



Pierce County Fire Protection District No. 14  
Commissioners Meeting  
September 12, 2022      Station 74

**In Attendance:** Chief Kira Thirkield, Commissioner Gerald Sandberg, and Commissioner John Campbell. Secretary Shandrow was present via remote access.

Commissioner Allison was excused.

Commissioner Sandberg opened the meeting with the pledge of allegiance at 6:30 p.m.

The minutes of the August 22, 2022 Regular Board Meeting were approved as presented.

**Citizen Comments:** None.

**Vouchers:** Voucher list was reviewed, approved and attached.

**Chief's Report:** The Chief's Report was presented, reviewed and attached.

**Old Business:**

A. COVID-19: There are no updates to Covid 19 policies. At present one member is out due to covid and one more was out during the past two weeks.

**B. Staffing**

Service Contract: The Commissioners approved and signed the contract for Konlin George (KP) .

## **New Business:**

**A. Service Contract:** The service contract for James Dean was presented to the Commissioners for review.

**B. Policy Updates:** Updates were made to the following policies:

i. 2.1.1.4 Dress Code and Grooming:

Approves the wearing of Class C uniform, when the temperature exceeds 90 degrees, with the exception of: Not on calls, Not in public and Not working with equipment.

ii. 2.1.6.10 Emergency Medical Technician:

Section 4 Item D - Drill and Shift requirements to maintain EMT. Previously had to maintain EMT and Firefighter status now allows for being an EMT only.

iii. 2.1.5.3 Volunteer Firefighter Reimbursement:

Amended to include in the written policy the payment of stipends being given to Team Leaders, Captain and Lieutenant.

**C. New Policy:**

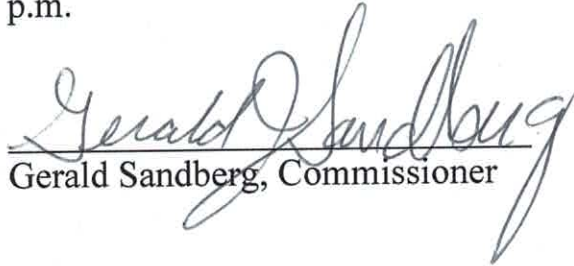
i...2.1.6.24 Volunteer Coordinator: New position and policy for review.

New position - Removing duties from a fulltime person to a volunteer stipend position to coordinate volunteer scheduling.

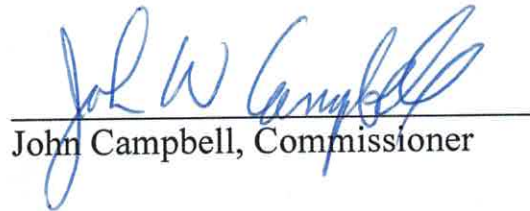
## **Good of the Order**

- PCFD 14 was on standby for the Puyallup Tribal Pow Wow over the weekend which also included their Chief Leschi football game.
- Chief Thirkield will be on vacation beginning September 17, returning the 25<sup>th</sup> of September.


With no further business to come before the Board, the meeting adjourned at 7:08 p.m.

  
Gerald Sandberg, Commissioner

\_\_\_\_\_  
Peter Allison, Commissioner

  
John Campbell, Commissioner

ATTEST:

  
Pat Shandrow, District Secretary



Finance Department  
District Payment Transmittal

istrict Name: Fire District #14

**PAYMENT LISTING**

Trans Date	District Ref #	Payee Printed Name	Amount
9/12/22	497	Amazon Capital Services	\$354.46
9/12/22	496	Allison, Peter	\$236.42
9/12/22	498	Bank of America	\$775.05
9/12/22	499	Campbell, John	\$98.21
9/12/22	500	Comcast Communications	\$327.97
9/12/22	502	DM Recycling	\$38.00
9/12/22	503	Dean James	\$2,243.08
9/12/22	504	Devine, Amy	\$1,246.23
9/12/22	505	Gates Miller	\$411.75
9/12/22	507	Grainger	\$133.17
9/12/22	509	Jennings Equipment	\$875.80
9/12/22	501	Cridge William	\$576.45
9/12/22	506	George Konlin	\$2,693.63
9/12/22	508	Hale, Kathy	\$840.00
9/12/22	512	Linde Gas & Equipment Inc Dept 0812	\$356.01
9/12/22	514	MRSC Rosters	\$135.00
9/12/22	515	Murreys Disposal Co. Inc.	\$107.12
9/12/22	516	Northwest Custom Apparel	\$3,003.00
9/12/22	519	Pierce County Budget & Finance	\$50.00
9/12/22	520	Puget Sound Regional Fire Authority ATTN: Finance Department	\$1,784.06
9/12/22	522	Robblees Total Security Inc.	\$126.74
9/12/22	510	LN Curtis & Sons	\$3,138.76
9/12/22	511	Life Assist	\$80.42
9/12/22	513	Lundell, Richard	\$164.70
9/12/22	517	Orozco, Brayan	\$82.35
9/12/22	518	P-Fleet	\$1,109.77
9/12/22	521	Purbeck, Devin	\$411.75
9/12/22	523	Robinson, Shea	\$576.45
9/12/22	524	Sandberg, Gerald	\$98.21
9/12/22	525	Shandrow, Patricia	\$160.00
9/12/22	526	SmartSign Xpressmyself.com LLC	\$477.40
9/12/22	527	Thirkield, Kira	\$3,164.06
9/12/22	529	Trusteed Plans Service Corp	\$3,719.27
9/12/22	528	Thor Doug	\$795.85
9/12/22	530	Vision Computing	\$36.27

Payment Count: 35

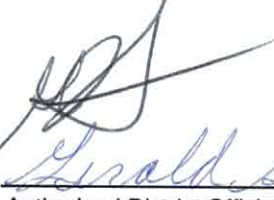


Total Amount: \$30,427.41



Payment Count: 35  
Payment Total: \$30,427.41

**CERTIFICATION**

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

 _____ Authorized District Official Signature	<sup>P/S</sup> 9/12/22 _____ Date	 _____ Authorized District Official Signature	<sup>P/S</sup> 9/12/22 _____ Date
 _____ Authorized District Official Signature	<sup>P/S</sup> 9/12/22 _____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date

**INSTRUCTIONS FOR USE:**

Submit signed Transmittal To Pierce County Finance Department

FAX: 253-798-6699      EMAIL: PCACCOUNTSPAYABLE@co.pierce.wa.us

**PC Finance Department Use Only**

Authorization Received on \_\_\_\_\_

Batch Verified by \_\_\_\_\_



**RIVERSIDE FIRE & RESCUE**  
**PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 14**  
4114 56<sup>TH</sup> AVE E • PUYALLUP, WA 98371 • (253) 922-5644 • (253) 252-7941  
[www.piercefire14.org](http://www.piercefire14.org)

***Chiefs Report***  
***August 2022***

The month of August was very similar to last year, with 65 calls for service. This was 31% higher than our 3-year average (58 calls in 2021, and an average of 45 in August over the last three years). We did not receive or give mutual aid this month. Our priority response time was reasonable, at 5:20, and we had seven BLS transports.

South Pierce and Browns Point Academies are going well. South Pierce fire academy is due to finish in November and Browns Point academy will follow with completion slotted for December. This month the Brown Point academy had their first full hands-on skills day at West Pierce taught by Riverside Personnel including Chief Thirkield and our new Lieutenant, KP George, who will be taking over the Training Division.

The Operations Division is being taken over by Firefighter James Dean. Dean was hired full time in mid-August. He has already been trained on inputting calls for NFIRS reporting, managing assets with our inventory software, and has started learning our daily, weekly, monthly and annual testing and maintenance schedules.

The Administrative Division has been heavily focused on training the two new full-time members as well as staffing the station in order to reduce any effects this transition has on our response times and quality of care. Captain Thor has taken a position with Paine Field Fire and we are happy that he is remaining with the department as a volunteer. His successor, KP George, comes to us with almost 3 years of experience at a busy career department and is making the transition very well. We have completed training on district familiarization, Pierce County EMS protocols, Radio communications, WFC EVIP, and basic equipment and fleet familiarization. James Dean was a volunteer with the department who recently completed EMT and Fire Academy. While he has less experience, he has much more familiarity with our department operations and has proven capable of jumping successfully into a lot of administrative tasks. He is working hard to offset his lack of experience – he has enrolled in Blue Card command to assist with scene management on Fire and Rescue calls and will be completing ride-alongs with West Pierce Fire to gain even more EMS experience in a high call-volume environment.

September's focus will be the continuation of training for our two new full-time employees. We are also emphasizing helping our current volunteers in enroll in EMT classes and finish their FF1 certifications. The Station expansion and Fire Engine project remains in progress.

Kira Thirkield  
Fire Chief

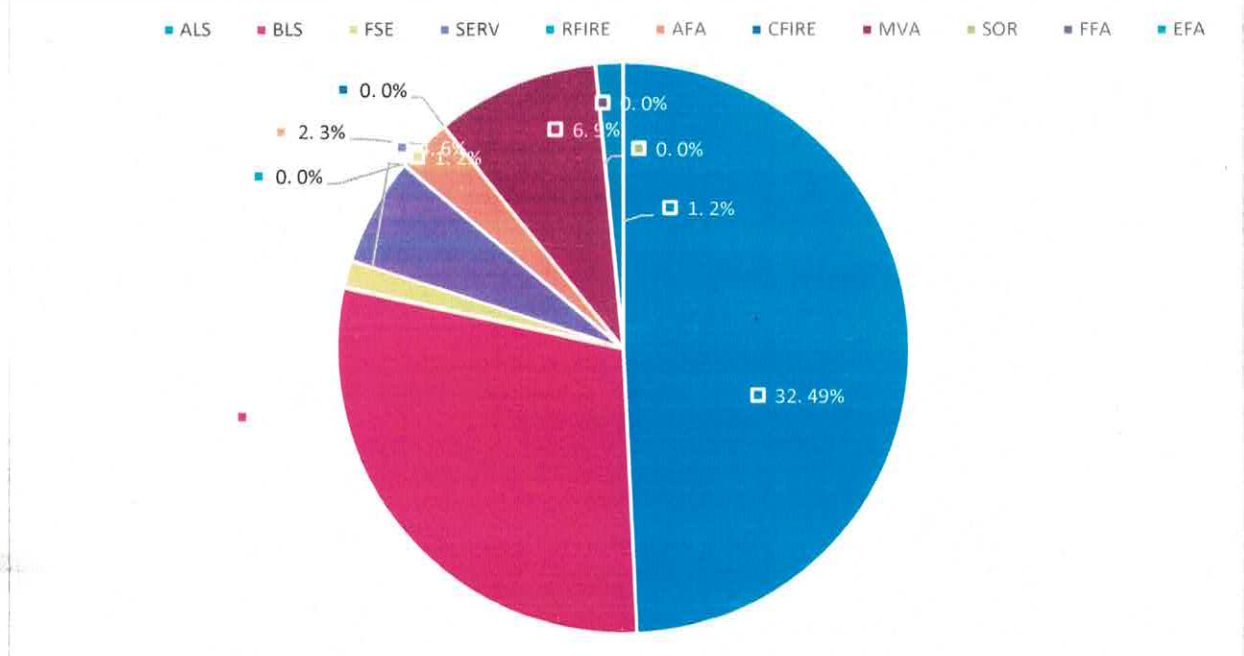
***Professionalism, Accountability, Compassion, Commitment, Integrity, Courtesy***



# RIVERSIDE FIRE RESCUE

## August

		2022	2021
Advanced Life Support	ALS	32	16
Basic Life Support	BLS	19	18
Fire Single Engine	FSE	1	6
Service Response	SERV	4	9
Residential Fire	RFIRE	0	1
Automatic Fire Alarm	AFA	2	0
Commercial Fire	CFIRE	0	0
Motor Vehicle Accident	MVA	6	5
Special Operations Response	SOR	0	0
Fire False Alarm	FFA	0	2
EMS False Alarm	EFA	1	1
<b>TOTAL =</b>		<b>65</b>	<b>58</b>
Mutual Aid Received		0	1
Mutual Aid Provided		0	2
Riverside A74 Transports		7	6
Average Response Time		5:20	5:50



### January-December

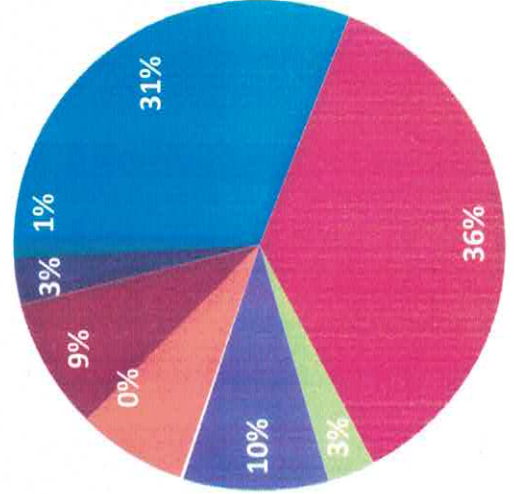
Jan Feb March April May June July Aug Sept Oct Nov Dec

Advanced Life Support	ALS	139	20	14	14	8	10	20	21	32										
Basic Life Support	BLS	164	17	15	20	22	25	27	19	19										
Fire Single Engine	FSE	14	2	1	3	1	4	0	2	1										
Service Response	SERV	43	5	8	7	4	10	3	2	4										
Residential Fire	RFIRE	1	0	1	0	0	0	0	0	0										
Automatic Fire Alarm	AFA	32	10	2	3	3	3	6	3	2										
Commercial Fire	CFIRE	0	0	0	0	0	0	0	0	0										
Motor Vehicle Accident	MVA	39	4	7	4	4	5	3	6	6										
Special Operations Response	SOR	0	0	0	0	0	0	0	0	0										
Fire False Alarm	FFA	14	2	1	3	5	1	1	1	0										
EMS False Alarm	EFA	4	0	0	0	2	1	0	0	1										
<b>TOTAL =</b>		<b>450</b>	<b>60</b>	<b>49</b>	<b>54</b>	<b>49</b>	<b>59</b>	<b>60</b>	<b>54</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Mutual Aid Received		0	0	0	0	0	0	0	0	0										
Mutual Aid Provided		2	0	1	0	0	0	0	0	0										
Riverside Transports		43	3	5	9	6	5	6	2	7										
Average Response Time		5:18	5:08	5:24	5:31	5:26	4:51	5:37	5:09	5:20										

■ ALS ■ BLS ■ FSE ■ SERV ■ RFIRE ■ AFA ■ CFIRE ■ MVA ■ SOR ■ FFA ■ EFA

**FIRE** 61 13.6%  
**EMS** 346 76.9%  
**Service** 43 9.6%





# RIVERSIDE FIRE & RESCUE

## Avg Resp Time of the First Arriving Unit

Alarm Date Between {08/01/2022} And {08/31/2022}  
and Response Code = " 1"

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
22-0000388	A74 MEDIC UNIT	08/01/2022	10:33:50	10:39:36	Emergency	00:05:46
22-0000391	AMR1 AMR Paramedic Unit	08/03/2022	12:23:49	12:27:35	Emergency	00:03:46
22-0000392	E74 ENGINE	08/04/2022	20:57:40	21:01:49	Emergency	00:04:09
22-0000393	E74 ENGINE	08/05/2022	04:32:00	04:41:11	Emergency	00:09:11
22-0000394	AMR1 AMR Paramedic Unit	08/06/2022	13:57:58	14:05:20	Emergency	00:07:22
22-0000396	AMR AMR Supervisor	08/07/2022	14:11:39	14:18:59	Emergency	00:07:20
22-0000397	E74 ENGINE	08/07/2022	22:03:56	22:10:19	Emergency	00:06:23
22-0000398	AMR1 AMR Paramedic Unit	08/09/2022	16:00:58	16:06:41	Emergency	00:05:43
22-0000400	E74 ENGINE	08/12/2022	06:04:34	06:10:49	Emergency	00:06:15
22-0000401	A74 MEDIC UNIT	08/12/2022	11:31:36	11:36:12	Emergency	00:04:36
22-0000402	E74 ENGINE	08/12/2022	14:08:21	14:16:32	Emergency	00:08:11
22-0000403	E74 ENGINE	08/12/2022	21:32:28	21:37:44	Emergency	00:05:16
22-0000405	AMR1 AMR Paramedic Unit	08/14/2022	20:22:19	20:26:55	Emergency	00:04:36
22-0000406	AMR1 AMR Paramedic Unit	08/14/2022	12:29:15	12:35:26	Emergency	00:06:11
22-0000407	E74 ENGINE	08/14/2022	14:59:57	15:05:04	Emergency	00:05:07
22-0000408	A74 MEDIC UNIT	08/15/2022	08:10:59	08:16:53	Emergency	00:05:54
22-0000409	AMR AMR Supervisor	08/15/2022	17:24:49	17:29:35	Emergency	00:04:46
22-0000410	A74 MEDIC UNIT	08/16/2022	14:13:28	14:17:59	Emergency	00:04:31
22-0000411	E74 ENGINE	08/16/2022	18:25:01	18:30:37	Emergency	00:05:36
22-0000412	E74 ENGINE	08/17/2022	14:23:11	14:28:22	Emergency	00:05:11
22-0000413	A74 MEDIC UNIT	08/17/2022	20:11:01	20:17:30	Emergency	00:06:29
22-0000414	E74 ENGINE	08/17/2022	21:38:30	21:43:39	Emergency	00:05:09
22-0000415	E74 ENGINE	08/18/2022	02:45:02	02:51:12	Emergency	00:06:10
22-0000418	E74 ENGINE	08/19/2022	13:06:56	13:15:09	Emergency	00:08:13
22-0000421	A74 MEDIC UNIT	08/19/2022	20:42:17	20:46:55	Emergency	00:04:38
22-0000422	E749 ENGINE	08/20/2022	11:34:05	11:38:18	Emergency	00:04:13
22-0000423	E74 ENGINE	08/20/2022	12:32:31	12:35:27	Emergency	00:02:56
22-0000424	A74 MEDIC UNIT	08/20/2022	16:58:09	17:03:49	Emergency	00:05:40
22-0000425	A74 MEDIC UNIT	08/20/2022	19:55:44	19:55:47	Emergency	00:00:03
22-0000426	F747 COMPANY OFFICER B	08/21/2022	06:15:27	06:23:23	Emergency	00:07:56



POLICY: 2.1.1.4  
EFFECTIVE:  
REVISED: 08/26/20  
PRIOR: 2.1.1.4  
12/28/20

## **ADMINISTRATIVE POLICY**

### **PERSONNEL POLICY**

#### **EMPLOYMENT STANDARDS**

#### **DRESS CODE AND GROOMING**

### **I. PREFACE**

The Department wants its members to present a neat and well-groomed appearance to promote an image and an attitude of pride, confidence and professionalism in ourselves and on behalf of the public we serve. This policy is aimed at setting a contemporary standard for grooming in balance with workplace safety considerations.

In evaluating the competing interests of individual grooming preferences and industry standards of personal safety, the Department is compelled, legally and ethically, to rule in favor of safety standards designed to protect individual firefighters and members. All members are required to accept these restrictions as a condition of employment and/or volunteer membership.

### **II. REFERENCE**

WAC 296.305 Safety Standards for Firefighters  
WAC 296.305.02001 Personal Protective Equipment and Protective Clothing  
WAC 296.62 Part E Respiratory Protection  
NFPA 1975 Standard on Emergency Services Work Clothing Elements  
Riverside Fire and Rescue Policy 3.1 Health and Safety  
Riverside Fire and Rescue Policy 3.2 Personal and Protective Equipment & Clothing

### **III. POLICY**

- A. Work uniforms provided shall meet the requirements specified in WAC 296-305 and the current Edition of NFPA 1975.
- B. When Department personnel are in public, every reasonable effort shall be made to present a professional appearance in accordance with these guidelines.

2.1.1.4 Dress Code and Grooming

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



- i. All company personnel will be attired in the same uniform.
  - ii. The Class-A uniform is high-dress attire and reserved for use at recognized Department and professional functions, and at special public functions as approved by the Fire Chief.
  - iii. Class-B uniform attire is the preferred and expected uniform attire while on-duty where contact with the general public will potentially occur.
  - iv. The Modified Class-B uniform may be worn at the discretion of the company officer or when temperatures exceed 75 Degrees. This attire permits the wearing of an approved polo shirt (for Chief Officers) or T-shirt, or T-shirt with sweatshirt in place of the Class-B work shirt.
  - v. The Class-C uniform attire is the physical fitness training uniform, and can be worn when temperatures exceed 90 degrees.
    1. The Class-C uniform is not to be worn on calls, while on shift in public, or when working with equipment.
    2. The Fire Chief or Company Officer will make the final determination about whether Class-C uniforms are appropriate.
    3. Individuals wearing a Class-C uniform must still be able to comply with appropriate call response times.
  - vi. The Battalion Chief must approve the wearing of special attire. Special attire includes athletic shoes, knit watchman caps, gloves, socks, and other ancillary clothing items that may be worn for limited purposes in conjunction with approved uniform attire. Special attire is not purchased or issued by the Department.
4. All uniform attire being worn should be clean, pressed, and/or polished as appropriate to the item. All uniform attire must be in good repair. Uniform items that are worn out, discolored, and/or damaged must be replaced.

## B. GROOMING

1. Necklaces, crosses, pendants, and medallions shall not be worn exposed on duty but are allowed underneath uniform shirts.

### 2.1.1.4 Dress Code and Grooming

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



- ii. Mustaches – Shall be neatly trimmed at all times. The length of mustaches shall not exceed one (1) inch below the corners of the mouth. Mustaches must look professional and shall not cover any portion of the upper or lower lip.
  - iii. Facial hair (stubble, moustache, sideburns, hairline, or bangs) visibly projecting above the skin is prohibited if it will come between the sealing surface of the facepiece and the face or interfere with the function of facepiece valves.
  - iv. Hair Patch, Lower Lip – Facial hair patches may not exceed ½-inch in any dimension centered below the lower lip. Hair patches may not connect with moustache hair and must be closely trimmed.
- 7. Visible tattoos that could bring discredit upon our organization as a public trust agency are prohibited. Tattoos are not permitted on the face.
  - 8. Piercings – Members shall not display any body-piercing object on any aspect of flesh or skin outside the borders of uniform attire. In the specific case of gauged ear piercings, the individual shall be required to wear clear gauges or none – whichever looks more professional at the discretion of the Fire Chief.
  - 9. The Fire Chief or designee is permitted to modify these grooming standards for any member who is not actively assigned to fire combat duties.

#### C. CLASS A CEREMONIAL DRESS

- 1. Coat - Black double-breasted, navy style with Department buttons.
  - i. Chiefs – Gold
  - ii. Officer – Silver
  - iii. Firefighter – Blue
- 2. Pants – Black, same material as coat.
- 3. Shirt - White long-sleeved shirt without markings.
- 4. Hat – Formal dress hat, black visor and front hat badge indicative of rank.
  - i. Chief - White top, with a black border around base of hat, gold chinstrap.
  - ii. Officer - Black top, silver chin strap.
  - iii. Firefighter - Black top, blue chin strap.

#### 2.1.1.4 Dress Code and Grooming

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

14. Department Patch - To be centrally located on both sleeves of the coat, with the top of the patch to be 3/4 inch below the shoulder seam.
15. Retired Chief Officers – Retired Chief Officers with 25 years of service or more may wear a retired insignia on the left arm 1/4 inch above the last sleeve marking. The retired Chief Officer insignia may be purchased from the WFC and consists of an R surrounded by gold clover leaves between gold bars.

#### D. CLASS B DUTY UNIFORM

1. Shirt - All shirts shall be 100% cotton or fire-resistant rated material and Class B style shirt. The name shall be embroidered on black tape with white border and white capital lettering. The name tape shall be on the front right side of Class B above the pocket. The name shall include your first initial, period, and last name (i.e "J. SMITH"). Years-of-service pins may be worn centrally located just above the nametag.
2. Collar Insignias
  - i. Fire Chief - Gold: 5 bugles
  - ii. Deputy Chief - Gold: 4 bugles
  - iii. Assistant Chief - Gold: 3 bugles
  - iv. Battalion Chief - Gold: 2 crossed bugles
  - v. Captain - Platinum: 2 parallel bars
  - vi. Lieutenant - Platinum: 1 bar
  - vii. Chaplain - Gold: Cross
3. Badge - Shall be Department issued reflecting rank, worn in badge holder left side of shirt.
4. Pants – Shall be made of fire-resistant material or 100% cotton and navy blue in color for firefighters and black for chief officers.
5. Boots - Must be regulation safety type meeting ANSI Z41 toe impact and compression specifications. They must be plain, smooth black leather, can range from standard height to high tops, and can be secured by zippers, laces or pull-on style. The shoe must be securely fastened while being worn to assure proper ankle support.
6. Socks - Shall be plain black, white, or navy blue.
7. Belt - Belts shall be either plain or braided and black in color.

#### 2.1.1.4 Dress Code and Grooming

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Approved \_\_\_\_\_  
Board Chair

Date \_\_\_\_\_

Attest \_\_\_\_\_  
Fire Chief

Date \_\_\_\_\_

2.1.1.4 Dress Code and Grooming

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_





POLICY: 2.1.6.10  
EFFECTIVE:  
REVISED: 08/26/22  
PRIOR: 2.1.6.10  
12/28/20

**ADMINISTRATIVE POLICY  
PERSONNEL POLICY  
JOB DESCRIPTIONS  
EMERGENCY MEDICAL TECHNICIAN**

**I. REFERENCE**

Pierce County EMS Patient Care Protocols  
WAC 296-976 Emergency Medical Services and Trauma Care Systems  
Riverside Fire & Rescue Policy 2.1.5.2 Ongoing Training Requirements

**II. JOB DESCRIPTION**

- A. This is a position involving the medical care of patients who are sick, injured, or require assistance. These duties are in addition to those of a Firefighter. The Emergency Medical Technician (EMT) may work individually or as a part of an ambulance crew.

**III. DUTIES AND RESPONSIBILITIES**

- A. Maintain the knowledge and emergency medical skills set to the highest level according to accepted standards of care and Department policies, procedures, and operating guidelines.
- B. Complete ongoing training as required by Washington State Department of Health to maintain current licensure level.
- C. Respond to emergency medical incidents as assigned and perform necessary patient care within the EMT scope of practice.
- D. Maintain emergency medical supplies, equipment, tools and vehicles to ensure that they are in proper location, in the best possible condition, and serviced or replaced as necessary.
- E. Complete all reports required for assigned duties, responsibilities, and tasks.

2.1.6.10 Emergency Medical Technician

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



POLICY: 2.1.5.3  
EFFECTIVE:  
REVISED: 08/26/22  
PRIOR: 2.1.5.3  
1/10/22

**ADMINISTRATIVE POLICY  
PERSONNEL POLICY  
VOLUNTEER MEMBERSHIP  
VOLUNTEER FIREFIGHTER REIMBURSEMENT**

**I. PREFACE**

Volunteers will receive a stipend based on a points system, the details of which can be found in this policy. There are three activities that qualify for reimbursement: shift coverage, drill attendance, emergency response/stand-by.

**II. REFERENCE**

1938 Fair Labor Standards Act  
Washington State Minimum Wage Act (Jan 1 2020)

**III. DEFINITIONS**

- A. Point – Designated increment to measure participation in Department activities.
- B. Shift – Any work period - for which a member or employee is on the roster as a responder.

**I. PROCEDURE**

- A. The standard point system shall make one “point” worth \$15 dollars.
  - 1. Points shall be allocated as follows:
    - i. EMT-B receives one (1) point per shift.
    - ii. Firefighter (IFSAC Firefighter 1) receives one (1) point per shift.
    - iii. Driver/Operator receives one (1) point per shift (If acting in that role).

2.1.5.3 Volunteer Firefighter Reimbursement

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

#### IV. RESPONSIBILITY

- A. Employees/members are responsible for signing the roster for all shifts in order to receive points.
- B. The Fire Chief or designee shall tally points quarterly for reimbursement.

Approved \_\_\_\_\_  
Board Chair

Date \_\_\_\_\_

Attest \_\_\_\_\_  
Fire Chief

Date \_\_\_\_\_





POLICY: 2.1.6.24  
EFFECTIVE:  
REVISED: 8/26/22  
PRIOR: None

**ADMINISTRATIVE POLICY  
PERSONNEL POLICY  
JOB DESCRIPTIONS  
VOLUNTEER COORDINATOR**

**I. REFERENCE**

Riverside Fire Policy 2.1.5.3 Volunteer Firefighter Reimbursement

**II. JOB DESCRIPTION**

- A. This position entails coordinating the schedule of volunteer staff members, ensuring shifts are arranged in an efficient manner providing full coverage.

**III. DUTIES AND RESPONSIBILITIES**

- A. The Volunteer Coordinator shall perform the following duties on a daily basis, at minimum, unless on pre-approved absence by the Fire Chief:
1. Ensure adequate 24-hour staffing
    - i. Volunteer Coordinator shall aim to have the schedule assigned and released one month ahead of time.
    - ii. Volunteer Coordinator shall use Sling, or District approved platform, to reflect all assigned shifts
    - iii. Any deficiencies in the schedule shall be reported to the duty officer as soon as possible.
  2. Respond readily to volunteer members concerning shift-related communication.
- B. The Volunteer Coordinator shall receive a monthly stipend as outlined in Riverside Policy 2.1.5.3.

2.1.6.24 Volunteer Coordinator

Chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Fire Chief \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



Pierce County Fire Protection District 14  
Commissioners Meeting  
September 12, 2022 Station 74 at 6:30 pm

1. Pledge of Allegiance
2. Read & Approve Minutes: August 22, 2022 meeting.
3. Citizen Comments
4. Voucher Approval
5. Chief's Report
6. Old Business:
  - A. COVID-19
  - B. Staffing – KP George Service Contract
7. New Business:
  - A. James Dean Service Contract
  - B. Policy Updates
    - i. 2.1.1.4 Dress Code and Grooming
    - ii. 2.1.6.10 Emergency Medical Technician
    - iii. 2.1.5.3 Volunteer Firefighter Reimbursement
  - C. New Policy
    - i. 2.1.6.24 Volunteer Coordinator
8. Good of the Order
9. Adjournment