

**WOODINVILLE FIRE & RESCUE  
RESOLUTION NO. 2017-14**

**A RESOLUTION ADOPTING POLICY NO 3111,  
VEHICLE ACCIDENT REPORTING**

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**RECITALS**

**WHEREAS**, the State of Washington has vested in the governing bodies of fire protection districts the authority to adopt reasonable rules to govern the district and to perform its functions, and generally to perform all such acts as may be necessary to carry out the objects of the creation of the district under RCW 52.14.100; and

**WHEREAS**, the Board of Fire Commissioners of Woodinville Fire & Rescue (“District”) has vested the responsibility of the day-to-day operation of the District in the Fire Chief; and

**WHEREAS**, the Board of Fire Commissioners has determined that it is necessary to establish and maintain a set of policies, procedures and practices to ensure the efficient and effective management of the District’s affairs; and

**WHEREAS**, the District provided Local 2099 with a copy of the proposed revised policy under an agreed District/Local policy review process; and

**WHEREAS**, Local 2099 was given the opportunity to provide feedback on the policy, and the Local indicated they had no specific concerns.

**NOW, THEREFORE**, it is resolved that the Board of Fire Commissioners of the District has adopted Policy 3111, Vehicle Accident Reporting, and that the content of the paragraphs shown below shall become the policy segment of said policy.

***Policy Section 3111, Vehicle Accident Reporting***

**1.0 Policy Statement**

- 1.1. It is the policy of Woodinville Fire & Rescue (the “District”) that all accidents involving a District vehicle shall be reported to the ranking officer immediately and any County or State agency, as applicable.
- 1.2. It is the policy of the District that the appropriate accident report(s) shall be completed within 24 hours of the time of the accident.

- 1.3. It is the policy of the District that a Washington State Motor Vehicle Accident Report shall be completed if any person(s) are injured or where property damage is estimated to exceed \$1,000.
- 1.4. It is the policy of the District that, if a situation allows it, photographs shall be taken of all vehicles and property involved in an accident before and after any vehicles are moved.
- 1.5. It is the policy of the District that all accidents shall be reviewed by the Safety Committee.
- 1.6. It is the policy of the District to maintain accurate records of vehicle accidents and to identify needed accident prevention measures.

**ADOPTED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS OF WOODINVILLE FIRE & RESCUE THIS 15th DAY OF AUGUST, 2017.**


**WOODINVILLE FIRE & RESCUE  
COUNTY OF KING, WASHINGTON**

**Approved as to Form:**

/s/ Jeffrey Ganson

Jeffrey Ganson, District Counsel

  
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Derek van Veen, Commissioner, Position 1

  
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Jim Dorney, Commissioner, Position 2

  
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Timothy Osgood, Commissioner, Position 3

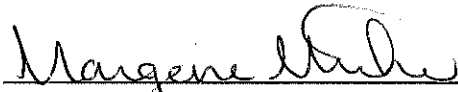


Kevin Coughlin, Commissioner, Position 4



Roger Collins, Commissioner, Position 5

**Attest:**



Margene Michael, Board Secretary

