



# Central Whidbey Island Fire & Rescue

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To: Board of Fire Commissioners  
From: Chief Ed Hartin  
Date: April 11, 2019  
Subject: Chief's Report

## Information Technology (IT)

The District continues to pressure our contract IT services provider to clean up the remaining items on the action list related to restoration of all systems and improvement of resiliency following our November 2018 cyber-attack. Work remaining includes restoration of full functionality of Microsoft Outlook calendars for all users (shared calendars are not yet universally available), resolution of printer default issues, installation of new firewalls at Station 53 (purchased in 2018, but not installed due to issues with ICOM connectivity), and full functionally testing of the District's backup system (along with regularly scheduled testing). The Administrative Division anticipates releasing a Request for Qualifications (RFQ) for IT service needs inclusive of hardware and software service, technology planning, and continuity of operations planning later in the second quarter.

The District's new telephone system has been installed by All Phase Communications and is operational.

## Operational Activity

The month of March was another busy response month with 129 calls with 410 calls year to date (4% above last year at the same time). The District experienced 14 instances in which calls were received concurrently for a total of 33 incidents affected.

On March 26, 2019 the District responded to a reported commercial fire at Engle Road & Windrose Drive. Companies arrived to find a fire in a steel shipping container filled with hay next to a barn. The fire was quickly controlled, but overhaul was complicated by limited access and the nature of the contents. Assistance was requested from Island County Public Works and local resident Bobby Engle who both responded with heavy equipment suited to remove the water soaked hay from the container.

Firefighter/EMT John Lloyd was hired by Naval Region Northwest Fire & Emergency Services, Firefighter/EMT Ethan Vroman was hired by Paine Field Fire Department. Firefighter/EMT Holly Slothower's husband was hired by Federal Fire Fort Bliss (TX) and will be leaving next month. Informally we have heard that Firefighter/EMT Marcus Carroll has been offered a part time job at another agency closer to his home in Redmond, WA and will likely be leaving soon. The District has a recruitment process underway for part-time firefighters, but have had limited response with the last several recruitments. Deputy Chief Smith and Captain Helm are continuing with their work examining the effectiveness of our part-time program and options for alternative staffing models.

**Administrative Activity**

Central Whidbey Island Fire & Rescue's (CWIFR's) Financial and Accountability Audit performed by the Washington State Auditor's Office (SAO) is underway with preliminary feedback being positive. We anticipate that the audit will be completed late this week or early next week.

The District and North Whidbey Fire & Rescue (NWFR) have received a non-responsive counter proposal from WhidbeyHealth related to the Basic Life Support Ambulance Interlocal Agreement. Chief Hartin discussed this issue with Commissioner Hutchinson as well as NWFR Chief Kirko and Commissioner LaMont and has identified the issues of contention with this counter proposal. A special joint board meeting of the CWIFR and NWFR Boards of Commissioners has been requested to be scheduled the week of April 24<sup>th</sup> to discuss the next steps in the negotiations process.

Chief Hartin along with Commissioners Engle and Hutchinson attended the Center for Public Safety Excellence (CPSE) Excellence Conference in Garden Grove, CA on March 11-15, 2019. The Snoqualmie Fire Department (similar in size to CWIFR) was accredited during the conference and their Chief and Accreditation Manager, LT Jake Fouts provided insight into their experiences as a small agency in the accreditation process. Chief Hartin also attended the Northwest Accreditation and Credentialing Consortium meeting in Everett, WA on March 25-26, 2019. During this meeting CPSE Chief Executive Officer Preet Bassi stated that she was extremely impressed that two of CWIFR's elected officials were regular attendees of the Excellence Conference as this shows significant commitment to continuous improvement. The District paid travel, lodging, and conference expenses for the Commissioners and Chief Hartin's conference registration. Chief Hartin covered his own travel, lodging, and other expenses.

Chief Hartin presented at the Firehouse World Conference in Los Angeles, CA on March 27, 2019. The presentation focused on the District's "10-Minute Training" program to develop the knowledge and skills of company and command officers serving as the initial incident commander at emergency incidents. All expenses were paid by Firehouse.

Chief Hartin has been selected by CPSE as a subject matter expert to work on Category 4-Finance in the 10<sup>th</sup> Edition of the Fire and Emergency Services Self-Assessment Manual. Selection to work on this particular category is an extremely positive reflection on the District's financial management policies and practices and likely the District's receipt of the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for five consecutive years and achievement of a AAA bond rating from Standard and Poor's.

**Community Risk Reduction (CRR)**

Lieutenant Jen Porter has identified implementation of electronic fire inspection documentation within the ImageTrend records management system as a priority project for the CRR Division. Current work in progress involves cleaning location and occupancy data related to businesses inspected by the District. Next steps will include importing this data from Microsoft Excel into Imagetrend and designing the District's inspection form, and building a consistent workflow for electronic inspection documentation.

Firefighter Dillon Rogers has identified target hazard preplans as a priority project based on value in emergency operations and substantive impact within the context of the Washington Survey and Rating Bureau's (WSRB) Public Protection Classification Schedule. FF Rogers has worked with Daryl Girnus of the WSRB

to identify key elements necessary to ensure that the District's GIS based/ I am Responding deployed pre-plans will meet WSRB as well as the District's requirements.

### **Training**

Training during the month of March included cardiac arrest management, live fire training, technical rescue collapse training, and Blue Card online modules. Full-time members are in the process of recertifying as Blue Card Incident Commanders as part of the three year recertification cycle.

Captain Helm is currently attending a one-week Rescue Systems I class in Shoreline, WA. Completion of this course supports the District's initiative to develop and improve our capacity to respond to structural collapse incidents related to car vs building, landslide, and earthquake.

### **Facilities**

Flagpole lights at Station 54 have been replaced.

Bid awarded to Northwest Rain Gutters for replacement of deteriorating gutters at Station 54. Materials have been ordered and anticipate completion by the end of April.

Bid awarded to Current Electrical for repair of street lights at Station 54, new lights have been ordered and installation is anticipated by the end of April.

Winter Quarterly facility maintenance completed (100%) and have started on Spring Quarter facility maintenance

Bid specifications for the Station 51 auxiliary power generator completed and will be published before the end of April. The WhidbeyHealth facilities manager has been non-responsive related to the cost share for generator purchase and installation.

### **Fleet Maintenance**

During the month of March, Firefighter/ Mechanic Mike Matros continued work to restore the fleet maintenance database and is still putting a major effort into catching up with preventative maintenance.

The District has published a request for bids on two Dodge Tradesman 5500 crew cab, four wheel drive chassis/cabs. The original plan was to purchase these vehicles (for construction of Type 5/Brush Engines) from state bid. However, they were not included in the state bid process (or other joint purchase options) this year, necessitating that we conduct the bid process internally. Construction of the Type 5 Engine body, tank, and pump will be put out to bid within the next month.