

DISTRICT MONTHLY REPORT: OCTOBER 2015

ADMINISTRATIVE:

- 1) At their October 15th regular meeting, the Board approved revisions to District Policy 1-24 "Use of District Resources" and Policy 1-25 "Inventory of Assets".
- 2) The State Auditor's Office began its regular audit for both pre-merger fire districts in October. The audit entrance meeting was held October 27th.
- 3) The District's Labor Management Committee met on October 21st; present were Commissioner Small, IAFF Local 2903 President Ross, Chief VanCamp and Chief McBride.

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"> ▪ Board review Oct 15th, proceeding with obtaining permit and contractor bidding process for construction during fall-winter
48	Community Risk Assessment Project	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> ▪ Original plan delayed ▪ WS&RB 2016 PPC evaluation process ▪ Thurston County CEMP Natural Hazard Mitigation Project ▪ Medic One BLS strategic study (2015-2016)
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"> ▪ IR&R member job description update (McBride) ▪ IR&R member performance evaluation process development project (McBride)
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	Nov 3 rd	Medium	<u>Board/Dist Secty:</u> <ul style="list-style-type: none"> ▪ On ballot for November 3 General Election
59	IR&R Staffing Planning	Oct 15	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) On October 22nd, Chief VanCamp met with James Yates and other Thurston County fire chiefs regarding the update of the Thurston County Comprehensive Emergency Management Plan, Fire Annex.
- 2) On October 23rd, Chief VanCamp and Secretary Stumpf met with Ategan Technologies about the District's information technology network, and looking at future proposed upgrades and changes.

PUBLIC RELATIONS & COMMUNITY SERVICES:

- 1) On October 2nd, the District hosted two pre-school field trips from Sacred Heart Preschool. Thanks to the Dayshift crew for their help!
- 2) As a Board member for the Washington State Board of Volunteer Firefighters and Reserve Officers, Chief VanCamp attended the Legislative Select Committee on Pensions about issues on October 9th regarding volunteers, part-time employees and full-time career employees in the fire service.
- 3) As part of the District Emergency Services Integration Plan and other merger related planning, the District has been evaluating stakeholder interest and input for a potential informal organization name change (from "South Bay Fire Department"). After convening a committee (consisting of CAT Chair Camille Pederson, Chief Robinette, Captain Clemens and Chief VanCamp), an online survey was developed and conducted. The result was an almost equal split between changing and not changing the name. At the October 15th regular Board meeting, Chief VanCamp recommended that the name remain the same. After much discussion, the Board directed him to continue to refine a hybrid name and identity.
- 4) On October 30th, Justin Baird coordinated two assemblies of students at the South Bay Elementary School. Thanks to the Dayshift crew for their help, again!
- 5) Chief VanCamp has been working the Community Low Impact Development (LID) Workgroup in proposing revisions to the Thurston County Development Standards. The primary interest is reductions to impervious surfaces (e.g. streets, driveways) in commercial and residential occupancies. Chief VanCamp and Chief McBride have provided support with input on the proposals and how they may impact the delivery of fire protection services.

EMERGENCY RESPONSE: Total of 882 calls to date; 776 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 October:

	Fire	ALS	BLS	Pub Svc	False	Total
2015	7	27	45	5	2	86
2014 <small>NOTE 1</small>	5	59	(Tot EMS)	15	3	82
Average <small>NOTE 2</small>	7	53	(Tot EMS)	8	2	70

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

	Total	Daytime	Night	Weekend
2015	3.4	2.9	3.8	3.9
FD7 <small>NOTE 3</small>	3.4	3.0	3.6	3.8
FD8 <small>NOTE 4</small>	4.5	3.5	4.9	5.4

- 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	27	19	70%	1	1	100%
Station 8-2/8-6	11	1	9%	2	2	100%
Station 8-3	20	12	60%	0	0	0%
Avg 2015 To Date	55.1	35.2	64%	4.4	3.7	84%
Avg 2014 <small>NOTE 5</small>	49.2	34.9	71%	3.9	2.2	56%
Avg 08-14 <small>NOTE 6</small>	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 October 2014
 NOTE 2: Combination of pre-merger FD7 and FD8, for October 2008-2014 (average)
 NOTE 3: Average for pre-merger FD7, for October 2008-2014
 NOTE 4: Average for pre-merger FD8, for October 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	75%		
Company Officer (Vol)	1	43%	1	18%
Driver-Operator (Vol)	Y/N	95%	Y/N	50%
Firefighters (Vol)	3	95%	3	43%
EMTs (Vol)	2	80%	2	50%
Shifts, less than 3 FFs:		20%		50%
Shifts, less than 2 EMTs:		5%		58%
Shifts, less FF & EMT:		0%		50%

Notes:

- 1) Shifts Station 8-3 unstaffed night/weekend: 18
- 2) Station 8-2 staffed: day-shift: 0
- 3) Average *daytime* daily on-duty staffing, Assistant Chiefs: 2.0
- 4) Average *daytime* daily on-duty staffing, Lieutenants/Firefighters: 4.5
- 5) Average *daytime* daily on-duty staffing, total: 6.5
- 6) At the October 15th regular Board meeting, Chief VanCamp outlined nine basic recommendations for the District Incident Readiness & Response Program; the Board approved the recommendation and follow-up work to implement them began. A brief summary of the recommendations is included in the "Action Item Summary List" above.

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
 - Oct 5: Business & SBFFA Meeting (Sta 8-1)
 - Oct 19: Company Officer Round-table (Sta 8-1)
- 2) Management Team for the Month:
 - Oct 5: Officer meeting (Sta 8-1)
- 3) On October 21st through 24th Commissioners Rich Gleckler, Milt Harper and Dick Small attended the annual Washington Fire Commissioners' Association conference in Marysville; two other seminars, hosted by Joe Quinn and Brian Snure, were also attended by Chief VanCamp.

PERSONNEL MANAGEMENT, RELATIONS:

- 1) On October 28th, Chief LeMay and Dayshift Firefighter Pawlowski made a recruitment presentation at Bates Community College.

- 2) During the month, Braxton Traylor resigned due to being hired by the Chehalis FD, Donald Hagerty resigned for personal reasons, Rachel Anderson and Tyler Janke went on leave-of-absence and Justin Cross resigned for military duty,

EQUIPMENT & FACILITIES:

- 1) Apparatus & Equipment:
- a. Two pumps have been taken out of service, the 1987 Ford F-700 Grumman and the 1987 Spartan-Grumman (formerly a Tumwater FD engine). Currently the District has three in-service pumps: 1987 Spartan pumper (formerly E-71), 1993 Pierce Dash pumper and the 1996 Pierce Saber pumper.
 - b. All four tenders have been serviced and safety inspections complete; Tender 81 is currently out of service for pump repairs.
 - c. The new 2015 Pierce Saber pumper should be in service by late November. Drivers are now being trained in its use.
 - d. Mobile computer terminals were ordered for the new engine and both District BLS units (81 and 83)
- 2) Facilities:
- a. The District is currently accepting bids for interior painting for the South Bay (8-1) and North Olympia (8-3) firestations.
 - b. On October 26th, Chief VanCamp and Chief Kessel met with Michael Miller of Puget Sound Hardware regarding the upgrading of the District's facilities' locks, working to finalize the scope-of-work and contract documents.

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	\$ 1,337,309	1,5	\$ 890,291	1	\$ 1,031,597	1	\$ 1,674,967	1
Ending 31 Dec 15	\$ 818,561	2,4,5	\$ 1,192,513	2,4	\$ 1,031,500	2	\$ 1,180,992	2

Notes:

- 1: As of 1 November 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									
805	22280	1 Oct 15	81B	H17	4002 Lemon Rd NE	11:21	3.46	BLSY Bleed	3	
806	22282	1 Oct 15	307	J17	2002 Meixner St NE	11:27	8.58	ALS Seizure	2	
807	22308	1 Oct 15	307	J17	2008 South Bay Rd NE	15:17	8.55	BLS Leg Pain	3	
808		1 Oct 15	61A	P17	3227 78th Ave SE	15:36	N/A	Structure Fire (MA)	2	
809	22352	2 Oct 15	82A	F19	6410 Johnson Point Rd NE	09:42	1.27	BLSY Patient Assist	3	
810	22359	2 Oct 15	81C	I16	3109 Friendly Grove Rd NE	11:24	4.33	BLS Fall	3	
811	22371	2 Oct 15	81A	I18	3214 Lilly Rd NE	14:31	8.52	BLS Breathing Diff	3	
812	22392	2 Oct 15	83A	H15	300 39th Ave NE	18:29	8.10	BLS CVA	3	5
813	22463	3 Oct 15	85A	E16	Libby @ 66th Ave NE	15:47	7.06	BLS MVA	5	6
814	22502	4 Oct 15	84A	E15	346 73rd Ave NE	00:17	14.40	ALS Breathing Diff	4	6
815	22584	5 Oct 15	81E	H20	3620 Eagle Dr NE	08:25	6.30	ALS Respiratory Dx	3	
816		5 Oct 15	81A	H17	4137 Shincke Rd NE	18:17	4.09	Burn Ban Violation	4	
817		6 Oct 15	81A	G17	4801 Shincke Rd NE	05:23	6.46	Brush Fire	4	8
818					<i>Dispatch Error</i>					
819	22661	6 Oct 15	81A	F18	3624 56th Ave NE	05:58	5.50	BLSY Patient Assist	3	
820	22663	6 Oct 15	84A	E15	6927 Zangle Rd NE	06:13	11.57	ALS Overdose	4	
821	22744	7 Oct 15	82A	C19	9400 Johnson Point Rd NE	04:20	11.57	BLS MVA	8	9
822	22756	7 Oct 15	81A	F18	3624 56th Ave NE	08:53	1.24	BLSY Patient Assist	3	
823	22793	7 Oct 15	81A	H17	4247 Shincke Rd NE	15:05	2.36	BLS SoB	3	
824	22818	7 Oct 15	307	J17	2725 12th Ave NE	19:55	6.06	BLS Fall	3	1
825	22862	8 Oct 15	81F	G19	4922 Puget Rd NE	14:31	8.50	ALS Syncope	3	
826	22949	9 Oct 15	81F	G19	5443 Johnson Point Rd NE	13:51	5.27	ALS Diabetic	2	
827	22957	9 Oct 15	307	J16	2531 Woolworth Ct NE	16:19	5.08	BLS Fall	2	
828	22974	9 Oct 15	83A	H16	4345 Canter Ln NE	21:15	11.15	ALS Diabetic	5	3
829	22984	9 Oct 15	82A	D18	8241 Kerbaugh Rd NE	23:31	N/A	BLS Medical Alarm	3	3
830	23008	10 Oct 15	81A	F18	3617 Snug Harbor Dr NE	06:54	10.08	ALS Respiratory Dx	2	
831	23033	10 Oct 15	81H	G18	4309 54th Ave NE	13:02	6.50	BLS Bleeding	4	4
832		10 Oct 15	85A	D16	8423 Willow Dr NE	14:27	15.19	Wires Down	3	4
833	23096	11 Oct 15	81A	F18	3624 56th Ave NE	06:45	12.01	BLSY Medical Alarm	4	5
834	23101	11 Oct 15	86C	F19	5810 Puget Rd NE	08:46	8.18	ALS Chest Pain	5	5
835		11 Oct 15	307	K17	410 Devoe St NE #3	23:36	N/A	Structure Fire (MA)	5	5
836	23155	12 Oct 15	83A	G16	5235 Boston Harbor Rd NE	00:01	7.41	ALS Chest Pain	6	5
837	23163	12 Oct 15	86A	F20	6714 Puget Beach Rd NE	05:54	12.34	ALS Medical Prob	3	
838		12 Oct 15	307	K17	421 Devoe St NE	16:38	N/A	Private Vehicle Fire	3	
839	23224	13 Oct 15	83A	H15	3904 Boston Harbor Rd NE	06:36	4.58	BLS Confusion	2	
840	23243	13 Oct 15	86A	F20	7228 Sandy Point Rd NE	12:31	9.06	BLS Breathing Diff	4	
841	23293	13 Oct 15	85A	D18	8344 Libby Rd NE	22:56	10.52	BLS Illness	2	7
842		14 Oct 15	82A	D19	7927 Johnson Point Rd NE	20:02	9.48	Chimney Fire	7	8
843	23382	15 Oct 15	81A	I17	3031 36th Ave NE	03:04	8.34	ALS Breathing Diff	4	8
844	23421	15 Oct 15	81H	H18	3929 South Bay Rd NE	14:20	6.05	BLS Back Pain	3	
845	23458	15 Oct 15	84A	D16	8041 Zangle Rd NE	23:28	10.49	BLS CVA	2	9
846	23483	16 Oct 15	81E	I20	3403 Eagle Dr NE	08:06	5.41	ALS Respiratory Dx	3	
847	23486	16 Oct 15	84A	E16	7320 Zangle Rd NE	09:05	5.04	ALS Cardiac Prob	2	
848		16 Oct 15	81B	H17	3714 Lemon Rd NE	11:10	3.33	Burn Ban Violation	3	
849		16 Oct 15	82A	D19	8501 Baird Rd NE	16:40	10.32	BLS MVA	3	
850	23536	16 Oct 15	81F	G19	5032 Johnson Point Rd NE	19:16	5.38	BLS Syncope	3	1
851	23557	17 Oct 15	82A	E18	6931 Kellogg Dr NE	02:41	10.42	ALS Heart Problem	3	1
852	23561	17 Oct 15	81B	H17	3138 41st Ave NE	05:12	N/A	BLS Possible OD	4	1
853	23662	18 Oct 15	86A	E20	7318 Puget Beach Rd NE	10:37	10.31	BLS Weakness	2	3
854	23665	18 Oct 15	81A	F18	3624 56th Ave NE	11:45	5.52	BLS ALoC	2	3
855	23673	18 Oct 15	307	J16	2107 Friendly Grove Rd NE	14:07	6.04	ALS Chest Pain	6	3

MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
856	23682	18 Oct 15	307	J16	1915 Meixner St NE	17:45	7.05	BLS Fall	2	3
857	23694	18 Oct 15	81D	I17	3520 26th Ave NE	20:38	N/A	BLS Dog Bite	2	3
858	23811	20 Oct 15	82A	D19	7724 Taryn Ln NE	12:30	9.20	BLSY Fall	4	
859	23838	20 Oct 15	83A	G15	4805 Cushman Rd Ne #30	16:02	2.00	ALS Respiratory Dx	2	
860	23880	21 Oct 15	81A	F18	3624 56th Ave NE	05:25	7.00	BLS Medical Alarm	6	5
861	23908	21 Oct 15	318	H21	4308 Harstene St NE	11:39	5.10	ALS Unconscious	2	
862		21 Oct 15	82A	B19	9821 Johnson Point Lp NE	20:37	12.13	Fire Alarm Activation	3	6
863	23972	22 Oct 15	81B	F17	5643 Lemon Rd NE	06:55	7.58	BLS MVA	6	
864	23977	22 Oct 15	81A	F18	3624 56th Ave NE	08:14	5.54	BLSY Medical Alarm	3	
865	24000	22 Oct 15	307	J16	1915 Meixner St NE	16:26	5.14	BLSY Patient Assist	2	
866	24001	22 Oct 15	81A	H18	3730 South Bay Rd NE	16:44	3.44	ALS DLoC	3	
867	24038	23 Oct 15	307	J16	1915 Meixner St NE	10:03	4.59	ALS Unresponsive	2	
868	24042	23 Oct 15	81E	H20	3803 Eagle Dr NE	10:36	5.53	BLS Confusion	2	
869	24098	23 Oct 15	81H	G18	5026 Sleater Kinney Rd NE	22:23	N/A	BLS Syncope	3	8
870		24 Oct 15	82A	D18	4547 86th Ave NE	11:00	9.29	Brush Fire	7	9
871	24143	24 Oct 15	83A	G15	4805 Cushman Rd NE #30	14:47	6.32	ALS Chest Pain	3	9
872		24 Oct 15	81E	I20	7043 Tolmie Dr NE	22:04	11.30	Service Call	3	9
873	24176	24 Oct 15	84A	F16	6410 Zangle Rd NE	22:51	6.46	ALS Heart Problem	5	9
874	24218	25 Oct 15	83A	H15	Boston Harbor @ 39th Ave NE	13:17	7.55	BLS MVA	5	1
875		26 Oct 15	301	Q23	11006 Evergreen Valley Rd SE	04:14	N/A	Structure Fire (MA)	1	1
876	24338	27 Oct 15	82A	E18	4519 68th Ave NE	01:32	10.02	ALS Respiratory Dx	3	2
877	24352	27 Oct 15	83A	G16	4711 Bellwood Dr NE	11:25	4.10	BLS Leg Pain	2	
878	24376	27 Oct 15	83A	G16	4711 Bellwood Dr NE	16:30	9.36	BLS Leg Pain	2	
879	24387	27 Oct 15	83A	G15	4805 Cushman Rd NE #30	18:43	7.13	ALS Breathing Diff	5	
880		28 Oct 15	81A	I16	3127 Libby Rd NE	02:40	8.47	BLS Unk Med Prob	2	3
881	24407	28 Oct 15	81A	I18	3610 34th Ln NE	05:41	11.05	BLSY Patient Assist	2	3
882	24429	28 Oct 15	83A	H15	300 39th Ave NE	12:02	4.49	ALS Abdom Pain	4	
883		29 Oct 15	81H	I18	Sleater Kinney @ 36th Ave NE	17:50	3.52	BLS MVA	4	
884	25428	29 Oct 15	81F	G19	4922 Puget Rd NE #76-1	18:14	14.25	BLS Back Pain	2	
885	24542	29 Oct 15	83A	F16	5621 Heights Ln NE	20:17	9.56	BLS Fall	6	
886	24543	29 Oct 15	83A	H16	4345 Canter Ln NE	21:20	5.59	ALS Diabetic	6	5
887	24563	30 Oct 15	82A	D19	7641 Hendershot St NE	07:07	9.34	ALS Chest Pain	4	
888		30 Oct 15	86A	F20	7336 Sandy Point Rd NE	14:19	8.29	Wires Down	4	
889	24674	31 Oct 15	83A	H16	1621 46th Ave NE	12:24	N/A	BLS Fall	4	7
890	24694	31 Oct 15	81A	G17	4925 Shincke Rd NE	19:15	5.02	BLS Syncope	4	7
891		31 Oct 15	83A	H15	401 46th Ave NE	19:15	7.05	Fire Alarm Activation	4	7

2015 BUDGET VS ACTUAL, CASH BALANCE

