

Thurston County Fire District Three



Agenda for the Board of Fire Commissioners

Regular Meeting

August 17, 2017

5:30 pm

- I. **CALL TO ORDER / FLAG SALUTE**
- II. **APPROVAL OF THE AGENDA**
 - A. Additions / Deletions
- III. **HEARING OF THE PUBLIC / MEMBERS PRESENT**
- IV. **APPROVAL OF THE CONSENT AGENDA**
 - A. Draft minutes of the August 3, 2017 Board of Fire Commissioners meeting.
 - B. Warrants
 - General Fund 001 (Acct# 6630) checks numbered #19452 through #19498 in the amount of \$130,183.08.
 - C. Payroll #8A in the amount of \$998,861.54.
- V. **COMMITTEE REPORTS**
 - A. Thurston County Medic One
E.M.S. Council Commissioner Kirkbride
 - B. Thurston 9-1-1 Communications (TCOMM)
Administration Board Commissioner Wilson
 - C. City / District Liaison
Communication updates Commissioners Roberts & Kirkbride
 - D. Thurston County Fire Commissioners Association
Regular meeting Commissioner Nelson

- E. Thurston Regional Planning Council
Status report Commissioner Dobry
- F. Community Outreach
Status report Staff
- G. Nisqually Tribe
Status report Commissioners Roberts & Kirkbride
- H. Citizen Advisory Committee
Status report

VI. OLD BUSINESS

- A. Proposed Final Communications Plan by Ideal Communications:
Discussion/Potential Action (see Appendix A)

VII. NEW BUSINESS

- A. Citizens Advisory Committee: Discussion/Committee Guidance

VIII. ADMINISTRATIVE REPORT

IX. COMMISSIONER COMMENTS

X. OTHER INFORMATION

- A. Suggestion Box
- B. Correspondence

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

XII. ADJOURNMENT

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: September 7, 2017 – 5:30 pm

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

August 3, 2017

Present:

Vice Chair Kirkbride
Commissioner Wilson
Commissioner Dobry

Chair Roberts attended via teleconference and Commissioner Nelson was excused.

I. CALL TO ORDER / FLAG SALUTE

Chair Roberts called the meeting to order at 5:30 p.m.

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as published.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

Paramedic Karen Weiss gave an update on the CPR Saves campaign. She reported that a two-day study in partnership with the University of Washington was conducted with residents of the Jubilee Community. Citizens were evaluated on their knowledge of CPR and participated in workshop groups to discuss training and road blocks. She reported that those who viewed the CPR video were more comfortable performing CPR. She discussed the challenges of seniors over the age of 65 calling 911 and performing CPR. She stated that the team will be repeating the study model with the Panorama Community in the near future. Karen reported 750 virtual reality viewers distributed and 4,500 viewers of the CPR Saves content on the District website.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the July 20, 2017 Board of Fire Commissioners Regular meeting and the July 31, 2017 Board of Fire Commissioners Special Meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #19401 through #19436 in the amount of \$37,686.14.
- Capital Projects Fund 301 (Acct# 6631) check numbered #19437 in the amount of \$258.75.

C. Payroll #7B 2017 in the amount of \$318,137.30.

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One
E.M.S. Council

No report.

B. Thurston 9-1-1 Communications (TCOMM)
Administration Board

No report.

C. City / District Liaison
Communication updates

The next meeting is August 15, 2017. Chair Roberts and Chief Brooks will attend.

D. Thurston County Fire Commissioners Association
Regular meeting

Commissioner Dobry attended the Strength of Purpose meeting on August 2, 2017. He highlighted the upcoming calendar:

1. Meetings

- August 15, 2017 – Picnic will begin at 6 p.m. Helicopter will arrive at 7:30 p.m. Raffle basket donations are needed. The District will donate a gift basket. Commissioner Wilson will bake treats for the basket. Chief Brooks will include a District logo mug. The Board suggested donating a virtual reality viewer. Commissioner Dobry requested to bring a sample of the District's new boundary sign to share with the Association. F.E.T. Director Chambers stated that he will have one available.
- September 19, 2017 – Located in Yelm.
- October – Chief Brooks announced a proposed joint meeting with the County Fire Chiefs in October. Chief Brooks will confirm with Fire Commissioner Slater.
- November 21, 2017 – Located at McLane Black Lake Fire Department.

2. Volunteer Firefighter Academy Graduation – December 21, 2017.

E. Thurston Regional Planning Council

Status report

No report

F. Community Outreach

Status report

Chief Brooks reported the following upcoming events that will have District presence:

1. Celebrating Community Hero's at St. Andrew's United Methodist Church August 10, 2017.
2. Military Day at the Regional Athletic Complex (RAC) August 22, 2017
3. 2017 Capital Metro Girls Camp – August 26th & 27th
4. Thurston County Fair – August 2nd – 6th.

G. Nisqually Tribe

Status report

Chief Brooks reported that the District received the second quarter payment for the year. He stated that he continues to reach out to the Red Wind Casino to discuss a fee for service contract.

H. Citizen Advisory Committee

Status report

Chief Brooks reported that Dr. Randy Moeller, Gregory Moe, Dick Sovde, and Barbara Sovde attended the Station 34 Open House on July 29, 2017. Chief Brooks surveyed the CAC's interest to conduct an August picnic meeting. He stated that he did not receive any responses from the CAC. He anticipates a meeting cancelation in August. The Board questioned if it was necessary for the CAC to have more meetings. This will be added to the next Board agenda for discussion.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

A. Potential District Sponsorship of 2017 Capital Metro Girls Camp:
Discussion/Potential Action

Chief Brooks welcomed Firefighters Crystal Murphy and Jessica Johnson and thanked them for taking the lead in offering the program locally. Chief Brooks reported that the Fire Chiefs Association is unable to secure the levels of liability coverage that the program requires. He stated that the District does carry the levels of coverage necessary through the Interlocal Agreement with

the City of Olympia for Joint Training Services and the Use of the City of Olympia Mark Noble Regional Training Center. Staff recommends to bring this on as a District sponsored event at the direct cost of the District and to extend District insurance for the weekend. Chief Brooks reported housing hardship for up to six campers. He stated that the plan is to keep the six campers onsite with direct supervision at the training facility to decrease the risks of transportation.

MOTION: To authorize the District to sponsor the 2017 Capital Metro Girls Camp.

Motion: Commissioner Dobry

Second: Commissioner Wilson

Carried: Unanimous

B. District Participation in Retired FF Tom Wright's Memorial on September 10th: Discussion/Potential Action

Chief Brooks gave a brief history of retired Firefighter Tom Wright's health in the last two years and his lost battle with cancer. He reported that the memorial will commence at the Koval Center for Performing Arts. Approximately 300 are expected to attend. The Honor Guard will have a presence. Chief Brooks reported that the venue is waiving the facility rental fee and Local 2903 will pay for the cleaning fee. Chief Brooks stated that Local 2903 does not have capacity for appropriate liability coverage for the event. Staff recommends the Board allow the District to have on duty crew and to proclaim it a District event to cover the participation liability insurance for the event.

MOTION: To authorize the District to cover the participation insurance for use of the James Koval Center for the Performing Arts to honor the memorial of Firefighter Tom Wright on September 10, 2017 at 3 p.m.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks highlighted the following events and updates:

1. WA Finance Officers Association Letter of Recognition – Finance Director Dale Hough was awarded the “Professional Finance Officer Award” and has maintained this accomplishment for 10 years.
2. Wildland Mobilization – District participation is on hold due to local weather conditions and an increase in local brush fires.
3. Communications Plan Final Draft – Ideal Communications Consultant J. Marie Riche will present the final draft for review and proposed adoption at the next regular Board meeting on August 17, 2017. A draft will be available for the Board to review when the draft agenda packet is distributed. Chief Brooks

reported that J. Marie Riche offered her services to discuss mailing informational material related to the General Election Bond Measure.

- 4. Station Open House – October 14, 2017 is the proposed date during Fire Prevention week to focus on both fire prevention and bond education.

IX. COMMISSIONER COMMENTS

Commissioner Wilson commented that she is grateful for all that the firefighters do especially in this heat.

Vice Chair Kirkbride is pleased the District is taking the lead in the CPR and Capital Metro Girls Camp programs. He announced that he will be out of town for the August 17, 2017 regular Board meeting. He stated that will not be available to teleconference into the meeting.

X. OTHER INFORMATION

A. Suggestion Box – An anonymous complimentary letter was submitted thanking all for keeping this community safe and well cared for.

B. Correspondence – None

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

Olympic Ambulance Director of Thurston County Operations Chris Clem reported that the agency brought on three new EMT's and one nurse. He stated that training has increased. Chief Brooks complimented Chris for his leadership.

Jim Dickson requested that we keep in our prayers the families and victims of the military plane crash in Mississippi.

XII. ADJOURNMENT

The regular Board Meeting was adjourned at 6:12 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: August 17, 2017 – 5:30 pm

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary

CHECK REGISTER

Lacey Fire District Three
MCAG #: 1346

08/17/2017 To: 08/18/2017

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2867	08/18/2017	Claims	6630	19452	ALL COUNTY ROOTER, LLC	264.14	S31 Kitchen Sink Plumbing Repair
					001 - 522-50-48-2011 - Sta. 31 Facilities Repair	264.14	Cleared Line
		Invoices	Amount	PO	For		
		8817-01	264.14	2456	S31 Kitchen Sink Plumbing Repair		
2868	08/18/2017	Claims	6630	19453	AMERISAFE	81.68	2 Fire Extinguisher Recharges
					001 - 522-20-48-2024 - Small Equipment Repair, M	81.68	Fire Extinguisher Recharge
		Invoices	Amount	PO	For		
		39248	81.68	2431	2 Fire Extinguisher Recharges		
2869	08/18/2017	Claims	6630	19454	JASON HEATH PETTIT BERMAN	501.48	Diamond Creek MOB Reimb. For Mileage & Unprovided Meals, 7/29/17-8/3/17, Plus Incident Response Equip. Reimb.
					001 - 522-20-31-2001 - Training Supplies	12.80	Fire Code Testing Book Reimb.
					001 - 522-20-35-2019 - Incident Resp Eqpm - Fire	6.99	Incident Response Fire Equip. Reimb.
					001 - 522-20-35-2019 - Incident Resp Eqpm - Fire	35.00	Incident Response Fire Equip. Reimb.
					001 - 522-20-43-2011 - Travel Transportation	256.27	Diamond Creek MOB Reimb. For Mileage
					001 - 522-20-43-2021 - Travel Meals	60.42	Diamond Creek MOB Reimb. For Unprovided Meals, 7/29/17-8/3/17
					001 - 522-20-49-2012 - Training Registration	130.00	Exam Fee Reimb.
		Invoices	Amount	PO	For		
		8/11/17 BERMAT	501.48		Diamond Creek MOB Reimb. For Mileage & Unprovided Meals, 7/29/17-8/3/17, Plus Incident Response Equip. Reimb.		
2870	08/18/2017	Claims	6630	19455	CENTURYLINK - BUSINESS SVS	541.27	Phone Expenses - August, 2017, Acct. #85430675
					001 - 522-10-42-1011 - Telephone	541.27	Phone Expenses - August, 2017, Acct. #85430675
		Invoices	Amount	PO	For		
		1416890604	541.27	462	Phone Expenses - August, 2017, Acct. #85430675		
2871	08/18/2017	Claims	6630	19456	CENTURYLINK - LOCAL	229.93	Phone Expenses - August, 2017, Acct. #360-412-0116 629B
					001 - 522-10-42-1011 - Telephone	229.93	Phone Expenses - August, 2017, Acct. #360-412-0116 629B
		Invoices	Amount	PO	For		
		8/2/17 360-412-0	229.93	461	Phone Expenses - August, 2017, Acct. #360-412-0116 629B		
2872	08/18/2017	Claims	6630	19457	CITY OF LACEY	4,707.55	Fuel - July, 2017
					001 - 522-60-32-2011 - Fuel; Apparatus	4,707.55	Fuel - July, 2017
		Invoices	Amount	PO	For		
		13334	4,707.55	465	Fuel - July, 2017		
2873	08/18/2017	Claims	6630	19458	CITY OF OLYMPIA	41,837.55	Oly Shop Contracted Services - May, 2017; Oly Shop Contracted Services - June, 2017
					001 - 522-60-31-2022 - Apparatus Parts/Supplies	2,909.40	Parts

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			001 - 522-60-31-2022		- Apparatus Parts/Supplies	3,783.27	Apparatus Parts
			001 - 522-60-48-2025		- Apparatus Mx Svs - Olympi	21,131.82	Labor
			001 - 522-60-48-2025		- Apparatus Mx Svs - Olympi	14,013.06	Labor
		Invoices	Amount	PO	For		
	6/14/17	OLY SHC	24,041.22	2451	Oly Shop Contracted Services - May, 2017		
	7/27/17	OLY SHC	17,796.33	2441	Oly Shop Contracted Services - June, 2017		
2874	08/18/2017	Claims	6630	19459	COMCASTCABLE	1,264.68	Internet/Phone Expenses - August, 2017, #8498 30 099 0001154; S32 High Def. - 8498 38 007 2259854
			001 - 522-10-42-1011		- Telephone	1,254.14	Internet/Phone Expenses - August, 2017, #8498 30 099 0001154
			001 - 522-10-42-1011		- Telephone	10.54	S32 High Def. - 8498 38 007 2259854
		Invoices	Amount	PO	For		
	8/2/17	COMCAS	1,254.14	467	Internet/Phone Expenses - August, 2017, #8498 30 099 0001154		
	8/6/17	COMCAS	10.54	467	S32 High Def. - 8498 38 007 2259854		
2875	08/18/2017	Claims	6630	19460	CW NIELSEN MFG CORP	196.09	Uniform Badges
			001 - 522-20-31-2031		- Uniforms	48.27	Lt. Collar Insignia
			001 - 522-20-31-2031		- Uniforms	73.91	Crebs - FF Badge
			001 - 522-20-31-2031		- Uniforms	73.91	McDaniel - Lt. Badge
		Invoices	Amount	PO	For		
	20766		196.09	2292	Uniform Badges		
2876	08/18/2017	Claims	6630	19461	ECMS INC	1,243.15	Bunker Coat Repair - Seick; Bunker Pants Cleaning; Bunker Gear Cleaning & Repairs
			001 - 522-20-31-2032		- PPE [Bunker Gear]	24.23	Bunker Coat Repair - Seick
			001 - 522-20-31-2032		- PPE [Bunker Gear]	32.13	Pants Cleaning & Inspection
			001 - 522-20-31-2032		- PPE [Bunker Gear]	150.28	Jacket
			001 - 522-20-31-2032		- PPE [Bunker Gear]	195.41	Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	126.15	Jacket
			001 - 522-20-31-2032		- PPE [Bunker Gear]	139.09	Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	24.28	Helmet
			001 - 522-20-31-2032		- PPE [Bunker Gear]	184.11	Jacket
			001 - 522-20-31-2032		- PPE [Bunker Gear]	117.71	Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	112.01	Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	31.14	Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	106.61	Pants
		Invoices	Amount	PO	For		
	INV117783		24.23	2332	Bunker Coat Repair - Seick		
	INV117839		32.13	2428	Bunker Pants Cleaning		
	INV117764		1,186.79	2353	Bunker Gear Cleaning & Repairs		
2877	08/18/2017	Claims	6630	19462	FIREFIIGHTERS BOOKSTORE	80.59	FESHE Textbooks
			001 - 522-20-49-2032		- Media; Film, Books, CD's	80.59	FESHE Textbooks
		Invoices	Amount	PO	For		
	INV117012		80.59	2408	FESHE Textbooks		
2878	08/18/2017	Claims	6630	19463	GARDNER'S TRUST INC	435.60	S33 Field Mow

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			001 - 522-50-48-2030 - Facilities Maintenance			435.60	S33 Field Mow
		Invoices	Amount	PO	For		
		22174	435.60	471	S33 Field Mow		
2879	08/18/2017	Claims	6630	19464	JEFFREY M HOLGUIN	2,800.00	Topic Training Presentation; Topic Training Presentation
			001 - 522-45-41-2029 - External Training Services			1,200.00	Training Class - Suicide Prevention
			001 - 522-45-41-2029 - External Training Services				Training Class - Trauma And Empathy
			001 - 522-45-41-2029 - External Training Services				Training Class - Suicide Prevention
			001 - 522-45-41-2029 - External Training Services			1,600.00	Training Class - Trauma And Empathy
		Invoices	Amount	PO	For		
		12/20/16 HOLGU	1,200.00	2463	Topic Training Presentation		
		1/20/17 HOLGUI	1,600.00	2463	Topic Training Presentation		
2880	08/18/2017	Claims	6630	19465	HUGHES FIRE EQUIPMENT INC	2,512.72	Oly Shop #3173 Parts; Oly Shop #3173 Part
			001 - 522-60-31-2022 - Apparatus Parts/Supplies			870.22	Oly Shop #3173 Parts
			001 - 522-60-31-2022 - Apparatus Parts/Supplies			1,642.50	Air Compressor
		Invoices	Amount	PO	For		
		515861	870.22	2413	Oly Shop #3173 Parts		
		516214	1,642.50	2467	Oly Shop #3173 Part		
2881	08/18/2017	Claims	6630	19466	HUNG RIGHT DOORS LLC	223.25	S34 VRF Garage Door Repair
			001 - 522-50-48-2020 - VRF Facilities Repair			223.25	VRF Garage Door Repair
		Invoices	Amount	PO	For		
		426391	223.25	2429	S34 VRF Garage Door Repair		
2882	08/18/2017	Claims	6630	19467	LEGEND DATA SYSTEMS	53.30	Name & Equipment Tags
			001 - 522-20-35-2019 - Incident Resp Eqpm - Fire			53.30	Passport & Equipment Tags
		Invoices	Amount	PO	For		
		118540	53.30	2420	Name & Equipment Tags		
2883	08/18/2017	Claims	6630	19468	LIGHTHOUSE UNIFORM CO	112.66	Uniform Upgrade - LT Leyva
			001 - 522-20-31-2031 - Uniforms			10.24	Class A Upgrade
			001 - 522-20-31-2031 - Uniforms			51.21	Class A Upgrade
			001 - 522-20-31-2031 - Uniforms			30.73	Class A Upgrade
			001 - 522-20-31-2031 - Uniforms			20.48	Class A Upgrade
		Invoices	Amount	PO	For		
		91598	112.66	2390	Uniform Upgrade - LT Leyva		
2884	08/18/2017	Claims	6630	19469	LINE-X OF OLYMPIA INC	216.70	Battalion 35 Detail
			001 - 522-60-48-2014 - Apparatus Repair			216.70	Bn. 35 Detail
		Invoices	Amount	PO	For		
		42765	216.70	2455	Battalion 35 Detail		
2885	08/18/2017	Claims	6630	19470	LN CURTIS & SONS INC	1,143.18	11 Pairs Of Bunker Gloves; Incident Response Equipment Adapters

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522-20-31-2032 - PPE [Bunker Gear]	899.47	11 Pairs Of Bunker Gloves
					001 - 522-20-35-2019 - Incident Resp Eqpm - Fire	23.00	Adapters
					001 - 522-20-35-2019 - Incident Resp Eqpm - Fire	37.00	Adapter
					001 - 522-20-35-2019 - Incident Resp Eqpm - Fire	183.71	Adapters
		Invoices	Amount	PO	For		
		INV115389	899.47	2363	11 Pairs of Bunker Gloves		
		INV118174	243.71	2448	Incident Response Equipment Adapters		
2886	08/18/2017	Claims	6630	19471	NW RADIATOR WORKS	1,645.99	Oly Shop #3175 Repair
					001 - 522-60-48-2014 - Apparatus Repair	1,645.99	Oly Shop #3175 Repair
		Invoices	Amount	PO	For		
		104283	1,645.99	2442	Oly Shop #3175 Repair		
2887	08/18/2017	Claims	6630	19472	OLYMPIAN / PACIFIC NW PUBLISHING CO	105.49	Classified Ad Regarding Bond Ballot Statements - Acct. #258813, Newspaper Ref. #103191017-07222017
					001 - 522-10-44-1011 - Advertising	105.49	Advertising - Pro And Con Committee
		Invoices	Amount	PO	For		
		7/30/17 - 258813	105.49	2460	Classified Ad Regarding Bond Ballot Statements - Acct. #258813, Newspaper Ref. #103191017-07222017		
2888	08/18/2017	Claims	6630	19473	PACIFIC POWER GROUP, LLC	217.34	Oly Shop #3180 Parts
					001 - 522-60-31-2022 - Apparatus Parts/Supplies	217.34	Oly Shop #3180 Parts
		Invoices	Amount	PO	For		
		6467115-00	217.34	2417	Oly Shop #3180 Parts		
2889	08/18/2017	Claims	6630	19474	PALADIN BACKGROUND SCREENING LLP	42.00	Background Checks
					001 - 522-10-41-1091 - Other Professional Services	42.00	Background Screening
		Invoices	Amount	PO	For		
		933	42.00	2433	Background Checks		
2890	08/18/2017	Claims	6630	19475	PITNEY BOWES/PURCHASE POWER	503.50	Postage Meter Refill
					001 - 522-10-42-1021 - Postage/Shipping	503.50	Postage Meter Refill
		Invoices	Amount	PO	For		
		8000-9090-0082-:	503.50	2444	8000-9090-0082-5062		
2891	08/18/2017	Claims	6630	19476	POPE, HOUSER & BARNES, PLLC	623.50	Legal Fees
					001 - 522-10-41-1031 - Legal Services	623.50	Legal Services 7/25/2017 & 7/31/17
		Invoices	Amount	PO	For		
		74221	623.50	2443	Legal Fees		

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2892	08/18/2017	Claims	6630	19477	PUGET SOUND ENERGY INC	6,133.49	Utilities - Electricity & Gas - July, 2017
			001 - 522-50-47-2011 - Sta. 31 Utilities			3,510.20	Utilities - Electricity & Gas - S31, July, 2017
			001 - 522-50-47-2012 - Sta. 32 Utilities			53.96	Utilities - Electricity & Gas - S32, July, 2017
			001 - 522-50-47-2013 - Sta. 33 Utilities			814.65	Utilities - Electricity & Gas - S33, July, 2017
			001 - 522-50-47-2014 - Sta. 34 Utilities			870.71	Utilities - Electricity & Gas - S34, July, 2017
			001 - 522-50-47-2015 - Sta. 35 Utilities			803.03	Utilities - Electricity & Gas - S35, July, 2017
			001 - 522-50-47-2016 - Sta. 32 Residence Utilities			80.94	Utilities - Electricity & Gas - S32 Mfg., July, 2017
		Invoices	Amount	PO	For		
		8/7/17 PUGET PC	6,133.49	475	Utilities - Electricity & Gas - July, 2017		
2893	08/18/2017	Claims	6630	19478	PURE WATER PARTNERS	1,254.53	6 Water Cooler Rentals - Qtr 4, 2017
			001 - 522-50-47-2031 - Water Systems			1,254.53	6 Water Cooler Rentals - Qtr 4, 2017
		Invoices	Amount	PO	For		
		159957	1,254.53	476	6 Water Cooler Rentals - Qtr 4, 2017		
2894	08/18/2017	Claims	6630	19479	QUALITY PARKING LOT SERVICES LLC	4,976.73	S34 Restripe Parking Lot; S33 & S35 Parking Lot Restriping
			001 - 522-50-48-2030 - Facilities Maintenance			1,927.53	Station 34 Restripe
			001 - 522-50-48-2030 - Facilities Maintenance			1,491.93	Parking Lot Restriping
			001 - 522-50-48-2030 - Facilities Maintenance			1,557.27	Parking Lot Restriping
		Invoices	Amount	PO	For		
		12593	1,927.53	2361	S34 Restripe Parking Lot		
		12710	3,049.20	2454	S33 & S35 Parking Lot Restriping		
2895	08/18/2017	Claims	6630	19480	RAINIER CONNECT	25.90	Web Hosting - Aug. 2017, Acct. # 9021082
			001 - 522-10-41-1081 - Web Based Services			25.90	Web Hosting - Aug. 2017, Acct. # 9021082
		Invoices	Amount	PO	For		
		8/1/17 #9021082	25.90	477	Web Hosting - Aug. 2017, Acct. # 9021082		
2896	08/18/2017	Claims	6630	19481	RWC GROUP	426.24	Oly Shop #3173 Parts
			001 - 522-60-31-2022 - Apparatus Parts/Supplies			426.24	Oly Shop #3173 Parts
		Invoices	Amount	PO	For		
		86850M	426.24	2415	Oly Shop #3173 Parts		
2897	08/18/2017	Claims	6630	19482	SEA-WESTERN INC	37,432.88	2 Bunker Gear Helmet Fronts; Small Equipment Repair; Helmet Front Holder; 2 Pair Duty Boots; SCBA Flow Test; SCBA Parts; 5 Bunker Gear Helmet Fronts; Station Boots - Conesa; 14 Sets Of Bunker Gear; In
			001 - 522-20-31-2032 - PPE [Bunker Gear]			49.50	Helmet Front
			001 - 522-20-31-2032 - PPE [Bunker Gear]			48.87	HELMET FRONT
			001 - 522-20-31-2032 - PPE [Bunker Gear]			353.96	6' Carved Brass Eagle
			001 - 522-20-31-2032 - PPE [Bunker Gear]			153.54	Boots: Bustillos
			001 - 522-20-31-2032 - PPE [Bunker Gear]			153.54	Boots: Conesa
			001 - 522-20-31-2032 - PPE [Bunker Gear]			112.48	Housing Cover

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			001 - 522-20-31-2032		- PPE [Bunker Gear]	661.63	Face Piece
			001 - 522-20-31-2032		- PPE [Bunker Gear]	46.38	Pencheny
			001 - 522-20-31-2032		- PPE [Bunker Gear]	46.38	McPherson
			001 - 522-20-31-2032		- PPE [Bunker Gear]	46.38	Sequeira
			001 - 522-20-31-2032		- PPE [Bunker Gear]	46.38	Bustillos
			001 - 522-20-31-2032		- PPE [Bunker Gear]	46.39	Conesa
			001 - 522-20-31-2032		- PPE [Bunker Gear]		Boots: Bustillos
			001 - 522-20-31-2032		- PPE [Bunker Gear]	313.98	Boots: Conesa
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Hunter Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Hunter Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	WEISS Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	WEISS Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Towers Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Towers Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Pedlar Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Pedlar Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Perry, Mike Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Perry, Mike Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Zohn Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Zohn Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	McAdoo Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	McAdoo Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Durocher Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Durocher Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Berman Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Berman Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Smith Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Smith Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Alexander Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Alexander Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Postier Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Postier Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Damron Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Damron Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	1,367.69	Moore Coat
			001 - 522-20-31-2032		- PPE [Bunker Gear]	886.67	Moore Pants
			001 - 522-20-31-2032		- PPE [Bunker Gear]	195.07	Upgrade To 35" Coat Length
			001 - 522-20-31-2032		- PPE [Bunker Gear]	645.62	Upgrade To Handwarmer Pockets
			001 - 522-20-35-2019		- Incident Resp Eqpm - Fire	105.61	Air Gas Part - Audilarm Housing
			001 - 522-20-35-2019		- Incident Resp Eqpm - Fire	227.42	HUD Bracket
			001 - 522-20-35-2019		- Incident Resp Eqpm - Fire	541.99	CC Bracket
			001 - 522-20-35-2019		- Incident Resp Eqpm - Fire	1,271.34	CC Mic
			001 - 522-20-35-2019		- Incident Resp Eqpm - Fire	301.76	Facepiece Lens
			001 - 522-20-48-2024		- Small Equipment Repair, M	445.53	TIC Repair
			001 - 522-20-48-2024		- Small Equipment Repair, M	58.09	SCBA Regulator Flow Test

Invoices	Amount	PO	For
200162	98.37	2326	2 Bunker Gear Helmet Fronts
200320	445.53	2372	Small Equipment Repair
200326	353.96	2422	Helmet Front Holder
200327	307.08	2407	2 Pair Duty Boots
200338	163.70	2423	SCBA Flow Test
200441	774.11	2450	SCBA Parts
200484	231.91	2412	5 Bunker Gear Helmet Fronts
200490	313.98	2407	Station Boots - Conesa
200499	32,401.73	2192	14 Sets of Bunker Gear
200515	2,342.51	2445	Incident Response Equipment

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2898	08/18/2017	Claims	6630	19483	STERICYCLE INC	310.22	Biohazard Waste Disposal; Biohazard Waste Disposal
					001 - 522-50-47-2041 - Refuse Services	167.26	Biohazard Removal
					001 - 522-50-47-2041 - Refuse Services	142.96	
		Invoices	Amount	PO For			
		3003935369	167.26	2453	Biohazard Waste Disposal		
		3003948598	142.96	2468	Biohazard Waste Disposal		
2899	08/18/2017	Claims	6630	19484	TAKE AIM, LLC	2,027.03	Volunteer FF Uniform Shirts; Uniforms - Invoices #4468, 4498, 4499, 4501, 4503, 4504, 4505, 4507, Dated 7/19/17 - 7/26/17; VFF Uniforms; Uniform Invoices #4529, 4531, 4538, & 4539 Dated 8/2/17; VFF Un
					001 - 522-20-31-2031 - Uniforms		
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniforms
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms	39.50	VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms	30.00	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	24.00	VFF Uniforms
					001 - 522-20-31-2031 - Uniforms	24.00	Shirts
					001 - 522-20-31-2031 - Uniforms	25.01	#4468 - Chief Brooks Uniform
					001 - 522-20-31-2031 - Uniforms	220.50	#4498 - Flowers Uniforms
					001 - 522-20-31-2031 - Uniforms	264.34	#4499 - Montgomery Uniforms
					001 - 522-20-31-2031 - Uniforms	114.01	#4501 - Lt Bowman Uniforms
					001 - 522-20-31-2031 - Uniforms	87.04	#4503 - Eliason Uniforms
					001 - 522-20-31-2031 - Uniforms	148.88	#4504 - Heikes Uniforms
					001 - 522-20-31-2031 - Uniforms	20.00	#4505 - Weekly Delivery 7-26-17
					001 - 522-20-31-2031 - Uniforms	48.96	#4507 - Pion Uniforms
					001 - 522-20-31-2031 - Uniforms	2.50	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	2.50	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	2.50	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	24.79	VFF Uniforms
					001 - 522-20-31-2031 - Uniforms	2.50	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	8.00	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	3.77	VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniform
					001 - 522-20-31-2031 - Uniforms		VFF Uniforms
					001 - 522-20-31-2031 - Uniforms		Shirts
					001 - 522-20-31-2031 - Uniforms	30.46	#4529 Cornier Uniforms
					001 - 522-20-31-2031 - Uniforms	30.46	#4531 Lt Perry Uniforms
					001 - 522-20-31-2031 - Uniforms	20.00	34538 Weekly Delivery 8-2-2017
					001 - 522-20-31-2031 - Uniforms	220.50	#4539 Van Guse Uniforms
					001 - 522-20-31-2031 - Uniforms	5.04	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	178.12	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	15.80	VFF Uniform
					001 - 522-20-31-2031 - Uniforms	20.16	VFF Uniforms
					001 - 522-20-31-2031 - Uniforms	5.04	VFF Uniform

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		001 - 522-20-31-2031 -		Uniforms	1.68	VFF Uniform
		001 - 522-20-31-2031 -		Uniforms	1.68	VFF Uniform
		001 - 522-20-31-2031 -		Uniforms	6.72	VFF Uniform
		001 - 522-20-31-2031 -		Uniforms	15.80	VFF Uniform
		001 - 522-20-31-2031 -		Uniforms	20.16	VFF Uniform
		001 - 522-20-31-2031 -		Uniforms	16.13	VFF Uniforms
		001 - 522-20-31-2031 -		Uniforms	16.13	Shirts
		001 - 522-20-31-2031 -		Uniforms	32.64	Volunteer Uniforms
		001 - 522-20-31-2031 -		Uniforms		ISU Uniforms
		001 - 522-20-31-2031 -		Uniforms		ISU Uniforms
		001 - 522-20-31-2031 -		Uniforms	277.71	#4568 -Collins Uniforms
		001 - 522-20-31-2031 -		Uniforms	20.00	#4569 -Weekly Delivery 8-9-17
<hr/>						
Invoices		Amount		PO For		
4500		117.50		2365 Volunteer FF Uniform Shirts		
7/20/17 TAKE AI		928.74		2421 Uniforms - Invoices #4468, 4498, 4499, 4501, 4503, 4504, 4505, 4507, dated 7/19/17 - 7/26/17		
4532		46.56		2365 VFF Uniforms		
8/2/17 TAKE AIM		301.42		2440 Uniform Invoices #4529, 4531, 4538, & 4539 dated 8/2/17		
4566		302.46		2365 VFF Uniform Jacket & Patches - Conesa		
4567		32.64		2435 2 ISU Uniform Shirts - Libby		
8/9/17 TAKE AIM		297.71		2461 Invoices #4568, & 4569 Dated 8/9/17		
<hr/>						
2900	08/18/2017	Claims	6630	19485 TEMP CONTROL MECH SVS CORP	544.38	S33 Alerting System Repairs
				001 - 522-50-48-2016 - Sta. 33 Facilities Repair	544.38	Repairs
<hr/>						
Invoices		Amount		PO For		
069934		544.38		2430 S33 Alerting System Repairs		
<hr/>						
2901	08/18/2017	Claims	6630	19486 THUR CO RESOURCE STEWARDSHIP	70.00	Cutting And Welding Permit
				001 - 522-20-49-2049 - Other Licenses	35.00	Cuting And Welding
				001 - 522-20-49-2049 - Other Licenses	35.00	Flammable Or Combustible Liquid Or Tanks
<hr/>						
Invoices		Amount		PO For		
228750		70.00		2452 Cutting and Welding Permit		
<hr/>						
2902	08/18/2017	Claims	6630	19487 TIRES INC	6,956.58	Oly Shop #3180 Tires & Install
				001 - 522-60-48-2014 - Apparatus Repair	6,956.58	(10) Tires & Install
<hr/>						
Invoices		Amount		PO For		
418919		6,956.58		2416 Oly Shop #3180 Tires & Install		
<hr/>						
2903	08/18/2017	Claims	6630	19488 TNT EXTERMINATORS INC	217.80	Pest Control - July, 2017
				001 - 522-50-48-2030 - Facilities Maintenance	217.80	Pest Control - July, 2017
<hr/>						
Invoices		Amount		PO For		
29499,622,66,84,'		217.80		479 Pest Control - July, 2017		
<hr/>						
2904	08/18/2017	Claims	6630	19489 TYLER TECHNOLOGIES INC	593.75	Incode Chart Of Accounts Design; Incode Financial Mgmt. Suite - Segment Mapping
				001 - 594-22-64-1052 - Software	437.50	Incode Chart Of Accounts Design
				001 - 594-22-64-1052 - Software	156.25	Incode Implementation

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		Invoices	Amount	PO	For		
		025-196976	437.50	2425	Incode Chart of Accounts Design		
		025-197543	156.25	2464	Incode Financial Mgmt. Suite - Segment Mapping		
2905	08/18/2017	Claims	6630	19490	ULTRA GREEN SYSTEMS	338.35	Janitorial Supplies
					001 - 522-50-31-2051 - Facilities/Janitorial Supplies	338.35	Janitorial Supplies
		Invoices	Amount	PO	For		
		61142	338.35	2438	Janitorial Supplies		
2906	08/18/2017	Claims	6630	19491	UNIFIRST CORPORATION	890.71	Laundry - July, 2017
					001 - 522-20-41-2092 - Garment Mx. & Laundry	890.71	Laundry - July, 2017
		Invoices	Amount	PO	For		
		7/24/17 UNIFIRS	890.71	480	Laundry - July, 2017		
2907	08/18/2017	Claims	6630	19492	UPS	108.05	Shipping, Shipper #08XY88; Postage, Shipper #08XY88
					001 - 522-10-42-1021 - Postage/Shipping	71.03	Shipping
					001 - 522-10-42-1021 - Postage/Shipping	37.02	Shipping
		Invoices	Amount	PO	For		
		000008XY88307	71.03	481	Shipping, Shipper #08XY88		
		000008XY88317	37.02	481	Shipping, Shipper #08XY88		
2908	08/18/2017	Claims	6630	19493	VERIZON WIRELESS	2,168.95	District Cell Phones - July, 2017, Acct #665389947-00002; District Cell Phones - July, 2017, Acct. #771883370-00001
					001 - 522-20-42-2012 - Cell Phones	1,994.97	District Cell Phones - July, 2017, Acct #665389947-00002
					001 - 522-20-42-2012 - Cell Phones	173.98	District Cell Phones - July, 2017, Acct. #771883370-00001
		Invoices	Amount	PO	For		
		9790077485	1,994.97	482	District Cell Phones - July, 2017, Acct #665389947-00002		
		9790086290	173.98	482	District Cell Phones - July, 2017, Acct. #771883370-00001		
2909	08/18/2017	Claims	6630	19494	VOYAGER FLEET SYSTEMS / US BANK	2,574.64	Vehicle Fuel - July, 2017, Acct. #869357335
					001 - 522-60-32-2011 - Fuel; Apparatus	2,574.64	Vehicle Fuel - July, 2017, Acct. #869357335
		Invoices	Amount	PO	For		
		8/1/07 #86935733	2,574.64	2434	Vehicle Fuel - July, 2017, Acct. #869357335		
2910	08/18/2017	Claims	6630	19495	WA ST DEPT OF L&I, ELEVATOR SECTION	129.00	Elevator - Annual Operating Certificate Renewal
					001 - 522-20-49-2011 - Dues & Certifications	129.00	Elevator Operating Cert Renewal
		Invoices	Amount	PO	For		
		215809	129.00	2459	Elevator - Annual Operating Certificate Renewal		

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2911	08/18/2017	Claims	6630	19496	WA ST FF'S JATC	73.75	JATC - FESHE Classes, Spring QTR, 2017
			001 - 522-20-49-2012 - Training Registration			73.75	#1557 - JATC FESHE Classes - Spring Qtr - 2017

Invoices	Amount	PO	For
1557	73.75	2447	JATC - FESHE Classes, Spring QTR, 2017

2912	08/18/2017	Claims	6630	19497	WESTCARE CLINIC LLC	1,167.00	Medicals
			001 - 522-20-41-2051 - Medical Services			1,167.00	New Member Physicals, Vaccinations

Invoices	Amount	PO	For
JUL17	1,167.00	2458	Medicals

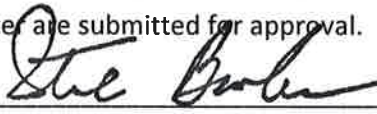
2913	08/18/2017	Withdra	6630	19498	THUR CO FD3 REV FUND	179.76	Commissioner's Meeting 8/17/17, Reimburse Revolving Fund
			500 Support Services			4,038.07	
			501 Operations			125,965.25	
			001 General Fund			130,003.32	

Claims: 130,183.08
130,183.08


Signature and Title

8/15/17
Date

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the service rendered, or the labor performed as described herein, and that the warrants as listed in the above check register are submitted for approval.


Fire Chief

Chairman of the Board

Commissioner

Commissioner

Commissioner

Commissioner

Approval Date: _____

THURSTON COUNTY FIRE DIST. #3
MASTER PAYROLL LIST

Payroll Period 08A 2017

Checks Total Amount	287,239.41
<hr/>	
DIRECT DEPOSIT - KEY BANK	392,617.75
<hr/>	
KEY BANK FUNDS TRANSFER TO IRS FED INCOME TAX DEPOSIT	105,460.49
KEY BANK FUNDS TRANSFER TO IRS MEDICARE DEPOSIT	19,938.76
KEY BANK FUNDS TRANSFER TO IRS SOCIAL SECURITY DEPOSIT	863.54
Net Tax Deposit Total	126,262.79
<hr/>	
UNEMPLOYMENT FUND	0.00
<hr/>	
WASH STATE DEPT OF RETIREMENT SYSTEMS	192,741.59
<hr/>	
TOTAL PAYROLL	998,861.54

Lacey Fire District #3 Communications Priorities

This plan is a working document to help organize our thinking and guide our communications.

Communication Goals:

1. Increase awareness of the full range of LFD3 services, medical as well as fire.
 2. Maintain trust that the District operates efficiently in collaboration with its community.
 3. Continue to build strong interpersonal connections between LFD3's paid and volunteer leadership and the larger Lacey community.
-

Key Messages:

1. LFD3 is a good steward of fiscal resources and District facilities.
 2. Highlights of bond facts and data from the Capital Facilities and Equipment Plan
 3. Celebrations of organizational, staff, and volunteer accomplishments and awards
-

Strategies:

1. Increase one-to-one relationships between District leadership and the larger community through interpersonal communications, key communicator groups and/or targeted committees (such as a facilities committee), and informal feedback opportunities. Create "liaisons" on the leadership team to connect with important constituent groups.
2. Celebrate good works! Include highlights of LFD3 services, commendations, volunteer and paid staff accomplishments and awards in our internal and external communications.
3. Reintroduce an annual mailer to the community. Use a short newsletter or full-page postcard format with clean design and a good amount of both photos and white space to highlight key messages and celebrations. Drive traffic to the website and social media accounts by using short articles that reference more extensive information online.
4. Continue to support #CPRsaves and the District's robust public event calendar as opportunities to raise awareness of LFD3's broad range of community services.
5. Cross-pollinate writing efforts. Use written communications multiple times across multiple formats (print, e-newsletter, social media, website).