



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

Report to the Commissioners 06/11/14

Emergency Response Activity

	May		2014	
	Total	%	Total	%
Fire	1	5.88%	15	4.08%
Overpressure, Rupture, Explosion, Overheat-No Fire	0	0.00%	1	0.29%
Rescue & EMS	74	68.24%	281	60.35%
Hazardous Condition (No Fire)	3	2.35%	22	5.54%
Service Call	13	5.88%	30	4.96%
Good Intent (Canceled En-Route, Mistaken Alarm)	12	14.12%	63	18.37%
False Alarm/False Call	7	3.53%	22	6.41%
Severe Weather & Natural Disaster	0	0.00%	0	0.00%
Special Incident Type	0	0.00%	0	0.00%
Total Incidents	110		343	

In May medical responses, CWIFR arrived prior to Whidbey General Hospital (WGH) EMS 53.08% of the time. 46.91% of the time that WGH EMS arrived, and 13.58% of the time WGH EMS canceled CWIFR units prior to arrival.

During the month of May, CWIFR experienced three instances in which multiple calls for emergency service were received concurrently (total of 9 incidents). Each instance involved a medical response concurrent with either another medical response or service call.

Recruitment/Training

Recruitment: Three volunteer interviews conducted, two individuals moving forward to written and physical ability testing.

Fire & Rescue Training: Throughout the month of May, 16 hours of in-service training were delivered on a variety of topics including:

- Tactical Simulations
- Ladders
- Single Company Evolutions (First Arriving Engine)

EMS Training: Throughout the month of May, four hours of Ongoing Training and Evaluation Program (OTEP) were completed.

New Member Training: Two members are just completing the Island County Recruit Academy Hazardous Materials Operations course (new members) and three members successfully completed the EMT class and are currently awaiting their scores on the certification examination from the National Registry of EMTs.

Community Risk Reduction

Community Risk Reduction Coalition: On May 13th and 14th, Central Whidbey Island Fire & Rescue hosted a facilitated meeting for the purpose of developing a Whidbey Island Community Risk Reduction Coalition. Deputy Chief Michael hired Vision 20/20 Program Manager Jim Crawford to serve as the facilitator/topic expert for the meeting. A number of other public agencies were represented at the meeting including Island County Public Health, Whidbey General Hospital, Whidbey General Emergency Medical Services, and the Coupeville School District. Additionally, meeting attendees also included two community members from the Coupeville area. Meeting attendees agreed to create a risk reduction coalition, and used data to identify senior citizen falls as the first risk the group will be targeting.

The next meeting is scheduled for Tuesday, June 24th. Coalition members are in the process of evaluating intervention strategies, identifying two more community members to add to the coalition, and marketing strategies that can be used to reach the target audience. It is anticipated that the group will actively begin delivering programs in the first part of 2015.

Shift Activity

A Shift reports the following activity:

- 17 hours of in-service training completed including apparatus operator qualification, ladders, EMS Ongoing Training and Evaluation (OTEP).
- 2 hours of physical training
- 9 Fire and Life Safety Inspection
- Station Tour for a Girl Scout Troup

B Shift reports the following activity:

- 14.5 hours in-service training completed including Apparatus Operator, OTEP, Hazmat and Roll Ups.
- Completed 4 hours of physical training
- 5 Fire & Life Safety Inspections
- Participated in the Memorial Day Parade

C Shift reports the following activity:

- 12 hours of in-service training completed including apparatus operator qualification, hose evolutions, ladders, and ladder rescue.
- 5 hours of physical training
- 2 Fire & Life Safety Inspections
- Public Education and Standby at the Water Festival
- Hands-Only CPR at Coupeville High School
- Monthly CPR Class
- Residential Smoke Detector Replacement

Facilities Maintenance

Facilities Study: Chief Hartin & LT Vrable met with Ed McManimus of Rice Fergus Miller to confirm the work plan for the facilities study on May 13, 2014. The architectural and engineering team was on-site on June 6, 2014 to conduct an assessment of existing facilities. Staff from Rice Fergus Miller will be meeting with the Facilities Working Group comprised of LT Derik Vrable, Chief Ed Hartin, Commissioner Paul Messner (pending Board direction), CAPT Andy Griffin, FF Keith Andrews, FF Scott Johnson, FF/EMT Greg Behan, & FF/MECH Matros on June 18, 2014 to assess current and projected operational requirements and begin programming potential facility requirements.

A new lawn mower and leaf blower were placed into service.

Apparatus Maintenance

During the month of May fleet maintenance consisted of regular preventive maintenance services and some repairs to equipment. Our annual NFPA 1911 inspections are continuing. The District has purchased RTA Fleet Management Database software and FF/MECH Matros is in the process of entering data on the our fleet. In addition, FF/MECH Matros and Office Manager Kim Harpe completed the procurement process for a staff vehicle (Chevrolet Tahoe) as identified in the District's 2014 Capital Budget which will be assigned to the Deputy Chief.

Repairs/Service: Specific repair and service activity in the month of May included:

- E-53: Power Steering failure due to contaminants from a failed paper filter in this system. A new filter was installed and the system was flushed.
- E-53: 250hr Preventive Maintenance Service/Installed new air auto eject
- E-51: Refurbished the front seats and installed new seatbelts in drivers and officers positions. Repaired leaking air auto eject and leaking water line fittings.
- B-53: Overhauled pump carburetor and exhaust system.
- S591 (Toyota Matrix): Preventive Maintenance

Administration

Performance Feedback: During the month of May, Deputy Chief Michael completed materials for performance feedback sessions with all his direct reports. Performance feedback sessions are scheduled to be completed by Thursday, June 11th.

Performance Measurement: Chief Hartin, Office Manager Kim Harpe, AIC CAPT Jerry Helm and FF/MECH Mike Matros began work on refinement of the Districts strategic performance measures with an initial focus on the Administrative, Training, and Vehicle Maintenance functions. Work will continue throughout the month of June to involve additional District staff to examine the functions of Operations, Community Risk Reduction, and Facilities. After a draft list of performance measures is solidified, a review process with a community focus group will be used to ensure that organizational performance measures are understandable and will be relevant to the community.

2015 Budget: Office Manager Kim Harpe and Chief Ed Hartin reviewed feedback from the Government Finance Officers (GFOA) Distinguished Budget Presentation Award Program and identified several areas in which we will be striving to improve our budget presentation in 2015. Principal among these is refinement of organizational performance measures (from within our Strategic Plan).

During the month of May, Deputy Chief Michael continued process of collecting information to construct the 2015 operations budget. 2015 budget preparation work will continue through the months of June and July.

Radio Infrastructure Project: Purchase orders have been issued for the equipment required for the Fire 5 Upgrade project and the ICOM technical staff will complete this project by the end of July 2014.

External Activity

Chief Hartin and AIC LT Alex Majestic will delivered a presentation on *Cardiac Arrest Management* at Laramie County Fire District 2 in Cheyenne, Wyoming on May 31, 2014 (expenses paid by Laramie County FD #2).

Deputy Chief Michael attended the National Fire Academy from May 18-30, 2014, completing the fourth and final Executive Fire Officer (EFO) course. The EFO program is a four year program that provides fire service professionals with the opportunity to transform fire and emergency services organizations from being reactive to proactive; with an emphasis on leadership development, prevention, and risk-reduction, transform fire and emergency services organizations to reflect the diversity of America's communities, discover the value of research and its application to the profession, and realize the value of lifelong learning.

Chief Hartin will deliver a presentation on *Live Fire Training as Simulation: The Role of Fidelity* at the International Fire Instructor's Workshop in Olsztyn, Poland June 7-15 (expenses paid by the Chief).

Chief Hartin will participate in a Washington State Community Risk Reduction (CRR) meeting in Leavenworth, WA on June 18-19, 2014.

Chief Hartin and FF Keith Andrews will be attending tests on attic fires conducted by Underwriters Laboratories in Milwaukee, WI on July 1-3, 2014 (FF Andrews airfare paid by the district, Chief's airfare and rental car paid by the Chief, and all other expenses paid by UL).

Submitted by:

A handwritten signature in black ink, appearing to read 'E. Hartin', followed by a stylized flourish.

Edward E. Hartin, MS, EFO, FIFireE, CFO
Fire Chief