used by local hospitals and other fire districts, the EPFR program utilizes a worksheet to take into account the patient's income and family size to reduce, or in some cases, completely waive ambulance transport charges.</p> <p>Circumstances surrounding this incident: <u>Based on patient's income, patient qualifies for a 50% reduction of balance remaining on transport bill.</u></p> <p>Total Amount of Patient's Ambulance bill: \$ 1,256.80 Amount covered by private / government insurance programs: \$ (.00) Patient' remaining balance (obligation) for this ambulance bill: \$ 1,256.80</p> <table border="1"> <thead> <tr> <th>Family size (incl. patient)</th> <th>Est. Gross Family Income/ Yr</th> <th>EPFR Worksheet: % Reduction in Outstanding Balance.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>\$ 27,181 - \$ 33,975</td> <td>50%</td> </tr> </tbody> </table> <p>Recommendation based upon Financial Assistance Program formula: Recommend Board authorize 50% reduction of patient's outstanding balance due. As always, Systems Design, our billing service, will work out a payment plan with the patient if required.</p> <p>3. Policies/ Alternatives Considered: None. See Above</p>			Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.	1	\$ 27,181 - \$ 33,975	50%
Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.						
1	\$ 27,181 - \$ 33,975	50%						

Fiscal Impact:	Fiscal Impact: There is minimal financial impact on EPFR. The department averages less than a dozen Financial Assistance Program requests per year, or approximately ½ of 1% of the district's transports.
-----------------------	--

EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1011

A RESOLUTION AUTHORIZING SPECIFIC AMBULANCE TRANSPORT ACCOUNTS TO BE WRITTEN OFF IN THEIR ENTIRETY.

WHEREAS, the Board of Commissioners East Pierce Fire & Rescue did authorize a schedule of fees for the provision of ambulance services, including transport to local hospitals, to be charged within this jurisdiction, by Resolution 323 on October 19, 1999; and

WHEREAS, the Board of Commissioners hereby has determined that it is necessary to write off particular Advanced Life Support (ALS) Transport Accounts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of East Pierce Fire & Rescue that the following amounts, listed by individual account on Exhibit A, attached to and a part of this resolution, be written off in their entirety as recommended by the district’s ambulance transport billing agency.

October-2022	\$ 54,592.17	EMS Levy Funds/COVID Waiver
November-2022	\$ 69,421.95	EMS Levy Funds/COVID Waiver
December-2022	\$ 59,014.19	EMS Levy Funds/COVID Waiver
Total	\$ 183,028.31	
October-2022	\$ 99.50	Financial Waiver
November-2022	\$ 222.35	Financial Waiver
December-2022	\$ -	Financial Waiver
Total	\$ 321.85	
TOTAL WRITE-OFFS	\$ 183,350.16	

Adopted at a regular meeting of the Board of Commissioners of East Pierce Fire & Rescue on February 21, 2023, 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

East Pierce Fire & Rescue

Bonney Lake, WA
Client 4202



1515 Center Street
Lansing, MI 48096
(517) 318-3800
support@EMSSurveyTeam.com
www.EMSSurveyTeam.com

Patient Experience Report

January 1, 2022 to December 31, 2022

Your Score

95.49

Your Patients in this Report

894

Total Patients in this Report

69,345

Total EMS Organizations

221





Executive Summary

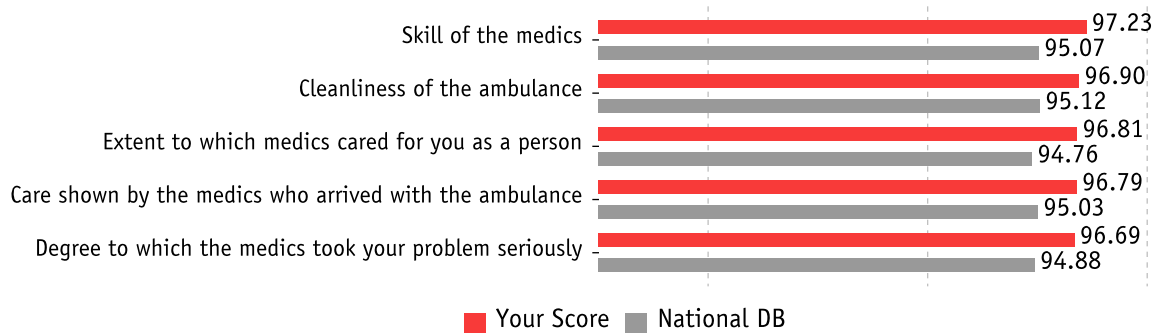
Your overall score for the time period selected is **95.49**. This is a difference of **95.49** from your previous period's score of **0**.

Your overall Top Box score, which represents the percentage of the highest possible rating Very Good, is **85.19%**.

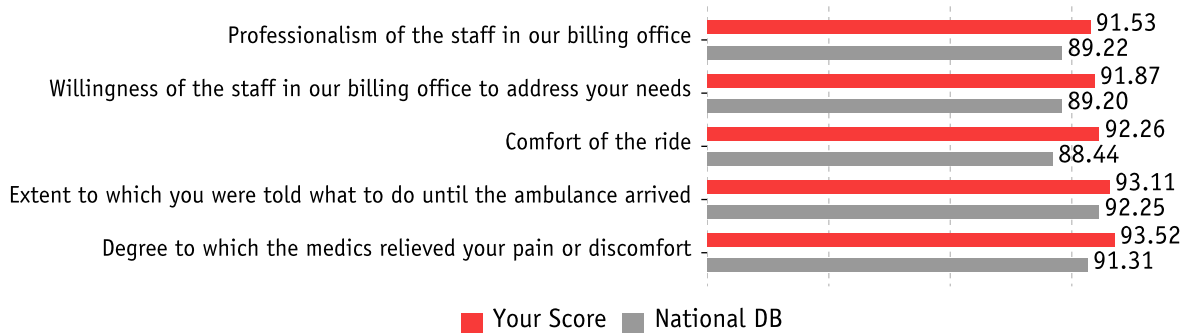
In addition, your rolling 12- month score of **94.91** is a difference of **2.10** from the national database score of **92.81**.

When compared to all organizations in the national database, your score of **94.91** is ranked **17th** and **4th** for comparably sized organizations.

5 Highest Scores



5 Lowest Scores

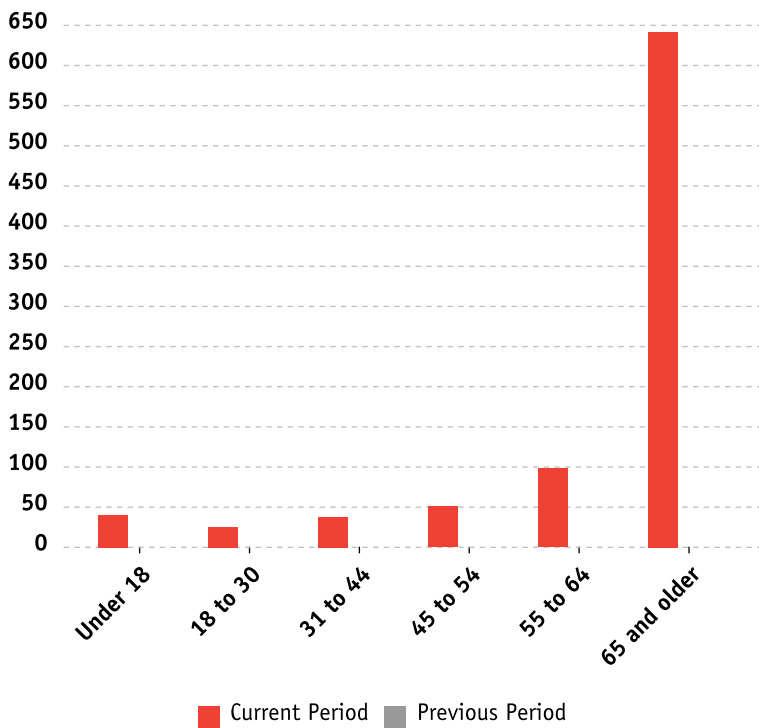




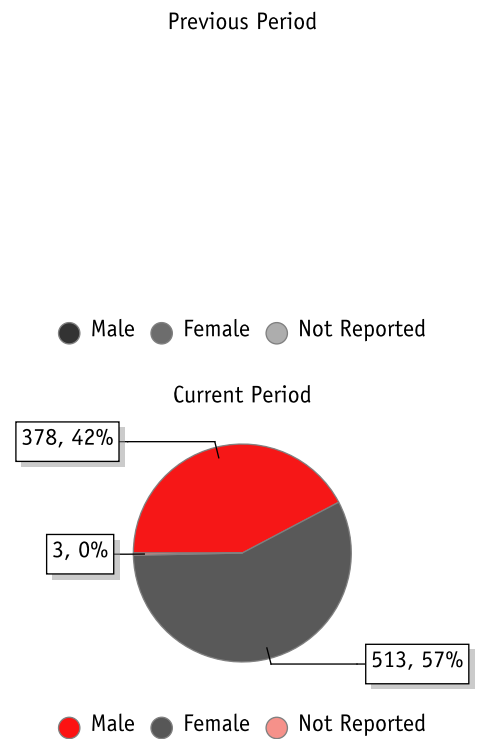
Demographics — This report provides basic information about the patient's age and gender.

	Total	Previous Period			Total	Current Period		
		Male	Female	Not Reported		Male	Female	Not Reported
Under 18		0	0	0	40	26	14	0
18 to 30		0	0	0	25	9	16	0
31 to 44		0	0	0	38	10	28	0
45 to 54		0	0	0	51	29	22	0
55 to 64		0	0	0	98	51	47	0
65 and older		0	0	0	642	253	386	3
Total		0	0	0	894	378	513	3

Age Ranges



Gender





Dispatch Composite

This report shows mean scores for each Dispatch survey item and the overall composite score. The first column shows your organization score with the national database score below it. The second column is the difference between your score and the database mean.

Helpfulness of the person you called for ambulance service



Concern shown by the person you called for ambulance service



Extent to which you were told what to do until the ambulance arrived



Overall Composite Score





Ambulance Composite

This report shows mean scores for each Ambulance survey item and the overall composite score. The first column shows your organization score with the national database score below it. The second column is the difference between your score and the database mean.

Extent to which the ambulance arrived in a timely manner



Cleanliness of the ambulance



Comfort of the ride



Skill of the person driving the ambulance



Overall Composite Score





Medic Composite

This report shows mean scores for each Medic survey item and the overall composite score. The first column shows your organization score with the national database score below it. The second column is the difference between your score and the database mean.

Care shown by the medics who arrived with the ambulance



Degree to which the medics took your problem seriously



Degree to which the medics listened to you and/or your family



Skill of the medics



Extent to which the medics kept you informed about your treatment



Extent to which medics included you in the treatment decisions (if applicable)



Degree to which the medics relieved your pain or discomfort





Medic Composite

This report shows mean scores for each Medic survey item and the overall composite score. The first column shows your organization score with the national database score below it. The second column is the difference between your score and the database mean.

Medics' concern for your privacy



Extent to which medics cared for you as a person



Overall Composite Score





Billing Office Staff Composite

This report shows mean scores for each Billing Office Staff survey item and the overall composite score. The first column shows your organization score with the national database score below it. The second column is the difference between your score and the database mean.

Professionalism of the staff in our billing office



Willingness of the staff in our billing office to address your needs



Overall Composite Score





Overall Experience Composite

This report shows mean scores for each Overall Experience survey item and the overall composite score. The first column shows your organization score with the national database score below it. The second column is the difference between your score and the database mean.

How well did our staff work together to care for you



Extent to which our staff eased your entry into the medical facility



Appropriateness of Emergency Medical Transportation treatment



Extent to which the services received were worth the fees charged



Overall rating of the care provided by our Emergency Medical Transportation service



Likelihood of recommending this ambulance service to others



Overall Composite Score





Question Analysis

This report shows your current score for the time period selected compared to the corresponding previous time period and the change between the two periods. The national DB score is included for reference

Dispatch Composite

	Current	Previous	(+/-)	National DB
Helpfulness of the person you called for ambulance service	94.53		-	93.78
Concern shown by the person you called for ambulance service	94.03		-	93.59
Extent to which you were told what to do until the ambulance arrived	93.11		-	92.25

Ambulance Composite

	Current	Previous	(+/-)	National DB
Extent to which the ambulance arrived in a timely manner	95.22		-	92.79
Cleanliness of the ambulance	96.90		-	95.12
Comfort of the ride	92.26		-	88.44
Skill of the person driving the ambulance	96.09		-	94.45

Medic Composite

	Current	Previous	(+/-)	National DB
Care shown by the medics who arrived with the ambulance	96.79		-	95.03
Degree to which the medics took your problem seriously	96.69		-	94.88
Degree to which the medics listened to you and/or your family	96.26		-	94.54
Skill of the medics	97.23		-	95.07
Extent to which the medics kept you informed about your treatment	95.42		-	93.31
Extent to which medics included you in the treatment decisions (if applicable)	95.82		-	93.07
Degree to which the medics relieved your pain or discomfort	93.52		-	91.31
Medics' concern for your privacy	96.36		-	93.95
Extent to which medics cared for you as a person	96.81		-	94.76

Billing Office Staff Composite

	Current	Previous	(+/-)	National DB
Professionalism of the staff in our billing office	91.53		-	89.22
Willingness of the staff in our billing office to address your needs	91.87		-	89.20



Question Analysis (Continued)

Overall Experience Composite	Current	Previous	(+/-)	National DB
How well did our staff work together to care for you	96.39		-	94.01
Extent to which our staff eased your entry into the medical facility	95.71		-	94.10
Appropriateness of Emergency Medical Transportation treatment	95.90		-	94.02
Extent to which the services received were worth the fees charged	94.50		-	89.04
Overall rating of the care provided by our Emergency Medical Transportation	96.68		-	94.07
Likelihood of recommending this ambulance service to others	96.66		-	93.74



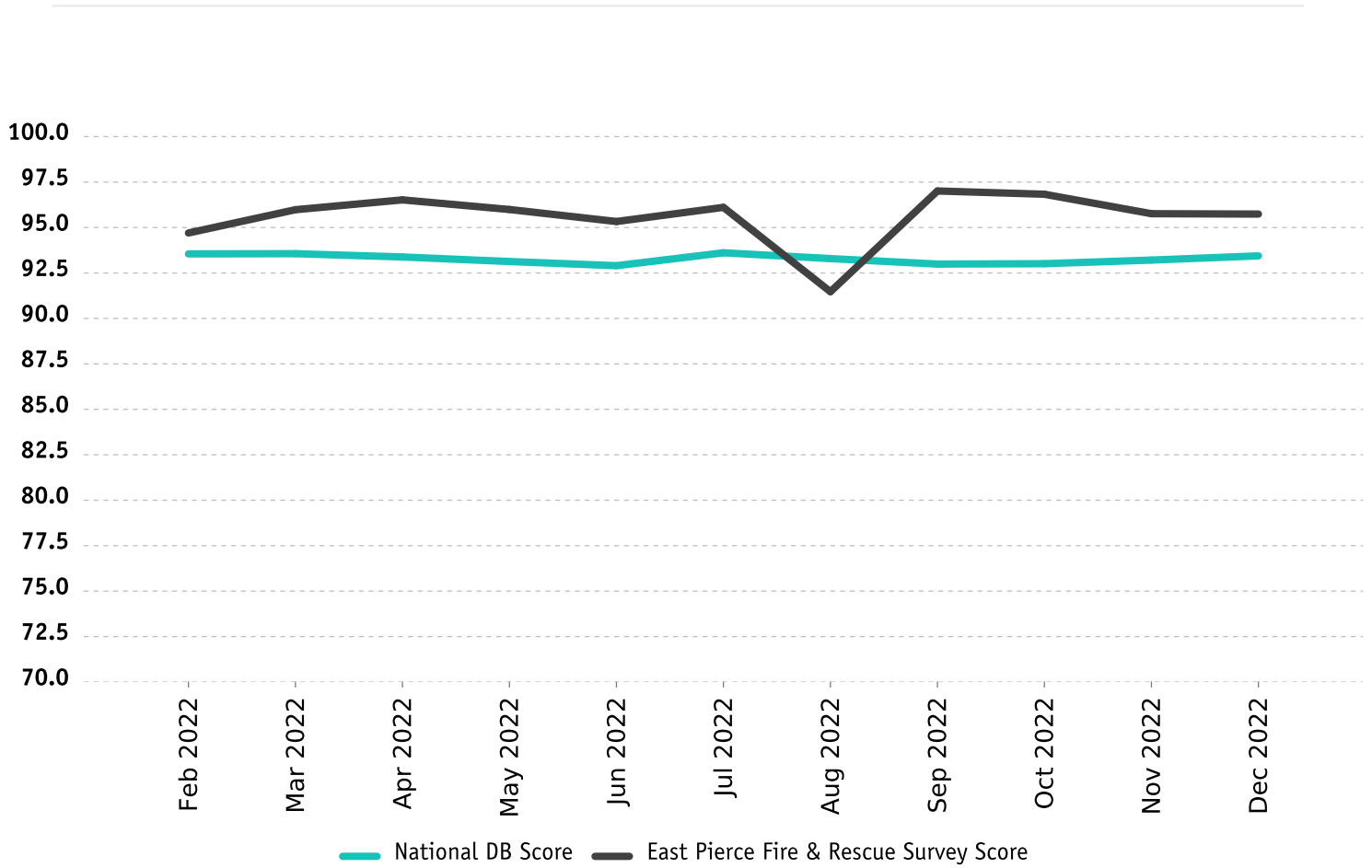
Monthly Breakdown

This report provides individual item scores by month, your overall organization monthly score, and the number of survey respondents.

	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022
Helpfulness of the person you called for ambulance service	95.31	94.95	94.61	94.94	93.24	92.87	90.74	96.21	96.74	94.68	97.46
Concern shown by the person you called for ambulance service	92.95	94.47	93.84	94.60	93.84	93.68	90.97	95.31	95.65	94.63	95.61
Extent to which you were told what to do until the ambulance arrived	92.09	92.86	92.51	93.48	93.21	94.35	89.88	92.19	97.28	93.06	94.64
Extent to which the ambulance arrived in a timely manner	94.77	93.48	96.59	96.91	94.59	95.89	91.14	96.43	95.83	96.01	96.61
Cleanliness of the ambulance	96.84	97.08	96.47	97.84	97.43	96.54	92.08	99.14	98.13	97.99	97.92
Comfort of the ride	89.42	91.89	94.75	94.41	93.66	91.94	88.49	94.83	91.89	92.06	92.78
Skill of the person driving the ambulance	94.62	93.84	97.70	97.44	97.39	95.24	91.57	100.00	99.32	97.06	96.11
Care shown by the medics who arrived with the ambulance	94.77	97.63	97.97	98.18	97.40	97.86	92.57	99.29	97.78	96.29	96.48
Degree to which the medics took your problem seriously	97.09	97.63	97.06	98.42	96.10	97.18	92.57	97.86	97.22	96.29	96.43
Degree to which the medics listened to you and/or your family	94.78	96.32	97.62	97.07	96.43	97.54	91.82	97.86	97.78	96.55	96.48
Skill of the medics	97.35	98.64	97.62	96.58	96.75	98.19	93.61	99.26	97.73	97.61	97.27
Extent to which the medics kept you informed about your treatment	94.21	96.91	97.19	94.74	94.67	95.83	92.06	94.88	96.11	96.75	95.90
Extent to which medics included you in the treatment decisions (if	94.67	96.80	97.73	95.11	95.38	96.11	92.89	97.79	97.02	95.94	95.45
Degree to which the medics relieved your pain or discomfort	91.45	94.48	94.52	94.51	92.36	94.13	89.82	97.79	95.93	93.69	92.41
Medics' concern for your privacy	95.78	96.70	97.70	96.77	96.23	98.51	91.58	98.53	98.30	95.88	95.76
Extent to which medics cared for you as a person	96.13	98.64	97.84	98.12	96.67	97.54	91.49	99.29	97.78	96.21	96.31
Professionalism of the staff in our billing office	87.50	88.64	93.48	90.00	91.67	94.35	96.30	94.23	93.33	88.28	93.27
Willingness of the staff in our billing office to address your needs	88.79	89.71	94.05	89.71	90.52	95.00	97.22	94.23	95.00	88.33	92.71
How well did our staff work together to care for you	96.52	97.53	97.73	96.67	95.49	97.83	90.79	96.53	98.26	97.06	96.25
Extent to which our staff eased your entry into the medical facility	95.49	95.89	97.83	96.43	95.52	96.61	90.03	95.31	97.30	96.95	95.41
Appropriateness of Emergency Medical Transportation treatment	94.74	98.03	97.06	95.68	95.52	96.14	91.45	97.73	96.05	97.59	95.37
Extent to which the services received were worth the fees charged	93.75	96.09	93.90	93.86	93.62	97.55	92.16	94.79	95.54	94.44	93.75
Overall rating of the care provided by our Emergency Medical Transportation	97.44	98.48	98.24	96.22	97.35	97.39	90.12	96.97	96.71	97.62	96.49
Likelihood of recommending this ambulance service to others	97.08	97.89	97.86	97.38	97.39	97.62	90.04	97.66	96.79	97.32	96.30
Overall Score	94.70	95.98	96.52	95.99	95.33	96.11	91.47	97.01	96.83	95.76	95.74
Respondents	92	106	98	101	79	84	84	37	49	98	66



Monthly Overall Survey Score





Greatest Increase and Decrease in Scores by Question

First Report. No Comparison Available

Current

Previous

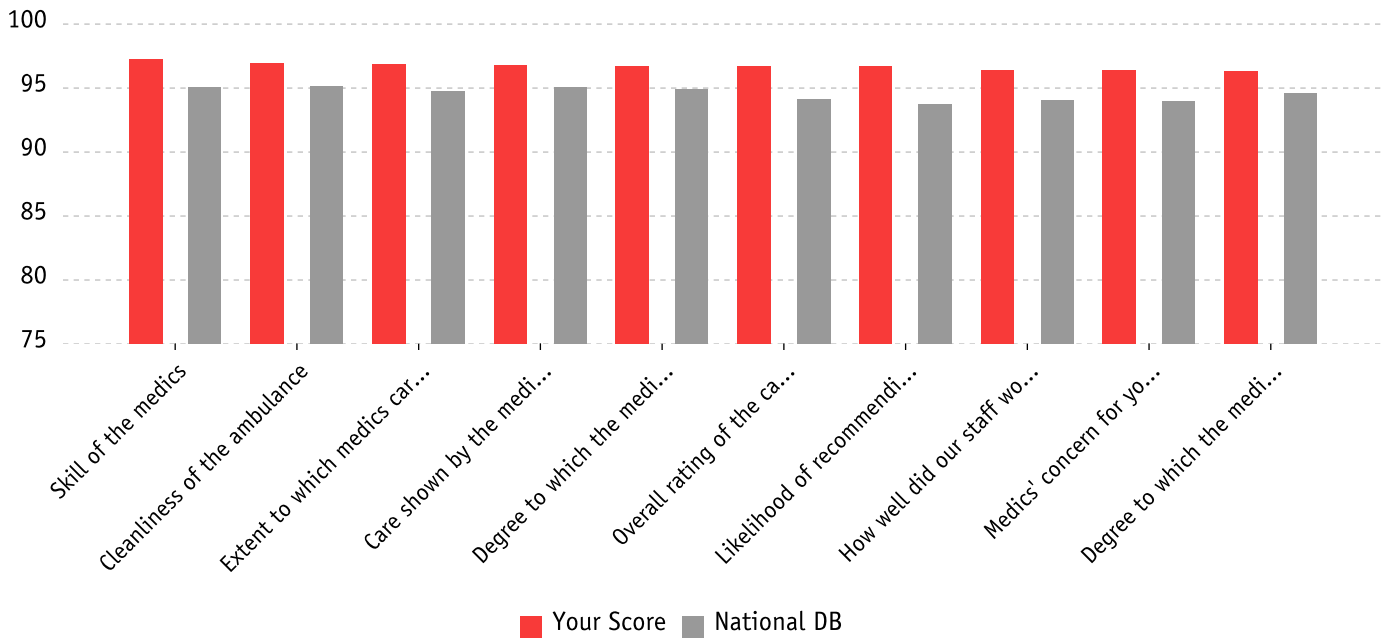
(+/-)

National DB



Greatest Scores Above Benchmarks by Question

Highest Above Benchmark	Current	(+/-)	National DB
Skill of the medics	97.23	2.16	95.07
Cleanliness of the ambulance	96.90	1.79	95.12
Extent to which medics cared for you as a person	96.81	2.05	94.76
Care shown by the medics who arrived with the ambulance	96.79	1.76	95.03
Degree to which the medics took your problem seriously	96.69	1.81	94.88
Overall rating of the care provided by our Emergency Medical Transportation service	96.68	2.61	94.07
Likelihood of recommending this ambulance service to others	96.66	2.92	93.74
How well did our staff work together to care for you	96.39	2.38	94.01
Medics' concern for your privacy	96.36	2.41	93.95
Degree to which the medics listened to you and/or your family	96.26	1.72	94.54





Highest and Lowest Scores

Highest Scores	Current	Previous	(+/-)	National DB
Skill of the medics	97.23			95.07
Cleanliness of the ambulance	96.90			95.12
Extent to which medics cared for you as a person	96.81			94.76
Care shown by the medics who arrived with the ambulance	96.79			95.03
Degree to which the medics took your problem seriously	96.69			94.88

Lowest Scores	Current	Previous	(+/-)	National DB
Professionalism of the staff in our billing office	91.53			89.22
Willingness of the staff in our billing office to address your needs	91.87			89.20
Comfort of the ride	92.26			88.44
Extent to which you were told what to do until the ambulance arrived	93.11			92.25
Degree to which the medics relieved your pain or discomfort	93.52			91.31



Key Drivers — This section shows the relative importance of each question to the respondents' overall satisfaction. The greater the coefficient number, the more important the issue is to your patients' overall satisfaction. The questions are arranged based on their weighted importance value.

Question	Your Score	Correlation Coefficient
Extent to which medics cared for you as a person	96.81	.895264268
Care shown by the medics who arrived with the ambulance	96.79	.876031751
How well did our staff work together to care for you	96.39	.858815139
Medics' concern for your privacy	96.36	.856426494
Degree to which the medics took your problem seriously	96.69	.845503419
Degree to which the medics listened to you and/or your family	96.26	.844058216
Appropriateness of Emergency Medical Transportation treatment	95.90	.831277401
Extent to which medics included you in the treatment decisions (if applicable)	95.82	.826361131
Skill of the medics	97.23	.825414744
Extent to which our staff eased your entry into the medical facility	95.71	.818409908
Extent to which the medics kept you informed about your treatment	95.42	.813321789
Skill of the person driving the ambulance	96.09	.795881528
Degree to which the medics relieved your pain or discomfort	93.52	.788783234
Cleanliness of the ambulance	96.90	.77862353
Professionalism of the staff in our billing office	91.53	.761577104
Extent to which the services received were worth the fees charged	94.50	.758110176
Willingness of the staff in our billing office to address your needs	91.87	.749566975
Extent to which the ambulance arrived in a timely manner	95.22	.722435017
Concern shown by the person you called for ambulance service	94.03	.720849974
Comfort of the ride	92.26	.704648952
Helpfulness of the person you called for ambulance service	94.53	.699740976
Extent to which you were told what to do until the ambulance arrived	93.11	.669836733



Company Comparisons — The following chart gives a comparison of the mean score for each question as scored by comparable companies. Your company is highlighted. There is also a green-shaded highlight of the highest score for each question. This will show how you compare to similar companies.

	Your Company	Comparison Companies					
		A	B	C	D	E	F
Helpfulness of the person you called for ambulance service	94.53	94.58	92.15	96.44	93.08	95.20	91.84
Concern shown by the person you called for ambulance service	94.03	94.55	91.68	95.99	92.28	95.14	91.10
Extent to which you were told what to do until the ambulance	93.11	92.95	91.27	95.40	91.91	94.65	89.56
Extent to which the ambulance arrived in a timely manner	95.22	93.73	93.28	96.51	91.94	95.24	90.83
Cleanliness of the ambulance	96.90	95.96	93.31	97.19	93.88	96.61	94.43
Comfort of the ride	92.26	88.00	89.89	93.86	84.70	90.70	84.53
Skill of the person driving the ambulance	96.09	95.00	93.95	96.66	93.77	95.93	91.21
Care shown by the medics who arrived with the ambulance	96.79	95.72	93.18	97.50	94.44	96.79	92.41
Degree to which the medics took your problem seriously	96.69	95.38	92.90	97.52	94.79	96.74	90.96
Degree to which the medics listened to you and/or your family	96.26	95.42	93.13	97.19	93.97	96.36	91.43
Skill of the medics	97.23	95.74	93.65	97.40	94.60	96.77	91.89
Extent to which the medics kept you informed about your	95.42	94.55	91.29	96.48	92.56	95.29	90.49
Extent to which medics included you in the treatment decisions (if	95.82	94.08	91.09	96.01	91.14	94.62	90.15
Degree to which the medics relieved your pain or discomfort	93.52	93.55	90.47	95.09	89.42	94.23	85.63
Medics' concern for your privacy	96.36	95.08	92.36	96.45	93.52	95.54	90.54
Extent to which medics cared for you as a person	96.81	95.80	92.87	97.13	94.41	96.52	91.26
Professionalism of the staff in our billing office	91.53	90.55	89.51	93.21	87.11	90.90	0
Willingness of the staff in our billing office to address your needs	91.87	90.48	89.33	93.54	86.76	91.57	0
How well did our staff work together to care for you	96.39	95.46	92.18	96.97	93.13	95.63	90.19
Extent to which our staff eased your entry into the medical facility	95.71	94.82	91.73	96.84	93.48	95.44	90.15
Appropriateness of Emergency Medical Transportation treatment	95.90	94.79	90.96	96.82	92.96	95.66	90.43
Extent to which the services received were worth the fees charged	94.50	91.74	87.41	93.70	86.98	90.43	82.20
Overall rating of the care provided by our Emergency Medical	96.68	95.05	91.12	96.71	93.00	95.59	90.15
Likelihood of recommending this ambulance service to others	96.66	95.01	90.54	97.08	92.98	95.39	0
Overall score	95.49	94.33	91.79	96.33	92.25	95.10	



Benchmark Comparison

	Your Company	Total DB	Similar Sized	Washington
Helpfulness of the person you called for ambulance service	94.53	93.78	93.93	95.06
Concern shown by the person you called for ambulance service	94.03	93.59	93.75	94.73
Extent to which you were told what to do until the ambulance	93.11	92.25	92.35	93.90
Extent to which the ambulance arrived in a timely manner	95.22	92.79	93.24	95.63
Cleanliness of the ambulance	96.90	95.12	95.18	97.23
Comfort of the ride	92.26	88.44	89.21	92.62
Skill of the person driving the ambulance	96.09	94.45	94.56	96.39
Care shown by the medics who arrived with the ambulance	96.79	95.03	95.08	96.73
Degree to which the medics took your problem seriously	96.69	94.88	94.85	96.59
Degree to which the medics listened to you and/or your family	96.26	94.54	94.52	96.18
Skill of the medics	97.23	95.07	95.40	96.86
Extent to which the medics kept you informed about your	95.42	93.31	93.44	95.82
Extent to which medics included you in the treatment decisions	95.82	93.07	92.95	95.87
Degree to which the medics relieved your pain or discomfort	93.52	91.31	91.46	93.37
Medics' concern for your privacy	96.36	93.95	94.00	96.02
Extent to which medics cared for you as a person	96.81	94.76	94.81	96.59
Professionalism of the staff in our billing office	91.53	89.22	89.30	92.41
Willingness of the staff in our billing office to address your	91.87	89.20	89.11	92.59
How well did our staff work together to care for you	96.39	94.01	93.97	96.13
Extent to which our staff eased your entry into the medical	95.71	94.10	94.14	96.10
Appropriateness of Emergency Medical Transportation treatment	95.90	94.02	94.08	96.07
Extent to which the services received were worth the fees	94.50	89.04	88.74	93.67
Overall rating of the care provided by our Emergency Medical	96.68	94.07	93.98	96.30
Likelihood of recommending this ambulance service to others	96.66	93.74	93.64	96.10
Overall Score	95.49	93.07	93.15	95.37



Benchmark Comparison

This section of the report is based off your overall score for the YTD 12-month time period, compared to other benchmark compare groups. An aggregate rolling score is needed to provide stability to the overall score ranking for more meaningful comparisons to other benchmark groups. Each month, the last month in the 12 month period is dropped and the newest month is added. An organization must have a minimum of 100 surveys to be eligible for ranking.

	Your Company	Total DB	Similar Sized	Washington
Number of organizations in compare group		221	54	4
Minimum Score	42.85	1.00	1.00	13.00
Maximum Score	100	100	100	100
Mean Score	94.91	93.22	92.19	96.65
Your Percentile		81st	86th	N/A
Your Rank		17	4	N/A

- Minimum Score** - This is the lowest score in the benchmark group.
- Maximum Score** - This is the highest score in the benchmark group.
- Mean Score** - This is where your mean score ranks against others in the compare group.
- Your Percentile** - This is the percentage of scores that fall below your mean score.
- Your Rank** - This is where your mean score ranks against others in the compare group.



Cumulative Comparisons

This section lists a synopsis of the information about your individual questions and overall scores over the entire lifetime of the dataset. The first column shows the company score and the second column details the total database score.

	Your Score	Total DB
Overall Facility Rating	95.26	92.41
Dispatch	93.89	92.24
Helpfulness of the person you called for ambulance service	94.53	92.87
Concern shown by the person you called for ambulance service	94.03	92.63
Extent to which you were told what to do until the ambulance	93.11	91.21
Ambulance	95.12	92.04
Extent to which the ambulance arrived in a timely manner	95.22	92.22
Cleanliness of the ambulance	96.90	94.49
Comfort of the ride	92.26	87.63
Skill of the person driving the ambulance	96.09	93.81
Medic	96.1	93.36
Care shown by the medics who arrived with the ambulance	96.79	94.37
Degree to which the medics took your problem seriously	96.69	94.27
Degree to which the medics listened to you and/or your family	96.26	93.97
Skill of the medics	97.23	94.38
Extent to which the medics kept you informed about your treatment	95.42	92.60
Extent to which medics included you in the treatment decisions (if	95.82	92.37
Degree to which the medics relieved your pain or discomfort	93.52	90.68
Medics' concern for your privacy	96.36	93.35
Extent to which medics cared for you as a person	96.81	94.24
Billing Office Staff	91.7	88.74



Cumulative Comparisons (Continued)

	Your Score	Total DB
Overall Facility Rating	95.26	92.41
Billing Office Staff	91.7	88.74
Professionalism of the staff in our billing office	91.53	88.72
Willingness of the staff in our billing office to address your needs	91.87	88.76
Overall Experience	95.97	92.53
How well did our staff work together to care for you	96.39	93.49
Extent to which our staff eased your entry into the medical facility	95.71	93.62
Appropriateness of Emergency Medical Transportation treatment	95.90	93.41
Extent to which the services received were worth the fees charged	94.50	87.91
Overall rating of the care provided by our Emergency Medical	96.68	93.57
Likelihood of recommending this ambulance service to others	96.66	93.20



Top Box Comparisons

The Top Box Analysis displays the number of responses for the entire survey by question and rating. The Top Box itself shows the percentage of "Very Good" responses, the highest rating, for each question. Next to the company rating is the entire EMS DB rating for those same questions.

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	EMS DB % Very Good
Overall Company Rating	72	36	272	2158	14602	85.19%	78.81%
Dispatch	14	8	62	375	1912	80.64%	78.35%
Helpfulness of the person you called for ambulance service	4	2	17	120	661	82.21%	80.09%
Concern shown by the person you called for ambulance service	5	2	22	119	643	81.29%	79.07%
Extent to which you were told what to do until the ambulance arrived	5	4	23	136	608	78.35%	75.90%
Ambulance	9	7	53	406	2450	83.76%	77.06%
Extent to which the ambulance arrived in a timely manner	2	2	15	112	685	83.95%	77.53%
Cleanliness of the ambulance	2	0	2	77	637	88.72%	82.44%
Comfort of the ride	3	5	28	132	526	75.79%	67.09%
Skill of the person driving the ambulance	2	0	8	85	602	86.37%	81.18%
Medic	35	14	90	746	6260	87.61%	81.95%
Care shown by the medics who arrived with the ambulance	4	2	5	74	740	89.70%	84.70%
Degree to which the medics took your problem seriously	4	2	11	65	741	90.04%	84.87%
Degree to which the medics listened to you and/or your family	5	2	7	83	724	88.19%	83.82%
Skill of the medics	2	0	4	74	732	90.15%	84.32%
Extent to which the medics kept you informed about your treatment	5	3	9	98	676	85.46%	79.76%

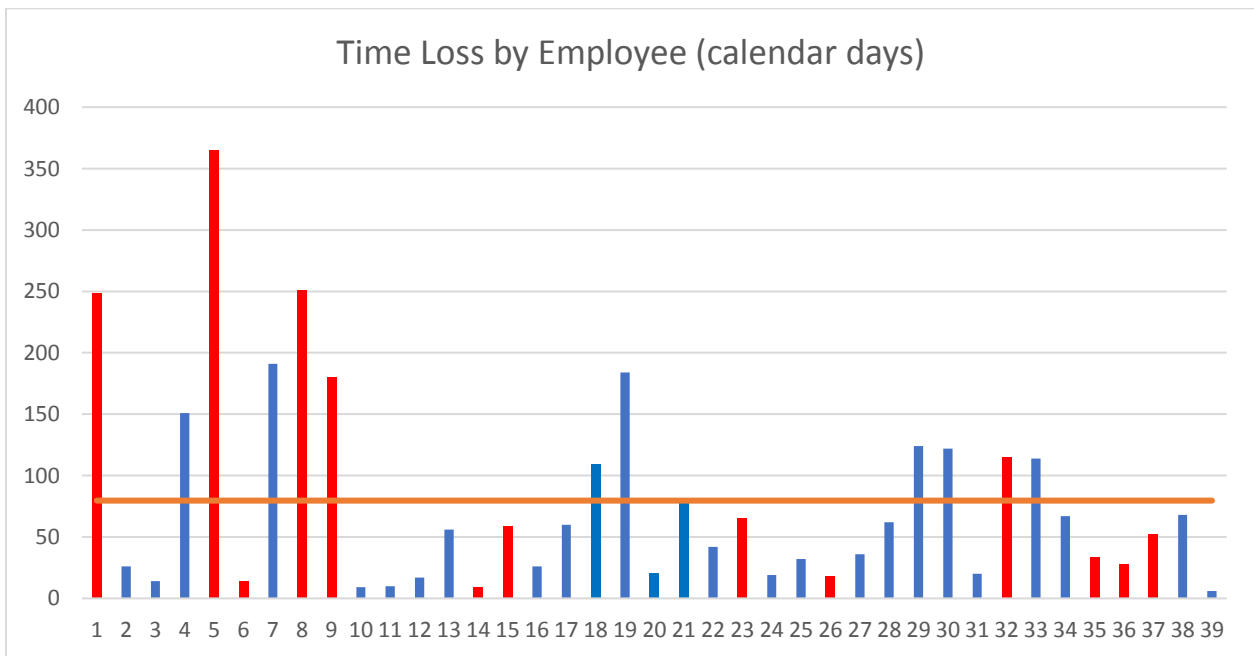
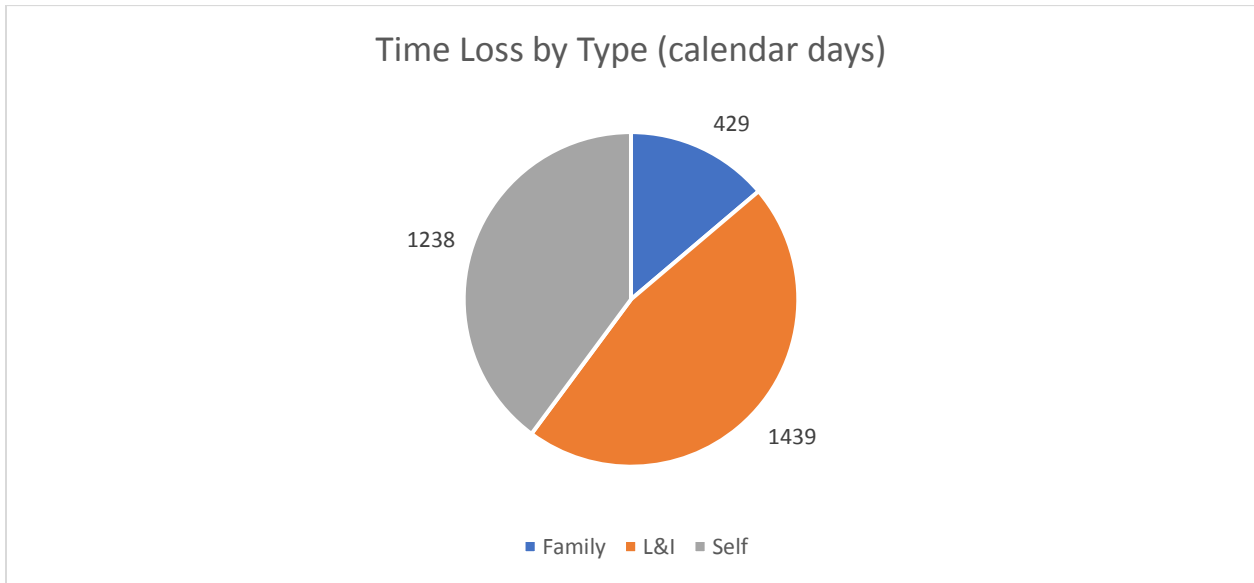


Top Box Comparisons (Continued)

	Very Poor	Poor	Fair	Good	Very Good	Company % Very Good	EMS DB % Very Good
Overall Company Rating	72	36	272	2158	14602	85.19%	78.81%
Extent to which medics included you in the treatment decisions (if applicable)	4	0	12	83	635	86.51%	79.55%
Degree to which the medics relieved your pain or discomfort	5	4	21	121	601	79.92%	75.20%
Medics' concern for your privacy	2	0	11	84	685	87.60%	80.70%
Extent to which medics cared for you as a person	4	1	10	64	726	90.19%	84.59%
Billing Office Staff	0	1	27	136	417	71.77%	66.25%
Professionalism of the staff in our billing office	0	1	13	71	210	71.19%	66.05%
Willingness of the staff in our billing office to address your needs	0	0	14	65	207	72.38%	66.44%
Overall Experience	14	6	40	495	3563	86.52%	79.70%
How well did our staff work together to care for you	3	0	3	94	675	87.10%	81.06%
Extent to which our staff eased your entry into the medical facility	2	0	9	91	580	85.04%	81.09%
Appropriateness of Emergency Medical Transportation treatment	3	1	4	92	601	85.73%	81.22%
Extent to which the services received were worth the fees charged	0	3	13	76	413	81.78%	70.56%
Overall rating of the care provided by our Emergency Medical Transportation service	3	0	4	77	646	88.49%	82.19%
Likelihood of recommending this ambulance service to others	3	2	7	65	648	89.38%	82.10%

2022 Injury – Medical Leave Report – Summary

- In 2022, a total of 39 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 79.64 calendar days
- 13 L&I claims for time-loss injuries have occurred in 2022 (seen below in red).
 - Several of these claims qualify for the Stay-at-Work program through L&I





To: **Board of Fire Commissioners**
From: **Phil Herrera, Project Manager**
Subject: **Bond Update – February 2023**

Station 118

- Interior painting continue
- Interior finishes continue.
- Apparatus bay doors installed.
- Front apparatus ramp is completed.
- Sidewalk and curbs are in process.

Station 111

- Storm water piping tied into system.
- Sewer lines reroute installation is complete.
- Site excavation work continues.
- Footings and foundation work continues, upper apparatus bay underway.
- Still battling the weather with water saturated soils.
- Permanent power underground installation made across E main street.
- Jones and Roberts continue to perform well.

Station 114

- Bid was closed. Bidder evaluations, low bid amount of \$7,425,000 by Andy Johnson and Company, Inc.
- We have a couple small approvals pending for the construction permit.
- Station 114 fire crews and station operations have been moved to station 115.
- Site is nearly ready to turn over to the general contractor.
- Notice to proceed anticipated on or before March 13th.

Station 117

- County planning review continues, Traffic and right-of-way exit issues are being resolved. Final review into the county now.
- Construction document submittal by February 21.

Station 112

- Civil/site design underway.
- Targeting permit submittal in May 2023

Station 111 Feb. 2023

Forming for the upper apparatus bay and fitness area of station 111.





Station 118 Feb. 2023

Station 118 photos of the app bay doors and interior finishes.





All Projects	Budget	Expenses to Date	Remaining
Totals	\$ 73,435,786	\$ 17,075,121	\$ 56,360,665

Station 111	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 2,363,919	\$ 2,052,811	\$ 311,108
Permitting @ 2% (no escalation)	\$ 247,094	\$ 205,071	\$ 42,023
Construction + Escalation +WSST	\$ 13,662,000	\$ 1,116,330	\$ 12,545,671
Land Acquisition	\$ 2,500,000	\$ -	\$ 2,500,000
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 1,813,539	\$ 223,469	\$ 1,590,071
Project Contingency @ 5%	\$ 617,734	\$ -	\$ 617,734
Change Orders @ 5% of TCC	\$ 617,735	\$ -	\$ 617,735
Overall Project	\$ 21,822,021	\$ 3,597,680	\$ 18,224,341

Station 112	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 1,075,789	\$ 35,206	\$ 1,040,584
Permitting @ 2% (no escalation)	\$ 153,684	\$ -	\$ 153,684
Construction + Escalation +WSST	\$ 9,023,049	\$ -	\$ 9,023,049
Land Acquisition	\$ 1,500,000	\$ 870,260	\$ 629,740
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 1,142,369	\$ -	\$ 1,142,369
Project Contingency @ 5%	\$ 384,210	\$ -	\$ 384,210
Change Orders @ 5% of TCC	\$ 384,211	\$ -	\$ 384,211
Overall Project	\$ 13,663,312	\$ 905,466	\$ 12,757,847

Station 114	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 810,994	\$ 751,566	\$ 59,428
Permitting @ 2% (no escalation)	\$ 115,856	\$ 26,631	\$ 89,225
Construction + Escalation +WSST	\$ 6,972,899	\$ -	\$ 6,972,899
Land Acquisition	\$ 1,500,000	\$ 726,370	\$ 773,630
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 877,031	\$ 21,895	\$ 855,136
Project Contingency @ 5%	\$ 289,640	\$ -	\$ 289,640
Change Orders @ 5% of TCC	\$ 289,641	\$ -	\$ 289,641
Overall Project	\$ 10,856,061	\$ 1,526,462	\$ 9,329,599

Station 117	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 824,970	\$ 238,576	\$ 586,394
Permitting @ 2% (no escalation)	\$ 117,853	\$ 6,746	\$ 111,107
Construction + Escalation +WSST	\$ 7,761,107	\$ -	\$ 7,761,107
Land Acquisition	\$ -	\$ -	\$ -
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 803,009	\$ 17,736	\$ 785,273
Project Contingency @ 5%	\$ 294,632	\$ -	\$ 294,632
Change Orders @ 5% of TCC	\$ 294,632	\$ -	\$ 294,632
Overall Project	\$ 10,096,203	\$ 263,058	\$ 9,833,145

Station 118	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 1,372,326	\$ 1,242,395	\$ 129,931
Permitting @ 2% (no escalation)	\$ 196,047	\$ 38,645	\$ 157,402
Construction + Escalation +WSST	\$ 11,166,706	\$ 7,287,230	\$ 3,879,476
Land Acquisition	\$ -	\$ -	\$ -
Relocation	\$ 500,000	\$ 380,317	\$ 119,683
EPFR Soft costs	\$ 1,502,129	\$ 114,265	\$ 1,387,864
Project Contingency @ 5%	\$ 561,883	\$ 22,664	\$ 539,219
<i>Change Orders @ 5% Bid</i>	\$ 418,350	\$ 418,350	\$ -
Overall Project	\$ 15,717,441	\$ 9,503,866	\$ 6,213,575

Station 124	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ -	\$ 252	\$ (252)
Permitting @ 2% (no escalation)	\$ -	\$ 1,600	\$ (1,600)
Construction + Escalation +WSST	\$ -	\$ -	\$ -
Land Acquisition	\$ 1,275,748	\$ 1,275,748	\$ -
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ -	\$ -	\$ -
Project Contingency @ 5%			\$ -
Change Orders @ 5% Bid	\$ -	\$ -	\$ -
Overall Project	\$ 1,275,748	\$ 1,277,600	\$ (1,852)

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



To: **Board of Fire Commissioners**
From: **Jon Parkinson, Fire Chief**
Subject: **Monthly Chief's Report – February 2023**

Audit Update (2020 & 2021)

FY 2020 & 2021 are complete. We received clean audit reports for both years. Finance Manager Hollon and her team have done an incredible job yet again!

MSO 118 In-Service

On February 6, MSO 118 was placed in service. The unit is currently located at Station 111 and will move to Station 118 once the facility is complete. The unit is currently intermittently staffed while an acting MSO pool is being developed. I expect the unit to be constantly staffed by May 1, 2023.

New Medic Units in Service

Our first wave of new medic units is in the process of being deployed. These units were approved in the Fall of 2021 as part of the 2022 operating budget. These are our first new medic units in over a decade.

Recruit Firefighters

- Class 20323-1 (12 personnel - SAFER Grant) started the fire academy on February 6.
- Class 2022-2 (7 personnel) will be graduating from the academy Friday, February 17.

HR Administrator

HR Administrator Kari Meyers started on February 1. HR Manager Lynch has been bringing her up to speed. Kari will make an excellent addition to the team.

Legislative Day

Legislative day for the Washington Fire Commissioners and Fire Chiefs is on February 17 @ 8 am. Chief Parkinson and Commissioner Wernet will be in attendance.

GEMT Reimbursement Changes

There is no further update at this time.

AFG Grant

Staff submitted a grant application for the Assistance to Firefighters Grant (AFG). We are requesting a rescue pumper which, if awarded, would eliminate the need for two vehicles currently scheduled for replacement in the equipment replacement reserve (ERR). This would eliminate \$1,375,630 in future expenditures from the ERR. The local match for this grant will be 10% (if awarded). We will know more regarding this grant in late summer 2023.

March Board Meeting

I will be out of town for the March Board meeting. DC Mack will be covering the meeting in my place. The agenda is expected to be light.

April Board Workshop

As we approach April, we will again hold a Board workshop two hours before the regular meeting (5 pm to 7 pm). I have been working with Chair Napier to identify workshop agenda items, and to date, here is what we will focus on:

1. Standard of Cover annual metric review and considerations/recommendations
2. Strategic Plan status with a focus on "not-started" items
 - a. Phase 2 capital projects
 - b. Public Outreach
3. Review financial forecast and levy timing

If there are items that you would like added to the agenda, please notify Chair Napier.

Community Organization Activity

- Sumner Rotary
- Sumner- Puyallup Chamber – State of the Cities
- FME Chamber
- Chamber Collective (Bonney Lake)



Pierce County
Mike Lonergan, Assessor-Treasurer

2401 South 35th Street
 Tacoma, WA 98409-7498
 (253) 798-6111 FAX (253) 798-3142
 ATLAS (253) 798-3333
 www.piercecountywa.org/atr

January 12, 2023

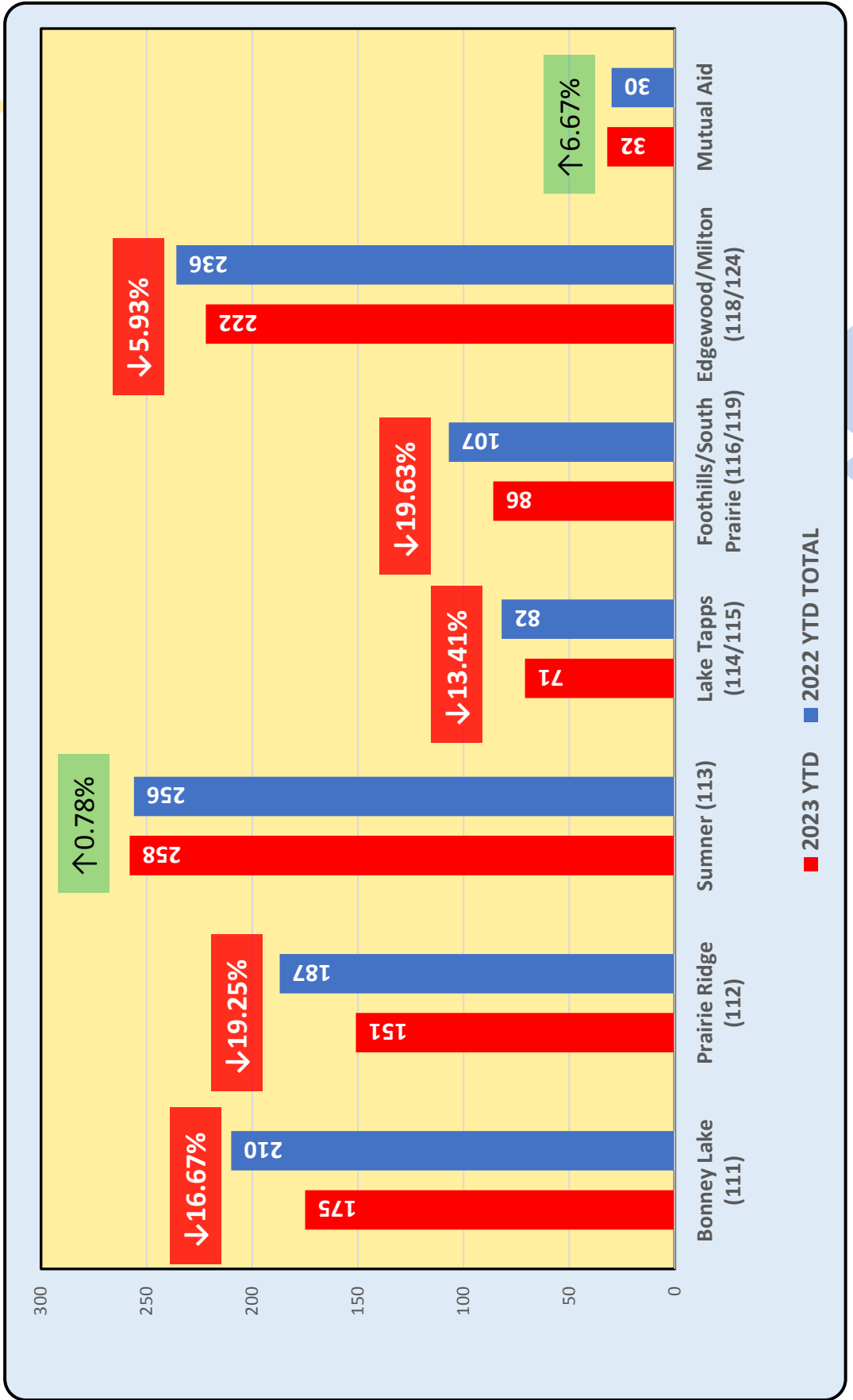
Taxing District: **FIRE PROTECTION DISTRICT #22 (PIERCE & KING)**

Re: CERTIFICATION OF 2022 LEVIES AND 2023 TAX RATES

The Assessor-Treasurer's Office has calculated the tax rates for the 2023 tax collection year. After consideration of your budget request, the limitations on regular levies and the assessed value as adjusted by the Board of Equalization, your district's tax rates are fixed as follows:

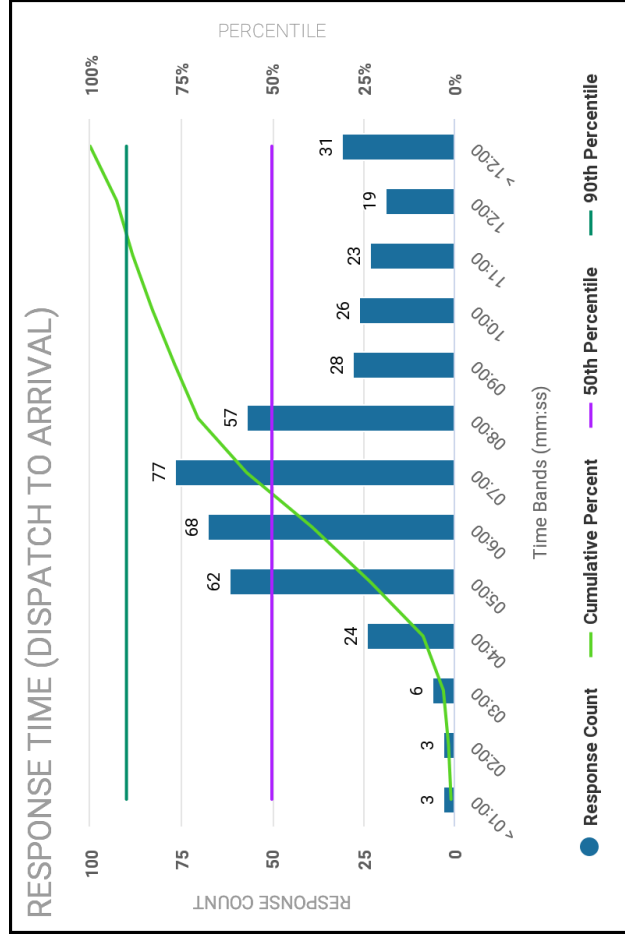
	<u>2023 Rate / \$1,000</u>	<u>Tax Amount</u>
Regular Levy Taxable Value	<u>26,968,551,309</u>	
EMS Taxable Value	<u>27,023,480,446</u>	
Regular	1.082960000000	29,205,862.33
<i>Revenue from Pierce Co.</i>		28,874,421.60
<i>Revenue from King Co.</i>		331,440.73
EMS 2nd of 10 yr levy	0.236180000000	6,382,405.61
<i>Revenue from Pierce Co.</i>		6,310,122.54
<i>Revenue from King Co.</i>		72,283.07
Total Regular Levies	<u>1.319140000000</u>	<u>71,176,535.88</u>
Excess Levy Taxable Value	<u>26,896,001,048</u>	
Bonds	0.180990000000	4,867,907.23
<i>Revenue from Pierce Co.</i>		4,809,710.48
<i>Revenue from King Co.</i>		58,196.75
M & O	0.000000000000	0.00
County refund fund		
Total Excess Levies	<u>0.180990000000</u>	<u>9,735,814.46</u>
TOTALS:	<u>1.500130000000</u>	<u>80,912,350.34</u>

Incident Count by Station Area — YTD January 2023



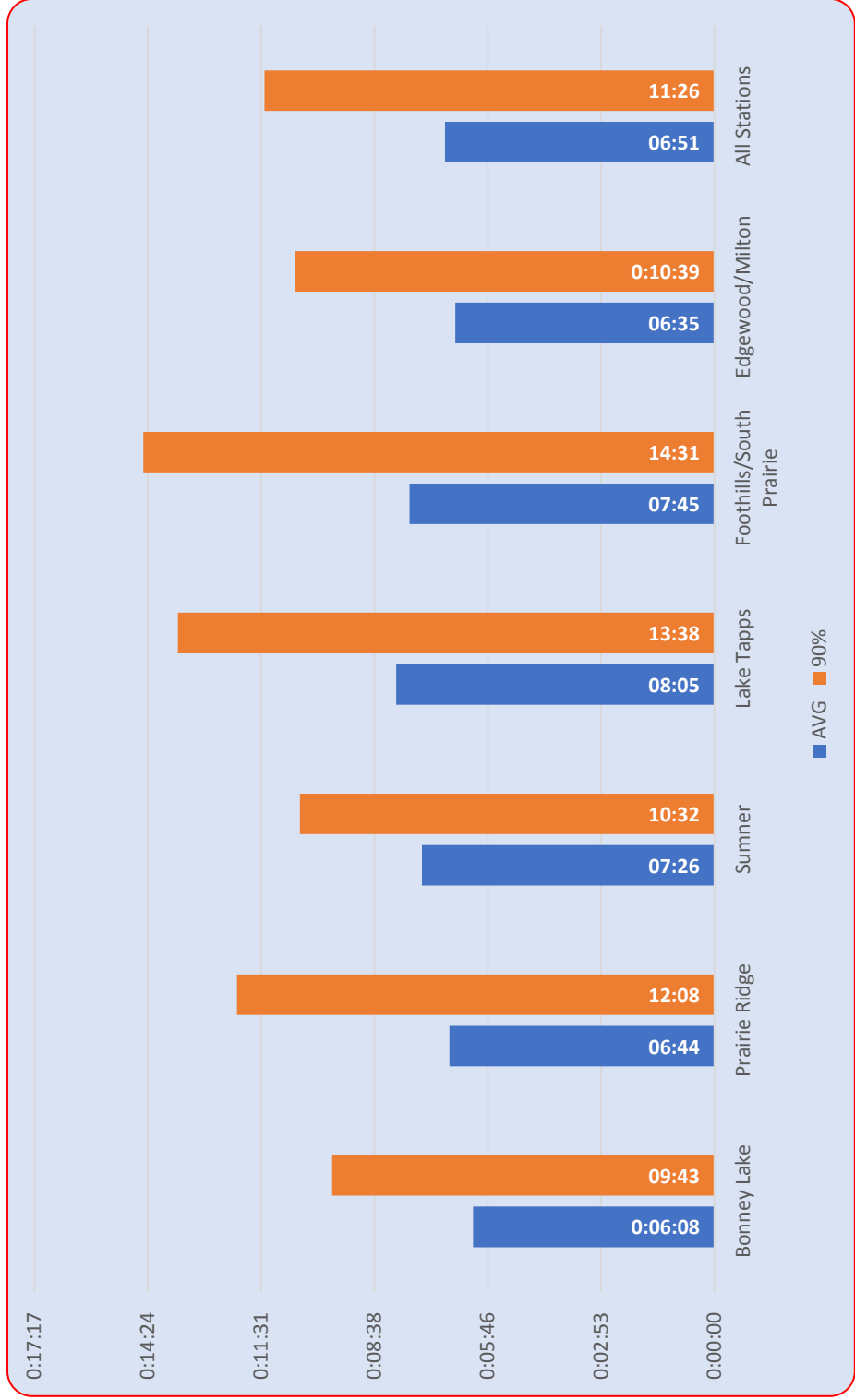
Total Response Times YTD through 1/31/2023

- **Priority incidents only— First arriving unit times**
- **Incidents—429**
- **50%—06:38(AVG)**
- **90th%—11:11**



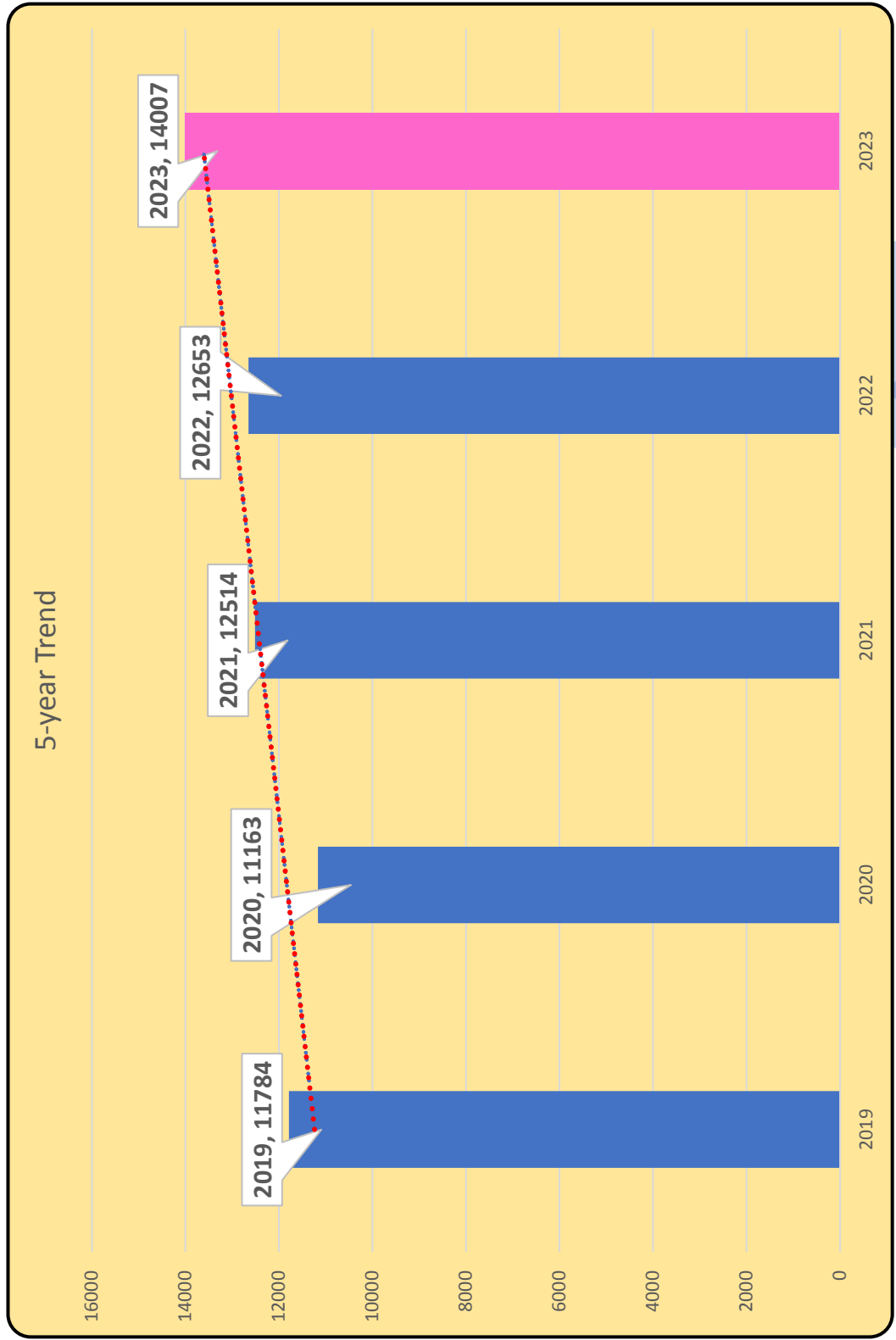
Average Response Time by Response Area YTD

Measures time from dispatch to arrival of first unit. Priority responses only. The 90% shows time of arrival for 90% of the priority responses. Responses <30 seconds or >15 minutes excluded



Projected end of year total using MS Forecast based on month-to-month numbers starting 1/1/2019 thru 12/31/2022. Total is 14007±1908. Increase of ~10.7%

5-Year Trend

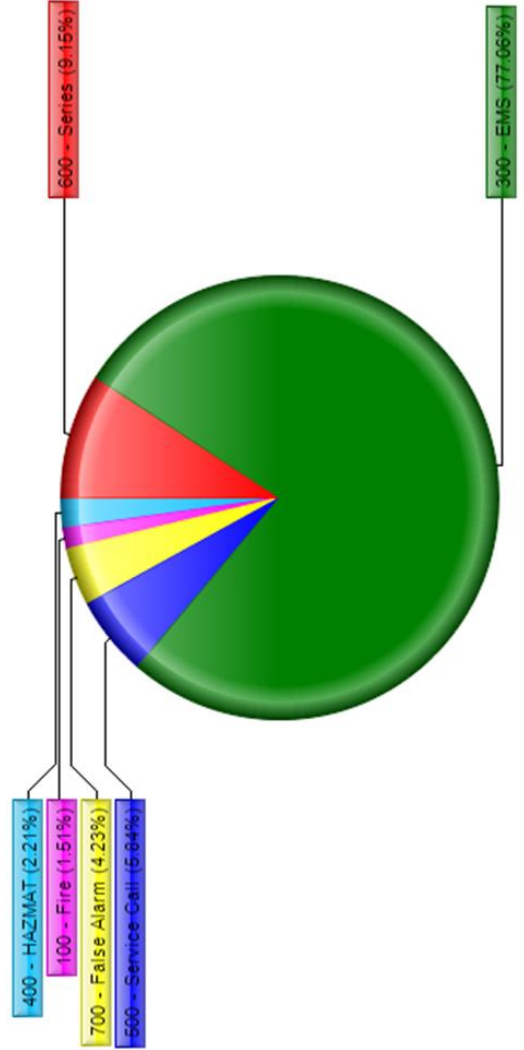


Total Counts by Unit—YTD January 2023



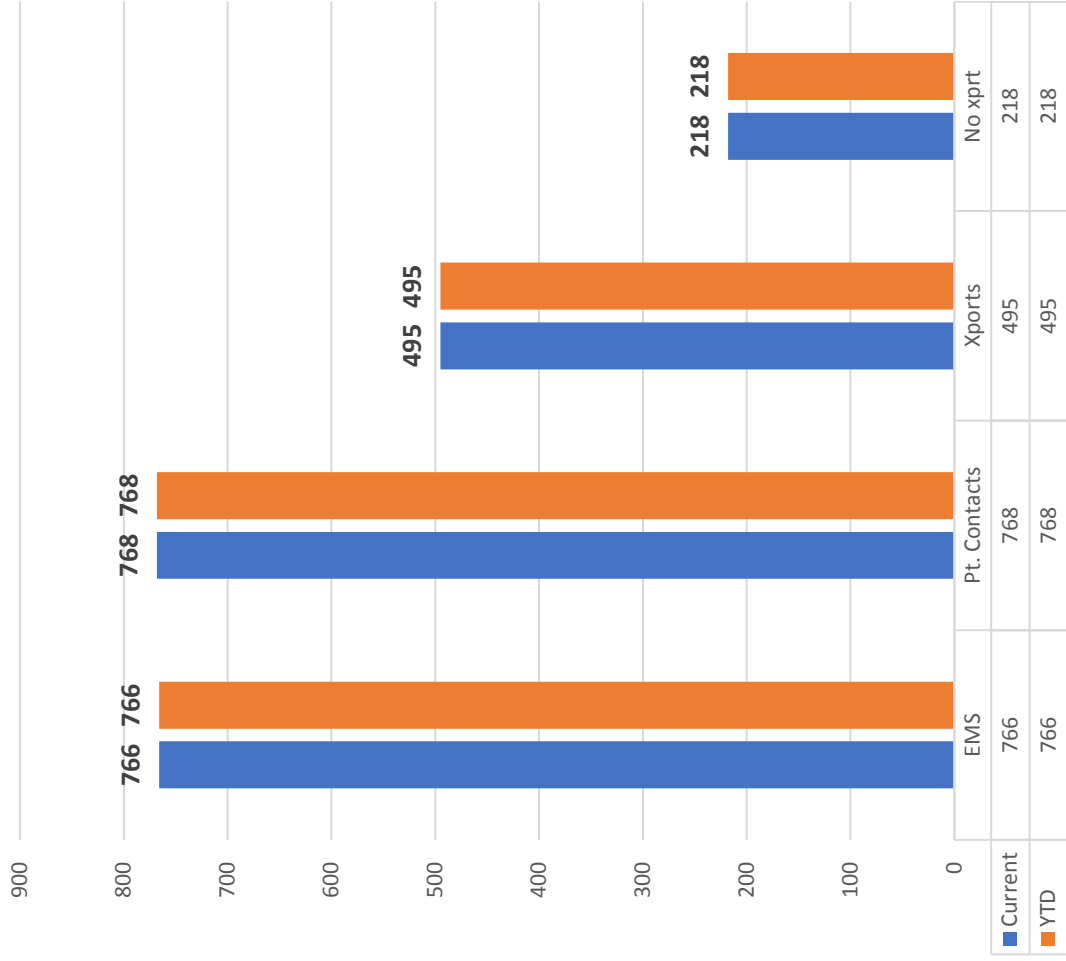
Incidents by Type— YTD thru January 2023

Incident Type Group	2023	Total
100 - Fire	15	1.51%
200 - Overpressure, Rupture, Explosion—No fire	0	0.00%
300 - EMS	766	77.06%
400 - HAZMAT	22	2.21%
500 - Service Call	58	5.84%
600 - Good intent—Includes wrong location, controlled burn, patient already transported...	91	9.15%
700 - False Alarm	42	4.23%
800 - Natural Disaster	0	0.00%
900 - Special Incident	0	0.00%
Annual Total	994	

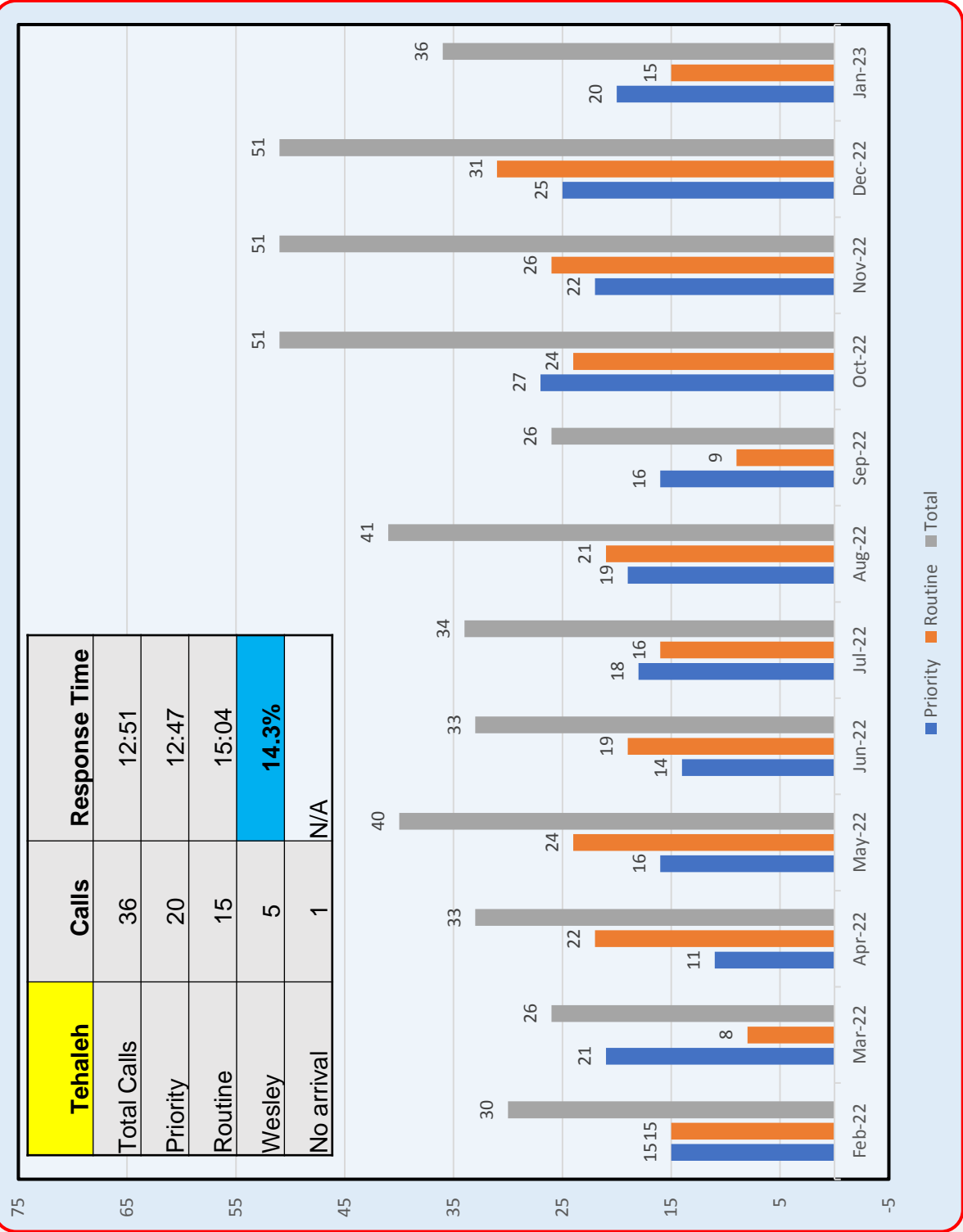


Transports January 2023

- EMS calls can include MVAs with no injuries, or incidents where no contact is made with an identified patient.
- Patient contacts include every time an assessment is made on an identified patient.

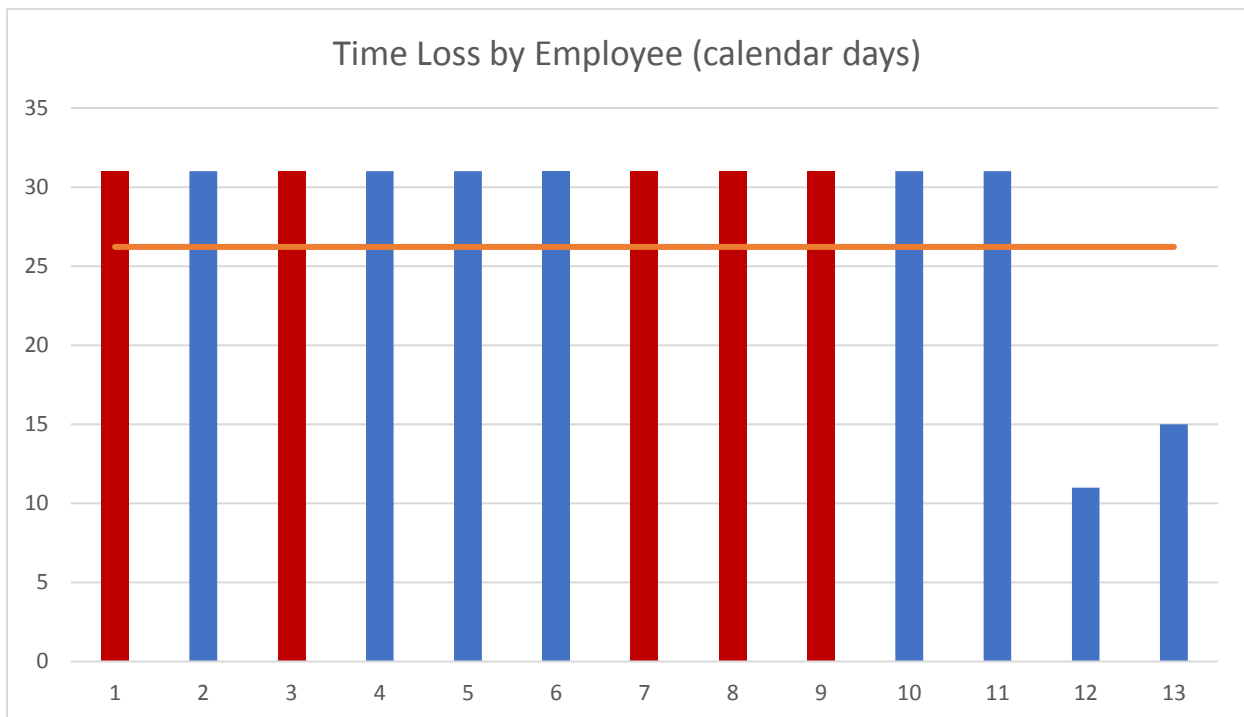
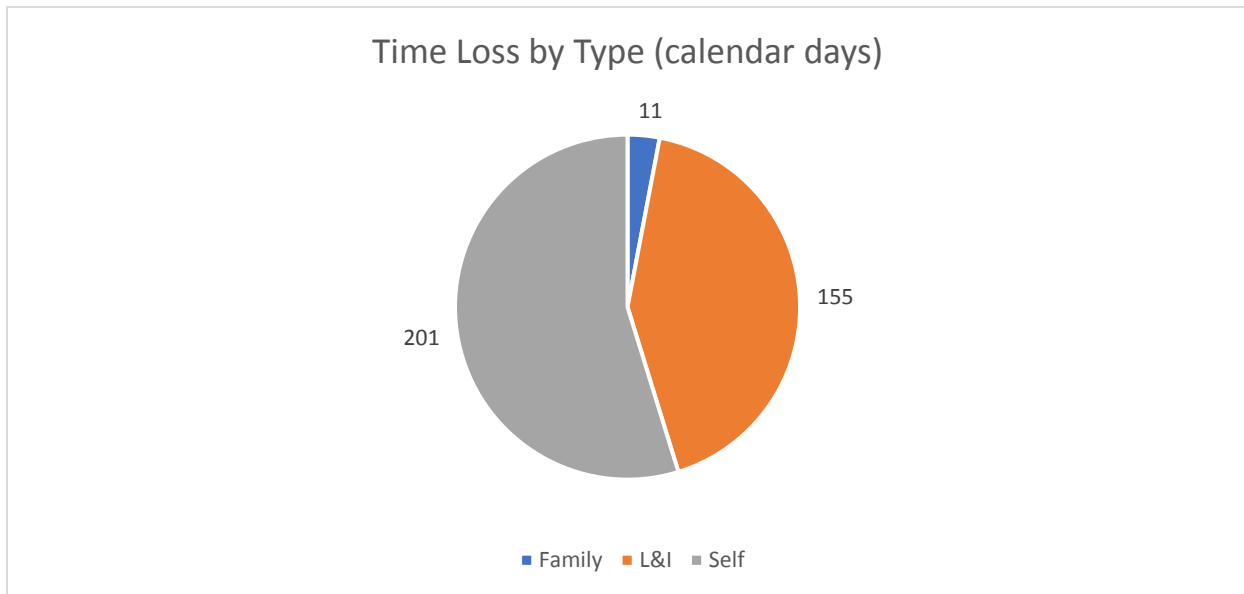


Tehaleh Responses January 2023



Injury – Medical Leave Report – January 2023

- In January, a total of 14 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 26.21 calendar days
- 5 L&I claims for time-loss injuries have occurred in January (seen below in red).
 - 2 of the 5 qualify for the Stay-at-Work program through L&I





Planning Committee Meeting Minutes

January 6th, 2023 @ 1000 hrs.

M. Cathey (Chair), C. Wernet, R. Kroum

Staff: Chief Parkinson, DC Mack, AC Stabenfeldt, DA Worley

Guests: Eric Nickel (Levrum), Carl Niedner (Levrum), Douglas Bailey (Levrum)

1. Call to Order – 1000 hrs.

2. Review the Standard of Cover (Mack/Stabenfeldt)

DC Mack, with AC Stabenfeldt, DA Worley and the Levrum representatives, reviewed the draft SOC document with the committee, providing opportunity for questions and discussion. The document is now ready for a final draft and presentation to the Board on January 17th at the regular Board of Commissioners Meeting.

In addition to accomplishing the primary objectives of the study, the team also achieved other accomplishments and best practices including:

- Successful organization buy-in and participation in the process
- In-house development of data analysis and risk assessment knowledge and skill level
- Early implementation of target hazard response improvements and fire prevention priorities
- Validation of many current strategic plan objectives, e.g. Station 117, Station 124
- Exploration of external agency data accessibility and regional information technology partnerships

In addition to supporting the recommendations of the study, the committee also recommends that the Board develop a plan to address with South Sound 911 the significant degradation in call processing times observed over the last four quarters.

3. Request to hire administrative support for Project Manager Herrera (Parkinson)

As a result of the overlapping of station construction project schedules, Mr. Herrera is managing multiple projects concurrently and is in need of assistance. Chief Parkinson has recommended that a temporary administrative support person be hired in order to ensure that EPFR project management does not result in any delays of these projects. The committee recommends that the Board consider approval of this action.

4. Current Station 112 roof replacement (Parkinson)

The Station 112 roof leaks and is in need of major repair or replacement. In view of the capital facilities plan to replace this station in about two years and because there is no appetite to invest in a building that has little if any future use, the committee recommends that the Chief pursue professional repair of the roof that will extend the life of the roof for about two years, at least until EPFR can develop a long-term plan for this facility.

3. Adjourn – 1240 hrs.



Board Meeting Agenda Item Summary

Meeting Date:	February 21, 2023
Title:	Resolution 1012 – Appointment of District Secretary

Recommendation from Staff:	Approve
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to approve Resolution 1012-Appointing Corina Byerley as District Secretary.</i>
Presenter:	District Secretary, Michelle Hollon
Attachments:	

Summary:
This resolution is to change the appointment of District Secretary from Michelle Hollon to Corina Byerley.

Fiscal Impact:	
-----------------------	--

EAST PIERCE FIRE & RESCUE

RESOLUTION 1012

(A resolution appointing the District Secretary)

WHEREAS, per RCW 57.12.010, The Board of Fire Commissioners shall appoint a secretary of the district, known as the District Secretary; and

WHEREAS, the duties of the District Secretary are to keep record of the proceedings of the Board and shall perform other duties as prescribed by the Board, District or by law; and

WHEREAS, the District Secretary shall take an official oath of office and shall be filed with the same office as that of the Commissioners; and

WHEREAS, Executive Administrative Assistant, Corina Byerley, is to be appointed to the position of District Secretary;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of East Pierce Fire & Rescue that Executive Administrative Assistant, Corina Byerley, is hereby appointed to serve as the District Secretary for East Pierce Fire & Rescue:

ADOPTED at a regular meeting of the Board of Commissioners on February 21, 2023, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Randy Kroum

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner Ed Egan

Commissioner Cynthia Wernet

Commissioner Kevin Garling

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Meeting Date:	February 21, 2023
Title:	Resolution 1012 – Appointment of Investment Officer

Recommendation from Staff:	Approve
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to approve Resolution 1013-Appointing Finance Manager, Michelle Hollon as the investment officer for East Pierce Fire & Rescue.</i>
Presenter:	Finance Manager, Michelle Hollon
Attachments:	

Summary:
<p>This resolution is to clarify and change the position title for the investment officer.</p> <p>Currently resolution 727 names the District Secretary, Michelle Hollon as the District’s investment officer. With the position of District Secretary changing to Corina Byerley the resolution needed to be updated to appoint the Finance Manager as the investment officer.</p>

Fiscal Impact:	
-----------------------	--

EAST PIERCE FIRE & RESCUE

RESOLUTION 1013

(A resolution appointing the Finance Manager to serve as Investment Officer)

WHEREAS, East Pierce Fire & Rescue from time to time maintains Current Expense Fund, G.O. Bond Fund, and Reserve Fund balances which are in excess of current district cash needs; and

WHEREAS, RCW 36.29.020 and RCW Chapter 39.60 set forth the types of investments in which public funds may be invested; and

WHEREAS, the District Secretary, Michelle Hollon, was appointed investment officer for the District by Resolution #737 on January 17, 2012 and is also the District’s Finance Manager; and

WHEREAS, the title of District Secretary has changed to Corina Byerley per Resolution #1012 on February 21, 2023; and

WHEREAS, this resolution will supersede Resolution #737;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of East Pierce Fire & Rescue that Finance Manager, Michelle Hollon, is hereby appointed as to serve as the district’s investment officer with the following authority and duties:

1. To determine from time to time what monies are available for investment in each of the funds maintained by the District.
2. To invest and reinvest such available funds in those investments authorized by RCW 36.29.020 and RCW Chapter 39.60 which will yield the best rate of interest for the District for such time periods as the investment officer may deem appropriate considering the needs of the District.
3. To report to the Board of Commissioners each month at its regular meeting all investments made during the prior month.

ADOPTED at a regular meeting of the Board of Commissioners on February 21, 2023, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Randy Kroum

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner Ed Egan

Commissioner Cynthia Wernet

Commissioner Kevin Garling

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Meeting Date:	February 21, 2023
Title:	Resolution 1014 Cancel of Warrants

Recommendation from Staff:	Approve cancelling of warrant
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to adopt Resolution 1014 cancelling warrant 1660761 and 1668902 in the total amount of \$2,713.75.</i>
Presenter:	Finance Manager M. Hollon
Attachments:	Resolution 1014

Summary:
<p>EPFR employee, Patience Taylor, was issued a check in the amount of \$35.00 for mileage reimbursement for a training event but was lost in mail and not cashed and Transpogroup was issued a check in the amount of \$2,678.75 for traffic studies for Station 114 but was lost in mail and not cashed. Total amount requested to be cancelled is \$2,713.75. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by the governing body.</p>

Fiscal Impact:	
-----------------------	--

EAST PIERCE FIRE & RESCUE

RESOLUTION #1014

(A resolution to cancel two warrants)

WHEREAS, East Pierce Fire & Rescue reimbursed an employee in the amount of \$35.00 for mileage reimbursement for training event and issued payment to Transpogroup in the amount of \$2,678.75 for traffic studies for station 114; and

WHEREAS, warrant #1660761 issued on October 18, 2022 in the amount of \$35.00 payable to Patience Taylor was lost and never cashed; and

WHEREAS, warrant #1668902 issued on December 15, 2022 in the amount of \$2,678.75 payable to Transpogroup was lost and never cashed; 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 & Rescue that the Pierce County Department of Budget & Finance be authorized and instructed to cancel warrant #1660761 and #1668902 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 February 21, 2023, the following commissioners being present and voting:

Chair

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

District Secretary



EAST PIERCE FIRE & RESCUE

2022 Financial Report

General Fund

	Budgeted	Amended Budget	Actual	Excess Fund Balance
Beginning Fund Balance	\$ 8,875,000.00	\$ 8,875,000.00	\$ 13,467,783.00	
General Operating Revenues	\$ 41,077,326.00	\$ 41,077,326.00	\$ 44,547,165.00	
Transfer-in from Reserves/Capital	\$ 3,500,877.00	\$ 3,500,877.00	\$ 2,025,438.00	
General Operating Expenditures	\$ (38,134,059.00)	\$ (38,134,059.00)	\$ (36,287,908.00)	
Transfer-out to Reserve	\$ (1,584,175.00)	\$ (6,176,958.00)	\$ (7,112,354.00)	
Reserve Expenditures	\$ (3,500,877.00)	\$ (3,500,877.00)	\$ (2,122,590.00)	
Ending Fund Balance	\$ 10,982,639.00	\$ 10,982,639.00	\$ 14,517,532.00	\$ 3,534,893.00

Collected Revenue (Property Taxes collection rate at 99.1%)

General Operating Revenue exceeded the budgeted amount by \$3,469,838. Some of the contributing factors are as follows:

Amounts shown are in excess of budgeted amount

Property Taxes	\$ 172,707.00
Delinquent taxes collected in 2022	\$ 274,527.00
GEMT Transports	\$ 990,263.00
GEMT Settlement	\$ 693,822.00
Grants	\$ 167,858.00
Review Fees	\$ 194,010.00
Mobilization Reimbursements	\$ 299,788.00
Ambulance Transports	\$ 83,857.00
Mitigation Fees	\$ 98,100.00
Misc. Immaterial	\$ 160,819.00
Investment Interest	\$ 136,275.00

Expenditures (95.2% Spent)

Cost Center	Budgeted	Amended Budget	Actual	Under/Over
Administration	\$2,493,917.00	\$2,493,917.00	\$2,246,637.00	\$247,280.00
Operations	\$26,916,214.00	\$26,916,214.00	\$26,254,452.00	\$661,762.00
EMS	\$2,838,151.00	\$2,838,151.00	\$2,265,422.00	\$572,729.00
Prevention	\$1,446,579.00	\$1,446,579.00	\$1,279,845.00	\$166,734.00
Logistics	\$4,439,198.00	\$4,439,198.00	\$4,241,552.00	\$197,646.00
Capital	\$189,432.00	\$189,432.00	\$267,027.00	-\$77,595.00
Reserve Purchases	\$3,322,445.00	\$3,322,445.00	\$1,855,563.00	\$1,466,882.00
Transfers Out	\$1,584,175.00	\$6,176,958.00	\$7,112,354.00	-\$935,396.00
Total	\$43,230,111.00	\$47,822,894.00	\$45,522,852.00	\$2,300,042.00

General Fund Expenditures (blue highlight) underspent the budgeted amount by \$1,846,151.

Reserve Expenditures (orange highlight) underspent the budgeted amount by 1,466,882



EAST PIERCE FIRE & RESCUE

2022 Financial Report

Reserve Fund

Beginning Fund Balance	\$	23,880,422.00
Transfers In	\$	7,112,354.00
Transfers Out	\$	1,711,501.00
Other Revenues (Interest)	\$	216,918.00
Ending Fund Balance	\$	29,498,193.00

Capital Fund 2018

Beginning Fund Balance	\$	26,937,552.00
Other Revenue (Interest)	\$	332,262.00
Transfer In	\$	147,674.00
Transfers Out	\$	206,137.00
Expenditures	\$	11,168,402.00
Ending Fund Balance	\$	16,042,949.00

Capital Fund 2022

Beginning Fund Balance	\$	40,000,000.00
Other Revenue (Interest)	\$	522,239.00
Expenditures	\$	-
Ending Fund Balance	\$	40,522,239.00



Board Meeting Agenda Item Summary

Meeting Date:	January 21, 2023
Title:	City of Milton – Prevention Fees - Inflation

Recommendation from Staff:	Approve
Recommendation from Committee:	Approve – Planning Committee
Recommended Action/Motion:	<i>Move to approve the Fire Chief to amend the ILA with the City of Milton for Fire Marshal services and place a cap on inflation tied to the actual EPFR employee COLA.</i>
Presenter:	Fire Chief Parkinson
Attachments:	Milton ILA and Fee Schedule

Summary:
<p>The fee schedule for fire marshal services with the City of Milton automatically adjusts each year based on June CPI-U (Seattle-Tacoma-Bellevue). In 2023, based on June 2022 CPI, this will cause the fee schedule to increase by 10.1% over the prior year. The City of Milton has asked for consideration of placing a cap on the inflator to avoid large spikes.</p> <p>Staff met with the Planning Committee to review the request. Options are:</p> <ol style="list-style-type: none"> 1- Do nothing, allow the current contract to prevail. 2- Cap the adjustment to a fixed number (example – 6%). 3- Cap the adjustment to mirror the COLA of East Pierce employees. <p>Staff and the Planning Committee support Option 3, which would result in the 2023 fee schedule adjustment increasing by 4% vs. 10.1%.</p> <p>The fiscal impact to the District is minimal. In 2023, we have budgeted for \$77,375 in revenue from Milton. The revenue swing from 4% to 10.1% is likely near \$5,000. Actual revenue may be higher or lower than budgeted based on actual demand from the City.</p>

Fiscal Impact:	N/A
-----------------------	-----

**INTERLOCAL AGREEMENT FOR FIRE PREVENTION,
INVESTIGATION AND OTHER SERVICES BETWEEN EAST
PIERCE FIRE & RESCUE AND THE CITY OF MILTON**

THIS AGREEMENT is entered into by the City of Milton ("the City") and East Pierce Fire & Rescue ("the District"), for the purposes stated below.

RECITALS

A. The City is within the boundaries and service area of the District.
B. The City desires the continuation of fire prevention, plan review, investigation and other services from the District, within the City, and fire suppression and EMS services to all City buildings and facilities, and the District is in agreement to provide such services to the City for the considerations set forth herein.

C. Both Parties desire to replace the post-annexation agreement dated October 1, 2012 by the City and October 16, 2012 by the District with this new agreement for services.

In consideration of the mutual benefits described above the City and the District ("the Parties") agree as follows:

AGREEMENT

A. Services and Fees.

1. **Services.** The District agrees to provide to the City, complete fire prevention and fire investigation services within the boundaries of the City. Such services shall include but not necessarily be limited to the following: development plan review and approval, fire investigations, testing of sprinkler systems in new construction, inspection and testing of fire alarm systems for certification in new construction. The District shall conduct fire code inspections as requested by the City's Public Safety Officials to mitigate life safety hazards. The District maintains the right to do annual life safety inspections per the International Fire Code as staffing becomes available throughout the District.
2. **Fees.** The District will adopt reasonable fees associated with these services at the same level as the rest of the District. The City will collect the "pass through" fire permit and plan review fees, but will retain 20% of said fees as an administrative service charge to offset the tracking/routing services. The remainder of the fees collected shall be paid by the City to the District once per quarter. The City and the District will cooperate to regularly update the fees to remain reasonable. A copy of the initial fee schedule is attached hereto as Exhibit A.
3. **Fire Protection of City Owned Facilities.** The District shall provide timely and responsive fire suppression and EMS services to all City buildings and facilities at no cost to the City.
4. **Hydrants.** The City owns and operates a water system and it is agreed that the City is in the best position to provide hydrant testing. The City will test hydrants in accord with relevant standards.

B. City Employees CPR Training. The District will provide one CPR class per year for City Employees at no cost to the City.

C. Fire Marshal and Fire Code Official. The term "local fire official," as used in the provisions of the Revised Code of Washington and the applicable version of the International Fire Code, shall mean the chief (or his designee) of East Pierce Fire and Rescue. The "fire marshal" for the City of Milton under all applicable statutes, codes and regulations, shall be the designated fire marshal of East Pierce Fire and Rescue.

D. Fire Station. The City and the District have executed a lease agreement for the Milton Fire Station.

E. Governing Law. This Interlocal Agreement shall be construed and interpreted and shall be governed and enforced in all respects according to the laws of the State of Washington.

F. Third Party Rights. Nothing in this agreement confers any right to any third-party.

G. Notices. Any notice required or permitted to be given under this Interlocal Agreement shall be in writing and either (a) personally delivered, in which case notice shall be deemed given upon such delivery, or (b) sent, postage prepaid, by certified or registered mail, return receipt requested, in which case notice shall be deemed given three (3) days following its postmark. Notice shall be to the respective Parties as follows:

To The City:

Office of the Mayor City of Milton
1000 Laurel Street
Milton, WA 98354

To The District:

Chair Board of
Commissioners East
Pierce Fire and Rescue
18421 Veterans Memorial Drive East
Bonney Lake, WA 98391

H. Enforcement. Either Party's failure to insist upon or enforce strict performance by the other Party of any provision of or to exercise any right under this Agreement shall not be construed as a waiver or relinquishment to any extent of such Party's right to assert or rely upon any such provision in any other instance; rather, the same shall remain in full force and effect.

I. Binding Nature. All rights and obligations arising out of this Interlocal Agreement shall inure to the benefit of and be binding upon the Parties and their respective successors.

J. Captions. The captions and paragraph headings of this Interlocal Agreement are

inserted for convenience only and shall not be deemed to limit or expand the meaning of any term or provision of this interlocal agreement.

K. Partial Invalidity. Every provision of this Agreement is intended to be severable. If any term or provision is held to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of such provision for any other reason or the legality or validity of the remainder of this Interlocal Agreement.

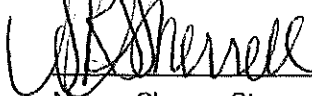
M. Warranty and Representation of Authority. The Parties each represent to the other that the person or persons executing this Interlocal Agreement have the authority to do so and to bind the Parties to this Interlocal Agreement. All consents, permissions and approvals related to entering into this Interlocal Agreement, the obligations under this Interlocal Agreement and the requirements of any covenant, agreement, encumbrance, law or regulation applicable to the Parties have been obtained.

N. Term. This Interlocal Agreement shall be effective for 5 years commencing January 1, 2018 and automatically renewed for an additional five year period on January 1, 2023. Provided, neither Party has given the other written notice of objection to the automatic renewal of this agreement no later than 90 days prior to the end of the five year term. Unless terminated, this agreement shall automatically renew for additional five year terms thereafter, subject to termination by timely written objection as set forth in this paragraph.

O. Potential Annexations. The Parties understand and agree that as the City annexes additional areas those areas automatically become part of the District per state statute. The Parties further agree that the City's northern potential annexation area can be serviced by the District with current resources, but that the City's western annexation area may be difficult for the District to serve and may require a longer response time. At the City's request, the District will undertake review and discussion regarding contracting with western area current service providers if annexations take place.

P. Building Heights. The District has no issue with the City increasing building heights. New buildings would be protected by automatic sprinkler and fire alarm systems. It is noted that taller buildings may impact the City's insurance rating, and require the District to place an additional ladder truck into service at such time as District has available funding.

CITY OF MILTON



Mayor Shanna Styron Sherrell

Date: 1-5-18

EAST PIERCE FIRE & RESCUE



Dale Mitchell, Board Chairman

Date: 1/3/18

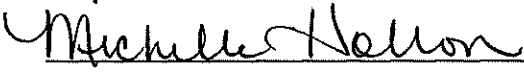
ATTEST/AUTHENTICATED:



Katie Bolam, City Clerk

APPROVED AS TO FORM

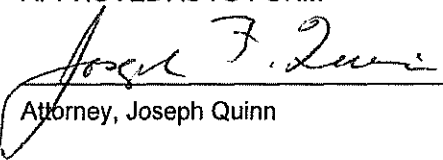
ATTEST/AUTHENTICATED:



Michelle Hollon, Secretary

APPROVED AS TO FORM

William L Cameron, City Attorney



Attorney, Joseph Quinn

Exhibit A
Milton Fire Prevention Fees 2018

Title	Rate/Fee/Charge
Fire Marshal Plan Review Fee	40% of Building Permit Fee
Fire Sprinkler System	
Residential (1-2 family dwelling units) — 1 hour minimum plan review	\$284.00 for first 10 heads plus \$1.07 for each additional head plus plan review fee at \$85/hour
Commercial — 2 hour minimum plan review	\$284.00 for first 10 heads plus \$1.07 for each additional head plus plan review fee at \$85/hour
Fire Alarm	
Residential (1-2 family dwelling units)	\$284.00 plus \$1.55 per device
Commercial / Multi Family	\$574.00 plus \$1.55 per device
Tenant Improvement, Alteration, or Remodel	\$477.00 plus \$1.55 per device
Fire Suppression (other than Sprinklers)	
Includes hood and duct and alternative fire-extinguishing systems	\$284.00 plus plan review fee at \$101/hour (2 hr. minimum)
Re-inspection Fee	\$101/hour
Other Inspections and Fees	
Inspections outside of normal business hours (3 hours minimum)	\$111/hour minimum \$333
Inspection for which no fee is specifically indicated 1 hour minimum)	\$101/hour
Additional plan review required by changes, additions or revisions to plans after 2 reviews. (1 hour minimum)	\$101/hour
Fire & Life Safety Inspection (annual)	
	0-5000 SF -- \$154
	5001- 7,500 SF - \$216
	7501-12,000 - \$309
	12,001-15,000 - \$436
	15,000 + - \$680
Site Plan	\$284
Developer Agreement	\$284
Pre-Application/Construction	\$284
Short Plat	\$101
Alteration/amendment of Short Plat (0-4 lots)	\$101
Subdivision	\$284
Alteration/amendment of Subdivision (5+ lots)	\$284

Fees to be adjusted annually by the annual rate of inflation as based on the Seattle CPI-U, June to June.