



# Eastside Fire & Rescue Board of Directors

## Regular Meeting Agenda

April 8, 2021, 4 p.m.  
VIRTUAL MEETING

Pursuant to the Governor’s Emergency Proclamation, EF&R is unable to provide an in-person location for the public to listen to the virtual Board of Directors meeting. Meetings are accessible to the public by a phone-in option.

### Phone-In Option

Phone-in Number: (509) 931-1382

Conference ID: 758796390#

**Written Comment:** Written public comment will be accepted until 1:00 p.m. on the day of the meeting. Submit your written comments via email to the Board Secretary at [publiccomment@esf-r.org](mailto:publiccomment@esf-r.org).

**Verbal Comment:** Up to three (3) minutes of verbal public comment may be provided per person live during the meeting. Please sign-up in advance of the meeting (by 1:00 p.m.) by completing the [Public Comment Sign-Up Form](#). Kindly review the instructions for [Virtual Board and Committee meetings for public attendance and public comment](#) prior to the meeting.

### CALL TO ORDER, ROLL CALL

### PUBLIC COMMENT

### CONSENT AGENDA – *For Approval*

1. Agenda Bill 2021-15 (Approval of Board Minutes and Financial Recap)..... Page 03
  - 1.1. Minutes – Regular Board meeting 3/11/21..... Page 04
  - 1.2. Financial Recap ..... Page 07
2. Agenda Bill 2021-16 (Write-Off Request)..... Page 08

### COMMITTEE MEETING REPORTS

1. Finance and Administrative (*no meeting held*)

### FIRE CHIEF BRIEFING

- COVID-19 / Vaccination Operations
- PFAS
- Nonprofit Status / State Unemployment Office

### REGULAR BUSINESS

### GENERAL ADMINISTRATIVE REPORTS

1. Revenue Expense Report ..... Page 14
2. Incidents Activity Reports ..... Page 17
3. Mercer Island Fire Chief Activity Report..... Page 23
4. Mobile Vaccination Coverage Map..... Page 25

### EXECUTIVE SESSION (*Tentative*)

1. RCW 42.30.140(4)(b) to discuss collective bargaining planning
2. RCW 42.30.110(1)(d) to review negotiations on the performance of publicly bid contracts

### GOOD OF THE ORDER

## CALENDAR REVIEW

- FAC Meeting –TBD (*Virtual*)
- EF&R Agenda Review – April 28, 2021, 4:00 p.m. (*Virtual*) (FD38)
- EF&R Board Meeting – May 13, 2021, 4:00 p.m. (*Virtual*)

## ADJOURN MEETING



**Eastside Fire & Rescue  
Board of Directors  
AGENDA BILL 2021-15  
April 8, 2021**

**SUBJECT: March Monthly Board Minutes and Financial Recap Approval**

**SUMMARY STATEMENT:** The Board Secretary submits completed minutes for the prior month's meetings to the Board for review prior to the regular Board meeting. The Board acts upon the minutes first directing any needed changes to be noted on the document in ink, initialed by the Board Secretary, approving said minutes as amended.

The Agency utilizes the Auditing Officer Certification method (RCW 42.24.080) of approving normal and usual ongoing expenditures for payroll, utilities, and other goods and services, on behalf of the Board of Directors. Monthly, those expenditures are provided for review and oversight by the Board pursuant to state law (RCW 42.24.180). Items requiring Board approval in advance of payment are presented on separate Agenda Bills to obtain approval and are included on the Monthly Financial Recap when paid after said approval. Items paid but rejected by the Board after they have been paid, will become receivables and immediate collection by the Agency Audit Officer will commence.

**Expenditure Required:** \$2,714,879.36

**Amount Budgeted:** \$2,714,879.36

**Fund Utilized:** GF & ERF

**RECOMMENDED MOTION: Move to approve the Minutes and Financial Recap.**

**ALTERNATIVE(S):** Approve the attached, stipulating any items needing change or rejection, and order the collection of any items necessary.

**EXHIBITS:**

- 1) Prior month's regular and special Board meeting minutes, together with any hand-noted changes, as directed by the Board.
- 2) Prior month's Monthly Financial Recap with the Accounting Certification. The Monthly Financial Recap includes the prior month's blanket vouchers, certified by an Agency Audit Officer.

**Originator:** JF

**Administrative Review:** 03/24/21

Action:

Date: 04/08/21

Motion By:

2<sup>nd</sup>:

Board Secretary:

1 **EASTSIDE FIRE & RESCUE BOARD OF DIRECTORS**  
2 **REGULAR MEETING**  
3 **March 11, 2021**  
4 **VIRTUAL MEETING**  
5

6 On March 24, 2020, the Governor issued Proclamation 20-28 prohibiting open public  
7 meetings from occurring in person. Due to these factors, the regular meeting of the Board  
8 of Directors of Eastside Fire & Rescue was held virtually using a remote meeting platform.  
9

10 **PRESENT:** Chair Alan Gothelf (City of North Bend)  
11 Vice Chair Stacy Goodman (City of Issaquah)  
12 Board Director Chris Reh (City of Issaquah)  
13 Board Director Gloria Hatcher-Mays (Fire District 10)  
14 Board Director Alan Martin (Fire District 10)  
15 Board Director Karen Moran (City of Sammamish)  
16 Board Director Chris Ross (City of Sammamish)  
17 Board Director Matt Talbot (Fire District 38)  
18 Board Secretary Jamie Formisano  
19 Fire Chief Jeff Clark  
20

21 **ABSENT:**  
22

23 **CALL TO ORDER:** Chair Gothelf called the meeting to order at 4:00 p.m. and took roll call.  
24

25 **PUBLIC COMMENT:** None  
26

27 **CONSENT AGENDA:**

28 IT WAS MOVED BY DIRECTOR MORAN, SECONDED BY DIRECTOR REH TO: Approve  
29 the Consent Agenda. MOTION CARRIED, 8-0.

- 30 1. Agenda Bill 2021-09 (Approval of Board Minutes and Financial Recap)  
31 2. Agenda Bill 2021-10 (Write-Off Request)  
32 3. Agenda Bill 2021-11 (Letter of Agreement Battalion Chief Collective Bargaining  
33 Agreement Article 5)  
34 4. Agenda Bill 2021-12 (Letter of Agreement Firefighter and Company Officer Collective  
35 Bargaining Agreement Article 5)  
36

37 **COMMITTEE REPORTS:**

38 Finance and Administrative Committee (FAC): *(no meeting held)*  
39

40 **FIRE CHIEF BRIEFING:**

- 41 • Celebrated Women's History Month by recognizing the history of women in the fire  
42 service and honoring the contributions of the thirty-one women who represent EF&R.  
43 • Nonprofit Formation Finalized: Effective March 1, 2021, EF&R is recognized as a  
44 nonprofit. Congratulations to past Board members and current Board members who  
45 made this happen.  
46 • EF&R and IFCB Shared Space Agreement: Briefed on the discussions with the Issaquah  
47 Food & Clothing Bank (IFCB) to share the space. Will continue to provide updates as  
48 dialogue continues.  
49 • Mobile Vaccination Coverage Map: Provided an overview of the Mobile Vaccination  
50 Injection Locations, which will be included in Administrative Reports monthly. Discussed

51 the intent to have the Lake Sammamish State Park Mass Vaccination Site operational  
52 within the month.

- 53 • Regional Recruitment Effort: Provided an overview of the regional effort with six fire  
54 agencies to create a simplified firefighter exam and hiring process. The cost for  
55 applicants has been significantly reduced, with the goal of eliminating the applicants cost  
56 completely. Simultaneously, EF&R is maintaining Agency individuality while  
57 collaborating regionally. Discussion ensued. [www.wafirecareers.org](http://www.wafirecareers.org).

### 58 59 **REGULAR BUSINESS:**

- 60 1. Agenda Bill 2021-13 (Vaccination Interlocal Agreement): Reviewed the agreement with  
61 the City of Issaquah, the City of Sammamish, and Eastside Fire & Rescue to work  
62 together to expedite the delivery and administration of COVID-19 Vaccinations to  
63 Issaquah and Sammamish community members. Discussion ensued. IT WAS MOVED  
64 BY DIRECTOR MORAN, SECONDED BY DIRECTOR HATCHER-MAYS TO: move to  
65 approve the Vaccination Interlocal Agreement between the City of Issaquah, the City of  
66 Sammamish, and Eastside Fire & Rescue, as presented. Motion Carried 8-0.  
67
- 68 2. Agenda Bill 2021-14 (PFAS Interagency Agreement): Discussed the scope of work for  
69 the Interagency Agreement for the PFAS Investigation in the Lower Issaquah Valley.  
70 Discussion ensued. IT WAS MOVED BY DIRECTOR MORAN, SECONDED BY  
71 DIRECTOR MARTIN TO: move to approve the PFAS Interagency Agreement between  
72 the State of Washington, Department of Ecology and Eastside Fire & Rescue, as  
73 presented. Motion Carried 8-0.  
74
- 75 3. Mercer Island Fire Chief Activity Report: Reviewed the activity report, which will be  
76 included under General Administrative Discussion monthly. Discussed Mercer Island  
77 City Manager's plans for the MIFD hiring process as well as the Fire Chief's time  
78 commitments.  
79

### 80 **GENERAL ADMINISTRATIVE DISCUSSION:**

- 81 1. Revenue and Expense Report: Included in packet.
- 82 2. Incidents Activity Report: Included in packet.

83  
84 **Executive Session:** In accordance with RCW 42.30.140 (4)(b) to discuss collective  
85 bargaining agreement. The Executive session is expected to last 10 minutes. The Regular  
86 Meeting was adjourned, and the Executive Session began at 4:28 p.m.

87  
88 The Regular Board meeting was called to order at 4:38 p.m. No action was taken in  
89 Executive Session.

### 90 91 **GOOD OF THE ORDER:**

92 Happy Birthday Chief Clark!

93  
94 Director Hatcher-Mays recognized her 17 year old niece Jayda Murray, who was published  
95 in the New York Times today with her contribution to the article [Teens on a Year That](#)  
96 [Changed Everything](#).

### 97 98 **CALENDAR REVIEW:**

- 99 • FAC – TBD (*Virtual*)
- 100 • Legislative Day – TBD (*Virtual*)

- 101 • EF&R Agenda Review – March 24, 2021, 4:00 p.m. (*Virtual*) (*North Bend*)  
102 • EF&R Board Meeting – April 8, 2021, 4:00 p.m. (*Virtual*)  
103  
104 **ADJOURNMENT:** Chair Gothelf adjourned the meeting at 4:57 p.m.

DRAFT

**Eastside Fire & Rescue  
Monthly Financial Recap  
April 8, 2021**

To inform the Board of Directors that the Deputy Chiefs, Administrative Director, or BFA approved the following for payments:

| Blanket Voucher No.        | Paid Date      | Description                        | Amount       |
|----------------------------|----------------|------------------------------------|--------------|
| <b>General - 101100010</b> |                |                                    |              |
| 2021-017                   | March 10, 2021 | Weekly Vendor invoice payments     | \$65,228.79  |
| 2021-018                   | March 10, 2021 | Weekly Vendor invoice payments     | \$22,457.20  |
| 2021-019                   | March 17, 2021 | Weekly Vendor invoice payments     | \$244,956.26 |
| 2021-020                   | March 10, 2021 | Voided                             | \$0.00       |
| 2021-021                   | March 10, 2021 | 3/10/2021 payroll voucher payments | \$13,665.58  |
| 2021-022                   | March 24, 2021 | Weekly Vendor invoice payments     | \$379,386.01 |
| 2021-024                   | March 24, 2021 | 3/24/2021 payroll voucher payments | \$13,689.92  |
| 2021-025                   | March 31, 2021 | Weekly Vendor invoice payments     | \$304,537.59 |

**General Fund Total:**

**\$1,043,921.36**

**ERF - 101106030**

|          |                |                                |            |
|----------|----------------|--------------------------------|------------|
| 2021-023 | March 24, 2021 | Weekly Vendor invoice payments | \$1,302.83 |
| 2021-026 | March 31, 2021 | Weekly Vendor invoice payments | \$570.56   |

**Equip Replacement Fund Total**

**\$1,873.39**

| ACH Transfers | Paid Date | Description | Amount |
|---------------|-----------|-------------|--------|
|---------------|-----------|-------------|--------|

**General - 101100010**

|              |                |   |              |
|--------------|----------------|---|--------------|
| ACH 2021-039 | March 11, 2021 | Transfer funds to D10 for funds received from Maple Hills Maint. Co for Sale of Station 79. | \$1,175.75   |
| ACH 2021-040 | March 25, 2021 | February 2021 Sales & Use Tax   | \$468.55     |
| ACH 2021-041 | March 10, 2021 | HRA 2021 VEBA contribution for new employee   | \$4,065.00   |
| ACH 2021-042 | March 10, 2021 | 3/10/21 Payroll Funding   | \$589,909.25 |
| ACH 2021-043 | March 10, 2021 | 3/10/21 Payroll tax payment   | \$131,485.20 |
| ACH 2021-044 | March 10, 2021 | 3/10/21 DCP payment   | \$7,464.76   |
| ACH 2021-045 | March 10, 2021 | 3/10/21 457 and Loan payments to Def comp   | \$87,418.65  |
| ACH 2021-046 | March 10, 2021 | 3/10/21 Payroll CA Child Support  | \$663.50     |
| ACH 2021-047 | March 10, 2021 | 3/10/21/2020 Payroll deduction  | \$1,175.75   |
| ACH 2021-048 | March 25, 2021 | 3/25/21 Payroll Funding   | \$605,297.52 |
| ACH 2021-049 | March 25, 2021 | 2/25/21 Payroll tax payment   | \$137,943.75 |
| ACH 2021-050 | March 25, 2021 | 3/25/21 DCP payment   | \$7,397.51   |
| ACH 2021-051 | March 25, 2021 | 3/25/21 457 and Loan payments to Def comp   | \$92,580.18  |
| ACH 2021-052 | March 25, 2021 | 3/25/21 Payroll CA Child Support  | \$663.50     |
| ACH 2021-053 | March 25, 2021 | 3/25/21/2020 Payroll deduction  | \$1,175.75   |
| ACH 2021-054 | March 26, 2021 | HRA 2021 VEBA contribution for physical reimbursement                                       | \$200.00     |

**General Fund Total:**

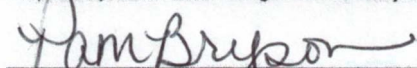
**\$1,669,084.62**

**Expense Summary Tracking**

**\$2,714,879.36**

Acknowledgement to the Board of Directors:

  
Prepared By: Scott Faires - Budget Finance Analyst

  
Reviewed By: Pam Bryson - Administrative Director



Eastside Fire & Rescue  
Board of Directors  
**AGENDA BILL 2021-16**  
April 8, 2021

**SUBJECT: Write-Off Request**

**SUMMARY STATEMENT:** Per Policy 3524, Fee for Transport Billing, Article 5.4.6.1:  
*After the billing company has billed the patient and made three attempts to contact the patient for payment, the billing company shall determine the bill as uncollectable. These shall be sent to the EF&R Board of Directors for action.*

The Agency is requesting the write-off of the Government required write-offs of \$125,590.14.

**Expenditure Required:** N/A

**Amount Budgeted:** N/A

**Fund Utilized:** N/A

**RECOMMENDED MOTION:** Move to approve the requested write-offs documented in the attached Exhibits.

**ALTERNATIVE(S):** Refer to the Finance and Administrative Committee for further review.

**EXHIBITS:**

1) Write-Off Request

**Originator:** SF

**Administrative Review:** 3/15/2021

Action:

Date: 4/8/2021

Motion By:

2<sup>nd</sup>:

Board Secretary:



**Transport write-offs -February 2021**

| <u>Date of Service</u> | <u>Incident Number</u>     | <u>Amount</u>             | <u>Reason</u>            |
|------------------------|----------------------------|---------------------------|--------------------------|
| 11/5/2020              | 111-2020-0008805:1         | (786.07)                  | Financial Assist/Charity |
|                        |                            | <b><u>(786.07)</u></b>    |                          |
| <b>Uncollectible</b>   |                            |                           |                          |
| 11/14/2017             | 111-2017-00009697:1        | 125.00                    | Uncollectible            |
| 1/13/2019              | 111-2019-00000440:1        | 1,081.11                  | Uncollectible            |
| 11/13/2019             | 111-2019-0009792:1         | 258.34                    | Uncollectible            |
| 1/15/2020              | 111-2020-0000436:1         | (819.07)                  | Uncollectible            |
| 1/24/2020              | 111-2020-0000671:1         | (966.59)                  | Uncollectible            |
| 2/1/2020               | 111-2020-0000898:1         | (834.60)                  | Uncollectible            |
| 2/2/2020               | 111-2020-0000926:1         | (834.60)                  | Uncollectible            |
| 2/7/2020               | 111-2020-0001092:1         | (323.12)                  | Uncollectible            |
| 5/18/2020              | 111-2020-0003738:1         | (117.81)                  | Uncollectible            |
| 5/29/2020              | 111-2020-0004036:1         | (150.00)                  | Uncollectible            |
| 6/24/2020              | 111-2020-0004707:1         | (1,150.98)                | Uncollectible            |
| 6/30/2020              | 111-2020-0004901:1         | (88.24)                   | Uncollectible            |
| 7/5/2020               | 111-2020-0005054:1         | (19.89)                   | Uncollectible            |
| 7/8/2020               | 111-2020-0005111:1         | (666.13)                  | Uncollectible            |
| 7/30/2020              | 111-2020-0005843:1         | (780.25)                  | Uncollectible            |
| 7/31/2020              | 111-2020-0005872:1         | (183.22)                  | Uncollectible            |
| 8/4/2020               | 111-2020-0006009:1         | (1,106.34)                | Uncollectible            |
| 8/11/2020              | 111-2020-0006222:1         | (1,234.45)                | Uncollectible            |
| 8/11/2020              | 111-2020-0006237:1         | (1,051.99)                | Uncollectible            |
| 8/14/2020              | 111-2020-0006306:1         | (859.83)                  | Uncollectible            |
| 8/19/2020              | 111-2020-0006480:1         | (265.00)                  | Uncollectible            |
| 9/7/2020               | 111-2020-0007082:1         | (894.77)                  | Uncollectible            |
|                        | <b>Total Uncollectible</b> | <b><u>(10,882.43)</u></b> |                          |
| 1/24/2020              | 111-2020-0000671:1         | -                         | Write-Off Fee Schedule   |
| 7/12/2020              | 111-2020-0005257:1         | (409.59)                  | Write-Off Fee Schedule   |
| 7/15/2020              | 111-2020-0005358:1         | (844.30)                  | Write-Off Fee Schedule   |
| 7/27/2020              | 111-2020-0005744:1         | (669.54)                  | Write-Off Fee Schedule   |
| 7/27/2020              | 111-2020-0005765:1         | (385.40)                  | Write-Off Fee Schedule   |
| 8/10/2020              | 111-2020-0006191:1         | (381.78)                  | Write-Off Fee Schedule   |
| 8/20/2020              | 111-2020-0006520:1         | (437.20)                  | Write-Off Fee Schedule   |
| 8/29/2020              | 111-2020-0006754:1         | (555.10)                  | Write-Off Fee Schedule   |
| 9/11/2020              | 111-2020-0007235:1         | (406.54)                  | Write-Off Fee Schedule   |
| 9/17/2020              | 111-2020-0007406:1         | -                         | Write-Off Fee Schedule   |
| 9/19/2020              | 111-2020-0007475:1         | (88.24)                   | Write-Off Fee Schedule   |
| 9/19/2020              | 111-2020-0007475:1         | (381.78)                  | Write-Off Fee Schedule   |
| 9/24/2020              | 111-2020-0007623:1         | (375.89)                  | Write-Off Fee Schedule   |
| 9/25/2020              | 111-2020-0007633:1         | (452.52)                  | Write-Off Fee Schedule   |

**Transport write-offs -February 2021**

| <u>Date of Service</u> | <u>Incident Number</u> | <u>Amount</u> | <u>Reason</u>          |
|------------------------|------------------------|---------------|------------------------|
| 9/26/2020              | 111-2020-0007669:1     | (448.99)      | Write-Off Fee Schedule |
| 9/26/2020              | 111-2020-0007664:1     | (372.36)      | Write-Off Fee Schedule |
| 9/29/2020              | 111-2020-0007760:1     | (361.75)      | Write-Off Fee Schedule |
| 10/2/2020              | 111-2020-0007849:1     | (386.51)      | Write-Off Fee Schedule |
| 10/5/2020              | 111-2020-0007911:1     | (436.02)      | Write-Off Fee Schedule |
| 10/6/2020              | 111-2020-0007951:1     | (379.43)      | Write-Off Fee Schedule |
| 10/6/2020              | 111-2020-0007933:1     | (403.01)      | Write-Off Fee Schedule |
| 10/7/2020              | 111-2020-0007967:1     | (89.56)       | Write-Off Fee Schedule |
| 10/12/2020             | 111-2020-0008123:1     | (130.30)      | Write-Off Fee Schedule |
| 10/12/2020             | 111-2020-0008123:1     | (707.19)      | Write-Off Fee Schedule |
| 10/31/2020             | 111-2020-0008663:2     | (498.51)      | Write-Off Fee Schedule |
| 11/8/2020              | 111-2020-0008859:1     | (863.59)      | Write-Off Fee Schedule |
| 11/12/2020             | 111-2020-0008996:1     | (409.59)      | Write-Off Fee Schedule |
| 11/17/2020             | 111-2020-0009110:1     | (88.54)       | Write-Off Fee Schedule |
| 11/17/2020             | 111-2020-0009110:1     | (384.15)      | Write-Off Fee Schedule |
| 11/18/2020             | 111-2020-0009130:1     | (401.83)      | Write-Off Fee Schedule |
| 11/23/2020             | 111-2020-0009258:1     | (94.33)       | Write-Off Fee Schedule |
| 11/25/2020             | 111-2020-0009324:1     | (106.52)      | Write-Off Fee Schedule |
| 11/26/2020             | 111-2020-0009360:1     | (850.00)      | Write-Off Fee Schedule |
| 11/28/2020             | 111-2020-0009417:1     | (407.73)      | Write-Off Fee Schedule |
| 11/30/2020             | 111-2020-0009459:1     | (98.45)       | Write-Off Fee Schedule |
| 11/30/2020             | 111-2020-0009470:1     | (375.89)      | Write-Off Fee Schedule |
| 12/2/2020              | 111-2020-0009531:1     | (410.09)      | Write-Off Fee Schedule |
| 12/3/2020              | 111-2020-0009558:1     | (404.19)      | Write-Off Fee Schedule |
| 12/5/2020              | 111-2020-0009627:1     | (393.57)      | Write-Off Fee Schedule |
| 12/5/2020              | 111-2020-0009608:1     | (101.49)      | Write-Off Fee Schedule |
| 12/5/2020              | 111-2020-0009608:1     | (484.36)      | Write-Off Fee Schedule |
| 12/5/2020              | 111-2020-0009607:1     | (369.99)      | Write-Off Fee Schedule |
| 12/5/2020              | 111-2020-0009627:1     | (89.76)       | Write-Off Fee Schedule |
| 12/6/2020              | 111-2020-0009635:1     | (375.89)      | Write-Off Fee Schedule |
| 12/7/2020              | 111-2020-0009665:1     | (384.15)      | Write-Off Fee Schedule |
| 12/7/2020              | 111-2020-0009677:1     | -             | Write-Off Fee Schedule |
| 12/7/2020              | 111-2020-0009665:1     | -             | Write-Off Fee Schedule |
| 12/9/2020              | 111-2020-0009715:1     | -             | Write-Off Fee Schedule |
| 12/9/2020              | 111-2020-0009744:1     | -             | Write-Off Fee Schedule |
| 12/11/2020             | 111-2020-0009788:1     | (595.18)      | Write-Off Fee Schedule |
| 12/11/2020             | 111-2020-0009778:1     | (369.99)      | Write-Off Fee Schedule |
| 12/12/2020             | 111-2020-0009804:1     | (681.26)      | Write-Off Fee Schedule |
| 12/13/2020             | 111-2020-0009831:1     | (450.17)      | Write-Off Fee Schedule |
| 12/13/2020             | 111-2020-0009834:1     | (401.97)      | Write-Off Fee Schedule |
| 12/14/2020             | 111-2020-0009858:1     | -             | Write-Off Fee Schedule |
| 12/15/2020             | 111-2020-0009877:1     | (505.58)      | Write-Off Fee Schedule |

**Transport write-offs -February 2021**

| <u>Date of Service</u> | <u>Incident Number</u> | <u>Amount</u> | <u>Reason</u>          |
|------------------------|------------------------|---------------|------------------------|
| 12/15/2020             | 111-2020-0009872:1     | (369.99)      | Write-Off Fee Schedule |
| 12/16/2020             | 111-2020-0009895:1     | -             | Write-Off Fee Schedule |
| 12/17/2020             | 111-2020-0009921:1     | (386.51)      | Write-Off Fee Schedule |
| 12/19/2020             | 111-2020-0009968:1     | (401.83)      | Write-Off Fee Schedule |
| 12/21/2020             | 111-2020-0010032:1     | (451.35)      | Write-Off Fee Schedule |
| 12/22/2020             | 111-2020-0010067:1     | -             | Write-Off Fee Schedule |
| 12/23/2020             | 111-2020-0010076:1     | (384.15)      | Write-Off Fee Schedule |
| 12/23/2020             | 111-2020-0010088:1     | (1,582.01)    | Write-Off Fee Schedule |
| 12/23/2020             | 111-2020-0010081:1     | (371.17)      | Write-Off Fee Schedule |
| 12/24/2020             | 111-2020-0010116:1     | (430.12)      | Write-Off Fee Schedule |
| 12/24/2020             | 111-2020-0010125:1     | (1,557.80)    | Write-Off Fee Schedule |
| 12/25/2020             | 111-2020-0010151:1     | (374.37)      | Write-Off Fee Schedule |
| 12/25/2020             | 111-2020-0010142:1     | (386.51)      | Write-Off Fee Schedule |
| 12/25/2020             | 111-2020-0010151:1     | 374.37        | Write-Off Fee Schedule |
| 12/26/2020             | 111-2020-0010174:1     | (385.33)      | Write-Off Fee Schedule |
| 12/26/2020             | 111-2020-0010173:1     | (401.97)      | Write-Off Fee Schedule |
| 12/27/2020             | 111-2020-0010194:1     | (516.20)      | Write-Off Fee Schedule |
| 12/27/2020             | 111-2020-0010193:1     | (369.99)      | Write-Off Fee Schedule |
| 12/28/2020             | 111-2020-0010239:1     | (386.51)      | Write-Off Fee Schedule |
| 12/28/2020             | 111-2020-0010236:1     | (394.75)      | Write-Off Fee Schedule |
| 12/28/2020             | 111-2020-0010237:1     | -             | Write-Off Fee Schedule |
| 12/28/2020             | 111-2020-0010235:1     | (410.09)      | Write-Off Fee Schedule |
| 12/28/2020             | 111-2020-0010223:1     | (404.19)      | Write-Off Fee Schedule |
| 12/29/2020             | 111-2020-0010251:1     | (377.07)      | Write-Off Fee Schedule |
| 12/29/2020             | 111-2020-0010276:1     | (375.89)      | Write-Off Fee Schedule |
| 12/31/2020             | 111-2020-0010318:1     | 139.97        | Write-Off Fee Schedule |
| 12/31/2020             | 111-2020-0010318:1     | (139.97)      | Write-Off Fee Schedule |
| 12/31/2020             | 111-2020-0010313:1     | (482.00)      | Write-Off Fee Schedule |
| 1/1/2021               | 111-2021-0000009:1     | (784.19)      | Write-Off Fee Schedule |
| 1/1/2021               | 111-2021-0000007:1     | (634.45)      | Write-Off Fee Schedule |
| 1/2/2021               | 111-2021-0000031:1     | (960.18)      | Write-Off Fee Schedule |
| 1/2/2021               | 111-2021-0000032:1     | (674.51)      | Write-Off Fee Schedule |
| 1/3/2021               | 111-2021-0000065:1     | (674.16)      | Write-Off Fee Schedule |
| 1/3/2021               | 111-2021-0000061:1     | (665.08)      | Write-Off Fee Schedule |
| 1/3/2021               | 111-2021-0000071:1     | (664.32)      | Write-Off Fee Schedule |
| 1/3/2021               | 111-2021-0000064:1     | (108.10)      | Write-Off Fee Schedule |
| 1/5/2021               | 111-2021-0000133:1     | (650.95)      | Write-Off Fee Schedule |
| 1/6/2021               | 111-2021-0000141:1     | (233.24)      | Write-Off Fee Schedule |
| 1/6/2021               | 111-2021-0000136:1     | (640.35)      | Write-Off Fee Schedule |
| 1/7/2021               | 111-2021-0000176:1     | (767.57)      | Write-Off Fee Schedule |
| 1/8/2021               | 111-2021-0000217:1     | (1,053.88)    | Write-Off Fee Schedule |
| 1/11/2021              | 111-2021-0000285:1     | (107.99)      | Write-Off Fee Schedule |

**Transport write-offs -February 2021**

| <u>Date of Service</u> | <u>Incident Number</u> | <u>Amount</u> | <u>Reason</u>          |
|------------------------|------------------------|---------------|------------------------|
| 1/12/2021              | 111-2021-0000299:1     | (668.61)      | Write-Off Fee Schedule |
| 1/12/2021              | 111-2021-0000311:1     | (1,829.49)    | Write-Off Fee Schedule |
| 1/12/2021              | 111-2021-0000302:1     | (767.57)      | Write-Off Fee Schedule |
| 1/13/2021              | 111-2021-0000376:1     | (668.61)      | Write-Off Fee Schedule |
| 1/13/2021              | 111-2021-0000408:1     | (670.97)      | Write-Off Fee Schedule |
| 1/13/2021              | 111-2021-0000410:1     | (643.88)      | Write-Off Fee Schedule |
| 1/13/2021              | 111-2021-0000384:1     | (945.10)      | Write-Off Fee Schedule |
| 1/14/2021              | 111-2021-0000461:1     | (774.63)      | Write-Off Fee Schedule |
| 1/14/2021              | 111-2021-0000471:1     | (815.52)      | Write-Off Fee Schedule |
| 1/14/2021              | 111-2021-0000440:1     | (655.66)      | Write-Off Fee Schedule |
| 1/15/2021              | 111-2021-0000502:1     | (746.37)      | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000520:1     | (705.13)      | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000522:1     | (830.00)      | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000523:1     | (689.82)      | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000524:1     | -             | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000534:1     | (655.66)      | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000529:1     | (650.95)      | Write-Off Fee Schedule |
| 1/16/2021              | 111-2021-0000536:1     | (765.21)      | Write-Off Fee Schedule |
| 1/17/2021              | 111-2021-0000538:1     | (648.66)      | Write-Off Fee Schedule |
| 1/17/2021              | 111-2021-0000538:1     | (90.75)       | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000581:1     | -             | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000573:1     | (648.59)      | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000581:1     | (805.27)      | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000581:1     | (805.27)      | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000572:1     | (766.39)      | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000578:1     | (733.41)      | Write-Off Fee Schedule |
| 1/18/2021              | 111-2021-0000581:1     | 805.27        | Write-Off Fee Schedule |
| 1/19/2021              | 111-2021-0000611:1     | (672.15)      | Write-Off Fee Schedule |
| 1/19/2021              | 111-2021-0000619:1     | (741.65)      | Write-Off Fee Schedule |
| 1/19/2021              | 111-2021-0000610:1     | (650.95)      | Write-Off Fee Schedule |
| 1/19/2021              | 111-2021-0000613:1     | (699.25)      | Write-Off Fee Schedule |
| 1/20/2021              | 111-2021-0000640:1     | (727.51)      | Write-Off Fee Schedule |
| 1/22/2021              | 111-2021-0000675:1     | -             | Write-Off Fee Schedule |
| 1/22/2021              | 111-2021-0000685:1     | (817.05)      | Write-Off Fee Schedule |
| 1/23/2021              | 111-2021-0000702:1     | (90.29)       | Write-Off Fee Schedule |
| 1/23/2021              | 111-2021-0000698:1     | (813.44)      | Write-Off Fee Schedule |
| 1/23/2021              | 111-2021-0000702:1     | (650.95)      | Write-Off Fee Schedule |
| 1/24/2021              | 111-2021-0000743:1     | (1,829.49)    | Write-Off Fee Schedule |
| 1/24/2021              | 111-2021-0000746:1     | (640.35)      | Write-Off Fee Schedule |
| 1/25/2021              | 111-2021-0000756:1     | (646.23)      | Write-Off Fee Schedule |
| 1/25/2021              | 111-2021-0000760:1     | (676.86)      | Write-Off Fee Schedule |
| 1/25/2021              | 111-2021-0000769:1     | (637.99)      | Write-Off Fee Schedule |

**Transport write-offs -February 2021**

| <u>Date of Service</u>              | <u>Incident Number</u> | <u>Amount</u>                     | <u>Reason</u>          |
|-------------------------------------|------------------------|-----------------------------------|------------------------|
| 1/25/2021                           | 111-2021-0000765:1     | (1,827.55)                        | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000781:1     | (642.70)                          | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000785:1     | (130.00)                          | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000785:1     | 130.00                            | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000783:1     | (2,003.49)                        | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000799:1     | (1,823.67)                        | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000779:1     | (4,415.26)                        | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000804:1     | (1,869.23)                        | Write-Off Fee Schedule |
| 1/26/2021                           | 111-2021-0000797:1     | (650.95)                          | Write-Off Fee Schedule |
| 1/28/2021                           | 111-2021-0000850:1     | (720.45)                          | Write-Off Fee Schedule |
| 1/28/2021                           | 111-2021-0000846:1     | (1,848.39)                        | Write-Off Fee Schedule |
| 1/28/2021                           | 111-2021-0000856:1     | (1,980.70)                        | Write-Off Fee Schedule |
| 1/28/2021                           | 111-2021-0000851:1     | -                                 | Write-Off Fee Schedule |
| 1/29/2021                           | 111-2021-0000875:1     | (1,871.17)                        | Write-Off Fee Schedule |
| 1/29/2021                           | 111-2021-0000878:1     | -                                 | Write-Off Fee Schedule |
| 1/29/2021                           | 111-2021-0000861:1     | (666.26)                          | Write-Off Fee Schedule |
| 1/29/2021                           | 111-2021-0000889:1     | (655.66)                          | Write-Off Fee Schedule |
| 1/29/2021                           | 111-2021-0000871:1     | (676.86)                          | Write-Off Fee Schedule |
| 1/29/2021                           | 111-2021-0000877:1     | (650.95)                          | Write-Off Fee Schedule |
| 1/30/2021                           | 111-2021-0000890:1     | (655.66)                          | Write-Off Fee Schedule |
| 1/30/2021                           | 111-2021-0000907:1     | (640.35)                          | Write-Off Fee Schedule |
| 1/30/2021                           | 111-2021-0000890:1     | -                                 | Write-Off Fee Schedule |
| 2/1/2021                            | 111-2021-0000936:1     | (1,986.02)                        | Write-Off Fee Schedule |
| 2/1/2021                            | 111-2021-0000952:1     | (1,846.45)                        | Write-Off Fee Schedule |
| 2/2/2021                            | 111-2021-0000975:1     | (2,073.27)                        | Write-Off Fee Schedule |
| 2/3/2021                            | 111-2021-0000995:1     | (670.97)                          | Write-Off Fee Schedule |
| 2/4/2021                            | 111-2021-0001024:1     | (1,916.23)                        | Write-Off Fee Schedule |
| 2/7/2021                            | 111-2021-0001089:1     | (4,442.16)                        | Write-Off Fee Schedule |
| 2/11/2021                           | 111-2021-0001184:1     | (1,869.23)                        | Write-Off Fee Schedule |
| 2/12/2021                           | 111-2021-0001220:1     | (4,403.90)                        | Write-Off Fee Schedule |
| 2/12/2021                           | 111-2021-0001226:1     | (4,499.53)                        | Write-Off Fee Schedule |
| <b>Total Write-Off Fee Schedule</b> |                        | <b><u>(113,921.64)</u></b>        |                        |
| <b>Total Write Offs</b>             |                        | <b><u><u>(125,590.14)</u></u></b> |                        |

**Eastside Fire & Rescue  
Revenue and Expense Report  
February 2021**

**Revenue** Total Operating Revenues are \$89,875.72 less than we budgeted for January. This is mostly due to the timing of one of the partners payment coming in after the end of the month. If the payment had been received prior to the end of the month, revenues would be \$515,614.36 greater than budgeted.

Cost recovery revenues are \$286,738.70 greater than budgeted. This is manly due to receiving wildland fire payments.

**Expenses** Actual operating expenses are greater than budgeted by \$217,590.25

Total salaries expense is greater than budgeted by \$205,601.50. Overtime was \$178,976.96 greater than budgeted. This is mostly due to overtime worked due to Covid 19 and suppression. Also, Cash outs were higher than budgeted.

Total benefits are \$73,029.97 greater than budgeted. This is mostly due to health care cost and payroll taxes coming in higher than budgeted. Thi should even out as the year goes on. We will monitor these expenses throughout the year.

Total supplies expenses are \$53,873.73 less than budgeted. This is due to all areas except small tool and equipment.

Total service expenses are \$7,167.49 less than budgeted. While professional services, equipment rent & leases and dues are coming higher than budgeted, we are seeing all other areas coming in lower than budgeted. This should even out as we get farther into the year.

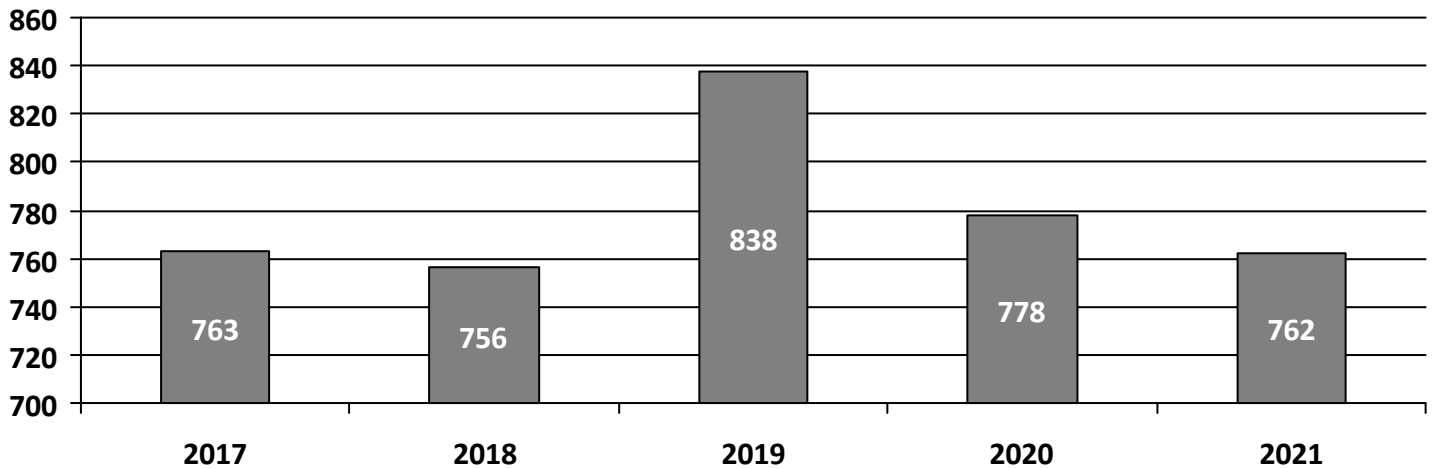






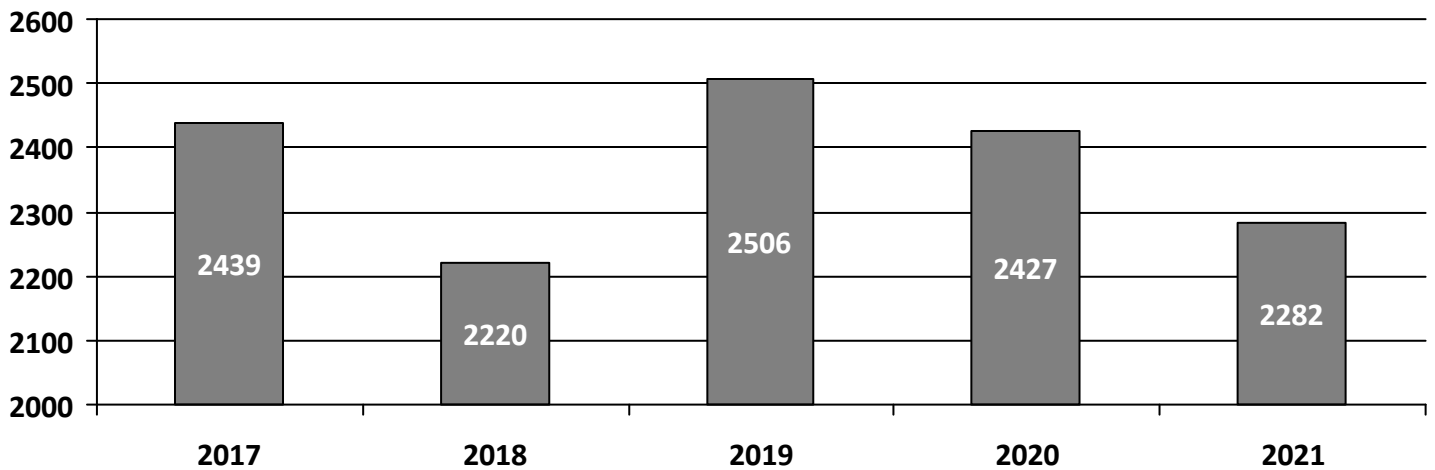
# EF&R Current and 5-Year Incident History

## For the Month of March Only



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 93  | 571 | 30             | 14         | 40  | 15    | 763   |
| 2018 | 70  | 571 | 49             | 18         | 28  | 20    | 756   |
| 2019 | 86  | 628 | 49             | 14         | 34  | 27    | 838   |
| 2020 | 69  | 574 | 58             | 7          | 31  | 39    | 778   |
| 2021 | 58  | 580 | 51             | 17         | 23  | 33    | 762   |

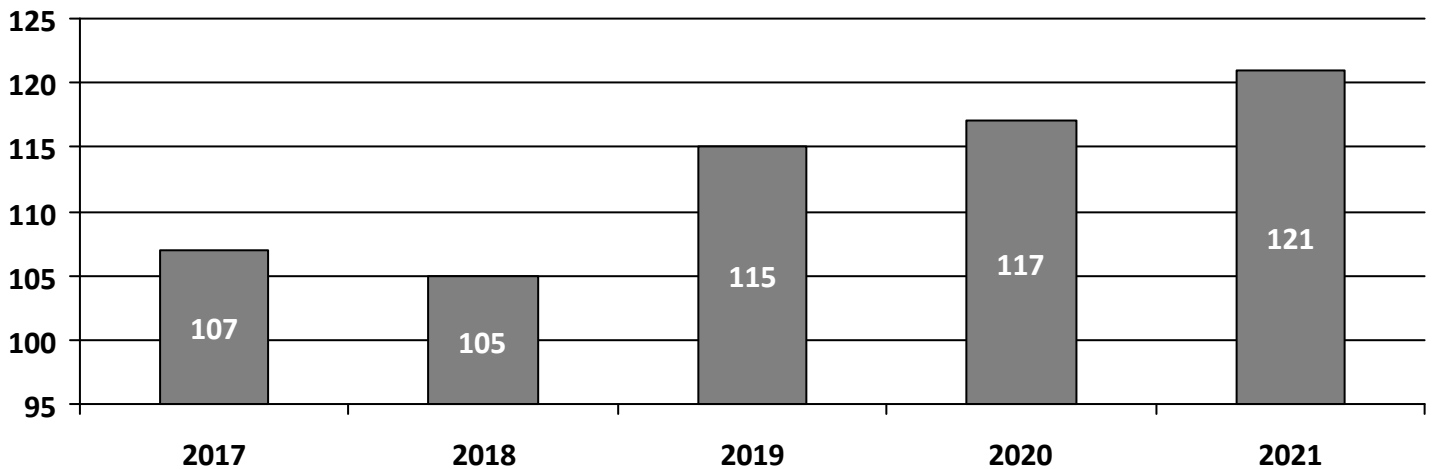
## Year-to-Date Through March



| Year | AFA | EMS  | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|------|----------------|------------|-----|-------|-------|
| 2017 | 284 | 1771 | 159            | 50         | 111 | 64    | 2439  |
| 2018 | 211 | 1692 | 122            | 43         | 98  | 54    | 2220  |
| 2019 | 280 | 1816 | 175            | 45         | 105 | 85    | 2506  |
| 2020 | 249 | 1754 | 181            | 30         | 99  | 114   | 2427  |
| 2021 | 242 | 1660 | 180            | 35         | 69  | 96    | 2282  |

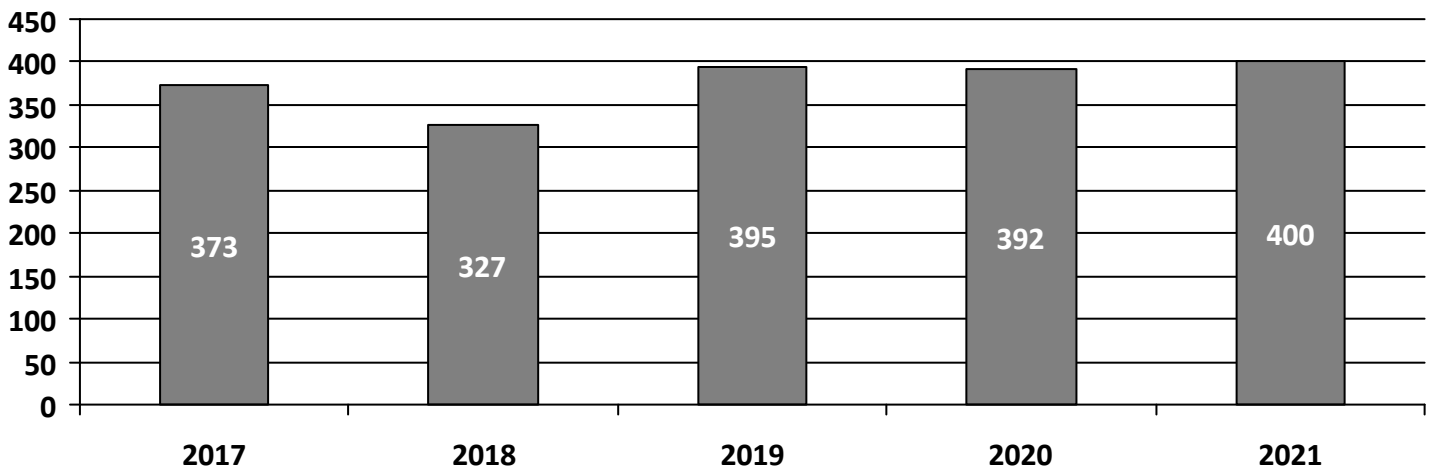
# Dist 10 Current and 5-Year Incident History

## For the Month of March Only



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 12  | 69  | 9              | 4          | 12  | 1     | 107   |
| 2018 | 9   | 74  | 11             | 2          | 7   | 2     | 105   |
| 2019 | 5   | 69  | 20             | 5          | 13  | 3     | 115   |
| 2020 | 2   | 76  | 20             | 2          | 11  | 6     | 117   |
| 2021 | 8   | 85  | 9              | 5          | 7   | 7     | 121   |

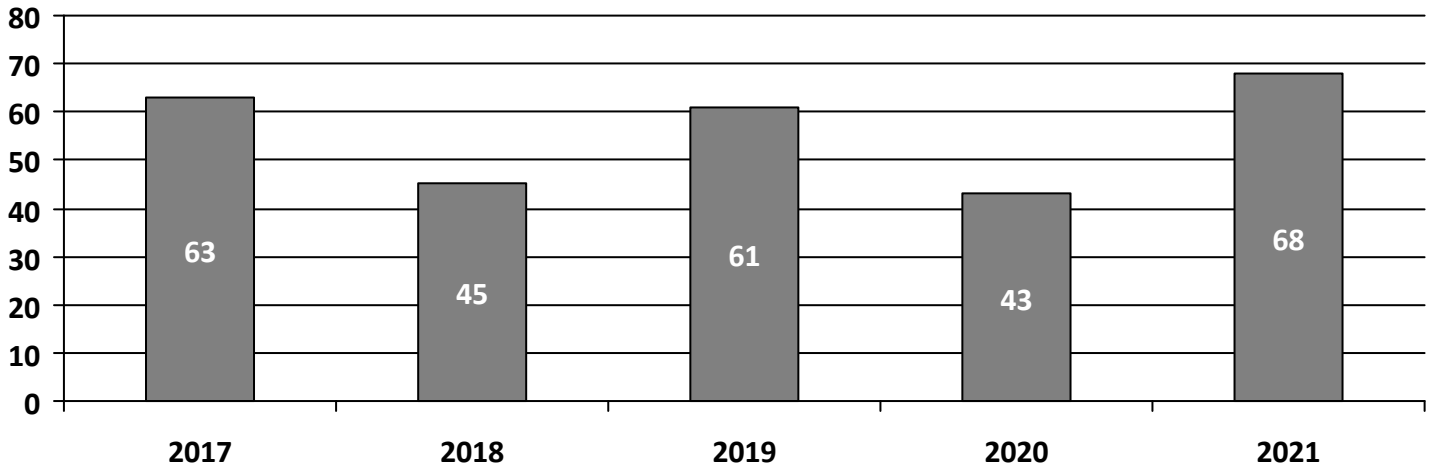
## Year-to-Date Through March



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 31  | 247 | 38             | 11         | 37  | 9     | 373   |
| 2018 | 25  | 227 | 29             | 5          | 32  | 9     | 327   |
| 2019 | 24  | 241 | 59             | 14         | 41  | 16    | 395   |
| 2020 | 32  | 246 | 52             | 4          | 39  | 19    | 392   |
| 2021 | 28  | 266 | 55             | 7          | 25  | 19    | 400   |

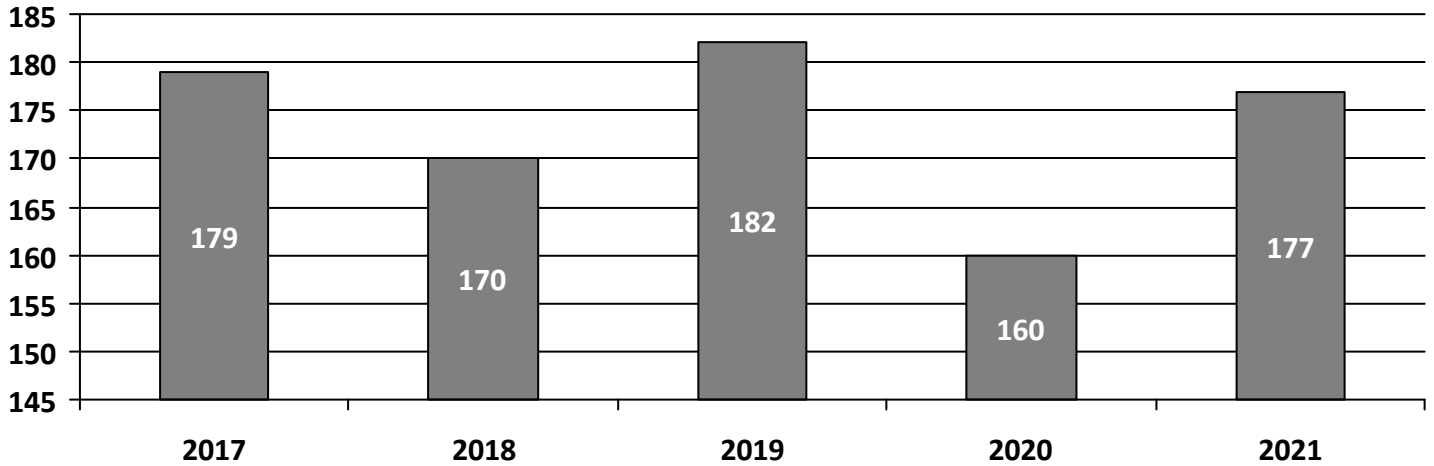
# Dist 38 Current and 5-Year Incident History

## For the Month of March Only



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 2   | 51  | 3              | 4          | 1   | 2     | 63    |
| 2018 | 4   | 23  | 11             | 3          | 1   | 3     | 45    |
| 2019 | 3   | 44  | 7              | 1          | 2   | 4     | 61    |
| 2020 | 0   | 31  | 6              | 1          | 3   | 2     | 43    |
| 2021 | 1   | 49  | 8              | 1          | 2   | 7     | 68    |

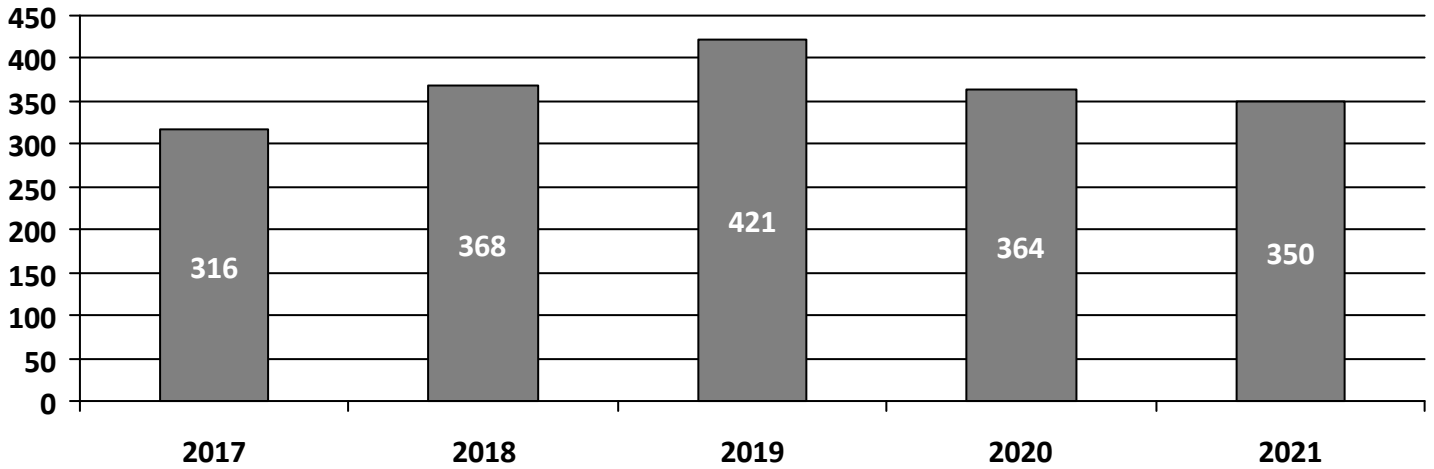
## Year-to-Date Through March



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 13  | 122 | 20             | 8          | 12  | 4     | 179   |
| 2018 | 9   | 123 | 18             | 9          | 6   | 5     | 170   |
| 2019 | 5   | 132 | 30             | 5          | 3   | 7     | 182   |
| 2020 | 2   | 113 | 19             | 3          | 6   | 17    | 160   |
| 2021 | 5   | 127 | 20             | 5          | 6   | 14    | 177   |

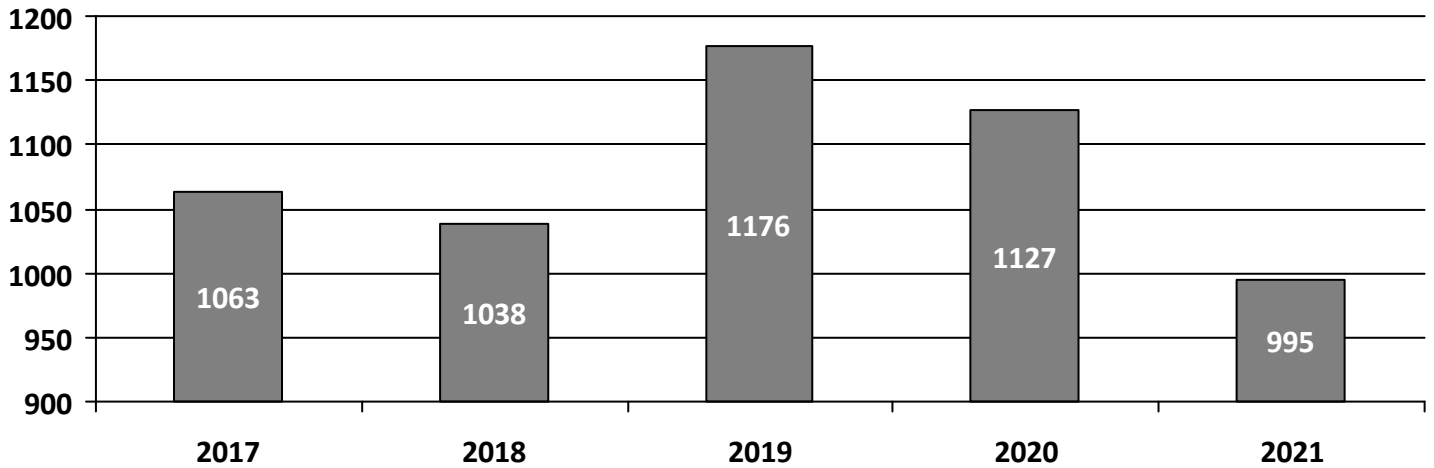
# Issaquah Current and 5-Year Incident History

## For the Month of March Only



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 44  | 242 | 4              | 3          | 14  | 9     | 316   |
| 2018 | 37  | 297 | 15             | 5          | 11  | 3     | 368   |
| 2019 | 45  | 337 | 14             | 3          | 13  | 9     | 421   |
| 2020 | 40  | 286 | 14             | 4          | 9   | 11    | 364   |
| 2021 | 25  | 288 | 18             | 1          | 11  | 7     | 350   |

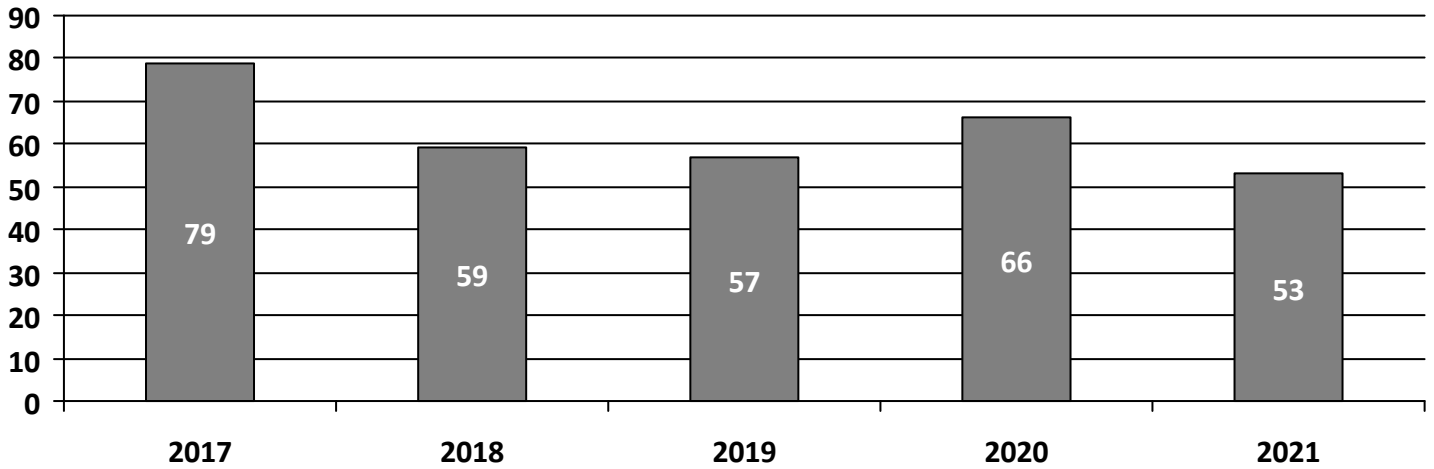
## Year-to-Date Through March



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 125 | 814 | 43             | 11         | 38  | 32    | 1063  |
| 2018 | 90  | 846 | 42             | 9          | 33  | 18    | 1038  |
| 2019 | 140 | 908 | 47             | 12         | 38  | 31    | 1176  |
| 2020 | 130 | 872 | 49             | 14         | 31  | 31    | 1127  |
| 2021 | 100 | 786 | 48             | 3          | 29  | 29    | 995   |

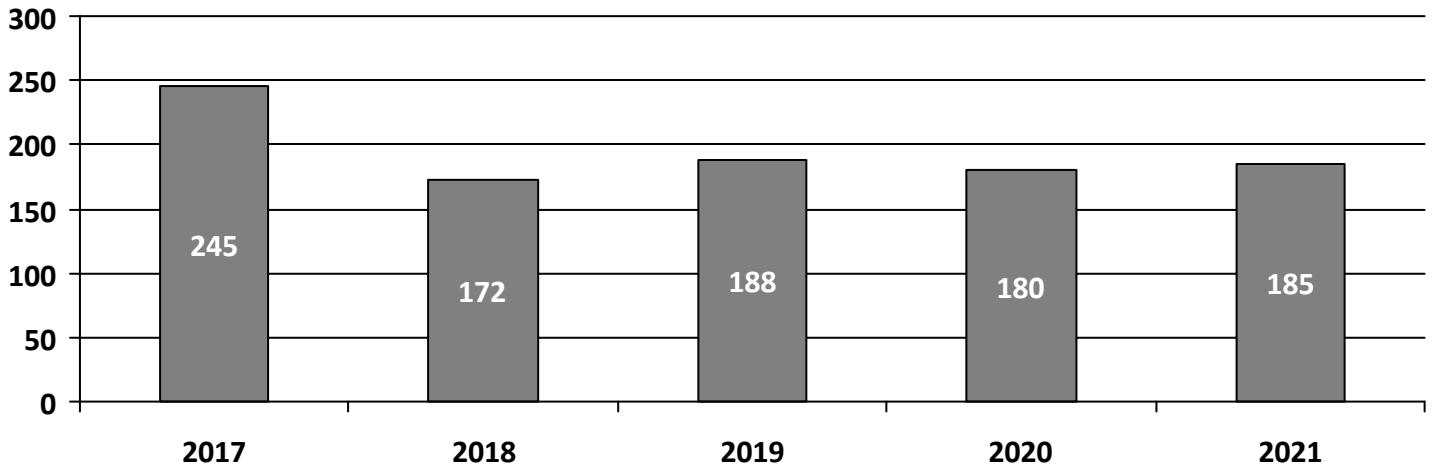
# North Bend Current and 5-Year Incident History

## For the Month of March Only



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 8   | 64  | 3              | 1          | 3   | 0     | 79    |
| 2018 | 1   | 48  | 3              | 5          | 1   | 1     | 59    |
| 2019 | 11  | 39  | 3              | 1          | 0   | 3     | 57    |
| 2020 | 5   | 50  | 6              | 0          | 1   | 4     | 66    |
| 2021 | 4   | 40  | 4              | 2          | 0   | 3     | 53    |

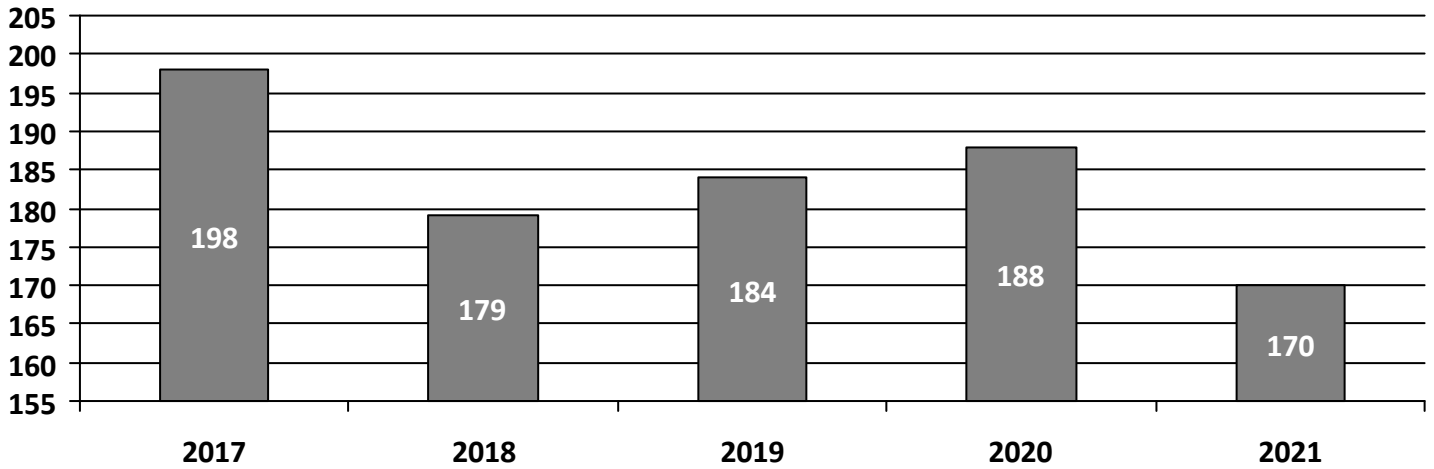
## Year-to-Date Through March



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 22  | 197 | 13             | 6          | 6   | 1     | 245   |
| 2018 | 15  | 136 | 8              | 6          | 4   | 3     | 172   |
| 2019 | 23  | 137 | 10             | 4          | 8   | 6     | 188   |
| 2020 | 15  | 138 | 12             | 1          | 4   | 10    | 180   |
| 2021 | 34  | 124 | 14             | 7          | 1   | 5     | 185   |

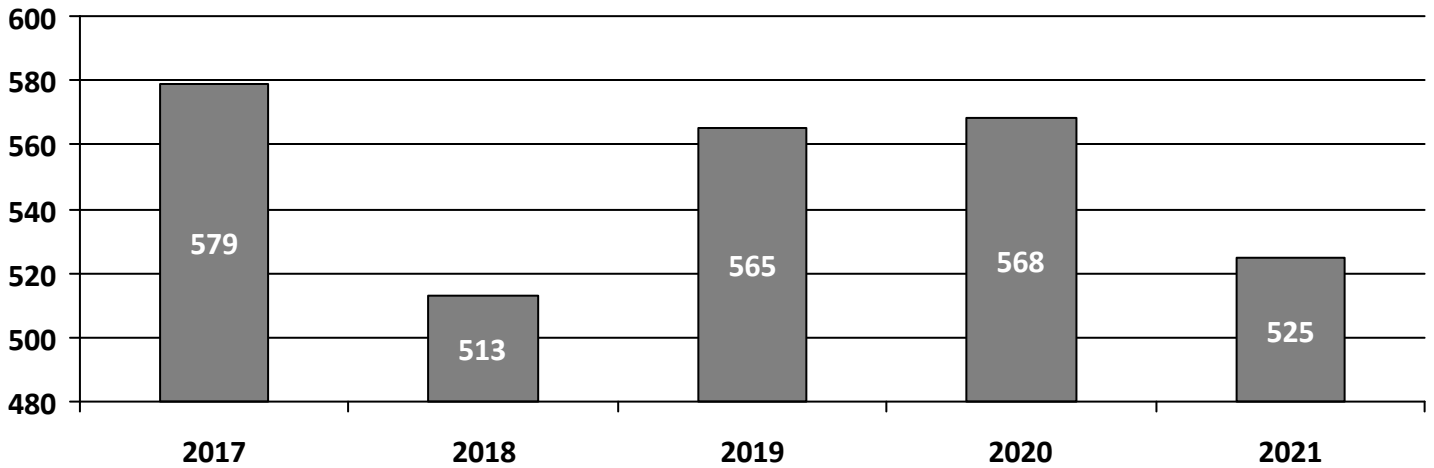
# Sammamish Current and 5-Year Incident History

## For the Month of March Only



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 27  | 145 | 11             | 2          | 10  | 3     | 198   |
| 2018 | 19  | 129 | 9              | 3          | 8   | 11    | 179   |
| 2019 | 22  | 139 | 5              | 4          | 6   | 8     | 184   |
| 2020 | 22  | 131 | 12             | 0          | 7   | 16    | 188   |
| 2021 | 20  | 118 | 12             | 8          | 3   | 9     | 170   |

## Year-to-Date Through March



| Year | AFA | EMS | Non-Struc Fire | Struc Fire | MVA | Other | Total |
|------|-----|-----|----------------|------------|-----|-------|-------|
| 2017 | 93  | 391 | 45             | 14         | 18  | 18    | 579   |
| 2018 | 72  | 360 | 25             | 14         | 23  | 19    | 513   |
| 2019 | 88  | 398 | 29             | 10         | 15  | 25    | 565   |
| 2020 | 70  | 385 | 49             | 8          | 19  | 37    | 568   |
| 2021 | 75  | 357 | 43             | 13         | 8   | 29    | 525   |



## Eastside Fire & Rescue Board Memo

To: Eastside Fire & Rescue Board of Directors  
From: Fire Chief Jeff Clark  
Subject: March Mercer Island Interim Fire Chief Activity Summary Report

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Attached is the monthly activity report for the Interim Fire Chief contract with Mercer Island. This report is presented in a summary table and not intended to be overly detailed or cumbersome to produce. There are four categories being tracked.

- Time physically spent in the Mercer Island Office
- Work performed on Mercer Island Projects
- Regional meetings attended (meetings I already attend but now represent both entities)
- Mercer Island specific meetings

Should you desire further explanation or clarification please let me know.

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## Eastside Fire & Rescue Board Memo

|           | <b>MIFD Office Time</b> | <b>MIFD Project</b>                             | <b>MIFD Regional Meeting</b> | <b>MIFD Meeting</b>  |
|-----------|-------------------------|---|------------------------------|--|
| 3/1/2021  |                         | Finance Director prep for Transport fee         |                              |  |
| 3/2/2021  | 3 hours                 |   |                              | Meeting with MI Attorney   |
| 3/3/2021  |                         |   | KCFCA Exec board             | Leadership Team Meeting<br>1:1 Councilmember Reynolds              |
| 3/4/2021  | 6 hours                 | Labor/Management Monthly Meeting                |                              | 1:1 Councilmember Nice<br>1:1 Mayor Benson<br>1:1 City Manager     |
| 3/5/2021  |                         | Meeting with Finance Director on Transport Fees |                              |  |
| 3/8/2021  | 3.5 hours               |   | Zone 1 Chiefs                |  |
| 3/9/2021  |                         |   |                              | 1:1 Deputy Mayor Wieker  |
| 3/10/2021 | 4 hours                 |   |                              | All Officer Meeting  |
| 3/11/2021 | 2 hours                 |   |                              | Confidential Meeting with Jessi                                    |
| 3/12/2021 |                         |   | NORCOM Governing Board       |  |
| 3/15/2021 | 3 hours                 |   |                              | 1:1 Councilmembers Jacobson, Anderl and Rosenbaum                  |
| 3/16/2021 | 3 hours                 |   |                              | 1:1 Deputy Mayor Wieker<br>Council meeting GEMT and Transport Fees |
| 3/18/2021 | 8 hours                 |   |                              | Overtime meeting Jolene and Mike<br>1:1 Chief Hicks                |
| 3/19/2021 |                         |   |                              | Staffing Meeting   |
| 3/22/2021 | 5 hours                 |   |                              |  |
| 3/23/2021 | 3 hours                 |   |                              |  |
| 3/24/2021 | 3 hours                 |   | KCFCA E Board                | 1:1 Jessi  |
| 3/25/2021 |                         |   | MIH with Ali and staff       |  |
| 3/26/2021 |                         |   |                              | Staffing Meeting   |
| 3/27/2021 |                         |   |                              | Staffing Project   |
| 3/29/2021 |                         |   |                              | Staffing Meeting   |
| 3/30/2021 | 4 hours                 |   |                              | Council Meeting  |
| 3/31/2021 | 3 hours                 |   |                              |  |

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