

# DISTRICT MONTHLY REPORT: AUGUST 2016 (REV)

**ADMINISTRATIVE:**

- 1) No report.

**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>▪ Subject included in strategic planning workshop discussion (13 May)</li> <li>▪ At 22 July BoFC meeting, Chief VanCamp assigned to provide data regarding 2-station versus 3-station</li> </ul>   |
| 44  | District Training Center                              | Ongoing | Medium   | <u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> <li>▪ OSG work 100% complete</li> <li>▪ Project close-out &amp; management of financial claims from OSG and VEI</li> <li>▪ 31 August inspection of buildings by senior staff to plan interior modifications to support needed training</li> <li>▪ Kessel working on scope for a) ladder tower construction, b) old firestation roof, and c) painting &amp; finishing exterior old firestation &amp; shop building</li> </ul> |
| 48  | Community Risk Assessment Project                     | Ongoing | On Hold  | <u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Thurston County CEMP Natural Hazard Mitigation Project</li> <li>▪ Medic One BLS strategic study (2015-2016)</li> </ul>   |
| 52  | Verizon Wireless Tower at Station 8-3 (Boston Harbor) | Ongoing | Medium   | <u>Gleckler:</u> <ul style="list-style-type: none"> <li>▪ Subsequent to Verizon's application denial by Thurston County, new design being developed (mono-pole) and beginning process of review &amp; comment again</li> </ul>  |
| 53  | Organizational performance management system          | Ongoing | High     | <u>Board Chair/VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Basic system discussion at 1 Dec Board meeting; draft set of performance measures being developed by VanCamp</li> <li>▪ Included in Fire Chief performance planning for 2017</li> </ul>  |
| 55  | Consideration of apparatus sizing                     | ?       | ?        | <u>Kessel:</u> <ul style="list-style-type: none"> <li>▪ Presentation by Andy Klein of Hughes on pumper design at the 18 Jan Board meeting</li> <li>▪ Further discussion on subject to be addressed (TBD)</li> <li>▪ Included in Fire Chief performance planning for 2017, related to overall deployment</li> </ul>  |
| 59  | IR&R Staffing Planning                                | Ongoing | High     | <u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Working on options for increased recruitment for volunteer IR&amp;R staffing (resulting from alternative ideas for increasing staffing)</li> <li>▪ Received WSRB report with findings, identified un-served area in Fishtrap area &amp; developing near- and long-term mitigation strategies</li> <li>▪ Included in Fire Chief performance planning for 2017</li> </ul>  |

**PLANNING SERVICES:**

- 1) At their regular meeting held on August 18<sup>th</sup>, the Board adopted the Fire Chief's 2017 District Budget Policy Recommendations. This document is intended to provide policy guidelines for development of the 2017 District Budget with the list of strategic recommendations specifically included.

**PUBLIC RELATIONS & COMMUNITY SERVICES:**

- 1) On August 20<sup>th</sup>, the District assisted in the annual "Run Like a Dog" event.
- 2) The hard-copy *District Newsletter* was mailed out during the month.

**EMERGENCY RESPONSE:** Total of 666 calls to date; 636 for 2008-15 average (composite for pre-merger FD7 and FD8); (see attached Monthly Call Summary Report)

1) Type of responses for the month of August:

|                                  | Fire | ALS | BLS       | Pub Svc | False | Total      |
|----------------------------------|------|-----|-----------|---------|-------|------------|
| <b>2016</b>                      | 7    | 26  | 55        | 15      | 1     | <b>104</b> |
| <b>2015</b>                      | 17   | 72  | (Tot EMS) | 22      | 2     | <b>113</b> |
| <b>Average</b> <sup>NOTE 1</sup> | 9    | 58  | (Tot EMS) | 12      | 3     | <b>82</b>  |

2) Average number of responders-per-incident for August:

|                              | Total      | Daytime | Night | Weekend |
|------------------------------|------------|---------|-------|---------|
| <b>2016</b>                  | <b>3.5</b> | 2.9     | 4.1   | 3.9     |
| <b>2015</b>                  | <b>3.8</b> | 3.5     | 3.9   | 4.2     |
| <b>FD7</b> <sup>NOTE 2</sup> | <b>3.5</b> | 3.4     | 4.0   | 3.1     |
| <b>FD8</b> <sup>NOTE 3</sup> | <b>4.3</b> | 3.3     | 5.4   | 5.2     |

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     | 30    | 26   | 87% | 4     | 4    | 100% |
| Station 8-2/8-6 | 19    | 4    | 21% | 0     | 0    | 0%   |
| Station 8-3     | 23    | 11   | 48% | 0     | 0    | 0%   |

| Average                     | EMS         |             |            | Fire       |            |            |
|-----------------------------|-------------|-------------|------------|------------|------------|------------|
|                             | Total       | Meet        | Pct        | Total      | Meet       | Pct        |
| Avg 2016 To Date            | <b>56.5</b> | <b>32.3</b> | <b>57%</b> | <b>3.5</b> | <b>3.3</b> | <b>93%</b> |
| Avg 2015                    | <b>54.5</b> | <b>34.3</b> | <b>63%</b> | <b>4.6</b> | <b>3.5</b> | <b>76%</b> |
| Avg 08-15 <sup>NOTE 4</sup> | <b>50.1</b> | <b>32.6</b> | <b>65%</b> | <b>3.8</b> | <b>2.5</b> | <b>67%</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

NOTE 1: Combination of pre-merger FD7 and FD8, for August 2008-2015 (average)

NOTE 2: Average for pre-merger FD7, for August 2008-2014

NOTE 3: Average for pre-merger FD8, for August 2008-2014

NOTE 4: Combination of pre-merger FD7 and FD8, average for 2008-2015

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

| Position<br>(Night/Weekend) | Station 8-1 |        | Station 8-3 |        |
|-----------------------------|-------------|--------|-------------|--------|
|                             | Target      | Actual | Target      | Actual |
| Battalion Chief (Vol)       | 1           | 74%    |             |        |
| Company Officer (Vol)       | 1           | 49%    | 1           | 13%    |
| Driver-Operator (Vol)       | Y/N         | 95%    | Y/N         | 23%    |
| Firefighters (Vol)          | 3           | 97%    | 3           | 18%    |
| EMTs (Vol)                  | 2           | 87%    | 2           | 33%    |
| Shifts, less than 3 FFs:    |             | 3%     |             | 67%    |
| Shifts, less than 2 EMTs:   |             | 15%    |             | 80%    |
| Shifts, less FF & EMT:      |             | 0%     |             | 67%    |

**Notes:**

- Shifts Station 8-3 staffed *night/weekend*: 38%
- Shifts Station 8-3 with Aid only *night/weekend*: 15% (included above)
- Station 8-2 staffed: *daytime*: 0
- Station 8-2 staffed: *nights/weekend*: 0
- Average *daytime* daily on-duty staffing, Assistant Chiefs: 1.4

- f) Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 4.0  
g) Average *daytime* daily on-duty staffing, total: 5.4

**Volunteer Staffing Levels:** for the month of August:

| Position                            | July  | August | Comments   |
|-------------------------------------|-------|--------|--|
| Battalion Chief                     | 5     | 5      | Incl AC Kilpatrick   |
| Company Officer (incl "Acting")     | 8     | 8      |  |
| Firefighter-EMT                     | 13    | 13     |  |
| Firefighter                         | 20    | 20     |  |
| EMT                                 | 7 (4) | 6 (4)  | (Awaiting State Cert)  |
| In-training: Firefighter            | 6     | 6      | New members  |
| In-training: Firefighter (existing) | 0     | 0      | Currently FD8 EMTs   |
| In-training: EMT                    | 4     | 2      | New members  |
| In-training: EMT (existing)         | 4     | 2      | Currently FD8 FFs  |
| Member Leave-of-Absence             | 7     |        | Beaulieu, Cook, Mulder, Osborn, Springstead, Stoda & Pickett |
| Leave Service, Resignation          | 3     |        | J McClellan, K McClellan & Pegoria                           |

**PERSONNEL MANAGEMENT, SAFETY & TRAINING:**

- 1) Drills for the Month:
  - Quarterly skills required:
    - Haz-Mat refresher
    - L-180 wildland module (NFA)
    - Standard evolution: wildland fire
    - SCBA-donning quarterly
    - Two-hour drive time (Driver/Operators)
  - Medic-One OTEP:
    - Burns & trauma examination
    - Glasgow Coma Scale & trauma extrication examination
    - Pediatric respiratory & cardiac annual review
    - Sick or not sick (no examination)
- 2) In the fall recruit training process, the following new members are participating in either the Fire Recruit Academy ("RA") or the Thurston County EMT School ("EMT"): Dallen Archer (RA), Christian Bergman (EMT), Jeff Helfrich (RA), Ryan Nghi (EMT), Auriel Selness (RA), Cassidy Stevick (RA), Christopher Stewart (RA) and Amber Sullivan (RA). In addition, two of our current members, Jennifer Leyva and Tyler Bain (both Firefighters) are attending the EMT School. Good luck to all of you!
- 3) Chief VanCamp attended the International Association of Fire Chiefs Fire Rescue International conference in San Antonio, Texas on August 15-19.
- 4) Secretary Stumpf attended training at SPSCC for media software.
- 5) On August 31, Chiefs Kessel, McBride, LeMay and Kilpatrick toured the District Training Center to inspect the current site and begin planning the next phase of development. Further development will be based upon the identified training needs from both McBride and Kilpatrick.

**PERSONNEL MANAGEMENT, RELATIONS:**

- 1) On August 12<sup>th</sup>, Chief VanCamp and District Labor Counsel Dave Luxenberg met with IAFF Local 2903 President Chris Ross and Chief

McBride on the District's collective bargaining agreement; the current agreement expires on December 31<sup>st</sup> 2016.

- 2) The Annual Association-District picnic was held on August 13<sup>th</sup>; this year it was held at Burfoot Park, and a good time was had by all!
- 3) During the August 18<sup>th</sup> Board meeting, Chief VanCamp briefed the Board on continued research into night/weekend Incident Readiness & Response staffing. Highlights of the discussion included:
  - There is limited availability rental housing in the area. Currently, there are six homes with adequate size for five to six residents. Rent is \$1200 - \$1500 a month. This could be a viable option.
  - A possible on-site resident program at the Libby Road firestation could be accomplished by installing a mobile home.
  - The Zangle Road firestation location would not be a viable solution.
  - Housing residents at the Boston Harbor firestation would not meet the five-mile mark for the Fishtrap Loop area.
  - Further work is being conducting on the cost benefits of the option between two firestation locations and three firestation locations within the District.
- 4) The 3<sup>rd</sup> Quarter all-officer staff meeting was held on August 22<sup>nd</sup> with some of the key issues discussed including input into the 2017 budget process, issues with some of the current information technology systems and input into training programs.

**EQUIPMENT & FACILITIES:**

- 1) Apparatus & Equipment:
  - a. No report.
- 2) Facilities:
  - a. At the August 18<sup>th</sup> Board meeting, Change Order 5 was approved which substantially completes the work on the Training Center Project by OSG. Consideration for the delay claim related to permitting still remains at this time.

**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 16</b>    | \$ 1,077,381         |      | \$ 1,075,949   |      | \$ 1,033,189      |      | \$ 1,662,409           |      |
| <b>Current Month</b>    | \$ 979,850           | 1    | \$ 1,139,126   | 1    | \$ 1,038,343      | 1    | \$ 1,242,089           | 1    |
| <b>Est. End 31Dec16</b> | \$ 1,110,728         | 2,4  | \$ 514,802     | 2,4  | \$ 1,036,500      | 2    | \$ 1,217,700           | 2    |

**Notes:**

- 1: As of 1 September 2016.
- 2: Estimate based upon preliminary tax revenue calculations & fully accounted expenses for remaining budget year.
- 3: Interest rates for current period:  
 LGIP Pool: 0.23 %  
 TCIP Pool: 0.82 %.
- 4: Includes transfer of \$231,000 from Fund 6680 to Fund 6681 (November 2016).