

KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

MEETING MINUTES

Eastside Fire & Rescue
December 3, 1009

MEMBERS & GUESTS:

* Mike Geppert	Eastside Fire
* Mark Weldon	Bellevue Fire
* Elenjo Schaff	Eastside Fire
* Phil Cane	Boeing Fire
Mitch Sauer	Northshore Fire
Mark Musch	Northshore Fire
Katie Hodneland	Northshore Fire
Rich Christensen	Bellevue Fire
Jay Fischer	Shoreline Fire
Rick Ashleman	Shoreline Fire
Rachel Garlini	Shoreline Fire
John Palmer	Shoreline Fire
JC Smith	Labor & Industries
Mike McAuliffe	Bothell Fire
Lisa Phillips	Bothell Fire
Gary Sacha	Tukwila Fire
Marty Grisham	Tukwila Fire
Bob Jones	WSP/FPB
Howard Scartozzi	WAP/FPB
Lisa Phillips	Eastside Fire
Dick Breitenbach	Eastside Fire
Jim Dorney	Bellevue Fire
Warren Merritt	Bellevue Fire
Jeff DiDonato	Maple Valley Fire
Paul Strong	Valley Regional Fire
Rick Olson	Valley Regional Fire
Scott DePuy	Ryan's Solution/EFR
Brian McMahan	Mukilteo Fire
Kirk Galatas	Mukilteo Fire
Pat Hepler	Edmonds Fire
Todd Reynolds	Snoqualmie Fire
Greg Bawden	Duvall Fire
Greg Schipper	Enumclaw Fire
Don Brassard	Enumclaw Fire
Michelle Lightfoot	King County EMS
Valerie Harris	King County EMS
Patty Ousley	King County EMS
Cindy McMahan	KCFTOA

John Bridenbaugh	Mercer Island Fire
Doug Loedeman	KCFD # 2
Mark Adler	KCFD #2
Randy Krause	Boeing Fire
David Powers	Seattle Fire
Rick Marshall	Renton Fire
Rick Myking	Renton Fire
* Executive Board Member	

The monthly meeting was called to order by President Mike Geppert at Eastside Fire & Rescue at 0910. A welcome was extended to members and guests followed by the traditional flag salute and a roundtable of introductions.

MEETING MINUTES:

A motion was made by John Bridenbaugh and seconded by Rick Ashleman to accept the November meeting minutes as disseminated by Elenjo Schaff, Executive Board Secretary. Motion passed.

TREASURER'S REPORT:

Phil Cane announced that the November bank statement hadn't been received to date, and also that there was a correction to the October financial report. The updated reports would be provided in the meeting minutes, but a vote for the October, November and December financial reports would need to be approved at the January meeting. The reports are as follow:

OCTOBER FINANCIAL REPORT:

Checking:

Beginning Balance (10/01/09)	\$50,913.58
Deposits	\$ 7,045.00
Withdrawals	\$ 13,866.09
Interest Earned	\$ 0.39
Ending Balance (10/31/09)	\$44,092.88

Savings:

Beginning Balance (10/01/09)	\$45,300.22
Interest Earned	\$ 7.44
Ending Balance (10/30/09)	\$45,307.66

Grand Total for October \$89,400.54

NOVEMBER FINANCIAL REPORT:

Checking:

Beginning Balance (11/01/09)	\$ 44,092.88
Deposits	\$ 14,920.00
Withdrawals	\$ 19,072.68
Interest Earned	\$ 0.30
Ending Balance (11/30/09)	\$ 39,940.50

Savings:

Beginning Balance (11/01/09)	\$ 45,307.66
Interest Earned	\$ 5.77
Ending Balance (11/30/09)	\$ 45,313.43

Grand Total for November \$85,253.93

Motions for approval will be accepted at the January 2010 meeting, along with December's Report.

CHIEFS' REPORT:

Warren Merritt spoke on behalf of the King County Fire Chiefs' Association, and thanked the members for their hard work and dedication to the Association. He continued by informing the group that it has been his goal to encourage other chiefs to promote their training officers attend and participate in the numerous projects the KCFTOA has sponsored. He has asked training officers to put this Association and its projects on the priority list as viability rests with this group. He ended with holiday greeting to each member and their family.

GUEST SPEAKER(S):

- Scott DePuy from "Ryan's Solution Foundation" thanked the membership for requesting his return and for allowing him to speak to the group about their hope to get Prescription Drug Abuse Awareness out to the public. Fact: More than half of young people who misuse prescription drugs (pain killers, sedatives and stimulants) get them from a friend or family member. Scott relayed his story about losing his son, Ryan, last year to this abuse, and his desire to get fire department personnel to voice concerns to parents of teenagers who they feel are abusing prescription drugs. He disseminated and spoke to the group about the 34 warning signs of this.

Scott informed the membership that Snohomish County passed an initiative to put "Give Back" boxes at police stations, and the DEA has changed their rulings that these agencies no longer have to count each pill, which was one of the challenges. It is their desire to get this initiative passed in King County and others in Washington.

For more information contact either Scott at address below:

Scott DePuy (Eastside Fire & Rescue)
Email: drugshistory@gmail.com
Website: www.ryanssolution.com

AFFILIATE REPORTS:

KING COUNTY EOM:

None of the section representatives were present to report on training and education updates.

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**KING COUNTY EMS:**

Patty Ousley introduced the two individuals from King County EMS who have many have been in contact with on numerous occasions, and wanted to be sure they could put a face to a name. The two guests were:

- o Valerie Harris – EMS Online technical support
- o Michelle Lightfoot – Administrative support and does the registrations for the CBT Workshops, etc.

Patty continued by informing the membership of the upcoming Spring Basic EMT Class. The class announcement letter was disseminated via e-mail. The application deadline is Friday, January 8, 2010. The timeline is as follows:

- Pre-test is on February 2<sup>nd</sup> @ 1900
- Student Orientation is on February 16<sup>th</sup> @ 1900 to test CPR skills
- Class is held on Tuesdays evenings and all day Saturdays and begins on March 2<sup>nd</sup> through May 22<sup>nd</sup>.
- Lecture portions will be held at Bellevue Public Safety Training Center – Bellevue
- Practical skills portions will be held at Eastside Fire & Rescue – Issaquah

Patty also thanked everyone who participated in the food bank donation whether by food or money. This will be given to the Issaquah Food Bank.

***NOTE:** A large box full of food items and \$100 in cash was taken to the Issaquah Food Bank immediately after the meeting. Thank you!*

**LABOR & INDUSTRIES:**

JC Smith reported the 296-305 final draft has been pushed out to the first of the year. If anyone has questions about the standard, they can contact him and he will try to get answers. As soon as an electronic copy is available, he will disseminate it to KCFTOA members.

**REGION IV:**

Mark Adler reported they will be offering the Leadership 1-2-3 January through March 2010 and can be found on [www.fftraining.org](http://www.fftraining.org) website. If there are classes departments are interested in having, please continue to submit them to Mark as they will continue with training as long as they have funds remaining. There will not be any additional funding, however.

**STATE FIRE TRAINING & SAFETY**

**OFFICERS' ASSOCIATION:**

Gary Sacha reported the 2010 Conference registration is now available online. They also have a scholarship available. Applications and additional information can be requested from Gary. He also added that this conference offers a variety of classes and is not just for training officers. This has been a misconception in the past.

**WA STATE FIRE SERVICE TRAINING:**

Bob Jones reported there has been a decrease in enrollment for the recruit academies. They are still planning to have one or two weekend academies in 2010.

Bob also reminded the membership that, Pat, their long-standing catering contract individual will be retiring at the end of the year, and so this position will be out for bids.

The NFA classes are being rescheduled, and will be announced as soon as that has been completed.

**KITSAP COUNTY TRAINING**

**OFFICERS' ASSOCIATION:**

No one was present to report.

**PIERCE COUNTY METRO TRAINING**

**ASSOCIATION:**

No one was present to report.



**SNOHOMISH COUNTY TRAINING**

**OFFICERS' ASSOCIATION:**

Pat Hepler reported they completed another post-academy class. They are planning to continue this joint project as they have been very successful. It also relieves the expense burden in doing this type of training for smaller agencies

Also their Chiefs Association recently sponsored a 2-day Chiefs' Academy. In April they are going to be doing a Spring Training at the firefighter level, so watch for that announcement later.

**COMMITTEE REPORTS:**

**ADMINISTRATIVE SUPPORT**

**COMMITTEE:**

Elenjo Schaff reported this is the time of the year where the Executive Board and ODA Chair review the administrative support contract, and also determine any changes therein. Cindy's COLA is made after the CPI is released in mid-January. There wasn't anything new to report for this process.

(Committee Members: Executive Board, ODA Chair)

**ADVANCED PUMP OPERATOR**

**WORKSHOP COMMITTEE:**

Gary Sacha updated the membership on the final outcome of their last budgeted academy. The additional revenue they had shown was actually the portion of our contracted administrative support's salary that each academy has to contribute to. Gary informed the membership that both academies were pretty much a break-even of revenue to expense for 2009. They are going to try to keep the tuition at the same cost (\$295) though caterer fees will affect this to some degree.

(Committee Members: Gary Sacha, Bob Jones, and Mark Weldon)

**BUDGET COMMITTEE:**

Phil Cane reminded committee chairs that it is that time of the year when a budget needs to be developed for 2010. All committee chairs need to submit their 2010 proposal of revenue/expenses for their academy as soon as possible. To date he has received only two reports from committees. If Phil doesn't hear from committees, he will increase the budget by an anticipated percentage in order to have it available in January.

(Committee Members: Executive Board, Committee Chairs, and Cari Coll (ODA Chair))

**EXTRICATION ACADEMY**

**COMMITTEE:**

Rick Marshall reported he has talked to the Puyallup Team and has tentatively set the 2010 Extrication Academy for March 3, 4 and 5, 2010 at Renton Training Center. He continued to inform the membership of their increase of staff in the Training Division so he felt he would have adequate assistance.

(Committee Members: Rick Marshall, Ken Knott, Bob Jones)

**LEADERSHIP SYMPOSIUM**

**(PREVIOUSLY CHIEF OFFICER**

**DEVELOPMENT ACADEMY):**

Mike McAuliffe reported they met with Mark Emery and so far five of the six presenters for the 2010 Symposium have been scheduled. They are still planning to have it located in Redmond and it is tentatively scheduled for October 2010. They are hoping to get the details finalized so they can begin marketing this class state-wide earlier in the year.

(Committee Members: Mike McAuliffe, Mark Musch, Marty Grisham)

**ODA COMMITTEE:**

Elenjo Schaff reported in Cari's absence. On November 11<sup>th</sup> the ODA held the Fire Officer I & II testing at Bellevue Public Safety Training Center for 20 candidates. This was also the site visit for our application process for re-accreditation. After an extremely long and arduous day, everyone passed the practical

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skills tests. The committee is waiting for a report from the State in which they inform the committee of what changes need to be made, or the outcome of the site visit. This is expected to be out by January. Until then we won't have any idea what changes are to be made.

The 2010 ODA classes have been scheduled and are ready to be published, but the class fees have not been completed pending some final information from the liaison worksheets, etc. Cindy informed the membership that everything else is ready to go live online.

(Committee Members: Cari Coll, Rick Ashleman, Rick Myking, Elenjo Schaff, Paul Davison, Jeff DiDonato and by Bylaw Default: Cindy McMahan and Phil Cane)

TRUCK ACADEMY COMMITTEE:

Paul Strong reported the last Truck Academy was a success with a lot of great comments. The final financial report: they generated revenue of \$14,300.00, but the expenses totaled \$16,185.57 with a deficit of \$2,885.57.

The committee has begun working on ideas for the 2010 Academy and they are researching new ways of presenting the program without risking the quality of the past academies. They will compare what has been done with other options. One of those options is the possibility of breaking up the week into smaller sessions over several months. The committee is planning to send out a survey to departments to get a better idea of proposed attendance, needs of agencies, and other determining factors.

(Committee Members: Paul Strong, Mark Musch, Mitch Sauer)

WEBSITE COMMITTEE:

Mark Weldon reported no changes have been made to the website recently. As of now, only Zone 3 has begun using their tab on the website. A discussion ensued regarding this process.

(Committee Members: Jeff DiDonato, Paul Strong, Cindy McMahan and the Executive Board)

PURCHASES OF THE MONTH:

No one had anything to report.

OLD BUSINESS:

INVESTMENT UPDATE:

Phil Cane didn't have anything new to report, except that he has been checking into other kinds of savings accounts besides ING. He did find that Boeing Employee Credit Union offers the highest interest percentage, so he will pursue this avenue.

SURVEY:

Mike Geppert reported there will be a survey being disseminated soon that requests proposed participation in the academies KCFTOA sponsors, as well as, other questions regarding needs and ideas for training for the next two years. Please be sure when this is completed you complete the form promptly to assist in the planning process.

NOMINATING COMMITTEE:

Nominations were opened to the floor for the two positions (President and Secretary). No new nominations were received so the nominees remain as follows:

President: Rick Ashleman.

Secretary: Elenjo Schaff.

NEW BUSINESS:

ELECTION:

With no other nominations for the two open positions, a motion was made by Rick Olson and seconded by Paul Strong to elect the designated individuals without vote by acclamation. Motion passed.

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**UPDATE OF VICE PRESIDENT**

**POSITION:**

Mark Weldon will be going back on the line effective January 1, and will be unable to fulfill his duties as Vice President for the KCFTOA. He has one year remaining on his term, so at the January 2010 meeting, it will be necessary to fill this position for the interim of one year. Mike Geppert asked individuals to think about volunteering for this position at the next meeting.

**2010 COMMITTEE MEMBERS**

**UPDATE:**

Mike Geppert announced that in January this membership will be reviewing the various committees and will be filling the vacancies left by training officers going back on shift and leaving the Training Division. Mike asked everyone to consider assisting on a committee because the projects that our Association is renowned for don't happen without the dedication of committee members. He also reminded members that the work goes smoother when shared by several individuals.

**GOOD OF THE ORDER:**

- Mark Adler asked about the Fire Ground Practices policy that was developed by our Association and where it could be found. He also made a recommendation to add that link to our website for easy access.
- Mark Musch inquired about providing a listing of the classes being offered by the KCFTOA available at the beginning of the year for budget preparation for 2010.

**RECOGNITIONS & AWARDS:**

As most Training Divisions who are fortunate enough to have Administrative Assistants, Office

Techs, or any form of clerical assistance know – these individuals become the backbone of the Division and keep most of us on track and let us think we are the important one. We all know differently – they are the valued individuals.

Thank you to the administrative support personnel! Mike asked each of these individuals stand and receive the recognition they deserve. Those present were:

- Katie Hodneland – Northshore Fire
- Lisa Phillips – Bothell Fire
- Lisa Phillips – Eastside Fire & Rescue
- Rachel Garlini – Shoreline Fire

This gratitude extends beyond our Divisions – as we at KCFTOA are fortunate to have such an individual as our backbone of success.

**Cindy McMahan:**

Began services KCFTOA on May 14, 2007 and since then has been instrumental in assisting by:

- Transitioning the process from Gail
- Transition from one website to another
- Continuum of assistance to the ODA Committee
- Registered, invoiced, answered a gazillion questions for the
  - o Advanced Pump Operator Academies
  - o Extrication Academies
  - o Truck Academies
  - o ODA Classes
  - o General registration questions
- Assisted the Executive Board with reports and questions about day-to-day activities of KCFTOA
- Cheered us on and encouraged us when we were having challenges (personal and business)

**OTHER RECOGNITIONS & AWARDS:**

**Mike Helbock – King County EMS:**

Thank you for your participation and support of the KCFTOA while involved with King

County EMS. Best wishes on your future endeavors.

**Tad Wineman – Woodinville Fire & Life Safety:**

Thank you for your support and any assistance you have given to KCFTOA during your Training Officer tenure. Congratulation on going back to shift!

**John Palmer – Shoreline Fire Department:**

Assisted on the following committees:

- o Extrication Academy Committee

**Rick Olson – Valley Regional Fire Authority:**

Though not “officially” on any committee, Rick has assisted his co-workers at Valley Regional Fire Authority on many of our projects – i.e. Truck Academy and Leadership Symposium. Thank you for all that you’ve done on the sidelines!

**Rick Myking – Renton Fire Department:**

Assisted on the following committees:

- o ODA Committee
- o Extrication Academy Committee

**Warren Merritt – King County Fire Chiefs Association & Bellevue Fire Department:**

In appreciation for continued support and dedication to the KCFTOA long after leaving the role as President of our Association, and then being the liaison between both Associations. Our sincere thank you!

**Mark Weldon – Bellevue Fire Department:**

Vice President – 2006 – 2009 (1.5 terms)

As Executive Board Member served on the following committees:

- o Administrative Contract Committee
- o Budget Committee
- o Website Committee

Assisted on the following committees:

- o Advanced Pump Operator Committee

**Mike Geppert – Eastside Fire & Rescue:**

President – 2008 & 2009

Served as Liaison for the King County Fire Chiefs Association

As an Executive Board Member served on the following committees:

- o Administrative Contract Committee
- o Budget Committee
- o Website Committee

Assisted on the following committees:

- o Truck Academy Committee
- o ODA Committee
- o Advanced Pump Operator Committee

Mike Geppert made the announcement that because of Elenjo Schaff’s continuum of service as Executive Board Secretary, she doesn’t receive a plaque, so he presented her with a plaque, a plant and a teddy bear and a thank you for 14 years of service.

**Elenjo Schaff – Eastside Fire & Rescue:**

Secretary – 1995 – Current

As an Executive Board Member served on the following committees:

- o Administrative Contract Committee
- o Budget Committee
- o Website Committee

Assists on the following committees:

- o ODA Committee
- o Seminar Planning Committee
- o Bylaws Committee
- o Scholarship Committee

**APPRECIATION LUNCHEON:**

The membership then enjoyed a delicious lunch of prime rib, baked potato, Caesar salad, rolls, steamed vegetables, and cheesecake served by Lonnie and Lynn of Jimmy Mac’s Roadhouse Restaurant. Their contact information is:

**Jimmy Mac’s Roadhouse Restaurant  
225 SW 7<sup>th</sup> Street;  
Renton, WA 98055  
Phone: 425-227-6881**

With no further business a motion was made by Mark Adler and seconded by Rick Ashleman to adjourn. Motion passed. Meeting adjourned.

*(Draft meeting minutes were respectfully submitted by Elenjo Schaff, Executive Board Secretary, on December 10, 2009)*

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**BE SURE TO VISIT  
our website**

**[WWW.KCFTOA.org](http://WWW.KCFTOA.org)**

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**KING COUNTY FIRE TRAINING OFFICERS'  
ASSOCIATION  
PHONE NUMBERS**

Phone: 425-255-1241  
FAX: 425-749-7274

**MAILING ADDRESS**

King County Fire  
Training Officers' Association  
P.O. Box 3276  
Everett, WA 98213-8276



**NEXT SCHEDULED MEETING**

Thursday, January 7, 2010  
0900 Start Time

Renton Fire Department  
1900 Lind Avenue SW  
Renton

425-430-7100

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**INSPIRATIONAL NOTE:**

“When considering a difficult decision, look ahead in your life toward the day when you will die, and consider: which option would you regret most “not” doing. In most cases, your answer will be immediately clear.”

~Metta Zetty  
American Author & Spiritual Mentor



**YOUR 2009 EXECUTIVE BOARD**

**PRESIDENT** - Michael Geppert, Eastside Fire & Rescue (425) 313-3257 (**NEW Number**) or [MGeppert@ESF-R.org](mailto:MGeppert@ESF-R.org)

**VICE PRESIDENT** - Mark Weldon, Bellevue Fire (425) 452-7852 or [Mweldon@Bellevuewa.gov](mailto:Mweldon@Bellevuewa.gov)

**SECRETARY** - Elenjo Schaff, Eastside Fire and Rescue (425) 313-3393 or [ESchaff@ESF-R.org](mailto:ESchaff@ESF-R.org)

**TREASURER** - Phil Cane, Boeing Fire (425) 785-8964 or [Phil.cane@Boeing.com](mailto:Phil.cane@Boeing.com)

**CONTRACT ADMINISTRATIVE SUPPORT** –  
Cindy McMahan – KCFTOA  
[Cindy@kcftoa.org](mailto:Cindy@kcftoa.org)



## YOUR 2010 EXECUTIVE BOARD

**PRESIDENT** – Rick Ashleman, Shoreline Fire Department (206) 533-6501 or [rashleman@shorelinefire.com](mailto:rashleman@shorelinefire.com)

**VICE PRESIDENT** - *TEMPORARILY VACANT*

**SECRETARY** - Elenjo Schaff, Eastside Fire and Rescue (425) 313-3393 or [ESchaff@ESF-R.org](mailto:ESchaff@ESF-R.org)

**TREASURER** - Phil Cane, Boeing Fire (425) 785-8964 or [Phil.cane@Boeing.com](mailto:Phil.cane@Boeing.com)

**CONTRACT ADMINISTRATIVE SUPPORT** –  
Cindy McMahan – KCFTOA  
[Cindy@kcftoa.org](mailto:Cindy@kcftoa.org)



*Your Outgoing and Incoming Executive Board wants to take this opportunity to thank you for your dedication and commitment to the King County Fire Training Officers' Association, and for your participation on committees, at meetings, and assistance on various projects. Without active members we could not accomplish all that we do!*

*To those of you who are going back on shift, we want you to know you will be missed by the KCFTOA, but we wish you health, happiness, peace and safety!*

***HAPPY HOLIDAYS TO YOU AND YOUR FAMILY AND WE WISH YOU A GREAT 2010!***

*~ All Executive Board Members  
Mike, Rick, Mark, Elenjo and Phil*