

CAPTAIN'S MEETING
Thursday, July 2, 2020
Station 63 – Birch Bay

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

FIRE CHIEF

District 4 and NWFR

Both districts are moving in a positive direction regarding forming a Regional Fire Authority (RFA). The next step will be for both Boards to draft a letter stating their interest in forming a RFA committee. Three commissioners from each Board will make up the committee.

The goal is to have the RFA on the August 2021 ballot. The committee must file in early May 2021.

Due to his vast experience with RFAs, former SWFA Fire Chief Ralston may be an integral part of the process.

Fire Commissioner Retirement

Commissioner McPhail announced that he will be stepping down as a NWFR fire commissioner. Once a formal letter has been received, the district will look for community interest in filling his position.

Battalion Chiefs

There has been no decision regarding the future of battalion chiefs. It was noted that if they were utilized at some point in the future, it would be more beneficial to have one battalion chief per shift for better oversight. More discussion is expected.

Administration Assistance

With the lack of chief officers, there was discussion regarding having additional administrative assistance.

Members may be asked to help fill in gaps as the need arises, possibly utilizing overtime as necessary.

Overtime may be utilized to complete certain collateral duties in the future. Overtime requests will need to be approved by Chief Van der Veen. More discussion is expected.

Specific district needs will be addressed at monthly officer meetings.

Coronavirus

Chief Van der Veen noted that one employee who was exposed off-duty, is currently in quarantine (14 days). He will be tested prior to returning to his shift.

Administration Relocation

The admin staff will be relocating from Britton Loop Station 12 to Northwood Station 72 following the NWFR Board of Fire Commissioners Meeting scheduled for Thursday, July 16, 2020. The Local may be contacted to assist with the move.

It is expected that the Bellingham Fire Department training will lease offices Britton Loop Station 12.

OPERATIONS

Fourth of July Incident Action Plan (IAP)

Chief Van der Veen will draft and send out a Concept of Operations for Independence Day

- Most of the usual festivities have been cancelled.
- Each Station will be staffed with four

- Chief Van der Veen will be the duty officer
- Cpt Davidson may be utilized as a duty officer if needed

All fireworks injuries must be documented and sent to the state for tracking purposes.

TRAINING

Sexual Harassment Training

Cpt Davidson is in the process of setting up district-wide sexual harassment training.

ResQHub

Cpt Davidson will add Cpts Ahrenholz and Ward as administrators in ResQHub so they can assist with adding member certifications. Cpt Davidson will add tender training to the calendar.

Burn Tower IFSAC Certification

Two dates for burn tower training (8 per class) will be offered in the near future.

Probationary Firefighter Quiz Development

Cpt Davidson recognized Cpt Ahrenholz for his assistance with probationary firefighter task development.

Career development plan

Cpt Davidson has almost completed the career development plan. It will be sent to the captains for review. The performance evaluation policy has been introduced to the Board of Fire Commissioners for review. It is expected that performance evaluations will begin in January 2021.

Security Camera Review

Two new color security cameras have been installed for review at Birch Bay Station 63 on a trial basis. The information collected on this type of camera can be archived for up to one year.

Chief Van der Veen encouraged the captains to review not only these cameras but also other cameras offered on the Verkada website.

SHIFTS

A Shift

It was noted that due to COVID 19, scheduled EMS Council meetings have not been held. EMS Connect and ResQHub are working diligently to resolve the issues between the two programs.

A Shift

Due to COVID 19 pandemic, the district is currently not offering ride a longs.

BShift

There was discussion regarding have additional CrewSense training in the future. There are currently some issues with adding special assignment overtime.

Captains will input all volunteer timesheets/trainings into CrewSense. Captains will forward all volunteer timesheet information to Benita along with other member timesheets.

DShift

There was discussion regarding the need for a color copier at Birch Bay Station 63. The copier could be password protected.

There was discussion regarding having maintenance inform officers when apparatus is going to be taken out of service or swapped. In addition, officers can notify maintenance when specific apparatus is needed for upcoming trainings.

Chief Van der Veen will investigate the best way to set up captains to be able to arrange for shipping in Elliot's absence.

Cpt Ward will request a quote to purchase additional Nitrous bottles. The district is in need of twelve additional bottles.

Elliot is in the process of completing the variance paperwork on specific apparatus allowing them to utilize the Dakota Creek Bridge, regardless of the weight restriction.

Member Assistance

The district and Local will be assisting with moving Lt Zylstra into town in the near future. He is currently happy to have visitors.

Next Meetings:

Thursday, August 19, 2020, 0900 Birch Bay Station 63

Thursday, September 3, 2020, 0900 Odell Station 61 (All Officer)