

# DISTRICT MONTHLY REPORT: MAY 2016

## ADMINISTRATIVE:

- 1) At the May 3<sup>rd</sup> regular meeting, the Board approved upgrades to the District's computer file server and fire-wall systems; the existing equipment and software has exceeded its life-span and was subject to failure.
- 2) At the same meeting, the Board also approved upgrades to the community sign at the North Olympia Firestation (rather than a complete replacement of the same) and declared several items as surplus so Chief Kessel could arrange disposal. Some other assets are being evaluated for future surplus. The 1987 Ford Grumman pumper and 1987 Grumman custom (former Tumwater FD) pumper were declared surplus at the May 19<sup>th</sup> Board meeting; the 1987 Ford Grumman will be sold to Central Mason Fire & Rescue.
- 3) After a lengthy application process and working through challenges, the Washington Department of Health issued its EMS Agency Verification and Vehicle License permit for BLS transport to the District. This is a capability that the pre-merger Fire District 7 had, and the post-merger Board wished to continue to maintain. There are currently no plans to routinely provide BLS transport services.

## 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> </ul>
44	District Training Center	Ongoing	Medium	<u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> <li>▪ Change Order 4 approved at 19 May Board meeting</li> <li>▪ Change Order 3 denied at 19 May Board meeting</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>
59	IR&R Staffing Planning	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> <li>▪ Draft response to input on 13 May Workshop draft planning document sent to Board 19 May; input being provided by Board members</li> </ul>

## PLANNING SERVICES:

- 1) On May 13<sup>th</sup>, a special Board workshop was conducted for the purposes of future staffing planning. Among the topics discussed were previous planning efforts, historical perspective of the three-firestation deployment model, guiding principles for strategic planning, a draft staffing plan for discussion purposes, constraints to plan implementation and follow-up assignments. A draft follow-up report was provided to Board members at their May 19<sup>th</sup> meeting.

## PUBLIC RELATIONS & COMMUNITY SERVICES:

- 1) Between responses during a busy Saturday, crews under the command of Chief Robinette participated in the annual South Bay Fun Fair on May 7<sup>th</sup>.

- 2) On May 11<sup>th</sup>, Commissioner Harper and Chief VanCamp provided a presentation about the District and volunteer recruitment for the Boston Harbor PTA.
- 3) On May 18<sup>th</sup>, Chief VanCamp attended the South Puget Sound Community College Fire & Emergency Services Technology program advisory board meeting.
- 4) The Washington Survey & Rating Bureau advised the District that it had completed its evaluation of the fire protection capabilities as they relate to the fire insurance rating, providing a new Public Protection Class (PPC) of 5, with Tender Credits. The new PPC will take effect on September 1<sup>st</sup>.
- 5) On May 21<sup>st</sup>, Thurston County Medic One Director Steve Romines was recognized for his 24+ years of service; he will be formally retired on May 31<sup>st</sup> and the Thurston County Board of Commissioners is in the process of evaluating candidates for filling the position vacancy.

**EMERGENCY RESPONSE:** Total of 384 calls to date; 384 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 May:

	Fire	ALS	BLS	Pub Svc	False	Total
<b>2016</b>	3	31	45	4	3	<b>86</b>
<b>2015</b>	8	83	(Tot EMS)	6	9	<b>106</b>
<b>Average</b> <small>NOTE 1</small>	6	64	(Tot EMS)	6	3	<b>80</b>

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

	Total	Daytime	Night	Weekend
<b>2016</b>	<b>3.8</b>	3.4	4.5	3.7
<b>2015</b>	<b>3.8</b>	4.0	3.4	4.1
<b>FD7</b> <small>NOTE 2</small>	<b>3.7</b>	3.3	4.2	3.7
<b>FD8</b> <small>NOTE 3</small>	<b>4.2</b>	3.4	4.9	4.7

- 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	28	24	86%	1	1	100%
Station 8-2/8-6	14	2	14%	0	0	0%
Station 8-3	23	15	65%	0	0	0%

Average	EMS			Fire		
	Total	Meet	Pct	Total	Meet	Pct
Avg 2016 To Date	<b>54.6</b>	<b>31.6</b>	<b>58%</b>	<b>3.0</b>	<b>2.8</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 <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 May 2008-2015 (average)

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

**NOTE 3:** Average for pre-merger FD8, for May 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	68%		
Company Officer (Vol)	1	58%	1	18%
Driver-Operator (Vol)	Y/N	95%	Y/N	43%
Firefighters (Vol)	4	98%	3	18%
EMTs (Vol)	2	85%	2	58%
Shifts, less than 3 FFs:		15%		40%
Shifts, less than 2 EMTs:		2%		83%
Shifts, less FF & EMT:		0%		40%

**Notes:**

- a) Shifts Station 8-3 unstaffed *night/weekend*: 15 (2015 Average: 19%)
- b) Shifts Station 8-3 with Aid only *night/weekend*: 18 (2015 Average: 4%)
- c) Station 8-2 staffed: *daytime*: 0
- d) Station 8-2 staffed: *nights/weekend*: 0
- e) Average *daytime* daily on-duty staffing, Assistant Chiefs: 1.9
- f) Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 3.7
- g) Average *daytime* daily on-duty staffing, total: 5.7

**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)
  - Medic-One OTEP:
    - Air-way adjuncts
- 2) At the May 3<sup>rd</sup> Board meeting, Chief LeMay provided a presentation on the District marketing efforts for new volunteers.
- 3) On May 10<sup>th</sup> the quarterly all-officers' staff meeting was held at Station 8-1.

**PERSONNEL MANAGEMENT, RELATIONS:**

- 1) As of May 1<sup>st</sup>, newly promoted Chief Kilpatrick re-assigned Night-Weekend IR&R Program staff to new shifts to better cover both the South Bay and North Olympia Firestations and free-up the officers to have a full-time Battalion Chief available. Also, due to his increased responsibilities, Kilpatrick assigned South Bay Firefighter Association duties to Vice-President Halbert.
- 2) Chief VanCamp and District legal counsel Dave Luxenberg met with IAFF Local 2903 President Chris Ross and Chief McBride for the negotiations of the District's collective bargaining agreement on May 3<sup>rd</sup> and 17<sup>th</sup>.
- 3) Chief VanCamp attended the Association of Washington Cities' annual Labor Relations Institute in Yakima during May 4-6.
- 4) Chief VanCamp attended the annual Washington Fire Chiefs' conference in Spokane May 24-26; he was re-elected to his WFC Board position of Vice President for the Western Fire Chiefs' Association.

- 5) Administrative/Reception Staff changes: Amy Hatfield went on leave of absence on May 6<sup>th</sup>; Marvin Shamber's last day was May 25<sup>th</sup>; Holly Palmer and Shawna Merricks have been hired to fill vacant positions. *Thanks to all for their service to the District and Community!*

**EQUIPMENT & FACILITIES:**

- 1) Apparatus & Equipment:
  - a. (No report)
- 2) Facilities:
  - a. (No report)
- 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
<b>Beg. 1 Jan 16</b>	\$ 1,077,381		\$ 1,075,949		\$ 1,033,189		\$ 1,662,409	
<b>Current Month</b>	\$ 1,443,278	1	\$ 1,159,924	1	\$ 1,036,895	1	\$ 1,552,656	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 June 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									
302	9812	1 May 16	84A	E15	418 73rd Ave NE	09:57	11.32	BLS Medical Alarm	2	1
303	9897	2 May 16	318	G21	8100 Mercer Ct NE	10:11	10.23	ALS Breathing Prob	2	
304	9904	2 May 16	94A	E16	7038 Zangle Rd NE	11:30	4.82	ALS Unconscious	5	
305	9924	2 May 16	81F	H19	4426 Johnson Point Rd NE	15:33	0.00	BLS Unk Med Prob	3	
306		2 May 16	84A	E15	312 73rd Ave NE	17:46	7.07	Marine Response	2	
307	9962	3 May 16	86A	F20	6163 Puget Beach Rd NE	07:24	9.02	ALS Seizure	2	
308	9983	3 May 16	83A	G16	5040 Boston Harbor Rd NE	12:14	1.26	ALS Dizziness/Sick	5	
309	10001	3 May 16	83A	G16	5046 Boston Harbor Rd NE	16:16	0.00	ALS Sick Person	2	
310	10032	4 May 16	81E	H20	6804 Falcon Wy NE	05:57	9.30	ALS Hip Pain	2	3
311	10050	4 May 16	81E	I20	3444 Eagle Dr NE	11:03	9.05	BLSY Neck Pain	2	
312		4 May 16	83A	G15	4805 Cushman Rd NE #8	18:25	7.18	BLS Check the Welfare	4	4
313	10093	4 May 16	81F	H19	Hawks Prairie @ Johnson Point Rd NE	22:03	N/A	BLS MVA	8	4
314	10095	4 May 16	81G	H20	Hawks Prairie @ Carpenter Rd NE	22:06	3.08	BLS MVA	8	4
315	1015	5 May 16	81E	I20	6801 Hawks Prairie Rd NE	16:02	5.23	BLS Fall	3	
316		5 May 16	83D	I15	3325 Boston Harbor Rd NE	18:27	9.49	Fire Alarm Activation	6	5
317	10239	6 May 16	86B	G20	7240 Highlands Dr NE	15:42	9.07	ALS Abdom Pain	3	
318	10240	6 May 16	81E	H20	6804 Falcon Wy NE	16:08	4.02	ALS Sick Person	3	
319	10247	6 May 16	307	K17	2828 8th Ave NE	18:00	6.57	BLSY Leg Swelling	3	6
320	10273	6 May 16	83A	F16	1830 Tellkamp Rd NE	22:31	5.50	ALS Unconscious	3	6
321	10278	7 May 16	83A	F16	6321 Woodard Bay Rd NE	01:10	7.25	ALS Fever	3	6
322	10312	7 May 16	83A	H15	Boston Harbor @ 36th Ave NE	15:17	6.18	BLS MVA	5	7
323	10326	7 May 16	83A	H15	4222 Gull Harbor Rd NE	19:29	6.58	BLS Mental Prob	5	7
324	10371	8 May 16	86B	H20	7224 40th Ct NE	09:10	9.57	BLSY Patient Assist	4	8
325	10394	8 May 16	307	J17	2002 Meixner St NE	15:02	8.32	ALS Seizure	4	8
326	10404	8 May 16	86A	F20	7130 Sandy Point Rd NE	16:45	11.29	BLS Fall	4	8
327		9 May 16	82A	C20	6101 88th Ave NE	09:36	10.10	Fire Alarm Activation	4	
328	10499	10 May 16	86A	F20	6811 60th Ct NE	22:38	10.14	ALS Unconscious	8	9
329	10508	10 May 16	81A	H17	3809 Shincke Rd NE	02:05	4.48	BLS Breathing Prob	3	9
330		10 May 16	81H	I19	5500 Pleasant Glade Rd NE	05:51	9.52	Brush Fire	8	9
331		10 May 16	81H	H18	4005 Sleater Kinney Rd NE	09:57	3.05	Private Vehicle Fire	10	
332	10534	10 May 16	81A	I17	2905 Lilly Rd NE	11:30	3.19	BLS Fall	3	
333	10565	10 May 16	83A	G15	4805 Cushman Rd NE #57	18:43	8.08	BLS Fall	5	1
334	10583	11 May 16	81A	H17	4208 Whispering Firs Ln NE	00:00	6.27	ALS Chest Pain	5	1
335	10586	11 May 16	83A	G16	4711 Bellwood Dr NE	00:56	7.57	BLS Sick Person	2	1
336	10611	11 May 16	86A	F20	6136 Puget Beach Rd NE	11:17	8.26	ALS Unconscious	3	
337	10618	11 May 16	81G	H20	Hawks Prairie @ Carpenter Rd NE	12:25	4.57	ALS MVA	6	
338		11 May 16	324	J18	701 Enterprise Dr NE	16:47	8.15	Electrical Fire	2	
339	10638	11 May 16	84A	D15	7707 Boston Harbor Rd NE	17:02	10.69	BLS EMS Alarm	3	
340	10639	11 May 16	84A	E15	309 Lyon Crest Ln NE	17:04	7.16	ALS Chest Pain	3	
341	10641	11 May 16	83A	H15	3845 Boston Harbor Rd NE	17:14	8.04	BLS Fall	3	
342	10646	11 May 16	86B	H20	7224 40th Ct NE	18:36	3.41	BLS Fall	4	2
343	10685	12 May 16	86B	H20	7224 40th Ct NE	07:19	10.24	BLSY Patient Assist	3	
344	10278	12 May 16	307	K17	549 Pattison St NE #B	16:47	N/A	BLS Trauma	3	
345	10742	13 May 16	307	I17	26th @ Libby Rd NE	00:06	N/A	BLS MVA	3	
346	10756	13 May 16	81F	G19	Puget @ Johnson Point Rd NE	08:41	5.28	BLS MVA	6	
347	10769	13 May 16	320	G22	4913 Beverly Dr NE	11:35	12.51	BLS Pediatric	4	
348	10821	13 May 16	83A	I15	Gull Harbor @ 36th Ave NE	23:11	5.04	BLS MVA	6	4
349	10872	14 May 16	82A	D19	7736 Johnson Point Rd NE	15:22	6.26	ALS MVA	7	5
350	10888	14 May 16	82A	E19	5035 70th Ave NE	19:50	11.41	ALS Chest Pain	4	5
351	10955	15 May 16	82A	E18	7407 Kerbaugh Rd NE	12:55	9.25	ALS Respiratory Prob	5	6
352	10977	16 May 16	307	K17	920 Fenske Dr NE #A	02:33	8.46	BLS Abdom Pain	5	6

## MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
353	11009	16 May 16	81J	I16	2072 26th Ave NE	07:18	4.31	ALS DLoC	3	
354	11023	16 May 16	84A	E15	645 73rd Ave NE	10:03	5.44	ALS Unk Med Prob	3	
355	11058	16 May 16	81B	G17	5525 Lemon Rd NE	18:16	6.17	ALS Chest Pain	5	7
356	11123	17 May 16	81E	H20	3725 Owl Ln NE	14:08	6.18	ALS Diabetic Prob	4	
357	11234	19 May 16	81A	I18	Chehalis Western Trl @ South Bay Rd	07:24	11.41	ALS Trauma	6	
358		19 May 16	318	G21	4906 Spokane St NE	19:15	6.19	Fire Investigation (Out)	4	1
359		20 May 16	85A	C16	8617 Island View Dr NE	10:55	12.40	Service Call	5	
360		21 May 16	81H	H18	3928 South Bay Rd NE	16:01	3.56	BLS Trauma	4	
361	11440	21 May 16	84A	D16	8345 Zangle Rd NE	16:06	11.48	BLS Fall	5	
362	11475	21 May 16	83A	H15	300 39th Ave NE	23:26	8.18	BLS High Blood Pressure	2	3
363	11480	22 May 16	81A	I18	3702 34th Ln NE	01:50	7.55	ALS Chest Pain	5	3
364	11498	22 May 16	81F	H19	4015 Johnson Point Rd NE	10:20	5.13	BLS Seizure	3	4
365		22 May 16	81H	H18	3845 Sleater Kinney Rd NE	17:28	3.13	Fire Alarm Activation	5	4
366	11537	22 May 16	81A	G17	4827 Shincke Rd NE	20:49	4.39	BLS Fall	3	4
367	11550	23 May 16	307	J17	2020 Meixner St NE	04:06	7.49	BLS Bleeding	3	4
368	11570	23 May 16	83A	G15	4806 Cushman Rd NE #126	12:16	4.23	ALS Patient Assist	2	
369	11594	23 May 16	81H	I18	4515 Pleasant Glade Rd NE	17:27	5.28	BLS Disoriented	2	
370	11597	23 May 16	81H	H18	South Bay @ Sleater-Kinney Rd NE	18:55	N/A	BLS Unk Med Prob	4	5
371	11671	24 May 16	81A	I17	3506 Shincke Rd NE	16:52	0.00	BLS Allergic Reaction	2	
372	11768	25 May 16	81F	H19	5536 Heather Ct NE	20:07	5.41	BLS Fall	3	7
373	11781	26 May 16	81E	I20	6703 Hawks Prairie Rd NE	01:58	8.12	ALS Cardiac Fibrillation	2	7
374	11872	27 May 16	81A	I17	3100 South Bay Rd NE	07:55	1.49	BLS Unk Med Prob	2	
375	11910	27 May 16	86B	G20	6703 47th Ave NE	16:44	8.09	BLS Fall	2	
376	11943	28 May 16	81A	G18	4916 Shincke Rd NE	02:22	11.34	ALS Chest Pain	3	9
377	11946	28 May 16	81E	I20	3115 Bonanza Dr NE	03:38	8.45	BLS Confusion	3	9
378	11997	28 May 16	83A	G16	4724 Bellwood Dr NE	17:22	8.27	BLS Respiratory Prob	2	1
379	12002	28 May 16	81F	H19	Hawks Prairie @ Johnson Point Rd NE	18:23	4.13	BLS MVA	6	1
380	12019	28 May 16	84A	E15	645 73rd Ave NE	22:51	10.12	ALS Abdom Pain	2	1
381	12034	29 May 16	84A	E15	645 73rd Ave NE	07:23	7.35	BLSY Panic Attack	2	2
382	12047	29 May 16	83A	I15	416 35th Ave NE	09:29	6.20	BLS DoA	3	2
383	12091	29 May 16	86A	F20	5833 Puget Beach Rd NE	20:07	12.49	BLS Sick Person	3	2
384	12124	30 May 16	81E	H20	3721 Milton Ln NE	07:01	6.10	ALS Breathing Prob	2	
385	12174	30 May 16	83C	G16	4941 Libby Rd NE	18:48	6.08	BLS Hip Pain	2	3
386	12181	30 May 16	86B	G20	5433 St Charles Lp NE	19:25	9.39	ALS Chest Pain	7	3
387		31 May 16	81E	I20	6924 32nd Ct NE	00:32	10.04	Burn Ban Violation	6	3

## 2016 BUDGET VS ACTUAL, CASH BALANCE

