

# KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

## MEETING MINUTES

Renton Fire & EMS Department  
January 7, 2010

### MEMBERS & GUESTS:

* Rick Ashleman	Shoreline Fire
* Elenjo Schaff	Eastside Fire
* Phil Cane	Boeing Fire
Dick Breitenbach	Eastside Fire
Greg Bawden	Duvall Fire
Tracey White	King County EMS
Pat Hund	Kirkland Fire
Rich Christensen	Bellevue Fire
Bill Evans	Bellevue Fire
Mark Risen	Bellevue Fire
Mike Mcauliffe	Bothell Fire
Neil Samuelsen	Renton Fire
Don Brassard	Enumclaw Fire
Jeff DiDonato	Maple Valley Fire
John Bridenbaugh	Mercer Island Fire
Ken Knott	Mercer Island Fire
Todd Reynolds	Snoqualmie Fire
Kirk Galatas	Mukilteo Fire
Mark Adler	KCFD #2
Cari Coll	Vashon Island Fire
Tracy Wyckoff	KCFD # 20
Mark Seaver	Renton Fire
Rick Marshall	Renton Fire
Rudy Peden	Valley Regional Fire
Kevin Body	South King Fire
Tim McClung	KCSO/KCIA ARFF
* Executive Board Member	

The first monthly meeting in 2010 was called to order by the newly elected President, Rick Ashleman at Renton Fire Department at 0900. 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 Rudy Peden and seconded by John Bridenbaugh to accept the

December meeting minutes as disseminated by Elenjo Schaff, Executive Board Secretary. Motion passed.

### TREASURER'S REPORT:

Phil Cane announced that the December bank statement hadn't been received, but that the October and November reports are as follows:

### OCTOBER FINANCIAL REPORT:

#### Checking:

Beginning Balance (10/1/09)	\$50,913.58
Deposits	\$7,045.00
Withdrawals	\$13,866.09
Interest Earned	\$ .39
Ending Balance (10/31/09)	\$44,092.88

#### Savings:

Beginning Balance (10/1/09)	\$45,300.22
Interest Earned	\$ 7.44
Ending Balance (10/31/09)	\$45,307.66

Grand Total: \$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

Motion for approval of both October and December financial reports was made by Rudy Peden and seconded by Jeff DiDonato. Motion passed.

**CHIEFS' REPORT:**

Warren Merritt was not in attendance.

**GUEST SPEAKER(S):**

There weren't any guest speakers. However, Rick Ashleman indicated it is our hope to encourage and obtain guest speakers to offer new information and discuss topics of interest in the future. If anyone has suggestions, please forward them to one of the Executive Board Members.

**AFFILIATE REPORTS:**

**KING COUNTY EOM:**

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

**KING COUNTY EMS:**

Tracy White reported on several items of business:

1. The EMT Class will be starting in a couple of weeks. To date they had received 60+ applications and they would only be able to take 42 students in this class. In an effort to triage the applicants the next steps would be:
  - To require a passing score of 80% on the pre-test
  - Require perfect CPR-FBAO skills be demonstrated
  - Priority will be given to fire service departments
2. At the February 16<sup>th</sup> Orientation, they will be requiring all students to sign a contract that commits to their participation, test completion, attendance and generally holds the students to a standard.
3. King County EMS is going to be creating a Task Force to discuss options and

ideas for training in the future. There are eight people in various arenas on this advisory committee. They will be researching ways to accomplish the training with the decrease in funding.

4. The final State written exam will be through National Registry with this class being the first in this change. There are two places to take the test (Renton and Seattle), and it will cost the affiliating agencies/students \$75 to take the test. This also will be the process for individuals applying for reciprocal certification. This test will be a computer based written test, but because it is National Registry, they are going to have to change the way they train EMT students. King County EMS will be training to "the book" and not by King County protocols. Although there isn't a lot of difference, Tracy said some of what students learn will be different from what we do "in the field."
5. The 2010 CBT curriculum is online and ready.
6. King County EMS is on the final few 2010 CBT Instructor Workshops throughout the county. All instructors must go through the morning informational session.

**LABOR & INDUSTRIES:**

JC Smith reported several departments have been asking about PPE and especially questions regarding gloves. There are three standards that can dictate any changes to the type of gloves agencies use. According to the latest 305 Standard, the department's Safety Officer can review the type of glove and make recommendations based on the manufacturer. All three standards should be consulted, and the Safety Officer should do a job analysis before making a recommendation to the Chief for a final decision.

Another topic of discussion was eye protection. NFPA makes reference to

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goggles. JC said they are still researching this issue, but he doesn't have a recommendation yet.

JC had also disseminated the H1N1 link through Elenjo and added that this standard was released by OSHA on December 23. He said that EMS and Fire are covered under this directive. He will send any links he receives through Elenjo regarding PPE and other policy requirements; however, keep in mind that if there is an exposure, documentation is required.

The 305 Standard is still pending final approval and the draft is still the only one they have available. If anyone has any specific questions, they need to call JC and he will get answers in the interim. Question was asked regarding plans for training after the standard is finalized, but there wasn't anything definitive to date.

REGION IV:

Mark Adler didn't have anything new to report. They are sponsoring the Leadership Series 1-2-3 and registrations can be made at [www.fftraining.org](http://www.fftraining.org). Other sponsored training includes:

- Leadership Training in Edmonds
- Health & Safety Officer Class in Everett
- Instructor 1 class in Shoreline.

There isn't any more funding from the State, but until the money has been depleted, they will continue to sponsor classes requested.

STATE FIRE TRAINING & SAFETY

OFFICERS' ASSOCIATION:

Neither Bob Jones nor Gary Sacha was present to report, but the conference is scheduled for February in Wenatchee.

WA STATE FIRE SERVICE TRAINING:

Bob Jones was not available to report.

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:

Kirk Galatas from Mukilteo Fire reported that Pat Hepler went back on shift. He also added there has been some consolidation of departments, so he wasn't certain who was going to be the liaison to this association.

COMMITTEE REPORTS:

REVIEW OF COMMITTEES & ASSIGNMENTS:

With the change of personnel at several agencies, Rick Ashleman went through the listing of committees and received volunteers for the committees needing more assistance. A new listing of committee members will be disseminated with the meeting minutes. Anyone who wasn't present at the meeting desiring to assist should let one of the E-Board members know.

**NOTE:** *Special thanks to those who have stepped up to commit their time and efforts to the betterment of the Association!*

ADMINISTRATIVE SUPPORT COMMITTEE:

Elenjo Schaff reported this committee will be making the decision regarding Cindy McMahan's, our Contract Administrative Support, cost of living increase (December's CPI) and any Merit increase prior to the end of January.

*(Committee Members: Executive Board, ODA Chair)*

ADVANCED PUMP OPERATOR WORKSHOP COMMITTEE:

Gary Sacha wasn't present to report.

*(Committee Members: Gary Sacha, Bob Jones, Bill Evans, and Dick Breitenbach)*

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BUDGET COMMITTEE:

Phil Cane reported that any committee who had not submitted proposals for 2010 were given a 10% increase from the 2009 Budget. Phil disseminated the proposal to the members and asked Committee Chairs to review before the final voting at February's meeting. Phil also reminded committees to add \$887 to each of their academies to cover Cindy's salary expense. Discussion ensued.

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

EXTRICATION ACADEMY COMMITTEE:

Mark Seaver reported for Rick Marshall. The Extrication Academy has been scheduled for March 3, 4, and 5, 2010 at Renton Training Center. This should be online for registrations soon.

*(Committee Members: Rick Marshall (or Mark Seaver), Ken Knott, Bob Jones, Jeff DiDonato)*

LEADERSHIP SYMPOSIUM

(PREVIOUSLY CHIEF OFFICER

DEVELOPMENT ACADEMY):

Mike McAuliffe reported this committee is still working out details with RFTD to do a consolidated effort on this project. They have scheduled five of the six speakers and have it scheduled for October 4, 5, and 6, 2010. Although they are looking at other location sites, it is tentatively scheduled for the Big Picture in Redmond. The competency clinic portion is going to be scheduled two days prior and will be held at Station 31 in Woodinville.

*(Committee Members: Mike McAuliffe, Marty Grisham, Mark Musch, Rudy Peden, Greg Bawden)*

ODA COMMITTEE:

Cari Coll reported the 2010 ODA is ready for registrations online. The only conflict that came up are the Instructor 1 classes in April. We found a conflict with one of the locations, so we may need to change the address of the class. Also a flyer of the classes will be disseminated as soon as Cindy updates the information.

The Accreditation process is ongoing and pending additional information. Barbara Gagnor has requested a meeting with Cari and Elenjo to answer other questions. This is going to be done on the 19<sup>th</sup> prior to the regularly scheduled meeting.

*(Committee Members: Cari Coll, Rick Ashleman, Elenjo Schaff, Jeff DiDonato, Mark Risen, Tom Morino, Kevin Body, and by Bylaw Default: Cindy McMahan and Phil Cane)*

SCHOLARSHIP COMMITTEE:

Elenjo Schaff reminded members that we are accepting applications for the scholarship for 2010. Qualifying academies are: ODA, Truck, Extrication, and Advanced Pump. Remember there is a deadline for submission for committee review.

*(Committee Members: Elenjo Schaff, Gary Sacha, Greg Schipper)*

TRUCK ACADEMY COMMITTEE:

Mark Musch reported the Spring Academy has been scheduled with Firetown and Ed Hatfield. They are going to be looking into other options for the Fall, but first want to survey departments for their intent to send personnel and needs before proceeding with the planning process for the Fall Academy.

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

WEBSITE COMMITTEE:

With no current Vice President, there was nothing to report.

*(Committee Members: Jeff DiDonato, Cindy McMahan and the Executive Board – overseer is the Vice President according to Bylaws)*

PURCHASES OF THE MONTH:

Elenjo Schaff inquired as to what other departments have listed on the WA State Trauma Council Grant.

No other purchases were reported.

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**OLD BUSINESS:**

**INVESTMENT UPDATE:**

Phil Cane will be completing the process to open an account with Boeing Credit Union as it has the greatest interest rates. He will give the final report at next month's meeting.

**SURVEY:**

Rick Ashleman reported he and Mike Geppert are working on a survey to send to members. This will include a 2-year plan of what has been working for departments; what do departments need to meet their needs; and ideas of what training budgets are going to be for 2010 and 2011 in order to determine participation in our various academies and how budgets will affect registrations.

**UPDATE OF VICE PRESIDENT POSITION:**

Rick Ashleman informed the membership that with Mark Weldon going back on shift, we have a vacancy as interim Vice President. This position will be up for vote in December, but we will need someone to fill in until then. Volunteers and nominees were taken from the membership. Rick Christensen volunteered to assist until the next election. A vote will be done at the February meeting.

**NEW BUSINESS:**

There wasn't any New Business.

**GOOD OF THE ORDER:**

- Mark Risen reported on a memo presented by Warren Merritt with a desire to have the KCFTOA members develop a database of basic training topics that other agencies can utilize instead of "reinventing the wheel." A discussion ensued regarding pros and cons, as well as time and financial commitment for this project.

- Mike McAuliffe of Bothell Fire is looking for anyone having a recruit academy in the near future.
- A question was asked of Tracey White as to whether King County EMS has any mechanism for individuals not having an agency affiliation to maintain their EMT certification. Tracy reported they did not have this capability other than individuals actually employed with King County EMS.
- Jeff Didonato inquired as to whether any department had a policy regarding responding to calls involving violence. He also asked if anyone had a referral of a law enforcement officer who does training on personal self-defense for fire departments. After much discussion, Tim McClung said he was aware of an individual. He and Elenjo Schaff will work on developing this project as part of the Seminar Committee who is interested in ideas for future presentations.
- Jeff DiDonato asked for any policies on fire hose testing.
- Mark Adler inquired about any Strike Team Task Force classes in the area. Northshore & Bothell are having one, but need to check into any openings. Discussion ensued regarding hosting another class in Zone 3.

With no further business a motion was made by Mark Adler and seconded by Rick Marshall to adjourn. Motion passed. Meeting adjourned at 1100.

*(Draft meeting minutes were respectfully submitted by Elenjo Schaff, Executive Board Secretary, on January 11, 2010)*

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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

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**INSPIRATIONAL NOTE:**

“When there is a disappointment, I don’t know if it is the end of the story; it may be the beginning of a great adventure.”

~Pema Chodron  
Buddhist Nun, Author & Teacher



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**YOUR 2010 EXECUTIVE BOARD**

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

**INTERIM VICE PRESIDENT** - Rich Christensen, Bellevue Fire Department (425) 452-7874 or [rchristensen@bellevuewa.gov](mailto:rchristensen@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)



**NEXT SCHEDULED MEETING**

Thursday, February 4, 2010  
0900 Start Time

Bothell Fire Department  
Held at Bothell Police Department –  
Community Room  
18410 101<sup>st</sup> Avenue NE  
Bothell 98011

425-806-6262

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