

## **DISTRICT MONTHLY REPORT: APRIL 2015**

### **ADMINISTRATIVE:**

- 1) At the regular meeting held on April 14<sup>th</sup>, the Board was briefed by Mr Todd Stamm of the Olympia Planning Department regarding potential annexations of District area along 26<sup>th</sup> Ave NE.
- 2) Also at the same meeting, the Board approved interlocal agreements for mutual aid services with Joint-Base Lewis-McChord and with the other fire service agencies in Thurston County.

### **Action Item Summary List:**

No.	Topic	Date	Priority	Action/Status
2	North-end Firestation Project Master Plan	Ongoing	Medium	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Goals drafted, objectives to be developed covering this subject</li> </ul>
44	District Training Center	Ongoing	Medium	<u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> <li>▪ Application made to Thurston County, March 26<sup>th</sup></li> </ul>
46	Union-Management relations	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Meeting held on April 29<sup>th</sup> to present District proposals for holiday pay, deferred compensation &amp; sick leave accrual</li> </ul>
48	Community Risk Assessment Project	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Goals drafted, objectives to be developed covering this subject</li> </ul>
51	District Strategic Planning	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Goals drafted, objectives to be developed covering this subject</li> </ul>
52	Verizon Wireless Tower at Station 8-3 (Boston Harbor)	Ongoing	Medium	<u>Gleckler:</u> <ul style="list-style-type: none"> <li>▪ Awaiting response back from Verizon on District counter on Agreement proposal</li> </ul>
53	Organizational performance management system	Ongoing	High	<u>Board Chair/VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Goals drafted, objectives to be developed covering this subject</li> </ul>
55	Consideration of apparatus sizing	?	?	<u>Getchman:</u> consideration of use of mini-pumper or minimal size dimension Class 1 pumper in fleet specifications
56	Staffing Planning Workshop	Workshop Complete; Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Workshop conducted March 26<sup>th</sup>; Board directed Chief to evaluate option to staff 3 stations</li> </ul>
58	Five-member Board	Nov 3 <sup>rd</sup>	Medium	<u>Board/Dist Secty:</u> <ul style="list-style-type: none"> <li>▪ Resolution 15-02 adopted to place issue on General Election ballot, November 3<sup>rd</sup></li> </ul>

### **PLANNING SERVICES:**

- 1) The District senior staff (Chief, Assistant Chiefs and Secretary) conducted a mini-workshop on April 15<sup>th</sup> to develop draft objectives for the District's draft Goal statements. The meeting also included Chief Byers (the District's new Medical Services Officer) and Chief Kilpatrick (the President of the SBFFA).

### **PUBLIC RELATIONS & COMMUNITY SERVICES:**

- 1) On April 13<sup>th</sup>, Chief VanCamp hosted the second meeting of the re-convened Open Burning Permit Committee for Thurston County. Representatives from the Thurston County Fire Chiefs' Association, Thurston County Fire Commissioners' Association, Thurston Resource Stewardship (fire marshal), Olympic Region Clean Air Agency (ORCAA) and the Washington Department

of Natural Resources discussed ORCAA's plan to begin levying fees for residential open burning.

- 2) On April 21<sup>st</sup>, the local Girl Scouts of America troop visited Station 8-1 and provided by a tour by Firefighter Zvirzdys.

**EMERGENCY RESPONSE:** Total of 000 calls to date; (see attached Monthly Call Summary Report)

- 1) Type of responses for the month:

	Fire	ALS	BLS	Pub Svc	False	Total
2015	8	25	40	8	2	83

- 2) Average number of responders for the month:

	Total	Daytime	Night	Weekend
2015	3.4	3.3	3.3	5.4

- 3) Performance measures to *Target Levels of Service\** for the month/year:

Response Zone	EMS			Fire		
	Total	Meet	Pct	Total	Meet	Pct
Station 8-1	20	18	90%	3	3	100%
Station 8-2/8-6	9	0	0%	2	2	100%
Station 8-3	26	16	62%	1	1	100%
<b>2015 to Date</b>	<b>53.8</b>	<b>34.8</b>	<b>65%</b>	<b>3.5</b>	<b>3.3</b>	<b>93%</b>

\*KEY: *EMS targets: minimum 2 responders on scene within 8 minutes*  
*Fire targets: minimum 4 responders on scene within 10 minutes*  
*Does not include false alarms, service calls, mutual aid outside District*

- 4) The District began full use of the automated medical information reporting tool called "Safety Pad" during the month. The devices, a tablet type computer, are provided by Thurston County Medic One. Concurrent with the use of Safety Pad, completion of the filing of reports (for National Fire Incident Reporting System records at the state) is being done directly by the incident's officer-in-charge into the District's "Emergency Reporting" software. Previously, this input was done by Ann Cochrane in a "batching" process.

**IR&R STAFFING:** Staffing levels for the month:

Position (Night/Weekend)	Station 8-1		Station 8-3	
	Target	Actual	Target	Actual
Battalion Chief (Vol)	1	79%		
Company Officer (Vol)	1	32%	1	58%
Driver-Operator (Vol)	Y/N	100%	Y/N	87%
Firefighters (Vol)	3	86%	3	79%
EMTs (Vol)	2	89%	2	76%
Shifts, less than 3 FFs:		11%		24%
Shifts, less than 2 EMTs:		14%		21%
Shifts, less FF & EMT:		8%		8%

**Notes:**

- 1) Shifts Station 8-3 unstaffed night/weekend: 2
- 2) Average *daytime* daily on-duty staffing, Assistant Chiefs: 2.2
- 3) Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 4.5
- 4) Average *daytime* daily on-duty staffing, total: 6.7

## **PERSONNEL MANAGEMENT, SAFETY & TRAINING:**

- 1) Drills for the Month:
  - Quarterly skills required:
    - SCBA quarterly timed-donning
    - AED refresher
    - Asbestos refresher
    - Infectious Disease Exposure Control
    - Standard evolution drill
    - Heat related illnesses (supervisor)
    - Respiratory protection program
    - Fit-testing for SCBA, N95
  - Apr 6: Business & SBFFA Meeting (Sta 8-1)
  - Apr 13: OTEP-Shock (Medic One, Sta 8-1)
  - Apr 20: OTEP-Shock (Medic One, Sta 8-3)
- 2) Management Team for the Month:
  - Apr 27: Officer meeting (Sta 8-1)
- 3) On April 1<sup>st</sup>, District crews participated in a county-wide active shooter drill at South Puget Sound Community College. The drill, hosted by Homeland Security Region 3 included over 450 fire, EMS and law enforcement responders.
- 4) During the month, each Saturday the on-duty crew has participated in live-fire training at the Mark Noble Regional Training Center. This training is now required by the revised Washington State Firefighter Vertical Standards (WAC 296-305). All District firefighters will be provided with this training in 2015 to bring the District into compliance. Several of the District staff have also been qualified to operate and conduct the training at the Center.
- 5) Secretary Stumpf helped to host the annual training for the BIAS software users at Station 8-1 on April 23<sup>rd</sup>. BIAS is the computer software the District uses for financial management.

## **PERSONNEL MANAGEMENT, RELATIONS:**

- 1) Chief VanCamp attended the annual Western Fire Chiefs Association conference in Bend, Oregon on April 22-24.
- 2) On April 29<sup>th</sup>, Chief VanCamp, legal counsel Dave Luxenberg, IAFF Local 2903 President Chris Ross and Chief McBride met to discuss labor relations issues regarding the collective bargaining agreement.

## **EQUIPMENT & FACILITIES:**

- 1) Apparatus & Equipment:
  - a. At the April 14<sup>th</sup> regular Board meeting, Larry Elliot of the Olympia Fire Department Maintenance Shop reported on the status and condition of the District's fire apparatus.
  - b. The new pumper has moved into the production phase and is still on schedule for completion on June 10<sup>th</sup>.
- 2) Facilities:
  - a. Station 8-3: new LED floodlights have been installed on the front of Station 8-3 in order to redirect the light away from the neighbors' house.
  - b. Station 8-3 Annex: the bunker gear storage room is 95% complete; boots, helmets, coats and pants are all hanging and new shelving for other items has been installed.

**FINANCIAL:** (see also Budget Reports provided by the District Secretary)

Cash Balance	Fund 6680 Operations	Note	Fund 6681 CR&R	Note	Fund 6683 Reserve	Note	Fund 6685 Cap Fac Proj	Note
<b>Beg. 1 Jan 15</b>	\$ 703,367		\$ 1,079,700		\$ 1,026,099		\$ 1,712,742	
<b>Current Month</b>	\$ 1,335,271	1	\$ 941,245	1	\$ 1,027,839	1	\$ 1,683,102	1
<b>Ending 31Dec15</b>	\$ 818,561	2,4	\$ 1,192,513	2,4	\$ 1,031,500	2	\$ 1,180,992	2

**Notes:**

- 1: As of 1 May 2015.
- 2: Estimate based upon preliminary tax revenue calculations & fully accounted expenses for remaining budget year.
- 3: Interest rates for current period:  
 LGIP Pool: 0.13 %  
 TCIP Pool: 0.54 %.
- 4: Includes transfer of \$230,075 from Fund 6680 to Fund 6681 (November 2015).

## MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
232	7395	1 Apr 15	83A	G15	4806 Cushman Rd NE #118	21:54	4.38	BLS Panic Attack	2	1
233		2 Apr 15	307	J16	2340 20th Ave NE	00:59	10.52	Structure Fire (MA)	4	1
234	7413	2 Apr 15	84A	F15	6148 Gull Harbor Dr NE	03:29	6.57	ALS Fall	2	1
235	7423	2 Apr 15	O3C	L16	1203 19th Ave SE	08:34	8.41	ALS Patient Assist	2	
236	7430	2 Apr 15	81B	H17	4214 Lemon Rd NE	10:49	4.49	ALS Respiratory Dx	2	
237	7447	2 Apr 15	85A	C17	3320 Fishtrap Lp NE	15:40	9.47	BLS Stroke	3	
238	7494	3 Apr 15	84A	D16	8325 Zangle Rd NE	04:01	10.55	ALS Abdom Pain	4	2
239	7510	3 Apr 15	81C	I16	3333 Friendly Grove Rd NE	09:16	4.17	ALS Heart Attack	4	
240	7528	3 Apr 15	83A	G15	4806 Cushman Rd NE #118	12:30	4.36	ALS Fall	5	
241	7569	3 Apr 15	307	J17	2725 12th Ave NE	22:00	5.21	BLS Trauma	4	3
242	7568	4 Apr 15	O3C	M16	2405 Vista Ave NE	21:50	8.59	ALS Fall	3	4
243	7650	4 Apr 15	83A	H16	4345 Canter Ln NE	19:29	6.51	ALS Diabetic	4	4
244	7651	4 Apr 15	84A	E15	7421 Zangle Rd NE	19:35	8.00	BLSY Patient Assist	3	4
245	7678	5 Apr 15	81F	G19	4621 Johnson Point Rd NE	02:48	5.49	BLS MVA	4	4
246	7709	5 Apr 15	84A	D16	8325 Zangle Rd NE	14:15	11.43	ALS Abdom Pain	2	5
247	7728	5 Apr 15	81H	H18	4507 Sleater Kinney Rd NE	16:58	8.00	BLS Fall	4	5
248		5 Apr 15	83A	G16	4724 Bellwood Dr NE	20:19	9.27	Service Call	3	5
249	7764	6 Apr 15	84A	E15	7421 Zangle Rd NE	03:15	8.31	BLSY Patient Assist	3	5
250	7789	6 Apr 15	83A	G16	4724 Bellwood Dr NE	12:01	4.30	BLSY Flu Symptoms	2	
251	7904	7 Apr 15	81E	I20	6703 Hawks Prairie Rd NE	18:37	7.19	BLS Fall	4	7
252	7946	8 Apr 15	85A	C17	2729 Fishtrap Rd NE	08:36	10.28	BLS Fall	2	
253	7970	8 Apr 15	307	J17	2521 South Bay Rd NE	14:26	7.54	BLS Fall	3	
254	8046	9 Apr 15	86B	G20	5433 St Charles Lp NE	15:47	10.41	BLS Mental Prob	3	
255	8057	9 Apr 15	81J	I16	2717 Friendly Grove Rd NE	17:41	5.06	BLS Fever	4	
256	8083	10 Apr 15	84A	E15	7421 Zangle Rd NE	00:15	7.52	BLSY Patient Assist	4	9
257	8099	10 Apr 15	81E	I21	3205 Marvin Rd NE	08:27	N/A	ALS Fall	2	
258	8177	11 Apr 15	81E	I20	7300 32nd Ave NE #22	08:04	6.59	BLS DoA	4	2
259	8248	12 Apr 15	86B	G20	7106 59th Ave NE	05:56	N/A	BLS (False)	3	2
260	8362	13 Apr 15	84A	E15	404 72nd Ave NE	16:45	5.50	BLS Fall	2	
261		13 Apr 15	83A	H16	Harrington @ 38th Ln NE	21:01	7.18	Burn Ban Violation	2	4
262	8439	14 Apr 15	81A	I18	3424 Lilly Rd NE	14:40	3.25	ALS Chest Pain	3	
263	8448	14 Apr 15	81F	G19	5227 Pleasant Forest Rd NE #20-5	18:58	10.18	BLS Fall	3	5
264	8581				<i>Dispatch Error</i>					
265		14 Apr 15	85A	C17	3530 Fishtrap Lp NE	19:13	12.22	Chimney Fire	4	5
266	8467	15 Apr 15	86B	H20	3838 Legacy Dr NE	23:43	9.31	ALS Chest Pain	3	5
267	8468	15 Apr 15	83A	G16	4627 Bellwood Dr NE	00:01	7.03	BLSY Patient Assist	2	5
268	8535	15 Apr 15	81B	H17	2924 36th Ave NE	17:18	2.34	BLS Breathing Diff	3	
269	8563	15 Apr 15	86B	G20	7242 Highlands Dr NE	21:40	11.51	BLS Seizure	3	6
270	8561	15 Apr 15	82A	C19	9322 Johnson Point Rd NE	23:13	10.24	BLS OD	4	6
271	8576	16 Apr 15	81H	F18	5606 Sleater Kinney Rd NE	07:06	8.00	BLS Illness	3	
272		16 Apr 15	81B	H17	4138 Lemon Rd NE	15:05	5.08	Brush Fire	11	
273	8628	16 Apr 15	81C	H16	3829 Libby Rd NE	19:33	5.54	BLS Sick Person	3	7
274		16 Apr 15	81B	H17	4213 Lemon Rd NE	21:51	5.38	Burn Ban Violation	4	7
275	8665	17 Apr 15	318	G21	8435 Orcas Lp NE	09:28	15.11	BLS Fall	2	
276		17 Apr 15	317	J21	1470 Marvin Rd NE	08:30	N/A	MA Special Rescue	4	
277		17 Apr 15	82A	B19	9934 Point View St NE	11:19	14.01	Fire Alarm Activation	3	
278		17 Apr 15	81A	H17	41st @ Shincke Rd NE	12:53	5.15	Burn Ban Violation	4	
279	8764	18 Apr 15	307	J17	2000 South Bay Rd NE	13:27	4.31	BLS Patient Eval	2	9
280	8787	18 Apr 15	81D	I17	3225 26th Ave NE	18:38	8.00	ALS MV vs Ped	4	9
281	8794	18 Apr 15	83A	I15	629 35th Ave NE	20:40	8.49	BLS Back Pain	4	9
282		18 Apr 15	81A	I17	3449 Forrest Parse Ln NE	21:30	4.45	Gasleak Inside	9	9

## MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
283	8810	19 Apr 15	86B	F21	7638 58th Ave NE	00:26	12.12	ALS Diabetic	3	9
284	8816	19 Apr 15	82A	E19	7044 Johnson Point Rd NE	03:33	21.23	BLS Lifeline	3	9
285		19 Apr 15	82A	E19	6700 Johnson Point Rd NE	03:43	0.00	Private Vehicle Fire	5	9
286	8820	19 Apr 15	82B	D20	8310 Walnut Rd NE	06:13	13.03	BLS Heart Problem	3	1
287	8826	19 Apr 15	86B	G20	7240 Highlands Dr NE	07:51	9.43	BLS Fall	2	1
288		19 Apr 15	84A	E15	7421 Zangle Rd NE	21:09	9.39	BLSY Patient Assist	4	1
289		20 Apr 15	O1A	K15	911 4th Ave NE	02:24	10.00	Structure Fire (MA)	3	1
290	8964	20 Apr 15	81E	I20	7245 32nd Ave NE #5A	19:28	9.33	BLS Bleeding	4	2
291	9009	21 Apr 15	81E	I20	6937 32nd Ct NE	08:51	6.35	BLS Fall	3	
292	9029	21 Apr 15	85A	C16	8545 Island View Ct NE	13:22	7.52	BLS Fall	2	
293	9163	23 Apr 15	84A	D16	8035 Jenni St NE	12:38	7.38	BLS Fall	2	
294	9192	23 Apr 15	85A	D17	8504 Evergreen Dr NE	17:36	7.49	ALS Seizure	3	
295	9204	23 Apr 15	81A	I17	3506 Shincke Rd NE	20:16	0.00	ALS Medical Prob	3	
296	9233	24 Apr 15	83A	H15	3807 Giles Rd NE	07:50	5.15	BLS Sick Person	2	
297	9240	24 Apr 15	84A	E15	404 72nd Ave NE	08:51	5.29	ALS Chest Pain	2	
298	9430	26 Apr 15	81B	H17	3619 Shincke Rd NE	19:49	2.56	ALS Heart Attack	4	7
299	9445	27 Apr 15	84A	E15	346 73rd Ave NE	23:49	10.30	ALS Respiratory Dx	4	7
300	9455	27 Apr 15	81E	I20	7245 32nd Ave NE #12-A	02:27	8.00	BLS Illness	3	7
301		27 Apr 15	81H	G18	5400 Sleater Kinney Rd NE	17:57	6.38	Burn Ban Violation	2	
302	9540	27 Apr 15	81E	I20	3115 Bonanza Dr NE	22:15	N/A	ALS Diabetic	3	8
303		28 Apr 15	81H	H18	3918 South Bay Lp NE	09:16	1.33	Gas Leak Outside	9	
304	9590	28 Apr 15	84B	E16	7300 Zangle Rd NE	12:25	N/A	BLS Unk Med Prob	2	
305		28 Apr 15	81A	F17	Woodard Bay @ CW Trail	15:24	7.34	Oil Spill	5	
306	9618	28 Apr 15	84A	E15	7421 Zangle Rd NE	17:29	5.42	BLSY Fall	3	
307	9621	28 Apr 15	85A	C17	2644 Fishtrap Rd NE	18:20	13.54	ALS Heart Attack	3	9
308	9622	28 Apr 15	83A	H16	4345 Canter Ln NE	18:53	6.20	ALS Diabetic	2	9
309		28 Apr 15	301	O22	9126 Fox Ridge Ln SE	19:14	N/A	Structure Fire (MA)	4	9
310		29 Apr 15	81A	G17	4723 Shincke Rd NE	13:48	4.10	Fire Alarm Activation	4	
311	9692	29 Apr 15	86B	F21	7908 61st Ave NE	16:16	9.41	ALS Pregnancy	2	1
312	9706	29 Apr 15	81A	I17	3506 Shincke Rd NE	17:58	0.00	ALS Chest Pain	3	1
313		29 Apr 15	83A	I16	1731 36th Ave NE	18:17	7.08	Smoke Investigation	4	1
314	9758	30 Apr 15	81E	I20	7245 32nd Ave NE #12-A	13:41	4.09	ALS Cardiac Arrest	5	
315	9790	30 Apr 15	84A	E15	7421 Zangle Rd NE	21:58	11.41	BLSY Patient Assist	3	2

## 2015 BUDGET VS ACTUAL, CASH BALANCE

