

DISTRICT MONTHLY REPORT: NOVEMBER 2015

ADMINISTRATIVE:

- 1) On November 30th, the State Auditor's Office staff conducted an exit interview with Board members and District staff for the regular cycle audit for both the pre-merger FD7 and FD8. There were no findings and only a few minor recommendations.
- 2) At their November 3rd regular meeting, the Board discussed policy regarding each commissioner receiving compensation for meetings and the process for approval of the same; this will lead to an updating of the District's Policy 0-01 "Board Compensation".

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"> ▪ Briefing on the background conducted on August 11th
44	District Training Center	Ongoing	Medium	<u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> ▪ Contract signed at 1 Dec Board meeting
48	Community Risk Assessment Project	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> ▪ Thurston County CEMP Natural Hazard Mitigation Project ▪ Medic One BLS strategic study (2015-2016)
52	Verizon Wireless Tower at Station 8-3 (Boston Harbor)	Pending	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
55	Consideration of apparatus sizing	?	?	<u>Getchman:</u> consideration of use of mini-pumper or minimal size dimension Type 1 pumper in fleet specifications
58	Five-member Board	Complete		<u>Board/Dist Secty:</u> <ul style="list-style-type: none"> ▪ Voters approved measure at 3 Nov General Election
59	IR&R Staffing Planning	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> ▪ Staffing at Sta 8-1 and 8-3: min 1 engine & 1 aid unit ▪ Recruiting expansion to maintain base level and progressive increase for multi-station staffing ▪ Orientation & training: continued focus ▪ Mentoring & supervision: address "choke-point" to staffing expansion ▪ Volunteer retention: evaluation of attrition ▪ Communications: IR&R Chief of Staff and increased emphasis on face-to-face ▪ Leadership: OSP ▪ Accountability: see <i>Item 53</i> ▪ Health & safety: initial focus on driver safety

PLANNING SERVICES:

- 1) Chief VanCamp and Chief McBride attended a county workgroup meeting regarding wildland firefighting on November 3rd at Station 9-5. The primary issues were a review of the 2015 fire season and Thurston County responses then and planning for the future fire season.
- 2) At the November 3rd regular Board meeting, Commissioner Harper provided a presentation on the Salary Workgroup efforts, explaining the charter and process the members (Larry Seale, Heidi Cierneway, Commissioner Gleckler and Commissioner Harper) used to reach a consensus on a

recommendation. Recommendations were for the Chief and District Secretary salaries only.

- 3) On November 16th, the Board held a special meeting to review the proposed 2016 Operating and Capital budgets. A hearing for the District's revenues (property tax) request to the county was also held.

PUBLIC RELATIONS & COMMUNITY SERVICES:

- 1) At the November 3rd General Election, the District's Proposition One, asking for voter approval for a permanent 5-member Board passed.
- 2) At the November 3rd regular meeting, the Board reviewed a proposal by Chief VanCamp to apply to the Washington Department of Health for a BLS Ambulance Services Verified License that would allow the District to transport BLS patients. The pre-merger FD7 had such a license, and while it was originally believed the license would transfer with the merger, it was discovered that it would not. At the meeting, Ms Mary Campbell of Olympic Ambulance requested that the Board not approve the license request proposal. The Board will review Ms Campbell's request.
- 3) The annual Holiday Bazaar was held on November 7th at Station 8-1. All vendor spots were sold and customer traffic in was higher than last year.
- 4) The Citizens' Advisory Team meeting was held at Station 8-1 on November 12th; Chair Pederson worked on an agenda of five goals for attendees, items including the District's unofficial organization name, logo and firestation reference name (for the former Station 7-1).
- 5) On November 12th and 13th, the St Andrew's pre-school enjoyed a guided tour and presentation at Station 8-1 for 55 students. Thank you to the Dayshift staff for assisting in this effort!
- 6) During the month, discussions continued on the unofficial name of the District as a follow-up of the previous survey and refinements based upon comments received during regular Board meeting. Revised draft logos were developed and provided to Board members.

EMERGENCY RESPONSE: Total of 970 calls to date; 940 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 November:

	Fire	ALS	BLS	Pub Svc	False	Total
2015	3	27	37	17	4	88
2014 <small>NOTE 1</small>	7	56	(Tot EMS)	15	4	82
Average <small>NOTE 2</small>	5	56	(Tot EMS)	12	4	76

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

	Total	Daytime	Night	Weekend
2015	3.5	3.0	4.4	3.7
FD7 <small>NOTE 3</small>	3.8	3.0	4.5	4.2
FD8 <small>NOTE 4</small>	4.2	3.6	4.8	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	16	13	81%	1	1	100%
Station 8-2/8-6	11	0	0%	0	0	0%
Station 8-3	28	18	64%	2	0	0%

Average	EMS			Fire		
	Total	Meet	Pct	Total	Meet	Pct
Avg 2015 To Date	55.1	34.8	63%	4.3	3.5	81%
Avg 2014 ^{NOTE 5}	49.2	34.9	71%	3.9	2.2	56%
Avg 08-14 ^{NOTE 6}	49.5	32.4	65%	3.7	2.4	65%

*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 November 2014
NOTE 2: Combination of pre-merger FD7 and FD8, for November 2008-2014 (average)
NOTE 3: Average for pre-merger FD7, for November 2008-2014
NOTE 4: Average for pre-merger FD8, for November 2008-2014
NOTE 5: Combination of pre-merger FD7 and FD8, average for 2014
NOTE 6: Combination of pre-merger FD7 and FD8, average for 2008-2014

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	92%		
Company Officer (Vol)	1	26%	1	15%
Driver-Operator (Vol)	Y/N	100%	Y/N	44%
Firefighters (Vol)	3	95%	3	36%
EMTs (Vol)	2	84%	2	51%
Shifts, less than 3 FFs:		15%		51%
Shifts, less than 2 EMTs:		5%		36%
Shifts, less FF & EMT:		5%		49%

Notes:

- 1) Shifts Station 8-3 unstaffed night/weekend: 17
- 2) Station 8-2 staffed: day-shift: 0
- 3) Station 8-2 staffed: nights & weekends: 0
- 4) Average *daytime* daily on-duty staffing, Assistant Chiefs: 1.8
- 5) Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 4.4
- 6) Average *daytime* daily on-duty staffing, total: 6.2
- 7) During the month, Chief VanCamp and Chief McBride appointed Battalion Chief Doug Kilpatrick to the IR&R Program's Chief of Staff, working directly with Chief McBride on issues identified in the IR&R Plan. Battalion Chief Walker Armstrong was appointed as leader of the District's Operation Support Program and will be working to more fully develop the program to support emergency operations. Congratulations and thanks to both Doug and Walker for stepping up to these important positions!

PERSONNEL MANAGEMENT, SAFETY & TRAINING:

- 1) Drills for the Month:
 - Quarterly skills required:
 - Target Solutions Training System Introduction
 - SCBA quarterly timed-donning
 - Quarterly Cardiac Arrest Review
 - Standard Evolution Drill
 - District Safety & Health Program Refresher
 - Two-Hour Drive Time (Driver/Operators)
 - ICS Refresher
 - Nov 2: Business & SBFFA Meeting (Sta 8-1)
 - Nov 2: Company Officer Round-table (Sta 8-1)

- 2) Management Team for the Month:
- Oct 5: Officer meeting (Sta 8-1)

PERSONNEL MANAGEMENT, RELATIONS:

- 1) No report.

EQUIPMENT & FACILITIES:

- 1) Apparatus & Equipment:
- a. No report.
- 2) Facilities:
- a. Bids for the construction of improvements for the District Training Center (old Station 8-1) were received on November 10th, with eleven bidders submitting bids. The project manager, Vector Engineering, will evaluate the bids and provide a recommendation for contract award in December.
 - b. Station 8-3: maintenance work performed including interior painting, working on bids for carpeting and replacement of thermostat.

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 15	\$ 703,367		\$ 1,079,700		\$ 1,026,099		\$ 1,712,742	
Current Month	\$ 1,225,053	1,5	\$ 1,115,868	1	\$ 1,032,856	1	\$ 1,666,881	1
Ending 31Dec15	\$ 818,561	2,4,5	\$ 1,192,513	2,4	\$ 1,031,500	2	\$ 1,180,992	2

Notes:

- 1: As of 1 December 2015.
- 2: Estimate based upon preliminary tax revenue calculations & fully accounted expenses for remaining budget year.
- 3: Interest rates for current period:
 LGIP Pool: 0.18 %
 TCIP Pool: 0.74 %.
- 4: Includes transfer of \$230,075 from Fund 6680 to Fund 6681 (November 2015).
- 5: Includes refund of \$232,909 from Social Security for past OASI contributions (pass-through).

MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
892		1 Nov 15	81J	I16	1744 33rd Ave NE	11:54	7.04	Smoke Investigation	4	8
893	24819	2 Nov 15	82B	D20	8200 Walnut Rd NE	08:19	12.27	BLS Unk Med Prob	2	
894	24861	2 Nov 15	307	J16	1221 Frederick Ln NE	17:39	7.40	BLS Fall	2	
895	24863	2 Nov 15	83A	G16	1623 Merchantile Ln NE	17:46	4.29	ALS Chest Pain	3	
896		3 Nov 15	81A	H18	3621 South Bay Rd NE	14:20	2.04	Electrical Fire	4	
897	249777	4 Nov 15	83A	H15	3904 Boston Harbor Rd NE	05:54	6.14	ALS Breathing Diff	3	
898	24990	4 Nov 15	83A	H15	4005 Boston Harbor Rd NE	09:10	3.55	ALS ALoC	4	
899	25018	4 Nov 15	85A	C17	2644 Fishtrap Rd NE	14:47	11.03	BLS Unk Med Prob	3	
900	25023	4 Nov 15	83A	G16	4810 Boston Harbor Rd NE	15:21	6.36	ALS Fall	3	
901	25026	4 Nov 15	307	J16	1221 Frederick Ln NE	16:20	5.42	BLS Medical Alarm	2	
902	25040	4 Nov 15	84A	F15	6429 Boston Harbor Rd NE	20:00	10.22	Structure Fire	9	2
903	25125	5 Nov 15	83A	G15	4806 Cushman Rd NE #137	17:12	4.32	BLS Illness	2	
904	25204	6 Nov 15	81F	H19	4507 Johnson Point Rd NE	14:24	3.10	ALS MV A	8	
905	25224	6 Nov 15	81H	H18	4349 Sleater Kinney Rd NE	18:03	4.55	BLS Stroke	5	4
906	25234	6 Nov 15	86B	H20	7207 44th Ave NE	20:05	9.03	BLS Drowning	5	4
907	25293	7 Nov 15	81H	H18	3800 Sleater Kinney Rd NE #33	14:54	8.00	BLS Assault	3	5
908		7 Nov 15	82B	D20	8324 Walnut Rd NE	15:36	N/A	Fire Alarm Activation	1	5
909	25309	7 Nov 15	85A	I17	3400 Libby Rd NE	18:44	16.22	BLS Unk Med Prob	5	5
910	25411	9 Nov 15	84A	D15	427 77th Ave NE	01:23	11.28	BLS Illness	4	6
911	25487	9 Nov 15	84A	E16	7420 Zangle Rd NE	22:08	7.09	ALS Illness	3	7
912	25496	10 Nov 15	86C	F20	6215 63rd Ave NE	03:51	13.14	ALS Fall	3	7
913	25522	10 Nov 15	83A	F16	5719 Boston Harbor Rd NE	13:40	2.29	ALS Unconscious	4	
914	25528	10 Nov 15	81E	H20	3726 Eagle Dr NE	14:11	6.42	BLS Illness	3	
915	25541	10 Nov 15	81A	G17	5129 Shincke Rd NE	15:52	4.30	BLSY Patient Assist	2	
916	25562	10 Nov 15	83A	F16	6332 Woodard Bay Rd NE	21:11	10.16	ALS DLoC	4	8
917	25588	11 Nov 15	83A	H15	3838 Boston Harbor Rd NE	06:03	6.48	ALS Respiratory Dx	6	
918		11 Nov 15	82A	C19	9447 Johnson Point Rd NE	13:38	N/A	Fire Alarm Activation	3	
919	25648	12 Nov 15	82A	C19	9123 Baird Rd NE	00:42	16.47	BLS Breathing Diff	3	9
920		12 Nov 15	82A	C19	9447 Johnson Point Rd NE	09:43	9.23	Fire Alarm Activation	3	
921	25695	12 Nov 15	83A	Ha6	4345 Canter Ln NE	15:17	5.08	ALS Unconscious	2	
922	25696	12 Nov 15	83A	H15	300 39th Ave NE	16:25	4.13	ALS Poss CVA	3	
923		12 Nov 15	81C	H16	4017 Libby Rd NE	17:59	5.29	Wires Down	3	
924		13 Nov 15	84A	E16	7314 Zangle Rd NE	05:39	15.31	Service Call	3	
925		13 Nov 15	85A	C17	2632 Fishtrap Rd NE	06:32	11.05	Wires Down	3	
926		13 Nov 15	85A	C17	Fishtrap @ Fishtrap Lp NE	09:28	N/A	Wires Down	2	
927	25787	13 Nov 15	83A	G16	4808 Bellwood Dr NE	22:52	8.35	BLS Sick Person	4	2
928	25817	14 Nov 15	82A	D19	8235 Johnson Point Rd NE	11:33	10.48	BLS Poisoning	2	3
929	25821	14 Nov 15	83A	H16	4345 Canter Ln NE	12:54	11.16	ALS Diabetic	6	3
930	25868	15 Nov 15	85A	C17	3230 Fishtrap Lp NE	23:50	15.31	BLS Respiratory Prob	2	4
931		16 Nov 15	83A	G16	5500 Boston Harbor Rd NE	18:13	11.49	Service Call	4	5
932	25989	16 Nov 15	83A	H15	3845 Boston Harbor Rd NE	18:33	7.12	BLS Fall	6	5
933	26008	17 Nov 15	81C	I16	3109 Friendly Grove Rd NE	23:32	9.37	BLS Fall	2	6
934		17 Nov 15	84A	E15	835 76th Ave NE	14:56	7.53	Wires Down	2	
935		17 Nov 15	81C	I16	3129 Friendly Grove Rd NE	15:37	7.22	Wires Down	3	
936	26078	17 Nov 15	328	J19	2020 Woodland Creek St NE	17:39	1.24	ALS Unconscious	3	
937		17 Nov 15	83A	H16	1240 38th Ln NE	19:31	8.17	BLS Breathing Diff	3	6
938	26086	17 Nov 15	84A	D16	8120 Zangle Rd NE	19:44	7.51	ALS Chest Pain	5	6
939	26100	18 Nov 15	81A	F18	3617 Snug Harbor Dr NE	06:12	5.29	ALS Breathing Diff	4	
940	26117	18 Nov 15	307	J17	2312 South Bay Rd NE	12:20	4.63	BLSY Flu Symptoms	3	
941	26122	18 Nov 15	307	J17	1808 Meixner St NE	14:08	4.15	ALS Chest Pain	4	
942		18 Nov 15	83D	I15	3412 Boston Harbor Rd NE	14:30	4.51	Service Call	2	

MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
943	26164	19 Nov 15	86A	F20	7318 Puget Beach Rd NE	03:35	13.34	BLS Breathing Diff	3	7
944	26170	19 Nov 15	83A	G16	2306 46th Ave NE	06:27	6.13	ALS Chest Pain	3	
945	26201	19 Nov 15	81E	H20	6820 Falcon Wy NE	14:09	7.07	BLSY Patient Assist	3	
946		19 Nov 15	82A	E18	4305 68th Ave NE	16:34	6.45	Service Call	3	
947		20 Nov 15	85A	C17	2706 Fishtrap Rd NE	15:03	11.23	Service Call	3	
948	26313	20 Nov 15	307	J17	2725 12th Ave NE	22:08	5.05	ALS Seizure	3	9
949	26341	21 Nov 15	81J	I16	2056 26th Ave NE	08:39	4.39	Fire Alarm Activation	4	1
950	26346	21 Nov 15	85A	C17	3230 Fishtrap Lp NE	11:04	13.59	BLS Breathing Diff	3	1
951	26391	21 Nov 15	86A	E20	7318 Puget Beach Rd NE	18:51	9.22	ALS Unk Med Prob	5	1
952		21 Nov 15	307	K17	South Bay @ 8th Ave NE	19:35	5.32	BLS MVA	5	1
953		22 Nov 15	86B	F21	7739 58th Ave NE	09:03	18.51	Service Call	4	9
954	26461	23 Nov 15	81F	G19	5140 Johnson Point Rd NE	01:05	8.07	ALS MVA	5	9
955		23 Nov 15	307	J17	2020 South Bay Rd NE	14:06	5.01	Service Call	3	
956	26510	23 Nov 15	84A	F16	6410 Zangle Rd NE	14:36	8.58	BLS Fall	2	
957	26524	23 Nov 15	81A	I17	3212 Libby Rd NE	17:37	4.28	BLS Unk Med Prob	2	
958	26554	24 Nov 15	81A	E18	3624 56th Ave NE	06:39	5.18	BLSY Medical Alarm	2	
959	26593	24 Nov 15	84A	E15	444 72nd Ave NE	17:37	5.24	BLS Chest Pain	3	
960		24 Nov 15	86A	E20	6800 Puget Beach Rd NE	20:14	9.27	Service Call	4	2
961	26624	25 Nov 15	81A	F18	3624 56th Ave NE	03:05	6.32	BLSY Medical Alarm	4	2
962		25 Nov 15	86A	E20	6738 Puget Beach Rd NE	06:38	11.23	Wires Down	3	
963	26637	25 Nov 15	82A	D19	7724 Taryn Ln NE	08:24	10.14	BLSY Fall	2	
964	26644	25 Nov 15	81A	I17	3320 South Bay Rd NE	10:56	2.31	ALS Bleeding	3	
965	26674	25 Nov 15	83A	G15	4806 Cushman Rd NE #124	16:27	3.43	ALS Abdom Pain	2	
966		25 Nov 15	81C	I16	3517 Frogs Leap Ln NE	23:21	8.38	Service Call	7	3
967	26746	26 Nov 15	81E	H20	6945 Osprey Dr NE	16:21	5.25	BLS Fall	2	
968		27 Nov 15	85A	E16	6635 Libby Rd NE	00:20	10.31	Structure Fire	7	4
969	26779	27 Nov 15	81A	H17	4247 Shincke Rd NE	04:38	4.28	BLS MVA	6	4
970	26781	27 Nov 15	84A	E15	602 Bromley Ln NE	05:50	7.34	BLS CVA	2	
971					<i>Dispatch Error</i>					
972	26801	27 Nov 15	81E	H20	6827 Condor Lp NE	12:50	8.25	ALS Asthma Attack	2	
973		27 Nov 15	85A	C17	2620 Fishtrap Rd NE	13:16	8.13	Water Rescue	4	
974	26857	28 Nov 15	86A	E20	6714 Puget Beach Rd NE	06:00	11.03	ALS Abdom Pain	3	6
975	26902	28 Nov 15	83A	G17	Libby @ 46th Ave NE	19:36	6.04	BLS MVA	6	6
976	26922	29 Nov 15	307	J17	2718 24th Ave NE	23:31	6.29	BLS Stroke	3	7
977	26969	29 Nov 15	325	L18	3800 14th Ave SE #2A	13:38	N/A	ALS Unconscious	3	7
978	27039	30 Nov 15	86A	E20	6714 Puget Beach Rd NE	09:28	10.02	BLS Fall	3	
979	27055	30 Nov 15	83A	H16	4345 Canter Ln NE	14:04	6.03	ALS Diabetic	5	
980	27090	30 Nov 15	86B	F20	7430 56th Ave NE	22:04	9.39	BLS MVA	8	9

2015 BUDGET VS ACTUAL, CASH BALANCE

