

DISTRICT MONTHLY REPORT: MARCH 2016

ADMINISTRATIVE:

- 1) At the March 17th regular meeting, the Board approved revisions to *Policy 0-03 Procurement, Expenditures and Audit General Guidelines*.

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"> ▪ Subject included in strategic planning (2016)
44	District Training Center	Ongoing	Medium	<u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> ▪ Contractor/Project Manager presented proposal for Change Order on design details; Board approved 3/17 ▪ Contractor discovered buried electrical service; potential change order pending ▪ Experienced record rain levels during the month
52	Verizon Wireless Tower at Station 8-3 (Boston Harbor)	Ongoing	Medium	<u>Gleckler:</u> <ul style="list-style-type: none"> ▪ Subsequent to Verizon’s application denial by Thurston County, new design being developed (mono-pole) and beginning process of review & comment again
53	Organizational performance management system	Ongoing	High	<u>Board Chair/VanCamp:</u> <ul style="list-style-type: none"> ▪ Basic system discussion at 1 Dec Board meeting; draft set of performance measures being developed by VanCamp
59	IR&R Staffing Planning	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> ▪ Worked on proposal for organizational adjustments to accommodate increase in staffing for deployment

PLANNING SERVICES:

- 1) On March 23rd, Chief VanCamp met with the West Region Office of EMS for the Department of Health (“WREMS”) regarding the District’s application for a BLS ambulance license. The pre-merger FD7 held such a license, and the *Emergency Services Integration Plan* has provided for continuation of such capability. The WREMS will recommend licensure.

PUBLIC RELATIONS & COMMUNITY SERVICES:

- 1) The Citizen Advisory Team (“CAT”) held their regular meeting on March 10th at the South Bay Firestation. Among the topics were re-capping District strategic planning efforts and how the emergency medical services work in Thurston County.
- 2) On March 12th, the District and South Bay Firefighters’ Association jointly hosted the 39th annual Crab Feed.
- 3) On March 25th, tours were provided to three groups including pre-school and adults.

EMERGENCY RESPONSE: Total of 215 calls to date; 232 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 March:

	Fire	ALS	BLS	Pub Svc	False	Total
2016	6	17	38	11	3	75
2015	2	61	(Tot EMS)	1	2	66
Average <small>NOTE 1</small>	6	56	(Tot EMS)	5	2	70

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

	Total	Daytime	Night	Weekend
2016	4.0	3.1	4.7	4.8
2015	3.8	3.2	3.6	4.7
FD7 ^{NOTE 2}	3.7	3.0	4.1	4.4
FD8 ^{NOTE 3}	4.2	3.2	5.4	4.8

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	26	19	73%	0	0	0%
Station 8-2/8-6	9	1	11%	1	0	0%
Station 8-3	14	11	79%	2	2	100%

Average	EMS			Fire		
	Total	Meet	Pct	Total	Meet	Pct
Avg 2016 To Date	46.7	27.7	58%	3.7	3.3	91%
Avg 2015	54.5	34.3	63%	4.6	3.5	76%
Avg 08-15 ^{NOTE 4}	50.1	32.6	65%	3.8	2.5	67%

*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 March 2008-2015 (average)

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

NOTE 3: Average for pre-merger FD8, for March 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	41%		
Company Officer (Vol)	1	69%	1	21%
Driver-Operator (Vol)	Y/N	95%	Y/N	74%
Firefighters (Vol)	4	97%	3	74%
EMTs (Vol)	2	95%	2	77%
Shifts, less than 3 FFs:		5%		23%
Shifts, less than 2 EMTs:		3%		26%
Shifts, less FF & EMT:		0%		21%

Notes:

- Shifts Station 8-3 unstaffed *night/weekend*: 8 (2015 Average: 19%)
- Shifts Station 8-3 with Aid only *night/weekend*: 2 (2015 Average: 4%)
- Station 8-2 staffed: *daytime*: 0
- Station 8-2 staffed: *nights/weekend*: 0
- Average *daytime* daily on-duty staffing, Assistant Chiefs: 2.1
- Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 4.7
- Average *daytime* daily on-duty staffing, total: 6.8

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)
- 2) Chief LeMay attended the annual Washington State Training Officers' conference in Yakima February 26-March 2.
 - 3) T-Comm Director Keith Flewelling and his assistant Lisa Cummings met with District staff about T-Comm's services to the District and helping to identify areas of improvement or concern.

PERSONNEL MANAGEMENT, RELATIONS:

- 1) The South Bay Team again participated in the annual Columbia Center Stair-climb Event to benefit leukemia treatment research on March 6th.
- 2) The District--AFF Local 2903 Labor Management Committee meeting was held on March 18th. Attending were Commissioner Small, Local President Chris Ross, Chief McBride and Chief VanCamp.

EQUIPMENT & FACILITIES:

- 1) Apparatus & Equipment:
 - a. Chief Kessel met with Commissioner Gleckler and Berman regarding the surplusing of inventory items on March 21st.
- 2) Facilities:
 - a. The Cardkey system upgrade was still in progress.
- 3) Maintenance & Repair Work Orders:
 - a. Work Orders generated in the month: 6
 - b. Work Orders completed in the month: 9

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
Beg. 1 Jan 16	\$ 1,077,381		\$ 1,075,949		\$ 1,033,189		\$ 1,662,409	
Current Month	\$ 715,130	1	\$ 1,043,235	1	\$ 1,034,601	1	\$ 1,554,986	1
Est. End 31Dec16	\$ 1,110,728	2,4	\$ 514,802	2,4	\$ 1,036,500	2	\$ 1,217,700	2

Notes:

- 1: As of 1 April 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									
142		1 Mar 16	86A	E20	6916 Marvin Rd NE	00:32	11.46	Structure Fire	14	2
143		1 Mar 16	86A	E20	6916 Marvin Rd NE	00:45	N/A	Staff Callback	1	
144	4865	1 Mar 16	84A	E15	542 73rd Ave NE	11:02	N/A	BLS Medical Alarm	2	
145	4886	1 Mar 16	84A	E15	542 73rd Ave NE	15:10	3.57	BLSY Panic Attack	3	
146		1 Mar 16	81F	H19	5215 Holly Ct NE	20:41	10.53	Fire Alarm Activation	6	3
147	4939	2 Mar 16	83A	G16	4711 Bellwood Dr NE	06:40	7.20	BLSY Flu	2	
148	4982	2 Mar 16	81J	I15	2620 Gull Harbor Rd NE	16:34	N/A	BLS Breathing Prob	3	
149		3 Mar 16	82A	E18	7237 Kellogg Dr NE	18:56	11.37	Gas Leak Outside	11	5
150	5080	3 Mar 16	81A	G18	5230 Shincke Rd NE	21:42	8.09	ALS Abdom Pain	4	5
151		4 Mar 16	86B	G20	4719 Snowgrass Pl NE	09:42	10.34	Service Call	3	
152	5169	5 Mar 16	81C	I16	3109 Friendly Grove Rd NE	07:39	8.29	ALS Low BP	4	7
153	5207	5 Mar 16	86A	F20	5831 Puget Beach Rd NE	17:56	10.00	ALS Cardiac Arrest	7	7
154	5244	6 Mar 16	84A	E15	346 73rd Ave NE	03:26	8.52	BLS Fall	3	8
155	5252	6 Mar 16	83A	G15	4805 Cushman Rd NE #47	07:29	6.27	BLS Medical Alarm	6	8
156	5267	6 Mar 16	81F	H19	South Bay @ Johnson Point Rd NE	11:19	5.10	BLS MVA	4	8
157	5384	7 Mar 16	86B	G20	7221 47th Ave NE	17:50	9.53	BLS Diabatic Prob	3	
158		7 Mar 16	82B	D20	8322 Walnut Rd NE	22:30	14.00	Fire Alarm Activation	5	9
159		8 Mar 16	82B	D20	8322 Walnut Rd NE	08:45	N/A	Fire Alarm Activation	5	
160	5470	8 Mar 16	85A	D17	2326 Fishtrap Lp NE	19:59	17.34	ALS Chest Pain	3	1
161	5475	9 Mar 16	81A	I18	3124 Lilly Rd NE	00:03	12.09	BLS Fall	4	1
162	5486	9 Mar 16	81F	G19	5445 Johnson Point Rd NE	03:07	12.05	BLS Fall	4	1
163	5506	9 Mar 16	84A	E15	346 73rd Ave NE	07:05	7.03	BLS Fall	2	
164	5517	9 Mar 16	83A	H15	4205 Gull Harbor Rd NE	13:22	3.15	BLS Choking	2	
165	5526	9 Mar 16	81A	I17	2909 28th Ln NE	14:04	4.49	ALS DLoC	4	
166	5527	9 Mar 16	85A	D16	8540 Island View Ct NE	14:12	8.24	ALS ALoC	7	
167	5625	10 Mar 16	307	J17	2235 South Bay Rd NE	13:50	3.59	BLSY Assist L/E	3	
168	5693	11 Mar 16	O2A	L12	4408 Fire Willow Wy NW	11:24	N/A	Chaplain Call	1	
169	5783	12 Mar 16	307	J17	2336 Dove Ln NE	13:10	6.56	BLS Fall	4	5
170		13 Mar 16	81A	H17	4124 Whispering Firs Ln NE	11:17	9.54	Investigate Fire Out	4	6
171	5859	13 Mar 16	81F	H19	Hawks Prairie @ Foxhall Dr NE	11:58	7.39	BLS MVA	7	6
172		13 Mar 16	81B	G17	5500 Lemon Rd NE	13:33	13.26	Wires Down	3	6
173		13 Mar 16	85A	E16	Woodard Bay @ Libby Rd NE	14:59	9.14	Wires Down	7	6
174	5922	14 Mar 16	82B	D20	8141 Walnut Rd NE	08:36	10.56	ALS Chest Pain	2	
175		14 Mar 16	85A	E17	2922 Sleepy Creek Ln NE	15:08	10.23	Service Call	2	
176	5991	15 Mar 16	81H	I18	4009 29th Ln NE	00:11	7.21	ALS Abdom Pain	4	7
177	6019	15 Mar 16	83A	H16	1923 36th Ln NE	11:38	7.05	BLS Fall	2	
178	6072	16 Mar 16	81E	H20	6805 Falcon Wy NE	04:56	7.55	BLS Poss CVA	4	8
179	6222	17 Mar 16	83A	G15	4806 Cushman Rd NE #128	19:25	9.30	ALS Breathing Prob	2	1
180	6227	17 Mar 16	83A	G15	4806 Cushman Rd NE #128	20:27	4.44	BLS Patient Assist	3	1
181	6290	18 Mar 16	81A	H17	3640 Shincke Rd NE	15:08	3.19	BLS MVA	4	
182		18 Mar 16	81F	I18	4214 26th Ave NE	16:41	8.30	Smoke Investigation	2	
183	6311	18 Mar 16	81A	I17	2905 Lilly Rd NE	20:56	4.12	BLS Fall	4	2
184					<i>Dispatcher Error</i>					
185	6367	19 Mar 16	81A	I17	3506 Shincke Rd NE	12:28	0.00	ALS Chest Pain	4	3
186	6425	20 Mar 16	81J	I15	2620 Gull Harbor Rd NE	00:55	13.10	BLS Allergic Reaction	4	3
187		20 Mar 16	84A	E15	7330 Boston Harbor Rd NE	07:43	8.45	Chimney Fire	9	4
188	6485	20 Mar 16	81D	I17	2836 26th Ave NE	17:39	4.22	ALS Seizure	5	4
189	6556	21 Mar 16	81H	H18	4446 Sleater Kinney Rd NE	13:35	3.44	ALS Breathing Prob	3	
190	6561	21 Mar 16	81A	H17	3809 Shincke Rd NE	14:38	2.30	BLS Syncope	3	
191	6617	22 Mar 16	81A	I17	3506 Shincke Rd NE	10:09	0.00	BLS Diabatic Prob	3	
192	6639	22 Mar 16	307	J17	2235 South Bay Rd NE	14:23	10.55	ALS Chest Pain	2	

MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
193	6673	22 Mar 16	86B	G20	5447 St Charles Lp NE	22:44	12.15	ALS Breathing Prob	4	6
194	6678	23 Mar 16	86B	G20	7240 Highlands Dr NE	00:23	12.37	BLS Fall	3	6
195	6728	23 Mar 16	81H	G18	5418 Sleater Kinney Rd NE	16:00	4.23	BLS MVA	5	
196	6779	24 Mar 16	84B	E16	7300 Zangle Rd NE	11:12	5.24	BLS Fall	2	
197	6803	24 Mar 16	81E	I20	6902 32nd Ct NE	17:25	5.56	BLS Sick Person	3	
198	6829	25 Mar 16	81A	I17	South Bay @ 28th Ln NE	00:31	3.34	BLS MVA	5	8
199		25 Mar 16	O3A	L17	1307 Dayton St NE	05:14	N/A	Structure Fire (MA)	4	8
200		25 Mar 16	307	J17	2544 20th Ave NE	06:55	6.14	Service Call	4	
201	6875	25 Mar 16	81A	I17	Lilly @ South Bay Rd NE	16:52	1.15	BLS MVA	6	
202	6897	25 Mar 16	81G	H20	3700 Carpenter Rd NE	21:05	N/A	BLS MVA	4	9
203	6914	26 Mar 16	83A	G15	4806 Cushman Rd NE #111	00:39	6.06	BLS Medical Alarm	4	9
204	6932	26 Mar 16	82B	20	7226 Marvin Rd NE	09:26	11.07	BLS Fall	4	1
205	6997	27 Mar 16	81F	G19	4922 Puget Rd NE #25-2	00:37	8.56	BLS Breathing Prob	4	1
206	7010	27 Mar 16	86A	E20	7106 Puget Beach Rd NE	06:06	13.05	BLS Fall	4	1
207	7031	27 Mar 16	81F	F19	5602 Johnson Point Rd NE	12:40	7.25	BLS Medical Alarm	4	2
208		27 Mar 16	83A	G15	5224 Cushman Rd NE	20:19	8.25	Chimney Fire	5	2
209		28 Mar 16	O1B	K16	2206 9th Ave SE	00:17	N/A	Structure Fire (MA)	5	2
210	7107	28 Mar 16	82A	F20	6112 63rd Ave NE	14:27	7.18	ALS Breathing Prob	3	
211		29 Mar 16	81F	G19	4644 Johnson Point Rd NE	10:49	4.54	BLS MVA	5	
212	7191	29 Mar 16	83A	G16	4738 Bellwood Dr NE	15:26	4.13	BLS Diabetic Prob	2	
213	7243	30 Mar 16	81F	G19	4922 Puget Rd NE	11:23	8.15	ALS Respiratory Prob	2	
214		30 Mar 16	307	I17	3021 26th Ave NE	17:24	8.53	Burn Ban Violation	2	
215	7333	31 Mar 16	81A	I17	3225 South Bay Rd NE	12:02	4.47	BLS Medical Alarm	3	
216	7353	31 Mar 16	86B	F21	7730 61st Ave NE	16:54	10.46	ALS Breathing Prob	4	
217		31 Mar 16	81H	H18	3800 Sleater Kinney Rd NE	17:48	0.00	Burn Ban Violation	3	

2016 BUDGET VS ACTUAL, CASH BALANCE

