

CAPTAINS MEETING
Wednesday, January 8, 2020
Station 63 – Birch Bay

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

FIRE CHIEF

Lexipole Agreement

Chief Van der Veen is in the process of signing a contract with Lexipole. The company will assist the district in writing policies and procedures. The process is expected to take between six to nine months. Chief Van der Veen will be the project manager for the process.

District Best Practices

There was an in-depth discussion regarding implementing the district's completed best practices put together by Chief Davidson and the captains.

It was agreed that basic fundamental challenges regarding safety issues will need to be addressed prior to adding additional layers. It is expected that Lexipole will utilize the best practices in creating the district's policies and procedures.

It was agreed that all members will be expected to adhere to the county ops manual. Chief Davidson will take on the role of roving command which will consist of routinely visiting the stations to review the county ops manual and lead by example.

In addition, Chief Davidson continues to work on the ladder best practices.

Fire Safety House and Engine

The fire safety house will be relocated from Britton Loop Station 12 to Semiahmoo Station 62.

The white reserve aid car will be relocated to Haynie Station 65.

Inclement Weather

With the inclement weather approaching, the chiefs will be picking up snow shovels for the stations.

The red pick-up truck will also be outfitted with shovels, salt, and ice melt. The rig will be utilized as the "stuck vehicle" response unit. Chief Davidson has offered to take the rig home (*off duty and when not B76*) if needed to be able to respond as necessary.

Station 63's brush truck will be set up with a plow and salt, sand and shovels will be collected in a bin next to the brush truck.

Lieutenants are expected to contact the shop directly if a plow is needed at a particular station.

It is expected that Elliot will send out an email regarding the use of vehicle chains.

Admin Office Inclement weather

It was noted that if two of the three colleges/universities are closed, the Britton Loop Admin building will also be closed. The admin staff will remain at home on standby however, if the weather changes, they will be expected to come in.

Bellingham Fire Department Ladder Truck / Engine Trade Rig Swaps

Elliot and Chief Davidson recently met with Bellingham Fire Department's maintenance division to examine the ladder truck (no water) that they want to swap for one of the districts' engine. At this time they continue to work on a contract for the swap. It is expected to be housed at Odell Station 61.

Turn Out Gear

The district is in the process of ensuring that all members have a 2nd set of turnout gear. Volunteers Sabrina Ooms and Lane Renskers will also be issued new gear since their turnouts are not compliant.

OPERATIONS

NWRC

All NWRC CARES patient referral forms need to be forwarded to Chief Davidson.

SERP Team Member

Chief Davidson will send out an email regarding the process for those interested in becoming a SERP team member.

The SERP team also receives information regarding upcoming grants for needed training that members may be able to utilize.

Training Overtime

Chief Davidson is currently working on a policy regarding the types of training and when the district will pay overtime. It was noted that the operations chief and fire marshal will make the final determination. It was emphasized that the process will be consistent.

All training requests will be forwarded to the operations chief.

In addition, it is expected that the policy will include a bank of money available to each member for officer development type training.

The administration will utilize a separate training fund from the line members.

North Bend Academy

Firefighter Donnelly will be attending the North Bend Academy as a company officer from approximately January 22 through April 24.

Firefighter Tye Thompson will be relocated to B Shift Station 12 in Donnelly's absence.

Ground Ladders (rig checks)

Chief Davidson recently sent out an email regarding ground ladder checks. Captain Ahrenholz is working on an electronic form that will be made available on CrewSense. The checks will be due the first Friday of the month.

There was additional discussion regarding completing other rig checks and post-incident rig checks electronically possibly by the end of the first quarter.

Performance Reviews

Chief Davidson noted that the district will resume completing yearly performance reviews. The program is expected to be a simple but effective way to communicate how members are doing their job and how to progress for the future. The evaluations may include self, peer, and superior appraisals.

It was noted that members will need to be provided with regular training regarding how to conduct consistent and successful evaluations.

ID Cards

There was a discussion regarding updating the district ID cards to include contact and personal member information such as medications, allergies, and blood type. It was noted that I Am Responding or Image Trend may also be able to hold that type of information that could be accessed more easily and remain secured. Chief Rostov will investigate prior to further discussion.

TRAINING

EMS Connect

The training division will update the district once the county finalizes EMS Connect.

Firefighter 2 Applications

Applications are now closed. There are nine NWFR personnel who will be taking the test along with eight from outside the district. Captain Jorgensen will be contacting the captains for overtime requests.

EMS Online

EMS Online is now closed and those training records will be archived for future renewals.

Officer Academy

The training division will be sending out an email regarding an upcoming officer academy. Inquiries should be directed to Captain Jorgensen.

Training Consortium

There was discussion regarding some issues with the training consortium training:

- No NWFR training uploaded
- Video links that do not work

Chief Davidson will investigate.

PREVENTION

Inspections

The district will be purchasing additional inspection software licenses to download onto multiple computers/tablets.

It is expected that inspection data collection including building familiarization, contact information, along with code education will continue for one year prior to moving forward with the program. It is expected that initial training will be presented sometime in March. Chief Rostov noted that he hopes to have a deputy fire marshal to assist him with the project in the near future.

I Am Responding (IAR)

Chief Rostov noted that there is currently no update on IAR.

Health and Wellness

Kelly will make it a priority to visit stations on Wednesdays for various types of fitness testing.

A Shift

Lt. Ahrenholz will investigate the cost of purchasing / replacing 50 ft. LDH sections for first out apparatus. Captain Ward will forward some state bid site information to Lt. Ahrenholz.

B Shift

Nothing to report

C Shift

Nothing to report

D Shift

There was a discussion regarding the new aid unit (A63) repairs including the light package, siren, and radio. The apparatus will need to go back to TriVan for some minor improvements. There was additional discussion regarding replacing the antenna.

Captain Ward is working on a future rig check request ticket on CrewSense.

Captain Meeting: Thursday, February 6 at Birch Bay Station 63

All Officer Meeting: Thursday, March 5 at Odell Station 61