GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST
Oakville, WA 98586

Board Of Commissioners General Meeting
Wednesday September 9th, 2026, at 1800 hrs.
108 E Main St Oakville, WA ST 1-1

I. Call to Order/Pledge of Allegiance
II. Attendance
III. Additions/Deletions to Agenda
IV. Public Comments/Presentations
V. Consent Items

Item	Page	Responsible	Outcome
▪ Meeting Minutes	Pg 3	Jonni	Accept/Reject
▪ Vouchers	Pg 4-5	Jonni	Accept/Reject
▪ Payroll	Pg 6	Jonni	Accept/Reject

VI. New Business (Action Items)

Item	Page	Responsible	Outcome

VII. Old Business (Action Items)

Item	Page(s)	Responsible	Outcome

VIII. Old Business (Non-Action Items)

Item	Page(s)	Responsible	Outcome
Charging for Incidents Policy Review	Pg 13-22	Chief Rhoades	Informational

IX. Correspondence (Non-Action Items)

Item	Page(s)	Responsible	Outcome
▪ Auditor & Treasurer Reports	Pg 9-12	Jonni	Informational

X. Department Reports

Item	Page(s)	Responsible	Outcome
▪ Chief's Report	Pg 7-8	Chief Rhoades/Asst Chief Hedgers	Informational

XI. Good of the order

XII. Adjournment

GRAYS HARBOR FIRE DISTRICT 1
108 E. Main ST
Oakville, WA 98586-0006

Board Of Commissioners General Meeting
Wednesday August 12, 2026, at 1800 hrs.
108 E Main St Oakville, WA ST 1-1

August 12th, 2026 – Fire Commissioners Meeting at 108 East Main St Oakville, Station 1-1

Call to order/Pledge of Allegiance: 6:11 pm - Pledge by Larry Hamilton
Attendance-
Commissioners: Chairman Larry Curfman, Larry Hamilton & Devin Harris
Chief: Carlton Rhoades
Assistant Chief: John Hedgers
Admin: Jonni Anderson
Guests: Blake Livingston, Jerri Troutman

Additions/Deletions to the Agenda: Move EMS Liaison Position to new business

Public Comments/Presentations: Devin Harris motioned to approve the consent items Larry Hamilton 2nd voted on and carried.

New Business:
1. **EMS Liaison Position-Devin Harris motioned to approve Larry Hamilton 2nd voted on and carried.**

Unfinished Business (action items):

Unfinished Business (non-action items):
1. **EMS Liaison Position**

Communications:

Chief/Training/EMS/Shift Reports: Refer to printed reports.

Good of the Order:

Adjournment: Larry Hamilton moved to adjourn Devin Harris 2nd meeting adjourned at 6:31 pm.

GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST
Oakville, WA 98586

VOUCHER APPROVALS

Grays Harbor County Fire District 1 Time: 15:45:13 Date: 09/09/2026
09/09/2026 To: 09/09/2026 Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo

522 70 30 00 - Ambulance Supplies 193.26

Invoice #	Rcvd Date	Due Date	Description	Amount
86309429	09/03/2026	09/09/2026		141.53
86334474	09/03/2026	09/09/2026		51.73

522 26 41 00 - Prof Services 172.21

Invoice #	Rcvd Date	Due Date	Description	Amount
348278	09/08/2026	09/09/2026	Printer Lease Fee	172.21

522 26 41 00 - Prof Services 216.84

Invoice #	Rcvd Date	Due Date	Description	Amount
386134	09/03/2026	09/09/2026	Website Subscription Fee	216.84

522 10 11 00 - Wages 11,000.00

Invoice #	Rcvd Date	Due Date	Description	Amount
SEPT 2026 PAYROLL	09/09/2026	09/09/2026	Payroll	11,000.00

522 20 31 00 - Supplies 271.73

Invoice #	Rcvd Date	Due Date	Description	Amount
22102	09/03/2026	09/09/2026	Steel Plate	271.73

594 22 60 00 - Turnout Gear 1,000.00
594 22 60 00 - Turnout Gear 1,000.00

Invoice #	Rcvd Date	Due Date	Description	Amount
SEPT 2026 PMT	09/09/2026	09/09/2026	A 1-11 Finance Payment	1,000.00
SEPT 2026 PMT	09/09/2026	09/09/2026	A 1-12 Finance Payment	1,000.00

522 26 41 00 - Prof Services 225.00

Invoice #	Rcvd Date	Due Date	Description	Amount
53324	09/03/2026	09/09/2026	Container Delivery Fee	225.00

522 26 41 00 - Prof Services 1,753.80

Invoice #	Rcvd Date	Due Date	Description	Amount
4121	09/03/2026	09/09/2026	GHEMS Quarter Fees	1,753.80

522 50 47 00 - Public Utilitys 228.92

Invoice #	Rcvd Date	Due Date	Description	Amount
21653829S186	09/09/2026	09/09/2026	Garbage Bill	228.92

522 20 31 00 - Supplies 1,225.79

Invoice #	Rcvd Date	Due Date	Description	Amount
2515069	09/03/2026	09/09/2026		219.68
1904548	09/03/2026	09/09/2026		431.43
342606	09/03/2026	09/09/2026		13.05
535003	09/03/2026	09/09/2026		270.03
6212084	09/03/2026	09/09/2026		134.42
6570697	09/03/2026	09/09/2026		157.18

522 26 41 00 - Prof Services 1,440.00

Invoice #	Rcvd Date	Due Date	Description	Amount
10147	09/03/2026	09/09/2026	Services Rendered	1,440.00

522 26 41 00 - Prof Services 69.04

Invoice #	Rcvd Date	Due Date	Description	Amount
8015296108	09/08/2026	09/09/2026	Biohazard Material Removal	69.04

522 70 30 00 - Ambulance Supplies 325.61

Invoice #	Rcvd Date	Due Date	Description	Amount
9512020913	09/03/2026	09/09/2026		325.61

VOUCHER APPROVALS

Grays Harbor County Fire District 1 — Time: 15:45:13 Date: 09/09/2026

09/09/2026 To: 09/09/2026 — Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
				522 20 31 00 - Supplies	165.51		

Invoice #	*Rcvd Date*	*Due Date*	*Description*	*Amount*
212570306	09/08/2026	09/09/2026	Supplies	165.51

522 50 31 00 - Supplies — 10,755.91

Invoice #	*Rcvd Date*	*Due Date*	*Description*	*Amount*
SEPT 2026 CC PMT	09/09/2026	09/09/2026	Credit Card Bill	10,755.91

522 20 32 00 - Fuel — 2,331.58

Invoice #	*Rcvd Date*	*Due Date*	*Description*	*Amount*
8695076162636	09/03/2026	09/09/2026	Fuel Bill	2,331.58

522 20 31 00 - Supplies — 155.29

Invoice #	*Rcvd Date*	*Due Date*	*Description*	*Amount*
060526	09/03/2026	09/09/2026		67.55
059137	09/03/2026	09/09/2026		22.87
059298	09/03/2026	09/09/2026		16.54
060542	09/03/2026	09/09/2026		32.79
060991	09/03/2026	09/09/2026		15.54

PAYROLL COST

Grays Harbor County Fire Dist

Includes Non Wage Items
09/30/2026 To 09/30/2026

Time: 10:28:53 Date: 09/09/2026
Page: 1

FT	Hrs	Wages	N-Wage	SS	Med	FWT	AEIC	Deductions	L&I	Net Pay	SS	Med	Ben Cost	Total Cost
Rhoades, Carlton D	176.00	6,700.00		0.00	97.15	612.43	0.00	645.81	80.16	5,264.45	0.00	97.15	945.14	7,742.29
	176.00	6,700.00		0.00	97.15	612.43	0.00	645.81	80.16	5,264.45		97.15	945.14	7,742.29

PAYROLL COST

Grays Harbor County Fire Dist

Includes Non Wage Items
09/30/2026 To 09/30/2026

Time: 10:28:53 Date: 09/09/2026
Page: 2

PT	Hrs	Wages	N-Wage	SS	Med	FWT	AEIC	Deductions	L&I	Net Pay	SS	Med	Ben Cost	Total Cost
Anderson, Jonni S	60.00	1,320.00		81.84	19.14		0.00	14.64	6.58	1,197.80	81.84	19.14	7.32	1,428.30
Gober, Misty Jean N	12.58	226.44		14.04	3.28		0.00	2.51	1.38	205.23	14.04	3.28	1.40	245.16
Hammer, Josiah A	32.35	582.30		36.10	8.44		0.00	6.46	0.00	531.30	36.10	8.44	1.57	628.41
	104.93	2,128.74		131.98	30.86		0.00	23.61	7.96	1,934.33	131.98	30.86	10.29	2,301.87

PAYROLL COST

Grays Harbor County Fire Dist

Includes Non Wage Items
09/30/2026 To 09/30/2026

Time: 10:28:53 Date: 09/09/2026
Page: 3

Volunteers	Hrs	Wages	N-Wage	SS	Med	FWT	AEIC	Deductions	L&I	Net Pay	SS	Med	Ben Cost	Total Cost
Hedgers, John P	0.00	450.00		27.90	6.53		0.00	0.00	0.00	415.57	27.90	6.53	0.00	484.43
Towns, Roger D	0.00	392.00		24.30	5.68		0.00	0.00	0.00	362.02	24.30	5.68	0.00	421.98
		842.00		52.20	12.21		0.00	0.00	0.00	777.59	52.20	12.21		906.41
Report Total	**280.93**	**9,670.74**		**184.18**	**140.22**	**612.43**	**0.00**	**669.42**	**88.12**	**7,976.37**	**184.18**	**140.22**	**955.43**	**10,950.57**

Fire Chief Report

1. Open House Planning
2. Firefighter Academy Students Update

Assistant Fire Chief's Report

1. Station 1 –
2. Station 2 –
3. Training Center –
4. Vehicle –

August 2026

Incident Type	Incident Volume - Month	Incident Volume - YTD
Aid	34	271
Fire	4	21
Other	7	46
Total	**45**	**338**

Incident Zone		Incident Volume - YTD
Cedarville	8	66
Chehalis Tribe	12	110
City Limits	12	83
Garrard Creek	2	11
Mutual Aid	5	19
Oakville-East	2	22
Oakville-West	4	27
Total	**45**	**338**

Patient Contacts YTD
273

Unit Transport	Month	YTD
No Transport	9	58
FD 1	18	126
Medix	9	54
Air Transport	0	3
Total	**32**	**241**

Transport Destination	Month	YTD
Summit Pacific	10	63
PCH	12	80
SPH	1	19
CMC	0	0
MISC.	0	5
Total	**23**	**167**

Training Hours	Month	YTD
Online	9	80
Station Drills	144	1941
Total	153	2021
Total Goal	**405**	**4860**
FF2 Goal	**250**	**3000**

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Aud013
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GRAYS HARBOR COUNTY AUDITOR
Expenditures Detail Report
As Of August 31, 2026

Fund Name
Account ---------- Vendor ---------- Voucher Warrant Date Amount

655.001.001 Fire Dist # 1 Expense

Account	Vendor	Vendor No.	Voucher	Warrant	Date	Amount
589.40.00.00 Custodial Type Disbursements	GRAYS HARBOR PUD (655.001	000157	007584	722776	08/13/26	$442.34
589.40.00.00 Custodial Type Disbursements	BOUND TREE MEDICAL LLC	011346	007584	722767	08/13/26	$238.74
589.40.00.00 Custodial Type Disbursements	CAPITAL BUSINESS MACHINES	011808	007584	722768	08/13/26	$159.26
589.40.00.00 Custodial Type Disbursements	DEPT OF NATURAL RESOURCES	016430	007584	722773	08/13/26	$420.68
589.40.00.00 Custodial Type Disbursements	HARBOR DISPOSAL	089088	007584	722777	08/13/26	$228.92
589.40.00.00 Custodial Type Disbursements	ULINE	100147	007584	722786	08/13/26	$592.83
589.40.00.00 Custodial Type Disbursements	CITY OF OAKVILLE	231680	007584	722769	08/13/26	$42.88
589.40.00.00 Custodial Type Disbursements	MES SERVICE COMPANY LLC	380095	007584	722781	08/13/26	$2,067.92
589.40.00.00 Custodial Type Disbursements	STERICYCLE INC (129)	381489	007584	722783	08/13/26	$69.45
589.40.00.00 Custodial Type Disbursements	SYSTEMS DESIGN	382022	007584	722784	08/13/26	$1,309.26
589.40.00.00 Custodial Type Disbursements	WILSON PARTS CORP	383799	007584	722788	08/13/26	$186.56
589.40.00.00 Custodial Type Disbursements	U S BANK CORP PAYMENT SYS	384916	007584	722785	08/13/26	$5,113.11
589.40.00.00 Custodial Type Disbursements	CURTIS TOOL	387042	007584	722772	08/13/26	$1,737.83
589.40.00.00 Custodial Type Disbursements	MCKESSON MEDICAL SURGICAL	387133	007584	722780	08/13/26	$1,009.45
589.40.00.00 Custodial Type Disbursements	LEAF CAPITAL FUNDING LLC	387805	007584	722779	08/13/26	$7.68
589.40.00.00 Custodial Type Disbursements	PARR LUMBER	388653	007584	722782	08/13/26	$107.87
589.40.00.00 Custodial Type Disbursements	FINANCIAL PACIFIC LEASING	388680	007584	722775	08/13/26	$2,000.00
589.40.00.00 Custodial Type Disbursements	COLUMBIA BANK	388966	007584	722771	08/13/26	$11,000.00
589.40.00.00 Custodial Type Disbursements	US BANK VOYAGER FLEET SYS	389186	007584	722787	08/13/26	$2,229.03
589.40.00.00 Custodial Type Disbursements	HOME DEPOT CREDIT (FD1)	389212	007584	722778	08/13/26	$756.05
589.40.00.00 Custodial Type Disbursements	CIVIC PLUS	389339	007584	722770	08/13/26	$216.84
589.40.00.00 Custodial Type Disbursements	FILER, GREGORY J	389342	007584	722774	08/13/26	$73.95
						$30,010.65
				Total Fund 655001001		$30,010.65

Mailer

Monthly Report
Grays Harbor County Treasurers Office
Fund: 655 001 001
Fire Dist # 1 Expense

Month: August, 2026

Balance From Last Report		$84,319.62
Tax Collections	$1,372.95	
Miscellaneous Receipts	$7,396.72	
Transfers - Credits	$0.00	
Total Credits		$8,769.67
Warrants Redeemed	$0.00	
Bonds Redeemed		
Interest Paid		
Remittances	$0.00	
Transfers - Debits	($30,010.65)	
Total Debits		($30,010.65)
Cash Balance		$63,078.64
		============

Investments:

Investments Beginning of Month	$54,655.69
Investments Made	$0.00
Investments Matured	$0.00
Investments End of Month	$54,655.69
	============

Mailer

Monthly Report
Grays Harbor County Treasurers Office
Fund: 655 001 010
Fire Dist # 1 Reserve

Month: August, 2026

Balance From Last Report		$17,855.43
Tax Collections	$0.00	
Miscellaneous Receipts	$116.23	
Transfers - Credits	$0.00	
Total Credits		$116.23
Warrants Redeemed	$0.00	
Bonds Redeemed		
Interest Paid		
Remittances	$0.00	
Transfers - Debits	$0.00	
Total Debits		$0.00
Cash Balance		$17,971.66
		============

Investments:	
Investments Beginning of Month	$38,828.98
Investments Made	$0.00
Investments Matured	$0.00
Investments End of Month	$38,828.98
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09/02/26

GRAYS HARBOR COUNTY TREASURER
Revenue Budget Report
As Of August 31, 2026

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Fund-Dist	Description	Est Rev	Mtd Rev	Ytd Rev	Variance	% Col
655.001.001	Fire Dist # 1 Expense					
308.31.00.00	Beginning Cash	$143,042.00	$0.00	$158,742.00	$15,700.00	1.11
		$143,042.00	$0.00	$158,742.00	$15,700.00	1.11
311.10.00.00	Real & Pers Property Tax	$269,319.00	$1,372.95	$159,437.47	($109,881.53)	0.59
311.30.00.00	Sale Of Tax Title Property	$10.00	$0.00	$0.00	($10.00)	0.00
317.20.00.00	Leasehold Excise	$100.00	$0.00	$135.44	$35.44	1.35
317.40.00.00	Timber Excise Tax	$5,000.00	$1,282.74	$5,053.42	$53.42	1.01
	310 Taxes	$274,429.00	$2,655.69	$164,626.33	($109,802.67)	0.60
332.15.60.00	Payment In Lieu of Taxes	$2,000.00	$0.00	$2,966.90	$966.90	1.48
334.04.90.00	State Grant-Dept Of Health	$1,000.00	$0.00	$965.00	($35.00)	0.97
335.02.32.00	DNR Other Trust 2	$10.00	$0.00	$1.08	($8.92)	0.11
	330 Intergovernmental Revenue	$3,010.00	$0.00	$3,932.98	$922.98	1.31
342.20.00.00	Fire Protection Serv	$120,000.00	$0.00	$90,000.00	($30,000.00)	0.75
342.21.00.00	Fire Protection Serv	$10,000.00	$0.00	$7,985.50	($2,014.50)	0.80
342.60.00.00	EMS	$50,000.00	$5,950.38	$46,564.07	($3,435.93)	0.93
	340 Charges for Services	$180,000.00	$5,950.38	$144,549.57	($35,450.43)	0.80
361.11.00.00	Investment Interest	$5,000.00	$163.60	$1,323.05	($3,676.95)	0.26
361.40.00.00	Other Interest	$10.00	$0.00	$22.40	$12.40	2.24
362.50.00.00	Space & Facilities Lease (Long-Term)	$10.00	$0.00	$0.08	($9.92)	0.01
367.00.00.00	Donations	$1,000.00	$0.00	$0.00	($1,000.00)	0.00
369.10.00.00	Sale of Surplus items	$10.00	$0.00	$0.00	($10.00)	0.00
369.90.00.00	Other Miscellaneous Revenue-Stumpage	$10.00	$0.00	$0.00	($10.00)	0.00
369.91.00.00	Miscellaneous Revenue	$20,000.00	$0.00	$16,747.92	($3,252.08)	0.84
	360 Miscellaneous	$26,040.00	$163.60	$18,093.45	($7,946.55)	0.69
** Total Fund		$626,521.00	$8,769.67	$489,944.33	($136,576.67)	0.78

09/02/26

GRAYS HARBOR COUNTY TREASURER
Revenue Budget Report
As Of August 31, 2026

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Trg026

Fund-Dist	Description	Est Rev	Mtd Rev	Ytd Rev	Variance	% Col
655.001.010	Fire Dist # 1 Reserve					
308.31.00.00	Beginning Cash	$0.00	$0.00	$55,886.00	$55,886.00	
		$0.00	$0.00	$55,886.00	$55,886.00	
361.11.00.00	Investment Interest	$0.00	$116.23	$914.39	$914.39	
	360 Miscellaneous	$0.00	$116.23	$914.39	$914.39	
** Total Fund		$0.00	$116.23	$56,800.39	$56,800.39	
	Grand Totals	$626,521.00	$8,885.90	$546,744.72	($79,776.28)	0.87

	Grays Harbor Fire District 1 Policies, Procedures, and Guidelines
Policy Number: 1.1015	Policy Name: Billing for Service
Date of Issue: 06/14/2021	Date of Revision: 04/08/2024
Responsible Officer/Person: Fire Chief	Approved By: Board of Commissioners

1.0 Purpose

The Grays Harbor Fire District 1 has established an ambulance billing and collection program for ambulance services provided by Grays Harbor Fire District 1 and shall contract out to an outside agency for billing services, these policies and procedures shall apply to any company or agent providing billing services for Grays Harbor Fire District 1. Grays Harbor Fire District 1 requires a standard method of pursuing accounts and collections, that ensures payments are received that are owed to Grays Harbor Fire District 1, based on established rates set by Grays Harbor Fire District 1 Board of Commissioners as allowed under federal or state and local reimbursement regulations. These policies are intended to provide transparency for those who receive our services, establish a billing philosophy, provide guidance, as needed, to third party billing agents and ensure that the district meets billing standards established by insurance providers. These policies and programs are specific to emergency service response and do not apply to other programs that the district may authorize or participate in.

1.1 Philosophy

As a public agency the district has a responsibility to manage funds carefully. Our philosophy is to bill for services provided as they relate to the costs incurred in providing emergency medical care, patient transport, and rescue services. The district's programs are designed to lessen the burden on people who receive our services. They further take into consideration the taxpayer supported levies the district relies upon to cover operational, administrative, and capital expenditures, as well as grant awards and supplemental insurance payment programs that the district may be eligible to receive.

These programs and polices shall be periodically reviewed to ensure consistency in fees and processes among similar agencies across the region.

1.2 Services for which Fees Apply.

Grays Harbor Fire District 1 has established a billing schedule for all emergency response services provided by our personnel. The following services, as defined and considered herein, shall be included in our billing schedule. As applicable and when clarity is needed, additional definitions as described by the Centers for Medicare and Medicaid may apply to BLS and ALS emergency definitions.

BLS Emergency: Emergency response and transportation by ground ambulance vehicle, with the provision of medically necessary supplies and services, including basic life support ambulance services as defined by the state. BLS ambulance services are staffed by an individual who is qualified in accordance with state and local laws as an emergency medical technician (EMT).

ALS (1) Emergency: Emergency response and transportation by ground ambulance vehicle, with the provision of medically necessary supplies and services, including the provision of an advanced life support assessment or at least one advanced life support intervention. ALS assessment is an assessment performed by an ALS crew (Advanced EMT or Paramedic) as part of an emergency response that was necessary because the patient's reported condition at the time of dispatch was such only an ALS crew was qualified to perform the assessment.

ALS (2) Emergency: Emergency response and transportation by ground ambulance vehicle, with the provision of medically necessary supplies and services including: a) at least three separate administrations of one or more medications by intravenous push/bolus or by continuous infusion (excluding crystalloid fluids); or b) ground ambulance transport and the provision of at least one of the following ALS2 procedures: manual defibrillation/cardioversion; endotracheal intubation; central venous line; cardiac pacing; chest decompression; surgical airway, or intraosseous line.

Mileage: Mileage charges begin at the location of the emergency scene and conclude upon arrival of our Ambulance unit at the destination facility.

Billing Agents, Process, Credit, Waivers and Collections

2.0 Billing Agent

Grays Harbor Fire district 1 Shall elect to use a third-party billing agent to submit claims and process payments on their behalf. Prior to contracting with any billing agent, the district will require that any third-party agent used to process claims and billing statements has procedures in place that will ensure:

1. The agent/agency and their employees are adequately trained in appropriate Health Insurance Portability and Accountability Act (HIPAA) processes, and.
2. Claims issued and payments received are adequately accounted for and remitted to the district in a timely, efficient manner, and.

3. Records of all claims processed, and payments received, whether through private or public insurance or submitted by the patient individually, are maintained in accordance with state records retention laws.

The name, address, phone number and email of the billing agent used by the district shall be appropriately displayed on the district website. Further, upon request of a/the patient or their advocate, the district shall make this information available to those who have limited or no access to the district website.

2.1 Billing Process

At the time of service, or as soon thereafter as feasible, patients or their advocate shall make arrangements to provide insurance information to Grays Harbor Fire District 1. Alternatively, insurance information may be provided directly to the district third party billing agent if or when incident reports and billing cycles have been closed.

The district recognizes that the third-party billing agent may have established processes in place to bill for services efficiently and effectively. Absent any defined processes that provide greater benefit to the patient or the district, Grays Harbor Fire District 1 shall endeavor to close medical incident reports (charts) and submit calls for billing within forty-five (45) calendar days, better defined as no later than fifteen (15) days following the end of the calendar month in which services are provided.

Following submission of medical incident charts, the third-party billing agent shall submit claims to insurance providers and remit statements of account to the patient. This process shall occur within thirty (30) calendar days of a/the third-party billing agency having received the medical incident chart.
Thereafter, patients shall receive a statement of account no less than once every thirty (30) calendar days.

2.2 Credit

All accounts are due and payable at the time of initial billing. While the district or their third-party billing agent may submit insurance claims on the patient's behalf, the patient is ultimately responsible to pay all fees associated with receipt of services.

Grays Harbor Fire District 1 authorizes their third-party billing agent to make payment arrangements with any patient who has a balance due following or absent any payments received from insurance. Such payment arrangements shall be limited to a credit period of three hundred and sixty-five (365) days. Accounts for which payment arrangements have been made shall not be charged interest.

Should the patient fail to make arranged payments, Grays Harbor Fire District 1 or their third-party billing agent shall make a second attempt in writing to collect.

2.3 Collections

Accounts will be considered delinquent when the following conditions are met:

1. Following one hundred twenty days of missing or failed payments from insurance providers or patient, except for.

2. If, upon conclusion of any applicable insurance payments, the patient fails to make payment, negotiated or otherwise, within the timeframe allowed.

2.4 Waivers

<u>Special Hardship Cases and Financial Hardship Requests</u>

1. Grays Harbor Fire District 1 reserves the right to give special considerations to those situations where an accident has resulted in death or injuries that involve permanent disability or ruinous dismemberment. The district shall conduct an exhaustive search of all available third party pay mechanisms and, liens for subrogation to causes of action, private insurance. A partial or total right off under these circumstances shall be granted with the approval of the Board of Commissioners.

2. Grays Harbor Fire District 1 reserves the right to partially or totally write off on a case-by-case basis unpaid billings and accounts that relate to incidents arising out of war, acts of terrorism, or serious natural disasters, these write-offs shall require approval of the Board of Commissioners.

3. Requests for a waiver of a portion or all an ambulance bill shall be submitted by the client to the billing office; on the billing office's approved form for review and determination of financial conditions of the client and ability to pay. A financial hardship will be established by utilizing the most recent available United States Department of Health and Human Services (DHHS) Poverty Guidelines.

    a. Patients who are at or below the Poverty Guidelines may qualify for a write-off on their ambulance bill or any of the following options.

        i. Set up a long-term payment plan for the full bill that follows the guidelines of payment policy.
        ii. Modify the amount of billing to ease the burden upon the patient.
        iii. Write off the ambulance bill.

    b. Required Documentation (a minimum of two forms of the following documentation is required):

        i. Most recent W-2 withholding statement,

ii. Unemployment check stubs for past 90 days,
iii. Paycheck stubs for the past 90 days for all persons employed in the home,
iv. Income tax return (most recent signed)
v. Any other information you wish to provide will help in our decision-making process. i.e., hospital charity care confirmation, a letter from a third party such as a social worker, or a letter from the client attesting to their hardship with the below listed proof of income that has been signed under the pains and penalties of perjury.

c. Any member of Grays Harbor Fire District 1 shall not be billed for any medical procedure or transport beyond what their insurance will cover.

Authorization to Apply Waivers

1. The Fire Chief or their designee on the recommendation of the billing agency, after confirming that the above policy has been met, will recommend to the board of commissioners that an account is to be written off as an uncollected account. This recommendation does not constitute forgiveness of the debt if at a future date payment is received by the billing company. The recommendation to write off an account shall be based upon the inability of the billing company, or any agents that they may use, to locate or obtain direct contact with a client, either by registered letter or some other means.

2. Any bill not satisfied after four attempts to collect will be charged off and determined uncollectible and Grays Harbor Fire District 1 shall be notified within 30 days.

Fees for Service

3.0 Fees for Service

Grays Harbor Fire District 1 charges an "all inclusive" rate for patients transported. Resident fees are reduced in consideration of support provided through tax dollars and waivers provided for in policy. Regardless of any waiver that residents are eligible to receive, the district must still establish a fee for the provision of services to ensure accuracy when billing applicable insurance providers. Non-residents are assessed fees comparable to similar services provided throughout the region.

Mileage fees are charged in addition to the "all inclusive" rate and are accounted for beginning at the scene of the emergency and ending at the admitting facility.

MOTOR VEHICLE INCIDENTS

LEVEL 1 • $494.00:
Provide hazardous materials assessment and scene stabilization. This will be the most common "billing level." This occurs almost every time the fire department responds to an accident/incident.

LEVEL 2 • $562.00:
Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. You will be billed at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

LEVEL 3-CAR FIRE-$687.00:
Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

ADD-ON SERVICES:

EXTRICATION- $1,483.00:
Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the fire department must free/remove anyone from the vehicle(s) using any equipment. Will not be billed at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

CREATING A LANDING ZONE- $454.00:
Includes Air Care (multi-engine company response, mutual aid, helicopter). Will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).

ITEMIZED RESPONSE:
Bill each incident as an independent event with custom mitigation rates, for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

ADDITIONAL TIME ON-SCENE (for all levels of service):

- Engine billed at $455 per hour.
- Truck billed at $568 per hour.
- Miscellaneous equipment billed at $341.

HAZ-MAT

LEVEL 1 - BASIC RESPONSE - $796.00:

Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.

LEVEL 2- INTERMEDIATE RESPONSE-$2,842.00:

Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of DECON center.

LEVEL 3 -ADVANCED RESPONSE - $6,707.00:

Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, Breathing air and detection equipment and robot deployment. Set-up and removal of DECON center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time - each additional hour $336.00 per HAZMAT team.

ADDITIONAL TIME ON-SCENE {FOR ALL LEVELS OF SERVICE}:

- Engine billed at $455 per hour.
- Truck billed at $568 per hour.
- Miscellaneous equipment billed at $341FIRE INVESTIGATION

(The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.)

FIRE INVESTIGATION TEAM -$313.00 PER HOUR:

INCLUDES:

- Scene Safety;
- Investigation;
- Source Identification;
- K-9/Arson Dog Unit;
- Identification Equipment;
- Mobile Detection Unit; and
- Fire Report.

FIRES

(This will be the most common "billing level." This occurs almost every time the fire department responds to this type of incident.)

ASSIGNMENT • $455.00 PER HOUR, PER ENGINE/ $568.00 PER HOUR, PER TRUCK:

- Scene Safety;
- Investigation;
- Fire/Hazard Control.

ILLEGAL FIRES

ASSIGNMENT- $455.00 PER HOUR, PER ENGINE/ $568.00 PER HOUR, PER TRUCK:

FOR THE PURPOSES OF THIS SECTION, AN ILLEGAL FIRE Is DEFINED As:

- When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire.

- Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the party responsible will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response.

WATER INCIDENTS

Level 1 - Basic Response - Billed at $455 plus $57 per hour, per rescue person:

- Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common "billing level". This occurs almost every time the fire department responds to a water incident.

Level 2 - Intermediate Response - Billed at $909 plus $57 per hour, per rescue person:

- Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. You will be billed at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

LEVEL 3 - ADVANCED RESPONSE • BILLED AT $2,274 PLUS $57 PER HOUR PER RESCUE PERSON, PLUS $114 PER HOUR PER HAZMAT TEAM MEMBER:

- Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of DEGON center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

BACK COUNTRY OR SPECIAL RESCUE

- Itemized Response: Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

- Minimum billed $455 for the first response vehicle plus $57 per rescue person.
- Additional rates of $455 per hour per response vehicle and $57 per hour per rescue person.
- CHIEF RESPONSE• BILLED AT $284 PER HOUR:

This includes the set-up of Command and providing directions of the incident. This could include operations, safety and administration of the incident.

MISCELLANEOUS/ADDITIONAL TIME ON-SCENE:

- Engine billed at $455 per hour.
- Truck billed at $568 per hour.
- Miscellaneous equipment billed at $341.

False Alarm Cost Recovery

- ITEMIZED RESPONSE: The False Alarm cost recovery fee assesses individuals whose alarm systems generate an excessive number of False Alarms responded to by the district. There is a graduating scale for continued False Alarms. In determining the number of false alarms that have occurred, the district shall only consider False Alarms that have occurred on an annual basis, in the previous twelve (12) calendar months.

FALSE ALARM RESPONSE	RESPONSE FEE
1st Response	No Charge
2nd Response	$100
3rd Response	$200
4th Response	$300
5th Response and greater	$500

Appendix A

Service	Resident Rate	Non-Resident Rate
BLS	$1,200.00	$1,400.00
ALS 1	$1,400.00	$1,600.00
ALS 2	$1,600.00	$2,000.00
Mileage	$28.00/per mile	$28.00/per mile