

KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

Meeting Minutes

December 5, 2013

Seattle Fire Department

MEMBERS & GUESTS:

* Cari Coll	Vashon Island Fire	Greg Bawden	Duvall Fire
* Elenjo Schaff	Eastside Fire	Jon Nolan	King County EMS
* Ron Wick	Bothell Fire	Jamie Emert	King County EMS
* Bruce Kroon	Bellevue Fire	Susan Wolf	Vashon Island Fire
Greg Schipper	Enumclaw Fire	Lisa Phillips	Bothell Fire
Ryan Rodenberg	Enumclaw Fire	Howard Scartozzi	WSP - FTA
Dawn Judkins	SKCFTC - Tukwila	Roger Wheeler	Boeing Fire
Eric Jansson	Kent Fire	John Jamieson	Boeing Fire
Ben Hayman	SKCFTC - Tukwila	Don deVera	Seattle Fire
Bill Larson	Bellevue Fire	Tim Martinsen	SeaTac Fire
Joe Ehle	Bellevue Fire	Roger Anderson	Burien Fire
Greg Bawden	Duvall Fire	Doug Metz	Burien Fire
Mike Bailey	Snoqualmie Fire	Parry Boogard	Valley Regional Fire
Jeff Kurle	SKCFTC - Kent	Ken Whitmore	Maple Valley Fire
Linda Reeff	SKCFTC - Kent	Jon Nolan	King County EMS
John Willits	SKCFTC - Kent	Rick White	Shoreline Fire
Steve Parsons	SKCFTC - Kent	Steve Taylor	Shoreline Fire
Greg Baruso	Port of Seattle Fire	Rachel Garlini	Shoreline Fire
Bill Howell	Port of Seattle Fire	Katie Hodneland	Northshore Fire
John Jamieson	Boeing Fire	Cindy McMahan	KCFTOA
* Executive Board Member			

The December Election meeting was called to order by President Cari Coll at the Seattle Fire Joint Training Center at 0910. Chief Paul Fletcher gave a brief safety message and facility information, which was followed by a welcome to members and guests. The traditional flag salute was done followed by a roundtable of introductions.

MEETING MINUTES:

A motion was made by Parry Boogard and seconded by Greg Baruso to accept the November meeting minutes as disseminated by Elenjo Schaff, Secretary. Motion passed.

TREASURER'S REPORT:

Treasurer Ron Wick read the September Financial report as follows:

September Statement:

9/1/13 - 9/27/13	<u>Checking</u>	<u>Savings</u>
Beginning Balance	\$ 20,216.74	\$ 21,463.61
Deposits	\$ 12,460.00	\$
Withdrawals	\$ 2,171.73	\$
Interest Earned	\$.99	\$ 2.06
Ending Balance	\$ 30,506.00	\$ 21,465.67
Grand Total:	\$ 51,971.67	

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A motion was made by Bill Larson and seconded by Greg Schipper to accept the September report as read. The motion passed.

Ron Wick continued by reading the November Financial Statement as follows:

November Statement:

11/01/13 - 11/22/13	<u>Checking</u>	<u>Savings</u>
Beginning Balance	\$ 22,316.79	\$ 21,467.32
Deposits	\$ 6,250.00	\$
Withdrawals	\$ 18,081.72	\$
Interest Earned	\$.72	\$ 1.65
Ending Balance	\$ 10,486.03	\$ 21,468.97
Grand Total:	\$ 31,955.00	

A motion was made by Parry Boogard to accept the November financial statement as read with a second by Greg Schipper. Motion passed.

CHIEFS' REPORT:

Cari Coll reported she was not able to attend the last Chiefs' meeting, so she didn't have anything to report. She is planning to attend the December meeting, however.

GUEST SPEAKER(S):

Ross Dessert, Academy Leadership Northwest: "*Knowing Oneself as a Leader*" gave a presentation on the leadership courses and programs they offer to departments. He informed the members they would be able to streamline their classes to meet each departments' need and timeframe.

For more information his contact information is as follows:

Ross Dessert (pronounced Desert)
Academy Leadership Affiliate Northwest
Email: rdessert@academyleadership.com
Website: <http://www.academyleadership.com/dessert/>
Phone: (206) 660-0488

AFFILIATE REPORTS:

KING COUNTY OEM:

No one was present to report.

KING COUNTY EMS:

Jon Nolan reported on the following items:

1. There is one week remaining in the Fall EMT Class.
2. The Spring EMT Class is scheduled to begin March 5, 2014 and will have a maximum of 36 students. The application deadline will be February 28th, but the application has not been distributed yet. Once again, even if there are a larger

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number of students from each department who pass the written pretest, there will still continue to be a limited number from each agency permitted into the class due to the smaller class size intent.

When asked if students who didn't make it into the Fall Class will have to retest, the answer was they will have to retest on the Pretest and score high enough to be permitted into the class. No preference was given to those having already applied.

Jon also added a third class will be added next year, but the focus of this class is going to be on career personnel needing to get into the class. The class will be a Monday through Friday daytime class for six weeks. No other details are available at this time.

3. 2014 CBT Instructor Workshops begin December 9th in Renton for the week. Woodinville Fire will host the week-long workshops beginning January 6th, and the final week will be at South King Fire & Rescue beginning January 13th.
4. The Epi-Pen Pilot Project is still in the plan, and training will begin at the CBT Instructor Workshops.
5. Between Dave Monahan and King County EMS, the plan is to have Fire Trex automatically populate scores of written tests from the EMS Online website. They are finalizing this process and hopefully will begin in January 2014.
6. The BLS Patient Care Protocols are going to be made into a smart phone app, in order to make it easier for changes and corrections of the protocols.
7. King County EMS has been working on a QA Policy Pilot Project with Kent and Kirkland Fire Departments and are working towards that being distributed county-wide sometime in 2014.
8. Jon introduced the members to a nationally recognized service provider to vulnerable, mentally ill homeless individuals who offers a Crisis Diversion Facility (CDF), Crisis Diversion Interim Services (CDIS), and a Mobile Crisis Team (MCT) in King County. Participants will be individuals experiencing crisis in the community who are in good behavioral control, have not committed a violent crime or do not have a history of violence, are willing to cooperate with services of the program instead of going to jail or a hospital. For more information and updates visit: www.desc.org/crisis_solutions_center.html or a staff who are on-site 24-hours a day and will respond to calls can be reached at 206-682-2371.

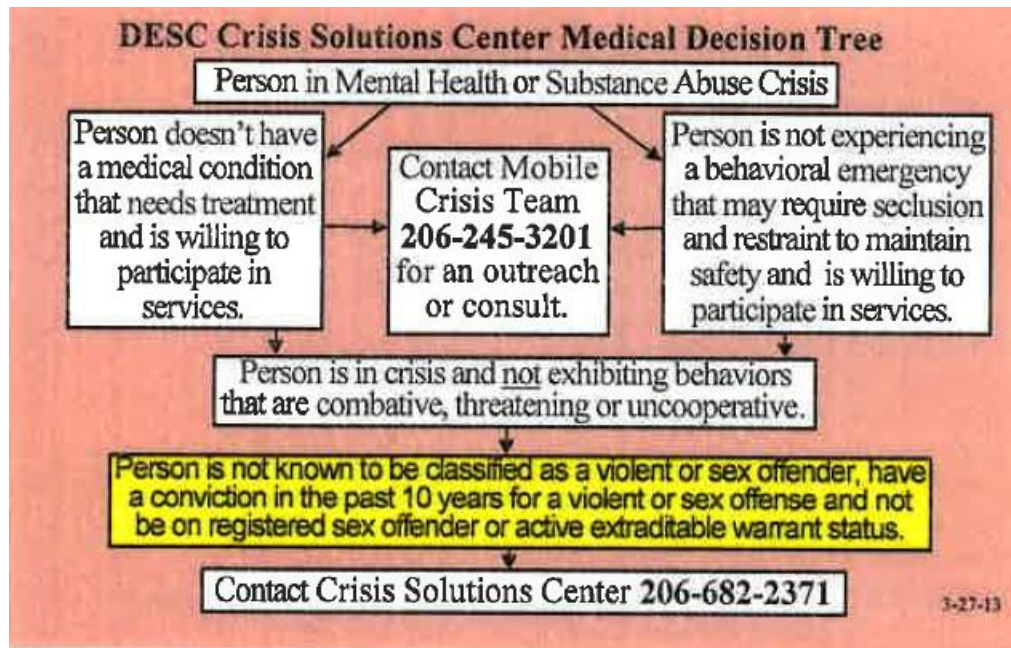
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The card Jon disseminated included the following Decision Tree and Criteria:



CDF Medical Exclusionary Criteria

- Temperature >101 degrees F.
- Pulse outside of 50 – 120,
- Blood pressure <90 or >200 systolic, or >90 diastolic,
- Respiratory rate >24,
- Glucose blood sugar level <60 or >300,
- Red blood count: Hct <30%, Hgb <10 grams,
- Mental status which is lethargic, in a stupor, comatose or there is spontaneously fluctuating mental status,
- Toxic or rising levels of medications or other substances (some substances may require serum levels to determine potential toxicity),
- Deterioration of vital signs prior to transfer (vital signs must be taken within 2 hours of transfer), or
- Conditions requiring medical services not provided at CDF (contact the CDF for questions and clarification), and
- Withdrawal from alcohol, opiates and benzodiazepines, even if medications and/or a patch are prescribed to assist with the withdrawals.

LABOR & INDUSTRIES:

JC Smith was not present to report.

STATE FIRE TRAINING & SAFETY OFFICERS' ASSOCIATION:

Howard Scartozzi reported the revised EVIP Program will be presented in various locations throughout the State, but dates of the classes have not been announced.

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WA STATE FIRE SERVICE TRAINING:

Howard Scartozzi reported the following:

- Their current Recruit class has 32 students.
- They continue to update and make improvements to the Burn Buildings, AARP prop, and the Search and Rescue prop is still on target for completion by the first of the year. All props will be on a regular maintenance schedule.
- He reported the containers still continue to be in demand.

SNOHOMISH COUNTY TRAINING OFFICERS' ASSOCIATION:

Blake Engnes was not present to report.

COMMITTEE REPORTS:

BUDGET COMMITTEE:

Ron Wick disseminated the proposed 2014 Budget listing the 2013 Approved and Actual, and the 2014 proposed line items. With the changes in the Leadership Symposium being delayed, that budgeted amount would be deleted from the budget amount until 2015. A motion was made by Ken Whitmore to accept the proposed budget for 2014. Following a second from Parry Boogard, the motion passed unanimously.

(Committee Members: Ron Wick Treasurer, E-Board Members, and Committee Chairs)

EXTRICATION ACADEMY COMMITTEE:

Ken Whitmore reported the dates for this are tentatively set for March 25-27, 2014 and is being held at the Kent Training Center. The issue he is having is that the current vehicle vendor wants to start stock-piling the cars, and this isn't feasible with departments. Ken is going to look into multiple vendors to get adequate number of vehicles, but in less storage time. Another note: Greg Baruso has agreed to help with this project since Ken is leaving their Training Division at the end of the year, but at least one more member would be helpful.

*(Committee Members: Greg Baruso - **Need members urgently**)*

LEADERSHIP SYMPOSIUM COMMITTEE:

Steve Taylor reported the committee met with the Chiefs' representatives. The Chiefs are interested in hosting the International Symposium again in 2015 and want to use this as the project for this committee. This is a 3-day seminar that is held every four years and is primarily planned and paid for by a professional company, but they will need assistance in other areas. Therefore, nothing is being planned for 2014.

(Committee Members: Steve Taylor, Parry Boogard, Bruce Kroon and Chiefs' Reps)

ODA COMMITTEE:

Greg Baruso reported the Fire Officer I and II test was completed on November 22nd with eight individuals testing. The 2014 ODA schedule is going to be available online as soon as details are finalized.

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(Committee Members: Greg Baruso, Cari Coll, Elenjo Schaff, Joe Ehle, Mike Dettmer, Bryce Rydell and by Bylaw Default: Cindy McMahan and Ron Wick)

PUMP OPERATOR ACADEMY COMMITTEE:

No one was present to report on this academy, but it was noted the "Advanced" part of the title of this committee has been removed. Bob Jones had previously reported the dates for 2014 are: Spring Academy - April 21 (off campus) and April 22-25 at the Fire Training Academy, and Fall Academy - September 15 (off campus) and September 16-19 at the FTA.

*(Committee Members: Bill Hoover, Ken Hofschulte. **Need members urgently.**)*

TRUCK ACADEMY:

Bill Larson reported they need someone to take over this Academy. It was reported Bryce Ridell (Woodinville) and Drew Cassidy (Redmond) were going to be assisting.

*(Committee Members: Mark Musch, Bill Larson - **Need Committee Members urgently**)*

WEBSITE COMMITTEE:

Bruce Kroon didn't have anything to report.

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

PURCHASES OF THE MONTH:

- ✓ Seattle Fire took possession of their Pierce Tiller Ariel Ladder recently if anyone wants to take a look at it after the meeting.

OLD BUSINESS:

NOMINATION AND ELECTION COMMITTEES:

Rick White announced previously Steve Taylor was nominated for President, but Steve announced at the meeting he was withdrawing his candidacy. In addition, the only nominee for Secretary was Jon Nolan. He opened nominations for the two open positions. Nomination was made for Bruce Kroon for President. With no other nominations, they were closed and ready for vote.

A motion was made by Don deVera to approve Jon Nolan to the position of Secretary and Bruce Kroon to the position of President without vote and by acclamation. Following a second by Parry Boogard, the motion passed. With the vacancy for the remaining one year of term of the Vice President, a motion was made and seconded to nominate Steve Taylor to serve out the term. Motion passed.

Your new Executive Board Members beginning January 1, 2014 are:

- President: Bruce Kroon (term ends December 2015)
- Interim Vice President: Steve Taylor (term ends December 2014)
- Secretary: Jon Nolan (term ends December 2015)
- Treasurer: Ron Wick (term ends December 2014)

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NEW BUSINESS:

Cari Coll reminded members to begin consideration for serving on one of the many projects and committees this Association has for the January Meeting. We have several committees that need assistance, and it takes great teamwork to get these successful projects completed. Please consider stepping forward to assist.

GOOD OF THE ORDER:

- The announcement was made that effective January 1, 2014 the City of SeaTac Fire will merge with the Kent Regional Fire Authority Consortium.
- Ben Hayman reported Parry Boogard has been elected as President of the Zone 3 Training Officers.
- Jon Nolan announced the Crisis Center he had reported about earlier has put out a request for men's pants. If anyone or any department has some to donate, please contact them.
- Ryan Rodenberg announced Enumclaw Fire lost their levy proposal in the election, and so they are probably going to be laying off a couple of their firefighters and office staff after the beginning of next year.
- Effective January 1, Renton Fire and King County Fire District 20 are also going to be joining the Kent Regional Fire Authority Consortium. Between the eight departments, they will have 17 personnel in the Training Division.

RECOGNITION AND APPRECIATION:

KCFTOA Administrative Assistant:

On May 14, 2007, **Cindy McMahan** was hired as the KCFTOA contracted Administrative Assistant. The Executive Board appreciates all that she does for our Association. She has been our "go to" person and continually gets great reports from the Audit Committee for her recordkeeping. She does an excellent job in keeping the ODA and other Academies organized, besides keeping the Executive Board on track and looking good year after year. Thank you gift of flowers and a \$100 Visa gift card was given to Cindy on behalf of the Association.

Training Division Administrative Assistants:

In continuing the gratitude to the various fire department **Administrative Assistants**, Elenjo requested those present to come forward for recognition. These ladies have been the foundation for their department's training divisions, and as Cindy says, "they are her favorite people to deal with on registrations, etc." Those recognized (though two were not present) included:

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- Emerson, Anna (Bellevue Fire)
- Garlini, Rachel (Shoreline Fire)
- Hodneland, Katie (Northshore Fire)
- Phillips, Lisa (Bothell/Woodinville Fire)
- Reeff, Linda (Kent Fire & the many other agencies)
- Waleryszak, Judy (Seattle Fire)
- Wolf, Suan (Vashon Island Fire)

Not present but appreciated are: Yvette Dominquez from South King Fire and Lisa Stevens from Eastside Fire & Rescue. Each present was given a Christmas goody boot and a long-stemmed rose from the Association.

Training Officers leaving or having left their departments' Training Divisions:

Training Officers who have participated in KCFTOA, and are leaving their Training Divisions and who received an appreciation certificate include:

- Bhang, Preston (Seattle Fire)
- Brassard, Don (Enumclaw Fire)
- Hayman, Ben (Tukwila Fire)
- Johnson, Ed (SeaTac Fire)
- Lant, Mike (Kent Fire)
- Reynolds, Todd (Snoqualmie Fire)
- Webb, Jim (Kent Fire)
- Wineman, Tad (Woodinville Fire)
- Zaleski, John (Boeing Fire)

“In appreciation for your Commitment and Dedication to KCFTOA” the following Training Officers have chaired, served and assisted on the various committees and have devoted time to our Association’s projects in making them successful include:

- Ahearn, Greg (Woodinville Fire) - Served on the ODA Committee
- Bridenbaugh, John (Mercer Island Fire) - Chaired the Bylaws Committee
- Breitenbach, Dick (Eastside Fire & Rescue) - Chaired the Pump Operator Academy Committee
- Jones, Bob (WA State Training Academy) - Served on the Pump Operator Committee, Seminar Committee, Represented the State Training Officers' and has been instrumental in acquiring many of our guest speakers.
- Whitmore, Ken (Maple Valley) - Chaired the Extrication Academy Committee

President:

Our current President began her endeavor in December 2010 when she was elected Vice President. Because Rick Ashleman was not able to continue with his term as President in January 2011 and according to Bylaws, Cari became Interim President until December 2011 when she was elected for the next 2-year term that ends December

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2013. Cari continues to be a vital member of the ODA Committee and was the key role-player in us receiving our State Re-Accreditation. Cari has assisted in many roles, but has had “our back” when delegated as our representative to the Chiefs’ Association in January 2013. Cari’s gavel plaque was inscribed with “In appreciation for your Commitment and Leadership to KCFTOA.”

Secretary:

Elenjo Schaff began her dedication when her then Training Captain, Steve Westlake nominated her to the position and she was elected. That was in 1995 and 18 years later, it is time for her to move on and train the next Secretary. So many kind words were voiced by Cari Coll, followed by a standing ovation by the membership. Elenjo accepted the beautiful mantel clock with the inscription, “In appreciation for all your time and commitment over the past 18 years as Secretary of the King County Fire Training Officers Association.” In addition to the clock, the traditional ‘watch’ was gifted to her from Cindy and Brian McMahan. After more accolades from Cindy McMahan, Elenjo received a \$200 gift certificate for Gene Juarez “for her to pamper herself after taking care of the KCFTOA for so many years.”

Message from Elenjo Schaff:

Because I have this opportunity, I want to thank the KCFTOA for the beautiful and most appreciated gifts and recognition! The following are the heartfelt words I wanted to say, but was unable to do so due to emotions. (I’m sure everyone is surprised by this display of emotion.) Thank you Cindy for reading this for me:

“It has been an honor to be a part of this Association for so many years! I have learned so much about the fire service, training, and have grown personally, but most of all, I appreciate the many friendships I have acquired. I have been blessed by your support and encouragement through the years. I’m not far away, and plan to attend meetings since this is the one place to receive up-to-date information in fire and EMS. Networking is a benefit beyond words, and I, personally, have always appreciated being part of this “family.” Thank you for the memories and friendships! Thank you for the hugs, too!”
Elenjo Schaff

With no further business to discuss, a motion was made by Parry Boogard and seconded by Greg Baruso to adjourn and have Prime Rib lunch. Motion passed. Meeting adjourned.

The once again delicious Appreciation Luncheon was catered by Jimmy Mack’s Roadhouse Restaurant in Renton.

Special thank you to Seattle Fire for opening their beautiful and roomy facility to us for this occasion!

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NEXT MONTH'S MEETING

Thursday, January 9, 2013
One week later due to the New Year Holiday
0900 Start Time

Snoqualmie Fire Department
37600 SE Snoqualmie Parkway
Snoqualmie
425-888-1551

THOUGHTS TO PONDER:

Success is to be measured not so much by the position that one has reached in life as by the obstacles which he has overcome.

~Booker T. Washington

On behalf of the 2013 KCFTOA Executive Board, I would like to take this opportunity to express our Holiday Best Wishes for a wonderful and safe holiday season, and our sincere thanks for your assistance and participation throughout the year! May the magic and the wonder of the holiday season stay with you throughout the coming year. Seasons best to you and your families and may you be blessed with laughter, peace and love!

~Elenjo Schaff, Secretary



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YOUR 2013 EXECUTIVE BOARD



Cindy, Elenjo, Ron, Cari, and Bruce

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

PRESIDENT - Bruce Kroon, Bellevue Fire Department (425) 452-7845 or bkroon@bellevuewa.gov

INTERIM VICE PRESIDENT - Steve Taylor, Shoreline Fire (206) 533-6527 or staylor@shorelinefire.com

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

SECRETARY - Jon Nolan, King County EMS (206) 263-2923 or jonathan.nolan@kingcounty.gov

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

CONTRACT ADMINISTRATIVE ASSISTANT - Cindy McMahan Cindy@kcftoa.org

KING COUNTY FIRE TRAINING OFFICERS' ASSOCIATION

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