



# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

[www.cwfire.org](http://www.cwfire.org)

To: Board of Fire Commissioners  
From: Chief Ed Hartin  
Date: February 11, 2020  
Subject: Chief's Report

## Operational Activity

During the month of January, the district received 132 calls for service as illustrated below. The District experienced 21 instances in which calls were received concurrently for a total of 44 incidents affected, seven instances involved three or more concurrent calls.

Incident type	2019
1 - Fire	1
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0
3 - Rescue & Emergency Medical Service Incident	85
4 - Hazardous Condition (No Fire)	6
5 - Service Call	24
6 - Good Intent Call	4
7 - False Alarm & False Call	12
8 - Severe Weather & Natural Disaster	0
9 - Special Incident Type	0
Total	132

## Administrative Activity

Chiefs Smith and Hartin continued work to clean the district's incident data from 2016 through 2019, with significant success in ensuring accurate representation of incident types, locations, and when aid was given and received. Through this process, the chiefs identified training needs for staff related to incident documentation and have developed job aids to assist with ensuring data accuracy. We conducted training on the National Fire Incident Reporting System (NFIRS) the third week of January and continue one-on-one training and coaching to continue improvement of data quality.

The district has been working with Ategan (the district's contract IT provider) and the Island County Emergency Communication Center (ICOM) to restore functionality of mobile data tablets in district apparatus. While this process has proved challenging, progress has been made due to a substantial effort by CAPT Helm.

## Operations

LT James Meek, Firefighter/EMTs Alex Majestic and Jeff Rhodes, and Chiefs Hartin and Smith continued development of a Patient Care Documentation Handbook (adapted from a document provided by Tualatin Valley Fire & Rescue) to improve documentation and emergency medical services data quality. The district has been fortunate to recruit WhidbyHealth Paramedic Alana Hutchinson to assist in this project.

Part-Time Firefighter/EMT Mike Maletto submitted his two-week notice, creating a vacancy and leaving the district with two part-time firefighter/EMTs qualified as heavy apparatus operators (one engine and one engine & tender).

## Community Risk Reduction (CRR)

**Fire & Life Safety Inspections:** Lieutenant Porter is pilot tested the ImageTrend electronic locations, occupancies and inspections system during the month of January conducted training for all other full-time staff. This system is now operational and work continues to refine workflow and reporting.

Shift	Inspections Complete (Past Month)	Inspection Backlog (Past Month)	Reinspection Required due to Violations
A	8	0	3
B	5	2	2
C	2	4	2

**Home Safety Surveys & Smoke Alarm Installation:** Two home safety surveys were completed, five smoke alarms were installed, and batteries were changed in two smoke alarms during the month of January.

**Other Community Outreach:** LT Porter participated in a car seat safety event, checking six car seats for proper installation.

## Training

**In-Service Training:** Training during the month of December focused on respiratory protection, ladders, water supply tactics, on-line safety training (asbestos and confined space awareness), and Blue Card commercial simulations.

**Apparatus Operator Qualification:** Part-time firefighter/EMT Justin Burnett completed qualification as a heavy apparatus operator (engine)

**Recruitment:** Part-time Firefighter/Emergency Medical Technicians (EMT) Kelli Casey, Keith Dawson, and Kiel Rasp started with the district effective February 10, 2020. CAPT Helm is being assisted in delivery of orientation and training by Firefighter/EMT Kolton Kellison and Apparatus Operator Brent Stevens.

## Facilities

After many months of processing Island County Requirements our Site Plan review or Conditional Use Permit for the Fire station Replacement has been accepted by the County. The County has 45 days to process the decision and this includes a 14-day public comment period. Meetings with Carletti Architects for a design meeting to review Mechanical and Electrical considerations are pending.

### **Fleet Maintenance**

The big fleet maintenance effort in January focused on working with Spartan, Rosenbauer, and Pierce fire apparatus manufacturers to finalize specifications for purchase of three type 1 engines and monitoring progress in the completion of our two type 5 engines. Delivery of the type 5 engines slipped another month with additional detail work to be completed prior to inspection, acceptance testing, and delivery.