

KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

Meeting Minutes

January 5, 2012

Bellevue Fire Department

MEMBERS & GUESTS:

* Cari Coll	Vashon Island Fire	Pat Hund	Kirkland Fire
* Elenjo Schaff	Eastside Fire	Greg Ahearn	Woodinville Fire
* Kevin Anderson	Renton Fire	Parry Boogard	Valley Regional Fire
Todd Reynolds	Snoqualmie Fire	Kraig Peiguss	Kent/SeaTac/MV Fire
Bob Jones	WSP/FPB	John Willits	Kent/SeaTac/MV Fire
Howard Scartozzi	WSP/FPB	Ken Whitmore	Kent/SeaTac/MV Fire
Greg Bawden	Duvall Fire	Ed Johnson	Kent/SeaTac/MV Fire
Rick Kruckenberg	Port of Seattle Fire	Greg Schipper	Enumclaw Fire
Mark Seaver	Renton Fire	Don Brassard	Enumclaw Fire
Kam Cayce	Boeing Fire	Kirk Galatas	S.C.T.O./Mukilteo
Roger Wheeler	Boeing Fire	Mike Remington	Bellevue Fire
Ron Wick	Bothell Fire	Bill Evans	Bellevue Fire
Lisa Phillips	Bothell Fire	Randy Krause	Port of Seattle Fire
Keith Kreiger	Shoreline Fire	Jim Helminski	U.S. Secret Service
Rick White	Shoreline Fire	Robert Kierstead	U.S. Secret Service
Terry Sinclair	King County EMS	* Executive Board Member	

The January monthly meeting was called to order by President Cari Coll at Bellevue Fire Department at 0906. A welcome was extended to members and guests, followed by the traditional flag salute and roundtable introduction.

MEETING MINUTES:

A motion was made by Greg Schipper and seconded by Ed Johnson to accept the December meeting minutes as disseminated by Elenjo Schaff. Motion passed.

TREASURER'S REPORT:

The November financial statement from Cindy had some balance inconsistencies so this will be verified with Cindy and reported at the next meeting along with the December, and possibly the January reports.

CHIEFS' REPORT:

Chief Randy Krause reported he was recently elected as the President of the Chiefs' Association. With this change, we will be getting a representative to take his place after their next meeting. Their Executive Board now consists of him as President, Mark Peterson as Vice President and Chris Tubbs as Treasurer. Their installation ceremony is scheduled for January 18th.

He had discussed the Leadership Symposium topic with the Chiefs, and they would like to see us continue to have a motivational or trade specific speaker where they can participate with the training officers.

Randy continued by informing the membership he is going to begin his candidacy campaign this Spring for the position of Chair in the NFPA1500 Series Review Board.

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Should he get elected in this position, he indicated he would like the assistance of this group in making changes due to the many projects this group has developed and maintained.

GUEST SPEAKER(S):

- ❖ Robert Kierstead, Assistant Special Agent in Charge and James Helminski, Special Agent in Charge - *"Emergency Action Contingencies"*

These gentlemen informed the membership of interesting facts about their responsibilities including general information regarding what procedures they go through with the President or any other dignitary's visit to the area, their basic and specialized training requirements, and how their agency interacts with the local fire and police departments.

Their contact information is as follows:

James Helminski
Special Agent in Charge
2101 4th Avenue; Suite 1600
Seattle, WA 98121
Phone: 206-654-5701
Email: james.lhelminski@usss.dhs.gov

Robert Kierstead
Assistant Special Agent in Charge
2101 4th Avenue; Suite 1600
Seattle, WA 98121
Phone: 206-654-5703
Email: Robert.Kierstead@usss.dhs.gov

AFFILIATE REPORTS:

KING COUNTY EOM:

No one was present to report for this group.

KING COUNTY EMS:

Terry Sinclair disseminated the letter regarding the upcoming Spring EMT Class. The lectures (now changed to Wednesday night) and practical skills sessions are going to be hosted at Woodinville Fire Department. Application deadline is January 31st. The pretest is scheduled for February 8th at 1900 and CPR Evaluation & Orientation is February 15th. The class will be held from February 19th through May 19th.

Terry continued by informing the membership of the following items:

- The 2012 EMS Online classes are available now
- King County EMS will be hiring a new Professional Standards Manager soon. This position will replace the Training Section Manager position
- King County EMS is going to be starting a study with the Sheriff's Department by having a Defib unit on board every patrol car. The project is currently being piloted by Kent Police Department.
- Terry didn't know when the ROC Study was going to begin.
- The final week of CBT Instructor Workshops will be held in Kent the following week.

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LABOR & INDUSTRIES:

J.C. Smith disseminated an article from the Center for Disease Control and Prevention about a line of duty death (LODD) in MA where a Lieutenant died from injuries he received after the personal vehicle he was working on crushed him. JC wanted agencies to be aware of this kind of situation in order to prevent them from happening locally.

He also disseminated a form that is used by compliance when doing an audit of fire department. The WAC or standard for each is listed behind the summary for each topic. He thought this guideline would be useful for departments to know where the compliance is referenced, etc.

REGION IV:

Mark Adler has returned to shift and we haven't received notification as to who will be representative for this group in the future.

STATE FIRE TRAINING & SAFETY OFFICERS' ASSOCIATION:

Bob Jones distributed the flyer for the 2012 Conference which is scheduled for February 25-29, 2012 at the Yakima Valley Convention Center & Red Lion Hotel in Yakima. The theme for the conference is "Managing Your Risk."

He reminded members the NFPA train-the-trainer class nationwide regarding Electric Vehicle Safety Training. This is going to be offered at the Conference on February 27 from 0900 - 1700. If anyone needs an application to get into the class, contact Bob.

WA STATE FIRE SERVICE TRAINING:

Bob Jones' introduced Howard Scartozzi who oversees training at the Academy. Howard reported their Winter Recruit Academy begins January 26 and has 30 students from 19 different departments.

He continued by informing the group of a Company Officer Program they have in place for Lieutenant and Captain level whereby they do the evaluations of their Company Operations. They offer this experience opportunity to 2-4 individuals. If anyone is interested, they should contact Howard.

The Training Tower, which will include resident and commercial props along with pellet storage is still in the pre-planning phase. After this stage, it will go to legislature for funding. This process is a four to five year plan.

Bob Jones reported to the membership there is a NFA Fire Cause Determination for Company Officers Class being offered April 16 - 21 in Elma, WA. Registration form is available at: www.usfa.dhs.gov/downloads/pdf/ff_119_25_1_75_5.pdf

Bob also invited agencies interested in any NFA class, to let him know. He also disseminated the Winter "Looking Forward" newsletter.

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SNOHOMISH COUNTY TRAINING OFFICERS' ASSOCIATION:

Kirk Galatas reported they had their election and Bob Edgely (Everett Fire) is the new Chair taking Scott Glowaski's position. On May 19th they have a Tactical Workshop planned. Also, there is Pump Operations Class in the planning and announcement is forthcoming.

COMMITTEE REPORTS:

ADMINISTRATIVE CONTRACT REVIEW COMMITTEE:

Cari Coll informed the members there isn't anything new to report but is still in the process.

(Committee Members: Executive Board and ODA Chair)

ADVANCED PUMP OPERATOR ACADEMY COMMITTEE:

Pat Hund reported the Spring Advanced Pump Operator class is scheduled for April 23 - 27 and the Fall Class was scheduled for September 17-21, but has been changed to September 10-14 due to other scheduling conflicts. He asked that department sending individuals be sure to send an apparatus as they need a minimum of four pumpers.

In addition to this, Pat reported they lost committee member John Keffer who withdrew his name from the committee due to time constraints. Pat informed the membership his tour in Training will be done by July 2012, but he will remain on the committee until that time. For now there will be the two committee members, but a replacement will be needed later this year.

(Committee Members: Bill Evans and Pat Hund)

BYLAWS COMMITTEE:

Elenjo Schaff reported on this committee. We went through the 2007 version of the Bylaws and made a few grammatical and clarification changes. The only major changes included raising the Associate Membership dues to the same as the Active Membership of \$100. The other change was to put a timeframe on the next review and revision to be every five years; thus the next review will begin in Fall 2016 with finalization in January 2017. The only other change is to add Policy Number 12 - Time Parameters. This is a policy needed for the ODA's accreditation process. There were no changes to the other policies.

A motion was made by Ken Whitmore to accept the Revised Bylaws as disseminated by Elenjo. Motion was seconded by Ron Wick. Motion carried.

(Committee Members: Elenjo Schaff, John Bridenbaugh, Rick Kruckenberg)

EXTRICATION ACADEMY COMMITTEE:

Mark Seaver announced the Extrication Academy has tentatively been scheduled for March 15, 16, and 17, 2012 in Tukwila at the Insurance Auto Auction location again as they donated 50 cars again. Final information will be on the website along with the class registration this week.

(Committee Members: Mark Seaver, Jeff Johnson, Ken Knott)

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ODA COMMITTEE:

Cari Coll reported this committee didn't meet in December. The classes will be posted soon, but there was some final paperwork that has been pending in regard to instructors. Cindy will be posting the classes as they are finalized so students can begin registering online.

(Committee Members: Cari Coll, Elenjo Schaff, Kevin Body, Greg Baruso, Kevin Anderson, Roy Brewer and by Bylaw Default: Cindy McMahan and Ron Wick)

SCHOLARSHIP COMMITTEE:

Elenjo Schaff reminded members that there is funding available in the budget for scholarships in 2012. Last year the committee only received one application. She reminded agencies to be sure to read the application guidelines and rulings as there is a deadline for applying. The Committee has received one application to date so the committee members will be reviewing it following the meeting.

(Committee Members: Elenjo Schaff, Greg Schipper, Ron Wick)

TRUCK ACADEMY COMMITTEE:

Bill Evans reported they are planning a Spring Academy and will be utilizing the site in Bellevue. The tentative date is June 25, and as soon as this is finalized the registrations will be available online.

(Committee Members: Mark Musch, Bill Evans, and Keith Kreiger)

WEBSITE COMMITTEE:

Kevin Anderson didn't have anything new to report. Registrations will be added as planning is finalized for the various academies.

(Committee Members: Cindy McMahan and the Executive Board - overseer is the Vice President according to Bylaws)

PURCHASES OF THE MONTH:

No one had any purchases to report.

REVIEW OF COMMITTEES:

There were a few vacancies on the standing committees. Cari Coll went through the list and attempts were made to fill the empty spaces. Committee Members are as follow:

- **Administrative Support Contract Committee:** Remains the same with the Executive Board and ODA Chair
- **Advanced Pump Operator Academy:** *Pat Hund* (until July) and then he will put his replacement on the committee; *Bill Evans* and *Bob Jones* assists with dates for using the State Training Academy
- **Audit Committee:** Remains the same with *Randy Krause* (along with the new Chiefs' Rep when appointed); *Keith Kreiger*; *Kevin Body*

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- **Budget Committee:** Remains the same with the Executive Board and by default - Cindy McMahan and all Committee Chairs
- **Bylaws Committee:** This committee will not be needed again until September 2016.
- **Extrication & Rescue Workshop Committee:** *Mark Seaver; Jeff Johnson, Ken Knott (?)*
- **ODA Committee:** Remains the same - *Cari Coll; Elenjo Schaff; Kevin Body; Roy Brewer; Kevin Anderson; Greg Baruso; and by default - Treasure (Ron Wick) and Cindy McMahan.*
- **Scholarship Committee:** Remains the same - Elenjo Schaff, Greg Schipper, Ron Wick
- **Truck Academy Committee:** *Mark Musch; Keith Kreiger; Bill Evans*
- **Website Committee:** Remains the same - Executive Board with Vice President (Kevin Anderson - overseeing the project) and Cindy McMahan by default

Thank you to those who stepped forward and offered their assistance. It is the committee members that make our Association so successful in the many projects we are committed to provide. If anyone would like to assist on any of the committees, please let one of the Executive Board Members know.

OLD BUSINESS:

There wasn't any Old Business to discuss.

NEW BUSINESS:

Membership Update:

Elenjo Schaff passed around the membership roster to update contact information and training officers' names.

Interim Treasurer Appointment:

Mark Adler has been reassigned to shift, so will be unable to complete his term as Treasurer. His position is up for re-election in December. According to the Bylaws the membership needs to vote to fill this position until the next election. President Cari Coll read the duties of the Treasurer and asked if there were any volunteers. Ron Wick (Bothell Fire) volunteered. A vote was taken by the membership to appoint Ron in to this position and passed unanimously. Thank you Ron!

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GOOD OF THE ORDER:

- Ron Wick reported Bothell Fire has a Battalion Chief exam coming up on March 13th and they are looking for twelve assessors who are Battalion Chief and above to assist with this process. Please let him know if you or your agency can provide one for him. Ron.wick@ci.bothell.wa.us

With no further business to discuss, a motion was made by Keith Kreiger and seconded by Don Brassard to adjourn. Motion carried and meeting was adjourned.

(Draft meeting minutes were disseminated by Elenjo Schaff, Executive Board Secretary, on January 11, 2012)



NEXT MONTHLY MEETING SCHEDULE

Thursday, February 2, 2012
0900 Start Time

Shoreline Fire Department
Training Center
17525 Aurora Avenue North
Shoreline

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

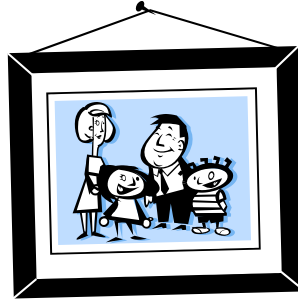
Visit our Website at: www.kcftoa.org

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(Portrait Pending)

YOUR 2012 EXECUTIVE BOARD

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

INTERIM TREASURER - Ron Wick, Bothell Fire (425-486-1678 or ron.wick@ci.bothell.wa.us

CONTRACT ADMINISTRATIVE ASSISTANT - Cindy McMahan Cindy@kcftoa.org