

4/27/2017

South Beach Regional Fire Authority Plan

Participating Agencies:

Grays Harbor FD #3

Grays Harbor FD #11

Grays Harbor FD #14

Pacific FD #5

City of Westport FD

South Beach Ambulance

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Acknowledgement

In 1988, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport joined together through an interlocal agreement to form South Beach Ambulance for the benefit of each of the agencies and their citizens collectively.

Recognizing the challenges and opportunities that all fire jurisdictions are facing, these same agencies agreed to explore the different governance and funding options available to provide fire protection and emergency medical services to the communities we serve. In 2015, the agencies hired Emergency Services Consulting International (ESCI) to study these options, including the potential of establishing a regional fire authority (RFA) pursuant to RCW 52.26. ESCI recommended pursuit of an RFA. As a result, the elected officials of all of the participating agencies agreed to form an RFA Planning Committee, developing the charter document necessary to establish an RFA. This plan reflects the collective decisions made by the RFA planning committee, which is made up of three elected officials from each of the participating agencies as follows:

Planning Committee

Grays Harbor FD #3

Tom Bearden, Commissioner
Michael Bearden, Commissioner
Pete Colean, Commissioner

Grays Harbor FD #11

David McLellan, Commissioner
Chuck Wallace, Commissioner
Betty Singer, Commissioner

Grays Harbor FD #14

Alfred Schroeder, Commissioner
Ed McNett, Commissioner
Mike Clingen, Commissioner

Pacific County FD #5

Pat Gogan, Commissioner
Gene Kuest, Commissioner
Sam Schlegel, Commissioner

City of Westport

Rob Bearden, Mayor
Bob Parnell, Council person
Brandi Holmes, Council person

	Section 1	Background & Needs Statement	
	<i>Adopted</i>	01-31-17	
	<i>Revision</i>	The NEEDS STATEMENT section of the South Beach RFA Plan is subject to amendment by a majority vote of the SBRFA Governing Board.	
	<i>Revised</i>		

1. A recent evaluation of current service levels and programs shows that the ability to respond to emergency situations by fire protection and emergency medical service jurisdictions has not progressed with the community's needs;
2. Providing a fire protection, emergency services, specialized rescue, and fire and life safety prevention service system requires a collaborative partnership and responsibility among the local and regional governments and the private sector;
3. There are financial and operational efficiencies to be gained by enhanced regional fire protection, emergency services, program implementation, specialized rescue, logistic and support services, administrative services, and fire and life safety prevention services delivery while retaining local control;
4. There is an increase in the ability to meet state, national and industry service delivery standards by enhanced regional fire protection, emergency services, program implementation, specified rescue, logistic and support services, administrative services, and fire and life safety prevention services delivery while retaining local control;
5. Timely development, implementation and/or integration of significant programs and projects can best be achieved through enhanced collaborative options for regional fire protection, emergency services, specialized rescue, logistic and support services, administrative services and fire life safety prevention service, using combined resources to address critical fire protection projects and emergency services;
6. Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection #14, Pacific County Fire Protection District #5 and the City of Westport Fire Department have been cooperatively striving to provide the highest level of fire and emergency medical services possible to our citizens within

the confines of available resources;

7. Cooperation between the four Districts and the City of Westport have been developing and maturing over the last twenty-eight years (since 1988). Reciprocal staffing and equipment support has been exhibited during small and large scale emergencies;
8. In 2016, Fire District Commissioners, City representatives, and community members convened and were presented with a proposal to create a Regional Fire Authority as a means to consolidate fire and emergency medical services resources. Shortly, thereafter, the Board of Fire Commissioners from each Fire District and the Westport City Council persons formally passed resolutions forming a recognized RFA Planning Committee.

The Board of Fire Commissioners from Grays Harbor Fire Protection District #3; Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, Pacific County Fire Protection District #5 and the City of Westport Council will be asking our citizens to consider combining all Fire and EMS functions and services provided by the four Districts and City into a single entity called the South Beach Regional Fire Authority.

	Section 2	Definitions	
	<i>Adopted</i>	01-31-17	
	<i>Revision</i>	The DEFINITIONS section of South Beach RFA Plan is subject to amendment by a majority vote of the SBRFA Governing Board.	
	<i>Revised</i>		

DEFINITIONS

1. The definitions in this section apply throughout this **RFA Plan**, unless the context clearly requires otherwise.
 - 1.1. "**Board**", "**Governance Board**" or "**Governing Board**" means the Governance body of a regional fire protection service authority or RFA.
 - 1.2. "**Effective Date**" means the date the regional fire authority will come into existence as a legal entity and which, by statute, will be September 30, 2017 if permitted by RCW 52.26.070 or the earlier of January 1 or July 1 immediately following the approval of the RFA Plan by voters of the Participating Jurisdictions.
 - 1.3. "**Participating Jurisdictions**" means the City of Westport, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, and Pacific County Fire District #5.
 - 1.4. "**South Beach Ambulance**" means the ambulance service organization established through an intergovernmental agreement in 1988 to provide ambulance transport services to the City of Westport, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, and Pacific County Fire District #5.
 - 1.5. "**RCW**" means Revised Code of Washington.
 - 1.6. "**Regional Fire Protection Service Authority**" or "**Regional Fire Authority**" or "**RFA**" means a regional fire protection service authority formed pursuant to chapter 52.26 RCW. An RFA is a municipal corporation, an independent taxing authority within the meaning of Article VII, Section 1 of the state Constitution, and a taxing district within the meaning of Article VII, Section 2 of the state Constitution.
 - 1.7. "**Regional Fire Authority Planning Committee**" or "**Planning Committee**" means the committee created under RCW 52.26.030 to create and propose to the City of Westport, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, and Pacific County Fire District #5 the Regional Fire Authority Plan.

- 1.8. "**Regional Fire Authority Plan**," "**RFA Plan**" or "**Plan**" means this Regional Fire Protection Service Authority Plan, drafted and approved in accordance with chapter 52.26 RCW for the development, financing and operation of the South Beach Regional Fire Authority.
- 1.9. "**South Beach Regional Fire Authority**" or "**SBRFA**" means the Regional Fire Protection Service Authority defined in this plan whose boundaries are coextensive with the City of Westport, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, and Pacific County Fire District #5.

	Section 3	Formation Authority	
	<i>Adopted</i>	01-31-17	
	<i>Revision</i>	The FORMATION AUTHORITY section of the South Beach RFA Plan is subject to amendment by a majority vote of the SBRFA Governing Board.	
	<i>Revised</i>		

1. The authority to form a Regional Fire Protection Authority including property coextensive with the jurisdictional boundaries of Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport, is provided by Chapter 52.26 of the Revised Code of Washington State.
2. The South Beach Regional Fire Authority shall maintain all powers and authority as provided by RCW 52.26.
3. The authority and power to engage in the South Beach Regional Fire Authority Planning Committee is provided by Washington State RCW 52.26.030. The Planning Committee consists of fifteen elected officials (three from Grays Harbor County Fire District #3, three from Grays Harbor County Fire District #11, three from Grays Harbor County Fire District #14, three from Pacific County Fire District #5, and three from the City of Westport).
4. The goal of the South Beach Regional Fire Authority Planning Committee was to develop, adopt and to recommend approval of the South Beach Regional Fire Authority Plan, as defined in Chapter 52.26.040 of the Revised Code of the State of Washington, to the legislative bodies of the Participating Jurisdictions.
5. Appointment and participation in the South Beach Regional Fire Authority Planning Committee included all of the elected officials identified in item #3 above, as well as fire chiefs and appointed staff from each participating agency.
6. Upon successful development and approval of the South Beach Regional Fire Authority Plan by the South Beach Regional Fire Authority Planning Committee, the South Beach Regional Fire Authority Plan shall be brought forth to the elected bodies of each participating entity for approval and adoption by joint resolution for placement of the South Beach Regional Fire Authority Plan on the ballot for consideration by the voters residing in Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport.

7. The participating agencies shall draft a joint ballot title, give notice as required by law for ballot measures, and perform other duties as required to put the plan before the voters of the respective participating agencies for their approval or rejection as a single measure that both approves the South Beach Regional Fire Authority formation and the South Beach Regional Fire Authority Plan.
8. Should the South Beach Regional Fire Authority Plan be approved with a successful vote of the electorate of Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport, the South Beach Regional Fire Authority will be formed on the Effective Date.

Assets and Documentation:

1. No transfer of current assets, equipment, documents, contracts, agreements, or records of Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport shall occur during the planning period or prior to formation of the South Beach Regional Fire Authority.
2. The transfer of assets, equipment, documents, contracts, agreements, and records, of the South Beach Regional Fire Authority from the Participating Jurisdictions and from South Beach Ambulance shall occur on the Effective Date, and be in accordance with the Articles and Sections identified in this plan.
3. For the exclusive purposes of certifying/levying/collecting taxes and/or other agency revenue that is transferred to the South Beach Regional Fire Authority and to provide representation to the newly formed South Beach Regional Fire Authority Governing Board, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport shall continue to exist as a Washington State municipal corporations and/or government entities until dissolved in accordance of Washington State Law. At such time as Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5 no longer provide elected officials to the RFA governing Board and no longer levy taxes, they shall be dissolved in accordance with RCW 52.26.120.
4. It is the intent that the participating fire districts will completely cease independent operations on the Effective Date with the formation of the South Beach Regional Fire Authority.

	Section 4	Jurisdictional Boundaries
	<i>Adopted</i>	01-31-17
	<i>Revision</i>	The JURISDICTIONAL BOUNDARIES section of the South Beach Regional Fire Authority Plan is subject to amendment or revision only by a majority vote of the SBRFA Governing Board.
	<i>Revised</i>	

Reference:

1. The authority to define the jurisdiction of the South Beach Regional Fire Authority is provided by Revised Code of Washington 52.26.020(5).

Activity and Operation Transfer:

1. The jurisdictional boundaries of the South Beach Regional Fire Authority shall be coextensive with the current legal boundaries of each Participating Jurisdiction as generally depicted in the map included at Appendix A.
2. All annexation by any current or future municipality that has or becomes part of the South Beach Regional Fire Authority shall automatically be transferred into the South Beach Regional Fire Authority in accordance with Revised Code of Washington 52.26.290. The territory added to the South Beach Regional Fire Authority by annexation to a Participating Jurisdiction shall be thereafter subject to the taxation, charges, and general non bonded indebtedness of the South Beach Regional Fire Authority in the same means as the South Beach Regional Fire Authority.
3. The authority for expansion or reduction of the South Beach Regional Fire Authority to include additional participating jurisdictions is provided by the following statutes contained in the Revised Code of Washington, which are hereby adopted as providing power and authority to the South Beach Regional Fire Authority.
 - 1.) RCW 52.06 (to allow partial mergers between the South Beach Regional Fire Authority)
 - 2.) RCW 52.26.290 (annexation of territory to participating jurisdiction automatically annexes territory to South Beach Regional Fire Authority)
 - 3.) RCW 52.26.300 (to allow the annexation of additional participating jurisdictions into the South Beach Regional Fire Authority)

- 4.) RCW 39.34 (to enter into interlocal agreements with other municipal corporations to expand the service area of South Beach Regional Fire Authority without changing jurisdictional or taxing boundaries)
4. By majority vote of the Governing Board of the South Beach Regional Fire Authority, the Board may initiate any one of the processes enumerated above, which may culminate in expansion or reduction of the South Beach Regional Fire Authority, subject to compliance with all applicable statutes. If a modification of the composition of the Governing Board is necessary such modification shall be completed in accordance with this Plan.

	Section 5	Governance Structure
	<i>Adopted</i>	01-31-17
	<i>Revision</i>	The GOVERNANCE STRUCTURE section of the South Beach Regional Fire Authority Plan is subject to amendment or revision only by a majority vote of the SBRFA Governing Board.
	<i>Revised</i>	

Reference:

1. The authority to provide governance for the South Beach Regional Fire Authority is provided by RCW 52.26.080 and RCW 52.26.090.

Governing Board Operation & Structure:

1. **Governing Board Authority.** As provided by RCW 52.26.080, the South Beach Regional Fire Authority Governing Board shall be established and have authority as of the Effective Date of the South Beach Regional Fire Authority.
2. **RFA Commissioner Districts.** Pursuant to RCW 52.26.080(4)(b), the South Beach Regional Fire Authority shall be divided into five Commissioner Districts based on the existing jurisdictional boundaries of the Participating Jurisdictions. The governing board shall include five voting members consisting of one from each Commissioner District The Commissioner Districts are identified as:
 - a. **Commissioner District One “City of Westport District.”** City of Westport.
 - b. **Commissioner District Two “Rural Westport District.”** The jurisdictional boundaries of Grays Harbor County Fire Protection District No. 3 as existing on the Effective Date.
 - c. **Commissioner District Three “Grayland District.”** The jurisdictional boundaries of Grays Harbor County Fire Protection District No. 11 as existing on the Effective Date.
 - d. **Commissioner District Four “Ocosta District.”** The jurisdictional boundaries of Grays Harbor County Fire Protection District No. 14 as existing on the Effective Date.
 - e. **Commissioner District Five “North Cove District.”** The jurisdictional boundaries of Pacific County Fire Protection District No. 5 as existing on the Effective Date.

3. **Initial Appointments to RFA Governing Board.** The RFA Commissioner positions shall initially be filled as follows:

- a. **Commissioner District One.** The City of Westport City Council shall appoint one member of the City Council to serve as the initial Commissioner for Commissioner District One until a successor is elected pursuant to the election schedule set forth in Section 4 below.
- b. **Commissioner District Two.** The Board of Commissioners of Grays Harbor County Fire Protection District No. 3 shall appoint one member of the Board of Commissioners to serve as the initial Commissioner for Commissioner District Two until a successor is elected pursuant to the election schedule set forth in Section 4 below.
- c. **Commissioner District Three.** The Board of Commissioners of Grays Harbor County Fire Protection District No. 11 shall appoint one member of the Board of Commissioners to serve as the initial Commissioner for Commissioner District Three until a successor is elected pursuant to the election schedule set forth in Section 4 below.
- d. **Commissioner District Four.** The Board of Commissioners of Grays Harbor County Fire Protection District No. 14 shall appoint one member of the Board of Commissioners to serve as the initial Commissioner for Commissioner District Four until a successor is elected pursuant to the election schedule set forth in Section 4 below.
- e. **Commissioner District Five.** The Board of Commissioners of Pacific County Fire Protection District No. 5 shall appoint one member of the Board of Commissioners to serve as the initial Commissioner for Commissioner District Five until a successor is elected pursuant to the election schedule set forth in Section 4 below.
- f. **Vacancies.** During the period in which a Participating Jurisdiction has an appointed member serving in the position, the Participating Jurisdiction shall fill the vacancy with another member of the Participating Jurisdiction’s legislative body.

4. **RFA Commissioner Election Schedule:**

- a. **2019 Election.** Elections shall be held for Commissioner Positions Two and Three and the individuals shall be elected to serve 6 year terms.
 - b. **2021 Election.** Elections shall be held for Commissioner Positions Four and Five and the elected commissioners shall each serve 6 year terms.
 - c. **2023 Election.** An election shall be held for Commissioner Position One and the elected Commissioner shall serve for a 6 year term.
5. Only a registered voter who resides in a Commissioner District may be a candidate for, or hold office as, a Commissioner of the Commissioner District.
6. Pursuant to RCW 52.26.080(4)(b) only voters in a commissioner district may vote at a primary election (if necessary) to nominate candidates for a commissioner of a commissioner district but

voters of the entire South Beach RFA may vote at a general election to elect a candidate for the Commissioner District.

7. The RFA Governing Board shall adopt governance policies and rules for conducting business for the RFA in accordance with RCW 52.26.080.
8. The RFA Governing Board shall adopt by-laws to govern RFA affairs in accordance with RCW 52.26.080.

	Section 6	Funding and Finance
	<i>Adopted</i>	01-31-17
	<i>Revision</i>	The FUNDING and FINANCE section of the South Beach Regional Fire Authority Plan is subject to amendment or revision by the Governing Board except when voter approval is required by statute.
	<i>Revised</i>	

Reference

1. The authority to provide funding and levy taxes for the RFA is provided by this Plan, Chapter 52.26 RCW, chapter 84.52 RCW and chapter 84.55 RCW and other applicable state laws.

Revenues & Funding

1. The funding for the operation and administration of the RFA contributed by each of the participating jurisdictions for 2017 and 2018 operations shall be in an amount equal to the funding total approved for the fire and EMS services in the budgets of each respective participating jurisdiction of the RFA for the 2017 and 2018 calendar year.
2. Funding for the RFA beginning in the calendar year 2019 and beyond, shall be accomplished by a fire property tax of \$1.50 per thousand dollars of taxable assessed value, a permanent EMS property tax levy of \$0.50 per thousand dollars of taxable assessed value and an excess levy of \$635,000.00 to be levied in 2018 for collection in 2019 at an approximate levy rate of \$.93 per thousand dollars of taxable assessed value.
3. To the extent permitted by law, the RFA shall contract with agencies and entities exempt from property taxes in accordance with RCW 52.360.020 and related statutes.
4. The governing board reserves the right to request voter approval in the future for excess levies or benefit charges subject to statutory requirements.
5. The governing Board shall have the authority to pursue all additional revenue sources authorized by law including but not limited to revenue sources specifically identified in Title 52 RCW that are not otherwise addressed in chapter 52.26 RCW.
6. If RCW52.26.070 is amended prior to August 1, 2017 to allow the September 30, 2017 Effective Date, the RFA funding outlined above shall begin in 2018 and the excess levy shall be \$591,000.00 to be levied in 2017 for collection in 2018 at an approximate levy rate of \$.86 per thousand dollars of taxable assessed value.)

Financial Assets Transferred

1. On the Effective Date, Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, and Pacific County Fire Protection District #5 shall immediately transfer the remaining funds approved for the Districts budgets, and shall transfer all future property tax and contractual payments received at the time of receipt unless otherwise specifically allowed by the RFA Plan.
2. On the Effective Date, the City of Westport will then transfer the remaining funds approved for the Westport Fire Department on a proportional basis, on the fifteenth of each of the remaining months of the year of formation through December 31st of that year.
3. Transfer of Project Fund accounts and Reserve Cash funds from the City of Westport, Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, and Pacific County Fire Protection District #5, shall be transferred to the RFA on the Effective Date in the amount remaining in the accounts on the Effective Date.
4. Transfers of Real and Personal Property, Fire Districts
 - a. All real and personal property owned by Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, and Pacific County Fire Protection District #5 shall be transferred to the RFA on the Effective Date.
5. Transfers of Real and Personal Property, Westport
 - a. The City of Westport shall transfer all Fire Department related real and personal property, unless otherwise agreed upon. Including but not limited to, equipment, supplies, agreements, documents and records to the RFA on the Effective Date.
 - b. The following real property owned by the City of Westport shall be leased as follows.
 - The Westport Fire Station located at 170 West Spokane Ave. shall be leased to the RFA for up to 99 years at a sum of \$1 per year.
 - If the RFA chooses to no longer utilize the Fire Station located at 170 West Spokane Ave. in Westport Washington, then the lease will terminate and full ownership will revert back to the City of Westport.
6. Transfer of Real and Personal Property, South Beach Ambulance
 - a. All real and personal property owned by South Beach Ambulance shall be transferred to the RFA on the Effective Date.
7. Risk of Loss
 - a. All buildings and equipment that have been transferred or leased to the RFA, shall be operated, insured, and maintained at the expense of the RFA.
8. Liabilities

- a. On the Effective Date, the RFA shall assume all outstanding liabilities of Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, and Pacific County Fire Protection District #5 except as noted below.
- b. All future expenses incurred by Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14 (excluding expenses related to its outstanding Bond), and Pacific County Fire Protection District #5 occurring after the Effective Date shall be the responsibility of the RFA.
- c. The City of Westport shall retain all existing liabilities including its liability for its bond for engine 8005.

	Section 7	Organizational Structure - Personnel - Administration	
	<i>Adopted</i>	01-31-17	
	<i>Revision</i>	The ORGANIZATIONAL STRUCTURE - PERSONNEL - ADMINISTRATION section of the South Beach Regional Fire Authority Plan is subject to amendment by a majority vote of the SBRFA Governance Board.	
	<i>Revised</i>		

Reference:

1. The authority for the RFA to establish and provide Administrative, Management and Personnel components is provided in RCW 52.26.040 and RCW 52.26.100

Activity and Operation Transfer:

1. The South Beach Regional Fire Authority shall be organized as provided in Appendix B of this South Beach Regional Fire Authority Plan.
2. The existing staff of the participating agencies currently working 30 hours or greater per week shall transfer to the South Beach Regional Fire Authority to fulfill assigned duties as outlined in Appendix B. All Full-Time Equivalents (FTEs) of South Beach Ambulance, City of Westport Fire Department, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5 shall be transferred on the day of formation at their current rank, grade, and seniority in compliance with RCW 52.26.100 and any negotiated agreements with the affected labor organizations.
3. Employee and employer relationships, legal rights and authorities shall be independently maintained by South Beach Ambulance, City of Westport, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5 until formation of the South Beach Regional Fire Authority.
4. All current employee agreements, collective bargaining agreements, outstanding labor issues, personnel service contracts, and any other contracts or agreements pertaining to work duties, services, or employment with South Beach Ambulance, City of Westport Fire Department, Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5 shall be transferred with all personnel on the day of the South Beach Regional Fire Authority formation. Any consolidation of employees into one of the

existing labor agreements shall be mutually agreed upon by the labor unions and each of the participating jurisdictions prior to the Effective Date.

5. Unless otherwise noted in the South Beach Regional Fire Authority Plan, the transfer of authority and the administration and management of the South Beach Regional Fire Authority shall be seamless and shall follow the South Beach Regional Fire Authority plan.
6. The South Beach Regional Fire Authority will maintain the current medical, dental, and vision plan(s) via the WCIF for all South Beach Regional Fire Authority personnel. Expenses associated with the medical, dental, and vision plans for South Beach Regional Fire Authority personnel will be the responsibility of the South Beach Regional Fire Authority. In the event that the South Beach Regional Fire Authority and IAFF Local 3689 Labor-Management Committee mutually agree to an alternative medical, dental, and vision plan, said plan will be the responsibility of the South Beach Regional Fire Authority.
7. The existing South Beach Fire & EMS Labor-Management Committee shall continue to provide effective communication and input for the leadership and workforce of the South Beach Regional Fire Authority into operational, administrative, and labor related matters. The Labor-Management Committee will operate in accordance with the existing Collective Bargaining Agreement.
8. The Administrative Staff of the South Beach Regional Fire Authority shall be the current members of Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, Pacific County Fire Protection District #5 and the City of Westport Fire Department. All current administrative and business functions, agreements, documents, operations, and policies and procedures from the above listed agencies shall transfer to the South Beach Regional Fire Authority upon the Effective Date unless otherwise stated in this plan. If current policies, procedures and guidelines from the participating agencies are conflicting, upon formation of the South Beach Regional Fire Authority, the policies, procedures and guidelines in conflict shall be revised and adopted by the SBRFA Governing Board.
9. Current activity and operation of all written agreements by and between Grays Harbor County Fire District #3, Grays Harbor County Fire District #11, Grays Harbor County Fire District #14, Pacific County Fire District #5, and the City of Westport shall remain in force during the planning period of the South Beach Regional Fire Authority.
10. The SBRFA shall obtain liability and property insurance.
11. The SBRFA shall conduct planning and develop an organizational strategic plan, to include level of service provided, standards of coverage, deployment standards, and customer expectations. The SBRFA shall conduct a process to develop a Mission, Vision and Values statement during its first year of operation.
12. Upon the Effective Date the SBRFA shall administer and conduct all hiring, promotional and employment related matters.

13. The current participating jurisdictions Volunteer Firefighter Associations have the option of maintaining their current identity/autonomy as it relates to their association functions as identified in their respective bylaws.

	Section 8	Operations and Services
	<i>Adopted</i>	01-31-17
	<i>Revision</i>	The OPERATIONS AND SERVICES section of the South Beach Regional Fire Authority Plan is subject to amendment by a majority vote of the SBRFA Governing Board.
	<i>Revised</i>	

Reference:

The authority for the South Beach Regional Fire Authority to establish and provide Operations and Services components of the SBRFA plan is provided in RCW 52.26.040.

Activity and Operation Transfer:

1. All current aspects, provisions and levels of service of Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, Pacific County Fire Protection District #5, the City of Westport Fire Department and South Beach Ambulance’s Operations and Services shall be transferred over to the SBRFA on the day of formation.
2. All current automatic aid and mutual aid agreements, and any other contractual service agreements, documents, or memorandums currently in place with and between Grays Harbor Fire Protection District #3, Grays Harbor Fire Protection District #11, Grays Harbor Fire Protection District #14, Pacific County Fire Protection District #5 and the City of Westport Fire Department, shall be transferred over to the SBRFA on the Effective Date, to provide continuous, seamless readiness, and emergency services coverage.

	Section 9	Ambulance Transport Services
	<i>Adopted</i>	01-31-17
	<i>Revision</i>	The AMBULANCE TRANSPORT SERVICES section of the South Beach Regional Fire Authority Plan is subject to amendment by a majority vote of the SBRFA Governing Board.
	<i>Revised</i>	

Reference:

1. The authority for the South Beach Regional Fire Authority to establish and provide ambulance service component of the SBRFA plan is provided for in RCW 52.26.040.

Activity and Operation Transfer:

1. In 1988, the separate participating jurisdictions formed an Interlocal agreement pursuant to RCW 39.34, the Interlocal Cooperation Act, establishing South Beach Ambulance.
2. All aspects of South Beach Ambulance, including personnel, assets, equipment, and function shall be absorbed into and become part of the South Beach Regional Fire Authority upon its formation.
3. South Beach Regional Fire Authority shall establish a fee schedule for Ambulance Transport Service.

	Section 10	Fire Prevention, Public Education Services, Emergency Management and Fire Investigation
	<i>Adopted</i>	01-31-17
	<i>Revision</i>	The FIRE PREVENTION, PUBLIC EDUCATION, EMERGENCY MANAGEMENT AND FIRE INVESTIGATION section of the South Beach Regional Fire Authority Plan is subject to amendment by a majority vote of the SBRFA Governing Board.
	<i>Revised</i>	

Reference:

1. The authority for the RFA to establish and provide Fire Prevention, Public Education, Emergency Management and Fire Investigation components is provided in RCW 52.26.040, RCW52.26.090 (2), RCW52.12.031 (3), (6) and (7) and chapter 39.34 RCW.

Activity/Operation:

1. Fire Prevention Services
 - a. On the Effective Date, Fire Prevention Services within the boundaries of the RFA shall be provided at the Ocosta Schools and other places of education and business.

Fire Investigation Services:

1. On the Effective Date, Fire Investigation Services within the boundaries of the RFA will be provided as follows:
 - a. Within the unincorporated boundaries of the RFA, Grays Harbor County and Pacific County shall provide fire investigation services.
 - b. Within the City of Westport, the city will retain Fire Investigative Authority, unless otherwise agreed upon through an inter-local agreement.

Emergency Management:

1. On the Effective Date, Emergency Management Services shall be provided in cooperation with Grays Harbor Emergency Management and Pacific County Emergency Management (based on jurisdiction), to provide Emergency Management Services to the unincorporated areas of the RFA.
2. Within the City of Westport, the city will retain Emergency Management Services, unless

otherwise agreed upon through an inter-local agreement.

Code Enforcement:

1. The City of Westport will retain code enforcement authority in accordance with Washington State law within its jurisdictional boundary.
2. Within the unincorporated boundaries of the RFA, Grays Harbor County and Pacific County will retain their respective code enforcement authorities in accordance with Washington State law.

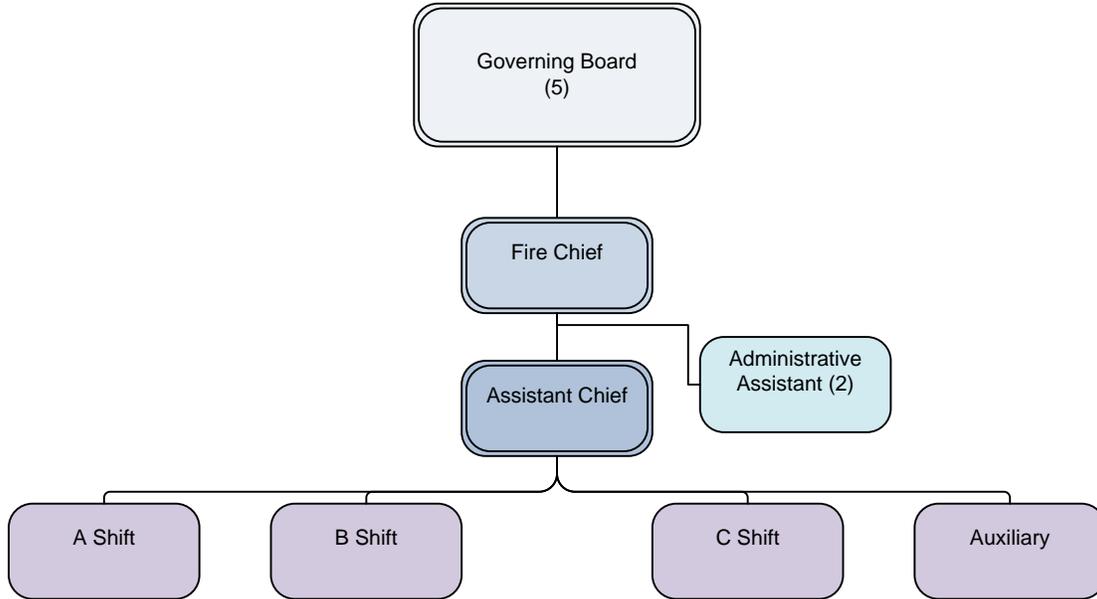
Appendix A – Jurisdictional Boundaries

[INSERT MAP]

Appendix B - Organizational Structure

South Beach Regional Fire Authority

Organization Chart



Appendix C: Asset Transfers