



EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS
Regular Meeting Agenda
March 17, 2026
7:00 p.m.

Meetings are conducted in-person with the option of attending virtually.
Meeting Location: 8601 Main St. E, Bonney Lake 98391

Please click the link below to join the webinar:
<https://us06web.zoom.us/j/89988029827>

Viewers may ask questions at the appropriate time via the chat or using the “raise hand” option available within the application. Statements and or questions may also be emailed to cbyerley@eastpiercefirer.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

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- a) Approve Minutes of the February 17th Regular Meeting Pages 3-6
- b) Treasurer’s Report..... Pages 7-8
- c) Approve Finances..... Pages 9-13
- d) Financial Waiver
 - i) Transport Account 132368554 in the amount of \$51.70 Page 14
 - ii) Transport Account 133300158 in the amount of \$287.80 Page 15
 - iii) Transport Account 133306320 in the amount of \$475.29 Page 16

5. PRESENTATIONS

- a) None

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. For citizens that are present in the audience, please sign in if you would like to address the Board and you will be given 3 minutes to present during Public Comment. Citizens attending virtually that wish to address the Board during Public Comment use the “raise hand” feature on the webinar, please identify yourself and state your address for the record before commenting. Statements or comments for the record may be submitted to cbyerley@eastpiercefirer.org by 4:00pm meeting day. The Board may not have the information at hand to address a subject or take action at this time.

- a) Local 3520 – President Hobi

7. BOND-2018:

- a) Update - Herrera Pages 17-20

8. CHIEF’S REPORT

- a) Monthly Chiefs Report..... Pages 21-22
- b) Deputy Chiefs Reports Pages 23-25
- c) Monthly Injury Report..... Page 26

9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

- a) Planning Committee – Notes from 3/6 Meeting - Kroum Page 27
- b) Finance Committee – None None
- c) HR Committee – None None

10. RESOLUTIONS:

- a) Resolution 1111 – Surplus (Extrication Equipment) – Stabenfeldt..... Pages 28-30

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

- a) Station 115 and 122 Security Enhancements - Stabenfeldt Page 31
- b) Commissioner Compensation and Waiver Policy (1st reading) – Byerley Pages 32-34

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

- a) None

13. COMMISSIONER TRAINING/EVENT REQUESTS:

- a) PDC Reminder (Filing Due April 15th) - Byerley None
- b) Spring Seminars – Byerley Pages 35-36

14. EXECUTIVE SESSION: None

15. COMMISSIONER ACTION/DISCUSSION:

- a) None

16. ADJOURN

2026 EVENTS:

- March 26th.....PC Commissioner Meeting (SS911)
- **March 28th EPFR Awards and Recognition Ceremony**
- **April 21stBoard Workshop**
- April 23rdPC Commissioner Meeting
- May 2nd *Spring Seminar (Suquamish)*
- May 28th.....PC Commissioner Meeting (SS911)
- June 6th *Spring Seminar (Lake Chelan)*
- June 25th.....PC Commissioner Meeting
- July 23rd PC Commissioner Annual Picnic (Orting Park)
- August 27thPC Commissioner Meeting (SS911)
- September 24thPC Commissioner Meeting
- **October 3rd EPFR Annual Open House**
- *October 21-24..... WFCFA Annual Conference (Spokane)*
- November 19thPC Commissioner Meeting (SS911)
- December 24th NO PC Commissioner Meeting

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

February 17, 2026

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on February 17, 2026, in-person at Headquarters (8601 Main St E, Bonney Lake) and via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Kevin Garling, Pat McElligott, Randy Kroum, Justin Evans, and Pete Connell, Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, and District Secretary Corina Byerley.

Commissioners Excused: None
Commissioners Unexcused: None

AUDIENCE: Project Manager Phil Herrera, Assistant Chief Mike Westland, Finance Director Michelle Hollon (virtual); Communications Manager Samantha McRoberts, Brycen Giove, Chris Leier, Lewis Pugh, Debbie Pugh, Taylor Hobi (virtual), Bryan Peterson (virtual), Chelsea (virtual)

HONORS AND RECOGNITIONS: None

OATH OF OFFICE: None

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

Commissioner Garling moved to approve the consent agenda (minutes from the January 20th Regular meeting; minutes from the February 2nd Special meeting; treasurer's report; current expense vouchers 260203001 - 250203092 in the amount of \$841,154.09; special voucher 260201001 in the amount of \$350,000.00; payroll vouchers 260204001 - 260204010 in the amount of \$548,329.41 and electronic payroll in the amount of \$3,589,030.52; Capital expense vouchers 260202001 - 250202011 in the amount of \$1,042,468.01; and post-meeting payroll adjustment in the amount of \$1,599.42). Motion seconded by Commissioner Kroum and carried.

GUEST SPEAKER PRESENTATION:

Communications Engagement: Communications Manager Samantha McRoberts gave a presentation to the Board highlighting communications efforts and accomplishments over the last ten months. Some notable items included growth on social platforms now connecting close to 57,000 people, improved emergency notifications to internal and external groups, community risk reduction efforts, recruitment campaign, regional PIO coordination, the launch of SharePoint intranet and First Arriving digital bulletin board for internal communications, and expanded event visibility. Upcoming in 2026 the district will launch a digital expansion of the newsletter and a brand and communications toolkit including logo usage standards, standard typography and color guidelines, templates for outreach materials, and much more.

VISITOR COMMENTS:

Lewis Pugh (Snag Island Resident): Mr. Pugh commented that WSRB is looking at making changes and he is shocked that things can move that fast and thanked the district.

Chris Leier (Snag Island Resident): Homeowner on Snag Island and President of the Snag Island HOA. Mr. Leier echoed Mr. Pugh's comments. He attended a public meeting with Chief Parkinson, and a consultant group regarding communities that are experiencing the same issues with insurance ratings. Mr. Leier then thanked the district. Commissioner Garling thanked Mr. Leier for taking time to attend the meeting.

Local 3520: Treasurer Brycen Giove gave a brief overview of some union events/involvement including five members of the Local political action committee will be attending a conference; the Local will be sponsoring Communications Manager Samantha McRoberts to attend Fire Ops event; and the Easter Egg Hunt dates will be announced soon. Treasurer Giove also commented that Local members appreciate Communications Manager McRoberts and the work she's been doing.

BOND-2018:

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

Station 111: Final closeout is underway.

Station 112: Project is moving at a good pace. Interior painting began this week. Site work including curbing to begin next week.

Station 114: Final closeout is underway.

Station 117: Final closeout is underway.

Station 118: The fuel island permit reviews complete. The district is implementing a tracking system for all district fuel stations that will track usage.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Audit- no update, accountability audit has not been closed as auditors engage in conversation with agencies across the state regarding shift trade practices; and WSRB- Insurance Commissioner is meeting with stakeholder groups across the state to discuss a new insurance classification scale for homes in the 5-7 mile response range that will reclassify many of them to a 3W, EPFR credit for the new tender should also impact the rating of homes in district.

Monthly Deputy Chiefs Reports: Included in agenda packet. Deputy Chief Stabenfeldt reported: Addressing Commissioner Evans' question from last meeting regarding blood draws for police-Police Chief is not in favor of having the fire department draw blood for police purposes; big thanks to Sam McRoberts for her work with all divisions and she is a great asset. Commissioner Evans thanked Dina Sutherland for her efforts with events at Lakeridge MS. Deputy Chief Gilbert reported that company officer training was not only great but a big deal for empowering officers and thanked Assistant Chief Poe for coordinating training; and three EPFR members will graduate paramedic school on February 20th.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS: None

RESOLUTIONS:

Resolution 1108 – Transfer from General to Capital: Finance Director Michelle Hollon presented to the Board a request to approve Resolution 1108 to transfer funds from the General Fund to the Capital Fund in the amount of \$8,000. Funds were estimated and paid up front to Mt. View Edgewood Water for a capital project. The expenditure was less than estimated and refunded to the district. Commissioner Evans moved to approve Resolution 1108 to transfer funds from the General Fund to the Capital Fund in the amount of \$8,000. The motion was seconded by Commissioner Egan and carried.

Resolution 1109 – Surplus Vehicle: Deputy Chief Stabenfeldt presented to the Board a request to approve Resolution 1109 to surplus a 2001 Chevy pickup (Asset 113, VIN: 1GCHK29G11E315516). The vehicle has over 224,000 miles and has reached the end of its useful life. Commissioner Egan moved to approve Resolution 1109 to authorize the surplus of one 2001 Chevy Silverado 2500 Asset #113 and to dispose of, donate, or sell at the discretion of the Fire Chief. The motion was seconded by Commissioner McElligott and carried.

Resolution 1110 – Surplus Equipment: Deputy Chief Stabenfeldt presented to the Board a request to approve Resolution 1110 and Exhibit A to surplus equipment and bunker gear that is no longer useful or needed by the district to be disposed of, sold, or donated, at the discretion of the Chief. The equipment includes multiple sets of bunker gear that is out of service, old thermal imagers that are past their useful life and no longer work, 2 generators that were pulled out of the old Station 118 and Wilkeson stations that have been sitting for years and have no use to the department and SCBA masks that are damaged and not worth the cost of repair. Commissioner Garling moved to approve Resolution 1110 to authorize the surplus of miscellaneous Logistics equipment as detailed in Exhibit A. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

2025 Annual Financial Report: Finance Director Hollon gave an overview of the final 2025 financial data included in agenda packet. No action taken, information only.

Standard of Cover: Chief Parkinson presented to the Board an overview of the district’s Standard of Cover and Community Risk Assessment. Noting key decision-making metrics including incident distribution and target hazards, resource concentration, population density and travel times, and unit reliability. Incident concentrations and response times for the east side of Lake Tapps were discussed as well as insurance considerations and the history of the volunteer firefighter program in that area. No action taken, information only.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

PDC Reminder: District Secretary Corina Byerley reminded the Board that their annual PDC filing is due by April 15th.

Spring Seminars – District Secretary Byerley provided information on two upcoming Spring Seminars and requested that Board members wishing to attend notify her. Commissioners Evans and Napier expressed interest in attending the June seminar in Chelan.

Required Training – District Secretary Byerley reminded Commissioners Egan and McElligott that they are due for required Open Public Records Act, Open Public Meetings Act, and Records/Retention/Management Act training.

EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION:

Commissioner Compensation and Waiver Policy: Chair Napier requested that the Commissioner Compensation and Waiver policy be amended to include the allowance of “one meeting annually with Local 3520” be compensable. Staff will add the requested language and bring before the Board for a first reading of the revised policy at the March regular meeting.

Commissioner Contact Information: Commissioner Egan requested that the commissioner contact list be updated to remove an obsolete home phone number and add contact information for the chief, deputy chiefs, and district secretary.

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m.

District Secretary Corina Byerley

Chairman Jon Napier/Vice-Chair Ed Egan

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EAST PIERCE FIRE & RESCUE

February 2026

for March 17, 2026 Meeting

	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
10 Months Remaining =					83.33%

General Fund (Current Expense)

Net Cash & Investments 12/31/2025 **\$ 20,371,814** Budgeted

Operating Revenues					
	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
Property Tax - Current	622,166	622,456	58,623,370	58,000,914	98.9%
Property Tax - Prior Year/Delinquent	69,446	183,005	-	(183,005)	0.0%
Other Taxes	451	464	18,500	18,036	97.5%
Regular EMS Transport	306,217	646,532	2,900,000	2,253,468	77.7%
GEMT Transport	319,953	672,683	3,200,000	2,527,317	79.0%
GEMT Reconciliation	-	-	400,000	400,000	100.0%
Intergovernmental	2,882	8,729	238,122	229,393	96.3%
Tehaleh Mitigation	14,000	14,000	100,000	86,000	86.0%
Transfers in from Reserves/Capital	-	76,965	9,718,226	9,641,261	99.2%
Other Revenue	499,254	926,809	939,200	12,391	1.3%
Total Operating Revenues	1,834,370	3,151,644	76,137,417	72,985,774	95.9%

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

	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
Operating Expenses					
Administration <i>(Comm, Fire Chief, Deputy Chief, Finance, HR)</i>	357,038	759,819	4,512,970	3,753,151	83.2%
Operations <i>(Fire, Training, Volunteers)</i>	3,543,018	7,437,699	42,804,263	35,366,564	82.6%
EMS	259,957	538,475	3,642,725	3,104,250	85.2%
Prevention <i>(Fire Prevention, Pub Ed)</i>	140,863	295,185	1,652,315	1,357,130	82.1%
Logistics <i>(Logistics, Emerg. Mgmt, IT)</i>	665,702	1,322,557	6,245,273	4,922,716	78.8%
Capital <i>(Project Manager)</i>	25,117	51,666	452,548	400,882	88.6%
Reserve Purchases <i>(Equipt., EMS, Facility)</i>	386,494	453,284	9,265,678	8,812,394	95.1%
Transfers Out	8,000	8,000	1,883,494	1,875,494	99.6%
Total Operating Expenses	5,386,189	10,866,684	70,459,265	59,592,581	84.6%
Payroll Clearing Accruals	(51,915)	2,334			
Operating Expenses Net of Accruals	5,334,274	10,869,018	70,459,265		
Ending Net Cash & Investments			\$ 26,049,965		

Reserve Fund

Net Cash & Investments 12/31/2024 **\$ 40,697,103** Budgeted

	Other Revenues	Transfer In	Transfer Out	Balance as of 02/28/26
Reserve Balances				
Equipment Reserve				15,608,534
Facilities Reserve				2,727,652
Capital Facilities Phase 2		-		21,752,694
Sale of Tax Title Property	-			
Investment Interest	114,593			
Current Month Total	114,593	-	-	
Year to Date Total	\$ 242,066	\$ -	\$ -	\$ 40,088,879



EAST PIERCE FIRE & RESCUE

February 2026

for March 17, 2026 Meeting

Capital (Construction) Fund UTGO Bonds 2022	Current Month	Year to Date	Budget Res 1096	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2024			\$ 6,347,533	Budgeted	
			\$ 5,247,764	Actual	
Revenues					
Investment Interest	9,701	24,765	-	(24,765)	0.0%
Transfer In - Vendor Refund	8,000	8,000	-	-	0.0%
Total Revenues	17,701	32,765	-	(24,765)	
Expenses					
Capital Purchases	-	-	-	-	0.0%
Capital Purchases-Station 111	-	172,060	-	-	0.0%
Capital Purchases-Station 112	890,315	1,997,758	-	-	0.0%
Capital Purchases-Station 114	-	589	-	-	0.0%
Capital Purchases-Station 117	1,095	17,555	-	-	0.0%
Capital Purchases-Station 118	555	555	-	-	0.0%
Capital Purchases-New Station 124	150,503	205,667	-	-	
Transfers Out - GF & RF	-	76,965	452,548	375,583	0.0%
Total Expenses	1,042,468	2,471,149	452,548	-	0.0%
Ending Net Cash and Investments			\$ 2,809,380		
** Note: \$1,000,000 of Ending Net Cash reserved for IRS for arbitrage true-up **					



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
3/11/26		EPFR PETTY CASH CHECKING	\$1,640.00
3/11/26	1148	PUGET SOUND ENERGY	\$62,120.01
3/11/26	1150	ROSS JULIE	\$500.00
3/11/26	1062	AMAZING LANDSCAPE SERVICES	\$7,615.21
3/11/26	1073	CITY OF BONNEY LAKE WA	\$1,301.06
3/11/26	1141	ANDY JOHNSON & CO. INC.	\$5,615.87
3/11/26	1142	FREEMAN BELL CONSTRUCTION & DEVELOPMENT	\$13,898.84
3/11/26	1144	JONES & ROBERTS CO.	\$567,091.66
3/11/26	1147	PERFORMANCE VALIDATION INC.	\$2,394.00
3/11/26	1149	RICE FERGUS MILLER ARCHITECTURE	\$320,069.58
3/11/26	1143	HONEYWELL INTL	\$6,656.35
3/11/26	1145	KBUILT	\$1,491.78
3/11/26	1146	MATERIALS TESTING & CONSULTING	\$1,568.00
3/11/26	1151	WETHERHOLT AND ASSOCIATES INC.	\$7,422.66
3/11/26	1063	AMERICAN RED CROSS TRAINING SERVICES	\$911.00
3/11/26	1060	ACME RCL, LLC	\$29,287.66
3/11/26	1061	ADVANCE TRAVEL FUND	\$1,584.00
3/11/26	1064	ART GAMBLIN MOTORS	\$1,520.59
3/11/26	1065	BARNHART MD PS STEPHEN W	\$7,050.00
3/11/26	1066	BLUE RIDGE GIS CONSULTING LLC	\$2,160.00
3/11/26	1067	CANON FINANCIAL SERVICES INC	\$95.76
3/11/26	1076	COSTCO MEMBERSHIP	\$195.00
3/11/26	1080	DEPT OF NATURAL RESOURCES	\$360.92
3/11/26	1083	ENUMCLAW CHRYSLER JEEP DODGE RAM	\$449.36
3/11/26	1086	FREIGHTLINER NORTHWEST	\$226.68
3/11/26	1068	CARDINAL HEALTH 112, LLC	\$3,901.57
3/11/26	1069	CDW GOVERNMENT	\$12,198.30
3/11/26	1070	CENTURYLINK	\$92.98
3/11/26	1071	CHS	\$439.74
3/11/26	1072	CINTAS CORPORATION # 461	\$11,946.21
3/11/26	1075	COLORADO STATE UNIVERSITY - GLOBAL	\$1,500.00
3/11/26	1077	CUMMINS NORTHWEST	\$940.88
3/11/26	1078	D10 SIGNS & GRAPHICS	\$209.25
3/11/26	1081	DOCUSIGN INC LOCKBOX	\$2,698.92
3/11/26	1082	DUO-SAFETY LADDER CORPORATION	\$4,707.19
3/11/26	1074	CODE MECHANICAL INC.	\$3,193.72
3/11/26	1079	DAVIS DOOR SERVICE, INC	\$6,170.88
3/11/26	1088	GRAIL INC	\$649.00

3/11/26	1089	GRAINGER	\$3,296.54
3/11/26	1095	LIFE ASSIST	\$41,093.31
3/11/26	1099	MARION WATER CO., INC.	\$15.00
3/11/26	1100	MCCLATCHY COMPANY LLC	\$547.50
3/11/26	1101	MERIDIAN CENTER ELECTRIC	\$1,352.28
3/11/26	1102	MES SERVICE COMPANY LLC	\$16,921.52
3/11/26	1085	FAB SHOP LLC	\$3,853.50
3/11/26	1087	GALLS, LLC	\$1,399.51
3/11/26	1092	KBUILT	\$9,146.56
3/11/26	1094	L & L PRINTING INC	\$239.14
3/11/26	1096	LINDE GAS & EQUIPMENT INC	\$2,758.55
3/11/26	1098	LUQUETTE ELECTRICAL GROUP, INC.	\$145.26
3/11/26	1103	MOBILE HEALTH RESOURCES	\$1,486.80
3/11/26	1104	NICHOLSON AND ASSOCIATES INSURANCE, LLC	\$10,443.81
3/11/26	1106	OREILLY	\$1,945.31
3/11/26	1107	PACIFIC OFFICE AUTOMATION	\$926.61
3/11/26	1090	HUGHES FIRE EQUIPMENT, INC.	\$2,428.83
3/11/26	1091	JAMES OIL CO. INC.	\$18,492.70
3/11/26	1093	KIMBALL MIDWEST	\$394.24
3/11/26	1097	LN CURTIS & SONS	\$81,387.78
3/11/26	1111	PRIMO BRANDS	\$1,587.90
3/11/26	1112	PUGET SOUND ENERGY	\$32,682.93
3/11/26	1116	RICE FERGUS MILLER ARCHITECTURE	\$51,946.54
3/11/26	1117	RPB SOLUTIONS INC	\$17,906.41
3/11/26	1125	SNIDER PETROLEUM	\$1,089.97
3/11/26	1126	STRYKER SALES LLC	\$176.08
3/11/26	1105	ODP BUSINESS SOLUTIONS LLC	\$766.63
3/11/26	1108	PIERCE COUNTY FINANCE	\$10,235.08
3/11/26	1114	QUADIENT	\$250.00
3/11/26	1115	QUINN ERIC T	\$500.00
3/11/26	1118	S&S TIRE SERVICE INC	\$3,473.70
3/11/26	1120	SEATTLE AUTOMOTIVE DISTRIBUTING	\$1,476.59
3/11/26	1121	SHI INTERNATIONAL CORP	\$3,404.14
3/11/26	1122	SHIELD ASSESSMENTS	\$2,124.00
3/11/26	1123	SITECRAFTING, INC.	\$306.08
3/11/26	1124	SMALL & SONS OIL DISTRIBUTOR CO.	\$4,366.54
3/11/26	1109	PIERCE COUNTY SEWER	\$121.95
3/11/26	1110	POCKET NURSE	\$372.08
3/11/26	1113	QUADIENT LEASING USA, INC.	\$401.30
3/11/26	1119	SASQUATCH CAR WASH	\$214.54
3/11/26	1135	VIRTUOUS CLEAN NW, LLC	\$3,000.00

3/11/26	1137	WA STATE AUDITORS OFFICE	\$112.88
3/11/26	1127	SUMMIT LAW GROUP PLLC	\$264.00
3/11/26	1128	SYSTEMS DESIGN WEST LLC	\$16,213.76
3/11/26	1129	TACOMA BOAT, INC.	\$593.77
3/11/26	1130	TREASURY MANAGEMENT SVCS - US BANK	\$74.38
3/11/26	1131	ULINE, INC.	\$326.63
3/11/26	1136	W.W. WILLIAMS CO INC	\$2,467.06
3/11/26	1139	WCIF	\$362.56
3/11/26	1132	UNDERWATER SPORTS, INC	\$2,880.81
3/11/26	1133	US BANK	\$120,001.27
3/11/26	1134	VALVOLINE LLC	\$138.64
3/11/26	1138	WALTER E. NELSON CO.	\$38.89
3/11/26	1140	WHITE RIVER SCHOOL DISTRICT	\$4,300.69
3/12/26	1402	GET PROGRAM	\$46.00
3/12/26	1406	WCIF-Met Life / ID Theft	\$83.70
3/12/26	1403	IAFF - FIREPAC	\$953.59
3/12/26	1404	TACOMA-PIERCE CO CHAPLAINCY	\$931.50
3/12/26	1408	WSCFF - FASTPAC	\$774.50
3/12/26	1401	AFLAC	\$283.35
3/12/26	1405	WCIF-Met Life / Accident	\$45.30
3/12/26	1407	WCIF	\$28,957.54

Payment Count: 100

Total Amount: \$1,606,402.66

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Payment Count: 100
Payment Total: \$1,606,402.66

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

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INSTRUCTIONS FOR USE:
Submit signed Transmittal To Pierce County Finance Department
FAX: 253-798-6699 EMAIL: pcacctspayable@piercecountywa.gov

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

February 2026 Post-Meeting	
General Fund	
Payroll Revisions February	net change
trx # 874 voided - trx # 972 created - Decision Point	\$ 955.70
trx # 875 voided - trx # 973 created - DRS/LEOFF II	\$ (95.94)
trx # 876 voided - trx # 974 created - DRS/PERS 2 & 3	\$ 1,396.01
trx # 879 voided - trx # 975 created - FIT Taxes	\$ (397.53)
trx # 976 created - BPAS - NWWFT VEBA	\$ 1,200.00
net payroll change	\$ 3,058.24
March 2026	
General Fund	
Total AP	\$ 583,858.43
AP Vouchers	
Vouchers # 260301001 - 250301081	\$ 585,498.43
Voucher # 260301025 Capital Fund	\$ (1,640.00)
Total Payroll	\$ 3,987,246.37
Payroll Vouchers	
Vouchers # 260303001 - 250303008	\$ 32,075.48
Electronic Payroll	\$ 3,955,170.89
February Payroll Item Posted/Paid March Post-Meeting	\$ 1,383.88
trx # 1026 created - DRS/PERS 2 & 3	
Regular Electronic Payroll	\$ 3,953,787.01
Total Expenditures	\$ 4,571,104.80
Total SBK Expenditures	\$ 4,568,020.80
Difference	\$ 3,084.00
sickleave buyback	\$ 3,084.00
	\$ -
Capital Fund 302 (UTGO 2022 Bonds)	
Total AP	
AP Vouchers	\$ 990,468.75
Vouchers # 260302001 - 250302011	\$ 988,828.75
Vouchers # 260301025 Capital Fund	\$ 1,640.00



Board Meeting Agenda Item Summary

Meeting Date:	March 17, 2026
Title:	Approve Financial Assistance Program Waiver for Account 132368554

Recommendation from Staff:	Approve
Recommendation from Committee:	N/A
Recommended Action/Motion:	<i>Recommend that the Board approve inclusion of Account 132368554 into the Financial Assistance Program. Approve Waiving Balance</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>							
Total Amount of Patient's Ambulance bill:	\$ 997.40						
Amount covered by private / government insurance programs:	\$ (894.01)						
Patient' remaining balance (obligation) for this ambulance bill:	\$ 103.39						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Family size (incl. patient)</th> <th style="width: 33%;">Est. Gross Family Income/ Yr</th> <th style="width: 33%;">EPFR Worksheet: % Reduction in Outstanding Balance.</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">\$ 30,121 - \$ 37,650</td> <td style="text-align: center;">50%</td> </tr> </tbody> </table>		Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.	1	\$ 30,121 - \$ 37,650	50%
Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.					
1	\$ 30,121 - \$ 37,650	50%					
<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>							

Fiscal Impact:	<p>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.</p>
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Board Meeting Agenda Item Summary

Meeting Date:	March 17, 2026
Title:	Approve Financial Assistance Program Waiver for Account 133300158

Recommendation from Staff:	Approve
Recommendation from Committee:	N/A
Recommended Action/Motion:	<i>Recommend that the Board approve inclusion of Account 133300158 into the Financial Assistance Program. Approve Waiving Balance</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>							
Total Amount of Patient's Ambulance bill:	\$ 1,151.20						
Amount covered by private / government insurance programs:	\$ (.00)						
Patient's remaining balance (obligation) for this ambulance bill:	\$ 1,151.20						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Family size (incl. patient)</th> <th style="width: 40%;">Est. Gross Family Income/ Yr</th> <th style="width: 35%;">EPFR Worksheet: % Reduction in Outstanding Balance.</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">\$ 52,876 - \$ 63,450</td> <td style="text-align: center;">25%</td> </tr> </tbody> </table>		Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.	2	\$ 52,876 - \$ 63,450	25%
Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.					
2	\$ 52,876 - \$ 63,450	25%					
<p>Recommendation based upon Financial Assistance Program formula: Recommend Board authorize 25% 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>							

Fiscal Impact:	<p>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.</p>
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Board Meeting Agenda Item Summary

Meeting Date:	March 17, 2026
Title:	Approve Financial Assistance Program Waiver for Account 133306320

Recommendation from Staff:	Approve
Recommendation from Committee:	N/A
Recommended Action/Motion:	<i>Recommend that the Board approve inclusion of Account 133306320 into the Financial Assistance Program. Approve Waiving Balance 100% of balance \$475.29</i>
Presenter:	Consent Agenda
Attachments:	See attached

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>							
Total Amount of Patient's Ambulance bill:	\$ 1,223.80						
Amount covered by private / government insurance programs:	\$ (748.51)						
Patient' remaining balance (obligation) for this ambulance bill:	\$ 475.29						
<table border="1" style="width: 100%;"> <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 style="text-align: center;">2</td> <td style="text-align: center;">Special Circumstance</td> <td></td> </tr> </tbody> </table>		Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.	2	Special Circumstance	
Family size (incl. patient)	Est. Gross Family Income/ Yr	EPFR Worksheet: % Reduction in Outstanding Balance.					
2	Special Circumstance						
<p>Recommendation based upon Financial Assistance Program formula: Recommend Board authorize 100% 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>							

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.
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To: **Board of Fire Commissioners**
From: **Phil Herrera, Project Manager**
Subject: **Bond Update Febuary 2026**

Station 111

- Fuel islands planning underway.

Station 112

- Wood phenolic siding underway.
- Interior paint complete.
- Ceiling tile grid underway
- Site final grading underway.
- Site install of PSE this week.

Station 114

- Current warranty items currently complete.
- Final closeout document submittal complete and under review.

Station 117

- Fuel system in progress.
- Current warranty items currently complete.
- Final closeout document submittal complete and under review.

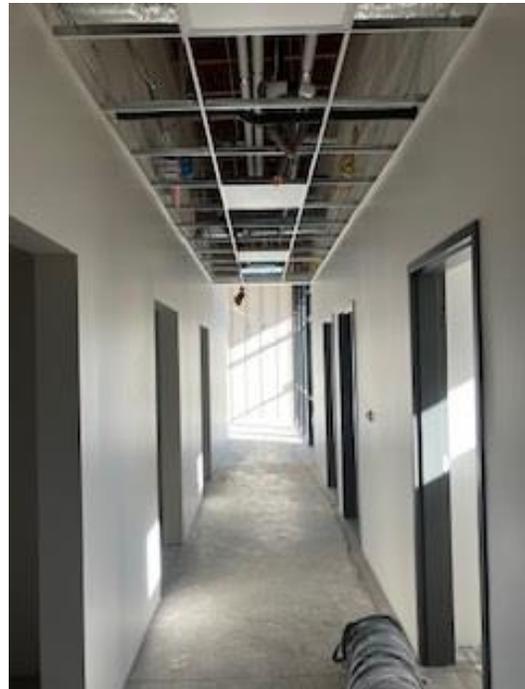
Station 118

- Fuel system install underway

February 2026 Station progress photos

Station 112

Finish painting has been completed. Ceiling tile grid is underway.



Station 112 continued

Grinding, polishing, and staining for the finish floor will begin this week.



Station 117

Fuel tanks have been set. Scheduling electrical connections and installation of fuel management system.



Items	*Estimate - July 2018	Actual	Forecasted Exp.
Engines (6) and Ladder (1)	5,900,000	6,405,741	Complete
Station 118	15,717,441	11,709,767	2,860
Station 111	21,186,196	26,488,133	163,974
Station 114	10,856,061	11,325,279	355,892
Station 117	10,096,203	12,206,917	35,715
Station 112	13,663,312	8,405,295	3,782,734
Station 124	0	2,770,044	584,335
Station 116	0	990	0
Project Manager/Admin Asst.	0	1,956,624	152,548
Misc (LP45+Ladder)	0	3,917,083	0
Total	77,419,213	85,185,873	5,078,057

Current Arbitrage amount through 7/2025 is \$1.733M. Arbitrage payments are due at the end of Phase 1 projects and will likely be paid from Phase 2 Reserves.	Bond Total	80,000,000	Thru July 2026
	Interest/Refunds YTD	6,958,016	
	Interest Forecasted	75,000	
	Expenditures to Date	(85,185,873)	
	Forecasted Expenditures	(5,078,057)	
	End Fund Balance	(3,230,914)	

* Estimate is based on the capital facilities study update which was completed in 2018. The estimate is not the actual budget for each project. The estimate was used to derive the total financial need for the 2018 bond request. All station projects underwent significant changes in the final design and engineering phase. For example, Station 118 and Station 117 were converted to single story stations. Station 111's building square footage was increased by nearly 5,000 sq. feet, and the project complexity was for more significant than estimated. All building designs were approved by the Board of Fire Commissioners Executive Design Committee, and all equipment purchases and construction contracts were/are approved by the Board of Fire Commissioners.



To: **Board of Fire Commissioners**
 From: **Jon Parkinson, Fire Chief**
 Subject: **Monthly Chief's Report – March 2026**

2023/24 Accountability Audit

The auditors have informed us they need additional time to complete the accountability audit. As of the time of writing this report, we still do not have an exit conference date set.

Fire District AV's and Rate Comparison

As requested by the board, the table below shows how EPFR compares to other Pierce County fire districts.

A couple of notes:

1. The Central Pierce bond applies only to Central Pierce voters who approved the bond. The bond amount would not apply to the former GFR or OVFR.
2. The Gig Harbor bond is based on \$50 million in bonds sold (they haven't sold their second series of \$30 million yet). Once sold, that should bring their bond collection rate to roughly \$0.30 per thousand.

District	AV	EMS	Fire	FBC	Bond	Total
West Pierce	20,178,087,401	0.43465	0.97909	\$1.70	0	\$3.11
Central Pierce Merged	63,394,615,335	0.47919	0.98368	\$1.05	0.05415	\$2.57
Gig Harbor	21,209,875,146	0.5	1.5	\$0.00	0.20645	\$2.21
East Pierce	30,536,878,433	0.40877	1.48287	\$0.00	0.17882	\$2.07
Key Peninsula	5,336,611,284	0.5	1.45015	\$0.00	0	\$1.95

WFPR – I.T. Breach Best Practices

I.T. Director Blaylock and I attended a presentation by WFPR regarding their recent data breach. The majority of their recommended best practices are already in place at EPFR. We did pick up a few items which we intend to implement to enhance our security and resiliency.

Board Workshop Reminder

As a reminder, we will have our annual board workshop on 4/21/26 before the regular meeting. Below are the main topics we expect to cover. If you have additional items you would like to discuss as a group, please notify Chair Napier or me so we can add them to the agenda.

- 1 - Strategic Plan Review
- 2 - Stats Review
- 3 - Financial Forecast

Other activities in the past month

- Sumner Rotary
- Sumner Public Safety Committee
- Bonney Lake Public Safety
- Milton Public Safety
- PC Fire Chiefs & Executive Board
- SS911 Board Meeting



To: **Board of Fire Commissioners**
From: **Kevin Stabenfeldt, Deputy Fire Chief**
Subject: **Monthly Deputy Chief's Report-March 2026**

Logistics

- Members of the Logistics team traveled to Pierce for a pre-construction meeting for the district's next two fire engines, scheduled for delivery in Q4 2026.
- Our Logistics team had the opportunity to provide a shop tour to the White River School District's CTE Automotive Program on March 3rd.
- Work continues on construction documents and permitting for Station 124, with the Conditional Use Permit public hearing scheduled for March 23rd.
- Planning continues on the training center project at Station 116. White River School District has reviewed and approved the property line adjustment associated with the project.

Health and Safety

- Members of the Health and Safety Division attended the Vision 20/20 Community Risk Reduction Symposium; a national conference focused on advancing community risk reduction strategies within the fire service. The conference brings together fire service leaders, prevention specialists, and safety professionals to share best practices, data-driven prevention strategies, and tools aimed at reducing fire and life safety risks before emergencies occur.
- East Pierce Fire & Rescue hosted Peer Support training in partnership with the Washington State Justice Training Commission and First Responder Wellness. The class included 28 participants from multiple public safety disciplines, including six members from the EPF&R Peer Support Team, and provided valuable training and collaboration opportunities focused on strengthening peer support and first responder wellness.
- East Pierce's Characterization Team met to initiate planning for the 2026 school assembly lineup which will begin in late spring.

Communications

- Spring 2026 Newsletter Production: Edited, designed, and finalized the Spring 2026 district newsletter, which is scheduled to arrive in district mailboxes on March 18.
- Event Coordination & Workflow Systems – Event Registration Systems & monday.com Integration:
 - Developed event registration forms and supporting monday.com boards to streamline planning, coordination, and tracking for upcoming programs

and events. This includes both internal and public-facing initiatives such as the HR-sponsored Retiree Education Session (March) and the Firefighter Recruit Academy Informational Session (April).

- Standpipe Training Documentation: Captured photo and video content during recent standpipe training to support internal operational training resources. The footage is being edited into training videos to help personnel review key concepts and provide additional learning opportunities for those who were unable to attend.
- Ongoing Social Media Content & Campaigns: Continued producing and sharing regular social media content to support community awareness, public education, and departmental storytelling, including:
 - Promotion of Safe Sitter Babysitting Training
 - Launch of promotional messaging for the 2026 EPFR Blood Drive schedule
 - Incident awareness updates and operational highlights
 - Personnel recognition and department updates

Other activities in the past month

- Lieutenant and Captain Assessment Center February 23-26
- WRSD CTE Automotive Tour
- Planning Committee Meeting
- Sumner Citizen Citations
- Western Fire Chiefs' Ignite Conference



To: **Board of Fire Commissioners**
From: **Matt Gilbert, Deputy Fire Chief**
Subject: **Monthly Deputy Chief's Report – March 2026**

Operations

- Completed the Assessment center for Lieutenants and Captains. We had 28 candidates for Lieutenant and 3 candidates for Captain.
- EPFR transitioned to the National Emergency Response Information System (NERIS) as required by the U.S. Fire Administration. The transition has caused problems on all our reporting and information systems. This has caused an increase in workload while the systems are sorted out and restored to working order.

EMS

- Completed 1st Quarter EMS OTEP
- Completed Advanced Life Support certifications (paramedics) + BLS CPR Certifications
- Completed approx. (60) 2025 EMS (EMT-Paramedic) certifications to State of Washington for approval
- Completed MSO quarterly meeting
- Completed 1st Quarter ALS Physician Led Training with Dr. Barnhart
- (3) New TFD Certified Paramedics Graduation and assigned back to shift post 1 year program.
- (2) New Firefighter/EMTs have started 2026-27 program

Training

- All recruits in RK26 completed EMT School and passed their NREMT
- Fire Academy for RK26 started March 9
- Entire Division either participated or were evaluators for the Lieutenant and Captain testing process for a week
- Completed Mid-Rise training for all shifts
- Completed our Annual Refresher for Tech Rescue Awareness
- Started a Natural Gas Emergencies class with PSE as the instructors
- Continued Tender Pump Training for new Tender drivers at 117 and 111
- Hosted our 2nd of 6 Live Fire Training sessions out at the Buckley Tower
- Red Knights Recruit Class 24 finished their probation on 2/21/2026.

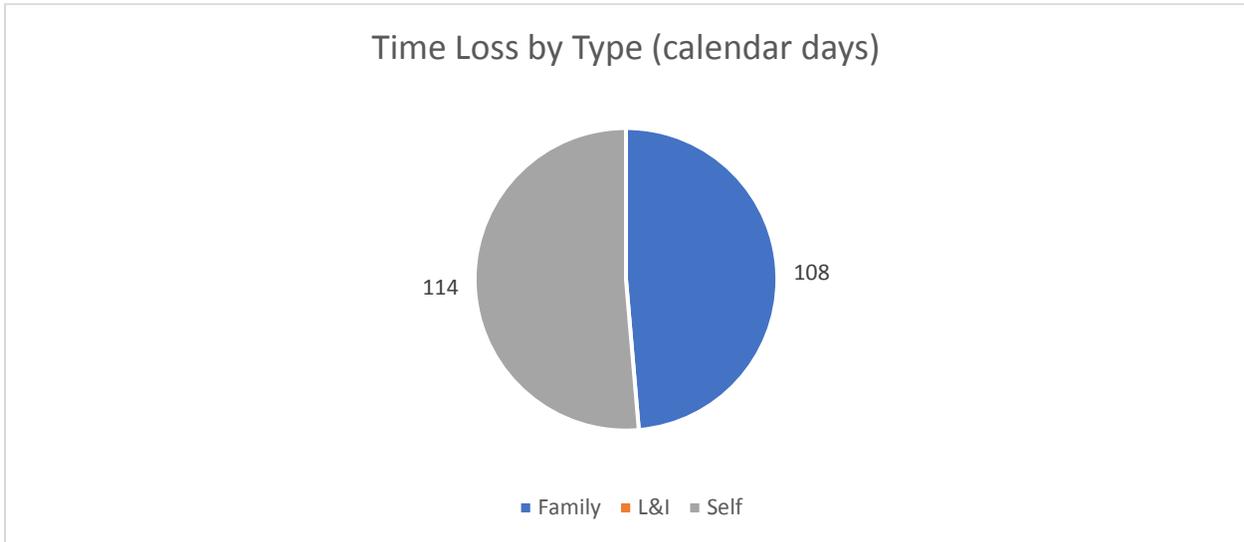
Other activities in the past month

- Pierce County Fire Ops meeting.
- BLSSD – JROTC Advisory Committee
- TFD Paramedic Graduation

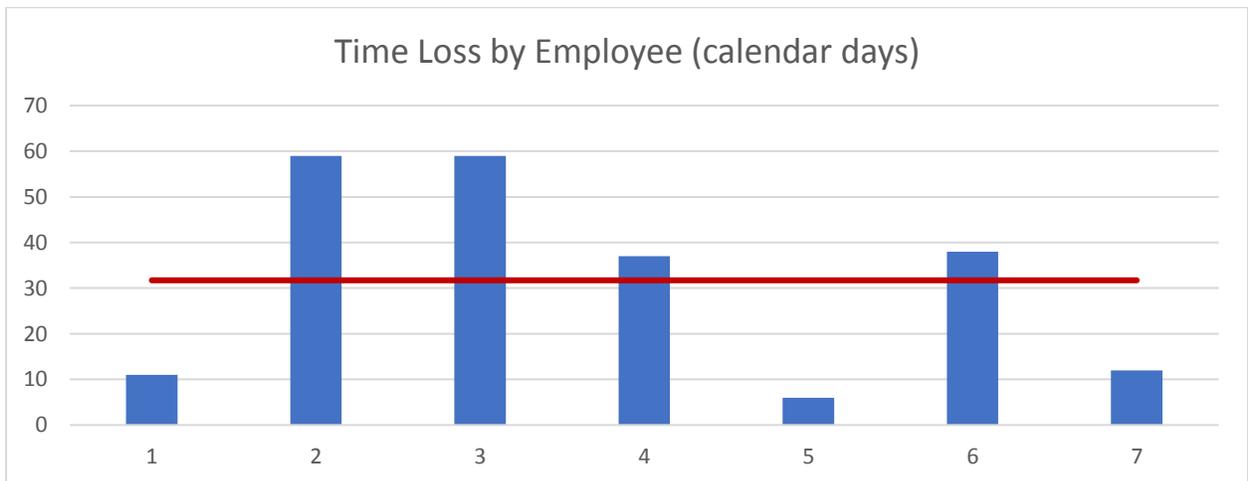
Injury – Medical Leave Report – February 2026

As of February, a total of 7 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 31.71 calendar days. Total is 222 days.



- 0 L&I claims resulting in time-loss (seen below in orange).





EAST PIERCE FIRE & RESCUE

NOTES

Planning Committee Meeting Friday, March 6, 2026 1000 hours

Attendees: Stabenfeldt, Kroum, Evans, Egan, Westland

1. Phase I Project Update

a. Station 111:

- Fuel Island Discussion, the city has an additional requirement of a roof over the fueling station, in the City Code Interpretation. Not required in the County or City of Edgewood. Approx Cost is +\$100,000.
- Recommended that board approve after healthy discussion.

b. Station 112:

- Site Work is stalling a bit, waiting on PSE Review of Utilities relocation for frontage.
- Transformer to be set March 9-13th.

c. Station 118:

- Cleaning of Fuel tank will occur and then will be commissioned and placed into service.

2. Phase II Projects

a. Station 124:

- Review the addition of a training tower in the NW Corner of the property. Will be a separate bid item from the station, able to include or exclude later.
- ~10 crew would be able to train at a time.
- Training Tower would be on the other side of the district from leased training location, will be owned, however smaller footprint.
- ~\$500,000 in budget for training tower, recommend to board to approve.

b. Station 116:

- Training Tower and site, Lot Lines currently going through adjustment, waiting on School District Review.

c. Station 115 & Boathouse:

- Camera and Security Upgrade recommended due to security concerns.
- ~\$55,000 in additional cost for upgrades, recommend approval by the Board.

3. Other

- a. LAHAR Test, upcoming regional Lahar testing, over 4000 participants.

Next Meeting:

- TBD



Board Meeting Agenda Item Summary

Meeting Date:	March 17, 2026
Title:	Resolution 1111– Surplus Old Extrication Equipment

Recommendation from Staff:	Surplus
Recommendation from Committee:	N/A
Recommended Action/Motion:	<i>I move to approve Resolution 1111 to authorize the surplus of the extrication equipment listed in Exhibit A to be traded-in for credit towards the purchase new extrication equipment.</i>
Presenter:	DC Stabenfeldt
Attachments:	Resolution 1111 and Exhibit A

Summary:
<p>Staff recommends the surplus of two full sets of extrication equipment, as detailed in Exhibit A, that are more than 20 years old. The district has not used hydraulic extrication equipment for a number of years and this equipment is no longer of use the the district. This outdated equipment can be traded for credit towards the purchase of a new set of modern extrication equipment. To receive trade in credit, these two sets of extrication equipment must be surplusd.</p>

Fiscal Impact: \$6,000 trade-in value
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EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1111

A Resolution to Surplus Extrication Equipment

WHEREAS, the two sets of extrication equipment listed on the attached Exhibit A, owned by East Pierce Fire & Rescue, has been deemed past its useful life and is no longer of use to the District; and

WHEREAS, the equipment has a trade-in-value of \$6,000 collectively if applied towards the purchase of new extrication equipment through L.N. Curtis;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of East Pierce Fire & Rescue that the two sets of extrication equipment, as listed in Exhibit A; are hereby declared surplus to the needs of the District and will be traded in for \$6,000 in credit towards the purchase of new extrication equipment.

ADOPTED at a regular meeting of the Board of Commissioners of East Pierce Fire & Rescue on March 17, 2026, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Randy Kroum

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Justin Evans

Commissioner Pete Connell

ATTEST:

District Secretary Corina Byerley

Extrication equipment for surplus

2- Halmatro Power Units

- DPU3100920

- Missing all identifiers

4- Sets of hoses

2- Hydraulic Cutter

-Missing all identifiers

2- Hydraulic Rams

-Missing all identifiers

2- Hydraulic Spreaders

-Missing all identifiers



Board Meeting Agenda Item Summary

Meeting Date:	March 17, 2026
Title:	Enhanced Station Security Measures-Station 115 and Station 122

Recommendation from Staff:	<i>Approve</i>
Recommendation from Committee:	Approve
Recommended Action/Motion:	<i>Move to approve up to \$55,000 (plus tax) to enhance security at Stations 115 and 122.</i>
Presenter:	DC Stabenfeldt
Attachments:	

Summary:
<p>Staff is recommending upgrading security measures at Station 115 including enhanced window and door security, installation of new cameras and door locks, and the addition of a security system. Staff also recommends installing security cameras at Station 122 (EPFR boathouse) which currently has no camera coverage.</p>

Fiscal Impact:	The total estimated cost for these improvements is \$55,000. Funding will come from the operating budget, with a budget amendment brought forward later in the year if necessary.
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Board Meeting Agenda Item Summary

Meeting Date:	March 17, 2026
Title:	Commissioner Compensation and Waiver Policy Edits – 1 st Reading

Recommendation from Staff:	<i>N/A</i>
Recommendation from Committee:	<i>N/A</i>
Recommended Action/Motion:	<i>No Action – 1st Reading</i>
Presenter:	Byerley
Attachments:	Commissioner Compensation and Waiver Policy with tracked changes

Summary:
<p>Per the Boards request, the Commissioner Compensation and Waiver policy section 216.3 has been edited to include compensation for Board members to attend one meeting annually with Local 3520.</p> <p>Per Board Policy, changes to the policy require two readings before adoption.</p>

Fiscal Impact:	None
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Fire Commissioner Compensation and Waiver

216.1 PURPOSE AND SCOPE

This policy outlines fire commissioner compensation in accordance with the Revised Code of Washington.

216.2 POLICY

Each fire commissioner may receive compensation of One Hundred Sixty-One Dollars (\$161) per day, or a portion thereof, for attending Board meetings and for performing other services on behalf of the fire district, not to exceed Twenty-Three Thousand One Hundred Eight-Four Dollars (\$23,184) per year.

RCW 52.14.010 provides that the amount of compensation for fire district Board members will be adjusted for inflation by the Washington State Office of Financial Management every five years beginning July 1, 2008. The adjusted compensation amount will be based on changes in the consumer price index for "wage earners and clerical workers, all items" compiled by the Bureau of Labor and Statistics, United States Department of Labor during that five-year period.

Any commissioner may waive compensation for any day on which service is performed, or meetings attended, during the commissioner's term of office, by a written waiver filed with the district secretary. The waiver must be filed any time after the commissioner's election and before the date on which the compensation would otherwise be paid. The waiver shall specify the month or period of months for which it is made.

216.3 GUIDELINE

Per RCW 52.14.010, a fire commissioner is eligible to receive compensation at the rate of One Hundred Sixty-One Dollars (\$161.00) per day, or for a portion of a day, for the following activities:

- a. Attending regular or special meetings of the Board of Fire Commissioners;
- b. Serving as a designated representative of the board, including but not limited to, such activities as fire district committees, community development and/or betterment committees, collective bargaining, etc.
- c. Attending training and/or development activities approved in advance by a majority of the Board, including, but not limited to: regional, state, or national fire district association conferences, board in-service meetings, etc. A Commissioner's Request for Training form, shall be completed by the commissioner requesting approval. This may also include time involved in traveling to and from the activity.
- d. Attending special board-related activities when approved in advance by a majority of the board, including, but not limited to: building dedications, staff retirements, and other such ceremonies.

East Pierce Fire & Rescue Policy Manual

Fire

Fire Commissioner Compensation and Waiver

e. Attending one meeting annually with Local 3520

e.f. Development and review of meeting, committee, and special project assignments as assigned by the Chair.

f.g. Preparing for a regular or special commissioners' meeting by reviewing the prior month's meeting minutes, financial reports, resolutions, and other materials and data that will come before the Board for discussion. No more than one day's compensation shall be allowed for reviewing materials for a regular or a special meeting of the Board.

g.h. A commissioner shall not be reimbursed for completing or submitting Public Disclosure Commission reports or forms, filing for election, and the like as these are the personal responsibility of the commissioner and are not considered to be district business.

h.i. A commissioner shall submit a Commissioner Compensation Form on a monthly basis which verifies the nature and amount of approved activities for which compensation is claimed during the month. A commissioner is only eligible to make one compensation claim for a given day.

i.j. The District Secretary will review and initial all Commissioner Compensation Forms prior to forwarding them to payroll.

j.k. If an entry requires further clarification, the District Secretary will contact the commissioner. The commissioner may remove the questionable entry, and the form will be then processed with the current month's vouchers.

k.l. If the information provided by the commissioner does not verify the entry and validation is still questionable, the District Secretary will contact the Board's HR committee, and the committee will meet with the commissioner. The commissioner and/or the HR committee will have the right to include the compensation form on the agenda for discussion at the next monthly meeting. A majority vote of the Board will decide whether the entry is approved or not and end the matter. The form as approved will then be forwarded to payroll to process the following month.

Total compensation for a calendar year shall not exceed Twenty-Three Thousand One Hundred Eighty-Four (\$23,184.00), plus reasonable expenses incurred for travel, meals, and lodging.

Any commissioner may waive compensation for any day on which service is performed, or meetings attended, during the commissioner's term of office, by a written waiver filed with the district secretary. The waiver must be filed any time after the commissioner's election and before the date on which the compensation would otherwise be paid. The waiver shall specify the month or period of months for which it is made.

216.4 REFERENCE

RCW 52 Fire Protection Districts

WFCA Spring Series - Suquamish Seminar



5/2/2026

When: Saturday, May 2nd, 2026

Where: Clearwater Resort
15347 Suquamish Way NE
Suquamish, Washington 98392
United States

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



Nightly Rate of \$175 plus tax. Please mention our Group ID #25129

Call (866)609-8700 or visit <https://reserve.clearwatercasino.com/suquamish#groupSignIn>

**Please book by April 70, 2026*

SEMINAR FOR NEWLY ELECTED/APPOINTED and EXPERIENCED COMMISSIONERS, CHIEFS & SECRETARIES

This seminar meets the statutory Open Public Records and Open Public Meetings training requirements which are required EVERY 4 YEARS for elected officials.

Attorney Brian Snure will present this seminar for new and experienced commissioners, chiefs, secretaries and other management personnel. The class will provide the knowledge and background needed to understand and address the challenges involved in governing, leading and operating fire districts and regional fire authorities. Topics for this full-day program, which is being held in Spokane and Suquamish, include the following:

- The relationships between fire commissioners and personnel.
- Powers, authority, duties and responsibilities of commissioners, chiefs and secretaries.
- Relationships with state and county offices.
- Risk management and insurance.
- Open Public Meetings and executive sessions compliance.
- Open Public Records Act and records retention compliance.
- Ethics - conflicts of interest.
- Compensation to commissioners, paid and volunteer personnel.
- Volunteer firefighter associations.
- Finances - revenue sources, tax levies, budgets, lid lifts, debt limitations, elections.
- Bid law requirements.

Other areas of law will also be addressed with an opportunity for class participants to ask questions. Attendees will receive a certificate of participation that documents compliance with the Open Public Records and Open Public Meetings training requirements.

June 6

Chelan - Transforming Fire Service Culture: Leadership, Mental Health, & Commissioner's Role

CHELAN - CAMPBELL'S RESORT

June 6th

This session is focused on how commissioners can help navigate meaningful cultural changes and transitions within their fire districts. Drawing on the real-world examples of South Pierce and Orting Fire & Rescue, this training highlights the role of leadership, mental health, and commissioner–chief alignment in building and maintaining healthy, resilient organizations. Participants will gain practical insights into supporting their fire chief, strengthening communication, and fostering a culture that sustains both people and performance.

Before class, incoming Executive Director Tori Pettis will give a 20 minute introduction to the WFCA, outlining benefits and resources.



SILOUAN GREEN

Silouan has worked with law enforcement, fire fighters, active duty military and veterans, national and state agencies, colleges, churches, non-profits, survivors, caregivers, and mental health groups for over 20 years. A survivor who has experienced the mental, spiritual, and physical impact of trauma, he is also a husband and father of nine who understands the battle we all face everyday to live with meaning and purpose.

Creativity was a catalyst for his healing – writing, music, and photography. By breaking down the steps of his own journey, he identified fundamental principles we must go through to order our lives after trials and traumas of all kinds. These fundamental principles of introspection, goal setting, personal accountability and leadership became the foundation of his evidence-based life skills tool, The Ladder UP.