



QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For
January 2025

Our Mission

"Provide competent and professional fire, rescue, and medical services to the citizens and visitors of Quilcene and Coyle while ensuring the safety, education, and well-being of its members."

Our Vision

"Provide services to the Quilcene and Coyle communities in the form of fire, rescue and medical incident responses, and public safety, fire prevention and public affairs. These services will be provided in an environment of inclusion of all its members and the communities."

Our Core Values

The five QFR Core values in priority order are:

1. FIREFIGHTER SAFETY
2. FIRE PREVENTION & PUBLIC EDUCATION
3. EFFICIENT OPERATIONS
4. PROFESSIONAL BEHAVIOR
5. CLEAR POLICY /CONCISE PROCEDURE

"We serve to save"

Governance and Administration:

- JeffCom – Staffing almost complete and equipment upgrades completed.
- CARES Volunteer Program – Kimberly, Debra, Debbie and Kevin, and the team are making great strides and moving this program forward with a number of “WINS”.
- Working with the County on fair Junior Taxing District funding as it relates to Timber Harvest. This project is in the parking lot and as we make more contacts in Clallam County, movement into ongoing business will occur. In addition, WFC is making this topic a high priority for this upcoming Legislative Session.

Grant Updates

- DOH Grant pending in the fall for EMT-Advanced programs – *Expectations Meeting this month.*
- Received notice we did not get a DNR brush truck but I did get word that we were close, they may have up to 35 rigs to surplus this year, and we should keep applying.

External Relationships

- On-going quarterly EMS training around the County by EMS Council/MPD.
- EMT Class started with 12 students. The class is being hosted here and we have 6 of our own members in class.

Fire Prevention

- Community Risk Reduction programs along with countywide CWPP plan are moving forward with south end projects. The Jefferson County Wildfire Alliance (New Name) is applying for a USDA grant for this group. It includes an administrator as well as two wildfire prevention coordinators. One coordinator would be here at QFR and one at EJFR. This is the concept for the grant and more details will come out as grant approval occurs.
- TLT (Timberland Trust Funding) – We had several meetings with stakeholders including the BOCC. We will keep you updated as we progress forward.

Upcoming Events

- EMT Class Tuesday, Thursday and Saturdays until Mar 29th
- Save the Date: April 19, 2025 Easter Egg Hunt and Breakfast. Need to confirm with Masonic Hall.

Apparatus Readiness

- T21 has returned from repairs. We are waiting for a few trim pieces and striping. T21 is back at Station 21 and in service.
- Update: Still awaiting parts for T21.
- E21 remains with a tank leak. This was repaired once already by the manufacturer. The repair did not hold. I received patches from the manufacturer to install in hopes of an easy solution. The patches did not work. The leak is still present.
- Update: Chief McKern has purchased a new tank for E21. Delivery is estimated on February 21st.

Training and Competency

- 2025 begins our official journey with Fire Engineering Online Training. I have been working with Capt. Gus Goller at Brinnon Fire to complete a 2025 training calendar. This calendar will ensure that we are completing our quarterly training objectives as structural fire fighters and EMT’s. Along with our online training is a hands-on component that will be hosted by either Dist. 2 or Dist. 4 each month. The calendar has training outlined for EMS and Fire using Fire Engineering. We are starting the year off with SCBA training for fire and Bloodborne/Airborne Pathogens for our EMS training.
- Update: Fire Engineering Training is going well. All 3 shifts have completed the online training as well as the hands-on training that meets our quarterly objectives for SCBA training. February brings HAZMAT Awareness and Trauma Management training.

QFR Events

- There are no events for Quilcene Fire Rescue for the month of February.

Apparatus Usage Report:

Report Date		2/4/2025								
Apparatus Type	ID*	Vehicle Number	Mfg Dt	Age		Rpt Dt	Rpt Dt	Avg Ann	Avg Ann	
				In Yrs	In Svc Dt	Miles	Hrs	Miles	Hrs	
11 - Engine	E22	96.Ford.55851C.2430	1996	29	1/1/1999	29,491	N/A	1,013	N/A	
11 - Engine	E21	05.Freightliner.82171C.1149	2005	20	3/26/2007	43,712	2,238	2,174	111	
16 - Brush Truck	B22	95.Ford.36251C.4130	1995	30	9/6/1995	619	N/A	21	N/A	
16 - Brush Truck	B21	08.Ford.B4486C.6274	2008	17	10/24/2016	77,106	N/A	4,507	N/A	
24 - Tanker or Tender	T21	18.Freightliner.71820C.8029	2018	7	8/15/2018	7,643	485	1,274	68	
60 - Support Apparatus	U21	05.Chev.91128C.9239	2005	20	Unknown	198,518	N/A	9,873	N/A	
60 - Support Apparatus	U22	08.Ford.A2604C.1351	2008	17	1/1/2008	122,445	N/A	7,203	N/A	
75 - BLS Unit	A212	16.GMC.B6128C.2830	2016	9	9/20/2016	58,505	2,401	7,313	264	
75 - BLS Unit	A21	18.Dodge.C6410C.6370	2018	7	3/14/2019	69,213	1,789	13,843	252	
92 - Chief Officer Car	C203	05.Chev.B3139C.1967	2005	20	3/30/2016	112,928	N/A	5,616	N/A	
92 - Chief Officer Car	C201	20.Ford.B7209C.2336	2020	5	3/16/2020	54,512	N/A	13,628	N/A	

Significant Events and Service Delivery:

- B-Shift responded to 15 calls in January.

Training and Competency:

- LifePak 35 training was on Jan 22nd

Physical Resources and Quality of Life Old News:

- With help from Capt. McCrehin and Lt. Singleton we are working on transferring all our assets from Emergency reporting to ESO. We are rebuilding the inventory system, so it is accurate going forward on ESO.
- I have been attending the Monthly Jeffcom User Meetings to voice any questions, comments, issues, or concerns QFR has when it comes to working with our Jeffcom partners and topics regarding response and dispatch.
- We have an issue with our Kenwood Radios not being fully compatible with Jeffcom's repeaters. Kenwood has rolled out a fix and we should be implementing that into our radios after EJFR and Jeffcom Tests the update.

Physical Resources and Quality of Life New Business:

- We taught a CPR Class to Discovery Bay Mental Health on January 16th. The class went great, and they would like to use us again in the future.
- We got our new LifePak 35s in and completed the Inservice training. We are just waiting to get them set up the rest of the way with data transfer and to make sure everyone is proficient using them.
- Our QFR CARES Team is still working closely with OCH using their software. The CARES Team is getting used to the software and OCH has been easy to contact if we run into any issues.
- Zak is working with Gus to schedule SCBA Fit testing
- I have set up QFR CARES referrals in ESO. We are still in the trial phase and will make changes and tweaks to the referrals as needed before we roll it out to Dist. 4 & 5.
- I have been working with our members who are up for EMT recertification.

Staffing (next 30 days):

- I will be out of the country for my Feb 21st and 22nd shifts.

Significant Events and Service Delivery:

- C-Shift personnel responded to a total of 23 incidents during the month of January. Notable incidents include:
 - Responded in the evening to a report of a structure fire in the area of Lake Leland. On our arrival we found a 20x20' pump house fully involved with no exposures approximately 300' uphill from the roadway. E21 had no further access from the roadway and a 300' horizontal standpipe was established with 150' of 2.5" and 150' of 1.75" hose up the hill. While this tactic delayed water on the fire by a couple of minutes, the fire remained confined to its area of origin and was successfully extinguished with assistance and water supply from E22, T41, and District 5 units.
 - Multiple very sick respiratory patients with an underlying viral infection.
 - Off-duty response in T21 to Coyle for a structure fire with multiple exposures. Assisted with overhaul and participated in After Action Review led by FF/EMT Tyson Svetich.
 - Mutual aid to District 5 for a BLS lift assist.
 - Mutual aid to District 4 for single vehicle rollover on Mt. Walker. Provided traffic control while JCSO worked to locate the driver.
- Hydrant water usage for Quilcene totaled approximately 6000 gallons used:
 - Incidents: 3000 gallons for structure fires. (2000 from Coyle Hydrants)
 - Training: 500 gallons for water supply evolutions.
 - Maintenance: 2500 gallons due to E21's tank leak and to keep full at the start of each shift.

New Items:

- The NW Region protocol review is in the final stages and the rough draft of the new protocols is complete.
- The EMT students are approximately halfway through their textbook and have completed 20 chapters of lecture, quizzes, and tests. They have started the basics of patient assessments and will be shifting more into developing their patient assessment and hands-on skills in the coming weeks as they are also cleared to ride along with crews and get patient contact time.
 - Planning to teach multiple classes and skills as an instructor throughout the remainder of the course.
 - Offering additional training, coaching, mentoring, etc. to any EMT student outside of the EMT class who wants to put the extra time in.
- EVIP Rodeo completed for Coyle personnel on January 12th and QFR EVIP Cards issued to personnel. Due to scheduling conflicts. FF/EMT Svetich took the lead on this training day and did an excellent job coordinating with drivers, evaluators, setting up the course, and completing paperwork!
 - FF/EMT Matheson passed Rodeo and Road Test in E21. His EVIP Card has been updated, and he is certified to drive E21. We continue to work on drivers training in B21 with manual transmission.
 - Completed Rodeo in B22.

- Updated EVIP cards were ordered by our District Secretary and are now in use.
- Rescheduled PPE and Gurney operations training with Coyle personnel to 2/17 due to expected snowy weather.
- Captain Grooms has sent a list of PPE needs for Coyle personnel. A quote list will be created with pricing and submitted in next month's report.
- Volunteer Hansen's boots have arrived and have been issued. Sund's boots are still on backorder.
- Successfully completed delivery of CPR/First Aid course with FF/EMT Matheson to Discovery Behavioral Health in Port Townsend. They have more employees who need to be certified and will be reaching out to schedule another 1-2 classes soon.
- Completed pre-incident planning training at Coast Seafoods facility with supervisor from Ferrellgas Propane. The focus of this visit was to learn about the propane system shut-offs, gas lines, and general response safety. This information will soon be placed into a document and distributed to County personnel for awareness.
- Working to complete a simple pre-fire plan for the old Snug Harbor Café in Discovery Bay.
- Ordered radio programming adapter for the new BK wildland portable radio that allows us to copy channels from the previous models.
- Annual extrication tool inspection and service has been completed with one minor repair to a LED light on the Ram that needed replacement.
- Continuing familiarization with the LifePack 35's and providing training to any personnel interested.

Staffing (next 60 days):

- NTR.



Building Maintenance

- Need to get quote for broken window repair.

Apparatus

- E22 in service, B22 in service, U22 in service

Volunteers

- Coyle's team completed driver EVIP Rodeo and all were issued driver certificates. Billy Brush will receive EVIP Class and rodeo, time permitting during shifts.

Coyle Team Availability

- Thane Grooms, Jim Pinks, Art Frank, Dave Blohm, John Hansen, Steve Sund, Billy Brush
- Tim Mickelson is OOA until April. Roland Faragher-Horwell is currently unavailable.

Training

- John Hansen and Dave Blohm continue EMT class. Steve Sund will be attending alternate EMT class soon.
- Next scheduled trainings are 2/3/25 – PPE for EMS & Fire scenes and 2/17/25 – 360/Scene Size Up.

Incidents

- 1/19/25 0817 ALS Difficulty Breathing on Toandos Rd. Steve Sund responded direct POV and assisted A21 crew. Steve is at the midway point between sta21 and sta22... an excellent location for calls in that area.
- 1/20/25 0745 STRUCTURE FIRE on Harrington Dr in Coyle. Capt. Grooms responded with E22. John Hansen, Steve Sund & Dave Blohm arrived direct via POV. Incident command was established and conducted by Capt. Grooms for the first hour. Coyle volunteers conducted water supply, rehab and other fireground support for E21, T21, DC21 and E8 crews. Dave Blohm went with Capt. Grooms to sta21 after mop up for fuel, refurbishment and hose loading of E22.
- 1/22/25 1217 BLS Fall Patient at Silent Lake turned ALS and MEDEVAC by A21. Coyle volunteers were en route to weekly rig checks when the call out for MEDEVAC at Zelatchet Point came in. Capt. Grooms and Jim Pinks took E22 for LZ manager operations. John Hansen took U22. Dave Blohm and Billy Brush went POV and met up with E22. We conducted an impromptu LZ Manager training and Zelatched Point orientation.
- 1/23/25 1511 ALS Fall Patient on Camp Harmony Rd. Capt. Grooms took U22 and met John Hansen (POV). John Hansen started evaluation and assisted A21 and M7 prior to transport to JGH.
- 1/24/25 1220 ALS Shortness of Breath on Alder St in Coyle. John Hansen went on foot, as the call was about 100 yards away. Capt. Grooms arrived with U22. John Hansen did evaluation and advised incoming units of vitals and relief from symptoms. Non transport.
- 1/25/25 2355 BLS Request for transport on Deitz Drive. John Hansen went direct POV and Capt. Grooms arrived with U22. Assisted with moving patient for transport.

Quilcene Fire CARES continues to meet the needs of Districts 2, 4, and 5.

Kevin added QFRCARES as “personnel” to be added to calls by duty crew to make referrals. There is a Mobile Integrated Healthcare form in the system for details about the referral. We are trouble shooting this new referral protocol in our district before rolling out to Brinnon and Discovery Bay. The system requires that QFRCARES log in to find cases referred to the program, rather than receiving a notification by email and we are making that part of our routine.

Using the Olympic Connect software (Channels) is still cumbersome and takes time to input and manage. We are hopeful that our efforts will help CARES, the District and our community to better meet the needs of our constituents through data collection. Our priority continues to be the people that we serve.

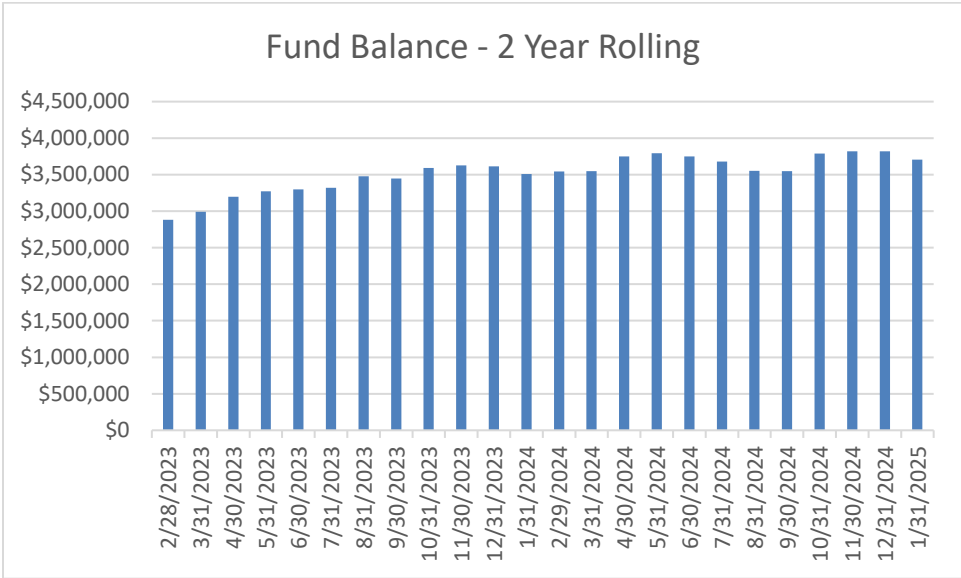
Since our last report

- 8 clients enrolled (and I submitted an intake form for #9 that has not been added to our client list); 5 clients has been discharged; 1 client we are following who are not enrolled and we believe we have made our last visit.
- We have visited 2 referrals to find the constituents supported by family/community and not needing CARES at this time.
- We have 1 referral that we have not yet been out to the Coyle to assess.
- Chief McKern and I met with the commissioners for districts 4 and 5.
- CARES is also aware of outreach opportunities. We have and have had several clients who are veterans. Debra and I will be participating in the VFW Chili Cook Off on February 22. We were approached by Assured Hospice to be part of a resource fair at the Quilcene Community Center in March.
- With the support of our District Secretary, we are creating job descriptions for CARES Specialist.



January Financial Summary

Total Fund Balance as of 1/31/2025: \$ 3,703,684



	<u>January</u>	<u>2025 YTD</u>
Total Fund Balance Increase (Decrease)	(\$ 115,120)	(\$ 115,120)
Property Tax Revenue	\$ 4,455	\$ 4,455
Timber Sale Revenue	\$ 0	\$ 0
Timber Excise Tax Revenue	\$ 0	\$ 0
DNR PILT	\$ 0	\$ 0
Interest Revenue	\$ 11,893	\$ 11,893

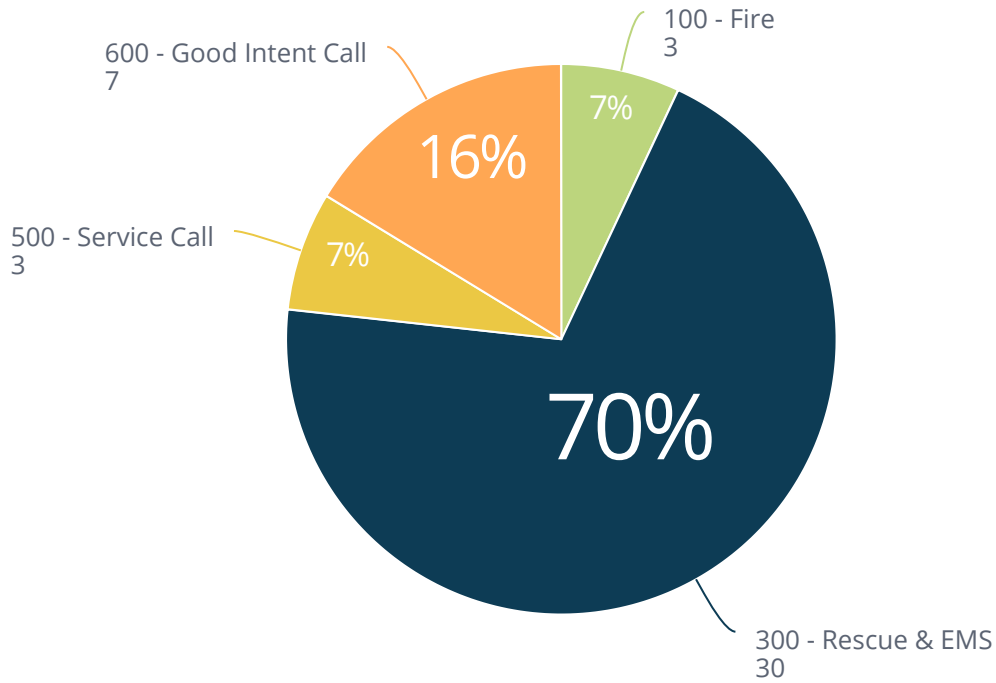
- Operating expenditures **10.2%** of budget with **8.3%** of the year elapsed.
- Fund balances show an expected dip in January as annual and quarterly expense payments are applied.
- January payroll was processed timely with new salary and benefit rates applied. We currently have 10 compensated employees and 3 commissioners. In addition, 5 volunteer responders received points payments. 2024 W2s were mailed January 27th.
- Following Board approval of the Office Assistant job description, the position was posted on the District website and Facebook page with a two-week deadline for submitting applications. I developed a hiring process that included an 80-point written assessment of office skills and problem solving, as well as a one-on-one interview. Nine applications were received, and I was quite impressed by the caliber of candidates. The top three candidates from the initial process moved on to a final interview with Chief McKern and Executive Assistant Neuenschwander. A job offer was tendered to the best candidate. We are pleased to introduce our new Office Assistant Billy Brush, who is a current Coyle volunteer responder. Billy has a Bachelor of Arts in Political Science from Ohio State University. In addition to being a Coyle responder, Billy volunteers at the

food bank. Prior to moving full time to Coyle in 2023, Billy was an Associate Creative Director at Amazon as a member of the Alexa personality team. In addition to an enthusiastic attitude, Billy brings strong communication and technical skills that will be of great benefit to the District.

- The first CARES reimbursement request was submitted January 16th to Olympic Community of Health covering November and December expenses. A total of \$12,768.35 was reimbursed, including \$7,537 for CARES salaries and benefits; \$3,566 for technology, supplies, and mileage; and \$1,665 for indirect administrative overhead (allowed 15% of reimbursed expense). Significant effort went into developing the calculation tool to accurately capture our payroll expense, especially as we transitioned from 2024 to 2025. Going forward, the tool will streamline payroll reimbursement calculations, and the entire reimbursement request process can be accomplished with minimal administrative overhead.
- A comprehensive Vehicle Use Agreement was developed to protect District interests during the loan of Aid 21A to Brinnon Fire Department.
- The early Board meeting due to the President's Day holiday made agenda preparation challenging. There will likely be some late additions/corrections to meeting materials.

QFR Incident Types - January 2025

Percentage of Incident Type Group



Count of Total Incidents

Fire Incidents

EMS Incidents

Other Incidents

Total Incidents
43

Fire Incidents
3

Percent of All Incidents **7.0%**

EMS Incidents
30

Percent of All Incidents **69.8%**

All Other Incidents
10

Percent of All Incidents **23.3%**

Count of Incidents by Type

Incident Type Group	Incident Type	Calls	Pct
100 - Fire	Building fire	2	66.67%
	Outside rubbish fire, other	1	33.33%
100 - Fire Total		3	6.98%
300 - Rescue & EMS	EMS call, excluding vehicle accident with injury	28	93.33%
	Motor vehicle accident with injuries	2	6.67%
300 - Rescue & EMS Total		30	69.77%
500 - Service Call	Service Call, other	3	100.00%
600 - Good Intent Call	Dispatched & canceled en route	7	100.00%
Grand Total		43	100.00%
