

**CAPTAIN'S MEETING**  
**Thursday, August 6, 2020**  
**Station 63 – Birch Bay**

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

**FIRE CHIEF**

**Admin Relocation**

The admin staff has completed their move to Northwood Station 72. The phone extensions will remain the same. District 4 extension is 450.

**NWFR Fire Commissioner**

Commissioner McPhail has resigned as a NWFR Fire Commissioner effective July 4. Advertisements were posted in local area newspapers as well as the district website and Facebook page. Two applications have been received thus far. The deadline is August 28.

**Prevention and Inspections**

Contract employee Henry Hollander has been working through the backlog of inspections and planning reviews. He is utilizing the fire marshal's phone 360-303-3410. Henry will be working closely with Lt. Nielsen while he gains more experience as the deputy fire marshal.

Lt. Nielsen will continue to work on his deputy fire marshal education and ECIP within the City of Blaine as part of his collateral duty.

**County Fire Marshal**

Chief Van der Veen has met with both the City of Bellingham and County fire marshals who have offered assistance as needed. There was also a discussion regarding agencies working together in the future.

**Paramedic Interlocal Agreement**

A contract between the City of Bellingham and NWFR has yet to be signed. There was a discussion regarding what the paramedic program may look like in the future while continuing to provide the best service to the public.

**Regional Fire Authority**

Both districts continue to work on setting up meetings that may eventually lead to forming a regional fire authority.

**Admin Assistance**

The district needs additional assistance in chief level administration. At this time Fire Chief Jason Van der Veen remains the only chief level officer in the district. The captains are providing assistance where they are able.

**District-Wide Communication**

The group discussed the best way to disseminate district information and following the chain of command, although Chief Van der Veen will continue to have an open-door policy.

**Station Copy Machines**

With Henry Hollander working on planning and fire marshal services, the color copier will remain at Odell Station 61.

## **Dakota Creek Bridge**

The district has received overweight permits for all three Crimsons to utilize the bridge during emergency responses. The district will need to apply for the permits yearly. Chief Van der Veen will investigate to determine if the bridge can be utilized 24/7 or just for emergency response.

## **TRAINING**

### **Tender Volunteers**

The district plans to continue to bring on rehab tender support volunteers. Cpt Davidson will be in charge of the process.

### **Monday Night Training Opportunities**

Cpt Ahrenholz will be in charge of tender group EVIP training. The shift captains will inquire as to who else may be interested in providing future training on Monday nights. Cpt Davidson will set up a training schedule via the Google calendar.

### **Volunteers**

Although the district will not be bringing on any new shift volunteers, former volunteer Bob Yaple is expected to have his EMT reinstated in the near future, making him eligible to return to the district.

### **Ladder 61**

Cpt. Davidson will set up training on Ladder 61.

### **Training Files**

The personnel training files have been relocated to Northwood Station 72. There was a discussion regarding scanning in training documents in the future to become more efficient.

There was discussion regarding implementing probationary firefighter exercises, hose manual, and best practices now, which could be adapted and built upon and modified as needed.

### **Burn Tower Certification**

Cpt Davidson is in the process of scheduling a burn tower certification class sometime in November. A minimum of fifteen (in-house or outside) participants must be signed up for the class. Chief Van der Veen has signed the contract with ISIFI.

### **Pump Ops Academy Date**

A pump ops academy for the probationary firefighters and possible newer tender and rehab volunteers is expected to take place the end of September.

### **Inventory and Surplus**

Officers will be in charge of completing a surplus inventory list of items located in the mezzanine at Birch Bay Station 63. Items that can be reused will be utilized in lieu of purchasing new items.

### **Birch Bay Station 63 Grounds**

There was a discussion regarding removing the plants/bushes at Birch Bay Station 63 and replacing them with river rock in 2021. Cpt Ward will be asked to collect three bids for the project.

### **Ladder 63 Struts**

The officers will ensure that the struts are installed on Ladder 63 in the near future.

### **Exhaust Systems**

Chief Van der Veen will check with Elliot to ensure that any engines moved to different stations will still set off the pre-activator.

### **Overtime Scheduling and Relocating Staff from Home**

There was discussion regarding officers scheduling overtime and relocating staff while off-duty. On occasion, some firefighters who accept overtime have also called firefighters directly to relocate station assignments. It was agreed that only on-duty captains can relocate staff.

### **Sick Time Notification Procedure**

Members calling in sick must contact captains and request approval on CrewSense.

### **Salt Kits**

A request was made to place triage kits on all first out engines and trucks. Cpt Davidson will ensure the request is accomplished.

### **Station Collateral Duties**

There was a discussion regarding the upkeep on outlying volunteer stations and the Britton Loop admin station (maintenance/cleaning and lawn care).

- St 12 admin building – monthly cleaning by St 12 firefighters
  - Retention pond may (Veen check)
- Volunteer stations will be done on “Wednesday Weeds Day” by on-duty crews.
  - Odell Station 61 – Odell Station 61, Haynie Station 65
  - BB Station 63 – BB Station 63, Semiahmoo Station 62
  - Laurel Station 69 – Laurel Station 69, Smith Rd Station 13
  - Britton Loop Station 12 – Britton Loop Station 12

### **GOOD OF THE ORDER**

Chief Van der Veen empowered the captains to offer any suggestions that will assist in creating a better organization.

### **Medical Issues**

The member who has been out ill is doing well. Chief Van der Veen along with the family expressed their appreciation to everyone who assisted with their recent move.

Next Meeting:

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