

# North Mason Regional Fire Authority Board of Fire Commissioners Agenda

December 14<sup>th</sup> (Belfair) & December 21<sup>st</sup> (Belfair)  
5:00 PM

Zoom option available for public attendance

**Blue Information** and **Red Action** Requested

**Call to Order**

**Pledge of Allegiance**

**Approval of Minutes:** The meeting minutes from November are attached for review.

**Voucher Approval:** Voucher materials for December are attached for review.

**Financial Report:** Staff will be providing an updated Budget Summary for December on December 21<sup>st</sup>.

## **Administration Report**

- COVID-19 Update
- 2022 Health Insurance Premiums - Correction
- Headquarters Station Construction Update – Tour December 21st
- Engine 21 Push-In Ceremony
- WA State Audit Update
- District 9 Conference

- Heart Monitor Purchasing
- AFG Grant Submission: AutoPulse, Quint, SCBA Compressor (regional)
- Safety Days 2022
- Partner Connection/Mental Health Program
- IAFF Leadership Change
- Santa Run: December 20<sup>th</sup> and 21<sup>st</sup>

## **Old Business**

- Emergency Prevention Specialist Hiring Announcement
- Resource Access Program (RAP) – Policy Attached
- Administrative Employee Contract Review – Memo Attached

## **New Business**

- Community Medicine Program – Captain Ehresman
- Resolution 21.05: Bond Repayment and Fund Reimbursement
- Job Description Review: Emergency Prevention Specialist; Executive Assistant-Programs and Policy; Public Safety Support Specialist

## **Public Comment**

## **Good of the Order**

## **Adjournment**

## **Board for Volunteer Firefighters**

**\*\*Until further notice, all Board of Commissioners meetings will include a Zoom option for those would like to attend via video/teleconference.\*\***

Instructions:

**To join the meeting from a computer (audio + visual)**

1. Use the following Meeting ID: <https://zoom.us/j/4439633643>
2. When prompted to enter your name.
3. You will be prompted to choose ONE of the audio conference options: phone call OR computer audio.
  - o Audio quality tends to be better when participants use phone rather than computer microphone
  - o *Note: If you are not prompted to choose an audio option upon entering, select the arrow next to the microphone in the lower left corner. Click "Audio Options..."*
4. You may choose to use your webcam in the meeting or not. To turn your webcam on/off, use the camera icon in the bottom-left corner.

**To join using the Zoom mobile app (audio + visual)**

1. Open the Zoom mobile app and select the "Meet & Chat" icon located at the bottom of the screen.
2. Select "Join a Meeting," then enter Meeting ID: **443 963 3643 #** and your display name.
3. In the Join Options, select "Turn off my video" (you can turn video on after joining the meeting)
4. Select "Join" to enter the Zoom meeting

**To join by phone only** - *If you are unable to access a computer, please dial in using the below instructions.*

1. Dial (408) 638-0968 / iPhone one-tap +14086380968,,4439633643#
2. Enter Meeting ID: **443 963 3643 #**
3. Enter **#** to bypass Participant ID

# North Mason Regional Fire Authority Budget Summary

Month: November (91.7% of Year)

## 2021 Revenue

Budgeted Revenue for 2020 (with carryover):	<b>\$6,487,994.63</b>		
Revenue to be Collected in 2020 for Operating:	<b>\$4,386,550.00</b>		
Collected Revenue Year to Date (with carryover):	<b>\$7,772,918.38</b>	(119.8% of budget)	
Collected Revenue Year to Date for Operating :	<b>\$5,671,474.75</b>	(129.3% of budget)	
Revenue Left to be Collected for Year w/o carryover:	<b>-\$1,284,924.75</b>	(-29.3% of budget)	
Tax Revenue Year to Date:	<b>\$3,023,456.40</b>	(90.2%)	Tax Revenue Left to be Collected: <b>\$327,626.60</b>
DNR/Timber Revenue Year to Date:	<b>\$274,143.78</b>	(685%)	Timber Revenue Budgeted for Year: <b>\$40,000.00</b>
GEMT Collection Year to Date	<b>\$588,151.31</b>		
Ambulance Revenue Year to Date:	<b>\$457,177.13</b>	(86.3%)	Ambulance Revenue Left to Collect: <b>\$72,822.87</b>

## 2021 Expenditures

Budgeted Expenditures for 2020:	<b>\$4,386,550.00</b>		
Expenditures Year to Date:	<b>\$4,120,501.21</b>	(93.9% of budget)	
Expenditures w/ Contingency Contributions	<b>\$4,375,501.21</b>	(99.8% of budget)	

Expenditure Funds This Month:	<b>\$402,021.46</b>	(9.2% of budget)
<b>2021 Contingencies</b>		
Emergency Contingency Beginning of the Year Balance:	<b>\$500,140.68</b>	
Emergency Contingency Expenditures Year to Date:	<b>\$0.00</b>	
Emergency Contingency Contributions Year to Date	<b>\$0.00</b>	
Emergency Contingency Current Balance:	<b>\$500,140.68</b>	
Capital Contingency Beginning of the Year Balance:	<b>\$695,519.44</b>	
Capital Contingency Expenditures Year to Date:	<b>\$692,107.21</b>	
Capital Contingency Contributions Year to Date	<b>\$1,134,420.11</b>	
Capital Contingency Current Balance:	<b>\$1,137,832.34</b>	
Fire Equip Contingency Beginning of the Year Balance	<b>\$205,784.51</b>	
Fire Equipment Expenditures Year to Date	<b>\$9,485.32</b>	
Fire Equipment Contributions Year to Date	<b>\$30,000.00</b>	
Fire Equipment Contingency Current Balance	<b>\$226,299.19</b>	
<b>Funds Currently On Hand (In Bank Account)</b>		
Total Operating Funds Availanle- Beginning of Month	<b>\$3,351,943.25</b>	
Total Expenditures This Month	<b>\$406,145.55</b>	

2021 Contingencies:	<b>\$1,864,272.21</b>
Operating Funds Available:	<b>\$1,081,525.49</b>
Available Funds Invested In State Investment Pool:	<b>\$2,200,046.07</b>

Revised: December 6th, 2021

## North Mason Emergency Management Campus Project

### Bond Fund (Revenue Collection for Paying Bonds)

Beginning of the Year Bond Fund Balance:	<b>\$5,253.01</b>	
Budgeted Taxes to be collected for 2021:	<b>\$540,000.00</b>	
Bond Tax and Revenue Collection Year To Date:	<b>\$326,810.42</b>	(60.5% of Budget)
Bond Payments and Disbursements Made:	<b>\$155,092.40</b>	
Bond Fund Current Balance:	<b>\$176,971.03</b>	

### Project Construction Fund

Initial Construction Proceeds Received:	<b>\$10,111,657.75</b>	
Bond Proceeds Spent :	<b>\$6,147,439.17</b>	(60.8% of Budget)
Construction Fund Revenue	<b>\$30,453.14</b>	
Project Fund Balance	<b>\$3,994,671.72</b>	

# North Mason Regional Fire Authority Budget Summary

Month: December (100% of Year)

## 2021 Revenue

Budgeted Revenue for 2020 (with carryover):	<b>\$6,487,994.63</b>		
Revenue to be Collected in 2020 for Operating:	<b>\$4,386,550.00</b>		
Collected Revenue Year to Date (with carryover):	<b>\$8,285,757.97</b>	(127.7% of budget)	
Collected Revenue Year to Date for Operating :	<b>\$6,184,314.34</b>	(141.0% of budget)	
Revenue Left to be Collected for Year w/o carryover:	<b>-\$1,797,764.34</b>	(-41.0% of budget)	
Tax Revenue Year to Date:	<b>\$3,023,456.40</b>	(90.2%)	Tax Revenue Left to be Collected: <b>\$327,626.60</b>
DNR/Timber Revenue Year to Date:	<b>\$292,134.62</b>	(730%)	Timber Revenue Budgeted for Year: <b>\$40,000.00</b>
GEMT Collection Year to Date	<b>\$627,521.68</b>		
Ambulance Revenue Year to Date:	<b>\$525,279.90</b>	(99.1%)	Ambulance Revenue Left to Collect: <b>\$4,720.10</b>

## 2021 Expenditures

Budgeted Expenditures for 2020:	<b>\$4,386,550.00</b>		
Expenditures Year to Date:	<b>\$4,481,200.47</b>	(102.7% of budget)	
Expenditures w/ Contingency Contributions	<b>\$4,736,200.47</b>	(107.8% of budget)	

Expenditure Funds This Month:	<b>\$349,190.26</b>	(8.0% of budget)
<b>2021 Contingencies</b>		
Emergency Contingency Beginning of the Year Balance:	<b>\$500,140.68</b>	
Emergency Contingency Expenditures Year to Date:	<b>\$0.00</b>	
Emergency Contingency Contributions Year to Date	<b>\$0.00</b>	
Emergency Contingency Current Balance:	<b>\$500,140.68</b>	
Capital Contingency Beginning of the Year Balance:	<b>\$695,519.44</b>	
Capital Contingency Expenditures Year to Date:	<b>\$696,043.94</b>	
Capital Contingency Contributions Year to Date	<b>\$1,134,420.11</b>	
Capital Contingency Current Balance:	<b>\$1,133,895.61</b>	
Fire Equip Contingency Beginning of the Year Balance	<b>\$205,784.51</b>	
Fire Equipment Expenditures Year to Date	<b>\$12,528.38</b>	
Fire Equipment Contributions Year to Date	<b>\$30,000.00</b>	
Fire Equipment Contingency Current Balance	<b>\$223,256.13</b>	
<b>Funds Currently On Hand (In Bank Account)</b>		
Total Operating Funds Availanle- Beginning of Month	<b>\$3,451,561.46</b>	
Total Expenditures This Month	<b>\$356,170.05</b>	



2021 Contingencies:	<b>\$1,857,292.42</b>
Operating Funds Available:	<b>\$1,238,098.99</b>
Available Funds Invested In State Investment Pool:	<b>\$2,200,046.07</b>

Revised: December 14th, 2021

## North Mason Emergency Management Campus Project

### Bond Fund (Revenue Collection for Paying Bonds)

Beginning of the Year Bond Fund Balance:	<b>\$5,253.01</b>	
Budgeted Taxes to be collected for 2021:	<b>\$540,000.00</b>	
Bond Tax and Revenue Collection Year To Date:	<b>\$529,153.47</b>	(98.0% of Budget)
Bond Payments and Disbursements Made:	<b>\$531,042.43</b>	
Bond Fund Current Balance:	<b>\$3,364.05</b>	

### Project Construction Fund

Initial Construction Proceeds Received:	<b>\$10,111,657.75</b>	
Bond Proceeds Spent :	<b>\$7,133,668.61</b>	(70.5% of Budget)
Construction Fund Revenue	<b>\$31,234.54</b>	
Project Fund Balance	<b>\$3,009,223.68</b>	



**North Mason Regional Fire Authority (NMRFA)**

**Meeting Minutes**

**460 NE Old Belfair Hwy, Belfair WA**

**Telephone/Videoconference Option**

**11/9/2021**

**Present:** Commissioners Kelley McIntosh, Brooke Quigley, Paul Severson, Dan Kewish, Bob Miller; Executive Assistant Wassenaar; Chief Bakken; Assistant Chief Cooper

The meeting was held in-person with a telephone/videoconference option available.

**Absent:** None

**Guests:** None

Meeting was called to order at 5:00 p.m. and opened with the Pledge of Allegiance.

The meeting minutes from October 12 and 19, 2021, were presented for approval.

**Commissioner Miller moved to approve the meeting minutes as presented. Commissioner Kewish seconded the motion. Motion carried.**

**FINANCIALS**

Financial vouchers were presented for review.

**A motion was made by Commissioner Kewish to approve the payroll and expense vouchers under BIAS 211102001 to 211102088 in the amount of \$354,096.36; payroll vouchers 211101001 to 211101004 in the amount of \$52,049.19; expense vouchers 211103001 to 211103004 in the amount of \$839,449.28. Commissioner Severson seconded the motion. Motion carried.**

**2022 Budget Hearing:** Chief Bakken presented the 2022 Draft Budget and discussed the following notable changes:

Revenues (increased):

Grant funding

1% increase in both fire and EMS

GEMT – Chief Bakken advised that GEMT was formally added to the budget, due to the two new paramedics who were hired to meet the needs of the new four-shift schedule.

Expenditures:

Facilities – will be focusing on one or two stations per year and complete a thorough analysis and update, performing all necessary repairs and upgrades.

Chief Bakken explained that the draft budget was created in collaboration with the Captains, using the Strategic Plan objectives as a guide. He further explained the difference between the budget draft and the formal resolutions that will be filed with the county. Commissioner Quigley asked about budgeting for Mission Creek Corrections Center. Chief Bakken stated that the Auditor had not been assessing the property annually. The Auditor has since reassessed the property, which was not caught by NMRFA when creating the budget last year. Chief Bakken advised that moving forward, the assessment will be reviewed each year during the budget process.

**Budget Hearing closed with no public comment.**

**Resolution 21-02 – Adoption of the 2022 Budget for the North Mason Regional Fire Authority**

<b>Fund</b>	<b>2022 Revenue</b>	<b>2022 Expense</b>
<b>NMRFA Expense</b>	\$7,279,024	\$7,279,024
<b>NMRFA Bond</b>	\$580,000	\$580,000
<b>NMRFA Capital Const</b>	\$5,000,000	\$5,000,000

**Resolution 21.03 – Adoption of Tax Increase (Fire):** Sent from Mason County’s Assessors Office to the State showing the levy amount and one percent increase over the previous year.

**Resolution 21.04 – Adoption of Tax Increase (EMS):** Sent from Mason County’s Assessors Office to the State showing the levy amount and one percent increase over the previous year.

**Motion made by Commissioner Severson to approve Resolutions 21.02, 21.03 and 21.04. Commissioner Miller seconded the motion. Motion carried.**

**ADMINISTRATION**

**COVID-19 Update:** Chief Bakken indicated that the Mason County positive case rate has slightly decreased, seeing only 15-20 new cases per day. He also stated that there is a COVID-19 booster vaccine clinic on Wednesdays at North Mason High School.

**2022 Health Insurance Premiums:** Chief Bakken advised that the Fire Authority’s health insurance premiums were reduced nearly 25% for 2022. He stated that the Fire Authority renews on an annual basis, and the decrease was identified during the renewal process.

**Headquarters Construction Update:** Chief Bakken provided an update, stating that construction continues to go well and is reportedly on-time and on-budget. At this time, construction crews are drywalling the interior. Chief Bakken also advised that he reached out to the new Mason County Administrator Mark Neary this morning to reopen the discussion of the emergency management campus concept.

**Engine 21 Update:** Assistant Chief Cooper advised that the owner of General Fire came out to train the crews on the new fire engine. He stated that crews have been drilling on it, but additional driving and cone course are still needed before the engine can be placed in-service.

**Law Enforcement Joint Response Update:** Chief Bakken advised that he met with Chief Ryan Spurling with Mason County Sheriff's Office. They have seen a positive shift in response and MCSO has discontinued sending all mental health calls to NMRFA. MCSO is cautiously optimistic going into the next Legislative Session. Chief Bakken stated that there is still a need to have NMRFA and MCSO command officers meet and get to know one another.

**WSRB PPC Review Scheduling:** Chief Bakken stated that WSRB has scheduled their review for June 28, 2022. WSRB will review to confirm that the current Classification of 5 is still accurate/appropriate. Chief Bakken indicated that Fire Departments are on a 5-year review schedule and does not anticipate any challenges.

## **OLD BUSINESS**

**Retention Committee Meeting:** Executive Assistant Wassenaar provided an update on local and internal holiday events. Assistant Chief Cooper stated that a large part of the Retention Committee meeting revolved around the new four-shift schedule. He indicated that the feedback on the new schedule has been all positive.

**Administrative Employee Contracts:** Chief Bakken requested to review administrative employee contracts in December.

## **NEW BUSINESS**

### **New Station: Furniture Proposal**

Chief Bakken stated that additional furniture that is out of the scope for Watson furniture has been selected for purchase through GSA. The request includes chairs, a medical exam table and WIFI equipment: \$25,759.84

**Motion made by Commissioner Quigley to approve the requested expenditure for the furniture proposal. Commissioner Severson seconded the motion. Motion carried.**

### **New Station: Alerting System**

Assistant Chief Cooper reviewed the proposal from Silke Communications for the alerting system for the new station. The estimate includes speakers, a receiver and installation: \$38,441.63

Assistant Chief Cooper also stated that an estimate was received from Bryx, which did not include installation. He also advised that he went to Snohomish County Fire District 5 and discussed their alerting system, as they recently built a new fire station. He stated that they went through Locution, but the cost was roughly \$100,000 for the system and installation, with an additional \$30,000 for a separate unit for dispatch. Because of the high estimate, a formal quote from Locution was not requested.

**Motion made by Commissioner Miller to approve the requested expenditure for Silke Communications alerting system. Commissioner Severson seconded the motion. Motion carried.**

Chief Bakken explained that the furniture and alerting system proposals are not included in the fire station construction price. He stated that if TRICO had provided those services, there would be an additional markup of 13%, as well as little control over product brand/quality.

**WA State Audit Scheduling:** Chief Bakken advised that we are currently underway with the audit. He stated that the audit is being performed virtually this year, which has already had a negative impact on communication with the auditors. He also stated that Commissioner McIntosh attended the entrance conference, and an entrance letter was sent to the Board this morning. Board direction was given to sign the entrance letter electronically. Chief Bakken stated that as the audit progresses, he will be asking the auditors to withhold questions and meet weekly on Zoom. He is hoping to create an open dialogue rather than the back-and-forth emails.

**CRT Resource Team:** Chief Bakken stated that NMRFA is seeing a 25% increase in call volume over previous years. He clarified that these are not ALS calls, but rather the non-life-threatening calls and non-transporters. To combat the increase in non-emergency calls, NMRFA is creating a follow-up response team using CRT volunteers. Chief Bakken stated that this follow-up team will identify specific households following 911 utilization and perform thorough assessments of the home and well-being of the individual. They will be looking for smoke detectors, falls prevention and determining if any social services are needed. He clarified that CRT will not be providing medical care or responding to 911 calls, as this will strictly be a follow-up program that will attempt to reduce the number of future 911 calls. He stated that CRT has already been briefed and are excited to get started. There is an estimated program launch date of January 1, 2022.

Commissioner Quigley asked about the COVID-19 vaccination status of the CRT members, since they are not specifically providing health care. Chief Bakken advised that they are not providing medical care so are not covered under the state's vaccine mandate; however, since they will be going into people's homes, they should indeed be vaccinated.

**EXECUTIVE SESSION RCW 42.30.110(g) Personnel matter; started at 6:12 p.m.; 10 minutes**

**GOOD OF THE ORDER**

**Public Comment:** None

**With no further business Commissioner McIntosh moved to adjourn the meeting. The meeting was adjourned at 6:26 p.m.**

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Authority Secretary Renee Wassenaar

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Commissioner Kelley McIntosh

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Commissioner Paul Severson

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Commissioner Brooke Quigley

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Commissioner Daniel Kewish

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Commissioner Bob Miller



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**North Mason Regional Fire Authority (NMRFA)**

**Meeting Minutes**

**460 NE Old Belfair Hwy, Belfair WA**

**Telephone/Videoconference Option**

**11/16/2021**

**Present:** Commissioners Kelley McIntosh, Brooke Quigley, Paul Severson, Dan Kewish, Bob Miller; Executive Assistant Wassenaar; Chief Bakken; Assistant Chief Cooper

The meeting was held in-person with a telephone/videoconference option available.

**Absent:** None

**Guests:** Keegan Council, Alex Crosthwaite, Lea Sullivan, Kyle Severance, Ryan Jones

Meeting was called to order at 5:02 p.m. and opened with the Pledge of Allegiance.

**FINANCIALS**

A single financial voucher was presented for review.

**A motion was made by Commissioner Severson to approve payroll voucher under BIAS 211104001 in the amount of \$4,292.86. Commissioner Miller seconded the motion. Motion carried.**

**NEW BUSINESS**

**Badge Pinning/Graduation Celebration:** A badge-pinning ceremony was held to celebrate the graduation of student volunteers Keegan Council and Alex Crosthwaite from the Washington State Fire Academy.

**GOOD OF THE ORDER**

**Public Comment:** None

**With no further business Commissioner McIntosh moved to adjourn the meeting. The meeting was adjourned at 5:17 p.m.**

**BOARD FOR VOLUNTEER FIREFIGHTERS**

**Present:** Commissioner McIntosh, Assistant Chief Cooper, Executive Assistant Wassenaar, Volunteer Keegan Council

Meeting was called to order at 4:53 p.m.

An invoice in the amount of \$8.00 for volunteer injury/hospital services was presented for review and approval. **Assistant Chief Cooper moved to approve the invoice. Volunteer firefighter Council seconded the motion. The motion carried.**

A Report of Accident was submitted for review and acceptance. **Assistant Chief Cooper moved to approve the invoice. Volunteer firefighter Council seconded the motion. The motion carried.**

**With no further business Commissioner McIntosh adjourned the meeting 4:54 p.m.**

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Authority Secretary Renee Wassenaar

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Commissioner Kelley McIntosh

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Commissioner Paul Severson

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Commissioner Brooke Quigley

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Commissioner Daniel Kewish

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Commissioner Bob Miller



## 2021 BUDGET POSITION

North Mason Regional Fire Authority

Time: 11:52:32 Date: 12/10/2021

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### 001 General Expense Fund

Revenues	Amt Budgeted	December	YTD	Remaining		
<b>308 Beginning Balances</b>						
308 91 00 0000	Beginning Cash and Investments - General	0.00	0.00	930,000.00	(930,000.00)	0.0%
308 91 00 0001	Begining Cash and Investments - Petty/Revolving Acct	5,000.00	0.00	5,000.00	0.00	100.0%
308 91 00 0002	Beginning Cash and Investments - Contingency	0.00	0.00	1,401,444.63	(1,401,444.63)	0.0%
<b>308 Beginning Balances</b>		<b>5,000.00</b>	<b>0.00</b>	<b>2,336,444.63</b>	<b>(2,331,444.63)</b>	<b>*****%</b>
<b>310 Taxes</b>						
311 10 30 0000	NMRFA Fire Levy	2,435,563.00	0.00	2,471,459.32	(35,896.32)	101.5%
311 10 30 0001	NMRFA EMS Levy	915,520.00	0.00	854,145.67	61,374.33	93.3%
311 30 30 0000	Sale Of Tax Title Property	0.00	0.00	31.01	(31.01)	0.0%
311 30 30 0001	Sale Of Tax Title Property - EMS	0.00	0.00	10.98	(10.98)	0.0%
<b>310 Taxes</b>		<b>3,351,083.00</b>	<b>0.00</b>	<b>3,325,646.98</b>	<b>25,436.02</b>	<b>99.2%</b>
<b>330 Intergovernmental Revenues</b>						
331 93 30 0000	Federal Direct Grant From The Department Of Health And Human Services.	0.00	0.00	29,289.29	(29,289.29)	0.0%
331 97 30 8300	FEMA Assistance To FF	0.00	0.00	0.00	0.00	0.0%
332 92 31 0000	COVID-19 Non-Grant Assistance	0.00	0.00	0.00	0.00	0.0%
332 93 40 0000	GEMT - Ground Emergency Medical Trans	0.00	0.00	627,521.68	(627,521.68)	0.0%
334 02 30 0030	State Direct/Indirect Grant From Department Natural Resources	0.00	0.00	0.00	0.00	0.0%
334 04 90 0000	DOH EMS & Trauma Grant	1,300.00	0.00	1,260.00	40.00	96.9%
335 00 91 0000	PUD Privilege Tax	0.00	0.00	0.00	0.00	0.0%
337 00 00 0000	DNR PILT NAP/NRCA	0.00	0.00	0.00	0.00	0.0%
337 00 30 0001	Local Grants, Entitlements, Other Payments-Leashold Excise	0.00	0.00	1,231.10	(1,231.10)	0.0%
337 00 30 0002	Local Grants, Entitlements, Other Payments-Leashold EMS	0.00	0.00	435.82	(435.82)	0.0%
337 00 30 2000	Local Grants, Entitlements, Other Payments-Timber Exc Fire	20,000.00	0.00	14,747.38	5,252.62	73.7%
337 00 30 3000	Local Grants, Entitlements, Other Payments-Timber Exc EMS	0.00	0.00	9,383.74	(9,383.74)	0.0%
<b>330 Intergovernmental Revenues</b>		<b>21,300.00</b>	<b>0.00</b>	<b>683,869.01</b>	<b>(662,569.01)</b>	<b>*****%</b>
<b>340 Charges For Goods &amp; Services</b>						
341 43 30 0000	Budgeting and Accounting Svcs / Collection Fees	0.00	0.00	0.00	0.00	0.0%
341 70 32 0000	Sales of Non-Taxable Merchandise	0.00	0.00	1,232.00	(1,232.00)	0.0%
341 81 30 0000	Word Processing, Printing, Duplication Svcs	0.00	0.00	0.00	0.00	0.0%
342 21 30 0000	Contracts: Fire Marshall Reimbursement	10,000.00	0.00	5,911.41	4,088.59	59.1%
342 21 30 0001	Contracts: Mission Creek, Schools, Parks, Wildfire	80,000.00	0.00	85,080.06	(5,080.06)	106.4%
342 60 30 0000	Ambulance Services	530,000.00	0.00	525,279.90	4,720.10	99.1%

## 2021 BUDGET POSITION

North Mason Regional Fire Authority

Time: 11:52:32 Date: 12/10/2021

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### 001 General Expense Fund

Revenues	Amt Budgeted	December	YTD	Remaining
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#### 340 Charges For Goods & Services

340 Charges For Goods & Services	620,000.00	0.00	617,503.37	2,496.63	99.6%
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#### 360 Interest & Other Earnings

361 10 30 0000 Investment Interest	50,000.00	0.00	1,818.06	48,181.94	3.6%
361 40 00 0000 Other Interest Earnings Ems	0.00	0.00	160.85	(160.85)	0.0%
361 40 30 0000 Other Interest Earnings Fire	0.00	0.00	1.94	(1.94)	0.0%
361 40 30 1000 Leasehold Excise Tax Interest Fire	0.00	0.00	4.01	(4.01)	0.0%
361 40 30 2000 Leasehold Excise Tax Interest EMS	0.00	0.00	1.41	(1.41)	0.0%
362 40 00 0000 Space and Facilities Rentals Short Term	0.00	0.00	200.00	(200.00)	0.0%
362 50 00 0000 Space and Facilities Leases Long Term/DNR	0.00	0.00	2,118.14	(2,118.14)	0.0%
362 50 30 0000 Space and Facility Leases Long Term/DNR EMS	0.00	0.00	7,800.40	(7,800.40)	0.0%
367 00 00 0000 Gifts, Pledges, Grants from Private Sources	1,667.00	0.00	153.58	1,513.42	9.2%
369 91 00 0000 Other Miscellaneous Revenue	3,000.00	0.00	29,232.35	(26,232.35)	974.4%
369 91 30 1000 Other Fees (Training, Tuition)	5,000.00	0.00	3,464.95	1,535.05	69.3%
<b>360 Interest &amp; Other Earnings</b>	<b>59,667.00</b>	<b>0.00</b>	<b>44,955.69</b>	<b>14,711.31</b>	<b>75.3%</b>

#### 380 Non Revenues

389 10 30 0000 Non-Revenue Reimbursement	35,000.00	0.00	0.00	35,000.00	0.0%
389 30 00 0000 Refund Interest Paid Fire	0.00	0.00	(75.61)	75.61	0.0%
389 40 00 1000 Refund Interest Paid EMS	0.00	0.00	(27.91)	27.91	0.0%
389 90 00 0000 Other Adjustments Cancelled Warrants	0.00	0.00	0.00	0.00	0.0%
<b>380 Non Revenues</b>	<b>35,000.00</b>	<b>0.00</b>	<b>(103.52)</b>	<b>35,103.52</b>	<b>0.3%</b>

#### 390 Other Financing Sources

395 10 00 0000 DNR Timber Trust	40,000.00	0.00	0.00	40,000.00	0.0%
395 10 00 0001 DNR Timber Trust EMS	0.00	0.00	292,134.62	(292,134.62)	0.0%
395 10 00 0002 Sales Of Capital Assets/DNR Timber	15,000.00	0.00	0.00	15,000.00	0.0%
398 10 00 0000 Insurance Recoveries	14,500.00	0.00	61,444.68	(46,944.68)	423.8%
<b>390 Other Financing Sources</b>	<b>69,500.00</b>	<b>0.00</b>	<b>353,579.30</b>	<b>(284,079.30)</b>	<b>508.7%</b>

#### 397 Interfund Transfers

397 00 00 1000 Transfer In - Interfund / Expense	0.00	0.00	14,442.40	(14,442.40)	0.0%
397 00 00 1001 Transfer In - Interfund / Expense	0.00	0.00	909,420.11	(909,420.11)	0.0%
<b>397 Interfund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>923,862.51</b>	<b>(923,862.51)</b>	<b>0.0%</b>

<b>Fund Revenues:</b>	<b>4,161,550.00</b>	<b>0.00</b>	<b>8,285,757.97</b>	<b>(4,124,207.97)</b>	<b>199.1%</b>
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Expenditures	Amt Budgeted	December	YTD	Remaining
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#### 001 Bakken

522 45 31 1000 Admin Staff Training: OOS	10,000.00	0.00	371.89	9,628.11	3.7%
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## 2021 BUDGET POSITION

North Mason Regional Fire Authority

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### 001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
<b>001 Bakken</b>					
522 45 41 1000 Admin Staff Training: PS	0.00	1,252.77	2,312.94	(2,312.94)	0.0%
522 45 43 1000 Admin Staff Training: Travel	0.00	229.77	1,953.35	(1,953.35)	0.0%
522 45 49 1000 Admin Staff Training: Miscellaneous	0.00	0.00	361.14	(361.14)	0.0%
<b>001 Administration Training</b>	<b>10,000.00</b>	<b>1,482.54</b>	<b>4,999.32</b>	<b>5,000.68</b>	<b>50.0%</b>
589 00 00 1000 Ambulance Refunds: OSC	5,000.00	1,363.42	3,862.75	1,137.25	77.3%
<b>002 Ambulance Refunds</b>	<b>5,000.00</b>	<b>1,363.42</b>	<b>3,862.75</b>	<b>1,137.25</b>	<b>77.3%</b>
522 10 20 0010 Admin Staff- Labor and Industry Insurance	900,000.00	497.20	6,430.88	893,569.12	0.7%
522 10 20 0020 Admin Staff- Medicare	0.00	550.94	6,634.93	(6,634.93)	0.0%
522 10 20 0030 Admin Staff- WA State Retirement	0.00	2,738.00	34,515.58	(34,515.58)	0.0%
522 10 20 0040 Admin Staff- HRA, HI, DC, Disability	0.00	5,633.27	66,874.74	(66,874.74)	0.0%
522 10 20 0050 Paid Family/Medical Leave	0.00	0.00	0.00	0.00	0.0%
522 20 20 0010 Firefighter/EMT- Labor and Industry Insurance	0.00	3,500.95	54,688.80	(54,688.80)	0.0%
522 20 20 0020 Firefighter/EMT- Medicare	0.00	1,288.54	19,510.94	(19,510.94)	0.0%
522 20 20 0030 Firefighter/EMT- WA State Retirement	0.00	4,680.64	70,834.54	(70,834.54)	0.0%
522 20 20 0040 Firefighter/EMT- HRA, HI, DC, Disability	0.00	20,127.94	247,277.34	(247,277.34)	0.0%
522 20 20 0050 Firefighter/EMT- Paid Family/Medical Leave	0.00	0.00	0.00	0.00	0.0%
522 71 20 0010 Firefighter/paramedic- Labor and Industry Insurance	0.00	2,847.18	26,504.39	(26,504.39)	0.0%
522 71 20 0020 Firefighter/paramedic- Medicare	0.00	1,070.41	11,159.52	(11,159.52)	0.0%
522 71 20 0030 Firefighter/paramedic- Wa State Retirement	0.00	3,843.24	39,707.55	(39,707.55)	0.0%
522 71 20 0040 Firefighter/Paramedic- HRA, HI, DC, Disability	0.00	16,327.45	176,494.33	(176,494.33)	0.0%
<b>003 Benefits</b>	<b>900,000.00</b>	<b>63,105.76</b>	<b>760,633.54</b>	<b>139,366.46</b>	<b>84.5%</b>
522 11 10 0001 Commissioner Stipends	25,000.00	1,664.00	22,784.00	2,216.00	91.1%
522 11 20 0010 Labor and Industry Insurance	0.00	1.55	21.20	(21.20)	0.0%
522 11 20 0020 Social Security and Medicare	0.00	127.28	1,742.90	(1,742.90)	0.0%
522 45 31 2000 Commissioner Training: OOS	0.00	0.00	0.00	0.00	0.0%
522 45 41 2000 Commissioner Training: PS	0.00	0.00	420.00	(420.00)	0.0%
522 45 43 2000 Commissioner Training: Travel	0.00	518.77	518.77	(518.77)	0.0%
522 45 49 2000 Commissioner Training: Miscellaneous	0.00	0.00	0.00	0.00	0.0%
<b>004 Commissioners</b>	<b>25,000.00</b>	<b>2,311.60</b>	<b>25,486.87</b>	<b>(486.87)</b>	<b>101.9%</b>
522 10 31 1000 Computer Hardware: OOS	15,000.00	0.00	1,167.02	13,832.98	7.8%
522 10 31 2000 Computer Software: OOS	0.00	7,646.32	17,556.21	(17,556.21)	0.0%
522 10 41 1000 IT Support Service: PS	0.00	850.00	9,800.00	(9,800.00)	0.0%
<b>005 Computers</b>	<b>15,000.00</b>	<b>8,496.32</b>	<b>28,523.23</b>	<b>(13,523.23)</b>	<b>190.2%</b>
522 10 30 1000 Mason/Kitsap Elections: PS	0.00	0.00	1,801.10	(1,801.10)	0.0%
<b>006 Elections</b>	<b>0.00</b>	<b>0.00</b>	<b>1,801.10</b>	<b>(1,801.10)</b>	<b>0.0%</b>

## 2021 BUDGET POSITION

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### 001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
<b>001 Bakken</b>					
522 10 46 1000 Authority General Liability Insurance	72,000.00	0.00	64,602.00	7,398.00	89.7%
522 10 46 2000 Accident and Sickness Insurance	0.00	0.00	8,637.00	(8,637.00)	0.0%
007 Insurance	72,000.00	0.00	73,239.00	(1,239.00)	101.7%
522 20 20 2000 Retirement Medical Costs	7,000.00	885.08	6,185.87	814.13	88.4%
008 LEOFF 1 Retirement Costs	7,000.00	885.08	6,185.87	814.13	88.4%
522 10 41 2000 Legal Services: PS	2,500.00	0.00	1,300.00	1,200.00	52.0%
009 Legal Costs	2,500.00	0.00	1,300.00	1,200.00	52.0%
522 10 31 3000 Miscellaneous Expenes: OOS	10,000.00	395.20	8,045.33	1,954.67	80.5%
522 10 43 1000 Miscellaneous Expense: Admin Travel	0.00	0.00	0.00	0.00	0.0%
522 10 45 1000 Miscellaneous Expense: Operating Rentals & Leases	0.00	55.95	771.77	(771.77)	0.0%
522 10 48 1000 Miscellaneous Expense: Repairs & Maintenance	0.00	0.00	292.95	(292.95)	0.0%
522 20 35 1000 Miscellaneous Expense: Small Tools & Minor Equipment	0.00	0.00	0.00	0.00	0.0%
010 Misc Expenses	10,000.00	451.15	9,110.05	889.95	91.1%
522 10 49 1000 Memberships and Subscriptions: PS	12,000.00	571.20	9,001.09	2,998.91	75.0%
522 10 49 2000 Miscellaneous: PS	0.00	4,683.86	22,119.24	(22,119.24)	0.0%
011 Professional Services	12,000.00	5,255.06	31,120.33	(19,120.33)	259.3%
522 10 10 0001 Admin Staff Salaries and Wages	2,400,000.00	37,995.45	457,583.36	1,942,416.64	19.1%
522 10 10 9999 Payroll Clearing	0.00	0.00	0.00	0.00	0.0%
522 20 10 0001 Firefighter/EMT Staff Salaries	0.00	90,315.73	1,320,239.61	(1,320,239.61)	0.0%
522 20 10 3000 Firefighter OT	0.00	1,075.44	58,778.53	(58,778.53)	0.0%
522 71 10 0001 Firefighter/paramedic Staff Salaries	0.00	71,294.71	736,184.42	(736,184.42)	0.0%
589 99 00 0000 Payroll Benefits Clearing	0.00	0.00	(79.95)	79.95	0.0%
012 Salaries	2,400,000.00	200,681.33	2,572,705.97	(172,705.97)	107.2%
522 10 31 5000 QRT Supplies	0.00	0.00	0.00	0.00	0.0%
522 10 49 4000 QRT Services	0.00	0.00	203,900.58	(203,900.58)	0.0%
013 Quick Response Team	0.00	0.00	203,900.58	(203,900.58)	0.0%
<b>001 Bakken</b>	<b>3,458,500.00</b>	<b>284,032.26</b>	<b>3,722,868.61</b>	<b>(264,368.61)</b>	<b>107.6%</b>
<b>002 Cleveland</b>					
522 20 31 1000 Station Amenities	4,000.00	363.01	708.02	3,291.98	17.7%
001 Amenities	4,000.00	363.01	708.02	3,291.98	17.7%
522 20 35 0010 Fire	20,700.00	0.00	0.00	20,700.00	0.0%
522 20 35 0020 Small Engine Equipment	0.00	31.45	941.61	(941.61)	0.0%
522 20 35 0030 Appliances and Nozzles	0.00	0.00	11,517.33	(11,517.33)	0.0%
522 20 35 0040 Extrication Equipment	0.00	0.00	0.00	0.00	0.0%

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### 001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
002 Cleveland					
522 20 35 0050 Hand Tools	0.00	21.69	4,832.30	(4,832.30)	0.0%
522 20 35 0060 Hand Held Equipment	0.00	0.00	5,327.85	(5,327.85)	0.0%
522 20 35 0070 Ladders	0.00	293.43	1,998.89	(1,998.89)	0.0%
522 20 35 0090 Miscellaneous Items	0.00	29.37	7,855.64	(7,855.64)	0.0%
522 20 48 0080 Repairs & Maintenance: Repairs & Maintenance	0.00	211.58	4,500.84	(4,500.84)	0.0%
<b>002 Equipment Replacement</b>	<b>20,700.00</b>	<b>587.52</b>	<b>36,974.46</b>	<b>(16,274.46)</b>	<b>178.6%</b>
522 50 48 0001 Hose Testing	12,000.00	0.00	12,334.00	(334.00)	102.8%
522 50 48 0002 Ladder Testing	0.00	0.00	0.00	0.00	0.0%
522 50 48 0003 Extinguisher Testing	0.00	0.00	231.81	(231.81)	0.0%
<b>003 Equipment Testing</b>	<b>12,000.00</b>	<b>0.00</b>	<b>12,565.81</b>	<b>(565.81)</b>	<b>104.7%</b>
522 20 35 0110 SCBA Upgrades	0.00	0.00	0.00	0.00	0.0%
522 20 35 0200 Fire Equipment Reserve	235,784.51	3,043.06	12,528.38	223,256.13	5.3%
<b>004 Equipment Reserve</b>	<b>235,784.51</b>	<b>3,043.06</b>	<b>12,528.38</b>	<b>223,256.13</b>	<b>5.3%</b>
522 45 31 0006 ORV Training Supplies	1,500.00	0.00	0.00	1,500.00	0.0%
522 45 41 0007 ORV Training Services	0.00	0.00	0.00	0.00	0.0%
522 50 48 1000 ORV Repair and Maintenance	0.00	0.00	107.40	(107.40)	0.0%
<b>005 ORV</b>	<b>1,500.00</b>	<b>0.00</b>	<b>107.40</b>	<b>1,392.60</b>	<b>7.2%</b>
522 20 35 2000 Radio & Radio Equipment Purchasing	12,000.00	0.00	13,770.88	(1,770.88)	114.8%
522 20 41 3000 Radio Install/Work and Professional Services	0.00	0.00	0.00	0.00	0.0%
522 20 48 3000 Radio Repairs & Maintenance	0.00	0.00	1,926.95	(1,926.95)	0.0%
<b>006 Radios</b>	<b>12,000.00</b>	<b>0.00</b>	<b>15,697.83</b>	<b>(3,697.83)</b>	<b>130.8%</b>
522 20 41 0002 Air Analysis	0.00	0.00	464.51	(464.51)	0.0%
522 20 48 0003 Flow Testing	0.00	368.91	3,938.57	(3,938.57)	0.0%
522 20 48 0004 Compressor Service & Repairs	10,000.00	0.00	466.62	9,533.38	4.7%
522 20 48 0005 Cylinder Repair	0.00	0.00	0.00	0.00	0.0%
522 20 48 0006 SCBA Pack Repair	0.00	0.00	0.00	0.00	0.0%
522 20 48 0007 SCBA Mask Repair	0.00	0.00	1,176.68	(1,176.68)	0.0%
<b>007 SCBA</b>	<b>10,000.00</b>	<b>368.91</b>	<b>6,046.38</b>	<b>3,953.62</b>	<b>60.5%</b>
522 21 49 0001 Student Firefighter Stipend	30,000.00	0.00	0.00	30,000.00	0.0%
522 21 49 0002 Student Firefighter Program: OOS	0.00	2,260.65	30,024.09	(30,024.09)	0.0%
<b>008 Student FF</b>	<b>30,000.00</b>	<b>2,260.65</b>	<b>30,024.09</b>	<b>(24.09)</b>	<b>100.1%</b>
522 10 31 0514 Station Supplies: OOS	8,000.00	575.21	7,173.47	826.53	89.7%
522 10 35 0516 Small Tools & Minor Equipment: (Station Supplies)	0.00	0.00	764.38	(764.38)	0.0%
522 10 49 0519 Station Supplies: Miscellaneous	0.00	596.85	1,782.31	(1,782.31)	0.0%
<b>009 Station Supplies</b>	<b>8,000.00</b>	<b>1,172.06</b>	<b>9,720.16</b>	<b>(1,720.16)</b>	<b>121.5%</b>
522 20 31 0005 Wildland Programs: OOS	15,000.00	0.00	10,191.42	4,808.58	67.9%
522 20 48 5000 Wildland Equipment Replacement	0.00	0.00	1,165.70	(1,165.70)	0.0%
522 60 48 8000 Brush Truck Repair	0.00	0.00	0.00	0.00	0.0%

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### 001 General Expense Fund

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<b>002 Cleveland</b>					
010 Wildland	15,000.00	0.00	11,357.12	3,642.88	75.7%
<b>002 Cleveland</b>	<b>348,984.51</b>	<b>7,795.21</b>	<b>135,729.65</b>	<b>213,254.86</b>	<b>38.9%</b>
<b>003 Cooper</b>					
522 45 31 3000 Fire Academy: OOS	0.00	16,579.26	52,036.77	(52,036.77)	0.0%
522 45 41 3000 Fire Academy: PS	30,000.00	0.00	0.00	30,000.00	0.0%
522 45 49 3000 Fire Academy: Miscellaneous	0.00	0.00	48.45	(48.45)	0.0%
<b>001 Fire Academy</b>	<b>30,000.00</b>	<b>16,579.26</b>	<b>52,085.22</b>	<b>(22,085.22)</b>	<b>173.6%</b>
522 10 31 4000 Awards & Recognition: OOS	850.00	150.98	1,626.49	(776.49)	191.4%
522 10 49 3000 Awards & Recognition & Code 13: Miscellaneous	0.00	2.99	142.58	(142.58)	0.0%
<b>002 Awards &amp; Recognition</b>	<b>850.00</b>	<b>153.97</b>	<b>1,769.07</b>	<b>(919.07)</b>	<b>208.1%</b>
522 50 31 0100 Building Maintenance: OOS	10,000.00	0.00	0.00	10,000.00	0.0%
522 50 41 0200 Building Maintenance: PS	0.00	913.08	8,398.42	(8,398.42)	0.0%
522 50 48 0300 Buildings Maintenance: Repair & Maintenance	0.00	2,189.83	6,672.74	(6,672.74)	0.0%
522 50 49 0385 Building Maintenance: Miscellaneous	0.00	0.00	555.95	(555.95)	0.0%
<b>003 Building Maintenance</b>	<b>10,000.00</b>	<b>3,102.91</b>	<b>15,627.11</b>	<b>(5,627.11)</b>	<b>156.3%</b>
522 20 40 0015 Macecom Dispatching Service: PS	31,000.00	0.00	33,223.20	(2,223.20)	107.2%
<b>004 Dispatch</b>	<b>31,000.00</b>	<b>0.00</b>	<b>33,223.20</b>	<b>(2,223.20)</b>	<b>107.2%</b>
522 71 41 6000 Employee Assistance Plan: PS	0.00	0.00	0.00	0.00	0.0%
<b>005 Employee Assistance Plan (EAP)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
522 45 31 0004 Career Staff Education Training: OOS	15,000.00	0.00	1,144.82	13,855.18	7.6%
522 45 41 0004 Career Staff Education Training: PS	0.00	2,390.92	10,835.54	(10,835.54)	0.0%
522 45 43 0003 Career Staff Education Training: Travel	0.00	0.00	129.66	(129.66)	0.0%
522 45 49 0004 Career Staff Education Training: Miscellaneous	0.00	0.00	318.56	(318.56)	0.0%
<b>006 Career Staff Education</b>	<b>15,000.00</b>	<b>2,390.92</b>	<b>12,428.58</b>	<b>2,571.42</b>	<b>82.9%</b>
522 41 31 0000 Training External - Supplies (Training)	35,000.00	0.00	10,630.25	24,369.75	30.4%
522 41 35 0000 Training External - Small Tools Minor Equipment (Training)	0.00	0.00	0.00	0.00	0.0%
522 41 41 0000 Training External - Services (Training)	0.00	0.00	347.00	(347.00)	0.0%
522 41 49 0000 Training External - Miscellaneous (Training)	0.00	0.00	195.00	(195.00)	0.0%
522 45 31 0001 Office & Operating Supplies: Fire (Training)	0.00	0.00	1,190.96	(1,190.96)	0.0%
522 45 35 0001 Small Tools and Minor Equipment: Fire (Training)	0.00	0.00	352.46	(352.46)	0.0%
522 45 41 0001 Fire (Training): PS	0.00	4,405.88	11,926.60	(11,926.60)	0.0%

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**001 General Expense Fund**

Expenditures	Amt Budgeted	December	YTD	Remaining		
<b>003 Cooper</b>						
522 45 42 0001	Communications: (Fire Training)	0.00	0.00	0.00	0.00	0.0%
522 45 43 0001	Fire Training : Travel	0.00	0.00	0.00	0.00	0.0%
522 45 49 0001	Miscellaneous: (Fire Training)	0.00	0.00	4,942.39	(4,942.39)	0.0%
522 74 31 0053	EMS (Training): OOS	0.00	0.00	547.29	(547.29)	0.0%
522 74 35 0388	Small Tools & Minor Equipment: EMS (Training)	0.00	0.00	0.00	0.00	0.0%
522 74 41 0054	EMS (Training): PS	0.00	0.00	11,519.75	(11,519.75)	0.0%
522 74 43 0104	EMS (Training): Travel	0.00	0.00	0.00	0.00	0.0%
522 74 49 0389	EMS (Training): Miscellaneous	0.00	0.00	0.00	0.00	0.0%
<b>008 Training</b>		<b>35,000.00</b>	<b>4,405.88</b>	<b>41,651.70</b>	<b>(6,651.70)</b>	<b>119.0%</b>
522 10 42 1000	Station 21 Telephone & Internet	0.00	1,387.01	16,706.13	(16,706.13)	0.0%
522 10 42 2000	Station 27 Telephone & Internet	0.00	295.53	4,025.49	(4,025.49)	0.0%
522 10 42 3000	Station 24 Telephone & Fire Alarm	0.00	161.33	2,106.38	(2,106.38)	0.0%
522 10 42 4000	Station 81 Telephone & Internet	0.00	247.87	3,189.95	(3,189.95)	0.0%
522 10 47 1000	Station 21 & 21-2 Utilities (Power, Water, Cable, Gas)	60,000.00	1,788.20	19,571.90	40,428.10	32.6%
522 10 47 1100	Station 83 Utilities (Power)	0.00	53.62	1,031.22	(1,031.22)	0.0%
522 10 47 2000	Station 22 Utilities (Power)	0.00	140.46	1,622.06	(1,622.06)	0.0%
522 10 47 3000	Station 23 Utilities (Power, Water)	0.00	232.90	2,545.31	(2,545.31)	0.0%
522 10 47 4000	Station 24 Utilities (Power, Water)	0.00	153.90	2,328.26	(2,328.26)	0.0%
522 10 47 5000	Station 25 Utilities (Power)	0.00	43.79	606.14	(606.14)	0.0%
522 10 47 6000	Station 27 Utilities (Power, Water, Cable, Propane)	0.00	393.08	5,748.55	(5,748.55)	0.0%
522 10 47 8000	Station 81 Utilities (Power, Water, Cable, Propane)	0.00	1,315.90	5,891.38	(5,891.38)	0.0%
522 10 47 9000	Station 82 Utilities (Power, Water)	0.00	106.88	1,152.94	(1,152.94)	0.0%
<b>009 Utilities</b>		<b>60,000.00</b>	<b>6,320.47</b>	<b>66,525.71</b>	<b>(6,525.71)</b>	<b>110.9%</b>
522 20 32 0010	Vehicle Fuel Consumed	35,000.00	3,590.76	44,685.87	(9,685.87)	127.7%
<b>010 Vehicle Fuel</b>		<b>35,000.00</b>	<b>3,590.76</b>	<b>44,685.87</b>	<b>(9,685.87)</b>	<b>127.7%</b>
522 60 31 0457	Vehicle Preventative Maintenance Parts: OOS	32,000.00	0.00	8,637.85	23,362.15	27.0%
522 60 48 1000	Fire Engine Preventative Maintenance	0.00	0.00	12,824.12	(12,824.12)	0.0%
522 60 48 2000	Tender Preventative Maintenance	0.00	0.00	4,214.70	(4,214.70)	0.0%
522 60 48 3000	Brush Truck Preventative Maintenance	0.00	0.00	298.79	(298.79)	0.0%
522 60 48 4000	Staff Car Preventative Maintenance	0.00	0.00	804.52	(804.52)	0.0%
522 60 48 5000	Generator Preventative Maintenance	0.00	2,270.76	2,270.76	(2,270.76)	0.0%
522 76 48 1000	Aid/Medic Unit Preventative Maintenance	0.00	0.00	1,504.16	(1,504.16)	0.0%
<b>011 Vehicle Preventative Maintenance</b>		<b>32,000.00</b>	<b>2,270.76</b>	<b>30,554.90</b>	<b>1,445.10</b>	<b>95.5%</b>
522 60 31 0144	Vehicle Repairs: OOS	65,000.00	12.10	45,398.11	19,601.89	69.8%
522 60 35 0384	Small Tools and Minor Equipment: (Vehicle Repairs)	0.00	84.76	1,452.65	(1,452.65)	0.0%
522 60 48 6000	Vehicle Repairs and Maintenance- Labor	0.00	820.72	31,996.22	(31,996.22)	0.0%

## 2021 BUDGET POSITION

North Mason Regional Fire Authority

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### 001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
<b>003 Cooper</b>					
522 60 48 7000 Tire and Wheel Repair & Maint. (D8 Engines)	0.00	0.00	3,259.19	(3,259.19)	0.0%
522 76 31 0451 Small Tools and Minor Equipment: (Vehicle Repairs)	0.00	0.00	657.86	(657.86)	0.0%
522 76 48 0452 Small Tools and Minor Equipment: (Vehicle Repairs)	0.00	114.44	2,508.51	(2,508.51)	0.0%
<b>012 Vehicle Repair</b>	<b>65,000.00</b>	<b>1,032.02</b>	<b>85,272.54</b>	<b>(20,272.54)</b>	<b>131.2%</b>
522 21 20 0020 Social Security and Medicare	0.00	0.00	0.00	0.00	0.0%
522 22 20 0020 Social Security and Medicare	0.00	0.00	1.91	(1.91)	0.0%
522 22 49 0002 Volunteer Personnel Stipends	15,000.00	1,550.16	23,728.33	(8,728.33)	158.2%
<b>013 Volunteer Stipends</b>	<b>15,000.00</b>	<b>1,550.16</b>	<b>23,730.24</b>	<b>(8,730.24)</b>	<b>158.2%</b>
522 71 41 1000 Infectious Disease Compliance: PS	5,000.00	0.00	0.00	5,000.00	0.0%
522 71 41 2000 LEOFF2 Physicals: PS	0.00	0.00	1,556.00	(1,556.00)	0.0%
522 71 41 3000 BVFF Physicals: PS	0.00	142.00	408.00	(408.00)	0.0%
522 71 41 4000 CPAT Testing: PS	0.00	0.00	145.00	(145.00)	0.0%
522 71 41 5000 Respiratory Questionnaire	0.00	0.00	0.00	0.00	0.0%
<b>014 WAC</b>	<b>5,000.00</b>	<b>142.00</b>	<b>2,109.00</b>	<b>2,891.00</b>	<b>42.2%</b>
<b>003 Cooper</b>	<b>333,850.00</b>	<b>41,539.11</b>	<b>409,663.14</b>	<b>(75,813.14)</b>	<b>122.7%</b>
<b>004 Ehresman</b>					
522 77 41 0030 GEMT Intergovernmental Transfer Fee	0.00	0.00	0.00	0.00	0.0%
522 77 41 0038 Ambulance Billing Fee: PS	25,000.00	2,508.60	21,629.69	3,370.31	86.5%
<b>001 Ambulance Billing</b>	<b>25,000.00</b>	<b>2,508.60</b>	<b>21,629.69</b>	<b>3,370.31</b>	<b>86.5%</b>
522 20 31 7000 CRT Equipment and Supplies: OOS	3,000.00	0.00	0.00	3,000.00	0.0%
522 20 31 8000 CRT Uniforms	0.00	0.00	245.37	(245.37)	0.0%
522 45 31 4000 CRT Training (Ongoing Training): OOS	0.00	0.00	0.00	0.00	0.0%
522 45 31 5000 CRT Training Supplies (New Class): OOS	0.00	0.00	0.00	0.00	0.0%
<b>002 CRT</b>	<b>3,000.00</b>	<b>0.00</b>	<b>245.37</b>	<b>2,754.63</b>	<b>8.2%</b>
522 71 41 7000 MPD/QA (Hoffman): PS	8,000.00	0.00	7,300.00	700.00	91.3%
522 72 31 1000 EMS Supplies: OOS	50,000.00	7,765.54	77,195.31	(27,195.31)	154.4%
522 72 35 1000 Ems Equipment and Tools	15,000.00	0.00	3,373.63	11,626.37	22.5%
522 72 35 2000 Gurney Purchasing	0.00	0.00	0.00	0.00	0.0%
522 72 35 3000 Zoll Monitor Purchase	0.00	0.00	0.00	0.00	0.0%
522 72 41 1000 ESO/ERS Database And Reporting: PS	0.00	3,490.40	6,980.80	(6,980.80)	0.0%
522 72 41 2000 Gurney Repair and Maintenance: PS	0.00	0.00	0.00	0.00	0.0%
522 72 48 1000 Ems Equipment Repair and Maintenance	0.00	32.42	111.47	(111.47)	0.0%
522 72 48 2000 EKG Monitor Repair and Maintenance	0.00	0.00	976.13	(976.13)	0.0%
<b>003 EMS</b>	<b>73,000.00</b>	<b>11,288.36</b>	<b>95,937.34</b>	<b>(22,937.34)</b>	<b>131.4%</b>



## 2021 BUDGET POSITION

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### 001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
<b>004 Ehresman</b>					
522 20 31 9000 Wellness Supplies	10,000.00	0.00	0.00	10,000.00	0.0%
522 20 35 0100 Wellness Equipment	0.00	0.00	0.00	0.00	0.0%
522 20 48 4000 Wellness Equipment Repairs & Maintenance	0.00	0.00	530.94	(530.94)	0.0%
004 Wellness	10,000.00	0.00	530.94	9,469.06	5.3%
004 Ehresman	111,000.00	13,796.96	118,343.34	(7,343.34)	106.6%
<b>005 Emergency Prevention Specialist</b>					
522 10 49 0003 Department Dinner: Miscellaneous	0.00	0.00	0.00	0.00	0.0%
522 30 31 1000 Community Outreach Program: OOS	10,000.00	26.22	9,140.96	859.04	91.4%
522 30 41 2000 Community Outreach Program: PS	0.00	505.13	555.13	(555.13)	0.0%
522 45 31 0007 Community Outreach Program Training: OOS	0.00	0.00	837.70	(837.70)	0.0%
522 45 43 0005 Community Outreach Program Training: Travel	0.00	0.00	698.01	(698.01)	0.0%
522 45 49 0003 Community Outreach Program Training: Miscellaneous	0.00	0.00	1,270.90	(1,270.90)	0.0%
001 Community Outreach Program (COP)	10,000.00	531.35	12,502.70	(2,502.70)	125.0%
522 10 31 0001 Department Dinner: OOS	6,000.00	0.00	0.00	6,000.00	0.0%
522 10 41 0002 Department Dinner: PS	0.00	0.00	35.33	(35.33)	0.0%
002 Department Dinner	6,000.00	0.00	35.33	5,964.67	0.6%
522 45 41 0002 Fire Marshall Training (Reimbursable)	0.00	0.00	0.00	0.00	0.0%
003 Fire Marshall Training	0.00	0.00	0.00	0.00	0.0%
522 30 31 3000 Community Newsletter: OOS	6,000.00	0.00	3,802.41	2,197.59	63.4%
522 30 41 4000 Community Newsletter: PS	0.00	2,250.00	2,250.00	(2,250.00)	0.0%
004 Newsletter	6,000.00	2,250.00	6,052.41	(52.41)	100.9%
005 Emergency Prevention Specialist	22,000.00	2,781.35	18,590.44	3,409.56	84.5%
<b>006 McCormick</b>					
522 10 44 1000 Advertising: (Legal Advertisements/Subscriptions)	2,000.00	0.00	180.00	1,820.00	9.0%
001 Advertising	2,000.00	0.00	180.00	1,820.00	9.0%
522 10 31 0100 Office & Operating Supplies	6,000.00	233.41	3,872.79	2,127.21	64.5%
002 Office Supplies	6,000.00	233.41	3,872.79	2,127.21	64.5%
522 10 42 0001 Postage: OOS	2,500.00	61.85	2,206.17	293.83	88.2%
003 Postage	2,500.00	61.85	2,206.17	293.83	88.2%
522 20 20 0070 Volunteer Pension and Disability	2,500.00	30.00	1,650.00	850.00	66.0%
004 Volunteer Pension and Disability	2,500.00	30.00	1,650.00	850.00	66.0%

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### 001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
<b>006 McCormick</b>					
006 McCormick	13,000.00	325.26	7,908.96	5,091.04	60.8%
<b>007 Reese</b>					
522 20 31 3000 Personal Protective Equipment (PPE): OOS- Full Sets	28,000.00	499.08	14,647.25	13,352.75	52.3%
522 20 31 4000 PPE- Bunker Boot Reimbursement	0.00	0.00	390.17	(390.17)	0.0%
522 20 31 5000 Miscellaneous PPE Purchasing	0.00	274.07	7,293.92	(7,293.92)	0.0%
522 20 48 1000 PPE Repair and Maintenance	0.00	89.74	1,019.47	(1,019.47)	0.0%
001 PPE	28,000.00	862.89	23,350.81	4,649.19	83.4%
522 20 31 6000 Safety Committee Equipment: OOS	7,000.00	0.00	3,154.94	3,845.06	45.1%
522 20 41 2000 Safety Professional Services: PS	0.00	314.79	1,749.35	(1,749.35)	0.0%
522 20 48 2000 Safety Repairs and Maintenance	0.00	0.00	0.00	0.00	0.0%
002 Safety	7,000.00	314.79	4,904.29	2,095.71	70.1%
522 20 20 3000 Class A Uniforms: PB	0.00	61.64	1,924.02	(1,924.02)	0.0%
522 20 20 4000 Class B Uniforms: PB	20,000.00	527.91	7,564.14	12,435.86	37.8%
522 20 31 2000 Miscellaneous Uniforms: OOS	0.00	13.02	7,309.88	(7,309.88)	0.0%
522 20 41 1000 Uniform Repairs and Alterations: PS	0.00	0.00	0.00	0.00	0.0%
003 Uniforms	20,000.00	602.57	16,798.04	3,201.96	84.0%
<b>007 Reese</b>	<b>55,000.00</b>	<b>1,780.25</b>	<b>45,053.14</b>	<b>9,946.86</b>	<b>81.9%</b>
<b>520 Fire Control</b>					
514 20 50 0000 Financial & Record Services - Intergovernmental Services & Taxes	0.00	0.00	0.00	0.00	0.0%
520 Fire Control	0.00	0.00	0.00	0.00	0.0%
<b>522 Fire Control</b>					
522 10 47 7000 Station 21 New Headquarters (Power)	0.00	182.92	807.52	(807.52)	0.0%
522 10 49 5000 AFG Grant: Mental Health Services	0.00	0.00	8,333.33	(8,333.33)	0.0%
522 72 31 1001 EMS Supplies: AED Purchase NMSD	0.00	0.00	18,620.81	(18,620.81)	0.0%
522 Fire Control	0.00	182.92	27,761.66	(27,761.66)	0.0%
<b>580 Non Expenditures</b>					
589 00 00 0000 Emergency Contingency	500,140.62	0.00	0.00	500,140.62	0.0%
589 40 50 0000 Other Non-Expenditures - Intergovernmental Services & Taxes	0.00	0.00	0.00	0.00	0.0%
580 Non Expenditures	500,140.62	0.00	0.00	500,140.62	0.0%

## 2021 BUDGET POSITION

North Mason Regional Fire Authority

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001 General Expense Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
594 Capital Expenditures					
594 22 63 1000 NM Emergency Management Complex	0.00	0.00	7,691.58	(7,691.58)	0.0%
594 22 63 2000 Tahuya Station - Phase 1	25,000.00	0.00	7,236.49	17,763.51	28.9%
594 22 63 3000 S&P Bond Credit Rating	0.00	0.00	0.00	0.00	0.0%
594 22 63 4000 Capital Expenditures/Expenses - PS (Hill International)	0.00	0.00	16,645.00	(16,645.00)	0.0%
594 22 64 1000 Brush Truck Purchase	0.00	0.00	0.00	0.00	0.0%
594 22 64 2000 Medic Unit Purchase	0.00	0.00	3,188.67	(3,188.67)	0.0%
594 22 64 3000 Capital Machinery and Equipment	0.00	0.00	32,302.30	(32,302.30)	0.0%
594 22 64 4000 Fire Engine Purchase	0.00	1,211.73	573,690.24	(573,690.24)	0.0%
594 22 64 5000 Command Vehicle Purchase - Chief	0.00	2,725.00	55,289.66	(55,289.66)	0.0%
594 Capital Expenditures	25,000.00	3,936.73	696,043.94	(671,043.94)	*****%
597 Interfund Transfers					
597 00 00 0000 Transfers-Out - Other Costs Allocations-Expense	0.00	0.00	7,809.91	(7,809.91)	0.0%
597 Interfund Transfers	0.00	0.00	7,809.91	(7,809.91)	0.0%
<b>Fund Expenditures:</b>	<b>4,867,475.13</b>	<b>356,170.05</b>	<b>5,189,772.79</b>	<b>(322,297.66)</b>	<b>106.6%</b>
<b>Fund Excess/(Deficit):</b>	<b>(705,925.13)</b>	<b>(356,170.05)</b>	<b>3,095,985.18</b>		

## 2021 BUDGET POSITION

North Mason Regional Fire Authority

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### 200 Construction Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances					
308 31 00 2000 Beginning Balance - Construction	0.00	0.00	10,042,396.27	(10,042,396.27)	0.0%
308 Beginning Balances	0.00	0.00	10,042,396.27	(10,042,396.27)	0.0%
360 Interest & Other Earnings					
361 10 30 0001 Investment Interest - Const.	0.00	0.00	8,238.52	(8,238.52)	0.0%
361 19 30 0000 Investment Service Fees (Treasurer Charges)	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	8,238.52	(8,238.52)	0.0%
390 Other Financing Sources					
391 90 30 0000 General Obligation Bond Proceeds - Const.	0.00	0.00	0.00	0.00	0.0%
392 00 30 0000 Original Issue Premium (Discount) - Const.	0.00	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>10,050,634.79</b>	<b>(10,050,634.79)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	December	YTD	Remaining	
591 Debt Service - Principal Repayment					
592 22 80 0001 Interest And Other Debt Service Costs - Intergovernmental Services & Taxes - Const.	0.00	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.00	0.0%
594 Capital Expenditures					
594 22 63 1002 NM Emergency Management Complex - Construction	0.00	986,229.44	6,077,813.81	(6,077,813.81)	0.0%
594 22 63 4002 Capital Expenditures - PS (Hill International) - Const.	0.00	0.00	54,177.19	(54,177.19)	0.0%
596 22 70 0000 - Intergovernmental Services & Taxes - Const.	0.00	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	986,229.44	6,131,991.00	(6,131,991.00)	0.0%
597 Interfund Transfers					
597 00 00 2000 Transfers-Out - Other Costs Allocations-Construction	0.00	0.00	909,420.11	(909,420.11)	0.0%
597 Interfund Transfers	0.00	0.00	909,420.11	(909,420.11)	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>986,229.44</b>	<b>7,041,411.11</b>	<b>(7,041,411.11)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>(986,229.44)</b>	<b>3,009,223.68</b>		

## 2021 BUDGET POSITION

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### 300 Bond Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
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#### 308 Beginning Balances

308 31 00 3000	Beginning Balance - Bond	0.00	0.00	5,253.01	(5,253.01)	0.0%
308 Beginning Balances		0.00	0.00	5,253.01	(5,253.01)	0.0%

#### 310 Taxes

311 10 30 0002	Real & Personal Property Taxes - Bond	0.00	0.00	515,537.20	(515,537.20)	0.0%
311 30 30 0002	Sale Of Tax Title Property - Bond	0.00	0.00	6.79	(6.79)	0.0%
310 Taxes		0.00	0.00	515,543.99	(515,543.99)	0.0%

#### 330 Intergovernmental Revenues

337 00 30 4000	Local Grants, Entitlements, Other Payments-Timber Exc Bond	0.00	0.00	5,803.95	(5,803.95)	0.0%
330 Intergovernmental Revenues		0.00	0.00	5,803.95	(5,803.95)	0.0%

#### 360 Interest & Other Earnings

361 40 30 0001	Other Interest Earnings Bond	0.00	0.00	0.00	0.00	0.0%
362 50 00 0001	Space And Facilities Leases Long-term/DNR Bond	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings		0.00	0.00	0.00	0.00	0.0%

#### 380 Non Revenues

389 40 00 0001	Refund Interest Paid Bond	0.00	0.00	(4.38)	4.38	0.0%
380 Non Revenues		0.00	0.00	(4.38)	4.38	0.0%

#### 397 Interfund Transfers

397 00 00 0000	Transfer In - Interfund / Bond	0.00	0.00	7,809.91	(7,809.91)	0.0%
397 Interfund Transfers		0.00	0.00	7,809.91	(7,809.91)	0.0%

<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>534,406.48</b>	<b>(534,406.48)</b>	<b>0.0%</b>
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Expenditures	Amt Budgeted	December	YTD	Remaining	
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#### 580 Non Expenditures

592 22 80 0000	Other Non-Expenditures - Intergovernmental Services & Taxes - Bond	0.00	0.00	281,600.03	(281,600.03)	0.0%
580 Non Expenditures		0.00	0.00	281,600.03	(281,600.03)	0.0%

#### 591 Debt Service - Principal Repayment

591 22 70 0000	Redemption Of Long Term Debt - Debt Service: Principal - Bond	0.00	0.00	235,000.00	(235,000.00)	0.0%
591 Debt Service - Principal Repayment		0.00	0.00	235,000.00	(235,000.00)	0.0%

#### 597 Interfund Transfers

## 2021 BUDGET POSITION

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300 Bond Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
597 Interfund Transfers					
597 00 00 1000 Transfers-Out - Other Costs Allocations - Bond	0.00	0.00	14,442.40	(14,442.40)	0.0%
597 Interfund Transfers	0.00	0.00	14,442.40	(14,442.40)	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>531,042.43</b>	<b>(531,042.43)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>3,364.05</b>		

## 2021 BUDGET POSITION TOTALS

North Mason Regional Fire Authority

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Fund	Revenue	December	Received		Expenditures	December	Spent	
001 General Expense Fund	4,161,550.00	0.00	8,285,757.97	199.1%	4,867,475.13	356,170.05	5,189,772.79	106.6%
200 Construction Fund	0.00	0.00	10,050,634.79	0.0%	0.00	986,229.44	7,041,411.11	0.0%
300 Bond Fund	0.00	0.00	534,406.48	0.0%	0.00	0.00	531,042.43	0.0%
	4,161,550.00	0.00	18,870,799.24	453.5%	4,867,475.13	1,342,399.49	12,762,226.33	262.2%

## VOUCHER APPROVALS

North Mason Regional Fire Authority

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
211201001	COLUMBIA BANK - DIRECT DEP	1489	12/31/2021	Payroll	1	131,070.36	December Payroll Direct Deposit	COL002
211201003	DCP - WA STATE DEFERRED COMP	1491	12/31/2021	Payroll	1	11,326.17	Pay Cycle(s) 12/30/2021 To 12/30/2021 - DC-CAPT; Pay Cycle(s) 12/30/2021 To 12/30/2021 - DC-DCP	STA175
211201005	DIMARTINO/FORTIS INS CO	1493	12/31/2021	Payroll	1	835.98	Pay Cycle(s) 12/30/2021 To 12/30/2021 - DISABILITY	DIM100
211201006	EMPLOYMENT SECURITY DEPT - PFML	1494	12/31/2021	Payroll	1	501.03	Pay Cycle(s) 12/30/2021 To 12/30/2021 - PFML	EMP001
211201007	IAFF LOCAL 3876	1495	12/31/2021	Payroll	1	2,529.45	Pay Cycle(s) 12/30/2021 To 12/30/2021 - DUES	IAF110
211201008	LEOFF SYS - P/2	1496	12/31/2021	Payroll	1	25,405.11	Pay Cycle(s) 12/30/2021 To 12/30/2021 - LEOFF2	LEF150
211201009	NATIONWIDE RETIREMENT	1497	12/31/2021	Payroll	1	2,594.00	Pay Cycle(s) 12/30/2021 To 12/30/2021 - DC-NATION	NAC101
211201010	NMRFA - FOOD FUND	1498	12/31/2021	Payroll	1	135.00	Pay Cycle(s) 12/30/2021 To 12/30/2021 - FOOD	NMR100
211201011	VIMLY BENEFIT SOLUTIONS, INC	1499	12/31/2021	Payroll	1	27,981.90	Pay Cycle(s) 12/30/2021 To 12/30/2021 - PREMERA-Family; Pay Cycle(s) 12/30/2021 To 12/30/2021 - PREMERA-Married; Pay Cycle(s) 12/30/2021 To 12/30/2021 - PREMERA-Single; Pay Cycle(s) 12/30/2021 To 12/3	WAS016
211201012	WA PUB EMP RETIREMENT SYS-PERS	1500	12/31/2021	Payroll	1	2,472.90	Pay Cycle(s) 12/30/2021 To 12/30/2021 - PERS2	WAS900
211201013	WSCFF EMPLOYEE BENEFIT TRUST	1501	12/31/2021	Payroll	1	2,875.00	Pay Cycle(s) 12/30/2021 To 12/30/2021 - MERP	WSC050
211201014	BAKKEN BEAU A	1450	12/30/2021	Payroll	1	6,974.84	Paydate 12/30/21	BAK210
211201016	COUNCIL KEEGAN C	1457	12/30/2021	Payroll	1	184.70	Paydate 12/30/21	
211201017	CROSTHWAITE ALEXANDER J	1458	12/30/2021	Payroll	1	456.75	Paydate 12/30/21	
211201018	DEVITT DEIDRE L	1459	12/30/2021	Payroll	1	775.74	Paydate 12/30/21	DEV001
211201019	KEWISH, DANIEL	1466	12/30/2021	Payroll	1	235.61	Paydate 12/30/21	KEW200
211201020	LINDSEY COOPER B	1468	12/30/2021	Payroll	1	456.75	Paydate 12/30/21	LIN001
211201021	PHELAN COLE E	1473	12/30/2021	Payroll	1	179.70	Paydate 12/30/21	
211201022	ROESSEL LUCAS D	1478	12/30/2021	Payroll	1	461.75	Paydate 12/30/21	
211201023	SAMMONS MICHAEL J	1479	12/30/2021	Payroll	1	554.10	Paydate 12/30/21	SAM025
211201024	TUPOLO TULAUONEONE L	1485	12/30/2021	Payroll	1	179.70	Paydate 12/30/21	



## VOUCHER APPROVALS

North Mason Regional Fire Authority

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
211201025	COLUMBIA BANK - PAYROLL TAXES	1503	12/31/2021	Payroll	1	28,616.01	941 Deposit for Pay Cycle(s) 12/30/2021 - 12/30/2021	COL001
211201026	DEPT OF LABOR & INDUSTRIES	1504	12/31/2021	Payroll	1	8,235.62	4TH Quarter L&I: 12/01/2021 - 12/31/2021	DEP100
211201027	A-1 DOOR SERVICE - PT. ORCHARD	1507	12/14/2021	Claims	1	2,050.65		A1D100
211201028	AETNA	1508	12/14/2021	Claims	1	572.09	Ambulance Billing Refund (Eric Derosa)	
211201029	AIRGAS USA, LLC	1509	12/14/2021	Claims	1	1,370.72		AIR200
211201030	ALDERBROOK RESORT & SPA	1510	12/14/2021	Claims	1	260.24		ALD200
211201031	BARRETT, FRED	1511	12/14/2021	Claims	1	575.11		BAR165
211201032	BELFAIR HOSE & HEAVY TRUCK REPAIR	1512	12/14/2021	Claims	1	2,270.76		BEL097
211201033	BLUE CROSS BLUE SHIELD OF MONTANA	1513	12/14/2021	Claims	1	243.57		BLU020
211201034	BOARD FOR VOLUNTEER FIREFIGHTERS	1514	12/14/2021	Claims	1	30.00	New Volunteer - S. Berry	BOA090
211201035	CADY TREE FARM LLC	1515	12/14/2021	Claims	1	200.00	Annual Lease Agreement	
211201036	CASCADE NATURAL GAS	1516	12/14/2021	Claims	1	433.74		CAS100
211201037	CENTURY LINK	1517	12/14/2021	Claims	1	704.73		CEN160
211201038	CITY OF OLYMPIA	1518	12/14/2021	Claims	1	2,305.88		OLY003
211201039	CLOUD, RYAN	1519	12/14/2021	Claims	1	141.69		CLO090
211201040	COOPER, SCOTT	1520	12/14/2021	Claims	1	33.00		COO120
211201041	COPIERS NORTHWEST, INC.	1521	12/14/2021	Claims	1	55.95		COP002
211201042	COPY THAT REPROGRAPHICS	1522	12/14/2021	Claims	1	1,796.34		COP001
211201043	DALTON MOTOR GRAPHICS, INC	1523	12/14/2021	Claims	1	2,725.00	Graphics For New Command Unit	DAL120
211201044	EF RECOVERY	1524	12/14/2021	Claims	1	2,508.60		EFR200
211201045	ELPIS COUNSELING, PLLC	1525	12/14/2021	Claims	1	3,333.33	November Services	
211201046	ESO SOLUTIONS, INC.	1526	12/14/2021	Claims	1	3,490.40		
211201047	FIRE TRAINING SOLUTIONS LLC	1527	12/14/2021	Claims	1	2,100.00		
211201048	GALLS, LLC	1528	12/14/2021	Claims	1	432.15		GAL100
211201049	GILMORES AUTOMOTIVE SERVICE	1529	12/14/2021	Claims	1	799.47		GIL275
211201050	GRAINGER	1530	12/14/2021	Claims	1	575.21		GRA013
211201051	HOOD CANAL COMMUNICATIONS	1531	12/14/2021	Claims	1	491.85		HOO071
211201052	HRA VEBA TRUST	1532	12/14/2021	Claims	1	14,352.56		HRA200
211201053	HUTTER, CHRISTY	1533	12/14/2021	Claims	1	850.00		HUT075
211201054	IMS ALLIANCE	1534	12/14/2021	Claims	1	13.56		IMS001
211201055	KCDA	1535	12/14/2021	Claims	1	113.20		KCD100
211201056	KITSAP BANK - VISA	1536	12/14/2021	Claims	1	2,690.94	Tacoma Narrows Toll; Holiday Inn Express; Phenyx Pro; Samepage; Amazon; Zazzle; Amazon; Amazon; 5.11; Suquamish Clearwater Casino - Lodging; MRSC Rosters; IdentiFire; Good-to-Go; Amazon; Amazon; Medic	KIT072
211201057	KITSAP PROPANE	1537	12/14/2021	Claims	1	1,027.39		KIT159
211201058	KURTS PRECAST, INC	1538	12/14/2021	Claims	1	913.08		KUR200

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
211201059	L.N. CURTIS & SONS, INC	1539	12/14/2021	Claims	1	293.43		LNC100
211201060	LIFE ASSIST	1540	12/14/2021	Claims	1	981.48		LIF100
211201061	LOWES	1541	12/14/2021	Claims	1	74.51		LOW200
211201062	MAGGIE LAKE WATER DISTRICT	1542	12/14/2021	Claims	1	37.00		MAG080
211201063	MASON COUNTY GARBAGE, INC.	1543	12/14/2021	Claims	1	298.54		MAS300
211201064	MCINTOSH, KELLEY	1544	12/14/2021	Claims	1	125.44		MCI260
211201065	MED-TECH RESOURCE, INC	1545	12/14/2021	Claims	1	814.20		MED024
211201066	MEDICARE BLUE RX	1546	12/14/2021	Claims	1	66.40		MED200
211201067	NMETA COMMUNICATIONS INC	1547	12/14/2021	Claims	1	2,250.00		
211201068	NMRFA- REVOLVING FUND	1548	12/14/2021	Claims	1	1,491.49	Stericycle; Belfair Water District #1; Wave; PUD #3	NMR200
211201069	NORTH MASON CHAMBER OF COMMERCE	1549	12/14/2021	Claims	1	105.00		NOR072
211201070	NORTHWEST LEADERSHIP SEMINAR	1550	12/14/2021	Claims	1	395.00		NOR145
211201071	NORTHWEST SAFETY CLEAN INC	1551	12/14/2021	Claims	1	89.74		NOR156
211201072	OHD, LLLP	1552	12/14/2021	Claims	1	368.91		
211201073	OLYMPIC COLLEGE ATTN: CASHIER	1553	12/14/2021	Claims	1	641.27	Angie McCormick SID #860262957	OLY160
211201074	OREILLY AUTO PARTS	1554	12/14/2021	Claims	1	44.49		ORE080
211201075	PENINSULA TOPSOIL, LLC.	1555	12/14/2021	Claims	1	596.85		PEN125
211201076	PINTEY BOWES GLOBAL FINANCIAL SVC.	1556	12/14/2021	Claims	1	61.85		
211201077	PUD #1	1557	12/14/2021	Claims	1	53.70		PUD100
211201078	PUD #3	1558	12/14/2021	Claims	1	1,075.48		PUD300
211201079	REGENCE BLUESHIELD	1559	12/14/2021	Claims	1	791.33	Ambulance Billing (Warren Zeitelhack)	
211201080	SAFEWAY	1560	12/14/2021	Claims	1	150.98		SAF112
211201081	SCOTT MCLENDONS HARDWARE	1561	12/14/2021	Claims	1	147.35		SCO150
211201082	SEA-WESTERN, INC.	1562	12/14/2021	Claims	1	260.51		SEA125
211201083	SHELTON-MASON COUNTY JOURNAL	1563	12/14/2021	Claims	1	312.00		MAS210
211201084	SPRINGBROOK HOLDING COMPANY, LLC	1564	12/14/2021	Claims	1	7,646.32		
211201085	STERICYCLE INC	1565	12/14/2021	Claims	1	122.25		STE505
211201086	TACOMA COMMUNITY COLLEGE FINANCIAL SERV.	1566	12/14/2021	Claims	1	1,935.22		TAC106
211201087	TELEFLEX MEDICAL INCORPORATED	1567	12/14/2021	Claims	1	2,660.00		TEL001
211201088	THE DOCTORS CLINIC	1568	12/14/2021	Claims	1	142.00		THE001
211201089	TRAILS END WATER DISTRICT	1569	12/14/2021	Claims	1	50.47		TRA092
211201090	ULINE	1570	12/14/2021	Claims	1	102.25		ULI200
211201091	US FIRE EQUIPMENT, LLC	1571	12/14/2021	Claims	1	4,171.22		USF152
211201092	VECTOR SOLUTIONS	1572	12/14/2021	Claims	1	195.59		CAL002
211201093	VERIZON WIRELESS	1573	12/14/2021	Claims	1	895.16		VER145
211201094	WA STATE PATROL BUDGET & FISCAL	1574	12/14/2021	Claims	1	16,504.00		WAS800
211201095	WAVE BROADBAND	1575	12/14/2021	Claims	1	209.06		WAV100
211201096	WESTBAY AUTO PARTS INC	1576	12/14/2021	Claims	1	154.71		WES077
211201097	WILCOX & FLEGEL INC.	1577	12/14/2021	Claims	1	3,590.76		WIL012
211201098	WITMER PUBLIC SAFETY GROUP INC.	1578	12/14/2021	Claims	1	499.08		WIT080
211201099	ZOLL MEDICAL CORP. GPO	1579	12/14/2021	Claims	1	1,265.63		ZOL001

# VOUCHER APPROVALS

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
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Total Vouchers: 356,170.05

CERTIFICATION: We, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against North Mason Regional Fire Authority and that we are authorized to authenticate and certify to said claim.

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

# VOUCHER APPROVALS

North Mason Regional Fire Authority

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
211202001 KRAZAN & ASSOCIATES, INC.	1505	12/13/2021	Claims	4	1,541.00	
211202002 TRICO COMPANIES, LLC	1506	12/13/2021	Claims	4	984,688.44	
Total Vouchers:					986,229.44	

CERTIFICATION: We, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against North Mason Regional Fire Authority and that we are authorized to authenticate and certify to said claim.

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

# VOUCHER APPROVALS

North Mason Regional Fire Authority

Time: 15:19:07 Date: 12/21/2021

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
211203001 LAND TITLE CO OF MASON CO	1580	12/21/2021	Claims	1	2,000.00		LAN001
Total Vouchers:					2,000.00		

CERTIFICATION: We, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against North Mason Regional Fire Authority and that we are authorized to authenticate and certify to said claim.

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Commissioner: \_\_\_\_\_ Date: \_\_\_\_\_

Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

# TRANSACTION JOURNAL

North Mason Regional Fire Authority

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
<b>1489</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>COLUMBIA BANK - DIRECT DEP</b>	<b>131,070.36</b>	<b>December Payroll Direct Deposit</b>
		522 10 10 9999 Payroll Clearing		001	General Expense Fund			131,070.36	
<b>1490</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>COLUMBIA BANK - PAYROLL TAXES</b>		<b>Should be for 1 month only</b>
<b>1491</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>DCP - WA STATE DEFERRED COMP</b>	<b>11,326.17</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - DC-CAPT; Pay Cycle(s) 12/30/2021 To 12/30/2021 - DC-DCP</b>
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			645.30	CLEVELAND, RYAN W - DC-CAPT
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			400.00	ARNOLD, DONOVAN P - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			1,624.18	BAKKEN, BEAU A - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			266.69	CLEVELAND, RYAN W - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			300.00	COLLAMORE, ROBERT S - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			310.00	EHRESMAN II, CARL E - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			500.00	GRACEY, KYLER B - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			600.00	JENSON, ZACKARY T - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			700.00	JOHNSON, ANDREW - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			935.00	JONES, RYAN E - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			500.00	KLAHR, DERIC J - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			700.00	MCCORMICK, ANGIE M - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			265.00	QUIROZ JR., VICTOR - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			400.00	RHEAD, ANTHONY - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			390.00	SEVERANCE, KYLE C - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			300.00	STUMPF, DANIELLE M - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			200.00	SUMMERLIN, ANTONIO - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			390.00	TORVIK, DAVID A - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			500.00	WASSENAAR, RENEE C - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			1,000.00	WILSON, TRAVIS R - DC-DCP
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			400.00	YATES, JEFF J - DC-DCP
<b>1492</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>DEPT OF LABOR &amp; INDUSTRIES</b>		<b>Only for one quarter</b>
<b>1493</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>DIMARTINO/FORTIS INS CO</b>	<b>835.98</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - DISABILITY</b>
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			68.05	ARNOLD, DONOVAN P - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			85.46	CLEVELAND, RYAN W - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			75.80	CLOUD, RYAN D - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			90.13	COOPER, SCOTT N - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			84.74	EHRESMAN II, CARL E - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			45.46	GRACEY, KYLER B - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			69.75	JOHNSON, ANDREW - DISABILITY
		589 99 00 0000 Payroll Benefits Cleari		001	General Expense Fund			60.25	JONES, RYAN E - DISABILITY

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		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			61.38	SEVERANCE, KYLE C - DISABILITY
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			59.79	STUMPF, DANIELLE M - DISABILITY
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			73.49	TORVIK, DAVID A - DISABILITY
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			61.68	WILSON, TRAVIS R - DISABILITY
<b>1494</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>EMPLOYMENT SECURITY DEPT - PFML</b>	<b>501.03</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - PFML</b>
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			19.66	ARNOLD, DONOVAN P - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			26.52	BAKKEN, BEAU A - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			24.16	CLEVELAND, RYAN W - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			22.19	CLOUD, RYAN D - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			18.28	COLLAMORE, ROBERT S - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			28.60	COOPER, SCOTT N - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			20.02	COTTER, MICKEY J - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			23.94	EHRESMAN II, CARL E - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			22.40	FULKERSON, JESS M - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			12.80	GRACEY, KYLER B - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			17.76	JENSON, ZACKARY T - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			18.98	JOHNSON, ANDREW - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			18.63	JONES, RYAN E - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			0.65	KEWISH, DANIEL K - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			18.20	KLAHR, DERIC J - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			14.71	MCCORMICK, ANGIE M - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			1.30	MCINTOSH, KELLEY - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			0.65	MILLER, ROBERT G - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			8.45	MORGAN, SARAH L - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			0.97	QUIGLEY, BROOKE - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			12.80	QUIROZ JR., VICTOR - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			24.90	REESE, JORDAN D - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			20.23	RHEAD, ANTHONY - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			18.19	SEVERANCE, KYLE C - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			0.65	SEVERSON, PAUL M - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			16.28	STUMPF, DANIELLE M - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			12.19	SUMMERLIN, ANTONIO - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			20.12	TORVIK, DAVID A - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			14.50	WASSENAAR, RENEE C - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			20.79	WILSON, TRAVIS R - PFML
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			21.51	YATES, JEFF J - PFML
<b>1495</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>IAFF LOCAL 3876</b>	<b>2,529.45</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - DUES</b>

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	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	ARNOLD, DONOVAN P - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	CLEVELAND, RYAN W - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	CLOUD, RYAN D - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	COLLAMORE, ROBERT S - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	COTTER, MICKEY J - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	EHRESMAN II, CARL E - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	FULKERSON, JESS M - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	GRACEY, KYLER B - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	JENSON, ZACKARY T - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	JOHNSON, ANDREW - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	JONES, RYAN E - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	KLAHR, DERIC J - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	QUIROZ JR., VICTOR - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	REESE, JORDAN D - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	RHEAD, ANTHONY - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	SEVERANCE, KYLE C - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	STUMPF, DANIELLE M - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	SUMMERLIN, ANTONIO - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	TORVIK, DAVID A - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	WILSON, TRAVIS R - DUES
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			120.45	YATES, JEFF J - DUES
<b>1496</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>LEOFF SYS - P/2</b>	<b>25,405.11</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - LEOFF2</b>
	522 20 20 0030	Firefighter/EMT- WA :	001	001	General Expense Fund			411.92	ARNOLD, DONOVAN P - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			662.96	ARNOLD, DONOVAN P - LEOFF2
	522 10 20 0030	Admin Staff- WA Stat	001	001	General Expense Fund			612.88	BAKKEN, BEAU A - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			986.39	BAKKEN, BEAU A - LEOFF2
	522 71 20 0030	Firefighter/paramedic	001	001	General Expense Fund			506.17	CLEVELAND, RYAN W - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			814.65	CLEVELAND, RYAN W - LEOFF2
	522 71 20 0030	Firefighter/paramedic	001	001	General Expense Fund			464.88	CLOUD, RYAN D - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			748.20	CLOUD, RYAN D - LEOFF2
	522 20 20 0030	Firefighter/EMT- WA :	001	001	General Expense Fund			410.40	COLLAMORE, ROBERT S - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			660.51	COLLAMORE, ROBERT S - LEOFF2
	522 10 20 0030	Admin Staff- WA Stat	001	001	General Expense Fund			599.09	COOPER, SCOTT N - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			964.20	COOPER, SCOTT N - LEOFF2
	522 71 20 0030	Firefighter/paramedic	001	001	General Expense Fund			419.36	COTTER, MICKEY J - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			674.93	COTTER, MICKEY J - LEOFF2
	522 20 20 0030	Firefighter/EMT- WA :	001	001	General Expense Fund			501.61	EHRESMAN II, CARL E - LEOFF2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			807.31	EHRESMAN II, CARL E - LEOFF2
	522 71 20 0030	Firefighter/paramedic	001	001	General Expense Fund			501.70	FULKERSON, JESS M - LEOFF2



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		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		807.46	FULKERSON, JESS M - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		268.12	GRACEY, KYLER B - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		431.52	GRACEY, KYLER B - LEOFF2
		522 71 20 0030	Firefighter/paramedic	001	General Expense Fund		372.03	JENSON, ZACKARY T - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		598.76	JENSON, ZACKARY T - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		397.63	JOHNSON, ANDREW - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		639.96	JOHNSON, ANDREW - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		390.33	JONES, RYAN E - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		628.22	JONES, RYAN E - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		381.20	KLAHR, DERIC J - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		613.52	KLAHR, DERIC J - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		268.12	QUIROZ JR., VICTOR - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		431.52	QUIROZ JR., VICTOR - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		521.65	REESE, JORDAN D - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		839.57	REESE, JORDAN D - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		423.69	RHEAD, ANTHONY - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		681.90	RHEAD, ANTHONY - LEOFF2
		522 71 20 0030	Firefighter/paramedic	001	General Expense Fund		381.04	SEVERANCE, KYLE C - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		613.26	SEVERANCE, KYLE C - LEOFF2
		522 71 20 0030	Firefighter/paramedic	001	General Expense Fund		341.11	STUMPF, DANIELLE M - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		548.99	STUMPF, DANIELLE M - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		255.35	SUMMERLIN, ANTONIO - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		410.98	SUMMERLIN, ANTONIO - LEOFF2
		522 71 20 0030	Firefighter/paramedic	001	General Expense Fund		421.38	TORVIK, DAVID A - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		678.19	TORVIK, DAVID A - LEOFF2
		522 71 20 0030	Firefighter/paramedic	001	General Expense Fund		435.57	WILSON, TRAVIS R - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		701.02	WILSON, TRAVIS R - LEOFF2
		522 20 20 0030	Firefighter/EMT- WA :	001	General Expense Fund		450.62	YATES, JEFF J - LEOFF2
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		725.24	YATES, JEFF J - LEOFF2
<b>1497</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>	<b>NATIONWIDE RETIREMENT</b>	<b>2,594.00</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - DC-NATION</b>
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		1,430.00	CLOUD, RYAN D - DC-NATION
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		300.00	COTTER, MICKEY J - DC-NATION
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		464.00	FULKERSON, JESS M - DC-NATION
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		400.00	REESE, JORDAN D - DC-NATION
<b>1498</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>	<b>NMRFA - FOOD FUND</b>	<b>135.00</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - FOOD</b>
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		5.00	ARNOLD, DONOVAN P - FOOD
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund		5.00	CLEVELAND, RYAN W - FOOD

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	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	CLOUD, RYAN D - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	COLLAMORE, ROBERT S - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	COOPER, SCOTT N - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	COTTER, MICKEY J - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	CROSTHWAITE, ALEXANDER J - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	EHRESMAN II, CARL E - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	FULKERSON, JESS M - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	GRACEY, KYLER B - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	JENSON, ZACKARY T - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	JOHNSON, ANDREW - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	KLAHR, DERIC J - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	LINDSEY, COOPER B - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	MCCORMICK, ANGIE M - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	PHELAN, COLE E - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	QUIROZ JR., VICTOR - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	REESE, JORDAN D - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	RHEAD, ANTHONY - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	SEVERANCE, KYLE C - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	STUMPF, DANIELLE M - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	SUMMERLIN, ANTONIO - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	TORVIK, DAVID A - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	TUPOLO, TULAUONEONE L - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	WASSENAAR, RENEE C - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	WILSON, TRAVIS R - FOOD
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			5.00	YATES, JEFF J - FOOD
<b>1499</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>VIMLY BENEFIT SOLUTIONS, INC</b>	<b>27,981.90</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - PREMERA-Family; Pay Cycle(s) 12/30/2021 To 12/30/2021 - PREMERA-Married; Pay Cycle(s) 12/30/2021 To 12/30/2021 - PREMERA-Single; Pay Cycle(s) 12/30/2021 To 12/3</b>
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,619.90	ARNOLD, DONOVAN P - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	ARNOLD, DONOVAN P - PREMERA-Family
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			1,619.90	BAKKEN, BEAU A - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	BAKKEN, BEAU A - PREMERA-Family
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			1,619.90	CLOUD, RYAN D - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	CLOUD, RYAN D - PREMERA-Family

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						InterFund #	Vendor		
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			1,619.90	COTTER, MICKEY J - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	COTTER, MICKEY J - PREMERA-Family
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,619.90	EHRESMAN II, CARL E - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	EHRESMAN II, CARL E - PREMERA-Family
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,619.90	JOHNSON, ANDREW - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	JOHNSON, ANDREW - PREMERA-Family
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,619.90	KLAHR, DERIC J - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	KLAHR, DERIC J - PREMERA-Family
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,619.90	REESE, JORDAN D - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	REESE, JORDAN D - PREMERA-Family
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			1,619.90	SEVERANCE, KYLE C - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	SEVERANCE, KYLE C - PREMERA-Family
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			1,619.90	TORVIK, DAVID A - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	TORVIK, DAVID A - PREMERA-Family
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,619.90	YATES, JEFF J - PREMERA-Family
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			16.36	YATES, JEFF J - PREMERA-Family
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			1,180.13	QUIROZ JR., VICTOR - PREMERA-Married
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			11.92	QUIROZ JR., VICTOR - PREMERA-Married
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			1,180.13	WILSON, TRAVIS R - PREMERA-Married
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			11.92	WILSON, TRAVIS R - PREMERA-Married
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			593.78	COLLAMORE, ROBERT S - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	COLLAMORE, ROBERT S - PREMERA-Single
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			593.78	COOPER, SCOTT N - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	COOPER, SCOTT N - PREMERA-Single
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			593.78	GRACEY, KYLER B - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	GRACEY, KYLER B - PREMERA-Single
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			593.78	JENSON, ZACKARY T - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	JENSON, ZACKARY T - PREMERA-Single
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			593.78	JONES, RYAN E - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	JONES, RYAN E - PREMERA-Single
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			593.78	MORGAN, SARAH L - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	MORGAN, SARAH L - PREMERA-Single
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			593.78	SUMMERLIN, ANTONIO - PREMERA-Single
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			6.00	SUMMERLIN, ANTONIO - PREMERA-Single
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	ARNOLD, DONOVAN P - DVL
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			130.72	BAKKEN, BEAU A - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	CLEVELAND, RYAN W - DVL

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	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	CLOUD, RYAN D - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	COLLAMORE, ROBERT S - DVL
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			130.72	COOPER, SCOTT N - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	COTTER, MICKEY J - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	EHRESMAN II, CARL E - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	FULKERSON, JESS M - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	GRACEY, KYLER B - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	JENSON, ZACKARY T - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	JOHNSON, ANDREW - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	JONES, RYAN E - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	KLAHR, DERIC J - DVL
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			130.72	MCCORMICK, ANGIE M - DVL
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			130.72	MORGAN, SARAH L - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	QUIROZ JR., VICTOR - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	REESE, JORDAN D - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	RHEAD, ANTHONY - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	SEVERANCE, KYLE C - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			132.48	STUMPF, DANIELLE M - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	SUMMERLIN, ANTONIO - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	TORVIK, DAVID A - DVL
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			130.72	WASSENAAR, RENEE C - DVL
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			130.72	WILSON, TRAVIS R - DVL
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			130.72	YATES, JEFF J - DVL
<b>1500</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>WA PUB EMP RETIREMENT SYS-PERS</b>	<b>2,472.90</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - PERS2</b>
	522 10 20 0030	Admin Staff- WA Stat	001	001	General Expense Fund			595.89	MCCORMICK, ANGIE M - PERS2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			369.74	MCCORMICK, ANGIE M - PERS2
	522 10 20 0030	Admin Staff- WA Stat	001	001	General Expense Fund			342.51	MORGAN, SARAH L - PERS2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			212.52	MORGAN, SARAH L - PERS2
	522 10 20 0030	Admin Staff- WA Stat	001	001	General Expense Fund			587.63	WASSENAAR, RENEE C - PERS2
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			364.61	WASSENAAR, RENEE C - PERS2
<b>1501</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>WSCFF EMPLOYEE BENEFIT TRUST</b>	<b>2,875.00</b>	<b>Pay Cycle(s) 12/30/2021 To 12/30/2021 - MERP</b>
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	ARNOLD, DONOVAN P - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	BAKKEN, BEAU A - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	CLEVELAND, RYAN W - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	CLOUD, RYAN D - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	COLLAMORE, ROBERT S - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	COOPER, SCOTT N - MERP

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	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	COTTER, MICKEY J - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	EHRESMAN II, CARL E - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	FULKERSON, JESS M - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	GRACEY, KYLER B - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	JENSON, ZACKARY T - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	JOHNSON, ANDREW - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	JONES, RYAN E - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	KLAHR, DERIC J - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	QUIROZ JR., VICTOR - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	REESE, JORDAN D - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	RHEAD, ANTHONY - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	SEVERANCE, KYLE C - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	STUMPF, DANIELLE M - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	SUMMERLIN, ANTONIO - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	TORVIK, DAVID A - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	WILSON, TRAVIS R - MERP
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			125.00	YATES, JEFF J - MERP
<b>1502</b>	<b>12/30/2021</b>		<b>2</b>		<b>* Tr Rec</b>	<b>123</b>	<b>COLUMBIA BANK - DIRECT DEP</b>	<b>131,070.36</b>	<b>Direct Deposit Receipt</b>
	522 10 10 9999	Payroll Clearing		001	General Expense Fund			-131,070.36	
<b>1503</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>COLUMBIA BANK - PAYROLL TAXES</b>	<b>28,616.01</b>	<b>941 Deposit for Pay Cycle(s) 12/30/2021 - 12/30/2021</b>
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			112.70	ARNOLD, DONOVAN P - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			741.19	ARNOLD, DONOVAN P - 941
	522 10 20 0020	Admin Staff- Medicare	001	001	General Expense Fund			171.16	BAKKEN, BEAU A - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			2,007.04	BAKKEN, BEAU A - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			147.84	CLEVELAND, RYAN W - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			1,072.85	CLEVELAND, RYAN W - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			127.19	CLOUD, RYAN D - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			708.99	CLOUD, RYAN D - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			112.28	COLLAMORE, ROBERT S - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			1,216.78	COLLAMORE, ROBERT S - 941
	522 10 20 0020	Admin Staff- Medicare	001	001	General Expense Fund			163.90	COOPER, SCOTT N - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			2,369.51	COOPER, SCOTT N - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			114.73	COTTER, MICKEY J - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			600.06	COTTER, MICKEY J - 941
	522 21 49 0002	Student Firefighter Pr	001	001	General Expense Fund			15.30	COUNCIL, KEEGAN C - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			15.30	COUNCIL, KEEGAN C - 941
	522 21 49 0002	Student Firefighter Pr	001	001	General Expense Fund			38.25	CROSTHWAITE, ALEXANDER J - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			38.25	CROSTHWAITE, ALEXANDER J - 941

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						InterFund #	Vendor		
	522 22 49 0002	Volunteer Personnel S	001	001	General Expense Fund			64.26	DEVITT, DEIDRE L - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			64.26	DEVITT, DEIDRE L - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			137.23	EHRESMAN II, CARL E - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			1,727.04	EHRESMAN II, CARL E - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			140.62	FULKERSON, JESS M - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			1,749.56	FULKERSON, JESS M - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			73.35	GRACEY, KYLER B - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			622.10	GRACEY, KYLER B - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			101.78	JENSON, ZACKARY T - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			902.18	JENSON, ZACKARY T - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			108.79	JOHNSON, ANDREW - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			668.92	JOHNSON, ANDREW - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			106.79	JONES, RYAN E - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			909.47	JONES, RYAN E - 941
	522 11 20 0020	Social Security and M	001	001	General Expense Fund			19.58	KEWISH, DANIEL K - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			19.58	KEWISH, DANIEL K - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			107.92	KLAHR, DERIC J - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			1,181.06	KLAHR, DERIC J - 941
	522 21 49 0002	Student Firefighter Pr	001	001	General Expense Fund			38.25	LINDSEY, COOPER B - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			38.25	LINDSEY, COOPER B - 941
	522 10 20 0020	Admin Staff- Medicar	001	001	General Expense Fund			84.30	MCCORMICK, ANGIE M - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			782.57	MCCORMICK, ANGIE M - 941
	522 11 20 0020	Social Security and M	001	001	General Expense Fund			39.16	MCINTOSH, KELLEY - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			57.44	MCINTOSH, KELLEY - 941
	522 11 20 0020	Social Security and M	001	001	General Expense Fund			19.58	MILLER, ROBERT G - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			19.58	MILLER, ROBERT G - 941
	522 10 20 0020	Admin Staff- Medicar	001	001	General Expense Fund			48.45	MORGAN, SARAH L - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			307.35	MORGAN, SARAH L - 941
	522 21 49 0002	Student Firefighter Pr	001	001	General Expense Fund			15.30	PHELAN, COLE E - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			15.30	PHELAN, COLE E - 941
	522 11 20 0020	Social Security and M	001	001	General Expense Fund			29.38	QUIGLEY, BROOKE - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			29.38	QUIGLEY, BROOKE - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			73.35	QUIROZ JR., VICTOR - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			673.80	QUIROZ JR., VICTOR - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			142.72	REESE, JORDAN D - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			1,023.83	REESE, JORDAN D - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			118.82	RHEAD, ANTHONY - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			860.95	RHEAD, ANTHONY - 941
	522 21 49 0002	Student Firefighter Pr	001	001	General Expense Fund			38.25	ROESSEL, LUCAS D - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			38.25	ROESSEL, LUCAS D - 941

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	522 22 49 0002	Volunteer Personnel S	001	001	General Expense Fund			45.90	SAMMONS, MICHAEL J - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			45.90	SAMMONS, MICHAEL J - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			106.28	SEVERANCE, KYLE C - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			854.41	SEVERANCE, KYLE C - 941
	522 11 20 0020	Social Security and M	001	001	General Expense Fund			19.58	SEVERSON, PAUL M - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			19.58	SEVERSON, PAUL M - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			95.50	STUMPF, DANIELLE M - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			217.32	STUMPF, DANIELLE M - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			71.31	SUMMERLIN, ANTONIO - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			655.06	SUMMERLIN, ANTONIO - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			117.31	TORVIK, DAVID A - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			785.22	TORVIK, DAVID A - 941
	522 21 49 0002	Student Firefighter Pr	001	001	General Expense Fund			15.30	TUPOLO, TULAUONEONE L - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			15.30	TUPOLO, TULAUONEONE L - 941
	522 10 20 0020	Admin Staff- Medicar	001	001	General Expense Fund			83.13	WASSENAAR, RENEE C - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			728.83	WASSENAAR, RENEE C - 941
	522 71 20 0020	Firefighter/paramedic	001	001	General Expense Fund			119.16	WILSON, TRAVIS R - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			686.18	WILSON, TRAVIS R - 941
	522 20 20 0020	Firefighter/EMT- Med	001	001	General Expense Fund			123.28	YATES, JEFF J - 941
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			839.39	YATES, JEFF J - 941
<b>1504</b>	<b>12/31/2021</b>		<b>1</b>		<b>Payroll</b>		<b>DEPT OF LABOR &amp; INDUSTRIES</b>	<b>8,235.62</b>	<b>4TH Quarter L&amp;I: 12/01/2021 - 12/31/2021</b>
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			288.31	ARNOLD, DONOVAN P - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			57.40	ARNOLD, DONOVAN P - L&I
	522 10 20 0010	Admin Staff- Labor ar	001	001	General Expense Fund			218.78	BAKKEN, BEAU A - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			43.55	BAKKEN, BEAU A - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			366.34	CLEVELAND, RYAN W - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			72.92	CLEVELAND, RYAN W - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			247.62	CLOUD, RYAN D - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			49.29	CLOUD, RYAN D - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			271.36	COLLAMORE, ROBERT S - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			54.02	COLLAMORE, ROBERT S - L&I
	522 10 20 0010	Admin Staff- Labor ar	001	001	General Expense Fund			227.26	COOPER, SCOTT N - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			45.24	COOPER, SCOTT N - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			329.02	COTTER, MICKEY J - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			65.50	COTTER, MICKEY J - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			284.92	EHRESMAN II, CARL E - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			56.72	EHRESMAN II, CARL E - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			245.92	FULKERSON, JESS M - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			48.95	FULKERSON, JESS M - L&I

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						InterFund #	Vendor		
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			244.23	GRACEY, KYLER B - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			48.61	GRACEY, KYLER B - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			244.23	JENSON, ZACKARY T - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			48.61	JENSON, ZACKARY T - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			284.92	JOHNSON, ANDREW - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			56.72	JOHNSON, ANDREW - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			325.63	JONES, RYAN E - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			64.82	JONES, RYAN E - L&I
	522 11 20 0010	Labor and Industry In	001	001	General Expense Fund			0.24	KEWISH, DANIEL K - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			0.16	KEWISH, DANIEL K - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			329.02	KLAHR, DERIC J - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			65.50	KLAHR, DERIC J - L&I
	522 10 20 0010	Admin Staff- Labor ar	001	001	General Expense Fund			17.32	MCCORMICK, ANGIE M - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			11.90	MCCORMICK, ANGIE M - L&I
	522 11 20 0010	Labor and Industry In	001	001	General Expense Fund			0.47	MCINTOSH, KELLEY - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			0.33	MCINTOSH, KELLEY - L&I
	522 11 20 0010	Labor and Industry In	001	001	General Expense Fund			0.24	MILLER, ROBERT G - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			0.16	MILLER, ROBERT G - L&I
	522 10 20 0010	Admin Staff- Labor ar	001	001	General Expense Fund			16.17	MORGAN, SARAH L - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			11.10	MORGAN, SARAH L - L&I
	522 11 20 0010	Labor and Industry In	001	001	General Expense Fund			0.36	QUIGLEY, BROOKE - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			0.24	QUIGLEY, BROOKE - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			318.85	QUIROZ JR., VICTOR - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			63.47	QUIROZ JR., VICTOR - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			375.66	REESE, JORDAN D - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			74.78	REESE, JORDAN D - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			206.91	RHEAD, ANTHONY - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			41.19	RHEAD, ANTHONY - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			366.34	SEVERANCE, KYLE C - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			72.92	SEVERANCE, KYLE C - L&I
	522 11 20 0010	Labor and Industry In	001	001	General Expense Fund			0.24	SEVERSON, PAUL M - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			0.16	SEVERSON, PAUL M - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			366.34	STUMPF, DANIELLE M - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			72.92	STUMPF, DANIELLE M - L&I
	522 20 20 0010	Firefighter/EMT- Labc	001	001	General Expense Fund			284.92	SUMMERLIN, ANTONIO - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			56.72	SUMMERLIN, ANTONIO - L&I
	522 71 20 0010	Firefighter/paramedic	001	001	General Expense Fund			325.63	TORVIK, DAVID A - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			64.82	TORVIK, DAVID A - L&I
	522 10 20 0010	Admin Staff- Labor ar	001	001	General Expense Fund			17.67	WASSENAAR, RENEE C - L&I
	589 99 00 0000	Payroll Benefits Cleari	001	001	General Expense Fund			12.15	WASSENAAR, RENEE C - L&I



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		522 71 20 0010	Firefighter/paramedic	001	General Expense Fund			355.74	WILSON, TRAVIS R - L&I
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			70.81	WILSON, TRAVIS R - L&I
		522 20 20 0010	Firefighter/EMT- Labc	001	General Expense Fund			286.61	YATES, JEFF J - L&I
		589 99 00 0000	Payroll Benefits Cleari	001	General Expense Fund			57.06	YATES, JEFF J - L&I
		522 20 20 0010	Firefighter/EMT- Labc	001	General Expense Fund			-0.39	Rounding Adjustment - L&I
<b>1507</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>A-1 DOOR SERVICE - PT. ORCHARD</b>	<b>2,050.65</b>	
		522 50 48 0300	Buildings Maintenanc	001	General Expense Fund			2,050.65	
<b>1508</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>AETNA</b>	<b>572.09</b>	<b>Ambulance Billing Refund (Eric Derosa)</b>
		589 00 00 1000	Ambulance Refunds: (	001	General Expense Fund			572.09	
<b>1509</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>AIRGAS USA, LLC</b>	<b>1,370.72</b>	
		522 72 31 1000	EMS Supplies: OOS	001	General Expense Fund			395.74	O2
		522 72 31 1000	EMS Supplies: OOS	001	General Expense Fund			182.21	O2
		522 72 31 1000	EMS Supplies: OOS	001	General Expense Fund			664.45	Rental
		522 72 31 1000	EMS Supplies: OOS	001	General Expense Fund			128.32	O2
<b>1510</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>ALDERBROOK RESORT &amp; SPA</b>	<b>260.24</b>	
		522 10 31 3000	Miscellaneous Expene	001	General Expense Fund			200.18	
		522 10 31 3000	Miscellaneous Expene	001	General Expense Fund			60.06	
<b>1511</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>BARRETT, FRED</b>	<b>575.11</b>	
		522 20 20 2000	Retirement Medical C	001	General Expense Fund			144.60	
		522 20 20 2000	Retirement Medical C	001	General Expense Fund			430.51	
<b>1512</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>BELFAIR HOSE &amp; HEAVY TRUCK REPAIR</b>	<b>2,270.76</b>	
		522 60 48 5000	Generator Preventativ	001	General Expense Fund			1,673.85	
		522 60 48 5000	Generator Preventativ	001	General Expense Fund			257.96	
		522 60 48 5000	Generator Preventativ	001	General Expense Fund			338.95	
<b>1513</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>BLUE CROSS BLUE SHIELD OF MONTAN</b>	<b>243.57</b>	
		522 20 20 2000	Retirement Medical C	001	General Expense Fund			243.57	
<b>1514</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>BOARD FOR VOLUNTEER FIREFIGHTERS</b>	<b>30.00</b>	<b>New Volunteer - S. Berry</b>
		522 20 20 0070	Volunteer Pension an	001	General Expense Fund			30.00	
<b>1515</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>CADY TREE FARM LLC</b>	<b>200.00</b>	<b>Annual Lease Agreement</b>
		522 10 49 2000	Miscellaneous: PS	001	General Expense Fund			200.00	
<b>1516</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>CASCADE NATURAL GAS</b>	<b>433.74</b>	
		522 10 47 1000	Station 21 & 21-2 Uti	001	General Expense Fund			433.74	
<b>1517</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>CENTURY LINK</b>	<b>704.73</b>	
		522 10 42 2000	Station 27 Telephone	001	General Expense Fund			159.91	
		522 10 42 4000	Station 81 Telephone	001	General Expense Fund			247.87	
		522 10 42 2000	Station 27 Telephone	001	General Expense Fund			135.62	

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		522 10 42 3000 Station 24 Telephone		001	General Expense Fund			161.33	
<b>1518</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>CITY OF OLYMPIA</b>	<b>2,305.88</b>	
		522 45 41 0001 Fire (Training): PS		001	General Expense Fund			2,305.88	
<b>1519</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>CLOUD, RYAN</b>	<b>141.69</b>	
		522 20 31 1000 Station Amenities		001	General Expense Fund			141.69	
<b>1520</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>COOPER, SCOTT</b>	<b>33.00</b>	
		522 20 31 1000 Station Amenities		001	General Expense Fund			33.00	
<b>1521</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>COPIERS NORTHWEST, INC.</b>	<b>55.95</b>	
		522 10 45 1000 Miscellaneous Expens		001	General Expense Fund			55.95	
<b>1522</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>COPY THAT REPROGRAPHICS</b>	<b>1,796.34</b>	
		522 20 35 0200 Fire Equipment Reser		001	General Expense Fund			60.06	
		522 30 31 1000 Community Outreach		001	General Expense Fund			26.22	
		522 45 31 3000 Fire Academy: OOS		001	General Expense Fund			56.48	
		522 10 49 2000 Miscellaneous: PS		001	General Expense Fund			1,150.53	
		522 30 41 2000 Community Outreach		001	General Expense Fund			193.13	
		522 60 31 0144 Vehicle Repairs: OOS		001	General Expense Fund			12.10	
		522 20 35 0200 Fire Equipment Reser		001	General Expense Fund			23.51	
		522 45 31 3000 Fire Academy: OOS		001	General Expense Fund			18.78	
		522 20 20 4000 Class B Uniforms: PB		001	General Expense Fund			39.03	
		522 45 41 1000 Admin Staff Training:		001	General Expense Fund			216.50	
<b>1523</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>DALTON MOTOR GRAPHICS, INC</b>	<b>2,725.00</b>	<b>Graphics For New Command Unit</b>
		594 22 64 5000 Command Vehicle Pu		001	General Expense Fund			2,725.00	
<b>1524</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>EF RECOVERY</b>	<b>2,508.60</b>	
		522 77 41 0038 Ambulance Billing Fee		001	General Expense Fund			2,508.60	
<b>1525</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>ELPIS COUNSELING, PLLC</b>	<b>3,333.33</b>	<b>November Services</b>
		522 10 49 2000 Miscellaneous: PS		001	General Expense Fund			3,333.33	
<b>1526</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>ESO SOLUTIONS, INC.</b>	<b>3,490.40</b>	
		522 72 41 1000 ESO/ERS Database Ar		001	General Expense Fund			3,490.40	
<b>1527</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>FIRE TRAINING SOLUTIONS LLC</b>	<b>2,100.00</b>	
		522 45 41 0001 Fire (Training): PS		001	General Expense Fund			2,100.00	
<b>1528</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>GALLS, LLC</b>	<b>432.15</b>	
		522 20 20 3000 Class A Uniforms: PB		001	General Expense Fund			61.64	Victor Quiroz
		522 20 20 4000 Class B Uniforms: PB		001	General Expense Fund			284.90	Nani Tupolo Pants
		522 10 49 1000 Memberships and Sul		001	General Expense Fund			85.61	
<b>1529</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>GILMORES AUTOMOTIVE SERVICE</b>	<b>799.47</b>	
		522 60 48 6000 Vehicle Repairs and M		001	General Expense Fund			442.01	
		522 60 48 6000 Vehicle Repairs and M		001	General Expense Fund			357.46	

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<b>1530</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>GRAINGER</b>	<b>575.21</b>	
	522 10 31 0514	Station Supplies: OOS	001	001	General Expense Fund			197.41	
	522 10 31 0514	Station Supplies: OOS	001	001	General Expense Fund			330.95	
	522 10 31 0514	Station Supplies: OOS	001	001	General Expense Fund			46.85	
<b>1531</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>HOOD CANAL COMMUNICATIONS</b>	<b>491.85</b>	
	522 10 42 1000	Station 21 Telephone	001	001	General Expense Fund			491.85	
<b>1532</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>HRA VEBA TRUST</b>	<b>14,352.56</b>	
	522 10 20 0040	Admin Staff- HRA, HI,	001	001	General Expense Fund			2,172.21	
	522 20 20 0040	Firefighter/EMT- HRA	001	001	General Expense Fund			5,284.65	
	522 71 20 0040	Firefighter/Paramedic	001	001	General Expense Fund			6,895.70	
<b>1533</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>HUTTER, CHRISTY</b>	<b>850.00</b>	
	522 10 41 1000	IT Support Service: PS	001	001	General Expense Fund			850.00	
<b>1534</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>IMS ALLIANCE</b>	<b>13.56</b>	
	522 20 31 5000	Miscellaneous PPE Pu	001	001	General Expense Fund			13.56	
<b>1535</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>KCDA</b>	<b>113.20</b>	
	522 10 31 0100	Office & Operating St	001	001	General Expense Fund			113.20	
<b>1536</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>KITSAP BANK - VISA</b>	<b>2,690.94</b>	<b>Tacoma Narrows Toll; Holiday Inn Express; Phenyx Pro; Samepage; Amazon; Zazzle; Amazon; Amazon; 5.11; Suquamish Clearwater Casino - Lodging; MRSC Rosters; IdentiFire; Good-to-Go; Amazon; Amazon; Medic</b>
	522 10 31 3000	Miscellaneous Expene	001	001	General Expense Fund			150.00	
	522 45 43 2000	Commissioner Trainin	001	001	General Expense Fund			393.33	
	522 10 31 3000	Miscellaneous Expene	001	001	General Expense Fund			-38.99	
	522 10 49 1000	Memberships and Sul	001	001	General Expense Fund			50.00	
	522 72 48 1000	Ems Equipment Repai	001	001	General Expense Fund			32.42	
	522 10 49 3000	Awards & Recognitioi	001	001	General Expense Fund			2.99	
	522 10 31 0100	Office & Operating St	001	001	General Expense Fund			64.30	
	522 10 31 0100	Office & Operating St	001	001	General Expense Fund			55.91	
	522 20 31 2000	Miscellaneous Uniforr	001	001	General Expense Fund			13.02	
	522 45 43 1000	Admin Staff Training:	001	001	General Expense Fund			229.77	
	522 10 49 1000	Memberships and Sul	001	001	General Expense Fund			135.00	
	522 20 41 2000	Safety Professional Se	001	001	General Expense Fund			314.79	
	522 60 48 6000	Vehicle Repairs and N	001	001	General Expense Fund			21.25	
	522 50 48 0300	Buildings Maintenanc	001	001	General Expense Fund			20.23	
	522 50 48 0300	Buildings Maintenanc	001	001	General Expense Fund			11.69	
	522 72 31 1000	EMS Supplies: OOS	001	001	General Expense Fund			183.79	
	522 20 20 4000	Class B Uniforms: PB	001	001	General Expense Fund			203.98	
	522 10 31 3000	Miscellaneous Expene	001	001	General Expense Fund			23.95	
	522 20 48 0080	Repairs & Maintenanc	001	001	General Expense Fund			211.58	

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	522 20 31	1000 Station Amenities		001	General Expense Fund			156.23	
	522 45 41	0004 Career Staff Educatior		001	General Expense Fund			455.70	
<b>1537</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>KITSAP PROPANE</b>	<b>1,027.39</b>	
	522 10 47	8000 Station 81 Utilities (Pc		001	General Expense Fund			1,027.39	
<b>1538</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>KURTS PRECAST, INC</b>	<b>913.08</b>	
	522 50 41	0200 Building Maintenance		001	General Expense Fund			913.08	
<b>1539</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>L.N. CURTIS &amp; SONS, INC</b>	<b>293.43</b>	
	522 20 35	0070 Ladders		001	General Expense Fund			238.70	
	522 20 35	0070 Ladders		001	General Expense Fund			54.73	
<b>1540</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>LIFE ASSIST</b>	<b>981.48</b>	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			53.60	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			131.33	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			203.64	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			35.52	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			62.93	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			200.64	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			109.37	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			184.45	
<b>1541</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>LOWES</b>	<b>74.51</b>	
	522 50 48	0300 Buildings Maintenanc		001	General Expense Fund			42.42	
	522 20 31	1000 Station Amenities		001	General Expense Fund			32.09	
<b>1542</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>MAGGIE LAKE WATER DISTRICT</b>	<b>37.00</b>	
	522 10 47	9000 Station 82 Utilities (Pc		001	General Expense Fund			37.00	
<b>1543</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>MASON COUNTY GARBAGE, INC.</b>	<b>298.54</b>	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			98.77	Recycle
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			103.48	Garbage
	522 10 47	6000 Station 27 Utilities (Pc		001	General Expense Fund			25.01	Recycle
	522 10 47	6000 Station 27 Utilities (Pc		001	General Expense Fund			57.29	Garbage
	522 10 47	8000 Station 81 Utilities (Pc		001	General Expense Fund			13.99	St. 81
<b>1544</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>MCINTOSH, KELLEY</b>	<b>125.44</b>	
	522 45 43	2000 Commissioner Trainin		001	General Expense Fund			125.44	
<b>1545</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>MED-TECH RESOURCE, INC</b>	<b>814.20</b>	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			196.98	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			354.72	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			262.50	
<b>1546</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>MEDICARE BLUE RX</b>	<b>66.40</b>	
	522 20 20	2000 Retirement Medical C		001	General Expense Fund			66.40	
<b>1547</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>NMETA COMMUNICATIONS INC</b>	<b>2,250.00</b>	

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	522 30 41	4000 Community Newslett		001	General Expense Fund			2,250.00	
<b>1548</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>NMRFA- REVOLVING FUND</b>	<b>1,491.49</b>	<b>Stericycle; Belfair Water District #1; Wave; PUD #3</b>
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			265.22	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			147.54	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			72.10	
	522 10 47	7000 Station 21 New Head		001	General Expense Fund			182.92	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			455.16	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			268.35	
	522 10 47	4000 Station 24 Utilities (Pc		001	General Expense Fund			100.20	
<b>1549</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>NORTH MASON CHAMBER OF COMME</b>	<b>105.00</b>	
	522 10 49	1000 Memberships and Sul		001	General Expense Fund			105.00	
<b>1550</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>NORTHWEST LEADERSHIP SEMINAR</b>	<b>395.00</b>	
	522 45 41	1000 Admin Staff Training:		001	General Expense Fund			395.00	
<b>1551</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>NORTHWEST SAFETY CLEAN INC</b>	<b>89.74</b>	
	522 20 48	1000 PPE Repair and Maint		001	General Expense Fund			89.74	
<b>1552</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>OHD, LLLP</b>	<b>368.91</b>	
	522 20 48	0003 Flow Testing		001	General Expense Fund			368.91	
<b>1553</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>OLYMPIC COLLEGE ATTN: CASHIER</b>	<b>641.27</b>	<b>Angie McCormick SID #860262957</b>
	522 45 41	1000 Admin Staff Training:		001	General Expense Fund			635.25	
	522 45 41	1000 Admin Staff Training:		001	General Expense Fund			6.02	
<b>1554</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>OREILLY AUTO PARTS</b>	<b>44.49</b>	
	522 76 48	0452 Small Tools and Mino		001	General Expense Fund			44.49	
<b>1555</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>PENINSULA TOPSOIL, LLC.</b>	<b>596.85</b>	
	522 10 49	0519 Station Supplies: Misc		001	General Expense Fund			596.85	
<b>1556</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>PINTEY BOWES GLOBAL FINANCIAL SV</b>	<b>61.85</b>	
	522 10 42	0001 Postage: OOS		001	General Expense Fund			61.85	
<b>1557</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>PUD #1</b>	<b>53.70</b>	
	522 10 47	4000 Station 24 Utilities (Pc		001	General Expense Fund			53.70	
<b>1558</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>PUD #3</b>	<b>1,075.48</b>	
	522 10 47	6000 Station 27 Utilities (Pc		001	General Expense Fund			310.78	
	522 10 47	5000 Station 25 Utilities (Pc		001	General Expense Fund			43.79	
	522 10 47	3000 Station 23 Utilities (Pc		001	General Expense Fund			182.43	
	522 10 47	9000 Station 82 Utilities (Pc		001	General Expense Fund			69.88	
	522 10 47	1100 Station 83 Utilities (Pc		001	General Expense Fund			53.62	
	522 10 47	8000 Station 81 Utilities (Pc		001	General Expense Fund			274.52	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund				
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund				

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		522 10 47 2000 Station 22 Utilities (Pc		001	General Expense Fund			140.46	
<b>1559</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>REGENCE BLUESHIELD</b>	<b>791.33</b>	<b>Ambulance Billing (Warren Zeitelhack)</b>
		589 00 00 1000 Ambulance Refunds: (		001	General Expense Fund			791.33	
<b>1560</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>SAFEWAY</b>	<b>150.98</b>	
		522 10 31 4000 Awards & Recognitioi		001	General Expense Fund			39.08	
		522 10 31 4000 Awards & Recognitioi		001	General Expense Fund			111.90	
<b>1561</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>SCOTT MCLENDONS HARDWARE</b>	<b>147.35</b>	
		522 50 48 0300 Buildings Maintenanc		001	General Expense Fund			64.84	
		522 20 35 0090 Miscellaneous Items		001	General Expense Fund			6.82	
		522 20 35 0020 Small Engine Equipm		001	General Expense Fund			31.45	
		522 20 35 0090 Miscellaneous Items		001	General Expense Fund			22.55	
		522 20 35 0050 Hand Tools		001	General Expense Fund			21.69	
<b>1562</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>SEA-WESTERN, INC.</b>	<b>260.51</b>	
		522 20 31 5000 Miscellaneous PPE Pu		001	General Expense Fund			242.93	
		522 20 31 5000 Miscellaneous PPE Pu		001	General Expense Fund			17.58	
<b>1563</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>SHELTON-MASON COUNTY JOURNAL</b>	<b>312.00</b>	
		522 30 41 2000 Community Outreach		001	General Expense Fund			312.00	
<b>1564</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>SPRINGBROOK HOLDING COMPANY, LI</b>	<b>7,646.32</b>	
		522 10 31 2000 Computer Software: C		001	General Expense Fund			7,646.32	
<b>1565</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>STERICYCLE INC</b>	<b>122.25</b>	
		522 72 31 1000 EMS Supplies: OOS		001	General Expense Fund			122.25	
<b>1566</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>TACOMA COMMUNITY COLLEGE FINAN</b>	<b>1,935.22</b>	
		522 45 41 0004 Career Staff Educatio		001	General Expense Fund			1,935.22	
<b>1567</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>TELEFLEX MEDICAL INCORPORATED</b>	<b>2,660.00</b>	
		522 72 31 1000 EMS Supplies: OOS		001	General Expense Fund			2,660.00	
<b>1568</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>THE DOCTORS CLINIC</b>	<b>142.00</b>	
		522 71 41 3000 BVFF Physicals: PS		001	General Expense Fund			142.00	
<b>1569</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>TRAILS END WATER DISTRICT</b>	<b>50.47</b>	
		522 10 47 3000 Station 23 Utilities (Pc		001	General Expense Fund			50.47	
<b>1570</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>ULINE</b>	<b>102.25</b>	
		522 72 31 1000 EMS Supplies: OOS		001	General Expense Fund			86.80	
		522 72 31 1000 EMS Supplies: OOS		001	General Expense Fund			15.45	
<b>1571</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>US FIRE EQUIPMENT, LLC</b>	<b>4,171.22</b>	
		522 20 35 0200 Fire Equipment Reser		001	General Expense Fund			2,959.49	
		594 22 64 4000 Fire Engine Purchase		001	General Expense Fund			1,211.73	
<b>1572</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>VECTOR SOLUTIONS</b>	<b>195.59</b>	

# TRANSACTION JOURNAL

North Mason Regional Fire Authority

Time: 11:55:38 Date: 12/10/2021

12/14/2021 To: 12/31/2021

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
	522 10 49	1000 Memberships and Sul		001	General Expense Fund			195.59	
<b>1573</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>VERIZON WIRELESS</b>	<b>895.16</b>	
	522 10 42	1000 Station 21 Telephone		001	General Expense Fund			895.16	
<b>1574</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>WA STATE PATROL BUDGET &amp; FISCAL</b>	<b>16,504.00</b>	
	522 45 31	3000 Fire Academy: OOS		001	General Expense Fund			9,512.00	
	522 45 31	3000 Fire Academy: OOS		001	General Expense Fund			3,518.00	
	522 45 31	3000 Fire Academy: OOS		001	General Expense Fund			3,474.00	
<b>1575</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>WAVE BROADBAND</b>	<b>209.06</b>	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			136.96	
	522 10 47	1000 Station 21 & 21-2 Uti		001	General Expense Fund			72.10	
<b>1576</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>WESTBAY AUTO PARTS INC</b>	<b>154.71</b>	
	522 60 35	0384 Small Tools and Mino		001	General Expense Fund			84.76	
	522 76 48	0452 Small Tools and Mino		001	General Expense Fund			69.95	
<b>1577</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>WILCOX &amp; FLEGEL INC.</b>	<b>3,590.76</b>	
	522 20 32	0010 Vehicle Fuel Consume		001	General Expense Fund			1,835.24	
	522 20 32	0010 Vehicle Fuel Consume		001	General Expense Fund			1,755.52	
<b>1578</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>WITMER PUBLIC SAFETY GROUP INC.</b>	<b>499.08</b>	
	522 20 31	3000 Personal Protective Ec		001	General Expense Fund			499.08	
<b>1579</b>	<b>12/14/2021</b>		<b>1</b>		<b>Claims</b>		<b>ZOLL MEDICAL CORP. GPO</b>	<b>1,265.63</b>	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			455.70	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			523.14	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			42.66	
	522 72 31	1000 EMS Supplies: OOS		001	General Expense Fund			244.13	

Records Printed: 89

Adjustments:	0.00
Beginning Balance:	0.00
Revenues:	131,070.36
Warrant Expenditures:	345,710.41
Non Warrant Expenditures:	0.00
Interfund Transfers:	0.00
Redemptions:	0.00
Deposits:	0.00
Withdrawals:	0.00
Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 General Expense Fund	0.00	0.00	131,070.36	345,710.41	0.00	0.00	0.00	0.00
	0.00	0.00	131,070.36	345,710.41	0.00	0.00	0.00	0.00

# TRANSACTION JOURNAL

North Mason Regional Fire Authority

Time: 11:54:12 Date: 12/10/2021

12/13/2021 To: 12/13/2021

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
<b>1505</b>	<b>12/13/2021</b>		<b>4</b>		<b>Claims</b>		<b>KRAZAN &amp; ASSOCIATES, INC.</b>	<b>1,541.00</b>	
	594 22 63 1002	NM Emergency Mana		200	Construction Fund			1,541.00	
<b>1506</b>	<b>12/13/2021</b>		<b>4</b>		<b>Claims</b>		<b>TRICO COMPANIES, LLC</b>	<b>984,688.44</b>	
	594 22 63 1002	NM Emergency Mana		200	Construction Fund			984,688.44	
	Records Printed:		2				Adjustments:	0.00	
							Beginning Balance:	0.00	
							Revenues:	0.00	
							Warrant Expenditures:	986,229.44	
							Non Warrant Expenditures:	0.00	
							Interfund Transfers:	0.00	
							Redemptions:	0.00	
							Deposits:	0.00	
							Withdrawals:	0.00	
							Stop Payments:	0.00	

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
200 Construction Fund	0.00	0.00	0.00	986,229.44	0.00	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>986,229.44</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>



# TRANSACTION JOURNAL

North Mason Regional Fire Authority

Time: 15:23:04 Date: 12/21/2021

12/21/2021 To: 12/21/2021

Page: 1

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
<b>1580</b>	<b>12/21/2021</b>		<b>1</b>		<b>Claims</b>		<b>LAND TITLE CO OF MASON CO</b>	<b>2,000.00</b>	
	594 22 63 1000 NM Emergency Mana		001		General Expense Fund			2,000.00	
	Records Printed:		1					0.00	Adjustments:
								0.00	Beginning Balance:
								0.00	Revenues:
								2,000.00	Warrant Expenditures:
								0.00	Non Warrant Expenditures:
								0.00	Interfund Transfers:
								0.00	Redemptions:
								0.00	Deposits:
								0.00	Withdrawals:
								0.00	Stop Payments:

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 General Expense Fund	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00

# 2021 SANTA RUN

## DATES AND LOCATIONS

### MONDAY, DECEMBER 20TH -

- Twanoh Falls Community - 5:30 PM
- Cedar Street Neighborhood - 6:30 PM



### TUESDAY, DECEMBER 21ST -

- Riverhill Neighborhood - 5:30 PM
- Beard's and Lynch Cove Neighborhoods - 5:00 PM
- Maggie Lake Neighborhood - 6:30 PM
- Collins Lake Neighborhood - 7:00 PM
- Tahuya River Valley Neighborhoods - 7:30 PM

# Resource Access Program (RAP)

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**CATEGORY:** Operations  
**NUMBER:** Ops-27  
**EFFECTIVE:** January 2022  
**REVISED:** N/A

## REFERENCE

North Mason Regional Fire Authority

## PURPOSE

Chronic 911 use is often an indication of a health or social vulnerability. Frequent users typically suffer from combinations of chronic medical diseases, psychiatric disorders, drug and alcohol dependence, in-home challenges and homelessness. These individuals often resort to calling 911 because they need support for a range of medical and non-medical needs but do not have the ability or resources to seek out alternative solutions. For this population, repetitive transport to emergency departments (EDs) is a particularly ineffective and wasteful use of 911 resources.

This issue may be particularly challenging in rural areas such as North Mason, where there are fewer primary care providers, and where services are more likely to be closed evenings and weekends. These patients can often benefit from a referral to coordinated multi-pronged services because isolated case management focused exclusively on health may offer limited to no benefit.

Although EMS can usually identify the vulnerable, traditional EMS providers are not well-suited to provide care navigation and resource referrals, which can better address the needs of this population. The purpose of the North Mason Regional Fire Authority's Resource Assistance Program (RAP) is to identify such patients, investigate the underlying circumstances and seek to reduce dependence on acute care services by linking these individuals with resources more appropriate to their situations.

## PROGRAM ROLES

1. **RAP Team Manager.** The Fire Authority's Emergency Prevention Specialist will serve as the RAP Team Manager. The RAP Team Manager will build relationships with other human and social services organizations in the community and develop a detailed list of contacts, referral options and resources.
2. **RAP Members.** The RAP Team will consist of specially trained Fire Authority Community Response Team (CRT) members.

## PROCEDURE

1. **Identify EMS Users that Stand to Benefit from Care Navigation.** Individuals will be identified for RAP, based on data from the Fire Authority's EMS call logs, knowledge of the patient population and referral by the Fire Authority's EMS providers.
  - 1.1. The RAP Team Manager will regularly review the Fire Authority's electronic records management system, EMS call logs and interview EMS responders to identify individuals who may be eligible for RAP.
  - 1.2. Fire Authority EMS providers can also make a referral to the RAP Team requesting a 911 response follow-up visit.
2. **Case Assignment.** The RAP Team Manager will make contact with the patient and/or family members to discuss the RAP Program and determine if a RAP response is appropriate. If a response is determined to be appropriate, the Manager will coordinate a RAP response with the patient and/or family and he/she will assign RAP members to visit the individual and serve as his/her RAP case manager(s).
3. **RAP Team Safety.** Safety is the top priority for the RAP Team at all times. The RAP Team Manager will not make a referral to the RAP Team for any situation that is or is likely to become unsafe. The RAP Team will never operate in teams of less than two (2) individuals, and they will never perform field work without the use of a cellular phone device AND an emergency radio. Upon the initial RAP Team visit, a safety assessment using the attached form will be conducted.
  - 3.1. The RAP Team will never enter a field situation that is determined to be unsafe, and they will immediately leave any environment or situation that is determined to be unsafe at any time. Any situation that is determined to be unsafe will be immediately reported to the Fire Authority's on-duty officer and documented. If there is an immediate threat of harm to any RAP member, law enforcement will be immediately contacted to assist.
4. **Identify Needs.** Once eligible patients have been identified, the RAP Team will use a series of scheduled home visits to help the individual connect with appropriate services and improve their unique situations. Because RAP members are in the individual's home outside of an emergency situation, they can ask questions or identify issues that are otherwise not visible to an EMS provider, but which may have an impact on the individual's health and well-being.
  - 4.1. **RAP Assessment Checklist.** The RAP assessment is designed to provide a detailed walk-through of the individual's home, identify safety hazards and make recommendations when needed. The RAP Team will look at many factors that have been shown to cause injuries to members of the home, especially the very young and elderly.
    - 4.1.1. Using the RAP Assessment Checklist, (see attached) the evaluation begins at the driveway or walkway and ends at the back yard. Note, this assessment is

not a mechanical inspection of the home and is not designed to look at the safety of electrical wiring, hot water heaters, plumbing or any other mechanical features of the house. Rather, it is designed to focus on things such as trip hazards, kitchen safety, adequate lighting in the home and in walk areas, grab bars and lift handles if applicable, and other notable safety features.

4.2. **Support Evaluation.** The RAP Team will also utilize the social evaluation procedure to determine whether the individual has the social supports necessary to help maintain his/her health. Referral to social services can help the patient address some of the underlying issues that have led to their frequent use of the EMS system.

4.2.1. The RAP Team will use history taking and other interview techniques to assess the individual's general wellbeing in the home, and make sure that this is a person who has all basic needs met.

4.2.2. The RAP Team will assess such necessities as adequate food, cleanliness, clothing, shelter, companionship, supportive social network, ability to obtain prescription medications (financially and physically in terms of being able to retrieve/open them) and other important day-to-day needs.

5. **Action Plan.** The assigned RAP member, in coordination with the RAP Team Manager, will develop a documented plan for connecting the individual with community resources that address his/her needs. The RAP Team will advocate on behalf of the individual and assure that connections are in place to help the individual improve his/her quality of life. In addition, for homebound or socially isolated people, the RAP Team can serve as an important connection to the outside world. The Action Plan will also identify if and when a RAP team follow up will take place. The RAP Team will consult with the RAP Team Manager following each field visit.

6. **Referrals.** If hazards are found during the safety assessment, the RAP Team will recommend changes that need to be made and, if needed, refer the individual to the appropriate community resource(s) that can provide further assistance. During the initial initiation of the RAP Program, RAP support will focus on the following four areas:

- In-home safety and social support
- Substance use treatment/referral
- Mental health resource referral
- Fall prevention

6.1. Additionally, depending on patient need and availability of community services, the RAP Team may be able to offer a variety of referrals to services, including:

- Nutrition: Meals on Wheels, food pantries, Supplemental Nutrition Assistance Program (SNAP) applications
- Phone/internet assistance
- Substance use support groups
- Medical or non-medical transportation

- Older adult services: Area Agency on Aging, Alzheimer's support groups, senior centers
- Legal services
- Housing assistance
- Healthcare coverage, such as applications for Medicaid
- Mobility: organizations that can provide walkers, canes and other mobility devices

7. **Limitations.** The RAP Team does not perform the role of a medical provider and will therefore not be analyzing the person's healthcare status or needs. If a RAP member notices an immediate need for medical attention, he/she will contact 911 for an emergency response. If an individual is having difficulty accessing medical care, the RAP team should make the necessary referrals and link the individual with their primary care physician.

## **ATTACHMENTS**

- **RAP Assessment Checklist**



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## RAP Assessment Checklist

**Purpose:** The safety/wellness assessment is designed to provide a detailed walk-through of the individual's home, identify safety hazards and make recommendations when needed. It is also designed to evaluate any potential social, personal or non-emergent medical needs, in an effort to connect the individual with available community resources.

**Procedure:** The Resource Access Program (RAP) Team will look at many factors that have been shown to cause injuries to members of the home, especially the very young and elderly. This assessment begins at the driveway or walkway and ends at the back yard. Note, this assessment is not a mechanical inspection of the home and is not designed to look at the safety of electrical wiring, hot water heaters, plumbing or any other mechanical features of the house. Rather, it is designed to focus on things such as trip hazards, kitchen safety, adequate lighting in the home and in walk areas, grab bars and lift handles if applicable, and other notable safety features.

The RAP Team will use history taking and other interview techniques to assess the individual's general wellbeing in the home, and make sure that this is a person who has all basic needs met. The RAP Team will assess such necessities as adequate food, cleanliness, clothing, shelter, companionship, supportive social network, ability to obtain prescription medications (financially and physically in terms of being able to retrieve/open them) and other important day-to-day needs.

# North Mason Regional Fire Authority

## Resource Access Program (RAP) Assessment Checklist

DATE OF VISIT: \_\_\_\_\_ RAP MEMBER: \_\_\_\_\_

OCCUPANT NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

### PROGRAM SAFETY

1. Does the occupant live alone? Yes \_\_\_ No \_\_\_ N/A \_\_\_
2. Has the occupant or anyone else within the home recently tested positive for COVID-19? Yes \_\_\_ No \_\_\_ N/A \_\_\_
3. Are there any weapons in the home? Yes \_\_\_ No \_\_\_ N/A \_\_\_
4. Is the occupant experiencing any suicidal thoughts or ideations? Yes \_\_\_ No \_\_\_ N/A \_\_\_

### OUTSIDE OF HOUSE

5. Sidewalk and/or pathway to house is level and free from any hazards. Yes \_\_\_ No \_\_\_ N/A \_\_\_
6. Driveway is free from debris/snow/ice. Yes \_\_\_ No \_\_\_ N/A \_\_\_
7. Outside stairs are stable and have sturdy handrail. Yes \_\_\_ No \_\_\_ N/A \_\_\_
8. Porch lights are working and provide adequate lighting. Yes \_\_\_ No \_\_\_ N/A \_\_\_
9. NMRFA Address sign is clearly posted. Yes \_\_\_ No \_\_\_ N/A \_\_\_

### LIVING ROOM

10. Furniture is of adequate height and offers arm rests that assist in getting up and down. Yes \_\_\_ No \_\_\_ N/A \_\_\_
11. Floor is free from any clutter that would create tripping hazards. Yes \_\_\_ No \_\_\_ N/A \_\_\_
12. All cords are either behind furniture or secured in a manner that does not cause trip hazards. Yes \_\_\_ No \_\_\_ N/A \_\_\_
13. All rugs are secured to floor with double-sided tape. Yes \_\_\_ No \_\_\_ N/A \_\_\_
14. Lighting is adequate to light room. Yes \_\_\_ No \_\_\_ N/A \_\_\_
15. All lighting has an easily accessible on/off switch. Yes \_\_\_ No \_\_\_ N/A \_\_\_
16. Phone is readily accessible near favorite seating area(s). Yes \_\_\_ No \_\_\_ N/A \_\_\_
17. Emergency numbers are printed near all phones in house. Yes \_\_\_ No \_\_\_ N/A \_\_\_



18. Auto Dialer is located at phone. Yes \_\_\_ No \_\_\_ N/A \_\_\_

## **KITCHEN**

19. Items used most often are within easy reach on low shelves. Yes \_\_\_ No \_\_\_ N/A \_\_\_

20. Step stool is present, is sturdy and has handrail. Yes \_\_\_ No \_\_\_ N/A \_\_\_

21. Floor mats are non-slip tread and secured to floor. Yes \_\_\_ No \_\_\_ N/A \_\_\_

22. Oven controls are within easy reach. Yes \_\_\_ No \_\_\_ N/A \_\_\_

23. Kitchen lighting is adequate and easy to reach switches. Yes \_\_\_ No \_\_\_ N/A \_\_\_

24. ABC fire extinguisher is located in kitchen. Yes \_\_\_ No \_\_\_ N/A \_\_\_

25. NMRFA Vial of Life and magnet located in/on refrigerator. Yes \_\_\_ No \_\_\_ N/A \_\_\_

## **STAIRS**

26. Carpet is properly secured to stairs and/or all wood is properly secured. Yes \_\_\_ No \_\_\_ N/A \_\_\_

27. Handrail is present and sturdy. Yes \_\_\_ No \_\_\_ N/A \_\_\_

28. Stairs are free from any clutter. Yes \_\_\_ No \_\_\_ N/A \_\_\_

29. Stairway is adequately lit. Yes \_\_\_ No \_\_\_ N/A \_\_\_

## **BATHROOM**

30. Tub and shower have a non-slip surface. Yes \_\_\_ No \_\_\_ N/A \_\_\_

31. Tub and/or shower have a grab bar for stability. Yes \_\_\_ No \_\_\_ N/A \_\_\_

32. Toilet has a raised seat. Yes \_\_\_ No \_\_\_ N/A \_\_\_

33. Grab bar is attached near toilet for assistance. Yes \_\_\_ No \_\_\_ N/A \_\_\_

34. Pathway from bedroom to bathroom is free from clutter and well-lit for ease of movement in the middle of the night. Yes \_\_\_ No \_\_\_ N/A \_\_\_

## **BEDROOM**

35. Floor is free from clutter. Yes \_\_\_ No \_\_\_ N/A \_\_\_

36. Light is near bed and is easy to turn on. Yes \_\_\_ No \_\_\_ N/A \_\_\_

37. Phone is next to bed and within easy reach. Yes \_\_\_ No \_\_\_ N/A \_\_\_

38. Flashlight is near bed in case of emergency. Yes \_\_\_ No \_\_\_ N/A \_\_\_

**GENERAL**

- 39. Smoke detectors in all areas of the house (each floor) and tested. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 40. Carbon monoxide detectors on each floor of house and tested. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 41. Flashlights are handy throughout the home. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 42. Resident has all medical information readily available and in an area emergency providers will easily find. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 43. All heaters are away from any type of flammable material. Yes \_\_\_ No \_\_\_ N/A \_\_\_

**OVERALL TIPS**

- 44. Homeowner has good non-skid shoes to move around house. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 45. All assisted walking devices are readily accessible and in good condition. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 46. There is a phone near the floor for ease of reach in case of a fall. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 47. All oxygen tubing is less than 50 feet and is not a trip hazard. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 48. Resident has had an annual hearing and vision check by a physician. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 49. Resident has the proper hearing and visual aids prescribed and are in good working order. Yes \_\_\_ No \_\_\_ N/A \_\_\_
- 50. All medications are properly stored and labeled to avoid confusion on dosage, time to take and avoidance of missed doses. Yes \_\_\_ No \_\_\_ N/A \_\_\_

**FOR ALL SECTIONS MARKED 'NO' THE FOLLOWING RECOMMENDATIONS ARE NOTED BELOW**

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**AFTER EVALUATION, I RECOMMEND THE RESIDENT BE CONSIDERED FOR THE FOLLOWING REFERRALS:**

- Fall Prevention Program
- QRT/Substance Use Resources
- Mental Health Services

- Primary Care Services
- Senior Services
- Social Support: \_\_\_\_\_

**ACTION PLAN MOVING FORWARD**

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**DATE OF NEXT FOLLOW-UP:** \_\_\_\_\_

**OCCUPANT SIGNATURE:** \_\_\_\_\_

**RAP MEMBER SIGNATURE:** \_\_\_\_\_

**DATE OF CASE CLOSURE:** \_\_\_\_\_

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NORTH MASON REGIONAL FIRE AUTHORITY

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TO: NMRFA BOARD OF FIRE COMMISSIONERS

FROM: BEAU BAKKEN, FIRE CHIEF

SUBJECT: ADMINISTRATIVE CONTRACT REVIEW

DATE: DECEMBER 8<sup>TH</sup>, 2021

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Per established Fire Authority policy, the Board of Commissioners will review the employment contracts and memorandum of understandings (MOUs) for all Authority Administrative staff annually. The purpose of the Board's review is to ensure that administrative contracts and MOUs are relevant, current, and consistent. We have provided all administrative contract agreements and MOUs for your review.

We are in the process of restructuring our emergency prevention programming and assignments at the Authority with the recent change in personnel in the Emergency Prevention Specialist (EPS) position. I am so excited about the direction that we are soon to head as the NMRFA's administrative and prevention teams take place, and a new direction of programming is initiated. As we look to implement an intensive Resource Access Program (RAP) that will be managed and overseen by the Authority's EPS we are asking our administrative support staff to both support and assume some of the emergency prevention and communication activities (listed below). These are activities that were previously assigned solely to the EPS. I feel that the immense talent that we have within our administrative support staff is perfectly suited to support and assume these functions.

Additional duties include but are not limited to:

Public Information Officer Duties	Press Releases
Prevention Material Supply and Inventory	Social Media and Communications
Safety Day Administrative Assistance	CPR and Community Classes Support
Community Prevention Service	Life Jacket Program Activities
Scheduling	
NMRFA Annual Newsletter	GEMT Administration
Prevention Grant Writing	RAP Administrative Assistance
Car Safety Seat Technician	

As the Board conducts its administrative contract review, I would also like to reference the rapidly changing labor market that has brought about significant changes in the employment sector. The labor market has become an “employee” centric and as a result hiring, recruitment, and retention employment practices are rapidly changing. Wage and benefit packages seen in the public sector are quickly being surpassed by the private sector as aggressive recruitment strategies take hold. In addition, changes in the labor market combined with numerous economic forces are generating massive increases in inflation and the local consumer price index. These bi-monthly local consumer price index has been above 5% since June, achieving its most recent (and high) increase of 6.5% in October.

Our administrative employees go about their work as true professionals, and I feel fortunate to work with such an incredible team. They have all become “owners” within the NMRFA and they go about their work without ever bringing attention to compensation and benefits. Considering the additional duties that our administrative staff have and will assume with our change in non-emergency programming scope, I would ask if the Board would consider a onetime 6% wage adjustment for Angie, Renee, and Sarah to take effect in January 2022? I would also like to inquire if the Board would consider increasing the currently allotted 2% cost of living adjustment to 4% for the years 2022 and 2023 respectively. These increases would cost an additional \$17,927.36 for the year 2022 and \$7888.04 for 2023, but the Authority would be hard pressed to find a better investment.

	<b>2021 Base Salary</b>	<b>2022 Salary w/COLA (4%) and Wage Adjustment (6%)</b>	<b>2023 Salary With COLA (4%)</b>
<b>Angie McCormick</b>	\$68,420.88	\$75,262.97	\$78,273.49
<b>Renee Wassenaar</b>	\$68,420.88	\$75,262.97	\$78,273.49
<b>Sarah Morgan</b>	\$42,431.88	\$46,675.07	\$48,542.07

Thank you in advance for your consideration. These salary considerations are solely at my request and at no time has our administrative staff ever approached me or any other member of the Authority about their salary and compensation during their employment tenure. I make this request in recognition of the outstanding work that they have done and continue to do for the Authority. I will be happy to answer any questions or concerns that you may have.

# Job Description- Public Safety Support Specialist

**CATEGORY:** Personnel  
**NUMBER:** Pers-45  
**EFFECTIVE:** December 2021  
**REVISED:** N/A

## REFERENCE

N/A

## PURPOSE

The purpose of this policy is to define the Authority's work expectation and description for the classification of **Public Safety Support Specialist**. ~~Administrative Assistant~~.

## DEFINITION AND MAJOR FUNCTION

This is a full-time, non-exempt, non-supervisory position reporting to, and at the direction of the Fire Chief. The individual in this position will serve as a member of the Authority's management team and **will provide support for all of the Authority's Public Safety operations**. Individuals assigned to this position are expected to: show professional conduct, be attentive to detail, demonstrate a high degree of accuracy, handle work flow consistently and efficiently, meet deadlines, follow through, keep work organized and easily accessible, think independently and problem solve, work with employees at all levels of the organization, be discrete and confidential in handling job responsibilities.

This position is unique in that it performs complex administrative assistance and **support duties**, in addition to assisting the Authority with volunteer member coordination.

Employees assigned to this position will be on a one-year probationary period. Once training is complete, work will be reviewed periodically to ensure job responsibilities are being met.

## DUTIES AND RESPONSIBILITIES

The duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. The employee occupying this position may be required to perform other reasonable duties and tasks as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Core Administrative Support Duties**

- Provide independent administrative support: arrange meetings and coordinate schedules; prepare confidential correspondence, comprehensive reports, surveys, and memorandums; attend meetings and provide accurate meeting minutes. Responsible for compiling, summarizing, and reporting findings which may include providing recommendations. May

assist with miscellaneous desktop publishing and computer-generated audio/visual production. Provide primary administrative support for an assigned division.

- Receive incoming telephone calls for employees and the public using professional and courteous phone etiquette and with sensitivity to the diversity of a multi-cultural community. Respond to and answer questions and requests within the realm of authority and forward calls to appropriate personnel.
- Maintain organized, accurate, complete and easily accessible paper and electronic records and filing systems, including confidential documents. Ensure that the integrity of the information is maintained.
- Participate in the Strategic Planning process, establishing and tracking annual goals and objectives.
- Provide administrative and support assistance for the Authority's Resource Access Program (RAP) and emergency prevention activities.
- Prepare and distribute internal and external communications and messaging to include the press releases, social media.
- Oversee and coordinate the Authority's medical transport billing program in collaboration with the Authority's contracted medical transport billing agency.
- Assist with reporting and auditing requirements associated with medical transport billing and other areas of assignment.
- Provide administrative support and coordination for community training classes and prevention activities (CPR, Disaster Prep, Safety Days, auto dialers, etc.).
- Supply and maintain inventory of all fire and emergency prevention materials.
- Serve as the Fire Authority's Car Safety Seat Technician.
- Assist with the scheduling and coordination of Authority commercial fire inspections.
- Assist the Authority's Public Records Officer with the accurate and timely distribution of public records.
- Monitor budget use in areas of assignment.
- Serve as liaison to internal and external stakeholders.
- As directed by staffing needs, serve as backup support to various administrative positions.
- On a regular basis, exercise administrative judgment and assume responsibility for decisions, consequences and results having an impact on individuals, the organization and the quality of service within the assigned area. Responsible for keeping the supervisor informed of any issues that may have an adverse impact on the Authority, so that undue escalations can be avoided, and proactive solutions considered.
- Know and interpret the formal and informal Authority goals, standards, policies and procedures, safety rules for the area of assignment.
- Welcome guests and customers in person and over the telephone.
- Apply mathematical and accounting skills as required.
- In the event of a large-scale emergency or disaster, the employee may be required to report to work.
- May be required to work outside of job description during times of disaster.
- May be required to work some evenings and/or weekends.
- Miscellaneous other administrative duties as assigned.

## **VOLUNTEER COORDINATION AND OTHER DUTIES AND RESPONSIBILITIES**

### **Volunteer Member Coordination**

- Under the direction of the Assistant Fire Chief, manage and coordinate the Authority's Volunteer Recruitment and Retention program, working within the guidance of the Authority's operational objectives, current and revised strategic planning goals and the requirements committed to in any applicable SAFER grant.
- Assist in developing, leading, and implementing comprehensive effective programs that will attract and retain qualified volunteers to the Authority.
- Serve as the primary contact for individuals interested in serving as a volunteer.
- Assist the Volunteer Captains in developing and maintaining an effective volunteer program.
- Function at both strategic and tactical levels, working in conjunction with Authority personnel to analyze data/issues, forecast needs, draw conclusions, and identify potential solutions, project consequences of proposed actions and effectively implement recommendations.
- Assist with project teams and coordinate complex programs, utilizing highly developed project management, written/verbal communication, and presentation skills.
- Establish and maintain effective internal and external working relationships.
- Attend meetings of elected officials when assigned and provide reports with the concurrence of the Assistant Chief.
- Administer and implement the provisions authorized by any applicable SAFER grant award.

### **Project and Program Assistance**

- Provide administrative support for the training and evaluation of Authority members.
- Assist with the planning and organization of assigned Authority activities/functions to assure maximum efficiency and effectiveness. Resolve problems, exchange information and provide expertise. Provide special analysis and reports to the Fire Chief and the Board of Commissioners as required.
- Provide administrative support for the developing long and short-range plans, goals and objectives for all areas; support the assessment of progress and performance in achieving established goals.
- Per the chain of command, provide assistance with disseminating all communications to appropriate personnel regarding directives, general orders, special orders, policies and standard operating procedures.
- Prepare, review and maintain reports, logs and records related to assigned function(s) to assure regulatory and procedural compliance, evaluate methods and procedures and mitigate risk to the Authority. Assist the Authority's management with assuring proper maintenance and reliability of associated equipment, apparatus, buildings and other facilities.
- Assist with the preparation and administration of the Authority's budget for assigned areas; control expenditures within the budget appropriation and prepare related reports as required; continuously plan and act to reduce costs and increase effectiveness.



- Prepare grant requests as necessary.
- As necessary, coordinate activities with appropriate city, county, state and other outside agencies. Maintain excellent public relations by using appropriate judgment and communicating courteously with citizens while fostering a positive public image for the Authority.
- Attend industry conferences, conventions, seminars, classes, courses and related meetings. Recommend changes and/or new ideas; develop and assist with continuous improvement efforts of the Authority, assist with implementing new programs, policies and procedures that are focused on quality and productivity improvements.
- Attend and/or arrange for various related meetings. May be required to work weekends or holidays for the purpose of attending meetings, drills, or special events.
- Ensure all work is performed and all decisions and actions are, including communication in all its forms, are in accordance with Authority policies, guidelines, and standards of professionalism.
- Other duties as assigned by the Fire Chief and/or his designee.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty thoroughly and acceptably. Reasonable accommodations may be made to enable individuals with limited disabilities; however, accommodations may not be available for the essential functions listed above, due to bona fide occupational requirements. Individuals must satisfactorily complete a criminal history background check. The requirements listed in this job description are representative of the knowledge, skills and/or abilities required. The employee will strive at all times to excel in the following competencies necessary to accomplish the core and division duties listed:

**Knowledge.** Must be proficient in:

- Modern office systems and technology including personal computers and related software (at a minimum MS Word, Excel, Outlook, Publisher, FrontPage and similar programs) and common office equipment.
- Standard office equipment (i.e. photocopier, 10-key machine, typewriter, dictation equipment, facsimile machine and electronic postage machine).
- Office administration and bookkeeping procedures.
- Business letter writing, email communications and report preparation.
- Advanced principles and procedures of record keeping and filing to include both hard copy and electronic.
- Customer service and team building techniques.

**Skills and Abilities.** Must demonstrate the following skills and abilities:

- Ability to read, write, speak and communicate using the English language.
- Ability to maintain a high level of accuracy and confidentiality concerning financial and personnel matters. Ability to effectively handle confidential, difficult and sensitive issues by using tact, diplomacy and an understanding of the organizational culture, climate and/or politics.

- Knowledge of basic fire service and EMS terminology and operational procedures.
- Knowledge of techniques and programs that will successfully contribute to the recruitment and retention of Authority volunteers.
- Ability to deal harmoniously with people in promoting community and Authority interactions.
- Excellent interpersonal skills including the ability to build and maintain effective team relationships with employees, public officials and the public. Consistently respect the individual values of all Authority employees/members and members of the community. Effectively communicate, build rapport and relate well with diverse populations.
- Ability to anticipate, analyze, diagnose and problem solve.
- Ability to communicate clearly and concisely, both verbally and in writing.
- Attention to detail.
- Very effective organizational skills.
- Proficient skill and ability to read, comprehend, analyze, balance and reconcile accounting and payroll records and to prepare accurate and clear accounting records, worksheets, charts, and reports.
- Proficient skill and ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions and decimals, and to compute percentage rates and other calculations as applied to basic payroll and accounting functions.
- Ability to accurately type 50 words per minute or at an acceptable level of proficiency as required by the position.
- Demonstrate self-control and an ability to manage time, multiple projects and priorities and changing priorities with minimal supervision. Ability to work under stressful conditions with various personality types and expectations.
- Ability to emphasize the concept of customer service in all aspects of interacting with the community by anticipating and meeting customer needs, wants, and expectations whenever possible.
- Demonstrate good decision-making skills.

**Personal Attributes.** Must demonstrate the following personal attributes:

- Be honest and trustworthy.
- Be respectful, professional and courteous.
- Possess cultural awareness and sensitivity.
- Be flexible.
- Possess sound work ethics.

**Education and/or Experience.**

- A High School Diploma or General Education Degree (GED) equivalent.
- A two-year degree in accounting, business, social, behavioral or fire science or related field.
- Two (2) years of experience in a responsible, independent administrative support position, or any combination of education and experience, which demonstrates competency to perform the duties outlined in this job description.

**Physical Demands.** The physical demands described are representative of those that must be met to successfully perform the essential functions of this position:

- Regularly required to sit for long periods of time, use hands and fingers to handle or feel objects, tools or controls, reach with hands and arms, ability to speak and hear, and frequently required to stand, walk, stoop and kneel.
- Regularly lift and/or move up to 10 pounds, and occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus.

### **Certificates, Licenses, Registrations, Other.**

- Upon employment, and while employed, must hold and continuously maintain, a valid Washington State driver's license.
- Must be insurable under the Authority's existing vehicle and umbrella liability insurance carrier and Washington State law.
- Obtain and maintain National Child Passenger Safety Technician certification.

### **Work Environment.**

- Work is normally performed indoors in an office environment.
- Emotionally demanding, stressful environment.
- The noise level is usually quiet.

***The examples of duties and working conditions are intended only as illustrations of the various types of work performed. Omission of specific statements of duties and/or working conditions does not exclude them from the position if the work is similar, related or a logical assignment to the position.***

# Job Description-Emergency Prevention Specialist

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**CATEGORY:** Personnel  
**NUMBER:** Pers-47  
**EFFECTIVE:** February 2020  
**REVISED:** December 2021

## REFERENCE

N/A

## PURPOSE

The purpose of this policy is to define the Authority's work expectation and description for the classification of Emergency Prevention Specialist.

## DEFINITION AND MAJOR FUNCTION

The Emergency Prevention Specialist (EPS) classification performs technical and supervisory duties in the areas of public education, public information, community outreach, patient care and resource navigation and emergency prevention. ~~The Emergency Prevention Specialist is responsible for responding to emergency and non-emergency activities to assist with information distribution and community engagement.~~ The EPS serves as the manager and care coordinator for the Authority's Resource Access Program (RAP). The Emergency Prevention Specialist is expected to exercise a high degree of judgment and initiative while making critical fire and life safety related decisions under high pressure and/or adverse conditions. This classification reports to and receives guidance and mentoring from the Assistant Fire Chief and Chief.

**DUTIES AND RESPONSIBILITIES:** The duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Essential Duties:** The following duties are considered essential for this position:

- Serve as the manager and care coordinator for the Authority's Resource Access Program (RAP). Oversee and coordinate the activities of the RAP team(s) and work to connect individual patients and families in need of services with available community resources. Work to reduce risk and harm potential to individuals and families through RAP program emergency mitigation practices. Complete reporting and documenting associated with RAP program management and tracking.
- Coordinate with Authority responders and officers to identify appropriate patients needing assistance and coordinate emergency care with RAP program activities.
- Develop and deliver emergency prevention campaigns including but not limited to public information releases, audio-visual materials, public events, web pages, media

appearances, Safety Days, social media and community education campaigns to increase emergency prevention awareness.

- Develop and deliver emergency prevention programs to local businesses, organizations, residents, schools and Fire Authority employees. Programs will include but are not limited to emergency prevention, disaster preparedness, injury prevention, fire extinguisher training, first aid, CPR and AED instruction.
- Engage with local community groups and associations to provide emergency prevention education and information.
- Engage with local schools and child care centers to provide age-appropriate emergency prevention education and information.
- ~~Work with media outlets to publish timely information such as articles, press releases, brochures and other materials.~~
- Copyedit, proofread and revise Authority communications.
- ~~Serve as the Authority's Public Information Officer.~~
- Develop and execute communication strategies that are consistent with and reflect the Authority's strategic vision.
- ~~Respond to major emergencies and calls for assistance to assist with public information distribution.~~
- Assist in preparing, submitting and supervising assigned budget areas.
- Coordinate with other professionals in the region on information distribution and emergency prevention activities.
- Assist in the rendering of basic medical care at emergency incidents.
- Complete work assignments as assigned; ensure that all decisions and actions are consistent with Authority policies, procedures and emerging priorities.
- Complete duties related to program management, to ensure project and program deadlines and milestones are met.
- Conduct station tours, participate in demonstrations of equipment and techniques, and make educational presentations to members of the public.
- Coordinate, supervise and conduct the Authority's Fire Prevention and Education programs.
- Participate in community sponsored events.
- Provide initial and ongoing instruction and training for RAP team members.
- Maintain, track and inventory Authority equipment and materials.
- Clean and maintain office space and Authority equipment.
- Ensure appropriate written and oral communication takes place to transfer information and current priorities to the Authority's operations personnel.
- Assist in developing recommendations and implementing new programs, policies and procedures that are focused on quality and productivity improvements.
- Attend technical skills training and continuing education courses as needed to maintain technical and leadership skills and certifications. Demonstrate the ability to read, write and comprehend these and other related materials.
- Complete incident reports accurately and completely.
- Maintain and prepare reports, records and statistical information relating to the Authority's emergency prevention activities.

**Additional Duties:** In addition to the duties listed in the Essential Duties section, the employee may perform the following duties. An employee may not be assigned all duties listed below, nor do the examples cover all duties which may be assigned.

- Perform a wide variety of general staff work as assigned.
- Participate in Authority meetings as assigned.
- Observe and report violations of laws and ordinances.
- Attend crew/shift safety meetings as necessary.
- Practice appropriate and professional communication with external and internal stakeholders.
- Participate in assigned training and drills required for maintenance of emergency responder skills.
- Ensure compliance with Authority standards concerning uniforms, emergency gear, tools and equipment, grooming and other related items.
- Receive and process reports from the public.
- Perform related duties as assigned.

**QUALIFICATIONS:** Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

**Experience:** Previous experience preparing and delivering emergency prevention programs in a community setting. **Previous experience providing patient care navigation and care coordination.** Previous professional teaching experience with children and/or adults. Prior fire or emergency medical service experience in an emergency response organization.

**Education Required:** High School Diploma or a Certificate of Educational Competence (G.E.D.).

**Education Preferred:** Teaching Certificate, Associates Degree or higher. Previous course work in teaching, education, fire science, fire administration, public or business administration or related field.

**License or Certifications:** This position requires the use of a personal or Authority vehicle while conducting Authority business. The individual must be physically capable of operating motor vehicles safely and must possess and maintain a valid Washington Driver's License and a driving record free of significant moving violations. The Fire Chief may waive this requirement under exigent circumstances.

The position also requires the following professional certifications and/or course completions upon or within one (1) year of hire: NFPA 1035 Public Educator, First Aid and CPR/AED, National Fire Academy's Applications of Community Risk Reduction (R0385).

**SELECTION GUIDELINES:** Formal application, review of education and experience, written examination (optional), assessment center and final selection interviews.

**Knowledge, Skills and Abilities:** While requirements may be representative of minimum levels of knowledge, skills and abilities, to perform this job successfully, the incumbent will possess the abilities or aptitude to perform each duty proficiently.

*Knowledge of:*

- Policies, rules and regulations of the Authority, as well as a working knowledge of the applicable national, state and local laws, ordinances and codes affecting the fire service.
- Principles, practices, methods and techniques of modern firefighting and protection of lives and property.
- Principles, practices, methods and techniques of patient care coordination and resource navigation.
- Principles, practices, methods and techniques of emergency medical care and cardio-pulmonary resuscitation.
- Principles, practices and functions of the National Incident Management System (NIMS) or other current Incident Management System.
- Local geography, including the location of water mains and hydrants and the major fire hazards of all service areas.
- Firefighting equipment and apparatus functions, minor repair techniques, inspection and the reporting of deficiencies.
- Basic and advanced fire prevention principles, practices and procedures.
- Basic principles and practices of organization, administration, training and project management.
- Basic financial management and budgeting concepts and practices necessary to effectively manage assigned resources with appropriate supervision.
- Working knowledge and proficiency in the operation of computer equipment and software programs used by the department.

*Ability to:*

- Communicate clearly and concisely both orally and in writing, with individuals and in group settings.
- Establish and maintain cooperative and effective working relationships with assigned personnel and other Authority employees under both regular business and adverse/emergency conditions.
- Establish and maintain cooperative and effective working relationships with outside agencies and service groups.
- Effectively resolve work-related problems.
- Project a personal commitment to the mission and vision of the Authority; model leadership skills and behaviors consistent with the Leadership Development training and the guiding principles of the Authority.
- Comprehend and make inferences from written material; understand and apply Authority policies and procedures; prepare and maintain accurate reports and records.

**PHYSICAL REQUIREMENTS AND WORKING CONIDITIONS:** The physical requirements and working conditions described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

Incumbents in this classification generally work eight (8) hour shift assignments, including weekends and holidays, and may be required to work overtime with little or no notice. Incumbents may be assigned to work alternative shifts in accordance with the provisions of the collective bargaining agreement. Due to the varied and unpredictable nature of the work, incumbents may also be required to work under the following conditions:

- Incumbents are subject to unpredictable interruptions of sleep periods during which they must function effectively, including directing the work of others in emergency situations, such as functioning within the Incident Management System.
- Incumbents are exposed to a variety of weather conditions and are required to tolerate very hot and very cold temperatures.
- When responding to emergencies, incumbents also are exposed to other elements, including smoke, heat, flames, hazardous chemicals and blood and other bodily fluids. In these situations, they must be able to observe or monitor people or objects to ensure compliance with safety standards; stand, sit or walk for extended periods of time, unable to rest at will; use explosive strength, as in sprinting or jumping; walk over rough, uneven or rocky surfaces; use arms above shoulder level; bend or stoop repeatedly or continually over time; and use common hand tools, such as hammers, saws and screwdrivers.
- Specific hearing abilities required by this job include the ability to hear and understand radio transmissions in an environment which contains large amounts of background noise, in a moving vehicle, and in a typical office setting. Incumbents are also required to have the ability to hear a variety of warning devices and alarms, gas leaks, and/or calls for help.
- The incumbent must have vision necessary to perform the essential job functions. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.
- In daily activities incumbents operate office equipment requiring repetitive arm/hand movements, as when they enter data into a terminal, personal computer or keyboard device.
- In order to keep abreast of developments in their field, incumbents must be able to learn in a classroom setting and through observation and oral instruction in an on-the-job training setting.
- Participating in training and operations activities involves observing and monitoring people, data and objects to ensure compliance with safety standards and department policies and procedures.
- Operate radios, warning light and siren control heads making fine, highly controlled muscular movements to adjust the position of a control mechanism.
- Prepare written materials such as various documentation, reports and e-mail using proper punctuation, spelling and grammar by entering data into a keyboard device requiring repetitive arm/hand movement.
- Communicate with the public and staff face to face and using a radio or telephone.
- Provide training to staff and the public in a classroom setting.
- Operate Authority vehicles in adverse conditions in a controlled and safe manner while obeying State laws and Authority policies.



- Attend professional training classes and team building sessions learning through oral and structured lecture instruction.

***The examples of duties and working conditions are intended only as illustrations of the various types of work performed. The omission of specific statements of duties and/or working conditions does not exclude them from the position if the work is similar, related or a logical assignment to the position.***

# Job Description- Executive Assistant Programs and Policy

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**CATEGORY:** Personnel  
**NUMBER:** Pers-48  
**EFFECTIVE:** December 2021  
**REVISED:** N/A

## REFERENCE

N/A

## PURPOSE

The purpose of this policy is to define the Authority's work expectation and description for the classification of Executive Assistant-Programs and Policy.

## DEFINITION AND MAJOR FUNCTION

This is a full-time, non-exempt, non-supervisory position reporting to, and at the direction of, the Fire Chief. The individual in this position will serve as a member of the Authority's management team. Individuals assigned to this position are expected to: show professional conduct, be attentive to detail, demonstrate a high degree of accuracy, handle workflow consistently and efficiently, meet deadlines, follow through, keep work organized and easily accessible, think independently and problem solve, work with employees at all levels of the organization, be discrete and confidential in handling job responsibilities.

This position is unique in that it performs complex administrative assistance duties.

Employees assigned to this position will be on a one-year probationary period. Once training is complete, work will be reviewed periodically to ensure job responsibilities are being met.

**DUTIES AND RESPONSIBILITIES:** The duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. The employee occupying this position may be required to perform other reasonable duties and tasks as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **Core Administrative Support Duties**

- Provide independent administrative support: arrange meetings and coordinate schedules; prepare confidential correspondence, comprehensive reports, surveys and memorandums; attend meetings and provide accurate meeting minutes. Responsible for compiling, summarizing and reporting findings which may include providing recommendations. May assist with miscellaneous desktop publishing and computer-generated audio/visual production. Provide primary administrative support for an assigned division.
- Assist the Fire Chief with the development and implementation of the Authority budget.
- Serve as the Authority's secretary.

- Take and maintain Board meeting minutes. Maintain correspondence and communications for the Authority's Board of Fire Commissioners.
- Receive incoming telephone calls for employees and the public using professional and courteous phone etiquette and with sensitivity to the diversity of a multi-cultural community. Respond to and answer questions and requests within the realm of authority and forward calls to appropriate personnel.
- Maintain organized, accurate, complete and easily accessible paper and electronic records and filing systems, including confidential documents. Ensure that the integrity of the information is maintained.
- Oversee the Authority's external communications to include press releases, social media and website content.
- Provide administrative assistance with the Authority's prevention activities to include but not limited to the Authority's Resource Access program, Safety Days and community classes.
- Provide administrative assistance with the Authority's mental, behavioral and physical health programs.
- Assist with the preparation and distribution of the Authority's annual community newsletter.
- Participate in the Strategic Planning process, establishing and tracking annual goals and objectives.
- Monitor budget use in areas of assignment.
- Serve as liaison to internal and external stakeholders.
- As directed by staffing needs, serve as backup support to various administrative positions.
- On a regular basis, exercise administrative judgment and assume responsibility for decisions, consequences and results having an impact on individuals, the organization and the quality of service within the assigned area. Responsible for keeping the supervisor informed of any issues that may have an adverse impact on the Authority, so that undue escalations can be avoided and proactive solutions considered.
- Know and interpret the formal and informal Authority goals, standards, policies and procedures, safety rules for the area of assignment.
- Welcome guests and customers in person and over the telephone.
- Apply mathematical and accounting skills as required.
- In the event of a large scale emergency or disaster, the employee may be required to report to work.
- May be required to work outside of job description during times of disaster.
- May be required to work some evenings and/or weekends.
- Miscellaneous other administrative duties as assigned.

### **Project and Program Assistance**

- Provide administrative support for the training and evaluation of Authority members.
- Assist with the planning and organization of assigned Authority activities/functions to assure maximum efficiency and effectiveness. Resolve problems, exchange information and provide expertise. Provide special analysis and reports to the Fire Chief and the Board of Commissioners as required.
- Provide administrative support for the developing long and short-range plans, goals and objectives for all areas; support the assessment of progress and performance in achieving established goals.

- Per the chain of command, provide assistance with disseminating all communications to appropriate personnel regarding directives, general orders, special orders, policies and standard operating procedures.
- Prepare, review and maintain reports, logs and records related to assigned function(s) to assure regulatory and procedural compliance, evaluate methods and procedures and mitigate risk to the Authority. Assist the Authority's management with assuring proper maintenance and reliability of associated equipment, apparatus, buildings and other facilities.
- Assist with the preparation and administration of the Authority's budget for assigned areas; control expenditures within the budget appropriation and prepare related reports as required; continuously plan and act to reduce costs and increase effectiveness.
- Prepare grant requests as necessary.
- As necessary, coordinate activities with appropriate city, county, state and other outside agencies. Maintain excellent public relations by using appropriate judgment and communicating courteously with citizens while fostering a positive public image for the Authority.
- Attend industry conferences, conventions, seminars, classes, courses and related meetings. Recommend changes and/or new ideas; develop and assist with continuous improvement efforts of the Authority, assist with implementing new programs, policies and procedures that are focused on quality and productivity improvements.
- Attend and/or arrange for various related meetings. May be required to work weekends or holidays for the purpose of attending meetings, drills or special events.
- Ensure all work is performed and all decisions and actions are, including communication in all its forms, are in accordance with Authority policies, guidelines and standards of professionalism.
- Other duties as assigned by the Fire Chief and/or his designee.

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty thoroughly and acceptably. Reasonable accommodations may be made to enable individuals with limited disabilities; however, accommodations may not be available for the essential functions listed above, due to bona fide occupational requirements. Individuals must satisfactorily complete a criminal history background check. The requirements listed in this job description are representative of the knowledge, skills and/or abilities required. The employee will strive at all times to excel in the following competencies necessary to accomplish the core and division duties listed:

**Knowledge.** Must be proficient in:

- Modern office systems and technology including personal computers and related software (at a minimum MS Word, Excel, Outlook, Publisher, FrontPage and similar programs) and common office equipment.
- Standard office equipment (i.e. photocopier, 10-key machine, typewriter, dictation equipment, facsimile machine and electronic postage machine).
- Office administration and bookkeeping procedures.
- Business letter writing, email communications and report preparation.
- Advanced principles and procedures of record keeping and filing to include both hard copy and electronic.
- Customer service and team building techniques.

**Skills and Abilities.** Must demonstrate the following skills and abilities:

- Ability to read, write, speak and communicate using the English language.
- Ability to maintain a high level of accuracy and confidentiality concerning financial and personnel matters. Ability to effectively handle confidential, difficult and sensitive issues by using tact, diplomacy and an understanding of the organizational culture, climate and/or politics.
- Knowledge of basic fire service and EMS terminology and operational procedures.
- Knowledge of techniques and programs that will successfully contribute to the recruitment and retention of Authority volunteers.
- Ability to deal harmoniously with people in promoting community and Authority interactions.
- Excellent interpersonal skills including the ability to build and maintain effective team relationships with employees, public officials and the public. Consistently respect the individual values of all Authority employees/members and members of the community. Effectively communicate, build rapport and relate well with diverse populations.
- Ability to anticipate, analyze, diagnose and problem solve.
- Ability to communicate clearly and concisely, both verbally and in writing.
- Attention to detail.
- Very effective organizational skills.
- Proficient skill and ability to read, comprehend, analyze, balance and reconcile accounting and payroll records and to prepare accurate and clear accounting records, worksheets, charts, and reports.
- Proficient skill and ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions and decimals, and to compute percentage rates and other calculations as applied to basic payroll and accounting functions.
- Ability to accurately type 50 words per minute or at an acceptable level of proficiency as required by the position.
- Demonstrate self-control and an ability to manage time, multiple projects and priorities and changing priorities with minimal supervision. Ability to work under stressful conditions with various personality types and expectations.
- Ability to emphasize the concept of customer service in all aspects of interacting with the community by anticipating and meeting customer needs, wants, and expectations whenever possible.
- Demonstrate good decision-making skills.

**Personal Attributes.** Must demonstrate the following personal attributes:

- Be honest and trustworthy.
- Be respectful, professional and courteous.
- Possess cultural awareness and sensitivity.
- Be flexible and able to quickly reprioritize work and projects when needed.
- Possess sound work ethics.

**Education and/or Experience.**

- A High School Diploma or General Education Degree (GED) equivalent.

- A two-year degree in accounting, business, social, behavioral or fire science or related field.
- Two years of experience in a responsible, independent administrative support position, or any combination of education and experience, which demonstrates competency to perform the duties outlined in this job description.

### **Certificates, Licenses, Registrations, Other.**

- Upon employment, and while employed, must hold and continuously maintain, a valid Washington State driver's license.
- Must be insurable under the Authority's existing vehicle and umbrella liability insurance carrier and Washington State law.
- Must obtain and retain status as a Washington State Notary Public.

**PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:** The physical demands and working requirements described are representative of those that must be met to successfully perform the essential functions of this position:

- Regularly required to sit for long periods of time, use hands and fingers to handle or feel objects, tools or controls, reach with hands and arms, ability to speak and hear and frequently required to stand, walk, stoop and kneel.
- Regularly lift and/or move up to 10 pounds, and occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus.
- Work is normally performed indoors in an office environment.
- Emotionally demanding, quickly changing and sometimes stressful environments.
- The noise level is usually quiet.

***The examples of duties and working conditions are intended only as illustrations of the various types of work performed. Omission of specific statements of duties and/or working conditions does not exclude them from the position if the work is similar, related or a logical assignment to the position.***

**NORTH MASON REGIONAL FIRE AUTHORITY  
RESOLUTION NO. 21-05**

**AUTHORIZATION OF A TRANSFER OF FUNDS FOR MAKING THE AUTHORITY'S  
NOVEMBER 30<sup>th</sup>, 2021, BOND REPAYMENT AND AUTHORIZATION OF A  
SUBSEQUENT FUND REIMBURSEMENT OF TRANSFERRED FUNDS**

**WHEREAS;** in March 2020, the North Mason Regional Fire Authority (NMRFA) issued Bonds for the construction of a new Fire Station.

**WHEREAS;** a repayment on the Bonds of \$375,650.00 was due on November 30<sup>th</sup>, 2021.

**WHEREAS;** in 2020, the NMRFA authorized an excess levy in the amount of \$540,000, for collection in 2021, for the purpose of making the NMRFA's November 30<sup>th</sup>, Bond Payment.

**WHEREAS;** all excess levy tax collections are deposited to the NMRFA's BOND FUND.

**WHEREAS;** The balance in the NMRFA's BOND FUND on November 29<sup>th</sup>, 2021 was \$367,840.09.

**WHEREAS;** on November 29<sup>th</sup>, 2021, the NMRFA had a deficit in its BOND FUND for making its November 30<sup>th</sup> 2021, Bond Repayment in the amount of \$7,809.91.

**WHEREAS;** the deficit in the BOND FUND was caused by tax payment delinquency likely the result of the impact of the COVID-19 pandemic.

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED,** the Governing Board of the NMRFA authorizes a transfer of funds totaling \$7,809.91 from the Authority's GENERAL EXPENSE FUND to the Authority's BOND FUND for the purpose of making its NOVEMBER 30<sup>th</sup>, 2021, BOND repayment of \$375,650.00 and further authorizes a subsequent transfer of funds totaling \$7,809.91 from the Authority's BOND FUND to the Authority's GENERAL EXPENSE FUND, for the purpose of fund reimbursement, at such time that funds are available in the BOND FUND to execute a transfer.

**ADOPTED AND APPROVED,** at a regular meeting of the NMRFA's Board of Fire Commissioners on this 14<sup>th</sup> day of December 2021, with the following Commissioners being present and voting.

\_\_\_\_\_  
Commissioner Kelley McIntosh

\_\_\_\_\_  
Commissioner Brooke Quigley

\_\_\_\_\_  
Commissioner Robert Miller

\_\_\_\_\_  
Commissioner Dan Kewish

\_\_\_\_\_  
Commissioner Paul Severson

\_\_\_\_\_  
Authority Secretary Renee Wassenaar