



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

To: Board of Fire Commissioners
From: Chief Ed Hartin
Date: August 13, 2020
Subject: Chief's Report

COVID-19

REVISE.

Operational Activity

During the month of July, the district received 131 calls for service as illustrated below. The district experienced 17 instances in which calls were received concurrently for a total of 40 incidents affected, four instances involved three or more concurrent calls.

Incident type	July
1 - Fire	8
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0
3 - Rescue & Emergency Medical Service Incident	84
4 - Hazardous Condition (No Fire)	1
5 - Service Call	23
6 - Good Intent Call	7
7 - False Alarm & False Call	8
8 - Severe Weather & Natural Disaster	0
9 - Special Incident Type	0
Total	131

Administrative Activity

2021 Budget Development: All division managers have reviewed progress on projects identified in the 2020 adopted budget and have provided work plan revisions. In addition, the division managers have proposed projects for 2021 for inclusion in the budget process. The staff budget input workbook for 2021 has been released and the district's division and program managers have started the process of developing the proposed budget. The deadline for submission of division budgets is August 21, 2020 to allow time for the fire chief, deputy chief, and finance officer to meet with each division manager and develop the proposed 2021 budget.

General Ledger: Chief Hartin identified a number of revenue and expense entries in the general ledger that had been miscoded. While overall revenue and expense were presented accurately, these errors presented an inaccurate picture of the district's financial position on a line by line basis. Working closely with Chief Hartin, Finance Officer Niiro has entered adjustments to correct these errors.

Budget Adjustment: Chief Hartin, Deputy Chief Smith and Finance Officer Niiro have developed a proposed 3rd quarter budget adjustment. While the district has experienced some unanticipated expenditures related to the COVID-19 pandemic, equipment maintenance, and other expense factors, we have been able to develop this budget adjustment on a net zero basis without the need for contingency transfer. This budget adjustment will be presented to the board of fire commissioners at their regular meeting on August 13, 2020.

Arbitrage: One concern that the district has had with the delays in purchase of the type one fire engines and construction of the new Station 53 facility has been internal revenue service requirements that limit interest on funds generated through tax free bonds and time limits on expenditure (e.g., spending funds within three years). Chief Hartin contacted the district's bond attorney for additional information and was advised that this will not present a problem due to current interest rates and the circumstances related to bond issuance.

Operations

Self-Contained Breathing Apparatus (SCBA) Evaluation: The district's SCBA will reach their end of life early in 2021 (cylinders have a working life of 15-years). The district's capital projects plan has programmed replacement of this equipment for 2020 and is participating in a regional assistance to firefighters grant for SCBA replacement with the other fire districts on Whidbey Island and the City of Oak Harbor. Work is underway to develop specifications for interoperable SCBA and related equipment.

Extrication Equipment Evaluation: The district's capital projects plan has programmed replacement of hydraulic extrication equipment for 2020. LT James Meek has been conducting evaluations of multiple brands of equipment, hampered significantly by the COVID-19 pandemic. Holmatro will be demonstrating their equipment on August 19th, this is the last assessment prior to developing specifications for purchase.

Wildland Deployment: The district recently deployed a water tender as part of an Island/Snohomish County task force responding to the Road 11 Fire in Okanogan County and Sunrise Fire in Chelan County. This deployment was funded by the State Fire Marshal's Office and Washington Department of Natural Resources with reimbursement for deployed staff and backfill as well as standard rate reimbursement for expenses and apparatus use. CWIFR is exploring the feasibility of joint staffing with other districts for mobilization response with a draft interlocal agreement being developed by attorney Richard Davis for district review.

Personal Protective Equipment (PPE): FF John Lloyd has been assigned to manage the district's PPE program and has been working to identify protective clothing that has reached its end of life (10 years) and moving this clothing out of active inventory. FF Lloyd has been working with a variety of vendors to evaluate personal protective equipment options and to fully outfit the district's qualified wildland firefighters.

Community Risk Reduction (CRR)

Fire & Life Safety Inspections: The district has implemented a plan to resume fire & life safety inspections in the month of July with inspections focused on higher hazard occupancies and use of a self-inspect program for lower hazard occupancies. Self-inspection surveys were mailed to 68 low hazard occupancies with a completion rate of 44%. Low hazard occupancies who fail to return the self-inspection survey within 30 days

will be added back to the physical inspection list along with higher hazard occupancies. One physical inspection was completed in July.

Hydrant Inspection and Testing: LT Vrable is finalizing the list of hydrants that have not received a flow test within the last five years and scheduling these tests with the many water purveyors serving the district. In addition, we have scheduled a meeting with the Admirals Cove Water District commissioners to discuss hydrant inspections, flow tests, and the relationship between their contract water system manager and the fire district. We will also be meeting with the Town of Coupeville public works director to develop comprehensive data on the town's water system from source to hydrants based on the data needs of both CWIFR and the Washington Survey and Rating Bureau.

Home Safety Surveys: A Shift completed two home safety surveys, changing 12 smoke alarm batteries and providing information on plug and play replacement smoke alarms.

Training

In-Service Training: Training during the month of July included: incident command, structural firefighting strategy and tactics, rope rescue, hose evolutions and water tender operations.

Wildland Training: Four members completed the qualification requirements for certification as a Wildland Type 2 Firefighter in a joint class conducted by North Whidbey Fire and Rescue.

Mobilization Coordination: Captain Helm has been busy organizing our state mobilization capability. Inclusive of gathering resources, supplies, and qualified personnel to staff the resources, Captain Helm also serves as the Alternate County Coordinator for mobilization requests. When the County Coordinator (currently Assistant Chief Jason Allen with Camano) is deployed or unavailable, this position receives the phone call request for state mobilization form the regional manager and then calls the county agencies to coordinate the filling of the resource order list.

Facilities

Summer Maintenance: LT Vrable reports that summer facilities maintenance is underway.

Station 53 Construction: All elements required by Island County planning have been completed and we are awaiting issuance of a conditional use permit. Carletti Architects have provided a tentative timeline for permitting and construction with a December 1, 2020 target for submitting for a building permit, project bid in March 2021, ground breaking in April 2021 and a move-in date of April 2022.

Fleet Maintenance

During the month of July FF/Mechanic Matros oversaw Mallory Fire's technician in performing some warranty work on Apparatus 2002 (B54). The work included repairing two pieces of discharge piping that had developed small leaks at the fittings. He also coordinated and worked with Day Wireless to install the updated 2020 DNR radio frequencies into the brush truck mobile radios. While in the district Day Wireless also worked on multiple other radio issues on different units in an effort to constantly improve our communication system. Scheduled preventive maintenance (PM's) continued on multiple staff vehicles. FF/Mech Matros has been working with our fleet software company along with Ategan Tech to migrate the software and data to a cloud-based system which allows for higher protection against data loss and the ability to log into the system

anywhere with an internet connection. He has also been working on putting together the Fleet Division 2021 budget.