

42 hours of EMS Training was delivered on the following topics: EMS Online; EMS OTEP Practical Skills and CPR.

Community Risk Reduction (CRR)

Chief Michael has been working to develop support for a Whidbey Island Community Risk Reduction coalition. He has contacted Whidbey General EMS, Whidbey General Hospital, Island County Public Health Department and South Whidbey Fire/EMS. Falls have been identified as one of the most significant problems CWIFR needs to address and each of the potential partner agencies have an interest in reducing the number of falls that occur each year as well.

Chief Michael also started discussions with Vision 20/20 Project Manager Jim Crawford to develop a work agreement for facilitating the development of a Whidbey Island CRR. The intent is that the coalition would be created to be able to focus on various risk reduction programs where there is a need.

Emergency Disaster Plan

Careage of Whidbey Administrator Mr. Kevin Jorgensen contacted CWIFR to review the Emergency Disaster Plan for his facility. The plan spoke to policies that were in place for many of the potential disasters that could happen it lacked clarity in two critical areas which included transportation and long term alternative emergency evacuation sites. Chief Michael drafted a memo and met with Mr. Jorgensen to go over CWIFR's recommendations for his plan.

Shift Activity

A Shift:

- Completed 15 hours of in-service training.
- Completed 4 hours of physical training.
- Conducted 4 Fire & Life Safety Inspections.
- Conducted Fire Safety Week Presentations at the Coupeville Schools.
- Conducted a Boy Scout merit badge presentation.
- FF Chris Lytle completed his Heavy Apparatus Operator qualification.

B Shift:

- Completed 18 hours of in-service training.
- Completed 4 hours of physical training.
- Conducted 4 Fire & Life Safety Inspections.
- Conducted 14 hours of CPR Heartsaver training for Skagit Valley College.
- Conducted CPR training for Coupeville High School Athletic Department.
- Conducted Fire Safety Week Presentations at the Coupeville Schools.

C Shift:

- Completed 10 hours of in-service training.
- Completed 9 hours of physical training.
- Conducted 2 Fire & Life Safety Inspections.
- Conducted Fire Safety Week Presentations at the Coupeville Schools.

Apparatus Maintenance

Apparatus repairs completed in the month of October included:

- The air eject was replaced on T53.
- A new electric eject was replaced on R53.
- The MERV's windshield was replaced due to a crack in the drivers view.

Fire Service Repair completed NFPA inspections on E51, E512 and T51. FF/MECH Matros will complete inspections on R51 and S593 in November. Preventative maintenance on staff vehicles have been completed and are up to date.

FF/MECH Mike Matros completed NIMS IS-100 and 700 online courses along with passing the first two EVT tests in the EVT certification process. He also attended the EVIP course and has completed 80% of his Light Apparatus Book. Mike is studying to take the Pump Operator written test in early December followed by two ASE tests in January.

Administration

District staff completed a Request for Qualification (RFQ) for Facilities Planning. The RFQ is scheduled for advertisement at the end of November for work commencing in the second quarter of 2014.

Chief Michael attended a webinar presented by Mr. Ferrell of the Washington State Survey and Rating Bureau (WSRB). Mr. Ferrell provided a presentation on the rules followed to determine the Protection Class (PC) rating for dwellings in a community including dwellings outside of the 5 road mile radius. WSRB is recommending two significant changes including a class modification for homes that are outside of the 5 road mile radius that are covered by a fire department. The second change would impact homes that are within 7 miles of a fire station with on duty staffing and hydrants within 1,000' or fire departments with tender credit.

Mr. Ferrell also discussed the requirements for reserve apparatus as set forth in the PC Grading Schedule. WSRB requested information on this topic from agencies that already have agreements in place and agreed to continue this conversation at a future meeting.

Response Plans

CWIFR's new response plans have been put into operation at ICOM. Chief Michael is working closely with the Assistant Director of ICOM and the Dispatch Supervisor to deal with response plan issues as they occur.

Performance Feedback

All career members have begun the process of preparing for performance feedback in late November for the members they supervise and should be complete by early December.

External Activity

Chief Hartin reported he would be out of the office:

November 25-26 (Participating in "Attic Fire Tests" at Underwriters Labs in Northbrook, IL)

December 1-5 (Conducting training for firefighters and officers in Lima, Peru)

Monthly Financial

Officer Manager Kim Harpe recapped the Maintenance and Operations (Profit/Loss Report) for the Month of November 2013.

Unfinished Business

Motion to Approve BLS Agreement between Whidbey General Hospital and Central Whidbey Island Fire & Rescue. Commissioner Tom Smith moved and Commissioner Cheryl Engle seconded to approve this motion.

Action: Approved Unanimously

New Business:

A. Motion to Approve 2014 WFCA Healthcare Application for Employee Medical & Dental. Commissioner Cheryl Engle moved and Commissioner Tom Smith seconded to approve this motion.

Action: Approved Unanimously

B. Motion to Approve 4th Quarter Proposed Budget Adjustments. . Commissioner Tom Smith moved and Commissioner Cheryl Engle seconded to approve this motion.

Action: Approved Unanimously

C. Motion to Approve Resolution 13-03 "2014 Levy Certification". Commissioner Tom Smith moved and Commissioner Cheryl Engle seconded to approve this motion.

Action: Approved Unanimously

D. Motion to Approve Resolution 13-04 "Adoption of the 2014 Annual Budget". Commissioner Cheryl Engle moved and Chair Paul Messner seconded to approve this motion.

Action: Approved Unanimously

E. Motion to Approve the Purpose, Scope and Policy for SOG 3.4.2 "Personal Protective Equipment - The Basic Rule".

Action: Approved Unanimously

Good of the Order/Announcements:

Next Regular Meeting:

December 12, 2013

Time: 17:00

Place: Station 53 Headquarters

There being no further business, Chair Paul Messner adjourned the meeting at 18:42.

Submitted,

Kim Harpe, Secretary