

# DISTRICT MONTHLY REPORT: JANUARY 2016

## ADMINISTRATIVE:

- 1) At their January 5<sup>th</sup> regular meeting, the Board elected Commissioner Harper as Chair and Commissioner Engle as Vice-Chair. Thanks to Commissioner Small for serving as Chair since 2014.
- 2) At their January 5<sup>th</sup> regular meeting, the Board approved the final update draft of Policy 0-02 "General Organization of the District". At the same meeting, the Board approved a compensation plan for the Fire Chief and District Secretary to go into effect for 2016.

## 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 (2016)</li> </ul>
44	District Training Center	Ongoing	Medium	<u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> <li>▪ Contract signed at 1 Dec 2016 Board meeting</li> <li>▪ Contractor OSG obtaining permits</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> </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> </ul>
59	IR&R Staffing Planning	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Staffing at Sta 8-1 and 8-3: min 1 engine &amp; 1 aid unit</li> <li>▪ Recruiting expansion to maintain base level and progressive increase for multi-station staffing</li> <li>▪ Orientation &amp; training: continued focus</li> <li>▪ Mentoring &amp; supervision: address "choke-point" to staffing expansion</li> <li>▪ Volunteer retention: evaluation of attrition</li> <li>▪ Communications: IR&amp;R Chief of Staff and increased emphasis on face-to-face</li> <li>▪ Leadership: OSP</li> <li>▪ Accountability: see <i>Item 53</i></li> <li>▪ Health &amp; safety: initial focus on driver safety</li> </ul>

## PLANNING SERVICES:

- 1) Eric Cunningham from the Washington Survey & Rating Bureau began his evaluation of the fire department operations for the system's public protection classification. This is the first time FD8 has undergone a full evaluation; the process for evaluating is new having been updated in 2014. The local water systems will also be evaluated for fire suppression water supply. The results of the evaluation should be complete in about six weeks.
- 2) On January 19<sup>th</sup>, the Board, Chief VanCamp and District Secretary Stumpf held a workshop to begin preparation for the 2016 collective bargaining process with IAFF Local 2903; the current agreement expires in December 2016.

- 3) On January 28<sup>th</sup>, Commissioners Small and Engle and Chief VanCamp attended the annual Washington State Fire Commissioners--Fire Chiefs legislative workshop at the Capitol.
- 4) At their January 21<sup>st</sup> meeting, the Board finalized arrangements for one or more workshops in February to discuss strategic planning; Chief VanCamp will facilitate the workshops.

**PUBLIC RELATIONS & COMMUNITY SERVICES:**

- 1) The Woodard Place Homeowners Association met at Station 8-2 on January 23<sup>rd</sup>; Chief VanCamp provided a short report on the District and answered questions.

**EMERGENCY RESPONSE:** Total of 78 calls to date; 90 for 2008-14 average (composite for pre-merger FD7 and FD8); (see attached Monthly Call Summary Report)

- 1) Type of responses for the month of January:

	Fire	ALS	BLS	Pub Svc	False	Total
<b>2016</b>	9	19	41	5	4	<b>78</b>
<b>2015</b>	7	70	(Tot EMS)	6	1	<b>84</b>
<b>Average</b> <small>NOTE 1</small>	5	63	(Tot EMS)	17	4	<b>90</b>

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

	Total	Daytime	Night	Weekend
<b>2016</b>	<b>4.3</b>	3.6	5.0	4.7
<b>2015</b>	<b>3.8</b>	3.2	4.4	4.1
<b>FD7</b> <small>NOTE 2</small>	<b>4.1</b>	3.5	4.5	4.7
<b>FD8</b> <small>NOTE 3</small>	<b>4.2</b>	3.3	4.9	4.9

- 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	22	17	77%	3	3	100%
Station 8-2/8-6	9	2	22%	2	2	100%
Station 8-3	21	14	67%	1	1	100%

  

Average	EMS			Fire		
	Total	Meet	Pct	Total	Meet	Pct
Avg 2016 To Date	<b>52.0</b>	<b>33.0</b>	<b>63%</b>	<b>6.0</b>	<b>6.0</b>	<b>100%</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 <small>NOTE 4</small>	<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 December 2008-2015 (average)

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

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

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

**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	54%		
Company Officer (Vol)	1	59%	1	27%
Driver-Operator (Vol)	Y/N	97%	Y/N	56%
Firefighters (Vol)	3	97%	3	63%
EMTs (Vol)	2	78%	2	68%
Shifts, less than 3 FFs:		22%		62%
Shifts, less than 2 EMTs:		2%		34%
Shifts, less FF & EMT:		0%		27%

**Notes:**

- a) Shifts Station 8-3 unstaffed night/weekend: 10 (2015 Average: 19%)
  - b) Shifts Station 8-3 with Aid only: 4 (2015 Average: 4%)
  - c) Station 8-2 staffed: day-shift: 0
  - d) Station 8-2 staffed: nights & weekends: 0
  - e) Average *daytime* daily on-duty staffing, Assistant Chiefs: 1.7
  - f) Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 4.6
  - g) Average *daytime* daily on-duty staffing, total: 6.1
- 4) The rescheduled all-officer quarterly meeting was held on January 25<sup>th</sup>.

**PERSONNEL MANAGEMENT, SAFETY & TRAINING:**

- 1) Drills for the Month:
  - Quarterly skills required:
    - S-130 Wildland Firefighting
    - SCBA quarterly timed-donning
    - Quarterly Cardiac Arrest Review
    - Standard Evolution Drill
    - Fire Control Operations
    - Search & Rescue Operations
    - Two-Hour Drive Time (Driver/Operators)
  - Jan 4: Business & SBFFA Meeting (Sta 8-1)
  - Jan 4: Company Officer Round-table (Sta 8-1)
  - Jan 25: All-Officer Quarterly Meeting (Sta 8-1)
- 2) The 1<sup>st</sup> Quarter 2016 training assignments were implemented in the on-line Target Solutions program for all IR&R members as of January 1<sup>st</sup>.
- 3) There was a SNAFU for a majority of the District's EMTs during the month regarding 2015 OTEP curriculum. The problem was it was not clear that the subject was required, and other fire departments also experienced this issue. Chief Byers worked with Medic One to resolve the issue.

**PERSONNEL MANAGEMENT, RELATIONS:**

- 1) During the January SBFFA and Business meeting, Jeremy McLellan and Mamo McGuire received their "pinning" for completion of training and probationary duties. Congratulations to both!
- 2) New applicant testing and selection was conducted during the month. Thirteen new members were processed for initial training on January 13<sup>th</sup>; the new members are Nolan Black, Joseph Brooks, James Chipman, Austin Dunsworth, Eli Fox, Robert Hemphill, Benjamin Lacy, Rico Machado, Jarid Maker, Bryan Marquez, Emma



Pridmore and John Charles Wilson. Brian Olson, a former member of both FD7 and FD8, is returning for duty. Congratulations and welcome all!

**EQUIPMENT & FACILITIES:**

- 1) Apparatus & Equipment:
  - a. The 1993 Pierce is in the shop for front-end and engine repairs. The king-pins are being replaced and the injector pump repaired. Also, the head is being worked on due to leaking valves.
  - b. Preparations are still underway to place the new pumper into service by installing & mounting equipment and training driver-operators.
  - c. At the January 21<sup>st</sup> Board meeting, Andy Klein of Hughes Equipment provided a briefing on Type 1 pumper design characteristics; this is part of the discussion of evaluating pumper dimensions for tight drive-way access.
- 2) Facilities:
  - a. The permit process by the County should be complete. Minor engineering issues on storm-water drainage were the cause and they have been resolved; a change-order will be issued to the contractor. The location of the front gate has also been modified for county access regulations.
  - b. Chief Kessel worked with the Thurston County Health Department and water system contractors to correct conditions that caused failed testing on Station 8-1 water. These conditions were corrected by the end of the month (based on subsequent testing results).
- 3) Maintenance & Repair Work Orders:
  - a. Work Orders generated in the month: 6
  - b. Work Orders completed in the month: 7

**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>	\$ 885,346	1	\$ 1,048,457	1	\$ 1,033,466	1	\$ 1,646,841	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 February 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).

## MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
001	0105	2 Jan 16	83A	G16	4711 Bellwood Dr NE	05:30	6.36	BLS Fall	3	7
002		2 Jan 16	21A	S30	10525 Old McKenna Rd SE	09:21	N/A	Structure Fire (MA)	1	7
003	0133	2 Jan 16	85A	E17	7311 Libby Rd NE	16:12	7.03	BLS Diabetic Prob	3	7
004		3 Jan 16	82A	F18	4429 65th Ave NE	07:50	9.47	Structure Fire	14	8
005	0251	4 Jan 16	81F	G19	4922 Puget Rd NE #25	07:25	9.44	ALS Cardiac Arrest	4	
006	0272	4 Jan 16	81B	H17	3216 36th Ave NE	12:14	4.22	Fire Alarm Activation	3	
007	0307	4 Jan 16	307	J17	2725 12th Ave NE	20:07	4.46	BLS Trauma	3	9
008	0375	5 Jan 16	81E	I20	3115 Bonanza Dr NE	18:14	7.37	ALS Diabetic Prob	4	1
009		6 Jan 16	82A	F19	63rd @ Johnson Point Rd NE	12:48	6.22	Private Vehicle Fire	5	
010	0473	6 Jan 16	81A	I18	3500 South Bay Rd NE	22:42	3.11	BLS MVA	5	2
011	0512	7 Jan 16	83A	G16	5040 Boston Harbor Rd NE	09:51	2.51	ALS Abdom Pain	2	
012		7 Jan 16	82B	D20	6141 78th Ave NE	11:23	N/A	Fire Alarm Activation	4	
013		7 Jan 16	83A	H15	1046 46th Ave NE	16:12	7.28	Structure Fire	9	
014	0540	7 Jan 16	86B	F21	5646 Red Alder Dr NE	17:57	10.53	ALS DLoC	3	
015	0544	7 Jan 16	81A	I17	South Bay @ Lilly Rd NE	18:49	5.23	BLS MVA	8	3
016	0559	8 Jan 16	81E	H19	5721 Arrow Ct NE	00:53	11.42	BLS Hip Pain	4	3
017	0587	8 Jan 16	86A	F20	6430 65th Wy NE	09:30	2.34	ALS Fall	3	
018	0649	8 Jan 16	83A	H16	1404 38th Ln NE	23:11	8.19	BLS Illness	5	4
019	0659	9 Jan 16	81A	G18	5230 Shincke Rd NE	01:08	6.33	BLS Diabetic Prob	3	4
020	0684	9 Jan 16	307	J17	2725 12th Ave NE	10:12	6.10	BLS Fractured Ankle	2	5
021	0698	9 Jan 16	81B	H20	3620 Eagle Dr NE	12:56	16.05	BLS Abdom Pain	2	5
022	0707	9 Jan 16	83A	H15	Boston Harbor @ 38th Ave NE	13:55	7.07	BLS Bleeding	7	5
023		9 Jan 16	81A	G17	4843 Shincke Rd NE	14:33	N/A	Fire Alarm Activation	4	5
024	0722	9 Jan 16	82A	E19	7402 Granite Ln NE	17:22	11.05	BLSY Patient Assist	4	5
025	0751	10 Jan 16	81F	G19	4922 Puget Rd NE	01:44	16.13	BLSY Fall	4	5
026	0814	10 Jan 16	86B	G20	7128 Highlands Dr NE	23:08	16.27	BLS Fall	4	6
027	0844	11 Jan 16	81A	F18	3624 56th Ave NE	08:44	6.12	BLS Fall	3	
028	0847	11 Jan 16	83A	F16	1830 Tellkamp Rd NE	09:07	4.41	ALS Respiratory Prob	2	
029		11 Jan 16	81E	I20	6924 32nd Ct NE	12:46	N/A	BLSY Patient Assist	2	
030	0870	11 Jan 16	81A	I17	2720 26th Ave NE	13:27	N/A	BLSY Patient Assist	2	
031	0942	12 Jan 16	83A	G15	4806 Cushman Rd NE #131	12:33	4.14	ALS DLoC	2	
032	1046	13 Jan 16	81H	I18	Sleater Kinney @ 26th Ave NE	18:33	5.53	BLS MVA	7	9
033	1061	14 Jan 16	81A	F18	3624 56th Ave NE	02:58	N/A	BLS Medical Alarm	4	9
034	1067	14 Jan 16	84A	E15	331 72nd Wy NE	05:33	9.08	BLS Fall	3	9
035		14 Jan 16	86A	F20	Puget Beach @ 63rd Ave NE	11:27	9.11	Smoke Investigation	4	
036	1142	14 Jan 16	84A	E15	Boston Harbor @ 73rd Ave NE	23:43	8.13	BLS MVA	8	1
037	1230	16 Jan 16	86A	E20	7032 Sandy Point Rd NE	12:53	11.44	BLS DoA	4	3
038	1246	16 Jan 16	86A	F21	7535 Sandy Point Rd NE	15:18	7.05	BLS Numbness	4	3
039		16 Jan 16	86A	E20	7032 Sandy Point Rd NE	16:22	N/A	Service Call	5	3
040	1331	17 Jan 16	81F	G19	4922 Puget Rd NE	16:54	4.51	ALS Unconscious	8	4
041	1356	17 Jan 16	83A	G16	4902 Boston Harbor Rd NE	22:59	3.44	BLS MVA	8	4
042		18 Jan 16	81C	I16	3211 Friendly Grove Rd NE	07:18	5.23	Structure Fire	9	
043		18 Jan 16	81C	I16	3211 Friendly Grove Rd NE	11:47	5.03	Structure Fire	5	
044	1410	18 Jan 16	81A	I17	36th @ Shincke Rd NE	19:18	8.21	BLS MVA	4	5
045		18 Jan 16	319	I20	3049 Eagle Lp NE	20:18	0.12	Structure Fire	4	5
046	1417	18 Jan 16	81H	G18	5442 Sleater Kinney Rd NE	21:15	6.33	BLS Poss Blood Clots	4	5
047	1432	19 Jan 16	83A	H15	Boston Harbor @ 41st Ave NE	02:07	6.03	BLS MVA	8	5
048	1436	19 Jan 16	84A	E15	313 72nd Wy NE	05:17	8.43	ALS Chest Pain	4	5
049	1451	19 Jan 16	81F	H19	4427 Johnson Point Rd NE	09:08	4.58	BLS Sick Person	2	
050	1459	19 Jan 16	81E	H20	3620 Eagle Dr NE	11:02	7.22	Structure Fire	5	
051	1474	19 Jan 16	84A	D15	7610 Earling St NE	16:02	8.38	ALS Chest Pain	3	

## MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
052	1545	20 Jan 16	86B	H20	7226 Prairie Ridge Dr NE	13:12	21.21	BLS Right Side Pain	2	
053	1565	20 Jan 16	307	J17	1403 South Bay Rd NE	17:24	4.25	BLS Bleeding	2	
054	1600	21 Jan 16	81A	I17	3210 South Bay Rd NE	05:25	5.38	BLS Breathing Prob	4	7
055	1601	21 Jan 16	81A	I17	2925 South Bay Rd NE	05:34	7.20	ALS Chest Pain	5	7
056	1606	21 Jan 16	83A	H15	3904 Boston Harbor Rd NE	06:30	4.20	ALS Unconscious	4	
057	1623	21 Jan 16	83A	G16	4627 Bellwood Dr NE	12:17	4.30	BLSY Fall	7	
058	1657	21 Jan 16	82A	E19	6607 Johnson Point Rd NE	19:58	8.41	ALS Rapid HR	4	8
059	1695	22 Jan 16	83A	G16	2308 46th Ave NE	11:25	5.11	ALS Respiratory Prob	2	
060	1712	22 Jan 16	83A	G15	4806 Cushman Rd NE #139	14:25	4.48	BLS Fall	2	
061		22 Jan 16	83A	H15	401 46th Ave NE	23:48	N/A	Fire Alarm Activation	5	9
062	1857	24 Jan 16	81A	I18	3635 34th Ln NE	08:13	4.52	BLS Dizziness	4	2
063		25 Jan 16	318	I22	8941 Corona St NE	18:16	3.59	Structure Fire (MA)	4	3
064	2013	26 Jan 16	84A	E15	6835 Zangle Rd NE	15:00	5.05	ALS DoA	5	
065		26 Jan 16	84A	E15	6835 Zangle Rd NE	16:23	4.49	Service Call	2	
066	2056	27 Jan 16	81A	I17	3226 Libby Rd NE	02:22	5.15	BLS MVA	8	4
067	2135	28 Jan 16	81A	F18	3617 Snug Harbor Dr NE	23:42	9.47	ALS Chest Pain	7	4
068	2165	28 Jan 16	81H	G18	4309 54th Ave NE	09:20	5.53	ALS Syncope	4	
069		28 Jan 16	81C	H16	3825 Libby Rd NE	17:55	4.53	BLS Medical Alarm	3	
070	2207	28 Jan 16	83A	H15	3904 Boston Harbor Rd NE	18:39	7.39	BLS Sick Person	4	
071		29 Jan 16	83A	G16	4810 Boston Harbor Rd NE	07:48	4.49	Salvage Call	2	
072	2270	29 Jan 16	86A	F20	7130 Sandy Point Rd NE	12:30	9.26	BLS Illness	3	
073	2283	29 Jan 16	81A	F18	3624 56th Ave NE	14:25	4.20	BLS Fall	4	
074	2313	29 Jan 16	84A	E15	626 75th Way NE	19:20	11.44	ALS Unk Med Prob	5	7
075	2351	30 Jan 16	307	J17	2429 South Bay Rd NE	09:51	4.48	ALS Unk Med Prob	4	8
076		30 Jan 16	82B	E20	6424 75th Way NE	20:37	12.18	Burn Ban Violation	4	8
077	2402	31 Jan 16	83A	G15	4805 Cushman Rd NE #54	03:09	13.44	BLS Back Pain	4	9
078	2408	31 Jan 16	307	J16	1221 Frederick Ln NE	07:10	N/A	BLS Medical Alarm	4	9