

DISTRICT MONTHLY REPORT: NOVEMBER 2016

ADMINISTRATIVE:

- 1) At the November 17th regular Board meeting, approval was made for the 2017 District Budget documents with adoption of Resolution 16-05 “Substantial Needs Ordinance”, Resolution 16-06 “2017 Levy Certification”, Resolution 16-07 “Property Tax Increase” and Resolution 16-08 “2017 Property Tax Levy”. The line-item expense budget will be adopted by the Board in December.

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"> ▪ At 4 Oct BoFC meeting, Chief VanCamp provided data regarding 2-station versus 3-station strategy ▪ Inclusion in overall strategic planning update
44	District Training Center	Ongoing	Medium	<u>Kessel (and Vector Engineering):</u> <ul style="list-style-type: none"> ▪ 2017 Capital Plan to include a) old firestation roof, and b) painting & finishing exterior old firestation & shop ▪ Working on closing-out project with VEI & OSG
48	Community Risk Assessment Project	Ongoing	On Hold	<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)	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	Ongoing	High	<u>Board Chair/VanCamp:</u> <ul style="list-style-type: none"> ▪ Fire Chief 2017 Performance Goal 4
55	Consideration of apparatus sizing	?	?	<u>Kessel:</u> <ul style="list-style-type: none"> ▪ CR&R scheduled replacement of next pumper in 2018 ▪ Inclusion in overall strategic planning update
59	IR&R Staffing Planning	Ongoing	High	<u>VanCamp:</u> <ul style="list-style-type: none"> ▪ Fire Chief 2017 Performance Goals 1 and 2 ▪ Proposal for workshop provided to Board at 17 Nov mtg, as part of a comprehensive strategic plan update

PLANNING SERVICES:

- 1) At their November 17th regular meeting, the Board considered Chief VanCamp’s proposal regarding staffing master planning:
 - a. The purpose of which is to provide consistent 24-hour staffing at two firestations;
 - b. It would have a focused agenda based on agreed-upon assumptions;
 - c. Suggested membership would include a broad representation of all members. The public could also attend as observers. Public participation was discussed at length;
 - d. An outside facilitator would be used in order to allow all members to participate;
 - e. The workshop would last under six hours; preferably it be held on a Saturday and would take place at Station 8-1;
 - f. Vetted options would later be offered to the Board for approval.
 - g. A “Staffing Planning Assumptions” handout was also provided, but not reviewed. A set of assumptions would be agreed upon prior to engaging in the workshop to reduce the time needed to develop and evaluation options.

PUBLIC RELATIONS & COMMUNITY SERVICES:

- 1) Chief VanCamp, as a Board member of the Washington State Board of Volunteer Firefighters and Reserve Officers, hosted a Board meeting at Station 8-1 on November 4th. The meeting was held to interview applicants for the position of Executive Director for the vacancy left by retiring Director Brigitte Smith.
- 2) The South Bay Firefighters' Association hosted the annual Holiday Bazaar at Station 8-1 on Saturday November 5th with a very robust business presence as reported from the vendors.
- 3) On November 9th, Chief VanCamp met with the Hollywoods Homeowners' Association at their annual meeting at Station 8-1.
- 4) Chief VanCamp hosted the Washington State Association of Fire Chiefs' Board meeting at Station 8-1 on November 10th.
- 5) The St Andrew's Pre-School classes toured Station 8-1 on November 17th and 18th; many thanks to the Dayshift crew for helping with the tour!

EMERGENCY RESPONSE: Total of 904 calls to date; 859 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 November:

	Fire	ALS	BLS	Pub Svc	False	Total
2016	2	28	38	5	4	77
2015	3	64	(Tot EMS)	17	4	88
Average <small>NOTE 1</small>	5	57	(Tot EMS)	12	4	78

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

	Total	Daytime	Night	Weekend
2016	3.6	3.0	4.3	3.8
2015	3.5	3.0	4.4	3.7
FD7 <small>NOTE 2</small>	3.7	3.1	4.1	3.6
FD8 <small>NOTE 3</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	32	29	91%	1	1	100%
Station 8-2/8-6	10	4	40%	1	1	100%
Station 8-3	17	12	86%	0	0	0%

Average	EMS			Fire		
	Total	Meet	Pct	Total	Meet	Pct
Avg 2016 To Date	56.8	34.2	60%	2.9	2.7	94%
Avg 2015	54.5	34.3	63%	4.6	3.5	76%
Avg 08-15 <small>NOTE 4</small>	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 November 2008-2015 (average)

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

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

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

- 4) Delayed responses:
- Incident 873 (Nov 16th) 13m:53s; recorded time in apparent error, timed-out at scene by radio (not recorded correctly by Dispatch).
 - Incident 896 (Nov 25th) 21m: 43s; EMS incident with Aid Unit 83 responding with 2 relatively new EMTs and some confusion regarding correct address (remedial training to be provided for crew).

IR&R STAFFING: Staffing levels for November:

Staffing Targets by Position:		Station 8-1	Station 8-3	Note
Day-shift	Assistant Chief (as BC) (Career):	87%		A
	Firefighter/Lieutenant (Career): 2	100%	87%	
	Station Staffed:	100%	87%	
Night & Weekends	Battalion Chief (Volunteer):	97%		B
	Company Officer (Volunteer):	54%	18%	
	Engine Driver-Operator (Volunteer):	95%	23%	C
	Fire Personnel (Volunteer): 3	97%	26%	D
	EMS Personnel (Volunteer): 2	95%	36%	D
	Station Staffed:	100%	36%	E

Notes:

- Includes weekday holidays when BC not staffed;
- Includes BC assigned to Engine 81, with or without Company Officer;
- Driver-Operator assigned may be Company Officer or other position;
- May be cross-trained/certified staff (e.g. Firefighter-EMT); and
- Includes minimum target staffing of Aid Unit 83 only.

Volunteer Staffing Levels: for the month of November:

Position	Oct	Nov	Comments
Battalion Chief	5	5	Incl AC Kilpatrick
Company Officer (incl "Acting")	8	7	
Firefighter-EMT	11	11	
Firefighter	19	19	
EMT	5 (4)	5 (4)	(Awaiting State Cert)
In-training: Firefighter	5	5	New members
In-training: Firefighter (existing)	0	0	Currently FD8 EMTs
In-training: EMT	2	2	New members
In-training: EMT (existing)	2	2	Currently FD8 FFs
Member Leave-of-Absence	10		Brown, Cook, Halbert, Marquez, Mulder, Osborn, Springstead, Pickett & Leunsman
Leave Service, Resignation			

PERSONNEL MANAGEMENT, SAFETY & TRAINING:

1) Drills for the Month:

- Quarterly skills required:
 - Incident Command System refresher
 - NFA L-130 & L-180 wildland module (completion)
 - Standard evolution: initial attack
 - SCBA-donning quarterly

- o Two-hour drive time (Driver/Operators)
 - Medic-One OTEP:
 - o Burns & trauma examination
 - o Glasgow Coma Scale & trauma extrication examination
 - o Pediatric respiratory & cardiac annual review
 - o Sick or not sick (no examination)
- 2) On November 9th, District Legal Counsel Brian Snure provided training for District Board members and Staff on procurement regulations and District policy on purchasing.
 - 3) The quarterly all-officer meeting was held on November 28th.

PERSONNEL MANAGEMENT, RELATIONS:

- 1) Interview for Dayshift Firefighter-EMT were conducted on November 1-3 for the vacancy left by Anson Friar in October; in the process, the slate of candidates was narrowed down to three, who were ranked by Chief VanCamp and placed on a register for Dayshift Firefighter-EMT. Background investigations will be conducted on these candidates and an offer made to the top ranked candidate.
- 2) The District held its annual flu-shot clinic at Station 8-1 on November 7th.
- 3) Chiefs VanCamp and McBride, District Legal Counsel Dave Luxenberg and IAFF Local 2903 President Christ Ross met on November 8th for the continuing negotiations on the District's Collective Bargaining Agreement. The current agreement will expire at the end of 2016.

EQUIPMENT & FACILITIES:

- 1) Apparatus & Equipment:
 - a. (no report)
- 2) Facilities:
 - a. An initial assessment was made by Sunset Air on Station 8-3 for potential energy savings capital upgrades funded through grants and rates savings; this is the same ESCO program that the District participated in with Station 8-1.

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	\$ 1,402,927	1	\$ 1,359,630	1	\$ 1,041,022	1	\$ 1,245,637	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 December 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).

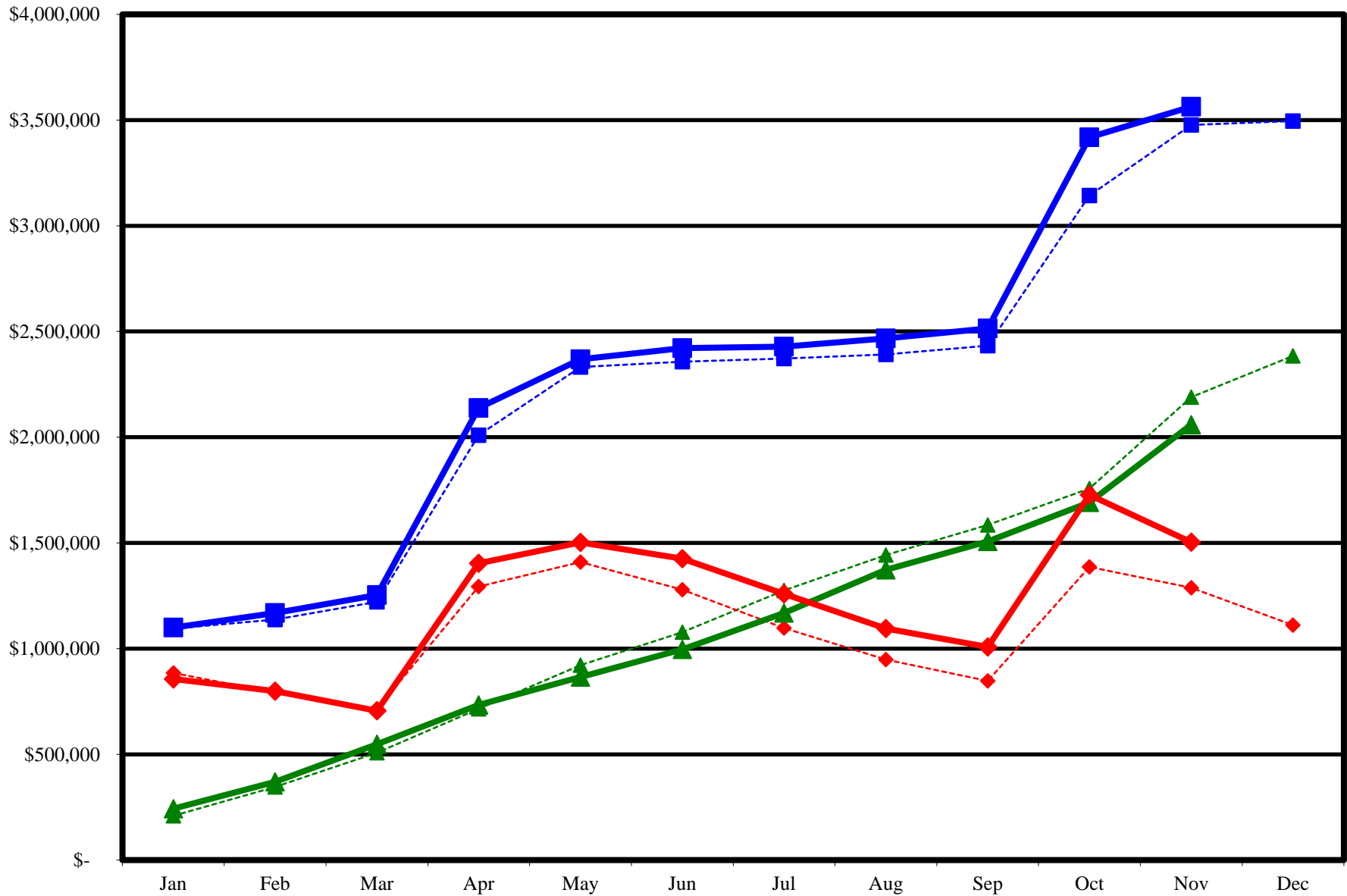
MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
836		1 Nov 16	81A	I17	2849 Cliffs Ln NE	11:46	4.32	Fire Alarm Activation	3	
837	25351	1 Nov 16	317	J21	Martin @ Galaxy Dr NE	14:02	3.19	BLS MVA	2	
838	25362	1 Nov 16	83A	H15	3845 Boston Harbor Rd NE	14:58	3.11	ALS Fall	5	
839	25374	1 Nov 16	81H	I19	2930 Jorgenson Rd NE	17:32	N/A	BLS SoB	2	
840	25378	1 Nov 16	81C	I16	3325 Friendly Grove Rd NE	18:15	7.22	BLSY Fall	5	5
841	25390	1 Nov 16	82A	D19	8043 Johnson Point Rd NE	21:53	10.30	ALS Overdose	4	5
842		2 Nov 16	81E	H20	6809 Falcon Wy NE	03:43	9.06	Service Call	4	5
843	25485	3 Nov 16	81H	I19	2930 Jorgenson Rd NE	02:41	7.25	ALS Unconscious	7	6
844	25488	3 Nov 16	81J	I16	2744 Bethel St NE	04:49	8.24	BLS Weakness	5	6
845	25585	4 Nov 16	81C	I16	3325 Friendly Grove Rd NE	06:44	6.47	BLSY Fall	2	
846	25597	4 Nov 16	83A	G15	4806 Cushman Rd NE #112	10:23	N/A	BLS Fall	2	
847	25602	4 Nov 16	81C	I16	3325 Friendly Grove Rd NE	11:51	5.17	ALS Patient Assist	5	
848	25646	4 Nov 16	83A	F16	5637 Libby Rd NE	20:29	6.48	BLS MVA	5	8
849		5 Nov 16	85A	D17	2707 84th Ct NE	16:35	N/A	Fire Alarm Activation	4	9
850	25871	7 Nov 16	83A	G15	4805 Cushman Rd NE #137	15:03	4.28	ALS SoB	4	
851	25903	7 Nov 16	81H	I18	3345 Quail Creek Ln NE	21:55	6.30	ALS Unconscious	4	2
852	25946	8 Nov 16	86B	G20	5440 St Charles Ct NE	13:12	6.42	BLS Fall	3	
853	26118	10 Nov 16	82A	E19	5431 70th Ave NE	16:20	7.05	BLS Obj in Throat	3	
854	26187	11 Nov 16	83A	G16	2308 46th Ave NE	11:18	4.08	ALS Abdom Pain	4	
855	26208	11 Nov 16	81A	G18	4916 Shincke Rd NE	19:20	7.51	ALS Chest Pain	5	6
856	26217	11 Nov 16	82A	C18	9247 Otis Beach Rd NE	22:21	10.27	BLS Sick Person	5	6
857	26261	12 Nov 16	81H	I19	2930 Jorgenson Rd NE	13:38	7.30	ALS Seizure	5	7
858	26277	12 Nov 16	81C	I17	36th @ Libby Rd NE	17:57	3.35	ALS MVA	6	7
859	26313	13 Nov 16	81H	I19	2930 Jorgenson Rd NE	23:54	9.06	BLS Pain	4	7
860	26351	13 Nov 16	83A	H15	736 36th Ave NE	12:21	6.24	BLS Fall	3	8
861	26366	13 Nov 16	83C	F17	6210 Libby Rd NE	16:41	7.42	BLS Medical Alarm	2	8
862	26395	14 Nov 16	307	J17	2235 South Bay Rd NE	01:10	7.44	BLSY Fall	2	8
863	26413	14 Nov 16	81H	I18	3345 Quail Creek Ln NE	08:37	7.03	BLS Illness	2	
864	26414	14 Nov 16	81H	G18	4309 54th Ave NE	09:09	4.10	BLS CVA	2	
865		14 Nov 16	307	K17	5th @ South Bay Rd NE	10:42	5.27	Wires Down	2	
866	26488	15 Nov 16	81H	I18	3345 Quail Creek Ln NE	06:22	5.02	BLS Fall	3	
867		15 Nov 16	82A	D19	7900 Kerbaugh Rd NE	08:23	9.58	Wires Down	2	
868	26517	15 Nov 16	86A	F20	6132 Puget Beach Rd NE	12:56	1.26	BLS Illness	2	
869	26547	15 Nov 16	81E	H20	3808 Eagle Dr NE	17:43	6.42	BLS Abdom Pain	2	
870	26584	16 Nov 16	82A	E19	73rd @ Johnson Point Rd NE	06:44	12.07	ALS Allergic Reaction	5	
871		16 Nov 16	81B	H17	2820 36th Ave NE	17:47	3.33	Chimney Fire	7	
872	26644	16 Nov 16	81H	H18	3800 Sleater Kinney Rd NE #25	19:13	5.08	BLS Stroke	4	2
873		16 Nov 16	81H	H18	3800 Sleater Kinney Rd NE #25	20:54	13.53	BLS Headache	4	2
874	26664	17 Nov 16	81F	H19	4013 Foxhall Dr NE	03:23	7.07	ALS Chest Pain	3	2
875	26700	17 Nov 16	81E	H20	3725 Owl Ln NE	12:48	6.12	ALS Diabetic Prob	3	
876	26725	17 Nov 16	83A	G15	4805 Cushman Rd NE #51	18:35	10.28	BLS Medical Alarm	4	3
877	26790	18 Nov 16	85A	C17	3312 Fishtrap Lp NE	15:28	8.14	BLS Unk Med Prob	3	
878	26877	19 Nov 16	81H	G18	4309 54th Ave NE	12:45	5.12	BLS Stroke	2	5
879	26891	19 Nov 16	81E	I20	3409 Eagle Dr NE	15:50	6.07	ALS Heart Prob	2	5
880	26934	20 Nov 16	307	K16	Pine @ Wilson St NE	00:16	N/A	BLS Unk Med Prob	4	5
881	26994	20 Nov 16	82A	D19	5022 83rd Ave NE	18:56	10.13	ALS Breathing Prob	4	6
882	27023	21 Nov 16	83A	G16	4627 Bellwood Dr NE	08:23	4.35	BLS Fall	3	
883		21 Nov 16	83A	G15	4806 Cushman Rd NE #158	16:43	3.52	Smoke Investigation	2	
884	27076	21 Nov 16	81A	H18	3627 South Bay Rd NE	17:44	3.31	BLS Unk Med Prob	3	
885	27085	21 Nov 16	83A	H16	3741 Harrington Ln NE	19:23	5.56	BLS Diabetic Prob	4	7
886	27108	22 Nov 16	85A	C17	3424 Fiahtrap Lp NE	06:33	14.11	ALS Heart Prob	4	

MONTHLY RESPONSE RECORD

Number		Date	Sta Zone	Grid	Location	Alarm Time	Resp Time	Type	Resp	Shift #
FD8	Med-1									
887		22 Nov 16	81F	G19	5445 Johnson Point Rd NE	08:22	6.23	BLS Medical Alarm	3	
888	27235	23 Nov 16	84A	E16	7010 Zangle Rd NE	14:24	5.09	ALS Sick Person	2	
889	27280	24 Nov 16	86B	G20	7147 Deerfield Park Dr NE	23:53	9.45	ALS Heart Prob	4	8
890	27309	24 Nov 16	83A	G15	4806 Cushman Rd NE #115	10:00	4.14	BLSY Fall	2	
891	27312	24 Nov 16	81A	I17	3212 Libby Rd NE	11:08	4.05	BLS Breathing Prob	2	
892		24 Nov 16	81A	F18	56th @ Shincke Rd NE	21:30	6.48	Service Call	5	1
893	27370	25 Nov 16	81H	I18	2726 Sleater Kinney Rd NE	07:09	4.57	ALS Chest Pain	2	
894	27408	25 Nov 16	81H	I18	4515 Pleasant Glade Rd NE	14:17	4.52	BLS Stroke	2	
895		25 Nov 16	81A	I17	South Bay @ Lilly Rd NE	15:45	0.00	BLS Fall	2	
896	27432	25 Nov 16	83A	G15	4806 Cushman Rd NE # 115	20:46	21.43	BLSY Patient Assist	2	2
897		25 Nov 16	307	J17	1925 South Bay Rd NE	21:50	4.49	Fire Alarm Activation	5	2
898	27498	26 Nov 16	81A	H17	4539 Shincke Rd NE	18:22	4.04	ALS Seizure	4	3
899	27513	26 Nov 16	81A	I18	3635 34th Ln NE	22:41	3.29	ALS Unconscious	5	3
900	27517	27 Nov 16	81C	H16	4139 Libby Rd NE	00:06	6.49	ALS Chest Pain	4	3
901	27532	27 Nov 16	307	J17	1942 Meixner St NE	04:41	8.18	BLS Overdose	4	3
902	27536	27 Nov 16	307	J17	2312 South Bay Rd NE	06:14	5.59	ALS Chest Pain	5	4
903		27 Nov 16	81A	F17	7300 Woodard Bay Rd NE	07:59	4.19	Service Call	4	4
904	27553	27 Nov 16	81E	H20	Hawks Prairie @ Eagle Dr NE	12:40	N/A	BLS MVA	4	4
905	27571	27 Nov 16	84A	E15	336 71st Way NE #1	15:58	9.00	ALS Seizure	3	4
906	27633	28 Nov 16	82A	B19	9714 Cascade Lp NE	07:55	10.57	ALS Welfare Check	2	
907	27695	29 Nov 16	81E	H20	5604 Eagle Dr NE	04:06	7.52	ALS Heart Prob	4	5
908	27715	29 Nov 16	81A	I17	3443 Shincke Rd NE	12:02	1.56	ALS Unconscious	7	
909	27727	29 Nov 16	81H	G18	5044 Sleater Kinney Rd NE	16:01	4.04	BLS Fever	3	
910	27733	29 Nov 16	82A	D19	8041 Holloway Ln NE	19:17	10.09	BLS Abdom Pain	6	6
911	27754	30 Nov 16	83A	G16	5141 Heights Ln NE	00:38	5.44	ALS COPD	3	6
912		30 Nov 16	86A	G19	5142 Puget Rd NE	22:58	7.24	Chimney Fire	5	7

2016 BUDGET VS ACTUAL, CASH BALANCE



--■-- Budget Rev
--▲-- Budget Exp
--◆-- Budget Cash
—■— Actual Rev
—▲— Actual Exp
—◆— Actual Cash