

SERVICES AGREEMENT

THIS SERVICES AGREEMENT (the "Agreement") is entered into as of the 1st day of January, 2025 (the "Effective Date") by and between **MAGELLAN HEALTHCARE, INC.**, a Delaware corporation, with offices at 6303 Cowboys Way, Suite 350, Frisco, TX 75034 ("Magellan") and **EAST COUNTY FIRE & RESCUE**, with offices at 600 NE 267th Avenue, Camas, WA 98671 ("Sponsor").

RECITALS

1. Magellan is engaged in the business of providing employee assistance program and related wellness services to employers and labor organizations.
2. Sponsor desires to contract with Magellan for certain of its services and Magellan agrees to provide such services in accordance with the terms and conditions of this Agreement.
3. Magellan and Sponsor have previously entered into an agreement effective January 1, 2022, for the provision of employee assistance program services.
4. Magellan and Sponsor have agreed to terminate the aforescribed agreement and to adopt this Agreement in its place.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for other good and valuable consideration, the receipt, adequacy and sufficiency of which are hereby acknowledged, Magellan and Sponsor hereby agree as follows:

AGREEMENT

1. DEFINITIONS

- 1.1 Base Fee: the annual charge for EAP services, as set forth on Addendum B.
- 1.2 Base Population: the Employee Count as of the Effective Date and thereafter, the Employee Count as of any adjustment pursuant to Section 3.4.1.
- 1.3 Contract Anniversary Date: the day following the last day of the initial term or any renewal term of this Agreement.
- 1.4 Contract Year: a one (1) year period commencing on the Effective Date or an anniversary of such Effective Date, as applicable.
- 1.5 Employee: an individual whose current employment or employment status (e.g., retiree, beneficiary under the Consolidated Omnibus Budget Reconciliation Act of 1985, as amended) with Sponsor is the basis for the individual's eligibility for Services.
- 1.6 Employee Count: the number of Employees eligible for Services at any point in time.
- 1.7 Household Member: an individual who either a) permanently, physically resides in the household of an Employee or b) is a dependent of an Employee.
- 1.8 Participant: an Employee or a Household Member.

EAP 2024 annual fee

East County Fire & Rescue
December 3, 2024

1.9 Provider: a psychologist, clinical social worker, marriage family and child counselor, or other professional licensed or certified to deliver behavioral health counseling services under the laws of the state in which he or she practices.

1.10 Services: the services described in Addendum A

1.11 Supplemental Fees: all fees and charges except for the Base Fee as set forth on Addendum B.

2. SERVICES

Magellan will provide the Services to Sponsor and its Employees and Household Members within the United States (including Puerto Rico) as set forth in the Statement of Work, attached as Addendum A and incorporated herein by reference.

3. SERVICE FEES

3.1 Payment Obligation. As consideration for the Services to be performed by Magellan under this Agreement, Sponsor agrees to pay Magellan on a timely basis all amounts due including, without limitation, the Base Fee and all applicable Supplemental Fees described in the Fee Schedule, attached as Addendum B and incorporated herein by reference (collectively, the "Service Fees"). Sponsor shall pay interest at the lesser of one percent (1.0%) per month or the maximum rate allowed under applicable law on all undisputed amounts not paid when due. In addition, Sponsor shall reimburse Magellan for any costs Magellan incurs, including, without limitation, reasonable attorneys' fees, with respect to the collection of any late payment of Service Fees.

3.2 Determination of Payment Amounts. The annual Base Fee will be due in advance within thirty (30) days of receipt of invoice from Magellan. Sponsor shall pay any Supplemental Fees owed upon delivery of an invoice from Magellan for Services for which a Supplemental Fee is due to Magellan within thirty (30) days of the date of invoice. All payments due to Magellan that are not paid via electronic funds transfer shall be addressed to: Magellan Healthcare, Inc., Magellan Lockbox, P.O. Box 785341, Philadelphia, PA 19178-5341, or to such other address as may be communicated to Sponsor by Magellan from time to time.

3.3 Covered Population. The Base Fee assumes a Base Population of 35 Employees over the term of the Agreement. In the event Sponsor adds Employees located in the State of California, Sponsor will promptly notify Magellan so Magellan can take appropriate measures to ensure compliance with California EAP regulations.

3.4 Fee Adjustments. Except as set forth in this Section 3.4, Magellan guarantees the Service Fees under this Agreement for a period of three (3) years.

3.4.1 Adjustment for Regulatory Change. In the event of any change in state or federal regulation or law that could materially affect the cost or expense of providing the Services under this Agreement, Sponsor and Magellan will, upon written notice by either to the other, renegotiate the component(s) of the Service Fees affected by such regulation or law.

3.5 Taxes. Any applicable sales, use, premium, excise or other tax, fee or surcharge imposed on Services provided under this Agreement ("Taxes") will be paid by Sponsor. Notwithstanding the foregoing, in no event shall Sponsor be liable for any taxes, license fees, or other amounts levied against Magellan that relate to Magellan's normal business operations, income taxes, gross receipts taxes, or state licensing fees. Sponsor shall indemnify Magellan for any Taxes and any penalties and/or interest thereon paid by Magellan.

4. TERM AND TERMINATION

4.1 Term and Renewal. The term of this Agreement shall be for a period of three (3) years, extending from January 1, 2025, through December 31, 2027, unless terminated sooner in accordance with Section 4.2.

4.2 Termination. This Agreement may be terminated as follows:

4.2.1 Material Breach. Either party may terminate for a material breach of the Agreement, other than non-payment of Service Fees, but only if the party seeking to terminate has first given the party in breach written notice specifying the nature and, so far as then known, the extent of the breach and the action required to correct the breach. The party in breach shall be afforded thirty (30) days (or such additional time as the non-breaching party may reasonably allow, as confirmed in writing) to cure the breach or achieve substantial cure if a complete cure cannot be reasonably effectuated within the designated period. If the breach remains uncured at the expiration of the designated period, the non-breaching party may, at any time that the breach remains uncured thereafter, terminate this Agreement upon five (5) business days' advance written notice.

4.2.2 Non-payment of Fees. Magellan may terminate for a default by Sponsor in its payment obligations under this Agreement unless there is a bona fide dispute regarding the Service Fees due. Provided, Magellan shall not terminate the Agreement for non-payment of undisputed Service Fees unless Sponsor's payment is delinquent for more than thirty (30) days, Sponsor has been made aware of the delinquency by Magellan, and at least thirty (30) days have elapsed since the date of notification of delinquency. If Sponsor pays the delinquent amount in full, including any accrued interest, prior to the next payment date after cancellation of the Agreement and the Agreement was not previously cancelled for non-payment during the 12-month period prior to the effective date of cancellation, Magellan shall reinstate the Agreement as though it had never terminated. During the period from the date of notice to Sponsor of the delinquency through any reinstatement of the Agreement, Magellan shall not be obligated to perform on-site services (e.g., Training Hours, CIR Services), deliver communications materials to Sponsor, or refer new Participant cases to an EAP Counselor or Virtual Therapy Provider for Sessions (as defined in Addendum A of this Agreement).

4.2.3 Miscellaneous Events. Either party may terminate this Agreement immediately upon written notice to the other party if (a) the other party engages in fraud or intentional misrepresentation in connection with a decision to enter into this Agreement or fulfill any obligations hereunder, (b) the other party ceases to operate, or (c) the other party becomes legally disqualified to perform, unless such disqualification can be remedied without a disruption in the performance of this Agreement.

4.3 Effect of Termination.

4.3.1 Continuity of Care. Sponsor and Magellan shall cooperate to avoid any interruption in the continuity of care to Participants.

4.3.2 Use of Materials. Sponsor's right to use Magellan proprietary materials furnished during the term of this Agreement, including without limitation, manuals, videotapes, DVDs, employee print communications, and Web site, shall cease upon the effective date of termination. Upon Magellan's request, Sponsor shall return or destroy any such proprietary materials.

4.3.3 Return of Service Fees. Magellan shall, within thirty (30) days of termination, return to Sponsor the pro rata portion, if any, of the Service Fees paid to Magellan which corresponds to any unexpired period for which payment has been received, less any undisputed amount then due Magellan.

5. OBLIGATIONS OF SPONSOR

Sponsor agrees to cooperate with Magellan to facilitate Magellan's performance of the Services by furnishing, or causing to be furnished, accurate information, including without limitation, Employee Counts, on a timely basis in a form and manner reasonably specified by Magellan. Magellan shall not be responsible for any delay or failure in the performance of its duties under this Agreement to the extent that such delay or failure arises from the failure of Sponsor to provide Magellan any such information on a timely basis.

6. CONFIDENTIAL AND PROPRIETARY INFORMATION

6.1 Proprietary Information. In connection with the performance of Services under this Agreement, each party may disclose to the other certain confidential information concerning the disclosing party's business, including confidential information that may have been disclosed prior to execution of this Agreement, regardless of whether such information is marked or otherwise designated "confidential" or "proprietary," and regardless of whether such information is furnished in oral, written, or electronic form ("Proprietary Information"). The parties agree to hold Proprietary Information in confidence and use the same care to protect the other party's Proprietary Information as it does its own such information, and in no event less than reasonable care. The parties agree to only share such Proprietary Information with individuals or entities with a business need to know such information to carry out the Agreement or business operations related thereto, and that any such individual or entity will be held to terms and conditions regarding proprietary information at least as restrictive as this Agreement, and that the party will ultimately be responsible for any breach of these terms and conditions as though the party had itself breached the terms and conditions. The parties agree that Proprietary Information will be used for no other purpose than those contemplated in this Agreement. The parties recognize and agree that any such Proprietary Information shall remain the exclusive property of the disclosing party and shall not be used or disclosed for any purpose other than as contemplated by this Agreement. By disclosing Proprietary Information, neither party shall be deemed to have waived any copyright, trademark, or patent right that it, its parent, subsidiary, or affiliate, may have. If the receiving party is requested, or required by applicable law, regulation or legal process, to disclose any Proprietary Information of the disclosing party, the receiving party agrees that it will provide, to the extent legally permissible, the disclosing party with prompt notice of such request or requirement and reasonable cooperation in order to enable the disclosing party to seek an appropriate protective order or take such other steps as it deems reasonably necessary. This section shall not apply to any information which the receiving party can demonstrate (a) was already available to the public at the time of disclosure, or subsequently became available to the public, other than by breach of this Agreement, (b) was available to the receiving party on a nonconfidential basis prior to its disclosure by the disclosing party, (c) becomes available to the receiving party on a nonconfidential basis from a person other than the disclosing party who is not otherwise bound by a confidentiality agreement with the disclosing party, or is otherwise not under an obligation to the disclosing party or any of its representatives not to transmit the information to the receiving party, or (d) was independently developed or discovered by the receiving party. The parties further agree that a violation of the terms and conditions in this paragraph may cause irreparable harm that may not be adequately compensated by a judgment for damages or be hard to reasonably calculate, and thus the non-violating party is entitled to seek injunctive relief to enforce the provisions hereof without any requirement to post bond and in addition to any other available legal remedies the party may have.

6.2 Participant Information. Magellan and Sponsor agree to comply with all applicable state and federal laws and regulations related to the privacy of personal information and individually identifiable health information.

7. COMPLIANCE WITH LAWS

7.1 General. Each party shall, at its own expense, comply with all applicable laws and regulations relating to its duties, obligations, and performance under this Agreement. Magellan shall obtain and maintain, at its sole expense, all licenses and permits necessary for it to perform the Services.

7.2 Compliance with Anti-Discrimination Laws. Magellan will not discriminate against any Participant or employee or applicant for employment because of race, color, religion, gender, national origin, ancestry, marital status, sexual orientation, age, disability or other protected class. Magellan will reasonably accommodate Participants seeking Services and will comply with all applicable state and federal statutes, Executive Orders and regulations relating to nondiscrimination in employment and delivery of Services.

8. INSURANCE AND INDEMNIFICATION

8.1 Insurance. Without limiting the scope or extent of the protection afforded Sponsor for the liabilities assumed by Magellan under this Agreement, Magellan agrees to maintain in full force and effect during the term of this Agreement the following insurance coverages: (a) commercial general liability insurance with limits of liability of no less than \$1,000,000 per claim and \$3,000,000 aggregate, and (b) managed care errors and omissions insurance with limits of liability of no less than \$5,000,000 per claim and aggregate.

8.2 Indemnification. As allowed by law, each party (the "Indemnifying Party") agrees to defend and indemnify the other party, its affiliates and their respective officers, directors and employees (the "Indemnified Party") from any third-party claims, losses, damages, liabilities, or expenses (including court costs and reasonable attorneys' fees) to the extent arising out of or resulting from the breach of this Agreement by the Indemnifying Party or its officers, directors, employees, or agents, but only if the Indemnified Party has not, by act or failure to act, materially jeopardized the position of the Indemnifying Party with respect to the resolution or defense of the claim.

8.3 Special EAP Indemnification Provisions for Mandatory Referrals (as later defined), if applicable. If at any time Sponsor requires that any Employee receive Mandatory Referral EAP services, as a condition of employment, Sponsor shall assume the risk of liability for and indemnify, defend, protect, and save harmless Magellan, its officers, directors, employees, and Providers from and against any and all claims, damages, liabilities, losses, and expenses (including reasonable attorneys' fees) for all injury, including death, to any person or persons whomsoever and damages to any property whatsoever arising out of any and all adverse employment actions of Sponsor relating to such Employees, provided that, in no event shall the indemnity obligation of this section apply to that portion of any liability, settlement or related expense caused by the acts or omissions of Magellan, its officers, directors, employees or agents.

8.4 Conditions of Indemnification. The Indemnified Party must promptly notify the Indemnifying Party upon receipt of notice of any claim or lawsuit and must permit the Indemnifying Party's authorized attorneys and personnel to handle and control the defense of any such claim or lawsuit. The Indemnified Party agrees to fully cooperate and aid in such defense at its own cost. An Indemnifying Party may not, without the prior written consent of the Indemnified Party, settle or compromise any claim or consent to the entry of any judgment with respect to which indemnification is being sought hereunder unless such settlement, compromise or consent includes an unconditional release of the Indemnified Party from all liability arising out of such claim, and does not

contain any equitable order, judgment or term which in any manner affects, restrains or interferes with the business of the Indemnified Party or any of its respective affiliates.

9. INDEPENDENT RELATIONSHIP

9.1 Magellan and Sponsor. Magellan and Sponsor agree that they are independent contractors and are not responsible for the acts or omissions of the other. None of the provisions of this Agreement is intended to create, nor shall be deemed or construed to create, any joint venture, partnership, or any other relationship between Magellan and Sponsor other than that of independent entities contracting with each other solely for the purposes of this Agreement. Neither Magellan nor Sponsor, nor any of their respective employees or agents, shall be construed to be an agent, employee, or representative of the other.

9.2 Magellan and Providers. Magellan and Sponsor agree that Magellan and all Providers are independent contractors with respect to the Services performed under this Agreement and, except as otherwise specifically provided in this Agreement, no Provider is the agent of Magellan or Sponsor nor is any Provider authorized to act on behalf of Magellan or Sponsor in any manner, and all such Providers shall be solely responsible for their assessments and treatment decisions, and for compliance with applicable state and federal laws and regulations related to the privacy of personal information and individually identifiable health information..

10. MISCELLANEOUS

10.1 Third Party Beneficiaries. The parties have not created and do not intend to create by this Agreement any enforceable rights in any Participant, Provider, or other person not a party to this Agreement. The parties acknowledge and agree that there are no third-party beneficiaries to this Agreement.

10.2 Modification of Agreement. Any modification, alteration, or change to the terms of this Agreement, or any addenda attached hereto, shall be made only by a written agreement duly executed by the parties, subject to any approval of any applicable regulatory authority if required by applicable law or regulation. Magellan may not increase the Base Fee nor decrease the level of Services during the term of the Agreement except (i) upon the written agreement of Sponsor or (ii) as provided in the Agreement.

10.3 Survival. Any terms of this Agreement that by their nature extend beyond their expiration or termination shall remain in effect until fulfilled. This Agreement shall bind the parties and their legal representatives, successors, heirs and assigns. No confidentiality or indemnification obligation contained in this Agreement shall be affected by expiration or termination of this Agreement.

10.4 Notices. Unless otherwise provided in this Agreement, all notices required or permitted under this Agreement shall be in writing and shall be deemed sufficiently given if given by e-mail to contractnotices@magellanhealth.com or by registered, certified or express mail, or reputable overnight courier service with receipt confirmed as follows:

To Magellan: Magellan Healthcare, Inc.
6303 Cowboys Way, Suite 350
Frisco, TX 75034
Attention: Employer Legal Notices

With a copy to: Magellan Healthcare, Inc.
8621 Robert Fulton Drive
Columbia, MD 21046

EAP 2024 annual fee

East County Fire & Rescue
December 3, 2024

Attention: Legal Department

To Sponsor:

East County Fire & Rescue
600 NE 267th Avenue
Camas, WA 98607
Attention: Account Assistant/Board Secretary

From time to time, either party may designate a different name or address for purposes of notice.

10.5 Waiver. The failure of any party in any one or more instances to insist upon strict performance of any of the terms and provisions of this Agreement, or to exercise any option conferred in this Agreement, shall not be construed as a waiver or relinquishment, to any extent, of the right to assert or rely upon any such terms, provisions, or options on any future occasion.

10.6 Enforceability. The invalidity or unenforceability of any term or provision herein shall in no way affect the validity or enforceability of any other term or provision.

10.7 Force Majeure. Neither party shall be liable to the other for damages or monetary penalties of any kind or deemed in default under this Agreement for any failure to perform or delay in performing to the extent that its performance is hindered, delayed, or rendered impossible due to an event or occurrence beyond the reasonable control of the party, and without its fault or negligence, including, without limitation, the breakdown, malfunction or other failure of any external third party telecommunication system or other system or mechanism by which information and data is stored or transmitted; any act of duly constituted governmental authority; flood; fire; riot; civil disturbance; act of terrorism; war; act of God; regulatory requirement or judicial decree; or any other circumstance beyond its control and without its fault or negligence. If either party becomes aware of any such factor that would cause a delay or failure in performance, it shall promptly notify the other party of the existence of such factor and probable length of continuation thereof.

10.8 Entire Agreement. This Agreement, together with all Addenda and Exhibit 1, constitutes the entire agreement between Sponsor and Magellan and supersedes all prior written or oral agreements or understandings related to the subject matter hereof. No promises, terms, conditions, or obligations other than those contained herein shall be valid or binding. Any prior agreements, statements, promises, negotiations, inducements, or representations, either oral or written made by either party or agent regarding the subject matter herein that are not contained or otherwise ratified in this Agreement are of no force and effect. Notwithstanding the foregoing, this Agreement hereby incorporates any business associate agreement executed by or on behalf of the parties in compliance with the Health Insurance Portability and Accountability Act of 1996, as amended.

10.9 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

IN WITNESS WHEREOF, Magellan and Sponsor have executed this Agreement by their duly authorized representatives.

MAGELLAN HEALTHCARE, INC.

EAST COUNTY FIRE & RESCUE

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EAP 2024 annual fee

*East County Fire & Rescue
December 3, 2024*

8

**ADDENDUM A
STATEMENT OF WORK**

1. Definitions

1.1 Brief Counseling: confidential, voluntary, and solution-focused form of individual or family outpatient counseling that (a) identifies and addresses a wide range of health, financial, and social issues that affect well-being (e.g., grief, balancing work and family life, stress management, mental and/or substance use issues); (b) emphasizes counselee skills, strengths, and resources; (c) involves setting and maintaining realistic goals that are achievable in a one (1) to six (6) month period; and (d) encourages counselees to practice behavior outside the counseling session to promote achievement of goals.

1.2 Crisis Consultation: the process of responding to a request for immediate services to determine whether an emergency exists and based on that determination, of making a referral to emergency behavioral health services, to community resources, or to an EAP Counselor or Virtual Therapy Provider. Crisis Consultation includes communication with the person in crisis that is focused on assessing defusing the person's severe emotional reaction to a situation to enable that person to accept the referral and deal with the immediate crisis without causing harm to self or others.

1.3 Critical Incident Response ("CIR") Services: a response to and consultation in connection with a sudden, unanticipated, traumatic incident or circumstance (e.g., accident, death, threat of violence, natural disaster) that produces a high degree of distress in the affected workplace of Sponsor or an immediate or delayed emotional reaction in Employees, that surpasses normal coping mechanisms.

1.4 EAP Consultant: a licensed behavioral health professional employed by Magellan at its service center to respond telephonically to Participant requests for EAP services.

1.5 EAP Counselor: a Provider under contract with Magellan to provide EAP services, who has training and experience in assessing substance abuse problems and in conducting focused, problem-resolution counseling, and at least a master's level degree in an appropriate field.

1.6 Employee Assistance Program ("EAP"): a systematic program to help individuals resolve personal problems, such as family conflict, stress, and drug or alcohol abuse, and address common work/life issues, and to provide training, consultation, and other management services relating to the effective utilization of the EAP by Sponsor and its Employees.

1.7 Episode of Care: a continuous course of counseling for a specific problem or set of problems, up to the number of Sessions specified in Section 2.2 of this Addendum A.

1.8 In-person Session: a counseling session of approximately fifty (50) minutes at the office of an EAP Counselor for a Participant individually, or with others, as appropriate for the Participant's concern.

1.9 Mandatory Referral: a referral by a manager or other Sponsor designee of an Employee to Magellan for EAP services typically in response to a violation of behavioral, performance, attendance, or substance use policies in the workplace whereby the Employee must complete Services and any recommendations made by Magellan, whether voluntarily or involuntarily, as a condition of continued employment or to avoid adverse employment actions. For such Employees, Magellan will remain in regular contact with the referring Sponsor personnel and report compliance or noncompliance of the referral appointments and recommendations for a period of Sessions not to exceed those available in this Agreement. Any reporting of Employee compliance or

EAP 2024

noncompliance to Sponsor personnel shall be conditioned on Employee's authorization to disclose such information in a format provided by and acceptable to Magellan. As part of any Mandatory Referral of an Employee due to substance use concerns, Sponsor will be given the option of having the Employee participate in Magellan's telephonic support program. The Employee will be transitioned to the telephonic support following completion of the Sessions included in the Mandatory Referral and any referrals or recommendations related thereto or arising therefrom. The Employee will then participate in monthly calls, with purpose of the calls to provide additional support and resources as needed. The Magellan telephonic support specialist will continue to provide compliance updates to the Sponsor contact. Nothing in this paragraph will obligate Magellan to perform evaluations for fitness-for-duty or return-to-work evaluations and any advice given as a part of the Mandatory Referral is not to be construed as legal advice.

1.10 Session: an In-person Session or Virtual Therapy counseling session, available to Participants per Section 2.2 at the per problem per year limit prescribed therein.

1.11 Virtual Therapy: a counseling session provided via an alternative modality to In-person Sessions, whether via telephonic conference, video conference, live chat, or text messaging, which shall count toward the Session limit per problem per year at the then-current applicable and appropriate conversion rate (one week of text therapy as verified by the text therapist equaling one Session, one telephonic, video, or live chat session equaling one Session, for example). These will be provided by a Magellan or third-party Provider as clinically appropriate and available and delivered via confidential and secure platforms as verified by Magellan and in accordance with applicable law.

2. Description of EAP Services

2.1 Magellan Web Site. Magellan will provide Participants with access to its Web site, which includes information on wellbeing subjects, general health and workplace topics for organizations, self-improvement programs and self-assessment tools, a directory of EAP Counselors, a discount center allowing Participant access to a variety of discounted services (the customization of which may be subject to an additional fee), and a link to other services provided by this Agreement.

2.2 Personal Consultation Services. Magellan will maintain a toll-free telephone access line 24 hours per day, 7 days per week, for Participants to access EAP services. EAP Consultants will be available through the telephone access line to assess the caller's problem and arrange for appropriate assistance (e.g., provide coaching and/or refer to a benefit program, community resource or other service provider). In addition, EAP Consultants will provide Crisis Consultation. Magellan will provide each Participant who requests In-Person Sessions or Virtual Therapy available and appropriate resources and direction on how to initiate such services. Sessions will be available by appointment at the offices of EAP Counselors nationwide based on EAP Counselor availability for In-person Sessions or via the appropriate platform for Virtual Therapy. The EAP Counselor or Virtual Therapy Provider will assess the Participant's concerns and, in accordance with the EAP Counselor or Virtual Therapy Provider's best judgment, provide Brief Counseling and/or refer the Participant to an appropriate treatment provider and/or community or EAP resource. Each Participant is eligible for up to six (6) Sessions per concern per year, as clinically appropriate. As applicable, Participants will have access to EAP services through voluntary referral and Mandatory Referral.

2.3 Management Consultation. Upon request, Magellan will provide telephonic consultation services (i) to any supervisor or manager needing guidance on workforce concerns within the scope of EAP, (ii) to any supervisor or manager who is considering the referral of an Employee to the EAP, and in the case of a Mandatory Referral, remain in regular contact with the referring supervisor or manager; and (iii) with regard to the management of situations in which an Employee may create a threat of violence or disruption in the workplace or potential harm to self or others. Any advice or recommendations made pursuant to this

EAP 2024

East County Fire & Rescue
December 3, 2024

paragraph is not and shall not be construed as a legal opinion and is not intended to contradict or supplement Sponsor's policies and procedures.

2.4 Employee Communications Program. Magellan will provide Sponsor with a selection of available communication materials in various formats (e.g. flyers, posters, newsletters, etc.) that Sponsor may use to promote the EAP and educate Participants about the Services. Any such materials may be co-branded with Sponsor's logo (as agreed by the parties) and program contact information including the Web site and phone number. Magellan may be able to provide additional materials or customization, such as a home mailing, for a mutually agreeable additional cost, as available. Sponsor will seek Magellan's prior review and approval of all employee communications concerning Magellan and/or the Services that are not prepared by Magellan prior to issuing such communications.

2.5 Training Hours. At the request of Sponsor and a minimum of twenty-five (25) business days' notice, Magellan and/or its vendor partners will provide standard employee wellness seminars and supervisor or employee trainings ("Training Hours") for a Supplemental Fee at the rate set forth on Addendum B. Training Hours do not include non-local travel expenses (*i.e.*, those reasonable expenses in connection with travel in excess of fifty (50) miles or one (1) hour from the office of the Magellan representative to the worksite, charged at Magellan's actual cost) and special instructional materials, if any. In the event that any service is scheduled and subsequently canceled with less than five (5) business days' notice, Sponsor will be billed or debited as if the scheduled services had been delivered. Unless otherwise agreed by Magellan and Sponsor, all Training Hours shall be delivered in-person at a Sponsor worksite. In the event the audience for a Training Hour, either in-person or virtually as the parties may agree, has over one hundred (100) attendees, the parties agree Magellan may require additional resources to facilitate such an audience and the parties will mutually agree on any additional costs or resources necessary from Sponsor to do so.

Magellan's external vendors may also offer additional options for topics that Training Hours may be used for; in such an event, these trainings will be listed in Magellan's training guide and subject to availability. Magellan will inform Sponsor of the additional costs of any such Training Hours in the event additional cost is necessary to utilize such a training in advance of scheduling these options.

While availability of recordings or agreement to allow recording of a seminar or training is not guaranteed and is subject on a case-by-case basis to Magellan's sole discretion (to be provided promptly upon Sponsor request to record or provide a recording of a Training Hour), in the event Magellan agrees to allow Sponsor to record or receive a recording of a training and thereby grants a license to such training and related material, the following terms and conditions shall apply without need for individual licensure:

- Any such license will be effective from the date of recording for the sooner of one (1) calendar year from the date of recording or the date of termination of this Agreement. Such period may be extended as mutually agreed and Magellan reserves the right to terminate such licensure for a particular recording or recordings if the content therein no longer represents Magellan or clinical best practices or becomes outdated in Magellan's sole determination.
- Sponsor recognizes that Magellan's training program is unique, robust, and proprietary and agrees to protect the proprietary nature of Magellan's ownership interests therein, none of which are transferred or conveyed by purpose of the licensure.
- Sponsor agrees to treat any such recording or its related materials as Proprietary Information subject to this Agreement.
- Sponsor agrees to use the recordings and materials solely for the purpose of conducting training of or making the presentations available to Sponsor Employees and/or management personnel during the license period.

EAP 2024

East County Fire & Rescue
December 3, 2024

- Sponsor agrees to refrain copying the materials and disclosing, distributing, or broadcasting externally the presentation, recordings, and materials except as required in order for Sponsor personnel to organize training for or make the presentation or recording available to employees and staff or to make such recordings and materials available for later review by its Employees and/or management. At any rate, any posting or publication of the presentation or materials shall be on internal-only platforms and locations over which Sponsor has control that are not publicly accessible.
- Sponsor agrees to refrain from editing the recordings or making any changes whatsoever to the materials without first consulting Magellan.
- Sponsor agrees to, within five business days following request by Magellan or at the end of the license period, cease using the licensed material and use commercially reasonable efforts to, if applicable, return or destroy all print materials, recordings, and other tangible or electronic materials.

2.6 Critical Incident Response. At the request of Sponsor, Magellan will provide CIR Services to impacted Employees to counter the emotional distress caused by catastrophic or traumatic events and to foster sharing of reactions, normalizing of reactions, and education on appropriate coping strategies for a Supplemental Fee at the rate set forth on Addendum B. CIR Services do not include the costs of non-local travel (*i.e.*, travel in excess of fifty (50) miles or one (1) hour from the office of the Magellan representative to the Sponsor worksite). In the event that any CIR session is scheduled and subsequently canceled or changed with less than a minimum notice of seventy-two (72) hours, Sponsor will be billed or debited as if the scheduled services had been delivered. Unless otherwise agreed by Magellan and Sponsor, CIR Services will be delivered in-person at a Sponsor worksite.

2.7 Run-Off Services. For a period of thirty (30) days following termination of this Agreement, Magellan agrees to provide Sessions, so long as Sessions remain available and are clinically appropriate, to those Participants with open routine cases as of the effective date of termination. No new registrations for Sessions will be allowed following the effective date of the termination, nor will any Sessions beyond thirty (30) days be subject to or covered by this Agreement. Any open Mandatory Referrals will be transitioned to a successor vendor or other provider as directed by Sponsor on a case by case basis.

2.8 DOT/SAP Services. Magellan will maintain a network of qualified Substance Abuse Professionals (“SAP”), as such term is defined by U.S. Department of Transportation regulations set forth at 49 CFR Part 40, Subpart O. Upon referral from Sponsor of an Employee with a report of substance abuse whose job is safety-sensitive or otherwise subject to DOT regulations, Magellan will refer the Employee to a SAP for appropriate assessment and evaluation of the Employee’s use of drugs and/or alcohol. The results of the assessment and any education, treatment, follow-up testing, and after-care recommendations will be reported to Sponsor by the SAP in accordance with established procedures, which at all times shall comply with applicable DOT regulations. DOT/SAP Services are available for the Supplemental Fee in Addendum B.

2.9 Online Chat: Live chat is available to Participants to obtain program information, locate EAP resources and receive assistance or administrative support in utilizing their EAP offerings and related services described herein.

2.10 Coaching. Accessible by phone or Magellan member website, Magellan shall also offer virtual coaching, which shall consist of individualized, confidential interactions with trained coaches to help set, define, and reach personal growth goals or make changes to improve Participant quality of life and self-improvement. Examples of issues that may be appropriate for coaching include stress, personal improvement, healthy eating, and weight loss. Coaches will work with Participants to determine if their issues are appropriate for coaching, both at the time of initial consultation and throughout the coaching process. Coaching is limited to six (6)

EAP 2024

East County Fire & Rescue
December 3, 2024

sessions per year, or less as deemed appropriate given Participant's goal, and assuming Participant's cooperation and progress on their goals.

2.11 Digital Emotional Wellbeing Platform. Magellan will provide, via Website and mobile application, Sponsor and Participants access to the Digital Emotional Wellbeing Platform, which is an application that provides Participant wellness activities through personalized self-guided tools, content, and videos. The Digital Emotional Wellbeing Platform is designed to help Participants reduce stress, manage depression, control anxiety, increase mindfulness, and much more, through the following key features:

- Interactive, self-paced programs matched to Participant preferences
- Personalized support to help Participants maximize growth
- Access to in-the-moment tools for coping in daily situations
- Participant self-monitoring to track mood, sleep, stress, and goals
- Core focus areas including anxiety, depression, balancing emotions, and trauma
- Evidence-based approaches including mindfulness, cognitive behavioral therapy, and positive psychology
- Interactive Participant activities

3. **Limitations, Exceptions and Exclusions**

3.1 Choice of Providers. Participants may select an EAP Counselor or Virtual Therapy Provider identified by Magellan telephonically or through the online referral service on Magellan's member website. Magellan has no obligation to provide or arrange for EAP services by any person who is not an EAP Consultant or EAP Counselor or Provider contracted by Magellan or its vendors to provide Virtual Therapy.

3.2 Liability of Participants for Payment. No individual Participant shall be obligated in any way to pay Magellan or EAP Counselors or Virtual Therapy Providers for EAP services rendered by Magellan or EAP Counselors or Virtual Therapy Providers during the term of this Agreement, including the payment of premium, deductibles, copayments, or co-insurance. Every contract between Magellan and its EAP Counselors, or between Magellan and/or its vendor's contracts with Virtual Therapy Providers, states that in the event that Magellan fails to pay an EAP Counselor or Virtual Therapy Provider, Participants shall not be liable to that EAP Counselor or Virtual Therapy Provider for any sums owed by Magellan. However, if a Participant chooses to receive EAP services from a provider other than an EAP Counselor or contracted Virtual Therapy Provider and/or without first calling Magellan to request services for a particular Episode of Care, Magellan will not pay the provider for services rendered to the Participant, and the Participant may be liable to the provider for the cost of services.

3.3 Exclusions. The EAP services provided hereunder do not include any of the following:

- (a) Evaluations required by any state or federal judicial officer or other governmental official or agency mandating that a Participant undergo counseling;
- (b) Court-mandated counseling and evaluations or recommendations to be used in child custody proceedings, child abuse proceedings, criminal proceedings, workers' compensation proceedings, or any legal actions of any kind;
- (c) Evaluations for fitness for duty determinations or excuses for leaves of absence or time off;
- (d) Medical care, including services for a condition that requires psychiatric treatment (for example, a psychosis);
- (e) Inpatient treatment;
- (f) Services by providers who are not part of Magellan's EAP Counselor network or contracted as a Virtual Therapy provider;

EAP 2024

East County Fire & Rescue
December 3, 2024

- (g) Group counseling;
- (h) Sessions that were not accessed through Magellan (either through the toll-free telephone access line or the on-line self-referral service) for the particular Episode of Care;
- (i) Psychological, psychiatric, neurological, educational, or IQ testing;
- (j) Remedial and social skills education services, such as evaluation or treatment of intellectual or developmental disabilities, learning disorders, academic skill disorders, language disorders, motor skill disorders, or communication disorders; behavioral training; cognitive rehabilitation;
- (k) Medication or medication management;
- (l) Examinations and diagnostic services in connection with obtaining employment or a particular employment assignment, admission to or continuing in school, securing any kind of license (including professional licenses), or obtaining any kind of insurance coverage;
- (m) Testimony, creation of records, or other services in connection with legal proceedings;
- (n) Guidance on workplace issues when the Participant sues, or threatens to sue, Sponsor;
- (o) Acupuncture;
- (p) Biofeedback or hypnotherapy;
- (q) Trainings or materials or communications about topics outside the scope of EAP services as determined by Magellan;
- (r) On-going services related to CIR Services or CIR Services not tied to a seminal, identified event; and
- (s) Services to permit individuals to fulfill any group health plan prerequisite that EAP services be utilized prior to behavioral health services becoming available.

4. Participant Coverage

4.1 Commencement and Termination of Coverage. The eligibility of an Employee for Services under this Agreement shall commence on the first day of his or her employment by Sponsor on or after the Effective Date. A Household Member shall commence eligibility on the later of the date he or she becomes a Household Member and the date on which the Employee becomes eligible. The eligibility of an Employee for Services under the Agreement shall terminate on the earlier of the last day of the month following the month of his or her employment by Sponsor or termination of the Agreement. Household Members shall remain eligible for Services until the eligibility of the Employee related to them ceases or until they cease to be Household Members, whichever occurs first. Magellan reserves the right to terminate the eligibility of any Participant, without right of reinstatement, for abuse, misuse, fraud, or deception in the use of Services or for knowingly permitting such abuse, misuse, fraud, or deception by another. Magellan will notify any such Participant of any such termination. Magellan will not terminate the eligibility of any Participant because of his or her health status or use of the EAP except as provided herein.

4.2 Individual Continuation of Eligibility. An individual Participant does not have the right to renew his or her eligibility for Services under this Agreement once his or her relationship (employment or otherwise) to Sponsor is terminated. A Participant's right to receive such Services is determined solely by this Agreement.

5. Work/Life Services

Magellan will provide, or arrange for a third party to provide, telephone consultation, access to an expanded on-line library of information and tools, and referral services in connection with child care, elder care, parenting issues, children with special needs, schooling and education, teen and young adult issues and adoption assistance, as well as personal convenience services such as pet care, relocation assistance, home or auto repair and improvement, and similar services ("Work/Life Services"). Participants may access Work/Life Services by telephoning the assigned Magellan toll-free telephone number. Work/Life Services are available twenty-

EAP 2024

East County Fire & Rescue
December 3, 2024

four (24) hours per day, seven (7) days per week. When a Participant requests a referral for childcare or elder care, a consultant will gather information about the Participant's dependent care needs and send the Participant a packet of educational materials and/or to the extent available, a list of licensed, certified or registered dependent care providers with confirmed vacancies matching the Participant's expressed needs. In all cases, the information about, and description of, a particular information agency, resource organization, placement agency, or direct childcare or elder care service provider has been provided by the agency, organization, or direct childcare or elder care service provider.

6. Legal Consultation, Financial Wellbeing, and Identity Theft Resolution Services

6.1 Legal Consultation. Services ("Legal Consultation Services") consist of an initial telephonic or in-person consultation with a plan attorney located in the Participant's state of domicile for routine legal needs. Participants are entitled to one (1) free initial sixty (60) minute office or telephone consultation with a plan attorney per separate legal matter per Contract Year. During the consultation, a plan attorney will explain the Participant's rights, identify options, and, if needed, recommend a course of action, which may include referral to a different plan attorney. The Participant will choose whether to retain a plan attorney at his or her expense or adopt an alternative plan of action. Participants who elect to retain legal counsel from a plan attorney after the initial consultation will be entitled to a reduction in fees of twenty-five percent (25%) or greater based on the type of legal services rendered from the plan attorney's normal hourly rate, estate planning document fees, and/or fee schedule, as applicable. Legal Consultation Services do not include services (i) in connection with employment-related matters, (ii) in connection with disputes or proceedings involving Magellan, its subsidiaries, affiliates or customers, a Participant's employer, Magellan's legal and/or financial services vendor(s) or any of its attorneys, or (iii) that are frivolous, harassing, or otherwise involve the violation of ethical rules.

6.2 Financial Wellbeing. Services ("Financial Wellbeing Services") include a personalized website with tools, on-demand learning videos, and self-help content as well as coaching on a variety of financial issues including debt management, basic financial planning and budgeting, insurance, retirement, savings and investments, and family financial issues. Participants are entitled to three (3) free thirty (30) minute telephone coaching sessions per separate financial matter (including federal and state tax issues) per Contract Year. Participants will have access to two live financial education webinars per month on a variety of topics. Financial Wellbeing Services are intended to assist Participants in formulating financial planning strategies and to serve as an information resource and planning tool. Financial consultants will not advise nor instruct Participants as to any course of action, nor be responsible for any decisions made by Participants about their financial planning.

6.3 Identity Theft Resolution. Services ("Identity Theft Resolution Services") include assistance and guidance in expediting recovery from identity theft, correcting credit reports and restoring credit reputations. Participants are entitled to one (1) free sixty (60) minute consultation per separate identity theft incident per Contract Year with a fraud resolution specialist and a free identity theft emergency response kit per incident. Fraud resolution specialists will not advise nor instruct Participants as to any specific course of action, nor be responsible for any decisions made by Participants about their identity theft resolution.

7. Limited Liability and Warranties

Magellan warrants that it and its third-party vendors will make every effort to ensure the accuracy of the information or the appropriateness of any service or product provided to Participants. Referrals given by Magellan to Participants for elder or childcare, legal, identity theft, or financial consultation services or other community services are not endorsements or recommendations for the referred programs or providers. The responsibility for selecting and engaging such providers lies solely with the Participant. Vendors and such other providers are not and shall not be deemed agents of Magellan or Sponsor.

EAP 2024

East County Fire & Rescue
December 3, 2024.

8. Suspension of Services

Magellan reserves the right to suspend or terminate access to Legal Consultation Services, Financial Wellbeing Services, Identity Theft Resolution Services, Work/Life Services, Coaching, the Participant discount center, the Digital Emotional Wellbeing Platform, and/or Virtual Therapy upon ninety (90) days' written notice if, in Magellan's judgment, such services cease to be available on commercially reasonable terms. If Magellan elects to suspend or terminate any such services, the remaining provisions of this Agreement will remain in full force and effect, except that Magellan will adjust its Service Fees pro rata to reflect the suspension or termination of these services.

EAP 2024

*East County Fire & Rescue
December 3, 2024*

**ADDENDUM B
FEE SCHEDULE**

Base Fee

1-6 Session EAP \$6,000.00

Supplemental Fees

Training Hours \$325.00 per hour plus non-local travel expenses and special instructional materials, if any

CIR Services \$325.00 per CIR provider per hour plus non-local travel expenses, if any

CIR Cancellation Fee \$325.00 per scheduled hour

DOT/SAP Services \$750.00 per case



(877) 637-3473

Quote

Quote # QT1878927
 Date 11/21/2024
 Expires 01/31/2025
 Sales Rep Lewellen, Kenneth
 Shipping Method FedEx Ground
 Customer EAST CO. FIRE & RESCUE (WA)
 Customer # C38710

Bill To
 EAST CO. FIRE & RESCUE
 600 NE 267TH AVE
 CAMAS WA 98607-6200

Ship To
 EAST CO. FIRE & RESCUE
 600 NE 267TH AVE
 CAMAS WA 98607-6200

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
TECGEN 51-DELUXE-Coat			Custom TECGEN 51-DELUXE-Coat	15	\$510.00	\$7,650.00
TECGEN 51-DELUXE-Pant			Custom TECGEN 51-DELUXE Pant	15	\$575.00	\$8,625.00

Thank you for the opportunity!

Subtotal \$16,275.00
Shipping Cost \$165.00
Tax Total \$1,282.32
Total \$17,722.32

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1878927

PURCHASE ORDER

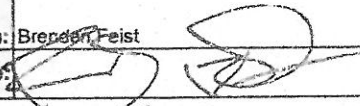
Purchaser		SUPPLIER	
Purchaser:	East County Fire & Rescue	Contract #:	Sourcewell Contract #: 113021-RSD
Address 1:	600 NE 267th Avenue	Supplier:	Rosenbauer South Dakota, LLC
Address 2:	Fire Station	Address 1:	100 3rd Street
City, State, Zip:	Camas, Washington 98607	Address 2:	
		City, State, Zip:	Lyons, SD 57041

Purchase Order Number:	New Tender	Delivery in Calendar Days , after approved production ready specifications are released:	575
Date:	11/1/2024	Member #	101117

The amount in this proposal shall remain firm for a period of 30 days from the date of same

Quantity	Description	Price	Price (Extended)
1	One (1) Rosenbauer Tanker, complete with Kenworth chassis per attached specifications.	\$644,579.00	\$644,579.00
Washington State Sales Tax Shall Be Applied At Time Of Final Invoice			
*Note If chassis amount of \$179,846.00 is paid upon arrival at our plant in South Dakota, deduct \$6,888.00 each			
	TOTAL		\$644,579.00

NOTES:	
---------------	--

Rosenbauer Dealer:	General Fire Apparatus
Salesperson:	Brenden Feist
Signature:	 11/26/24

Purchaser:	East County Fire & Rescue
Print Name:	
Title:	
Date:	
Signature:	



APPENDIX C
CHANGE ORDER POLICY

This change order policy is intended to reflect the increased cost of changes which result in delayed deliveries, confused paperwork, poor production flow and increased potential of trucks being built to incorrect specifications. With your cooperation, changes can be kept to a minimum which means we will be able to reduce lead times, increase production and maintain costs which will benefit all of us.

Our objective is accurate, high quality and on-time deliveries exceeding our customer expectations.

Changes any time after the order is received may delay the quoted delivery date. Significant design or component changes will have the largest impact on the schedule and quoted delivery date. Changes that occur later in the process will also have the largest impact on the schedule and quoted delivery date.

All time fences are reference to contract execution date if not otherwise stated.

Change Window #1

All changes will be priced at standard pricing and specials will be priced through our normal process. Significant changes made to the vehicle during this time period may result in a delivery extension.

RBM Chassis	0-60 days
RBA Aerial	0-60 days
Rosenbauer Body	0-60 days

Change Window #2

All changes are subject to a 25% mark-up. All changes are subject to factory review and may be denied due to engineering or lead time issues.

RBM Chassis	61-75 days
RBA Aerial	61-75 days
Rosenbauer Body	61-120 days

Change Window #3

All changes are subject to a 50% mark-up, and 50% restocking fee on deleted items. All changes are subject to factory review and may be denied due to engineering or lead time issues. No major components can be changed at this time; major components are considered engine, transmission, axes, suspension, cab, frame (wheelbase), seats, water pump and water tank.

RBM Chassis	76-120 days
RBA Aerial	76-120 days
Rosenbauer Body	121-180 days

Change Window #4

Changes are not recommended at this time. Any changes requested will be priced on a time and material basis. Any changes requested, and that are quoted to the customer, must be approved by the customer within three days or they will not be valid.

RBM Chassis	After 120 days
RBA Aerial	After 120 days
Rosenbauer Body	After 180 days

**Note: Any late change orders that are factory driven will be done at cost and no additional mark up or penalties will apply.*

INFLATIONARY NOTICE

Due to unprecedented volatility with inflationary pressures in our economy and existing market demand creating substantial production backlogs, Rosenbauer America reserves the right to potentially request price escalation under this contract. To be fair and reasonable, any potential price escalation request will be presented and supported with specific evidence of supply chain cost increases from material or component providers. Upon request, this may include copies of invoices from relevant suppliers to substantiate accordingly. Any request will be done in a timely manner for careful review and consideration.

BUYER INITIALS: _____

**APPENDIX D
CANCELLATION POLICY**

This cancellation policy is intended to outline the costs associated with canceling a contract after the vehicle has been ordered.

Cancellation Window #1

All requests for cancellation from order entry until the preconstruction meeting is held will incur a \$5,000 cancellation fee.

Cancellation Window #2

All requests for cancellation after the pre construction until the specifications have been released to engineering will incur a \$10,000 cancellation fee.

Cancellation Window #3

All requests for cancellation after the specifications have been released until the truck starts in production will incur a \$15,000 cancellation fee in addition to evaluation of materials that have been ordered.

Cancellation Window #4

All requests for cancellation while the truck is in production will be subject to review and charged based material and production time.

BUYER INITIALS: _____

RECEIVED
DEC 12 2024



CLARK COUNTY FIRE RESCUE

RISK MANAGEMENT GROUP

8800 NE Hazel Dell Avenue Vancouver, WA 98665 360-576-1195 Fax 360-576-1198

BY:

INVOICE 2024-23

DATE: December 11, 2024

TO: East County Fire & Rescue
600 NE 267th Street
Camas, WA 98607

FOR: Premium for Tail Coverage Insurance from VFIS/ Year End Deadline for
Payment

TOTAL AMOUNT DUE: \$20,080.97

Please remit payment within ASAP, make check payable to:
Clark County Fire Rescue Risk Management Group

THANK YOU

Attachment

cc: File

Tina Mensinger

From: Winslow Cervantes <wcervantes@whainsurance.com>
Sent: Thursday, November 7, 2024 3:32 PM
To: Tina Mensinger; Abbey LaBerge; Bill Hallanger; Bill LeMonds; Edward E. Hartin; Jeremy Huff; John Nohr; Larry Bartel; Mike Taggart; Rocky Hanes; Kristan Maurer
Cc: Jealica Bomberger
Subject: Re: WHA Insurance | Premium Breakdown by District

Good afternoon Team,

We have yet to receive final confirmation regarding the tail coverage costs; however, we anticipate them not changing much. So, for the sake of budgeting, I have calculated tail coverage costs breakdown for each district in the table below. We utilized the total premium allocation for Public Officials / Management Liability coverage under the Provident FirePlus main policy to calculate each district's tail coverage cost as a weighted allocation.

COVERAGE	TOTALS	Clark County Fire District 6	Clark-Cowlitz Fire Rescue	Cowlitz Fire District 1
UNDERLYING TAIL	\$ 179,618.00	\$ 58,636.71	\$ 65,252.98	\$
EXCESS TAIL	\$ 139,498.00	\$ 45,539.44	\$ 50,677.89	\$
	\$ 319,116.00	\$ 104,176.15	\$ 115,930.87	\$

As always, please let me know if you have any questions or concerns. Thank you.

Respectfully,

Winslow Cervantes
 Public Entities Field Service Agent

WHA INSURANCE
 2930 Chad Drive, Suite 100 | Eugene, OR 97408
 Tel: (800) 852-6140 | Direct: (541) 284-5113 | Fax: (541) 484-5434
 Email: wcervantes@whainsurance.com
www.WHAINSURANCE.com



Winslow Cervantes, MsC, CRM
 Public Entities Senior Account Executive & Risk Manager

WHA INSURANCE
 Tel: (800) 852-6140 | Direct: (541) 284-5113 | Fax: (541) 484-5434
 Email: wcervantes@whainsurance.com | www.WHAINSURANCE.com



November 6, 2024

WHA INSURANCE AGENCY, INC.
2930 Chad Drive
Eugene, OR 97408

Nanda: C11360
Named Insured: CLARK COUNTY FIRE RESCUE RISK MANAGEMENT GROUP, INC.
Policy Number: VFNU-TR-0026445-03
Expiration Date: 11/01/2024

To Whom It May Concern:

The insured's excess liability coverage has been discontinued. If the insured's replacement policy does not include a retroactive date designed to prevent a gap in coverage, or if the coverage was not replaced with another policy, we can offer the option of purchasing a Supplemental Extended Reporting Period endorsement on the expired policy to reduce the likelihood of gaps in coverage.

If purchased, this endorsement will amend the *events discovered* provision to provide coverage for events discovered against the insured after the Basic Extended Reporting Period expires, provided the alleged wrongful act took place before the end of the policy period. The additional premium for the Supplemental Extended Reporting Period endorsement is \$139,498. Please refer to the policy for complete details. **Please note: the Supplemental Extended Reporting Period can only be purchased for the excess coverage provided that the insured also purchased the Supplemental Extended Reporting Period for the underlying policy.**

The insured must exercise this option by signing the acceptance below and remitting payment within 60 days of the expiration date shown above or within 60 days of the date of this letter, whichever is later.

We request a copy of this letter be signed by a representative of the named insured and returned to VFIS indicating either their request for issuance of the endorsement or declination of the extended reporting period. **If accepted the Supplemental Extended Reporting Period will not go into effect unless the insured pays the additional premium with the signed letter. Failure to return this letter will imply that the insured is declining this offer.**

Very truly yours,

Lorraine W. Rodgers
Underwriting Assistant

NOT ACCEPTED

Signature

Title

Date

ACCEPTED

Signed by:
Rocky Hanes
E0906515/BD0947F

Signature
Chairman

Title 11/13/2024

Date



November 6, 2024

WHA INSURANCE AGENCY, INC.
2930 Chad Drive
Eugene, OR 97408

Nanda: C11360
Named Insured: CLARK COUNTY FIRE RESCUE RISK MANAGEMENT GROUP, INC.
Policy Number: VFNU-TR-0026445-03
Expiration Date: 11/01/2024

To Whom It May Concern:

The insured's Management Liability coverage has been discontinued. If the replacement policy is written on an occurrence basis, or if it is written on a *claims made* basis but does not include full prior acts coverage, or if the policy was not replaced with another policy, we can offer the option of purchasing a Supplemental Extended Reporting Period endorsement on the expired policy to prevent a gap in coverage.

If purchased, this endorsement will amend the *claims made* provision to provide coverage for claims made against the insured at any time after their Basic Extended Reporting Period expires, provided the alleged wrongful act took place before the end of the policy period. The additional premium for the Supplemental Extended Reporting Period endorsement is \$179,618. Please refer to the policy for complete details.

The insured must exercise this option by signing the acceptance below and remitting payment within 60 days of the expiration date shown above or within 60 days of the date of this letter, whichever is later.

We request a copy of this letter be signed by a representative of the named insured and returned to VFIS indicating either their request for issuance of the endorsement or declination of the extended reporting period. **If accepted the Supplemental Extended Reporting Period will not go into effect unless the insured pays the additional premium with the signed letter. Failure to return this letter will imply that the insured is declining this offer.**

Very truly yours,

Lorraine W. Rodgers
Underwriting Assistant

NOT ACCEPTED

Signature

Title

Date

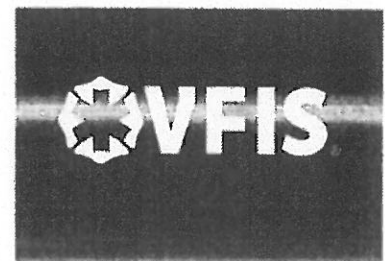
ACCEPTED

Signed by:
Rocky Hanes
EUGENE, OR 97405

Signature Chairman

Title 11/13/2024

Date





East County Fire and Rescue

Classification Specification

Title Deputy Chief	Classification NR-Exempt
Authorization	Effective Date 11/5/2024

Definition

The deputy chief serves as second in command to the fire chief. Under administrative direction, the deputy chief assists in planning, directing, managing, and overseeing the activities and operations of the fire district including fire suppression, fire prevention, emergency medical services, hazardous materials response, disaster preparedness, and related programs, services, and operations; coordinates assigned activities with outside agencies; serves as a command duty officer and responds to incidents; represents the fire district in the absence of the fire chief; and provides highly responsible and complex administrative and management support to the fire chief.

Reports To

The deputy chief reports to the fire chief.

Supervises

The deputy chief supervises the full-time captains.

Distinguishing Characteristics

The deputy chief classification is differentiated from the full-time captain classification on the following basis:

- The deputy chief is second in command of district operations and serves as the district's chief operating officer.
- The deputy chief may work out of class as the fire chief.
- The deputy chief is a non-represented, exempt position that serves as an essential part of the district's executive team.

The deputy chief classification is differentiated from the fire chief classification on the following basis: The fire chief is responsible for overall management district operations at the direction of the board of fire commissioners and serves as the district's chief executive officer.

Essential Job Functions

The deputy chief's essential job functions include:

Title Deputy Chief	Classification NR-Exempt
------------------------------	------------------------------------

- Recommend and/or perform the full range of management duties (with appropriate executive review) including hiring, performance evaluations, transferring, promoting, disciplining, and terminating employment.
- Supervises full-time captains.
- Evaluate the performance of the full-time captains.
- Provides coaching and mentoring to district members.
- Prepares and manages or supervises management of program budgets that may include operations, training, life safety, and facilities and repair and maintenance.
- Monitors internal operations and procedures to ensure compliance with the collective bargaining agreement, rules, regulations, policies and procedures.
- Confers and collaborates with other agencies and community partners as necessary to accomplish the district's mission.
- Engages in planning activity to maintain the district's long term financial plan, strategic plan, standard of coverage, and other plans.
- Ensures safe and effective command of incident operations.

Other Job Functions

Other job functions include:

- Participates in ongoing education, training, and development activities to maintain and improve professional knowledge and skills as a fire officer.
- Represents the district on a local, regional, state, and national level as directed or approved by the fire chief.

Physical and Mental Demands

The deputy chief's routine work activity requires moderate strength, endurance, and aerobic capacity. However, emergency response operations may require significant physical capacity. Physical demands include:

- May occasionally involve manual labor while wearing structural firefighting personal protective equipment and self-contained breathing apparatus.
- Work outdoors in all types of weather conditions.
- Manual dexterity and visual acuity to operate a variety of mechanical and office equipment.
- Crawling, bending, stooping, kneeling, and performing repetitive lifting for an extended period of time.

Title Deputy Chief	Classification NR-Exempt
-----------------------	-----------------------------

The deputy chief must be able to successfully meet the medical requirements outlined in National Fire Protection Association Standard 1582 *Standard on Comprehensive Occupational Medical Program for Fire Departments* (current edition).

Working Conditions

The deputy chief generally works an eight or ten-hour duty shift and spends a major proportion of their work hours in an office environment performing routine management and administrative duties. In addition, the deputy chief is subject to call back at all hours on an as available basis and is required to serve in the regular command duty officer rotation (specified periods of on-call, required availability for response).

Due to the need for timely response to emergency incidents, residency within the district or the cities of Camas or Washougal is required within six months of hire.

Key Relationships

As with all members of ECFR, the deputy chief must provide caring and compassionate service to the public. In addition, the deputy chief must work well with the community, other members of the district, labor organizations representing district members (e.g., International Association of Firefighters Local 2444 and Office Professional Employees International Union Local 11), and other public officials.

Qualifications

The deputy chief is expected to have the knowledge, skills, and abilities as defined in the National Fire Protection Association (NFPA) professional qualifications standards for Fire Officer III and Hazardous Materials First Responder-Operational, and Washington Department of Health Emergency Medical Technician (EMT)-Basic.

Knowledge

The deputy chief must have knowledge of leadership, supervision, public administration, fire suppression, fire prevention and emergency medical care, and incident management practices and procedures as specified in the professional qualifications standards and scope of practice identified under the qualifications section of this classification specification.

Skills & Abilities

The deputy chief must have the following skills and abilities:

- Provide leadership to other members in support of and consistent with the district's values, mission, and vision.
- The ability to effectively work within the context of the district's combination staffing model comprised of full-time and volunteer members.
- Ability to provide supervision and mentorship of directly reporting members.
- Ability to identify and apply best practice in fire and rescue services.

Title Deputy Chief	Classification NR-Exempt
-----------------------	-----------------------------

- Working knowledge of laws, regulations, and standards that apply to or impact delivery of fire and rescue services by fire districts in the State of Washington.
- Knowledge of effective labor relations including collaborative bargaining and ability to maintain positive labor relations with the two unions representing district employees.
- Knowledge of and ability to engage in community risk assessment, development and maintenance of standards of cover and community risk reduction plans, strategic plans, and capital projects plans.
- Knowledge of and ability to apply the fire and emergency services self-assessment model developed by the Commission on Fire Accreditation International; (CFAI) in assessment of district operations.
- Knowledge of best practice in budgeting and fiscal management and ability to apply these practices in management of the district.
- Knowledge and ability to pursue non-tax revenue sources such as grants.
- Ability to act calmly and effectively in managing emergency incidents.
- Ability to provide compassionate and caring service under challenging circumstances.
- Skill in communicating orally and in writing with other emergency services personnel and the public.

Education and Experience

The deputy chief shall have a minimum of ten years of progressively responsible experience in a fire and rescue agency with at least three years in a second line supervisory or management role.

The deputy chief shall have a Baccalaureate degree from a regionally accredited college or university.

Licenses, Certification, and Other Requirements

The deputy chief must hold a Washington State Class C Driver’s License and meet the following additional requirements:

- Washington State EMT-Basic.
- IFSAC Fire Officer II (or equivalent).
- IFSAC Hazmat Operations (or equivalent).
- Hazmat Incident Commander.
- National Incident Management System (NIMS) ICS 700, 100, 200 & 300.
- Blue Card Incident Commander.
- IFSAC Instructor I (or equivalent).

Title Deputy Chief	Classification NR-Exempt
-----------------------	-----------------------------

Candidates for the position of deputy chief must also meet the following requirements:

- Meeting the requirements of the district's medical physical examination.
- Meeting the requirements of the district's psychological exam.
- Successfully passed the district's screening for illegal drug use.

Desirable Qualifications

The following qualifications are not required for hire or promotion to the position of deputy chief, but are desirable:

- IFSAC Instructor II Certification (or equivalent).
- IFSAC Safety Officer Certification (or equivalent).
- IFSAC Fire Officer III Certification (or equivalent).
- IFSAC and/or ICC Fire Inspector I
- IFSAC Fire and Life Safety Educator I
- Blue Card Incident Command Instructor Certification.
- NIMS ICS 400.
- Master's Degree.
- Completion of the National Fire Academy Executive Fire Officer Program (EFOP).
- Designation as a Fire Officer (FOD) or Chief Fire Officer (CFOD) by the Center for Public Safety Excellence.
- Member Grade in the Institution of Fire Engineers (MIFireE).



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



Resolution #362-12172024

A resolution providing for disposal of equipment deemed to be surplus to the reasonably foreseeable needs of East County Fire and Rescue.

WHEREAS, the equipment shown in Attachment A, (20 lb. ABC Dry Chem Extinguisher) belonging to East County Fire & Rescue is obsolete and no longer needed by the district.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of East County Fire & Rescue as follows:

1. Based upon the findings and recommendations of the Fire Chief, this equipment is surplus to the foreseeable needs of the district.
2. Disposal of this equipment will benefit the district.
3. The fire chief is authorized dispose of this equipment in a manner that will be to the best advantage of East County Fire and Rescue.

ADOPTED at a Regular Meeting of the Board of Commissioners for East County Fire and Rescue December 17, 2024, with the following Commissioners being present and voting:

Joshua Seeds, Chairperson

Michael Taggart, Vice Chair

Martha Martin, Commissioner

Steve Hofmaster, Commissioner

Brendan Addis, Commissioner

Attest

Debbie Macias, District Secretary
Chief Ed Hartin, (Alternate)

East County Fire & Rescue

Property Salvage Report

Tag Number	Description of Asset	Serial Number	Status of Asset - Choose One				Comments
			Lost	Stolen*	Sold	Recycle or Scrap	
# 0207	20 lb. ABC Dry Chem. Extinguisher	YH-638659				X	OBsolete/CONDEMNED

* A copy of the police report and/or a Lost or Stolen Equipment form must be submitted along with this form for stolen items.

Approved: Surplus Resolution Number

Signature



Date: 12-12-2024



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



Resolution #363-12172024

A resolution amending the district's 2024 operating budget.

WHEREAS, East County Fire and Rescue Board of Fire Commissioners endeavors to be fiscally responsible, operate with transparency, and ensure adequate and sustainable funding; and

WHEREAS, the Board of Fire Commissioners has adopted the 2024 district budget in accordance with RCW 52.16.030; and

WHEREAS, there are or are projected to be variances between district expenditures and the appropriations allocated to the line items in the district's 2024 budget; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners adopts the amendments to the districts operating budget specified in the Fourth Quarter Report and Proposed Budget Amendment.

ADOPTED at a Regular Meeting of the Board of Commissioners for East County Fire and Rescue on December 17, 2024, with the following Commissioners being present and voting:

Joshua Seeds, Chairperson

Michael Taggart, Vice Chair

Brendan Addis, Commissioner

Steve Hofmaster, Commissioner

Martha Martin, Commissioner

Attest

Debbie Macias, District Secretary

Ed Hartin, Chief (Alternate)



Fourth Quarter Report & Proposed Budget Amendment December 17, 2024

Submitted by:

Chief Ed Hartin, MS, EFO, FIFireE, CFO

Table of Contents

Introduction 3

 Budget Amendment Format 3

 Budget Amendment Overview..... 3

General Fund Amendments..... 4

 General Fund Expense 4

 522 10 33 000 Computer Software & Supplies..... 4

 522 10 41 000 State Audit 4

 522 10 42 003 Advertising 4

 522 50 40 001 Generator R&M 4

 522 45 40 000 Tuition Reimbursement IAFF 4

 522 45 40 001 Tuition Reimbursement OPEIU 4

 522 45 40 002 Tuition Reimbursement Non-Represented..... 4

 522 45 41 001 Fire Training Registration..... 5

 522 45 42 001 EMS Training Registration..... 5

 522 60 44 003 E94 (Apparatus 1014) 5

 522 60 44 004 E93 (APP 916) R&M 5

 Summary of Proposed Budget Amendments..... 6

Introduction

East County Fire and Rescue has expended 81.05% of budgeted funds by the end of November (in comparison to 91.67% if expenses are distributed evenly month to month through the year). The district will end the year within budget for the general fund, which is required by board policy. However, due to several line items which are over expended within the administration and repair and maintenance function, a net zero budget amendment is necessary to remain within budget by function. Board policy states that the district should (not must) remain within budget by function.

Budget Amendment Format

District staff have worked to provide clear, simple explanations for proposed adjustments in the proposed budget change report and have provided expanded justification for major changes (defined as an adjustment of any line that is greater than \$2,000).

The *2024 4th Quarter Report and Proposed Budget Amendment* is comprised of this narrative report and the proposed budget changes.

Budget Amendment Overview

This report and proposed budget amendment details proposed adjustments to the general fund budget on a line-by-line basis including:

- Original (adopted) budget amount.
- Expenditures.
- Funds remaining.
- Percent expended.
- Amendment.
- Amended line item total.

If a change in (increase or decrease) is more than \$2,000 an explanation and justification for this proposed adjustment is provided. A summary of proposed changes in this budget amendment is shown in Table 1.

General Fund Amendments

General Fund Expense

Recommended increases in multiple lines within the general fund budget total \$26,000 which is offset by decreases in other lines totaling \$26,000 for a net zero change in the district's total budget. These amendments do not address all lines that have been over expended, but allows the district to remain within budget for each major function.

522 10 33 000 Computer Software & Supplies

The district upgraded Microsoft Office on all computers to ensure ongoing support of this critical software package. In addition, the district upgraded Adobe Acrobat on three of the district's computers to ensure Americans with Disabilities Act compatibility of district's portable document format (PDF) files.

It is recommended that this line be increased by \$4,000.

522 10 41 000 State Audit

The cost of the district's 2024 audit by the Washington State Auditor was higher than anticipated.

It is recommended that this line be increased by \$5,000.

522 10 42 003 Advertising

The district's advertising expense was higher than anticipated due to job postings for part-time firefighter, full-time firefighter, fire chief, and deputy chief.

It is recommended that this line be increased by \$4,500.

522 50 40 001 Generator R&M

The generator at Station 93 was scheduled for repair in 2023 but this work was not completed until 2024 due to unavailability of parts. Funds were budgeted for this repair in 2023, but not in 2024. Generators at all stations will require annual maintenance before winter, resulting in additional expense to this line.

It is recommended that this line be increased by \$10,100

522 45 40 000 Tuition Reimbursement IAFF

None of the district's IAFF members utilized tuition reimbursement in 2024.

It is recommended that this line be decreased by \$11,000.

522 45 40 001 Tuition Reimbursement OPEIU

None of the district's OPEIU members utilized tuition reimbursement in 2024.

It is recommended that this line be decreased by \$2,000.

522 45 40 002 Tuition Reimbursement Non-Represented

None of the district's non-represented (e.g., non-union) members utilized tuition reimbursement in 2024.

It is recommended that this line be decreased by \$2,000.

522 45 41 001 Fire Training Registration

Fire training registration expense was lower than anticipated.

It is recommended that this line be decreased by \$5,000.

522 45 42 001 EMS Training Registration

EMS training registration expense was lower than anticipated.

It is recommended that this line be decreased by \$5,000.

522 60 44 003 E94 (Apparatus 1014)

Repair and maintenance expenses for this apparatus in the first six months of the year included This apparatus experienced catastrophic failure of the cooling fan which damaged the fan shroud, radiator, and radiator hoses.

It is recommended that this line be increased by \$7,500. Note: This does not fully address the excess expense in this line, but will allow the repair and maintenance function to remain within budget overall.

522 60 44 004 E93 (APP 916) R&M

Repair and maintenance expenses for this apparatus in the first six months of the year included: replacement of the on-board battery charger, leaking ball valve in pump piping, and priming pump as well as its annual inspection. Increase in this line item will also address the need to replace four drive tires before the end of the year.

It is recommended that this line be increased by \$5,000.

2024 4th QUARTER PROPOSED BUDGET AMENDMENT

Summary of Proposed Budget Amendments.
Table 1. General Fund Expense Amendments

Line Number	Description	Budgeted	Expended	Remaining	% Expended	Amendment	New Line Total
522 10 33 000	Computer Software & Supplies	\$2,909.00	\$6,841.38	-\$3,932.38	235.18%	\$4,000.00	\$6,909.00
522 10 41 000	State Audit	\$12,000.00	\$16,900.65	-\$4,900.65	140.84%	\$5,000.00	\$17,000.00
522 10 42 003	Advertising	\$1,000.00	\$5,136.61	-\$4,136.61	513.66%	\$4,500.00	\$5,500.00
522 45 40 000	Tuition Reimbursement IAFF	\$11,000.00	\$0.00	\$11,000.00	0.00%	-\$11,000.00	\$0.00
522 45 40 001	Tuition Reimbursement OPEIU	\$2,000.00	\$0.00	\$2,000.00	0.00%	-\$2,000.00	\$0.00
522 45 40 002	Tuition Reimbursement Non-Represented	\$3,000.00	\$0.00	\$3,000.00	0.00%	-\$3,000.00	\$0.00
522 45 41 001	Fire Training Registration	\$17,450.00	\$3,500.00	\$13,950.00	20.06%	\$5,000.00	\$12,450.00
522 45 42 001	EMS Training Registration	\$5,925.00	\$0.00	\$5,925.00	0.00%	-\$5,000.00	\$925.00
522 60 44 003	F34 (Apparatus 1014)	\$5,000.00	\$20,778.84	-\$15,778.84	415.58%	\$7,500.00	\$12,500.00
522 60 44 004	F93 (Apparatus 916)	\$5,000.00	\$5,095.09	-\$95.09	101.90%	\$5,000.00	\$10,000.00



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



Resolution 364-12172024

A resolution adopting the district’s 2025 Regular Commissioner Meeting Dates

WHEREAS, Chapter 42.30.070 RCW requires that the governing body of the District establish by resolution regular meeting location and dates; and,

WHEREAS, as the East County Fire & Rescue Board of Commissioners has agreed to hold regular meeting on the first and third Tuesday of every month; and,

WHEREAS, due to holidays and other unforeseen circumstances it may become necessary to hold a regular meeting on another day or day of the week; and,

WHEREAS, Chapter 42.30.080 allows special meetings to be called at any time.

NOW, THEREFORE, BE IT RESOLVED that the East County Fire and Rescue Board of Commissioner’s regularly scheduled meeting will held at 6:30 P.M. as shown below and that such regular meeting will be held at Station 91, 600 NE 267 Ave., Camas, WA.

January 7, 2025	July 1, 2025
January 21, 2025	July 15, 2025
February 4, 2025	August 5, 2025
February 18, 2025	August 19, 2025
March 4, 2025	September 2, 2025
March 18, 2025	September 16, 2025
April 1, 2025	October 7, 2025
April 15, 2025	October 21, 2025
May 6, 2025	November 4, 2025
May 20, 2025	November 11, 2025
June 3, 2025	December 2, 2025
June 17, 2025	December 16, 2025

BE IT FURTHER RESOLVED that due to holidays and other unforeseen circumstances another day of the week may be substituted for any of the regularly scheduled meeting dates with proper public notice; and,

ADOPTED at a Regular Meeting of the Board of Commissioners for East County Fire and Rescue December 17, 2024, with the following Commissioners being present and voting:

Joshua Seeds, Chairperson

Michael Taggart, Vice Chair

Martha Martin, Commissioner

Steve Hofmaster, Commissioner

Brendan Addis, Commissioner

Attest

Debbie Macias, District Secretary
Chief Hartin, (Alternate)



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



FY 2025 Holidays

Legal Holidays Observed by the Fire District

New Year's Day	January 1, 2025
Martin Luther King Day	January 20, 2025
Presidents Day	February 17, 2025
Memorial Day	May 26, 2025
Juneteenth Day	June 19, 2025
Independence Day	July 4, 2025
Labor Day	September 1, 2025
Veterans Day	November 11, 2025
Thanksgiving Day	November 27, 2025
Day after Thanksgiving	November 28, 2025
Christmas Day	December 25, 2025

Adopted by the Board of Fire Commissioners at the December 17, 2024 Regular Meeting.

December 2024

January 2025

December 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Su	Mo	Tu	We	Th	Fr	Sa
	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 1 Everyday is a training day!	2 10 Min Training	3 10:00am Chief Hartin: Basement Fires 6:30pm Commissioner Meeting	4 OTEP 10:00am Chief Hartin: Basement Fires	5 10:00am Chief Hartin: Basement Fires 3:30pm Commissioner Staff Workshop Meeting	6 Officers Choice print bank statement	7 Probationary Firefighter Skills
8 Everyday is a training day!	9 10 Min Training 9:00am ESO: Chief Ford	10 ESO: Chief Ford	11 ESO: Chief Ford	12	13 Officers Choice	14 Probationary Firefighter Skills
15 Everyday is a training day!	16 10 Min Training	17 Chief Hartin: Attic Fires	18 Chief Hartin: Attic Fires	19 Chief Hartin: Attic Fires	20 Officers Choice	21 Probationary Firefighter Skills
22 Everyday is a training day!	23 HAPPY HOLIDAYS 7:00pm EST Training (Station 93)	24 HAPPY HOLIDAYS	25 HAPPY HOLIDAYS	26 HAPPY HOLIDAYS	27 HAPPY HOLIDAYS	28 Probationary Firefighter Skills
29 Everyday is a training day!	30 10 Min Training	31	Jan 1, 25	2	3	4