



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



Board Of Commissioners General Meeting  
Wednesday April 8<sup>th</sup>, 2026, at 1900 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. New Business (Action Items)

Item	Page	Responsible	Outcome
▪ Meeting Minutes	3-4	Jonni	Accept/Reject
▪ Vouchers	5	Jonni	Accept/Reject
▪ Payroll	6	Jonni	Accept/Reject
▪ Policy	15-20	Chief Rhoades	Informational
▪ Resolution 2026-003	13	Chief Rhoades	Accept Reject
▪ Resolution 2026-004	14	Chief Rhoades	Accept/Reject
▪ OSD MOU	25-29	Chief Rhoades	Accept/Reject

## VI. Old Business (Action Items)

Item	Page(s)	Responsible	Outcome

## VII. Old Business (Non-Action Items)

Item	Page(s)	Responsible	Outcome



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## VIII. Communications (Non-Action Items)

Item	Page(s)	Responsible	Outcome
▪ Auditor & Treasurer Reports	21-24	Jonni	Informational

## IX. Department Reports

Item	Page(s)	Responsible	Outcome
▪ Chief's Reports	7-8	Chief Rhoades/Asst. Hedgers	Informational
▪ Financials	9-12	Chief Rhoades	Informational

X. Good of the order

XI. Adjournment



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## GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



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### Board Of Commissioners General Meeting Wednesday March 11, 2026, at 1900 hrs. 108 E Main St Oakville, WA ST 1-1

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March 11<sup>th</sup>, 2026 – Governing Board Business Meeting at 108 East Main St Oakville, Station 1-1

**Call to order/Pledge of Allegiance: 7:00 pm led by Larry Hamilton**

**Attendance-**

**Commissioners: Larry Curfman, Larry Hamilton, and Devin Harris**

**Chief: Carlton Rhoades**

**Assistant Chief: John Hedgers**

**Admin: Jonni Anderson**

**Guests: Jerri Troutman, Grace Hamilton**

**Additions/Deletions to the Agenda: None**

**Consent Items: motioned to approve consent items; Larry Hamilton motioned to approve and Devin Harris 2<sup>nd</sup> voted on and carried.**

**Public Comments/Presentations: None**

**New Business:**

**Executive Session 7:04 pm – 7:14 pm conclusion; all in favor.**

**Resolution 2026-002 – Internet, email, social media, and telephone; Devin Harris motioned to approve Larry Hamilton 2<sup>nd</sup> voted on and carried.**

**BVFF L Forar Annual Retire/Rehire – Signed by Chairman Larry Curfman**

**GHPH Agreement – Larry Hamilton motioned to accept Devin Harris 2<sup>nd</sup> voted on and carried.**

**Unfinished Business (action items):**

**Unfinished Business (non-action items):**

**Communications:**



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### **Chief's Reports: Refer to printed reports.**

1. Station 1 – locates to dig two test holes for septic sampling, after septic moving on to HVAC and plumbing.
2. Station 2 – getting a plan together for water, pour new slab by well head and put line to new well house.
3. Training Center – dig hole through berm and set up new live fire training when weather gets better.
4. Vehicle – working on wrap design for our new command vehicle.

**Good of the Order: None**

**Adjournment: Larry Hamilton motioned to adjourn at 8:14 pm Devin Harris 2<sup>nd</sup> voted on and carried.**



# GRAYS HARBOR FIRE DISTRICT 1

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## VOUCHER APPROVALS

Grays Harbor County Fire District 1

Time: 15:32:05 Date: 04/08/2026

04/01/2026 To: 04/30/2026

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
85715	03/31/2026	04/08/2026	Fire Extinguisher Service		991.15	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
96132544	03/31/2026	04/08/2026	Amb Supplies		995.28	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
APR 2026 PMT	04/02/2026	04/08/2026	Water Bill		42.85	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
APR 2026 PAYROLL	03/31/2026	04/08/2026	April 2026 Payroll		28,500.00	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
1047168	03/31/2026	04/08/2026	E 1-11 Voltaqe Detector		672.99	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
153002	03/31/2026	04/08/2026	A 1-11 Maintenance		643.75	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
195419	03/31/2026	04/08/2026	ESO Software		5,745.61	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
A 1-11 APR 2026 PMT	03/31/2026	04/08/2026	A 1-11 Finance Payment		1,000.00	
A 1-12 APR 2026 PMT	03/31/2026	04/08/2026	A 1-12 Finance Payment		1,000.00	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
4104	03/31/2026	04/08/2026	2025 BLS eCard/Quarterly EMS Fee		36.00	
5054	03/31/2026	04/08/2026	2025 BLS eCard/Quarterly EMS Fee		1,783.80	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
APR 2026 PMT	04/02/2026	04/08/2026	Garbage Bill		228.92	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
6385266	03/31/2026	04/08/2026	Flares		396.57	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
9863-5890	04/07/2026	04/08/2026	AMB Supplies		711.97	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
2475419	03/31/2026	04/08/2026	Ladder Belt		470.34	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
1005758	03/31/2026	04/08/2026	Station Supplies		180.31	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
0013	03/31/2026	04/08/2026	Website Subscription Fees		206.91	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
APR 2026 CC RP	04/08/2026	04/08/2026	Credit Card - Req Purchases		3,270.86	
APR 2026 CC FUEL	04/08/2026	04/08/2026	Credit Card - Fuel		1,251.70	
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
049112	03/31/2026	04/08/2026	Station Supplies		89.36	
048734	03/31/2026	04/08/2026	Station Supplies		105.74	



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<b>PAYROLL COST</b>														
Grays Harbor County Fire Dist		Includes Non Wage Items 04/30/2026 To 04/30/2026						Time: 13:17:09		Date: 04/08/2026				
												Page: 1		
Commissioners	Hrs	Wages	N-Wage	SS	Med	FWT	AEIC	Deductions	L&I	Net Pay	SS	Med	Ben Cost	Total Cost
Curfman, Larry C	3.00	483.00		29.95	7.00		0.00	2.56	0.00	443.49	29.95	7.00	0.00	519.95
Hamilton, Larry L	3.00	483.00		29.95	7.00		0.00	2.56	0.00	443.49	29.95	7.00	0.00	519.95
Harris, Devin G	3.00	483.00		29.95	7.00		0.00	5.36	0.00	440.69	29.95	7.00	1.30	521.25
	9.00	1,449.00		89.85	21.00		0.00	10.48	0.00	1,327.67	89.85	21.00	1.30	1,561.15

<b>PAYROLL COST</b>														
Grays Harbor County Fire Dist		Includes Non Wage Items 04/30/2026 To 04/30/2026						Time: 13:17:09		Date: 04/08/2026				
												Page: 2		
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

<b>PAYROLL COST</b>														
Grays Harbor County Fire Dist		Includes Non Wage Items 04/30/2026 To 04/30/2026						Time: 13:17:09		Date: 04/08/2026				
												Page: 3		
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
Forar, Launi	7.00	126.00		7.81	1.83		0.00	0.00	0.00	116.36	7.81	1.83	0.34	135.98
Gober, Misty Jean N	8.16	146.88		9.11	2.13		0.00	1.63	0.89	133.12	9.11	2.13	0.92	159.04
Hammer, Josiah A	13.52	243.36		15.09	3.53		0.00	0.00	0.00	224.74	15.09	3.53	0.66	262.64
	88.68	1,836.24		113.85	26.63		0.00	16.27	7.47	1,672.02	113.85	26.63	9.24	1,985.96

<b>PAYROLL COST</b>														
Grays Harbor County Fire Dist		Includes Non Wage Items 04/30/2026 To 04/30/2026						Time: 13:17:09		Date: 04/08/2026				
												Page: 4		
Volunteers	Hrs	Wages	N-Wage	SS	Med	FWT	AEIC	Deductions	L&I	Net Pay	SS	Med	Ben Cost	Total Cost
Alleman, Brian M	0.00	820.00		50.84	11.89	150.00	0.00	0.00	0.00	607.27	50.84	11.89	0.00	882.73
Anderson, Jeremy T	0.00	685.00		42.47	9.93		0.00	0.00	0.00	632.60	42.47	9.93	0.00	737.40
Button, James M	0.00	885.00		54.87	12.83		0.00	0.00	0.00	817.30	54.87	12.83	0.00	952.70
Charles, Joseph B	0.00	315.00		19.53	4.57		0.00	0.00	0.00	290.90	19.53	4.57	0.00	339.10
Curfman, Larry	0.00	745.00		0.00	0.00		0.00	0.00	0.00	745.00	0.00	0.00	0.00	745.00
Custodio, Quinton E	0.00	1,140.00		70.68	16.53		0.00	0.00	0.00	1,052.79	70.68	16.53	0.00	1,227.21
Custodio, Ryan M	0.00	490.00		30.38	7.11		0.00	0.00	0.00	452.51	30.38	7.11	0.00	527.49
Fier, Gregory J	0.00	1,145.00		70.99	16.60		0.00	0.00	0.00	1,057.41	70.99	16.60	0.00	1,232.59
Forar, Launi L	0.00	75.00		4.65	1.09		0.00	0.00	0.00	69.26	4.65	1.09	0.00	80.74
George, David O	0.00	1,225.00		75.95	17.76		0.00	0.00	0.00	1,131.29	75.95	17.76	0.00	1,318.71
Gober, Misty	0.00	180.00		11.16	2.61		0.00	0.00	0.00	166.23	11.16	2.61	0.00	193.77
Hammer, Josiah A	0.00	1,145.00		70.99	16.60		0.00	0.00	0.00	1,057.41	70.99	16.60	0.00	1,232.59
Harris, Devin G	0.00	365.00		22.63	5.29		0.00	0.00	0.00	337.08	22.63	5.29	0.00	392.92
Haugen, Josh R	0.00	230.00		14.26	3.34		0.00	0.00	0.00	212.40	14.26	3.34	0.00	247.60
Hedgers, John P	0.00	1,290.00		79.98	18.71		0.00	0.00	0.00	1,191.31	79.98	18.71	0.00	1,388.69
Kukhar, Katrin	0.00	160.00		9.92	2.32		0.00	0.00	0.00	147.76	9.92	2.32	0.00	172.24
Kukhar, Mikhail I	0.00	80.00		4.96	1.16		0.00	0.00	0.00	73.88	4.96	1.16	0.00	86.12
Livingston, Blake R	0.00	55.00		3.41	0.80		0.00	0.00	0.00	50.79	3.41	0.80	0.00	59.21
McNealley, Chris C	0.00	690.00		42.78	10.01	40.00	0.00	0.00	0.00	597.21	42.78	10.01	0.00	742.79
Meyers, Andrea K	0.00	55.00		3.41	0.80		0.00	0.00	0.00	50.79	3.41	0.80	0.00	59.21
Nolan, Brian J	0.00	310.00		19.22	4.50		0.00	0.00	0.00	286.28	19.22	4.50	0.00	333.72
Paig, Alexander S	0.00	120.00		7.44	1.74		0.00	0.00	0.00	110.82	7.44	1.74	0.00	129.18
Rhoades, Carlton D	210.00	1,025.00		63.55	14.86	50.00	0.00	0.00	0.00	896.59	63.55	14.86	0.00	1,103.41
Rhoades, Cassondra L	0.00	730.00		45.26	10.59	100.00	0.00	0.00	0.00	574.15	45.26	10.59	0.00	795.85
Towns, Roger D	0.00	1,337.00		82.89	19.39		0.00	0.00	0.00	1,234.72	82.89	19.39	0.00	1,439.28
Warren, Trevor A	0.00	525.00		32.55	7.61		0.00	0.00	0.00	484.84	32.55	7.61	0.00	565.16
Waunch, Nicholas V	0.00	105.00		6.51	1.52		0.00	0.00	0.00	96.97	6.51	1.52	0.00	113.03
	210.00	15,927.00		941.28	220.16	340.00	0.00	0.00	0.00	14,425.56	941.28	220.16		17,088.44
<b>Report Total</b>	<b>483.68</b>	<b>25,912.24</b>		<b>1,144.98</b>	<b>364.94</b>	<b>952.43</b>	<b>0.00</b>	<b>672.56</b>	<b>87.63</b>	<b>22,689.70</b>	<b>1,144.98</b>	<b>364.94</b>	<b>955.68</b>	<b>28,377.84</b>



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## Fire Chief Report

1. Rezoning Property at Station 1
2. EMS Liaison Position
3. Oakville School District MOU
4. Turnout Gear was ordered early due to price increase
5. DOH and GHFD1 Partnership

## Assistant Fire Chief's Report

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



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## GRAYS HARBOR FIRE DISTRICT 1

March 2026

Incident Type	Incident Volume - Month	Incident Volume - YTD
Aid	34	105
Fire	1	3
Other	2	9
<b>Total</b>	<b>37</b>	<b>117</b>

Incident Zone	Incident Volume - Month	Incident Volume - YTD
Cedarville	6	25
Chehalis Tribe	13	38
City Limits	8	25
Garrard Creek	1	3
Mutual Aid	3	5
Oakville-East	4	9
Oakville-West	2	12
<b>Total</b>	<b>37</b>	<b>117</b>

Patient Contacts YTD
117

Unit Transport	Month	YTD
No Transport	12	34
FD 1	12	47
Medix	9	26
Air Transport	0	1
<b>Total</b>	<b>33</b>	<b>108</b>

Transport Destination	Month	YTD
Summit Pacific	6	29
PCH	14	34
SPH	1	8
CMC	0	0
MISC.	0	3
<b>Total</b>	<b>21</b>	<b>74</b>

Training Hours	Month	YTD
Online	11	37
Station Drills	285	762
<b>Total</b>	<b>296</b>	<b>799</b>
<b>Total Goal</b>	<b>360</b>	<b>4320</b>
<b>FF2 Goal</b>	<b>230</b>	<b>2760</b>



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## 2026 BUDGET POSITION

Grays Harbor County Fire District 1

Time: 12:03:52 Date: 04/07/2026

Page: 1

001 General Fund

01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue, Transfers In & Carryover				
308 31 00 00	Beginning Balance	143,042.00	158,742.00	(15,700.00) 0.0%
311 10 00 00	Property Tax	269,319.00	4,867.96	264,451.04 98.2%
311 30 00 00	Sale Of Tax Title Property	10.00	16,291.39	(16,281.39) 0.0%
317 20 00 00	Leaseholder Tax	100.00	0.00	100.00 100.0%
317 40 00 00	Timber Tax	5,000.00	2,051.36	2,948.64 59.0%
332 15 60 00	Payment in Lieu Of Taxes	2,000.00	0.00	2,000.00 100.0%
334 04 90 00	DOH Grant	1,000.00	0.00	1,000.00 100.0%
335 02 32 00	DNR Other Trust	10.00	0.69	9.31 93.1%
342 20 00 00	Fire Protection Serv (Tribe)	120,000.00	30,000.00	90,000.00 75.0%
342 21 00 00	Fire Protection Serv	10,000.00	0.00	10,000.00 100.0%
342 60 00 00	EMS (Transport)	50,000.00	18,935.91	31,064.09 62.1%
361 11 03 01	Investment Interest	5,000.00	509.26	4,490.74 89.8%
361 40 03 01	Other Intrest	10.00	0.00	10.00 100.0%
362 50 00 00	Space and Facilities Lease	10.00	0.05	9.95 99.5%
367 00 00 00	Donations	1,000.00	0.00	1,000.00 100.0%
369 10 00 00	Sale Of Surplus	10.00	0.00	10.00 100.0%
369 90 00 00	Stumpage	10.00	0.00	10.00 100.0%
369 90 00 01	Miscellaneous revenue	0.00	0.00	0.00 100.0%
369 91 00 00	Miscellaneous Revenue	20,000.00	16,281.57	3,718.43 18.6%
397 22 00 04	Transfer In - From Gen	0.00	0.00	0.00 100.0%
300 Revenue, Transfers In & Carryover		626,521.00	247,680.19	378,840.81 60.5%

397

397 22 00 01	Transfer in - From	0.00	0.00	0.00 100.0%
397		0.00	0.00	0.00 100.0%

**Fund Revenues: 626,521.00 247,680.19 378,840.81 60.5%**

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Operations				
522 10 11 00	Wages	190,000.00	46,500.00	143,500.00 75.5%
522 10 46 00	Insurance	30,000.00	403.00	29,597.00 98.7%
522 20 31 00	Supplies	40,000.00	15,121.54	24,878.46 62.2%
522 20 32 00	Fuel	12,000.00	2,115.28	9,884.72 82.4%
522 20 48 00	Repairs & Maintenance	40,000.00	577.49	39,422.51 98.6%
522 20 49 00	Misc	500.00	0.00	500.00 100.0%
522 26 41 00	Prof Services	30,000.00	20,032.91	9,967.09 33.2%
522 30 30 00	Fire Prevention Supplies	2,500.00	0.00	2,500.00 100.0%
522 50 31 00	Supplies	50,000.00	35,576.96	14,423.04 28.8%
522 50 47 00	Public Utilitys	15,000.00	3,204.35	11,795.65 78.6%
522 50 48 00	Repairs & Maintenance	10,000.00	0.00	10,000.00 100.0%
522 70 30 00	Ambulance Supplies	50,000.00	11,518.15	38,481.85 77.0%
589 99 00 00	Payroll Clearing	0.00	3,482.47	(3,482.47) 0.0%
522 Operations		470,000.00	138,532.15	331,467.85 70.5%

580 Other

589 40 00 00	Custodial Disbursements	116,521.00	0.00	116,521.00 100.0%
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## 2026 BUDGET POSITION

Grays Harbor County Fire District 1

Time: 12:03:52 Date: 04/07/2026

Page: 2

001 General Fund

01/01/2026 To: 12/31/2026

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>580 Other</b>				
580 Other	116,521.00	0.00	116,521.00	100.0%
<b>594 Capital</b>				
594 22 60 00 Turnout Gear	40,000.00	6,000.00	34,000.00	85.0%
594 Capital	40,000.00	6,000.00	34,000.00	85.0%
<b>597 Transfers Out</b>				
597 22 00 01 Transfer Out - To Reserve	0.00	0.00	0.00	100.0%
597 Transfers Out	0.00	0.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>626,521.00</b>	<b>144,532.15</b>	<b>481,988.85</b>	<b>76.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>103,148.04</b>		

## 2026 BUDGET POSITION

Grays Harbor County Fire District 1

Time: 12:03:52 Date: 04/07/2026

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002 Payroll

01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
<b>300 Revenue, Transfers In &amp; Carryover</b>				
308 31 02 02 Beginning Balance	0.00	0.00	0.00	100.0%
361 11 03 02 Investment Interest	0.00	0.00	0.00	100.0%
300 Revenue, Transfers In & Carryover	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Expenditures</b>				
<b>522 Operations</b>				
522 10 11 02 Wages	0.00	41,520.00	(41,520.00)	0.0%
522 10 20 00 Benefits	20,000.00	2,770.00	17,230.00	86.2%
522 10 20 02 Benefits	0.00	6,588.27	(6,588.27)	0.0%
522 Operations	20,000.00	50,878.27	(30,878.27)	0.0%
<b>Fund Expenditures:</b>	<b>20,000.00</b>	<b>50,878.27</b>	<b>(30,878.27)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(20,000.00)</b>	<b>(50,878.27)</b>		



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## 2026 BUDGET POSITION

Grays Harbor County Fire District 1

Time: 12:03:52 Date: 04/07/2026

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003 Reserve 01/01/2026 To: 12/31/2026

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue, Transfers In & Carryover				
308 31 03 03 Beginning Balance	29,745.90	55,886.25	(26,140.35)	0.0%
397 22 00 03 Transfer In - From Gen	0.00	0.00	0.00	100.0%
300 Revenue, Transfers In & Carryover	29,745.90	55,886.25	(26,140.35)	0.0%

360

361 11 00 03 Investment Interest	1,200.00	344.75	855.25	71.3%
369 10 00 03 Sale of Surplus	1,000.00	0.00	1,000.00	100.0%
360	2,200.00	344.75	1,855.25	84.3%

**Fund Revenues:** **31,945.90**    **56,231.00**    **(24,285.10)**    **0.0%**

Expenditures Amt Budgeted    Expenditures    Remaining

590 Payments

591 22 70 03 Principal Paid	0.00	0.00	0.00	100.0%
592 22 80 03 Interest Paid	0.00	0.00	0.00	100.0%
590 Payments	0.00	0.00	0.00	100.0%

**Fund Expenditures:** **0.00**    **0.00**    **0.00**    **100.0%**

**Fund Excess/(Deficit):** **31,945.90**    **56,231.00**



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## 2026 BUDGET POSITION

Grays Harbor County Fire District 1

Time: 12:03:52 Date: 04/07/2026

Page: 5

004 Bond		01/01/2026 To: 12/31/2026			
Revenues	Amt Budgeted	Revenues	Remaining		
300 Revenue, Transfers In & Carryover					
308 31 04 04	Beginning Balance	0.00	0.00	0.00	100.0%
361 11 00 04	Investment Interest	0.00	0.00	0.00	100.0%
300 Revenue, Transfers In & Carryover		0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>		<b>0.00</b>	<b>0.00</b>		

## 2026 BUDGET POSITION TOTALS

Grays Harbor County Fire District 1

Time: 12:03:52 Date: 04/07/2026

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	626,521.00	247,680.19	60.5%	626,521.00	144,532.15	77%
002 Payroll	0.00	0.00	100.0%	20,000.00	50,878.27	0%
003 Reserve	31,945.90	56,231.00	0.0%	0.00	0.00	100%
004 Bond	0.00	0.00	100.0%	0.00	0.00	100%
	<b>658,466.90</b>	<b>303,911.19</b>	<b>53.8%</b>	<b>646,521.00</b>	<b>195,410.42</b>	<b>69.8%</b>



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## Grays Harbor Fire District 1

Resolution No. 2026-003

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FOR GRAYS HARBOR FIRE DISTRICT 1 CHANGING THE DATE OF THE REGULAR MEETING SCHEDULED MEETING TO THE 2<sup>ND</sup> WEDNESDAY AT 1800 OF EACH MONTH.**

**WHEREAS:** All Fire Districts in the State of Washington are required to conduct District business in accordance with RCW's 52.14 and 42.30; and

**WHEREAS:** RCW 52.14 and 42.30 require the Board of Commissioners to establish the place, time and date of such meetings; and

**WHEREAS:** the 2<sup>ND</sup> Wednesday at 1800 of each month is better suited for conducting business of the district.

**THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS FOR GRAYS HARBOR FIRE DISTRICT 1 THAT:**

Section 1. The Regular meeting of the Board of Commissioners for all months following shall be held on the 2<sup>nd</sup> Wednesday at 1800 at Grays Harbor Fire District 1 headquarters Station 108 E Main St Oakville, WA 98568.

Section 2. This Resolution supersedes all prior Resolutions pertaining to Regular Board meetings.

**MOVED AND PASSED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS FOR GRAYS HARBOR FIRE DISTRICT 1 ON APRIL 8, 2026, OF WHICH ALL COMMISSIONERS WERE NOTIFIED AND THE FOLLOWING WERE PRESENT AND VOTING:**

\_\_\_\_\_  
David Edwards, Chair

\_\_\_\_\_  
Larry Hamilton

\_\_\_\_\_  
Larry Curfman

Attested To: By \_\_\_\_\_  
Jonni Anderson, District Secretary



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## Grays Harbor Fire District 1

Resolution No. 2026-004

**Resolution:** NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Grays Harbor County Fire Protection District 1 adopt this policy 1.1000 Grays Harbor Fire District 1 Fire Commissioner Policy.

**Adoption:** Adopted by the Board of Commissioners of Grays Harbor County Fire Protection District 1, at a regular open public meeting of the Board of Commissioners, on the 14th day of April 2026 the following Commissioners being present and voting.

\_\_\_\_\_  
Larry Curfman, Chair

\_\_\_\_\_  
Larry Hamilton

\_\_\_\_\_  
Devin Harris


Attested To: By \_\_\_\_\_  
Jonni Anderson, District Secretary



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



	Grays Harbor Fire District 1 Policies, Procedures, and Guidelines
Policy Number: 1.2020	Policy Name: Employee Compensation and Benefits
Date of Issue: 10/09/2023	Date of Revision:
Responsible Officer/Person: Fire Chief	Approved By: Board of Commissioners

## 1.0 REFERENCE:

### 2.0 POLICY: Employee Compensation and Benefits

2.1 The District provides a compensation and benefits package for qualified regular full-time employees. Under some circumstances, it may be possible for other employees to obtain similar benefits from the district, but employees other than regular full-time employees are generally not eligible for such benefits. The compensation and benefits outlined in this section of the manual only apply to regular full-time employees unless otherwise required by law, provided by written authorization of the Board, or specifically stated otherwise. or other applicable laws. In the event of a conflict between the policies in this Handbook and a written contract approved by the Board shall prevail.

#### Volunteer Incentive Program:

It has been determined that reimbursement for volunteers is necessary for compensation of out-of-pocket expenses providing service to the community for costs including but not limited to personal vehicle use, launderings of clothing used while providing the service, meals, and other out of pocket expenses. Accordingly, the District will provide an incentive and reimbursement program to active status volunteers as outlined below or as approved by other grants.

Incentive points are assigned to each activity to encourage participation and reimburse expenses.

The Fire District shall budget each year for volunteer reimbursement to be split between four fiscal quarters. Each point Shell be divided by the quarterly budget amount.

See Appendix A and B

#### 2.2 Compensation Policies:

**2.2.1 Establishment of Pay System:** The District compensates employees in accordance with decisions by the Board as budgets are set and tax levies are authorized. Pay for any given position is subject to the annual budgetary process and as such may be subject to increase,



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
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reduction, or status quo maintenance for any time period. A member of the Board of Commissioners or the Fire Chief may make suggestions about salary compensation and other pay system concerns but the final decision regarding compensation levels rests with the Board. The Board reserves the right to make budget adjustments, and consequently adjustments, during the course of the budget year to manage cash flow or to deal with other circumstances which they think justify changes in entity expenditure. Employees may participate in a performance evaluation system established by the Fire Chief and approved by the Board. Such evaluation systems may be the basis for allocating changes in compensation in each budget year. Should such an evaluation system be established, records of any such evaluations shall be retained in compliance with the district's records retention policy.

**2.2.2 Compliance with State and Federal Pay Acts:** The District shall comply with all State and federal pay acts respecting the compensation of employees for services performed in the public service.

**2.2.3 Classification Plan:** All employees of the district shall be classified in the position they hold with the district in the following manor: Elected officials. • Exempt employees are not subject to merit testing or other selection criteria provided by this manual. • Classified full-time employees subject to the testing and placement standards established by this personnel policy manual. • Part-time or casual employees or volunteers subject to testing or placement standards established by this personnel policy manual. • Part-time or casual employees are exempt from placement standards cited herein.

**2.2.4 Right to Change Compensation:** The District reserves the right to change general compensation for any reason deemed appropriate by the Board. Compensation may also be adjusted based upon job performance and the availability of funds to maintain a solvent entity budget.

**2.2.5 Overtime compensation-compliance with Fair Labor Standards Act:** In addition to the employee classifications set forth elsewhere in this policy, all employees are classified as exempt or non-exempt for purposes of complying with the Federal Fair Labor Standards Acts (FLSA). The FLSA is the Federal wage an hour law which governs the obligation of the employers to pay overtime compensation. Certain employees are exempt from the operation of this law because they hold positions which are professional or primarily executive or administrative in nature. As such exempt employees are not required to receive overtime pay for hours worked beyond the limits provided by the statue. In addition to this exemption, the district, as an entity providing fire protection services, may qualify for an absolute exemption from the overtime pay requirements of the FLSA based on the overall number of employees paid by the district. Please contact your department supervisor, Fire Chief, or the Board Chairman for further clarification of your FLSA status.

**2.2.6 Reporting and Verifying Time Records:** It is the responsibility of each hourly employee to properly record the time that he or she has worked during a payroll period. Each time sheet shall be verified by the supervisor to confirm that the hours claimed were worked. These records shall be retained for at least four years following a pay period or the conclusion of an employee's service. Failure to carry out these duties may result in disciplinary action.

**2.2.7 Work periods:** Employment with the District is subject to the Federal Fair Labor Standards Acts as previously described. Each employee is responsible for monitoring the



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



status of hours worked in each working period. Overtime will be allowed only when authorized by an appropriate supervisor. Questions about overtime and compensation time should be directed to your supervisor.

**2.2.8 Promotions and Compensation:** Compensation for all employees is established by the action of the Board. The annual budget of the district sets the funding available for compensation for employees in various departments. Promotions and changes in status may be recommended and made by the Fire Chief, but final authority regarding compensation rests with the Board, and no changes in compensation are effective until properly approved by official Board action.

**2.2.9 Payroll Procedures and Paydays:** Employees are paid monthly (12 Paychecks) throughout the year. Paychecks compensate employees for work performed in the pay period preceding the week in which the check is issued. Paychecks are distributed electronically to the financial institution designated by the employee. It is the obligation of each employee to monitor the accuracy of each paycheck received. Information shown on the employee's paycheck stub is provided for information only. The paycheck is generated by a computer program and may not accurately reflect or adapt to individual circumstances.

**Compensation while Serving on Jury Duty or as a Witness in a Court:** Unless specifically stated otherwise in an applicable Employee Agreement, any employee, including a volunteer, who is directed by proper authority to appear as a witness for the Federal Government, State of Washington, or a political subdivision thereof, or to attend court or other hearings in connection with official duties, or to serve jury duty, shall immediately notify the Fire Chief and shall not be considered absent from duty. If the employee is a regular full-time employee or other paid employee who would be entitled to receive wages during the time of service as a witness or on jury duty, then such wages shall continue during the time of service.

**2.2.10 Military Leave:** Unpaid leave of absence will be granted to participate in ordered and authorized field training. Our public entity employment policy will comply with the provisions of the Washington Code or its successor, as those code provisions govern leaves of absence for military services and Uniformed Services Employment and Reemployment Rights Acts of 1994.

**2.2.11 Reduction in Force:** Employee assignments may be affected by reductions in force made due to economic conditions or to changes in staffing and workload. The Board reserves the right to make any changes in the workforce or assignment of resources that it deems to be in the organization's best interests. The Board may also specify at the time of reductions in work force are made what reinstatement preferences may accompany the reductions. Said reinstatement preferences may be tied to the classification of the employee or to specialized skills possessed by the employee.

**2.2.12 Payroll Deduction:** In accordance with the Washington Code or its successor, no payroll deductions will be made from an employee's paycheck unless authorized by the employee or required by law.

**2.2.13 On the Job Injuries:** All injuries, deaths, property damage and personal property damage must be reported immediately to the Fire Chief or designee through the chain of command.



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## 2.3 Employee Benefits:

**2.3.1** The District offers several employee benefits for full-time employees. These benefits offerings are subject to change or termination at the sole discretion of the Board. Each is subject to the specific terms of its respective insurance policy and/or official resolution of the Board.

**2.3.2 Paid Leave (PL) Vacation:** Full time, permanent employees shall receive PL as outlined in See appendix A

**2.3.3 Paid Sick Leave:** Full-time, permanent employees' sick leave shall accumulate at a rate of 8 hours for each month of employment. No more than 1040 hours sick leave may be accumulated, at which time sick leave will stop accumulating until it falls below the cap.

**2.3.4 Paid Family Medical Leave:** See RCW 50A.04.

**2.3.5 Washington State Long Term Care:** See RCW 49.76.

**2.3.6 Retirement System:** Full time, fully compensated working an avg. of 160 hours a month firefighters shall be enrolled in LEOFF 2 with the State of Washington (DRS) non LEOFF 2 employees working at least 70 hours a month shall receive PERS with the State of Washington (DRS).

**2.3.7 Holidays:** Unless specifically otherwise in the applicable Employee Agreement, employees of the district shall be entitled to the following ten (11) holidays. New Year's Day, Martin Luther King Jr Day, Presidents Day, Memorial Day, Juneteenth, Labor Day, Independence Day, Veterans Day, Thanksgiving Day, Native American Heritage Day, and Christmas Day. Employees will also be entitled to any other holidays which is officially designated as such by the President of the United States or the Governor of the State of Washington.

**2.3.8 Bereavement Leave:** 3 Days off with pay will be permitted for full-time employees, for deaths occurring in the employee's family. If additional time is granted, the employee will be required to utilize their Paid Leave (PL) / Vacation time for all additional time off. Employee's family shall include the employee's spouse, children, stepchildren, grandchildren, guardian children; the employee's or spouse's parents; the employee's or spouse's siblings; the employee's or spouse's grandparents; aunts or uncles of first relations.

**2.3.9 Leaves of Absence:** up to a maximum of one (1) year unpaid leave can be granted by the Fire Chief, in consultation with the Board, for any justifiable purpose, except in the case of a leave necessitated by service in the Armed Forces of the United States, in which case current State or Federal Law will apply.

**2.3.10 Reduction in Benefits:** The District, through its Board, reserves the right to change, condition, or terminate any benefits set forth in this section. No employee shall acquire any rights in any current or future status of benefit except as the law otherwise requires.

**2.3.11 Miscellaneous Benefits:** In addition to the benefits listed on the previous pages, the following miscellaneous benefits are available to full-time regular employees: The District offers the following miscellaneous benefits to its employees in accordance with the terms of specific



# GRAYS HARBOR FIRE DISTRICT 1

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resolutions approving any such programs, and in accordance with the policies or other documents which establish the programs. The following programs are offered at the time of this personnel policy manual's adoption. They are subject to change at the Board's sole discretion at any time.

### 3.0 DEFINITIONS:

### 4.0 RESPONSIBILITY:

#### Benefit Scale

##### Vacation

Years Of Service	Days	
1-3 Years	10	
4-10 Years	15	
11-17 Years	20	
18- over	25	
Chief	25	

#### Policy 1.1013 Appendix A

Transport Destination	Rate Of Pay
Summit Pacific	\$ 35.00
Providence Centralia	\$ 35.00
Harbor Reginal Health	\$ 50.00
Thurston County	\$ 50.00
Pierce County	\$ 75.00
Cowlitz County	\$ 75.00
King County	\$ 100.00
Vancouver County	\$ 100.00
Portland	\$ 100.00



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



Policy 1.1013 Appendix B

<b>Stipend Chart</b>	
Calls	1PT
Drills	1PT
Events	1PT
On call (6 hour)	½ PT
On call (12 hour)	1 PT
Instructor	1PT



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



04/01/26

## GRAYS HARBOR COUNTY AUDITOR Expenditures Detail Report As Of March 31, 2026

Aud013  
Page 1

Fund Name	Account	Vendor	Voucher	Warrant	Date	Amount
655.001.001	Fire Dist # 1 Expense					
589.40.00.00	Custodial Type Disbursements	GRAYS HARBOR PUD (655.001 000157	002420	716997	03/16/26	\$734.04
589.40.00.00	Custodial Type Disbursements	BOUND TREE MEDICAL LLC 011346	002417	716928	03/16/26	\$778.59
589.40.00.00	Custodial Type Disbursements	DEPT OF NATURAL RESOURCES 016430	002417	716932	03/16/26	\$2,923.41
589.40.00.00	Custodial Type Disbursements	HARBOR DISPOSAL 089088	002417	716934	03/16/26	\$228.92
589.40.00.00	Custodial Type Disbursements	COMCAST 101962	002417	716930	03/16/26	\$524.38
589.40.00.00	Custodial Type Disbursements	SNURE LAW OFFICE 298380	002417	716937	03/16/26	\$144.00
589.40.00.00	Custodial Type Disbursements	BOARD VOLUNTEER FIREFIGHT 357136	002417	716927	03/16/26	\$2,770.00
589.40.00.00	Custodial Type Disbursements	MES SERVICE COMPANY LLC 380095	002417	716936	03/16/26	\$4,713.17
589.40.00.00	Custodial Type Disbursements	STRYKER SALES CORPORATION 381357	002417	716939	03/16/26	\$4,807.28
589.40.00.00	Custodial Type Disbursements	STERICYCLE INC (129) 381489	002417	716938	03/16/26	\$143.29
589.40.00.00	Custodial Type Disbursements	DEPT OF ENTERPRISE SERVIC 381952	002417	716931	03/16/26	\$21,940.00
589.40.00.00	Custodial Type Disbursements	WILSON PARTS CORP 383799	002417	716941	03/16/26	\$157.88
589.40.00.00	Custodial Type Disbursements	U S BANK CORP PAYMENT SYS 384916	002417	716940	03/16/26	\$824.13
589.40.00.00	Custodial Type Disbursements	U S BANK CORP PAYMENT SYS 384916	002417-01	716940	03/16/26	\$4,592.03
589.40.00.00	Custodial Type Disbursements	MCKESSON MEDICAL SURGICAL 387133	002417	716935	03/16/26	\$179.60
589.40.00.00	Custodial Type Disbursements	STREAMLINE 388383	002420	716998	03/16/26	\$206.91
589.40.00.00	Custodial Type Disbursements	FINANCIAL PACIFIC LEASING 388680	002417	716933	03/16/26	\$1,000.00
589.40.00.00	Custodial Type Disbursements	FINANCIAL PACIFIC LEASING 388680	002417-01	716933	03/16/26	\$1,000.00
589.40.00.00	Custodial Type Disbursements	COLUMBIA BANK 388966	002417	716929	03/16/26	\$10,600.00
						<b>\$58,267.63</b>
				<b>Total Fund 655001001</b>		<b>\$58,267.63</b>



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



Mailer

Monthly Report  
Grays Harbor County Treasurers Office

**Fund: 655 001 001**  
**Fire Dist # 1 Expense**

Month: March, 2026

Balance From Last Report		\$65,508.10
Tax Collections	\$16,291.39	
Miscellaneous Receipts	\$22,972.65	
Transfers - Credits	\$0.00	
Total Credits		\$39,264.04
Warrants Redeemed	\$0.00	
Bonds Redeemed		
Interest Paid		
Remittances	\$0.00	
Transfers - Debits	(\$58,267.63)	
Total Debits		(\$58,267.63)
Cash Balance		\$46,504.51

Investments:		
Investments Beginning of Month		\$57,355.69
Investments Made		\$0.00
Investments Matured		\$0.00
Investments End of Month		\$57,355.69



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



Mailer

Monthly Report  
Grays Harbor County Treasurers Office

**Fund: 655 001 010**  
**Fire Dist # 1 Reserve**

Month: March, 2026

Balance From Last Report		\$17,296.57
Tax Collections	\$0.00	
Miscellaneous Receipts	\$105.45	
Transfers - Credits	\$0.00	
Total Credits		\$105.45
Warrants Redeemed	\$0.00	
Bonds Redeemed		
Interest Paid		
Remittances	\$0.00	
Transfers - Debits	\$0.00	
Total Debits		\$0.00
Cash Balance		\$17,402.02

Investments:

Investments Beginning of Month	\$38,828.98
Investments Made	\$0.00
Investments Matured	\$0.00
Investments End of Month	\$38,828.98



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



04/02/26

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

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Trg026

Fund-Dist	Description	Est Rev	Mtd Rev	Ytd Rev	Variance	% Col
655.001.001	Fire Dist # 1 Expense					
308.31.00.00	Beginning Cash	\$0.00	\$158,742.00	\$158,742.00	\$158,742.00	
		\$0.00	\$158,742.00	\$158,742.00	\$158,742.00	
311.10.00.00	Real & Pers Property Tax	\$0.00	\$16,291.39	\$21,159.35	\$21,159.35	
317.40.00.00	Timber Excise Tax	\$0.00	\$0.00	\$2,051.36	\$2,051.36	
	310 Taxes	\$0.00	\$16,291.39	\$23,210.71	\$23,210.71	
335.02.32.00	DNR Other Trust 2	\$0.00	\$0.00	\$0.69	\$0.69	
	330 Intergovernmental Revenue	\$0.00	\$0.00	\$0.69	\$0.69	
342.20.00.00	Fire Protection Serv	\$0.00	\$0.00	\$30,000.00	\$30,000.00	
342.60.00.00	EMS	\$0.00	\$8,985.49	\$18,935.91	\$18,935.91	
	340 Charges for Services	\$0.00	\$8,985.49	\$48,935.91	\$48,935.91	
361.11.00.00	Investment Interest	\$0.00	\$155.76	\$509.26	\$509.26	
362.50.00.00	Space & Facilities Lease (Long-Term)	\$0.00	\$0.00	\$0.05	\$0.05	
369.91.00.00	Miscellaneous Revenue	\$0.00	\$13,831.40	\$16,281.57	\$16,281.57	
	360 Miscellaneous	\$0.00	\$13,987.16	\$16,790.88	\$16,790.88	
<b>** Total Fund</b>		<b>\$0.00</b>	<b>\$198,006.04</b>	<b>\$247,680.19</b>	<b>\$247,680.19</b>	

04/02/26

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

Page 2  
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	\$55,886.00	\$55,886.00	\$55,886.00	
		\$0.00	\$55,886.00	\$55,886.00	\$55,886.00	
361.11.00.00	Investment Interest	\$0.00	\$105.45	\$344.75	\$344.75	
	360 Miscellaneous	\$0.00	\$105.45	\$344.75	\$344.75	
<b>** Total Fund</b>		<b>\$0.00</b>	<b>\$55,991.45</b>	<b>\$56,230.75</b>	<b>\$56,230.75</b>	
	<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$253,997.49</b>	<b>\$303,910.94</b>	<b>\$303,910.94</b>	



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## MEMORANDUM OF UNDERSTANDING

Between Oakville School District #400 and Grays Harbor Fire Department #1  
Student Volunteer Firefighter Program

---

### I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to establish a cooperative agreement between **Oakville School District #400** and **Grays Harbor Fire Department #1** to provide eligible high school students the opportunity to participate as volunteer firefighters while ensuring student safety, academic progress, and compliance with applicable laws.

---

### II. Program Overview

The Student Volunteer Firefighter Program is designed to:

- Provide career exploration and hands-on learning opportunities in fire service and emergency response
  - Support community safety and service
  - Develop student leadership, responsibility, and technical skills
- 

### III. Eligibility Requirements

Students must:

- Be at least **16 years of age** (or as required by law/fire district policy)
  - Be **on track to graduate** based on district credit and progress monitoring systems
  - Maintain a **minimum 2.0 GPA**
  - Maintain **regular school attendance**
  - Obtain **parent/guardian consent**
  - Meet all **fire district screening, training, and conduct requirements**
-



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



## IV. Roles and Responsibilities

### A. School District Responsibilities

The School District agrees to:

- Monitor student academic progress, GPA, and graduation status
  - Notify the Fire District if a student falls below eligibility requirements
  - Designate a school contact (e.g., principal or counselor) for coordination
  - Ensure participation does not interfere with graduation requirements
  - Determine whether absences related to participation are excused in accordance with district policy
  - Communicate concerns related to **student behavior and citizenship**
- 

### B. Fire District Responsibilities

The Fire District agrees to:

- Provide appropriate **training, supervision, and safety equipment**
  - Ensure compliance with **child labor laws and safety regulations**
  - Limit student participation to **approved activities appropriate for minors**
  - Maintain liability coverage for student participants while acting in their role
  - Communicate participation expectations, schedules, and concerns—including **behavioral expectations**—with the School District
- 

### C. Student Responsibilities

Students agree to:

- Maintain a **minimum 2.0 GPA** and remain on track to graduate
  - Maintain **appropriate school attendance**
  - Follow all **fire district rules, training requirements, and safety protocols**
  - Demonstrate behavior that reflects **positive and productive citizenship**, including respect, responsibility, and professionalism in both school and fire district settings
  - Notify school staff of anticipated absences
  - Represent both the School District and Fire District in a professional manner
- 

## V. Student Conduct and Citizenship Expectations



# GRAYS HARBOR FIRE DISTRICT 1

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- Participation in this program is a **privilege** contingent upon maintaining behavior consistent with **positive and productive citizenship**
  - Students must demonstrate:
    - Respect for peers, staff, and community members
    - Responsible decision-making and adherence to rules
    - Professional conduct in both school and emergency service environments
  - The School District and/or Fire District may **suspend or terminate participation** if a student's behavior does not meet these expectations
- 

## VI. Attendance and Call Response Expectations

- Academic success remains the **priority** for all participating students
  - Students may respond to **no more than two (2) calls per week during school hours**
  - Additional responses during school hours may occur only:
    - With **prior agreement between the School District and Fire District**, or
    - In the event of a **declared emergency situation**
  - The School District reserves the right to **limit or suspend participation** based on academic performance, attendance, behavior, or overall student well-being
- 

## VII. Safety, Conduct, and Substance Use

- Students must comply with all **Fire District safety protocols and training requirements**
  - Students are prohibited from the use, possession, or being under the influence of **drugs or alcohol** while participating in any Fire District activities
  - Violations will result in **immediate removal from the program**, in addition to any applicable school or legal consequences
- 

## VIII. Transportation

- The **School District assumes no liability or responsibility for transportation** of students to or from the Fire District, emergency scenes, or training activities
  - Transportation arrangements are the responsibility of the **student, parent/guardian, and/or Fire District**, as applicable
-



# GRAYS HARBOR FIRE DISTRICT 1

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## IX. Safety and Liability

- The Fire District assumes responsibility for **training, supervision, and operational safety** during participation
  - Students will not engage in activities prohibited for minors under **Washington State labor and safety laws**
  - Parents/guardians must sign a **consent and liability acknowledgment form**
  - Each party agrees to maintain appropriate **insurance coverage**
- 

## X. Communication Protocols

- A designated representative from each entity will coordinate as needed
  - Immediate communication will occur if:
    - A student is injured
    - A student becomes academically ineligible
    - Behavioral or safety concerns arise
- 

## XI. Term and Termination

- This MOU shall remain in effect from **July 1, 2026 in perpetuity**
  - Either party may terminate the agreement with **30 days written notice**
  - Participation of individual students may be terminated at any time based on eligibility, safety, or behavioral concerns
- 

## XII. Compliance with Laws

This agreement shall comply with:

- Washington State **child labor laws (RCW 49.12; WAC 296-125)**
  - Applicable **L&I safety regulations**
  - **FERPA** regarding student information
  - Local School District and Fire District policies
- 

## XIII. Signatures



# GRAYS HARBOR FIRE DISTRICT 1

108 E. Main ST  
Oakville, WA 98586-0006



[School District Superintendent]

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

[Fire District Chief]

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

\_\_\_\_\_

If you want to tighten this even further for board adoption, I can condense Sections V + VII into a single "**Eligibility & Conduct Standard**" that reads really clean in a board packet.