

All OFFICER MEETING
Thursday, April 2, 2020
Station 63 – Birch Bay

Attendees: Chiefs Van der Veen, Davidson and Rostov; Captains, Ahrenholz, Schmidt and Ward.

FIRE CHIEF

Emergency Services Consulting International (ESCI) Report

Chief Van der Veen noted that the district master plan has been completed and copies are available each career station and on the district website.

ESIC will be giving a master plan presentation during the upcoming Board Retreat scheduled for Friday, March 27 at 0900 at Britton Loop Station 12. Everyone is welcome to attend.

Ladder Engine Swap

The ladder/engine swap with BFD has been completed. Much work will be needed prior to putting the ladder into service. Additional ladder training will be needed and more information is expected in the near future.

Aid Units

The shop is expected to merge A6302 and A69 to create one ambulance to be utilized until the district receives the two new aid units. Production has not yet begun on either unit.

The transmission on A12 is no longer operable. The plan is to surplus the unit within the next six months. In the interim, A1202 will be utilized. Both Lynden and Bellingham Fire Departments have offered a reserve unit if needed.

Chief Van der Veen will investigate any special brackets that may be needed added to the unit.

Exhaust Systems

Parts are being ordered to allow all units to utilize the exhaust systems at all stations. The goal is for all units to be interchangeable. The system is expected to be more robust and universal.

Dakota Creek Bridge

Chief Van der Veen reviewed information regarding the weight limitations on the Dakota Creek Bridge.

Chairman Ansell is expected to draft a letter to Representative Luanne Van Werven requesting emergency funding to accelerate the much-needed repairs to the bridge. The letter will also be circulated to the Blaine City Council, the media, and other prominent members of the community.

Policy Update

Chief Van der Veen provided information regarding the district policy, procedure and employee handbook updates being developed and/or updated with the assistance of Lexipol.

As they are completed, members will be required to review each new policy, procedure, and handbook through the online Lexipol program. The process is expected to take six to nine months to complete.

In addition, the program will continue to be a living document and updated as needed utilizing current state and federal laws, OSHA, while merging the district best practices recently overhauled by the captains.

North Bend Fire Academy

The four district recruits attending the academy are doing well. The recruits are halfway through the program. Company officer Jason Donnelly is also enjoying his time at the academy.

The recruits will need additional district training upon their return prior to doing shift work. Chief Davidson will be in charge of their training timetable.

Operations Training

There are currently two hotels in the Samish area that have been condemned. It is expected that the Bellingham Fire Department will invite NWFR members to participate in some training at one or more of the facilities.

B76 Duty Officer

Chief Van der Veen reiterated that if specific NWFR information or assistance is needed to contact either Chiefs Van der Veen or Rostov, regardless of the B76 duty officer.

Lynden Fire Department Assistant Chief Hadley is expected to be included in the B76 rotation in the next couple of weeks.

Office Suite Package

The district will be subscribing to the cloud-based version of Office 365 in the near future. This program will update automatically as needed, eliminating some issues.

MDC Connectivity Issues

It is expected that Chief Van der Veen will contact Verizon to terminate their services in the near future.

Coronavirus

The group discussed their concerns and the recent conflicting emails from the County, State and Health Department regarding the coronavirus. Chief Van der Veen will do his best to compile and distribute any relevant information to better able to protect the community as well as the members.

Each station has been provided duct tape and visqueen to be able to better seal the front cab from the back of the aid unit. It was also suggested to turn on the fan (not recirculate air) and utilize earplugs for noise if necessary.

The district is working on a procedure to give members the ability to advise those patients with symptoms to stay at home (provide education).

Members will continue to call the hospital prior to transporting those patients with flu-like symptoms.

Member quarantine lodging possibilities include Semiahmoo Station 62, Northwood Station 72 and Smith Rd Station 13. Tech Help will enable internet capabilities at all stations if necessary.

The district will work together with the Lynden and Bellingham Fire Departments (possibly D#7) to trade services, and quarantine options. The labor group is informed of the possibilities and will continue discussions with management.

Officers are encouraged to monitor their crews for signs of stress and mental health.

If members are quarantined the district will look at ways to take care of our own with food delivery options or daycare opportunities.

Chief Van der Veen noted the difference between quarantine (done voluntarily due to contact with known exposure) and isolation (monitored by medical facility).

Other suggestions include:

- *Don't come to work if showing flue like systems (fever/cough)*
- *Wash your hands / Don't touch your face*
- *Prep your families*

Chief Van der Veen will look into providing bleach spray bottle solutions for the back of aid units.

Administration Personal Changes

Chief Van der Veen discussed the district's recent administration streamlining efforts.

In addition, it was announced that the district will be outsourcing payroll in the near future. The ADP program is utilized by other departments. The program will provide the following:

1. Utilize raw data to convert into pay
2. W2 – W4
3. Onboarding for new employees
4. Mandatory reporting
5. Members will be able to utilize an app to access data (user-friendly/quick)

TRAINING

More information regarding the training division will be available later in the month.

PREVENTION

New Position

Chief Rostov provided information regarding the Deputy Fire Marshal and Fire Investigator announcements/job descriptions sent out district-wide. The testing process will be dependent upon how many letters of interest are received for each position. The process has been discussed at recent labor/management meetings. It was suggested that officers discuss the positions with their crew.

Captains Meeting: Thursday, May 7 at Blaine Station 61

All Officer Meeting: Thursday, June 4 at Odell Station 61