

KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

MEETING MINUTES

Shoreline Fire Department
January 6, 2011

MEMBERS & GUESTS:

* Cari Coll	Vashon Island Fire	Bill Larson	Bellevue Fire
* Elenjo Schaff	Eastside Fire	Greg Ahearn	Woodinville Fire
* Mark Adler	KCFD #2-Burien	Loren Charlston	Redmond Fire
Greg Bawden	Duvall Fire	Mark Musch	Northshore Fire
Randy Krause	Port of Seattle/ KCFCA	Mark Seaver	Renton Fire
Kirk Galatas	Mukilteo Fire / SCFTOA	Kevin Anderson	Renton Fire
Pam LeMay	Edmonds Community College	Bob Jones	WSP/FPB
Lark Stewart	Edmonds Community College	Warren Merritt	Bellevue Fire
Keith Kreiger	Shoreline Fire	Tim Dahl	Shoreline Fire
Rachel Garlini	Shoreline Fire	Kraig Peiguss	Kent Fire
Bill Newbold	Redmond Fire	Kevin Body	South King Fire
Mark Close	Close Group Inc.	Roy Brewer	South King Fire
Gunther Hausmann	King County EMS	Tami Kapule	Kent Fire/CARES
Patty Ousley	King County EMS	Mitch Snyder	Kent Fire/CARES
Michael Coolidge	King County EMS	Randy Druppert	Kent Fire/CARES
Rudy Peden	Valley Regional Fire	Susan Kolwitz	KC EMS Online
Jay Fischer	Shoreline Fire	J.C. Smith	Labor & Industries
John Zaleski	Boeing Fire	John Bridenbaugh	Mercer Island Fire
Lisa Phillips	Bothell Fire	Rick Ashleman	Shoreline Fire
Ron Wick	Bothell Fire	Terry Brown	Maple Valley Fire
Mark Risen	Bellevue Fire		

* **Executive Board Member**

The January 2011 meeting was called to order by Treasurer Mark Adler at 0910 as President Cari Coll was delayed in traffic. Following a roundtable of introductions, the traditional flag salute was done. A welcome was extended to all.

MEETING MINUTES:

A motion made by Rudy Peden and seconded by John Zaleski to accept the December meeting minutes as disseminated by Elenjo Schaff. Motion passed.

TREASURER'S REPORT:

Mark Adler informed the membership that dependent on how early in the month our meeting is held determines whether Cindy gets the bank statement in time to give a financial report. He read the November Financial Report as follows:

Checking Account:	
Beginning Balance (11/1/10)	\$36,299.71
Deposits	\$20,275.00
Withdrawals	\$28,739.85
Interest Earned	\$ 0.23
Ending Balance (11/30/10)	\$27,835.09

Savings Account:	
Beginning Balance (11/1/10)	\$45,355.17
Interest Earned	\$ 3.73
Ending Balance (11/30/10)	\$45,358.90

Grand Total: \$73,193.99

A motion was made by John Zaleski to accept the Treasurer's report for November as read by Mark Adler. It was seconded by Mark Musch and approved unanimously.

Mark continued with the December 2010 Financial Report as follows:

Checking Account:	
Beginning Balance (12/1/10)	\$27,835.09
Deposits	\$ 2,625.00
Withdrawals	\$ 6,378.09
Interest Earned	\$ 0.23
Ending Balance (12/31/10)	\$24,082.23

Savings Account:	
Beginning Balance (12/1/10)	\$45,358.90
Interest Earned	\$ 4.10
Ending Balance (12/31/10)	\$45,363.00

Grand Total: \$69,445.23

A motion was made by Mark Musch to accept the Treasurer's report for December as read by Mark Adler. It was seconded by Rudy Peden and approved unanimously

CHIEFS' REPORT:

Chief Randy Krause gave a brief history of his affiliation background with the KCFTOA. Having been a past Treasurer and actively involved in our Association, he indicated he knows this group makes things happen and have valuable programs. He conveyed his commitment to be as active as possible, and if there is anything specific our group wants to have relayed to the Chiefs, he has asked to be notified.

He continued by reporting the Chiefs will be setting their 2011 goals at a planning session in the near future. Randy reported that the Chiefs plan to be politically active regarding legislative measures that affect the fire service to assure we all are represented and have a voice in the outcome.

~~~~~

At their last meeting, the Chiefs had a representative from the American Red Cross speak to them about all the various services they offer. He will forward a flier to Elenjo for distribution so departments can utilize their resources.

**GUEST SPEAKER(S):**

We had four guest speakers present. The speaker and their topic are as follows:

**Pamela LeMay & Lark Stewart, Edmonds Community College – “Fire Officers’ and Emergency Management Programs”**

Pamela LeMay reported their college will offer credits for eight of the current ODA classes. They are very interested in partnering with the ODA to offer incentive to students in both programs. She continued to offer information regarding their Fire Officer Degree.

Lark Stewart spoke to the membership about their new program in Emergency Management which focuses on NIMS and ICS.

For additional information on either of the Programs their contact information follows:

Pamela LeMay, Director  
Edmonds Community College  
Special Academic Programs  
20000 68<sup>th</sup> Avenue West  
Lynnwood, WA 98036

Phone: 425.640.1371  
E-mail: [plemay@edcc.edu](mailto:plemay@edcc.edu)  
Website: [www.edcc.edu](http://www.edcc.edu)

Lark Stewart, Program Director  
Edmonds Community College  
Emergency Management Program  
20000 68<sup>th</sup> Avenue West  
Lynnwood, WA 98036

Phone: 425.640.1877  
E-mail: [lark.stewart@edcc.edu](mailto:lark.stewart@edcc.edu)  
Website: [www.edcc.edu/emergency](http://www.edcc.edu/emergency)

**Mark Close, Health & Safety Consultant, Close Group, Inc. – “Required Training specific to Fire Service that ‘commensurate with duties’ and “Recordkeeping”**

Mark Close reported on the 296-305 Training Programs required of the fire service. In addition to that handout, he also disseminated the Washington Administrative Codes (WACs) index, and several websites to use as reference. In addition to the training requirements and the summary of that, Mark also touched on the topic of recordkeeping. He provided correspondence he received from Julie Woods, Local Government Records Retention Specialist with the WA State Archives regarding the number of years records must be retained. Copies of these handouts will be distributed with the minutes. Another area Mark indicated is an area all departments need to review is their Hazardous Materials procedures. Mark’s contact information for consultation is as follows:

Mark Close  
Health & Safety Consultant  
Close Group, Inc.  
4230 Greenwood Avenue North  
Seattle, WA 98103

Phone: 206.919.5314  
E-mail: [mark@closegroup.org](mailto:mark@closegroup.org)  
Website: [www.closegroup.org](http://www.closegroup.org)

~~~~~

Mitch Snyder, Kent Fire – “CARES Program”

Mitch Snyder reported on the Community Assistance Referral & Educational Services (CARES) Project the Kent Fire Department has created. This is a way of connecting with the community members through pre-incident patient intervention and after incident patient stabilization. They provide these services through offering community assistance and referrals to various outside agencies and social services as well as, educating their aging community about services that are available to them. He continued by saying a long-range goal is to have this service offered throughout King County. They have received endorsement from King County EMS Medical Program Director, Mickey Eisenberg, M.D. Mitch’s PowerPoint Presentation and their brochure will be disseminated with the meeting minutes. His contact information is as follows:

Mitch Snyder, Battalion Chief
Kent Fire Department/Regional Fire Authority - EMS
CARES Program
24611 116th Avenue SE
Kent, WA 98030

Phone: 253.856.4308 (Direct)
CARES Phone: 253.856.2273
E-mail: msnyder@ci.kent.wa.us

Warren Merritt (Bellevue Fire) & Loren Charlston (Redmond Fire) – “Unsecured and Contaminated Equipment”

Loren Charlston gave a history of how this project came to be, and Warren Merritt informed the membership the King County Fire Model Procedure has been reviewed and accepted by the King County Fire Chiefs’ and the State Chiefs’. Initially, this was brought to their attention on a motorcycle ride when a group of them ran over a roll of fire hose. From there the focus was not only on securing loads on the fire apparatus, but also on the transportation of contaminated hose. This comes back to recognizing that the State law regarding secured loads actually includes fire department apparatus. Also, to have an awareness of being in close proximity to contaminated hose can expose individuals to toxic conditions and hazardous materials. A copy of the adopted King County Fire Model Procedures, along with the WA Fire Chiefs’ Position proposals will be disseminated with the meeting minutes. Loren Charlston’s contact information is:

Loren Charlston, Captain
Redmond Fire Department
8450 161st Avenue NE
Redmond, WA 98052

Phone: 425.556.2218
E-mail: lcharlston@redmond.gov

AFFILIATE REPORTS:

KING COUNTY EOM:

No one was present to report.

~~~~~

KING COUNTY EMS:

Patty Ousley reported the application deadline for the Spring EMT Class is January 14<sup>th</sup>. So far she has received 28 applications. The Spring EMT Class will be hosted by Woodinville Fire for the practical and the lectures will be held at Bellevue Fire. The other sessions include:

- Pretest – February 1<sup>st</sup>
- Orientation & CPR Evaluation – February 15<sup>th</sup> (Note: tested on the old CPR protocols)
- 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 introduced the following individuals:

- Gunther Hausmann who was the Senior EMT Instructor for the Fall EMT Class. He reported the class started with 27 students and ended with 17. Some of the issues they encountered in that class was a lack of student contribution and non-compliance. There was a consistent behavior of a lack of motivation exhibited by coming to class unprepared.
- Mike Coolidge who will be the Spring EMT Class Senior EMT Instructor. Mike indicated he will be contacting training officers when students begin to fail their tests since they will be dismissed from the class after three failed tests (and two failed take home tests). His contact phone number is 206.218.5765. In addition to the students' mandatory Emergency Room observation time, he suggested the possibility of students riding along with crews on Aid cars and with Medics.

Patty continued by inviting training officers to visit either the lectures or the practical skills sessions at any time, and she welcomes comments or ideas.

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 (approximately \$8 or \$9,000). They will be sponsoring the Firefighter I practical in the near future, but he didn't have details on that. However, most of their class offerings will be announced at: [www.fftraining.org](http://www.fftraining.org) .

STATE FIRE TRAINING & SAFETY OFFICERS' ASSOCIATION:

Bob Jones disseminated a flier on the WA State Training Conference on "Igniting Your Leaders" which is scheduled for February 19 – 23, 2011 and will be held in Yakima Red Lion this year. The online registration is now available at: [www.washingtonfirechiefs.org](http://www.washingtonfirechiefs.org) or if you have problems go to: <https://connect/computility.com/form/index.php?id=Oca638ccb822c9493fc28adbaf35ba3c> .

WA STATE FIRE SERVICE TRAINING:

Bob Jones disseminated the following information:

- NFA – FEMA Class: Fire & Life Safety Plans Review Class – being offered on February 21-26 at Spokane Fire Department. Contact Larry Mummey at 509.625.7031 or by email to: [lmummey@spokanefire.org](mailto:lmummey@spokanefire.org)
- 2011 Academies include:
  - RA2011-1 Jan 27 to Apr 22
  - RA2011-2 May 5 to July 29
  - RA2011-3 Aug 11 to Nov 4

~~~~~

- 2011 Weekend Recruit Academies
 BFF11-1 April 15 to June 26
 BFF11-2 Aug 19 to Nov 6

In the upcoming academy, there are 31 applications, but typically some drop out, so they are anticipating a class of approximately 25 students.

SNOHOMISH COUNTY TRAINING OFFICERS' ASSOCIATION:

Kirk Galatas reported Scott Glowaski was voted to continue as their Chair for another term, and he will continue to be the liaison to KCFTOA.

COMMITTEE REPORTS:

REVIEW OF COMMITTEE & NEW MEMBER DELEGATION:

Cari Coll and Elenjo Schaff led the review of committees and solicited member for those needing additional assistance due to vacancies left by out-going training officers. A listing of the new committee members will be disseminated with the meeting minutes. Thank you to those who have stepped up to offer assistance for the following year! It is the willingness of individuals to assist that result in our projects being so successful.

ADVANCED PUMP OPERATOR ACADEMY COMMITTEE:

In Dick Breitenbach and other committee members' absence, Elenjo 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. The class cost is \$325 per student and the class hours are 0800 – 1700 daily. Registration is available online now at www.kcftoa.org
(Committee Members: Dick Breitenbach, Chair, Bob Jones, Gary Sacha, Bill Evans, John Keffer and Pat Hund)

AUDIT COMMITTEE:

Because Mark Adler was elected as Treasurer, he will be removed from the Audit Committee. The new members will arrange for a meeting once Cindy has put the records together. Elenjo will notify Cindy of this process.
(Committee Members: Randy Krause, Chiefs' Representative, Keith Kreiger, and Kevin Body along with Cindy McMahan by default)

EXTRICATION ACADEMY COMMITTEE:

Mark Seaver announced the Extrication Academy is available online. It is scheduled for March 9 – 11, 2011 at Insurance Auto Auctions at 8801 E. Marginal Way in Tukwila. The cost of the class is \$375 per student which includes lunches and a tee-shirt. Remember full bunker gear is required. The cost of the class was decreased thanks to the Insurance Auto Auctions donation.
(Committee Members: Mark Seaver, Ken Knott, Bob Jones)

LEADERSHIP SYMPOSIUM:

Mark Musch didn't have anything new to report.
(Committee Members: Mark Musch, Greg Bawden, Tim Dahl)

~~~~~

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. The 2011 ODA begins with the Leadership & Supervision Class taught by Chief Randy Krause on February 14-18. Registrations are available online at [www.kcftoa.org](http://www.kcftoa.org)  
*(Committee Members: Cari Coll, Elenjo Schaff, Mark Risen, Kevin Body, Kevin Anderson, Roy Brewer and by Bylaw Default: Cindy McMahan and Mark Adler)*

TRUCK ACADEMY COMMITTEE:

Mark Musch didn't have the final details on the upcoming academy, but will have those available for next month's meeting.  
*(Committee Members: Mark Musch, Bill Evans, and Keith Kreiger)*

WEBSITE COMMITTEE:

With no Vice President and a turnover of Executive Board, there wasn't anything new to report.  
*(Committee Members: Cindy McMahan and the Executive Board – overseer is the Vice President according to Bylaws)*

PURCHASES OF THE MONTH:

Other than a couple new apparatus being purchased by Burien Fire and South King Fire, there weren't any other purchases reported.

OLD BUSINESS:

NEED FOR INTERIM VICE PRESIDENT:

Cari Coll gave an overview of the outcome from December's election meeting. She had been elected Vice President, and then President Rick Ashleman was reassigned to shift, causing him to vacate his position for the remaining year. According to Bylaws, the Vice President then replaces the vacant President, and a Vice President needed to be nominated and elected to fill the new vacancy. The nominations were opened to the membership, and following a discussion, a motion was made by Mark Musch and seconded by Tim Dahl to elect Kevin Anderson (Renton Fire) to fill the position of Vice President. The vote passed unanimously.

NEW BUSINESS:

No New Business was discussed.

GOOD OF THE ORDER:

- Greg Bawden (Duvall Fire) inquired as to whether any department had developed a training tool or how everyone was training their crews on the new AHA CPR Protocols. King County EMS has indicated this change is effective January 1, but AHA won't have any materials available until the end of March. Most agencies are getting crews familiar with the change, but haven't developed a training tool.
- Keith Kreiger (Shoreline Fire) announced a Strategy & Tactics for Initial Company Operations (STICO) class they are sponsoring in conjunction with Washington State Patrol (WSP) on March 21 & 22 from 0830 – 1700. WSP is providing the instructor with a

~~~~~

maximum class size of 25. Cost of the class is \$30 which includes lunch on both days. Registration is made by completing a NFA Registration form and submitting it to Shoreline Fire Department.

- Greg Ahearn (Woodinville Fire) announced the Memorial Services for one of their tenure firefighters, Matt Durham, who lost his battle to an occupational cancer, was scheduled for Saturday, January 8 at 1300 at Overlake Christian Church. This is considered a Line of Duty Death.

With no further business to discuss, a motion was made by Kevin Body and seconded by John Zaleski to adjourn. Motion carried and meeting was adjourned at 1155.

INSPIRATIONAL NOTE:

*“Give it all you’ve got because you never know if there is going to be a next time.”
~ Danielle Ingrum*

<p>NEXT SCHEDULED MEETING</p> <p>Thursday, February 3, 2011 0900 Start Time</p> <p>Bellevue Fire Department 1838 1165h Avenue NE Bellevue 98003</p>
--

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

Visit our Website at: www.kcftoa.org

YOUR 2011 EXECUTIVE BOARD

INTERIM PRESIDENT - Cari Coll, Vashon Island Fire Department (206) 463-4468 or ccoll@vifr.org

VICE PRESIDENT – Kevin Anderson, Renton Fire Department (425) 430-7101 kanderson@rentonwa.gov

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

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