



# Central Whidbey Island Fire & Rescue

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To: Board of Fire Commissioners  
From: Chief Ed Hartin  
Date: May 9, 2019  
Subject: Chief's Report

## Operational Activity

The District had 129 calls for service in April with 518 calls year to date. The District experienced 10 instances in which calls were received concurrently for a total of 21 incidents affected.

**Standard Apparatus Inventory:** Lieutenant James Meek has completed the final draft of the standard equipment inventory for Type 1 Engines (a key element standardizing equipment carried on the District's engines and for planning compartment configuration for new engines that will be ordered in early 2020).

## Administrative Activity

Central Whidbey Island Fire & Rescue's (CWIFR's) Financial and Accountability Audit performed by the Washington State Auditor's Office (SAO) was completed with no findings, management letters or recommendations.

Chief Hartin, Commissioner Hutchinson, Chief Kirko, and Commissioner Lamont will be meeting with the WhidbeyHealth EMS Manger Roger Meyers, Assistant EMS Manager Sean LaVine, and CEO Ron Telles on Friday, May 10, 2019 to negotiate revision to the Interlocal Agreement between the Fire Districts and Hospital District related to staffing of Basic Life Support (BLS) Ambulances.

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 will be on Paid Time Off (PTO) to deliver three training programs for the Washington State Firefighters Association at their annual fire school in Wenatchee on May 17<sup>th</sup> & 18<sup>th</sup> (on PTO from May 16 through 20). Chief Hartin will be representing the District and serving on a panel discussing voter approved bonds and bond rating at the Washington Fire Chief's Association along with Chief Bud Backer, East Pierce Fire

Rescue; Chief Steve Brooks, Lacey Fire District; and Senior Vice President Jim Nelson of DA Davidson Bond Underwriters. Chief Hartin was asked to participate in this panel discussion due to the District's success with a voter approved bond in 2017 and achievement of a AAA bond rating from Standard & Poor's.

### **Community Risk Reduction (CRR)**

**Fire & Life Safety Inspections:** A Shift completed 0 of 9 initial inspections, B Shift completed 12 of 12 initial inspections, and C Shift completed 0 of 8 initial inspections for the month of April. Deputy Chief Smith has been tasked with investigating why A and C Shift did not complete their assigned inspection activity for April and work with Lieutenant Porter to develop a plan to correct this deficiency.

**Electronic Fire inspection Documentation:** Work in progress involves cleaning location and occupancy data related to businesses inspected by the District. This process has been slowed by vacancy in the position of Office Assistant. It is anticipated that this project will gain momentum once this position has been filled.

**Pre-Planning:** Firefighter Dillon Rogers completed 24 basic pre-incident plans for commercial occupancies in April (target rate of completion is five per month). These pre-plans are created in ArcGIS and key data imported into I Am Responding to provide access to all members via mobile data computer, mobile data tablet, or smart phone.

**Geographic Information Systems (GIS):** GIS Specialist Jessica Larson has completed file transfer to the District's new server and has identified files that were compromised in the November 2018 cyberattack. Fortunately, the number of compromised files was small and this data can readily be either obtained from other sources or recreated. Jessica is also working on a GIS map layer including all parks and conservation land with detail including non-motorized trails.

### **Training**

Training during the month of April included Blue Card Residential Simulation, on the water Marine Rescue Training, Water Supply troubleshooting, Roof Reports, EMS OTEP training, Online rope rescue awareness training, and technical writing.

Captain Jerry Helm finalized the schedule for the Island County Recruit Academy with South Whidbey Fire/EMS and the Marine Rescue Academy with Camano Island Fire Rescue. In addition, Captain Helm and Firefighter/EMT Aron Nolte began the process of planning wildland refresher training and certification for later in the spring of 2019.

Captain Jerry Helm completed Rescue Systems 1 class with Shoreline Fire Department. This brings the total number of District members who have completed this operations level urban search and rescue training to four (Chief Hartin, Deputy Chief Smith, Captain Helm, and Firefighter/EMT Behan). Over time, we intend to train all full-time staff to the operations level structural collapse, and make this training available to part-time and volunteer members who are interested in developing these competencies.

Captain Jerry Helm traveled to Washington, DC to serve as a FY2018 Assistance to Firefighter Grant (AFG) reviewer the week of May 5, 2019. This experience was extremely valuable as it gave Captain Helm the opportunity to "look under the hood" of the grant review process and improve the District's ability to effectively compete for AFG grants in the future.

Chief Ed Hartin and Captain Jerry Helm coauthored an article for Firehouse Magazine on the District experience in field testing and selection of the Rosenbauer Titan helmet as standard issue for the District's Firefighters, EMTs and support services members.

## **Facilities**

Replacement gutters are currently being installed at Station 54. The original gutters suffered from corrosion and had developed leaks in several areas. This project replaces all gutters and downspouts at this station.

The electrical contractor selected for repair of the street lights at Station 54 has been non-responsive. Lieutenant Derik Vrable is working on selection of an alternate vendor for this project.

Spring Quarterly Maintenance is underway with service of septic systems and carpet cleaning.

Bids have been solicited for purchase and installation of the backup power generator for Station 51 and Bids will be opened on May 14, 2019.

The District's Kubota tractor used for grounds maintenance experienced a hydraulic system failure and is currently in the shop for repair.

## **Fleet Maintenance**

During the month of March, Firefighter/ Mechanic Mike Matros continued a major effort into catching up with preventative maintenance.

The District received a single bid on two Dodge Tradesman 5500 crew cab, four wheel drive chassis/cabs for construction of Type 5/Brush Engines. Construction of the Type 5 Engine body, tank, and pump will be put out to bid in the next several weeks month.