

**CAPTAIN'S MEETING**  
**Thursday, November 5, 2020**  
**Station 63 – Birch Bay**

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

Do NFIRS

**FIRE CHIEF**

**Update Regional Fire Authority (RFA)**

Chief Van der Veen stated that RFA discussions continue to move forward positively. The Committee is working on governance and the organizational chart. The Committee agreed to a five member Board, elected at-large from the entire RFA. All five RFA commissioner positions will need to be elected with staggered terms. It is expected that both Districts will dissolve in 2023.

Consultant Karen Reed is doing an amazing job keeping everyone on task.

In the future, other agencies will be able to join the RFA.

For efficiency (rebranding costs), the name of the RFA will be North Whatcom Regional Fire Authority.

At some point the current organizational chart will be restructured to fit the future RFA.

Media consultants will assist with educating the public in the near future.

**Whatcom County EMS**

There was discussion regarding possibly utilizing funds from the County EMS (GEMT \$) to assist with future BLS needs of the District. Chief Van der Veen will investigate.

**OPERATIONS**

**Temporary Assistant Chief**

A temporary (5-6 months) assistant chief's position is expected to be filled in the near future.

**Lieutenant/Captain/Training Captain Promotional Process**

A process for a lieutenant and captain promotional list is expected in the near future. Although the process will require assistance from the outside for the assessment portion, it is expected that a company officer from the District will be a part of each station.

The District is moving forward with a training captain's position.

The captains offered to provide HR with outside contacts who may assist in the process.

**Training Consortium**

At this time, there is no NWFR representative in the Training Consortium. It is expected that the assistant chief will play a bigger role in the consortium and work with the training captain to deliver mandatory training.

There was discussion regarding some ResQHub issues.

**Succession Planning Book**

Captain Davidson continues working on the district best practices, which will provide specific avenues that members can take to further their careers.

### **Vacation Debit Day**

There was discussion regarding the current vacation/debit day picks. Captains will review the schedule for any debit day issues when picks are complete. The hope is to be able to pick debit days via CrewSense next year.

The master calendar is complete.

### **Aid 1202**

Aid 1202 will be getting a permanent MDC

### **Heppa Cartridges**

There was discussion about when to replace cartridges and the life span on which filters. It was noted that the County protocols have not been updated since April 2020 and attributing to a lot of misinterpretation.

N95 – no life span – replace when hard to breath

P100 – designed for Petra chemicals – replace every 90 days.

### **TRAINING**

#### **EVIP Review**

Cpt. Ahrenholz recently sent out an email regarding the EVIP training, which is available on ResQHub.

#### **Diversity and Harassment Training**

Diversity and harassment training is mandatory and will be offered before the end of the year.

#### **Image Trend**

There was discussion regarding how there is currently a plethora of response codes that can be chosen in Image Trend reports. It was noted that the district can hide some of these codes. It is vital for tracking purposes (NFIRS) and report accuracy that response codes be entered consistently between all members.

Captain Davidson is working on training to show which codes are used for which reports. The information is expected to be shared in the next couple of months.

### **PREVENTION**

#### **Deputy Fire Marshal Position**

Lieutenant Nielsen continues to make forward progress under the mentoring of Henry Hollander.

#### **Light Duty Member**

One member currently on light duty is working on compiling surplus lists and depositing those items at Wisner Lake Station 70. Once complete those items will be presented to the NWFR Board for surplus approval. Items include radios, nozzles and LDH.

### **SHIFTS**

A

Lt. Ahrenholz noted that hose testing did not go as expected. It was recently brought to his attention that some hose may not have been tested, due to a possible glitch between phones and Google Docs. Issues will be identified and addressed prior to the next year's hose testing process.

There was discussion regarding marking tested hose with different colors yearly, similar to a car tab process, for easier identification.

Attack LDH will be ordered. The hose will be colored in line with the above discussion.

There was discussion regarding the importance of pass-alongs between shifts. Captains agreed to come up with some type of electronic/paper/white board log book to enable officers to refer back in case things are not mentioned during shift change.

B

Ladder 61 is currently out of service. L61 responds in conjunction with an engine and not in place of. L61 is not used as a replacement for L63. It will not leave the city and will only be available for specific block files. Cpt. Davidson will write up standard operating procedures and Chief Van der Veen will review.

C

Nothing to report.

D

ETA for the new aid cars is Feb/March 2021. The goal is to have a backup aid unit at all career stations.

The new engine is expected to arrive March/April of 2021. The new aid cars are in process with an ETA of Feb/March 2021

Operative IQ is moving along. Inventory lists are being inputted into the program. Cpt. Ward noted that the district will need to appoint and train managers for each category, similar to the current collateral duty list. There will also be a way for members to request needed supplies in Operative IQ.

It was noted that the gurney seat belt extensions at Birch Bay Station 63 may be missing. Cpt. Davidson will investigate.

It is not clear when the Stryker gurneys from the County will be arriving.

Next Meeting:

Thursday, December 3, 2020, 0900 Birch Bay Station 63

(All Officer TBD)