



Jefferson County Fire Protection District No. 2

Commissioner Art Frank
Board Chair
P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

Commissioner Melody Bacchus
Commissioner Marcia Kelbon

MINUTES of the SPECIAL MEETING of the BOARD OF FIRE COMMISSIONERS held at BOB WILSON STATION 21 in QUILCENE, WA on May 20, 2024

ATTENDANCE:

Commissioner/Chair Frank
Commissioner Bacchus
Commissioner Kelbon
Secretary Rewitzer
Chief McKern

Captain McCrehin
Volunteer D. Svetich
Volunteer Grooms
Volunteer Neuenschwander

CALL TO ORDER:

Commissioner Frank called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE:

Chief McKern led the pledge.

PUBLIC COMMENTS:

No comments received.

APPROVAL OF AGENDA:

Commissioner Frank noted that Consent Agenda item 1 needed the date corrected from 2023 to 2024 and the meeting label corrected from Regular to Special. Commissioner Kelbon moved to accept the agenda with changes. Commissioner Frank seconded. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA:

Items listed below were distributed to the Board in advance for review and enactment in one motion. Commissioner Kelbon moved to approve the Consent Agenda. Commissioner Frank seconded. The motion carried unanimously.

1. **Approval of April 15, 2024 Special Meeting Minutes**
2. **Approval of May 20, 2024 Vouchers in the Amount of \$83,693.50**

REPORTS:

Commissioners were provided with the Monthly Fire Chiefs Report, Treasurer's Report, Budget Position Report, and District Secretary's Report. In addition:

- Chief McKern reported on proposed OSHA rule changes for the fire service. Commissioners requested this topic be added for discussion at a future meeting.
- Chief McKern and Commissioners discussed the leaking water tank on Engine 21.
- Commissioners reviewed financial reports. Secretary Rewitzer reported on preliminary findings from the SFY22 GEMT review.
- Commissioner Frank proposed formation of a work group to develop a comprehensive plan for the District's Quilcene campus.

CORRESPONDENCE

Commissioners received Secretary Rewitzer's email correspondence with Jefferson County PUD declining their easement request.

UNFINISHED BUSINESS:

- 1. **DNR Trust Lands** – Commissioners reviewed past timber sales from DNR trust lands; no new sales scheduled.
- 2. **Out of District Response** – Commissioners received Chief McKern’s email to District 5 discontinuing automatic aid. Discussion involved current practices and how a recent incident was handled. Chief McKern reported that aid requests to ‘move up’ from District 1 will only extend to positioning requested apparatus at SR 104 and Center Loop Rd.

NEW BUSINESS:

No new business.

SEMINARS/CONFERENCES/SPECIAL EVENTS:

Chief McKern will be leaving for the Washington Fire Chiefs Annual Conference in Kennewick immediately following the meeting.

GOOD OF THE ORDER:

The next Board meeting will be on June 17, 2024 at the regular time of 7:00 p.m.

ADJOURNMENT:

The meeting was adjourned at 9:30 a.m.

ATTACHMENTS:

- General Certificate for Claims:** 5/3/2024 Payroll Check Register
5/20/2024 Claims Check Register
- Reports:** April 2024 Monthly Fire Chief’s Report
April 2024 Treasurer’s Report

APPROVED this 17 day of JUNE, 2024 by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, then signed by those members present at the meeting:

BOARD OF FIRE COMMISSIONERS
JEFFERSON CO. FIRE PROTECTION DIST. #2


ART FRANK, Commissioner/Chair


MELODY BACCHUS, Commissioner


MARCIA KELBON, Commissioner

ATTEST:


ROBERT REWITZER, District Secretary

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 10:57:36 Date: 05/01/2024

05/03/2024 To: 05/03/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
275	05/03/2024	Payroll	20	EFT	Lynne Cassella-Blackburn	393.28	
277	05/03/2024	Payroll	20	EFT	Toby Heggie	3,592.70	
279	05/03/2024	Payroll	20	EFT	Kimberly Kinser	83.11	
281	05/03/2024	Payroll	20	EFT	Mark A McCrehin	5,185.22	
282	05/03/2024	Payroll	20	EFT	Timothy M McKern	6,931.26	
284	05/03/2024	Payroll	20	EFT	Robert J Rewitzer	3,000.00	
285	05/03/2024	Payroll	20	EFT	Nicholas Singleton	5,520.27	
286	05/03/2024	Payroll	20	EFT	Tyson J Svetich	3,951.05	
288	05/03/2024	Payroll	20	EFT	Zachary D Torres	3,451.91	
289	05/03/2024	Payroll	20	EFT	Kevin R Winn	4,428.34	
290	05/03/2024	Payroll	20	EFT	HRA VEBA - YA20437	800.00	Pay Cycle(s) 05/03/2024 To 05/03/2024 - HRA VEBA
291	05/03/2024	Payroll	20	EFT	US Treasury	6,036.00	941 Deposit for Pay Cycle(s) 05/03/2024 - 05/03/2024
292	05/03/2024	Payroll	20	EFT	WA Dept of Retirement Systems	6,734.44	Pay Cycle(s) 05/03/2024 To 05/03/2024 - LEOFF2; Pay Cycle(s) 05/03/2024 To 05/03/2024 - PERS2
274	05/03/2024	Payroll	20	1475	Melody Bacchus	147.76	
276	05/03/2024	Payroll	20	1476	Art Frank	147.76	
278	05/03/2024	Payroll	20	1477	Marcia Kelbon	147.76	
280	05/03/2024	Payroll	20	1478	Oscar Levine	166.23	
283	05/03/2024	Payroll	20	1479	Luke Miller	55.41	
287	05/03/2024	Payroll	20	1480	Ryan Tillman	83.11	
293	05/03/2024	Payroll	20	1481	IAFF Local 2032	510.00	Pay Cycle(s) 05/03/2024 To 05/03/2024 - Union Dues
294	05/03/2024	Payroll	20	1482	Nationwide Retirement Solutions	2,017.50	Pay Cycle(s) 05/03/2024 To 05/03/2024 - 457 Plan; Pay Cycle(s) 05/03/2024 To 05/03/2024 - 457 Plan Roth
295	05/03/2024	Payroll	20	1483	Trusteed Plans Service Corporation	8,969.40	Pay Cycle(s) 05/03/2024 To 05/03/2024 - Medical; Pay Cycle(s) 05/03/2024 To 05/03/2024 - Dental

001 General Fund 662 600 71
040 EMS Fund 662 610 71

35,580.23
26,772.28

62,352.51 Payroll: 62,352.51

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 10:57:36 Date: 05/01/2024

05/03/2024 To: 05/03/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CHECK REGISTER REPORT

PURPOSE: Check one.

PAYROLL: *No General Certificate required.**

BARS Codes for Payroll Checking Account reimbursement Claims:

General Fund: 589.99.00.000.1 Payroll Clearing--GEN

EMS Fund: 589.99.00.000.4 Payroll Clearing-EMS

CLAIMS: *Required--General Certificate.**

Robt Rewitzer

Preparer

5-1-2024

Date

S. M. M. K. K.

Auditing Officer

5-1-2023

Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

In accordance with RCW 52.16.050 (3), I certify that the Board of Commissioners for Jefferson County Fire Protection District No 2 has audited, reviewed and approved the payrolls and bills giving rise to the warrants included in this Register.

I further certify that the County Treasurer is authorized to pay these warrants.

AW

Chair (or Acting Chair) of the Board of Fire Commissioners

5 20 24

Date

* **Note:** District Procedure 805 *Issuance of Warrants by the District* allows or requires the following:

Paragraph 805.3 authorizes Payroll to be paid without approval of the Commission.

Paragraph 805.4 requires Commission approval of Claims (including Payroll Reimbursements) in advance of payment.

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 07:02:57 Date: 05/20/2024

05/01/2024 To: 05/31/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
299	05/20/2024	Claims	10	621241	AT&T Mobility	414.20	Monthly Cellular Service
300	05/20/2024	Claims	10	621242	Amazon Capital Services	88.49	Envelopes, Stamp, Coffee
301	05/20/2024	Claims	10	621243	Annas Consulting Inc	1,330.51	Annual service - breathing air compressor
302	05/20/2024	Claims	10	621244	Board for Volunteer Firefighters	270.00	Enrollment - Stansbury, Miller, Vetteson
303	05/20/2024	Claims	10	621245	Boundtree Medical LLC	806.57	Monthly Medical Supplies
304	05/20/2024	Claims	10	621246	Canon Financial Services, Inc	54.44	Monthly Printer Lease
305	05/20/2024	Claims	10	621247	Cooper Fuel	2,188.86	Monthly Fuel/Heating Oil
306	05/20/2024	Claims	10	621248	EMS Connect LLC	96.50	Monthly EMS Training
307	05/20/2024	Claims	10	621249	EMS Special Agency Fund	221.00	Monthly Ambulance Transport Fee
308	05/20/2024	Claims	10	621250	ESO Solutions, Inc.	7,806.66	Annual RMS Fee
309	05/20/2024	Claims	10	621251	Good Man Inc	111.57	Monthly Restroom Service
310	05/20/2024	Claims	10	621252	JC Dept of Public Works	1,239.89	Monthly Fuel
311	05/20/2024	Claims	10	621253	JC Fire District #2 Payroll	62,352.51	2024.05.03 Payroll Reimbursement
312	05/20/2024	Claims	10	621254	Jamestown Networks	458.41	Monthly Internet/Telephone
313	05/20/2024	Claims	10	621255	Timothy M McKern	100.00	Monthly Personal Device Stipend
314	05/20/2024	Claims	10	621256	Murrey's Disposal Co Inc	52.54	Monthly Garbage Service
315	05/20/2024	Claims	10	621257	Northwest Safety Clean	52.98	Bunker Coat Name - Heggie
316	05/20/2024	Claims	10	621258	Pacific Office Equipment	728.07	Monthly Computer Support
317	05/20/2024	Claims	10	621259	Systems Design West LLC	513.68	Monthly EMS Billing Service
318	05/20/2024	Claims	10	621260	US Bank	4,592.52	3299 - Winter Block Board; Paint Supplies; 3299 - Mower Maint Supplies; 3299 - LED traffic baton; 3299 - Thermoscan probe covers; 3299 - Oil change pump; 3299 - Uniform pants; 9508 - Brakes & Recall o
319	05/20/2024	Claims	10	621261	Wave Broadband	214.10	Monthly Cable/Internet

001 General Fund 662 600 71
040 EMS Fund 662 610 71

	47,160.28	
	36,533.22	
	83,693.50	Claims: 83,693.50

CHECK REGISTER

Jefferson County Fire Distr #2

Time: 07:02:57 Date: 05/20/2024

05/01/2024 To: 05/31/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CLAIMS: *Required--General Certificate.**

Robt Rewitzer

Preparer

5-20-2024

Date

J French

Auditing Officer

5-20-2024

Date

GENERAL CERTIFICATE FOR CLAIMS (not required for Payroll)

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Chair (or Acting Chair) of the Board of Fire Commissioners

5/20/24

Date

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Paragraph 805.4 requires Commission approval of Claims (including Payroll Reimbursements) in advance of payment.

TREASURER'S REPORT

Fund Totals

Jefferson County Fire Distr #2

Time: 10:18:07 Date: 05/06/2024
Page: 1

04/01/2024 To: 04/30/2024

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund 662 600 71	790,828.74	184,570.67	57,324.05	918,075.36	0.00	1,584.10	0.00	919,659.46
040 EMS Fund 662 610 71	731,964.57	122,128.53	59,903.26	794,189.84	0.00	696.90	0.00	794,886.74
070 Capital (Reserve) Fund 662 631 71	2,025,451.64	10,934.36		2,036,386.00	0.00	0.00	0.00	2,036,386.00
	3,548,244.95	317,633.56	117,227.31	3,748,651.20	0.00	2,281.00	0.00	3,750,932.20

TREASURER'S REPORT

Account Totals

Jefferson County Fire Distr #2

Time: 10:18:07 Date: 05/06/2024
Page: 2

04/01/2024 To: 04/30/2024

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10 General-JeffCo	439,687.37	233,823.93	131,577.31	541,933.99	0.00	0.00	541,933.99
20 Payroll-1st Security	75,000.00	100,923.41	75,923.41	100,000.00	0.00	2,281.00	102,281.00
25 Petty Cash-US Bank	500.00	0.00	0.00	500.00	0.00	0.00	500.00
40 EMS-JeffCo	357,605.94	122,128.53	59,903.26	419,831.21	0.00	0.00	419,831.21
70 Capital (Reserve)-JeffCo	2,675,451.64	10,934.36	0.00	2,686,386.00	0.00	0.00	2,686,386.00
Total Cash:	3,548,244.95	467,810.23	267,403.98	3,748,651.20	0.00	2,281.00	3,750,932.20
	3,548,244.95	467,810.23	267,403.98	3,748,651.20	0.00	2,281.00	3,750,932.20

TREASURER'S REPORT

Outstanding Vouchers

Jefferson County Fire Distr #2

04/01/2024 To: 04/30/2024

As Of: 04/30/2024 Date: 05/06/2024

Time: 10:18:07 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	198	04/03/2023	Payroll	20	1319	David Blohm	83.11	2023.03 Payroll
2023	381	07/05/2023	Payroll	20	1346	David Blohm	55.41	2023.06 Payroll
2023	585	10/05/2023	Payroll	20	1376	David Blohm	96.97	2023.09 Payroll
2023	604	10/05/2023	Payroll	20	1387	Donald Svetich	96.97	2023.09 Payroll
2023	707	11/01/2023	Payroll	20	1402	Bailey M Kieffer	13.85	Replacement for lost check #1259
2024	1	01/05/2024	Payroll	20	1413	Chloe G Austin	13.85	2023.12 Payroll
2024	15	01/05/2024	Payroll	20	1424	Andrew J Lewis	83.11	2023.12 Payroll
2024	79	02/05/2024	Payroll	20	1434	Ken Brotherton	332.46	2024.01 Payroll
2024	141	03/05/2024	Payroll	20	1446	Ken Brotherton	346.31	2024.02 Payroll
2024	200	04/05/2024	Payroll	20	1456	Ken Brotherton	263.20	2024.03 Payroll
2024	206	04/05/2024	Payroll	20	1461	Kristina M Heidt	136.42	2024.03 Payroll
2024	208	04/05/2024	Payroll	20	1463	Viviann Kuehl	13.85	2024.03 Payroll
2024	216	04/05/2024	Payroll	20	1468	James L Pinks	207.79	2024.03 Payroll
2024	219	04/05/2024	Payroll	20	1469	Keith Stansbury	27.70	2024.03 Payroll
2024	230	04/05/2024	Payroll	20	1471	IAFF Local 2032	510.00	Pay Cycle(s) 04/05/2024 To 04/05/2024 - Union Dues
							2,281.00	

Fund	Claims	Payroll	Total
001 General Fund 662 600 71	0.00	1,584.10	1,584.10
040 EMS Fund 662 610 71	0.00	696.90	696.90
	0.00	2,281.00	2,281.00

TREASURER'S REPORT
Signature Page

04/01/2024 To: 04/30/2024

REVIEWED AND APPROVED

Robt Lewitz
Preparer

5-6-2024
Date

Smekun
Auditing Officer

5-6-2024
Date



QUILCENE FIRE RESCUE

MONTHLY FIRE CHIEFS REPORT

For
April 2024

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 is getting better, short and long term goals being looked at. Equipment upgrades and financial stability continue to be on the forefront.
- CARES Volunteer Program – Kimberly, Lynne, and Kevin, and the team are making great strides and moving this program forward. Believe In Recovery staff have been an asset. Looking into a DOH grant for the continuation of the program with more of a prevention side to this program.

Goals and Objectives:

- Windows and exterior painting Station 21 Crew Quarters, Rental, and Admin
- SAFER FY2023 application submitted. Received review from IAFF grant writing team in Wash DC; also received a letter of endorsement from Rep. Kilmer for this and AFG.
- Crew Qtrs interior painting nearing completion.
- Apparatus Committee working hard on a plan for the future. (See Capt. McCrehin's report)
- Current Staff Officers will be advancing to EMT-A in 2024
- All Shifts doing well and 3 new Volunteers welcomed to the team.

Financial Resources:

- GEMT funds still rolling in and working with BIAS and changes to non-transport side
- EJFR ALS Contract review ongoing transports in respective rigs. A few challenges last month.

Physical Resources and Quality of Life (QOL):

- Lucas CPR device in place and ready for use. Education with our ALS partners is critical.
- Working with Community and Staff for Fiscal Plan along with Strategic Plan update.
- Entry of equipment in ESO for inventory Management.

Health and Safety

- Review of Policies and Safety programs – Safety Committee meets working on updating the SIP and APP plan for adoption and forward to the FIIRE program
- FIIRE Program update – VAP Surview complete and working on RTW, Risk Assessment, other safety topics. We have completed and starting on 1st quarter 3rd year requirements. We will be putting in for a lifting device this year.

Essential Resources

- Policy & Procedure- Lexipol- QFR Policy consolidation ongoing and review critical ones for daily OPS
- We are moving forward with Action Training for EMS and Fire programs. Some challenges with the program. We are committed for 2024 but will evaluate before end of year.
- AFG for new exhaust systems for Station 21/22 submitted.

External Relationships

- Working with Jeffcom on new CAD program that included response plans, Crew Force
- We are putting together for Social Media Buzz about Weather Changes

Fire Prevention

- Community Risk Reduction programs along with Countywide CWPP plan
- Working with Coyle Area on Road Access and Addressing – partnership with

Apparatus Readiness:

- We are still awaiting the arrival of the new Brush 22
- E21 had a leak in the water tank. The engine was taken to Clallam County for repairs. Unfortunately, the cracks were not easily accessible. The cracks were fixed as well as they could be without removing the tank. Once repairs were completed it was noted that there was still a small crack that had a small leak. This crack was unreachable without removing the tank. Currently this crack has gotten larger, and the leak has progressed. I have reached out to the business that did the repairs to schedule a time to bring the engine in to have the tank removed and the repairs completed properly. The tech that I spoke with says that he should be able to complete the repairs without having to remove the top of the tank. He will know more once the tank is out of the truck. If this is the case, repairs should take approximately 4-5 weeks. If the top of the tank needs to be removed, then repairs will take much longer.
- Currently, we have approximately 2 weeks before the tech will be available to pull the tank out. He will have to coordinate with Clallam County Fire Maintenance Shop to have adequate access to pull the tank.
- The power inverter on E21 had some sort of electrical issue. During a rig check it was found to be smoking. I am unable to reproduce this issue again. The inverter has been left in the engine with the power to the unit off. It is turned back on during rig checks to check for further issues.
- The drivetrain on E21 is having issues. I have not been able to determine if this is a problem in the rear differential or the transmission.

Training and Competency:

- Ken Brotherton has completed EMT training. He is now a Washington State and Nationally certified EMT!
- FF/EMT Tyson Svetich has completed his training as IV Tech. He is now fully certified to administer IV Therapy in the field.
- FF/EMT Zak Torres and FF/EMT Tyson Svetich have completed their Instructor 1 class. FF/EMT Svetich has received his certification. FF/EMT Torres is awaiting a retest to be completed in May.
- I am still working with the Quilcene School to build a Cadet Program for the next school year.

QFR Events:

- QFR has no events for the month of May.

D.O. Coverage:

- I was able to cover 64 hours of Duty Officer time for the month of April.

Apparatus Usage Report:

Report Date 5/13/2024

Apparatus Type	ID*	Vehicle Number	Mfg Dt	Age Yrs	In Serv Dt	Rpt Dt Miles	Rpt Dt Hrs	Avg Ann Miles	Avg Ann Hrs
11 - Engine	E22	96.Ford.55851C.2430	1996	28	1/1/1999	28,105	N/A	990	N/A
11 - Engine	E21	05.Freightliner.82171C.1149	2005	19	3/26/2007	43,018	2,180	2,220	113
16 - Brush Truck	B22	95.Ford.36251C.4130	1995	29	9/6/1995	30,313	N/A	1,083	N/A
16 - Brush Truck	B21	08.Ford.B4486C.6274	2008	16	10/24/2016	75,623	N/A	4,618	N/A
24 - Tender	T21	18.Freightliner.71820C.8029	2018	6	8/15/2018	6,402	376	1,280	59
60 - Support	U21	05.Chev.91128C.9239	2005	19	Unknown	197,014	N/A	10,168	N/A
60 - Support	U22	08.Ford.A2604C.1351	2008	16	1/1/2008	121,984	N/A	7,624	N/A
75 - BLS Unit	A212	16.GMC.B6128C.2830	2016	8	9/20/2016	54,990	2,224	7,856	266
75 - BLS Unit	A21	18.Dodge.C6410C.6370	2018	6	3/14/2019	60,799	1,886	12,160	296
92 - Chief Officer Car	C203	05.Chev.B3139C.1967	2005	19	3/30/2016	111,573	N/A	5,759	N/A
92 - Chief Officer Car	C201	20.Ford.B7209C.2336	2020	4	3/16/2020	49,282	N/A	12,321	N/A

Significant Events and Service Delivery:

- B-Shift ran 15 calls in April.
- Responded to a MVA with Dist 5 on 4/10
- Respond to a Chimney Fire on 4/28

Training and Competency:

- N/A

Physical Resources and Quality of Life:

- 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.
- Our QFR CARES Program is still going great. Kimbely is back and has been making CARES visits.
- Zak is Scheduling our annual SCBA flow testing. L N Curtis is going through a transition with the employee who handles that duty to a new employee, so it's been delayed
- Got our 2 G1 Pagers back from being repaired.
- 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. Jeffcom is working with Kenwood for a software fix.

Staffing (next 30 days):

- I have no vacation planned for the Month of May.

Significant Events and Service Delivery:

- C-Shift responded to a total of 15 incidents during the month of March. Notable incidents include:
 - Airlift of a fall patient from Zelatched Point LZ to Harborview who had been down on the floor for an extended period. This patient was altered and a CVA was suspected. Volunteer Thane Grooms responded to the scene and arrived first to triage the patient. Grooms did an excellent job at providing pertinent information as A21 was still responding, and then assisted in setting up the LZ.
 - Responded with E21 to assist B-Shift on a single vehicle rollover collision on highway 20 and secured the vehicle while the driver and pediatric patient were assessed by A21.
 - Responded in A21 just prior to shift change down to District 4 for a working structure fire in a single wide mobile home. On my arrival the D4 crews were still working to make access to hot spots, and I was assigned to operations section chief for the remainder of the working event. BFD, QFR, and Mason County crews were coordinated to complete first and secondary searches, ventilate with positive pressure, and check for extension on all 6 sides of the fire.
 - Responded to Rock Point Oyster for report of commercial structure fire with heavy smoke and flames seen. On our arrival the fire had been extinguished and was found to have burnt a section of PVC water lines and epoxy-fiberglass holding tanks for growing algae in the center of their greenhouse with plastic siding and roofing.
- Water usage report for April 2024 sent to PUD with approximately 3000 gallons used between incidents, maintenance, and training.

Apparatus Readiness:

- Added Pike Pole and a set of Irons to T21 for WSRB rating and overall utility. Will be working with FF/EMT Torres on how best to mount/organize additional tools in the limited space.
- Working to update inventory list for B21 and T21 before the start of the wildland season.

Training and Competency:

- FF/EMT Toby Heggie's orientation and training is progressing rapidly. He has proven competency with orientation, daily operations, EMS and fire skills, and apparatus familiarization. Currently, FF Heggie is focusing on district familiarization, basic pump operations with water supply, and drive time on B21 where he is learning to drive a manual transmission. Don Svetich volunteered his extensive experience as a commercial driver to teach FF Heggie the basics. We continue to work on time behind the wheel and he will take the road test and rodeo when he is ready. The next apparatus he will learn to drive is E21.
- Dozens of hours of EMS, Fire, Wildland, operations, and in-service training documented on C-Shift with FF Heggie.

- 2024 Wildland RT-130 Refresher/Field Day completed. This was a joint refresher with Districts 4 & 5 with instructors from DNR to recertify for 2024 fire season and to certify a FF from District 4. Included at the end of the training was a bonus training with Airlift Northwest.
- Completed an S-219 ignition operations class over in Thorp, WA. This 3-day class was the initial class and skills training needed to be a Firing Boss on a Wildfire or Prescribed Burn operation and covers one of the sections of my task book. Kittitas Fire District #1 was great to train with and I look forward to more opportunities to travel to Eastern WA for training and/or fire assignments.
 - The instructors for this 219-course advised they are regularly looking for personnel to participate in prescribed burns in the state which provides further opportunities for training and experience.
- Planning to initiate a FFT1/ICT5 PTB for FF Heggie so he can progress up the wildland FF qualification ladder. This will be initiated in May after his refresher and a briefing on how to effectively document tasks in the book.
- MCO training planned with District 4, 5, and DNR.
- Invited by USFS to assist with a multi-agency wildland fire scenario in Mason County with Mason County agencies, DNR, and Forest Service crews. This scenario will cover a simulated fire with a 8-line in the Hamma Hamma drainage.
- Attended County EMS skills day at Station 41 with refresher training on medications, airway, and cardiology.
- Multiple Zoom webinars attended, including CWPP, WEMESIS, and more.
- EMS Protocol updates remain in progress. The committee is approximately 1/10th finished with review after finishing the cardiac section.
- Planning to meet with Dr. Carlbom, Colleen Rodrigues, Director Dr. Wall of ALNW, and LT Arnold of ALNW to plan and create a curriculum for the pediatric EMS county skills day on June 8th.
- Completed CPR/First aid training for a community member who needed to recertify last minute for a new caregiving job.
- Physical map book and fill-in-the-blank test created with Matt Stewart is complete and should be rolled out soon.

Physical Resources and Quality of Life:

- Sized and ordered a second set of bunker gear for FF Heggie from Cascade Fire Equipment. ETA for new gear should be in June.
 - Ordered next size up of suspenders for FF/EMT Torres and I. Current suspenders are too short and are uncomfortable on the shoulders and clavicles.
- Wildland PPE issued to FF Heggie.
- Planning to bring lockable storage up to PPE room from basement of admin building for better organization and security.
- Ordered, received, and inventoried 50% Phase 1 grant order of wildland equipment from DNR.
 - Received free DNR surplus of 5 BK radios for use on wildland incidents.
 - Will need to order size large wildland shirts as we do not have any to issue.

- Received box of carcinogen removing Hero Wipes for skin.
- Progressing carburetor issues with STIHL cut-off saw on E21 have reached a point where the carburetor needs replaced due to air-fuel adjustment screws loosening themselves while running. The saw has been taken OOS and a carburetor has been ordered, along with a spare belt for the blade drive.

Staffing (next 60 days):

- Nothing major to report. Will be available to respond from home as weather warms and call volumes increase.

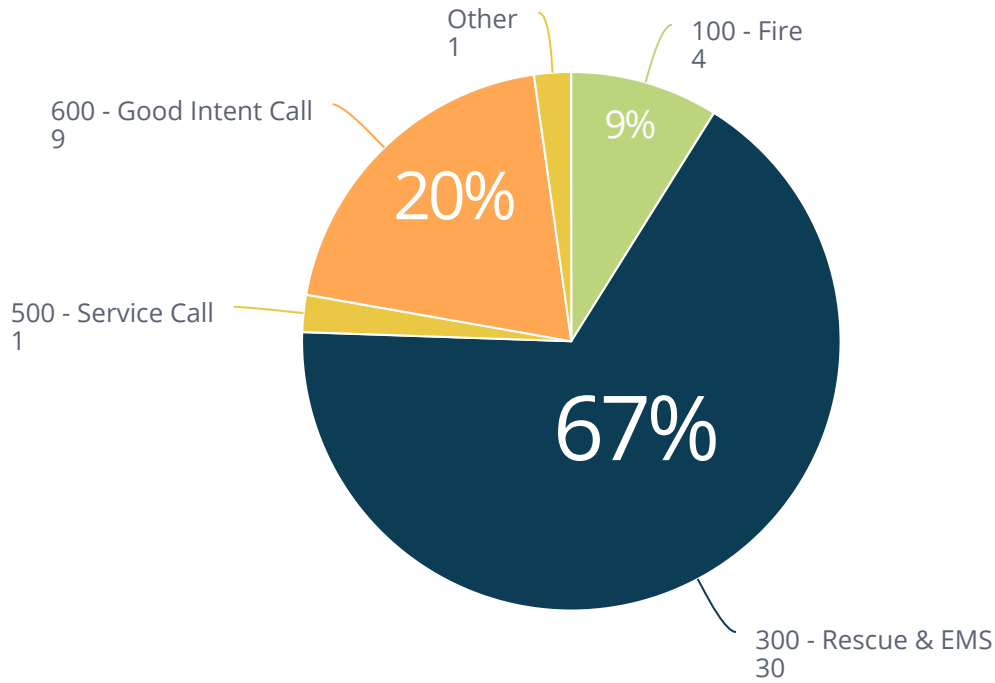
Other:

- Attached photos from S-219 class and Wildland Refresher:



QFR Incident Types - April 2024

Percentage of Incident Type Group



Count of Total Incidents

Total Incidents
45

Fire Incidents

Fire Incidents
4

Percent of All Incidents **8.9%**

EMS Incidents

EMS Incidents
30

Percent of All Incidents **66.7%**

Other Incidents

All Other Incidents
11

Percent of All Incidents **24.4%**

Count of Incidents by Type

Incident Type Group	Incident Type	Calls	Pct
100 - Fire	Building fire	2	50.00%
	Fire, other	1	25.00%
	Road freight or transport vehicle fire	1	25.00%
100 - Fire Total		4	8.89%
300 - Rescue & EMS	Emergency medical service incident, other	1	3.33%
	EMS call, excluding vehicle accident with injury	25	83.33%
	Motor vehicle accident with injuries	3	10.00%
	Motor vehicle accident with no injuries.	1	3.33%
300 - Rescue & EMS Total		30	66.67%
500 - Service Call	Animal rescue	1	100.00%
600 - Good Intent Call	Dispatched & canceled en route	9	100.00%
Other	N/A	1	100.00%
