

# KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

## MEETING MINUTES

Bellevue Fire Department  
December 2, 2010

### MEMBERS & GUESTS:

\* **Rick Ashleman** Shoreline Fire  
\* **Mike McAuliffe** Bothell Fire  
\* **Elenjo Schaff** Eastside Fire  
\* **Mark Adler** KCFD #2-Burien  
John Murphy Law Office of Same  
J.C. Smith Labor & Industries  
Mark Chubb Woodinville Fire  
Pam Crawford Woodinville Fire  
Greg Ahearn Woodinville Fire  
Keith Kreiger Shoreline Fire  
Cari Coll Vashon Island Fire  
Patty Ousley King County EMS  
Michelle Lightfoot King County EMS  
Valerie Harris King County EMS  
Susan Kolwitz King County EMS  
John Lambert Duvall Fire  
Greg Bawden Duvall Fire  
David Burke Duvall Fire  
Mitch Sauer Northshore Fire  
Katie Hodneland Northshore Fire  
Mark Musch Northshore Fire  
Lisa Phillips Bothell Fire  
John Keffer Redmond Fire  
Doug Kammerzell Redmond Fire  
Pat Hund Kirkland Fire  
Todd Reynolds Snoqualmie Fire  
Don Brassard Enumclaw Fire  
Greg Schipper Enumclaw Fire  
Terry Brown Maple Valley Fire  
Ed Johnson SeaTac Fire  
Linda Rieff Kent Fire  
John Willits Kent Fire  
Rick Kruckenberg Port of Seattle Fire  
Howard Scartozzi WSFTA  
Phil Cane WSFTA  
Bob Jones WSP/FTA  
Mark Seaver Renton Fire  
Kevin Anderson Renton Fire

Craig Soucy  
Marty Roberts  
Roy Brewer  
Kevin Body  
Jeff DiDonato  
Dick Breitenbach  
Ron Walsh  
William Lie  
Paul Strong  
Peter Ubaldi  
Kirk Galatas  
Cindy McMahan  
Tom Marino  
John Bridenbaugh  
Ken Knott  
Bill Larson  
Mark Risen  
Laurie Bixler  
John Zaleski  
Kim Pithcher  
Brian McMahan  
Milton Guerreiro  
Randy Krause  
Bud Backer  
Suzanne Moore  
Michael Lopez

Renton Fire  
Tukwila Fire  
South King Fire  
South King Fire  
Maple Valley Fire  
Eastside Fire  
Eastside Fire  
Bellevue Fire  
Valley Regional Fire  
Seattle Fire  
Mukilteo Fire  
KCFTOA  
Valley Regional Fire  
Mercer Island Fire  
Mercer Island Fire  
Bellevue Fire  
Bellevue Fire  
Bellevue Fire  
Boeing Fire  
Boeing Fire  
Mukilteo Fire  
KCFD #2-Burien  
Port of Seattle Fire  
Eastside Fire  
Seattle Police Dept.  
WSDOH

### **\* Executive Board Member**

The December meeting was called to order by President Rick Ashleman at the Bellevue Fire Training Center at 0911. Following the traditional flag salute and pledge of allegiance, a roundtable of introductions was done. A welcome was extended to each.

### MEETING MINUTES:

A motion made by Keith Kreiger and seconded by Mitch Sauer to accept the November meeting

minutes as disseminated by Elenjo Schaff. Motion passed.

**TREASURER’S REPORT:**

Mark Adler notified the members that because the meeting was so early in the month, a financial report hadn’t been received yet.

**CHIEFS’ REPORT:**

Because of the reassignment of Chief Woodbury, Chief Randy Krause from the Port of Seattle Fire Department accepted the role as our Chiefs’ Representative. Randy was previously with Boeing Fire, and has been an active member of the KCFTOA for many years, including being on our Executive Board.

**GUEST SPEAKER(S):**

We had three guest speakers present which included the following and their topics:

**John Murphy, Attorney at Law: “Training Officer & Instructor Liability”**

John spoke to the members present about how fire departments of today are required to do more with less finances, and how safety needs to redefine practices to match. He continued in explanation of how safety must be first and for departments to be familiar with laws that affect them. In summary some of the items training divisions need to do to provide training include:

- o Written training plan
- o Documentation
- o Adequate equipment
- o Well-conditioned firefighters
- o Safety Officer on scene
- o Personal education and training of Training Officers and Chief Officers
- o Involve Chief and Chief Officers

He also talked about a presentation given by Captain Jeff Helvin and the video from “Monday Afternoon, Sacramento, CA on October 6, 2008.” This is a must see video for anyone in the fire service. The link is:

<http://www.iaff.org/events/09redmond/portal09-thu.asp>

For any training needs or questions, he can be reached at the following:

John K. Murphy, JD, PA-C  
Deputy Fire Chief (Ret)  
Attorney and Counselor at Law  
Law Office of John K. Murphy, Inc., PS  
2808 233rd Ave SE  
Sammamish, WA 98075  
Office: 206-940-6502  
Fax: 425-837-0249  
Email: J.K. [Murphy@comcast.net](mailto:Murphy@comcast.net)

**Michael Lopez, WA State Department of Health: “Disclosure of Information for EMS Personnel”**

Michael Lopez disseminated a copy of the RCW 18.73.270 – Disclosure of information by emergency medical personnel. In summary, when an incident involves violent injuries (gunshot, sharp or pointed instrument, or blunt force injury) intentionally inflicted on a person, the patient information can be provided to any federal, state, and local law enforcement authorities. Michael answered some questions from members present.

The link for this can be found at:  
<http://apps.leg.wa.gov/rcw/default.aspx?cite=18.73.270>

**Suzanne Moore, Detective Seattle Police Department: “Elder Abuse & Neglect – It’s the Law”**

.Suzanne Moore gave a PowerPoint presentation to the members regarding mandated reporting of vulnerable adult abuse and neglect. In summary the definition of ‘vulnerable adult’ is anyone:

- 60 years of age who has the functional, mental or physical inability to care for self or found incapacitated under chapter 11.88 or
- who has a development disability as defined under 71A.10.020
- admitted to any facility
- receiving services from home health, hospice, or home care agency licensed or

required to be licensed under chapter 70.127 or

- receiving services from an individual provider.

As EMS providers we are mandated to report either sexual or physical abuse, financial exploitation, abandonment or neglect. Indicators of neglect include: malnourishment, dehydration, pressure ulcers, poor hygiene (hair, teeth, feet, nails), over or under medicating, improper restraints, improperly treated or untreated wound. One alone may be normal, but multiple indicators may well be neglect.

As a mandated reporter of such, failure to do so is a Gross Misdemeanor (RCW 74.34.053). If you think a crime has occurred, call the Police immediately. If the patient is in a Licensed Care Facility (nursing home, boarding house, assisted living and adult family home) call Residential Care Services at 1-800-562-6078. If the patient is in a private home (in King County) call Adult Protective Services at 206-341-7660. Even if it is an elderly person taking care of another (spouse or other), call as they may be able to offer other resources of assistance.

Suzanne's contact information is:

Suzanne Moore, Detective  
Seattle Police Department  
Violent Crimes Section

Telephone: 206-233-3898 or 206-375-6793  
Email: [Suzanne.moore@seattle.gov](mailto:Suzanne.moore@seattle.gov)

### AFFILIATE REPORTS:

#### KING COUNTY EOM:

No one was present to report.

#### KING COUNTY EMS:

Patty Ousley reported that everyone passed the Fall EMT Class final, and she thanked Eastside Fire & Rescue for hosting the

practical skills sessions, and Bellevue Fire for hosting the didactic sessions.

The Spring EMT Class will be hosted by Woodinville Fire for the practical and the lectures will be held at Bellevue Fire. The deadline for application to the Spring EMT Class is January 14<sup>th</sup>. The other sessions include:

- Pretest – February 1<sup>st</sup>
- Orientation & CPR Evaluation – February 15<sup>th</sup>
- First Lecture – March 1<sup>st</sup> and every Tuesday after that to May 17<sup>th</sup>
- First Practical – March 5<sup>th</sup> and every Saturday to May 21<sup>st</sup>

Patty also introduced Michelle Lightfoot who handles the EMS Online vendors and also the CBT Instructor workshop registrations, and also Valerie Harris who does the EMS Online technical support.

Susan Kolwitz reported the 2011 CBT Courses will be available and live on January 3. The Instructor resources will be available after December 19<sup>th</sup>.

#### LABOR & INDUSTRIES:

JC Smith didn't have anything new to report and hadn't received any additional information about when the final 305-296 Standards will be released or the implantation date.

#### REGION IV:

Mark Adler reported they have limited funding remaining, and they will be sponsoring the Firefighter II Certification at Mukilteo Fire in the near future. This offering will be announced at [www.fftraining.org](http://www.fftraining.org).

#### STATE FIRE TRAINING & SAFETY OFFICERS' ASSOCIATION:

Bob Jones reported the Conference is scheduled for February 19 – 23, 2011 and will be held in Yakima this year. The online registration is now available. The keynote speaker is going to be our very own, Chief Randy Krause.

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WA STATE FIRE SERVICE TRAINING:  
Bob Jones introduced the new Fire Training Administrator who is our previous Treasurer, Phil Cane. Let Phil know of any training needs.

SNOHOMISH COUNTY TRAINING OFFICERS' ASSOCIATION:  
Kirk Galatas reported they are in the process of finalizing their RIT procedures and will have those posted on the Snohomish County Chiefs' website.

Their 2010 Fall Leadership Seminar: "Fire Officers and Firefighters Survival Program" with guest speaker Billy Goldfeder is scheduled for December 8, 2010 from 0900 – 1600. Kirk informed the membership that this class was full.

**COMMITTEE REPORTS:**

ADMINISTRATIVE SUPPORT COMMITTEE:

Rick Ashleman reported the Executive Board is still waiting for Cindy to submit the draft for review. Until that time we are working under the original contract.  
*(Committee Members: Executive Board, ODA Chair)*

ADVANCED PUMP OPERATOR ACADEMY COMMITTEE:

Dick Breitenbach reported the Spring Academy is scheduled for April 24 – 29, 2011 and the Fall Academy is scheduled for September 18- 23, 2011. There will be a maximum of 20 students per academy. Registration will be available online soon.  
*(Committee Members: Bob Jones, Gary Sacha, Bill Evans, and Dick Breitenbach)*

BUDGET COMMITTEE:

Treasurer Mark Adler reminded members the proposed 2011 budget was disseminated at the last meeting. He opened the floor for any discussion. Hearing none, he made a motion

to accept the proposed 2011 budget as distributed. The motion was seconded by Bill Larson and motion carried.  
*(Committee Members: Executive Board Members, Cindy McMahan and all Committee Chairs.)*

EXTRICATION ACADEMY COMMITTEE:  
Mark Seaver announced they are almost ready to go live with registrations online. The tentative dates are March 9 – 11, 2011.  
*(Committee Members: Mark Seaver, Ken Knott, Bob Jones)*

FIREGROUND PRACTICE LESSON PLAN COMMITTEE:  
There wasn't anything new to report.  
*(Committee Members: Rick Ashleman, Mike McAuliffe, Mark Musch)*

LEADERSHIP SYMPOSIUM:  
Mike McAuliffe didn't have anything new to report.  
*(Committee Members: Mike McAuliffe, Marty Grisham, Mark Musch, Rudy Peden, Greg Bawden)*

ODA COMMITTEE:  
Cari Coll reported the 2010 ODA ended with the Fire Officer I & II testing on November 19<sup>th</sup> for five candidates. Everyone did great on their practical skills, and now it is pending the written test outcome. Special thank you to Kent Fire for hosting this test.

The 2011 ODA is now live and ready for registrations on the [www.KCFTOA.org](http://www.KCFTOA.org) website.  
*(Committee Members: Cari Coll, Rick Ashleman, Elenjo Schaff, Mark Risen, Kevin Body, and by Bylaw Default: Cindy McMahan and Mark Adler)*

SCHOLARSHIP COMMITTEE:  
Elenjo Schaff reminded agencies there will be money available for scholarships to either ODA or any of the other Academies (Advanced Pump, Extrication, and Truck). Keep in mind there is a 3-week minimum application deadline prior to any academy, and by applying for the scholarship does not guarantee you a place in the academy of

choice. Applicants will still have to register online to reserve a spot in the class.  
*(Committee Members: Elenjo Schaff, Greg Schipper, and Gary Sacha)*

TRUCK ACADEMY COMMITTEE:  
Mark Musch didn't have anything new to report except that they are planning to have this academy in the late Spring.  
*(Committee Members: Mark Musch, Mitch Sauer, Bill Evans)*

WEBSITE COMMITTEE:  
Mike McAuliffe didn't have anything new to report.  
*(Committee Members: Cindy McMahan and the Executive Board – overseer is the Vice President according to Bylaws)*

PURCHASES OF THE MONTH:  
No purchases were reported.

**NEW BUSINESS:**

PRESIDENT VACANCY:  
Rick Ashleman moved the New Business section to the forefront as it will affect the outcome of the election. Due to a reassignment, Rick will not be able to fulfill the remaining year of his term as President. After a discussion of various options in filling his position, it was the consensus we would move forward with filling the Vice President position, and then according to Bylaws, in the event of a vacancy of the President, the Vice President would move into that position and an Interim would be selected to fill the Vice Presidency spot for the remainder of the President's term. An Interim Vice President will be put in position in January, 2011.

**OLD BUSINESS:**

NOMINATIONS:  
The Nominations Committee (Mark Musch, Greg Bawden and Mark Seaver) reported they have received only the two nominations for the positions being vacated this year. Nominations are:  
Vice President: Cari Coll  
Treasurer: Mark Adler

Nominations were opened to the members present. None were made and these were our only two candidates.

ELECTION COMMITTEE:  
Because of only having one candidate for each of the open positions, a motion was made by Craig Soucy and seconded by Mark Musch to elect the designated individuals without vote by acclamation. Motion passed.

DECEMBER LUNCHEON - 2011 HOSTING CALENDAR:  
Elenjo Schaff disseminated the latest 2011 calendar of hosting agencies. A special thank you was extended to those departments who have volunteered to host the meetings.

**GOOD OF THE ORDER:**  
There were no items for discussion or disclosure.

**RECOGNITIONS & AWARDS:**

- OTHER RECOGNITIONS:**
- Tracey White – King County EMS
  - Bob Whipple – Woodinville Fire
  - Mike Scott – Kent Fire Department
  - Tim McClung – King County Airport

**RECOGNITION PLAQUES FOR SERVING ON COMMITTEES:**

- Jeff DiDonato – Maple Valley Fire Department

- Rick Marshall – Renton Fire Department
- Gary Sacha – Tukwila Fire Department
- Mitch Sauer – Northshore Fire Department
- Craig Soucy – Renton Fire Department
- Paul Strong – Valley Regional Fire

**OUTGOING EXECUTIVE BOARD:**

- Phil Cane – Boeing Fire  
Past Treasurer
- Mike McAuliffe – Bothell Fire  
Out-going Vice President
- Rick Ashleman – Shoreline Fire  
Out-going President

**ADDITIONAL RECOGNITION:**

- Cindy McMahan – for continued and outstanding support to the Association.
- Elenjo Schaff – Eastside Fire – for continued service to the Association.

With no further business, the meeting was adjourned at 1130.  
*(Draft meeting minutes were respectfully submitted by Elenjo Schaff, Executive Board Secretary, on December 10, 2010)*

**APPRECIATION LUNCHEON:**

The membership then enjoyed a delicious lunch of prime rib, baked potato, and all the trimmings 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**  
[www.jimmymacsroadhouse.com](http://www.jimmymacsroadhouse.com)

**INSPIRATIONAL NOTE:**

*"Sugar and Spice make the Holidays Nice!."*

~Source Unknown



**NEXT SCHEDULED MEETING**

Thursday, January 6, 2011  
0900 Start Time

Shoreline Fire Department  
17525 Aurora Avenue North  
Shoreline 98133

206-533-6500

**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 4341  
 Everett, WA 98204-0035

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

Visit our Website at: [www.kcftoa.org](http://www.kcftoa.org)



***HAVE A SAFE HOLIDAY SEASON  
 AND A HAPPY NEW YEAR!  
 SEE YOU IN 2011...***

***YOUR 2010 EXECUTIVE BOARD***

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

**VICE PRESIDENT & INTERIM PRESIDENT**  
- Cari Coll, Vashon Island Fire Department  
(206) 463-4468 [ccoll@vifr.org](mailto:ccoll@vifr.org)

**INTERIM VICE PRESIDENT** – Pending  
nomination in January 2011.

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

**TREASURER** - Mark Adler, KCFD #2 (206)  
242-2040 Ext. 104 or [madler@burienfire.org](mailto:madler@burienfire.org)

**CONTRACT ADMINISTRATIVE SUPPORT –**

Cindy McMahan – KCFTOA  
[Cindy@kcftoa.org](mailto:Cindy@kcftoa.org)

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