



BOARD OF FIRE COMMISSIONERS

Regular Meeting Minutes

February 13th, 2025
12:00 p.m.

MEETING CALL TO ORDER

Commissioner Hutchins called the meeting to order at 12:00 p.m.

FLAG SALUTE

Commissioner Hutchins led the group in the Flag Salute.

ROLL CALL

Commissioners Hutchins, Dalessandro and Pearsall; Chief Rux, Chief Smith and Rosemary Mesa-Walton

OTHERS PRESENT

Jim Hutchins, JJ Shincke, Kelly Carda, Cameron Means, Molly Morin, Garet Demich, Abigail Bell, and nursing student

AGENDA ADDITIONS OR DELETIONS

-Added three items: Presentation of Commendation, Tender discussion and Station 13-2 tree bid.

APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from January 9th, 2025 – Regular Meeting
 - Commissioner Pearsall made a motion to approve the minutes from the January 9th, 2025 Regular Meeting. Commissioner Dalessandro seconded the motion, and the motion passed by unanimous vote.

PUBLIC COMMENTS

None

Addition: Presentation of Commendation

1. Cameron Means: Outstanding medical call.
2. Grant Walker & Stephanie Conesa: Restructuring and cleaning of the PPE and tools rooms.
3. Chief Smith: Outstanding job with the oversight of the Blue Card training.
4. Kelly Carda: Exemplary dedication to the department last summer, and all the time he put into the department while being short-staffed.

CHIEF'S REPORT by Chief Rux & Assistant Chief Smith

Month(s): February 2025

Incident Statistics		
Total Incidents: 41	EMS: 28	Fire: 13
Aid Given: 4	Aid Received: 2	Overlapping: % 9.76

Board Of Fire Commissioners – Regular Meeting Minutes
February 13th, 2025

Year to Date (through 1/31/25)		
Total Incidents: 41	EMS: 28	Fire: 13
Aid Given: 4	Aid Received: 2	Overlapping: % 9.76
Transport Statistics		
Total Patient Contacts: 28	Non-Transport: 3	Transportable Pts: 15
GFD Transports: 6	Transport by another agency: 8	Capture Rate: 40%
YTD Transports Billed:	Resident: -	Non-Resident: -
Monthly Training Activity		
EMT: 5 new EMT's enrolled and start February 13, 2025.		
Fire 1: No current Fire Academy for Spring 2025 – Fall TBD		
Training Hours: 335 Agency Personnel Hours for January 2025		
Fire Chiefs Report		
Misc:		
- Communication Specialist and Community Outreach Coordinator started 1/1/25 - Volunteer Recruitment – new volunteers in the onboarding process		
Apparatus:		
New Brush 13-1 – Spec committee meeting every other Wednesday; quote collections		
Facilities:		
Discuss under new business		
Community Outreach:		
- GNA Chili Feed at Station 13-1 on January 11, 2025 11:00am-1:00pm - Preschool Benefit Pancake Feed, Hosted by GFD February 8th 2025		

FINANCIAL REPORT

Finance Officer's Report:

1. Revenue and Fund Balances (December - January)

TREASURER'S REPORT

Account Totals

Thurston County Fire Protection District 13

12/01/2024 To: 12/31/2024

Time: 11:29:43 Date: 02/11/2025

Page: 3

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
6730 County Checking	1,001,649.36	57,808.68	227,706.22	831,751.82	0.00	0.00	831,751.82
6731 Capital Projects	150,520.84	471.99	0.00	150,992.83	0.00	0.00	150,992.83
6734 Reserve Account	506,231.70	1,580.88	0.00	507,812.58	0.00	0.00	507,812.58
6736 Apparatus Account	187,518.27	611.95	0.00	188,130.22	0.00	0.00	188,130.22
6738 Transporting Checking	74,756.10	956.01	0.00	75,712.11	0.00	0.00	75,712.11
Total Cash:	1,920,676.27	61,429.51	227,706.22	1,754,399.56	0.00	0.00	1,754,399.56
	1,920,676.27	61,429.51	227,706.22	1,754,399.56	0.00	0.00	1,754,399.56

TREASURER'S REPORT

Account Totals

Thurston County Fire Protection District 13

01/01/2025 To: 01/31/2025

Time: 21:40:41 Date: 02/12/2025

Page: 3

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
6730 County Checking	831,751.82	30,950.83	254,537.09	608,165.56	0.00	0.00	608,165.56
6731 Capital Projects	150,992.83	350.93	0.00	151,343.76	0.00	0.00	151,343.76
6734 Reserve Account	507,812.58	1,177.50	0.00	508,990.08	0.00	0.00	508,990.08
6736 Apparatus Account	188,130.22	447.33	0.00	188,577.55	0.00	0.00	188,577.55
6738 Transporting Checking	75,712.11	2,710.84	0.00	78,422.95	0.00	0.00	78,422.95
Total Cash:	1,754,399.56	35,637.43	254,537.09	1,535,499.90	0.00	0.00	1,535,499.90
	1,754,399.56	35,637.43	254,537.09	1,535,499.90	0.00	0.00	1,535,499.90

2. Voucher Approvals

- a. Office Manager, Rosemary Mesa-Walton summarized the expenditure for the month of January. Commissioner Dalessandro made a motion to approve the payments below for January 2024 totaling \$207,751.24. Commissioner Pearsall seconded the motion, and the motion passed by unanimous vote

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2025.01.03	250103001-250103029 Transaction #s 57-85	\$76,905.21	Warrants	General Expenditures
N/A	Transaction #s 86-124	\$93,569.87	EFT	January Career Payroll/Vol & Comm Stipends
2025.02.01	Transaction #s 125-127	\$37,276.16	EFT	January - EFTPS, DRS, and Legal Shield
Total		\$207,751.24		

COMMISSIONERS/SECRETARY REPORT

None

OLD BUSINESS

1. Resolution 25-001 Revision
 - a. Chief Rux updated the 2025 Stipends to include an increase in EMSO stipend from \$500/mo to \$1,000/mo.
 - b. Commissioner Dalessandro made a motion to approve Resolution 25-001, 2025 Stipends Revision. Commissioner Pearsall seconded the motion and the motion passed by unanimous vote.

NEW BUSINESS

1. Resolution 25-003 2025 motion, revised beginning balances
 - a. Commissioner Pearsall made a motion to approve Resolution 25-003, 2025 Budget revised beginning balances. Commissioner Dalessandro seconded the motion and the motion passed by unanimous vote.
2. **Added:** Tender Discussion
 - a. Chief Rux wanted to start a conversation about both of the department tenders. We'll be needing a tender soon, and a brand new one could potentially cost about \$600K. There are two options, we can finance or go for a bond. Chief Rux recommends pursuing a finance loan and would like to present multiple options to the Commissioners at the next Board of Commissioners meeting in March.
3. Station 13-1 Renovation Project
 - a. Scope of Work
 - b. Review Quotes
 - c. Funding Mechanism
 - i. Station 13-1 building is getting tired, and we would like to help with maintenance, including updating flooring, station alerting system, interior painting, kitchen remodel, bunker gear racks and classroom tech updates. The cost of all the updates will be approximately \$400K.
 - ii. Chief Rux will be coming back with 3 lenders to see a more accurate cost.
4. Station Signage
 - a. Chief Rux received a quote for all four station signage and would like the Commissioners to approve the purchase to begin the order process.

- b. Commissioner Dalessandro made a motion to approve the purchase of all four station signage from Family Legacy Designs LLC for \$9,530.40. Commissioner Pearsall seconded the motion, and the motion passed by unanimous vote.
- 5. Leadership Retreat
 - a. Chief Rux brought up the idea of doing a retreat with all of administration and career staff sometime towards the end of summer or early fall. He emphasized the importance of developing people, not just firefighters. The quote that Chief Rux received was for \$19K and there would be an additional \$10K cost for overtime and mutual aid support. Chief will bring back more information to the Commissioners with more exact cost information. Chief Rux asked for a motion to approve the application.
 - b. Commissioner Pearsall asked to first get more information from Chief Rux before making a motion to approve the application. This topic will be moved to next month's meeting.
- 6. Director of Finance & HR Testing Process
 - a. Chief Rux informed the Board that the department has so far received 7 applicants. The following week would be the first review, and asked to have a Commissioner participate in the process of reviewing applications and also participate in the panel interviews. The plan would be to have a panel interview and then the top group would go to a Chief's interview. Commissioner Pearsall agreed to participate and represent the Commissioners.
- 7. FTE-Firefighter EMT Testing Process
 - a. It was brought up that we have a B-Shift opening FF/EMT position, and the application submission process would be closed on February 28th. We will be following the same hiring process that we've used in the past and are hopeful that the start date could be April 1, 2025.
- 8. Medic One BLS Contract
 - a. Chief Rux asked to affirm the Medic One BLS Contract. Nothing has changed.
 - b. Commissioner Pearsall made a motion to approve the Medic One BLS Contract. Commissioner Dalessandro seconded the motion, and the motion passed by unanimous vote.
- 9. Annual Report
 - a. Chief Rux gave the Commissioners a draft of the Annual Report. All Commissioners are happy with the layout and asked to post it on the website.
- 10. **Updated:** Tree Removal Bid/ Station 13-2 Tree Bid
 - a. The department received a quote for tree removals for both station 13-1 & 13-2. Chief Rux asked the Commissioner to approve sections 1, 3, 5, 6 and 7 for station 13-1, and all expenses for station 13-2. It is approximately \$6,600 for station 13-1 and \$1,407 for the entirety of station 13-2.
 - b. Commissioner Dalessandro made a motion to approve the tree removal bid as stated by Chief Rux for both station 13-1 & 13-2. Commissioner Pearsall seconded the motion, and the motion passed by unanimous vote.

COMMENTS FOR THE GOOD OF THE ORDER

None

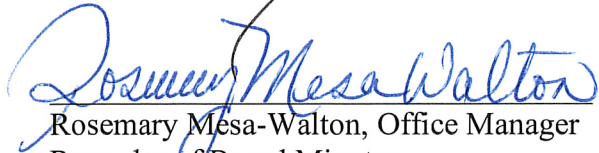
MEETING ADJOURNED

There being no further business, the meeting was adjourned at 1:53 p.m.

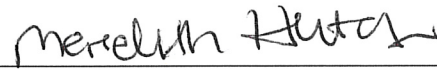
Board Of Fire Commissioners – Regular Meeting Minutes
February 13th, 2025



Corey A. Rux, Fire Chief



Rosemary Mesa-Walton, Office Manager
Recorder of Board Minutes



Meredith Hutchins, Chair



Arthur Dalessandro, Commissioner



Dave Pearsall, Commissioner

