



2012

Annual Report

Mission Statement

The mission of East Jefferson Fire Rescue is to make our community safer by protecting lives and property and caring for the needs of the people we serve. We will efficiently and effectively mitigate fire, health and other life safety hazards with a prompt, professional and positive customer experience.



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East Jefferson Fire Rescue is the product of the 2005 merger between Jefferson County Fire Districts 1 and 6 and the Port Townsend Fire Department.

Three staffed fire stations serve the District:

- Station 1-1: Temporarily located at Rhody Dr. & Nesses Corner
- Station 1-5: 'Henry Miller' 35 Critter Lane, Port Townsend
- Station 1-6: 701 Harrison St. Port Townsend

The District is supplemented by three volunteer stations:

- Station 1-2: 6693 Flagler Rd., Marrowstone Island
- Station 1-3: 50 Airport Rd., Jefferson Cnty Municipal Airport
- Station 1-4: 3850 Cape George Rd., Port Townsend

2012 at a Glance

Service Area: 72 square miles
 Population Served: 19,700*
 Operating Cost: \$5,213,333
 Fire Insurance Rating: 6**
 Total Alarms: 3,483
 Avg. Response Time: 7:45

Administrative Employees: 3.1
 Response Employees: 31
 Volunteer/Resident Volunteers: 40
 Tender Operator Volunteers: 4

**The District's boundaries do not follow any census tracts. As a result, we have no definitive population data but believe the population number quoted to be as accurate as possible.*

*** Jefferson County Fire District #1 received notice of a Washington State Ratings Bureau re-rating to a better, '5' in 2012. However, the rating change won't be effective until March 2013.*



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2012 Major Developments

Two New Ambulances Acquired: In January, the District purchased two new medic rigs. The



ambulances are identical Ford E-450s, manufactured by Braun Northwest, Inc. in Chehalis, Washington. They cost \$149,035 each. One vehicle was purchased with money from the EJFR vehicle replacement fund and one was bought with proceeds from the 2010 capital improvement bond. Braun will manufacture one additional ambulance in 2013.

Station 1-1 Demolition: Seton Construction began demolition of Chimacum Station 1-1 late in



2012 and completed the project a few weeks later. Shortly after the beginning of the year, PRIMO Construction of Port Angeles began laying the new foundation for the station. Construction will continue throughout 2013. Anticipated completion is Sept. of 2013.

Grant Awarded for New Fire Boat: Early in 2012, EJFR received notice of the award of a Department of Homeland Security Port Security Grant for the acquisition of a new fire boat. The grant, administered by a FEMA intermediary, will pay for a 30' vessel, which will patrol Port Townsend Bay, Admiralty Inlet and surrounding waters. A project manager was identified and specifications for the new boat were completed and submitted to FEMA for review by year end. A request for bid and construction will occur in 2013.

New Fire Engines Arrive: Two new engines, built by H&W, arrived in the fall. The identical



engines are 2012 Spartan Metro Star chassis on a short wheelbase---excellent for use in rural winding roads and challenging terrain. They have maximum water flow capacity of

1,500 GPM and have 750 gallon internal tanks. A third is expected to be completed and delivered in July (of 2013).



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'Burn to Learn': On Feb. 25, EJFR conducted the first of several coordinated house training burns. Partnering with members of the Washington State Patrol Crime Lab, members of the Jefferson County Fire Investigation Taskforce set controlled burns within a donated house in the 1600 block of Sheridan St. Pre-planted 'evidence' was exposed to high temperatures and flames, and then the forensic evidence was gathered and analyzed. This burn was featured in an episode of *Washington's Most Wanted*.



Alan Thomas featured at Medic One Fundraiser: The story of Alan Thomas, a 2011 heart attack patient of EJFR, was featured at the October Medic One fundraiser in Seattle. Mr. Thomas graciously agreed to share his story via video re-creation by a professional firm and the video was shown to approximately 500 attendees of the function.



EJFR Graduates Five from Academy: EJFR welcomed five new Fire Academy graduates in November. New firefighters are, front row L to R: Scott Pulido, Marisa Jenkins and back row, L to R: Clarissa Nydegger, Peter Allen and Brian Clark.



Scott, Clarissa, Peter and Brian are resident volunteers and Marisa is a volunteer with the department.

Chimacum station luncheon: On June 19, EJFR leadership hosted a commemorative luncheon at the original Chimacum fire station 11 for about 55 community members who helped establish the original station in 1948. Stories and historical photos were shared and plans for the new station were unveiled at the luncheon.



Toys for Tots: In December, EJFR partnered with Kiwanis Club of Port Townsend to collect and distribute Christmas toys for over 400 area children.



Major Incidents

2012

- Jan. 5 proved to be a busy day, with a two-car accident, Ft. Flagler technical rescue and a car vs. child bicyclist incident all within 36 minutes.
- A powerful explosion occurred on a 56-foot commercial fishing vessel rocked Boat Haven on Jan. 8. Fortunately, the boat owner was unharmed and the vessel suffered only moderate damage.
- Fire broke out in a room at the Aladdin Motor Inn on Jan. 25. The room sustained modest damage and the room's tenant was flown to Harborview Medical Center after inhaling smoke.
- A 65-year old man suffered serious injuries after a one-car accident adjacent to the Discovery Bay Golf Course on Feb 6.
- An early morning fire destroyed a Cape George Colony home overlooking Discovery Bay on Feb. 11. One occupant of the house suffered serious smoke inhalation injuries while attempting to fight the fire and was flown to Harborview Medical Center.
- In the first of several joint training exercises, the Jefferson County Fire Investigation Task Force partnered with the Washington State Patrol Crime Lab to conduct a training burn. Sample evidence was planted throughout the house prior to several small controlled burns. After the evidence was collected, the house was burned to the ground.
- On Apr. 29, a large barn on Woodland Dr. was destroyed by fire. The homeowner had left resin heating on a hot plate in the barn when he departed to run an errand.
- A 112-year old, historic Port Townsend house suffered significant damage in a fire on May 12. There were no injuries.
- A 33-year old woman was airlifted to Harborview Medical Center with neck and shoulder injuries after falling asleep at the wheel of her car and crashing on June 9.
- Two separate accidents occurred in the Port Hadlock QFC parking lot on June 21. In the first, an elderly driver backed into another parked car and then pulled forward, striking a second car and driving it into a nearby bus stop and striking a bicyclist who had been sitting on a bench in the bus stop. In the second accident, a woman placed her car in 'Drive' rather than 'Reverse' and ploughed into another woman sitting on a swing in front of the store, pinning her beneath her car. Bystanders lifted the vehicle off the second woman, who suffered leg fractures.
- A house in the 1600 block of W. Hastings Ave. was destroyed by fire in the early morning hours of July 21. The house was unoccupied at the time of the fire.
- EJFR was called to assist in fighting a fast-moving paper bale fire at the PT Paper Mill on Aug. 15. After approximately two hours, the fire was brought under control.
- An arsonist set several parked vehicles on fire on Aug. 26. The first vehicle was on S. Jacob Miller Rd. and another was set on fire in the 800 block of Hancock St. The arsonist



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attempted to set fire to three other vehicles in the same parking lot, but they failed to ignite before firefighters found them.

- Thieves stole a late-model Volkswagen Jetta and took it on a joyride before burning on Gibbs Lake Rd. on Sept. 30.
- A 36-year old man flipped his car on Cape George Rd. and skidded upside down approximately 100 feet before coming to a stop in a ditch on Oct. 5. He was flown to Harborview Medical Center with head injuries.
- A red dye packet accidentally exploded at Kitsap Credit Union on Nov. 27, spraying red powder and a small amount of tear gas in the building. Firefighters ventilated the building and treated one employee for tear gas exposure.
- Highway 19 was blocked for about 10 hours after a semi jackknifed at milepost 6 and flipped on its side. The driver, who had fallen asleep at the wheel, was uninjured.
- A fifth wheel RV trailer caught fire and burned in Port Hadlock on Dec. 10. There were no injuries but the RV was destroyed.
- A Port Ludlow area home was destroyed by fire on Dec. 21. The homeowner, her grandson and their dog all escaped without injury.



Board of Commissioners



Rich Stapf
Commissioner 1
Term 2015



Zane Wyll
Commissioner 2
Term 2013



Ed Edwards
Commissioner 3
Term 2013

Responsibilities

The governing board consists of three elected individuals who are responsible for the overall budgetary and policy direction of the Fire District. The Board of Commissioners approves the scope and direction of services to be provided to the citizens and ensures that the needs of the citizens are met, in so far as possible, with available resources.

In addition to establishing policies, approving operational procedures and supervising the Fire Chief, the Board determines types and levels of funding, approves budgets and tax levies as well as authorizing contracts and expenses incurred by the District.



Administrative Division

The Administration Division under the direction of the Fire Chief is responsible for human resource services, financial accounting, budgeting, and reporting services; treasury and investment management and risk management. The division also manages debt issuance and legal services, technical services, maintenance and management of District records, and provides administrative support to the Board of Commissioners.

Human Resources

The Human Resources function encompasses several programs and services designed to support the District and its employees and volunteers in the achievement of its mission and objectives. Human Resources oversees areas pertaining to the people, employee benefit administration, volunteer pension & relief fund, personnel recruitment, salary administration, health and wellness, personnel policy maintenance, and other areas essential to the management of the District's human resources.

After the hiring of firefighters Porter and Macrae in March of 2011, EJFR instituted a hiring freeze for the foreseeable future. This action was taken in response to deteriorating economic conditions in the region and in the face of uncertainty regarding the City of Port Townsend's upcoming property re-assessment. A \$0.43 Fire Levy did level the playing field for 2011-2012.

2011 was the final year of a three-year contract between EJFR and IAFF Local 2032. Negotiations for a new three-year contract are on-going.

In recognition of the increasing fiscal pressures being placed on the Department, Local 2032 agreed in 2011 to begin paying a portion of their L & I premium.



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Union Personnel		
Hire Date	Name	Position
9/1/1998	Aman, David	Firefighter
10/1/2008	Bergen, Trevor	Firefighter Paramedic
10/1/2010	Carver, Ben	Firefighter
12/1/2004	Chambers, Reece	Firefighter
10/1/2005	Christensen, Me'l	Firefighter
4/1/2003	Clouse, Justin	Lieutenant Paramedic
9/1/2008	Fletcher, Justin	Firefighter
2/12/2007	Grimm, Steve	Lieutenant
8/1/1999	Kauzlarich, Chris	Lieutenant
5/1/2000	Kilgore, Curtis	Lieutenant Paramedic
11/1/2004	Kithcart, Mike	Firefighter
4/1/2003	MacDonald, Jason	Lieutenant Paramedic
3/1/2011	Macrae, Stuart	Firefighter
5/1/1984	Manus, Randy	Lieutenant
10/1/2010	Martin, Richard	Firefighter
2/1/2003	Minker, Aaron	Firefighter Paramedic
1/1/2005	Neville, Sam	Firefighter Paramedic
6/1/2007	Nicholson, Patrick	Firefighter Paramedic
3/1/2011	Porter, Ethan	Firefighter
7/1/2008	Randall, Debbie	Firefighter Paramedic
8/16/2010	Ridgway, Tammy	Firefighter Paramedic
10/1/2008	Rogers, Gavin	Firefighter
9/1/2008	Sanders, Curtis	Firefighter
1/1/1990	Schumann, Rolf	Firefighter Paramedic
10/1/1998	Steele, Steve	Firefighter Paramedic
9/1/2008	Tesch, Carl	Firefighter
8/16/2010	Tuttle, Greger	Firefighter Paramedic
3/1/2004	Woods, Jeff	Firefighter Paramedic

Administrative Personnel		
Hire Date	Name	Position
2/1/2010	Beezley, Bill	PIO/PES (Part Time)
3/14/2006	Harbison, Lonibeth	District Secretary
2/1/2005	Krysinski, Ted	Deputy Chief Training Operations
3/9/2010	Kurtzbein, Kindra	Office Clerk (Part Time)
7/18/2011	Low, Robert	Assistant Chief Fire Prevention
5/16/2008	Pomeroy, Gordon	Fire Chief
2/22/2006	Yarberry, Cherie	Finance Clerk



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Non Union Personnel		
Hire Date	Name	Position
7/17/2012	Allen, Peter	Resident Volunteer
7/12/2012	Banks, Mark	Volunteer
2/13/2011	Banks, Robyn	Volunteer
02/01/2007	Bartholomew, Randy	Volunteer
7/17/2012	Clark, Brian	Resident Volunteer
7/21/2009	Coffeen, Michael	Volunteer
10/8/1979	Coulter, Bob	Company Officer Volunteer
11/1/2011	Craig, Crystal	Volunteer
02/20/2007	Day, Julie	Volunteer
4/20/2009	Dean, Zach	Resident Volunteer
8/17/2010	Dubois, Christian	Resident Volunteer
11/1/2012	Eglin, Samuel	Volunteer
7/1/2009	Fairbanks, Jeffrey	Resident Volunteer
2/16/2010	Godsalve, Jess	Resident Volunteer
7/24/2008	Hunt, William	Volunteer
7/17/2012	Jenkins, Marisa	Volunteer
7/12/2012	Kaldahl, David	Volunteer
7/12/2012	Kier, Wayne	Volunteer
6/21/2011	Killam, Nehemiah	Volunteer
7/17/2012	Krouse, Chelsea	Resident Volunteer
7/17/2012	Lange, Juanitta	Resident Volunteer
4/20/2009	Ligtenberg, Christa	Volunteer
6/21/2011	Louthan, Kyle	Volunteer-Resident
7/1/2009	Mahan, Matthew	Volunteer
1/1/2000	McNerthney, Pat	Volunteer
6/21/2011	Middleton, Jacob	Volunteer
10/1/2012	Nelson, Cory	Resident Volunteer
7/17/2012	Nydegger, Clarissa	Resident Volunteer
10/12/1982	Plattner, Max	Volunteer
7/17/2012	Pulido, Scott	Resident Volunteer
6/21/2011	Riggs, Chris	Resident Volunteer
4/18/1996	Rodrigues, Colleen	Company Officer Volunteer
3/9/1999	Schumann, Leslie	Volunteer
1/22/2002	Short, Sandy	Volunteer
6/16/1999	Smith, Al	Company Officer Volunteer
1/9/1996	Thomas, Brian	Volunteer
7/1/2009	Weathersby, Larry	Volunteer
11/30/2008	White, Caton	Resident Volunteer
4/14/1992	Willestoff, Patricia	Company Officer, Volunteer
7/1/2009	Yelaca, Peter	Resident Volunteer-Paramedic-in-training



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Financial Services

Financial Services encompasses all financial accounting such as budget preparation and presentation, accounts payable, accounts receivable, payroll, annual reporting to State Auditor, monthly financial reports, treasury and investment management, risk management, internal auditing for compliance with state law, and assisting with strategic forecasting. This area also includes grant management, compliance and reporting and management of debt issuance and legal services.

The following tables provide an overview of the District's 2012 budgets. The fund balance (or "operational reserve") includes the resources to meet expenses during the first months of the fiscal year until property taxes collected are available May 1. The Fund also provides a "rainy day" reserve.

The decrease in property assessments over the past 24 months has/will affect the District EMS tax collections by an estimated \$475,000.

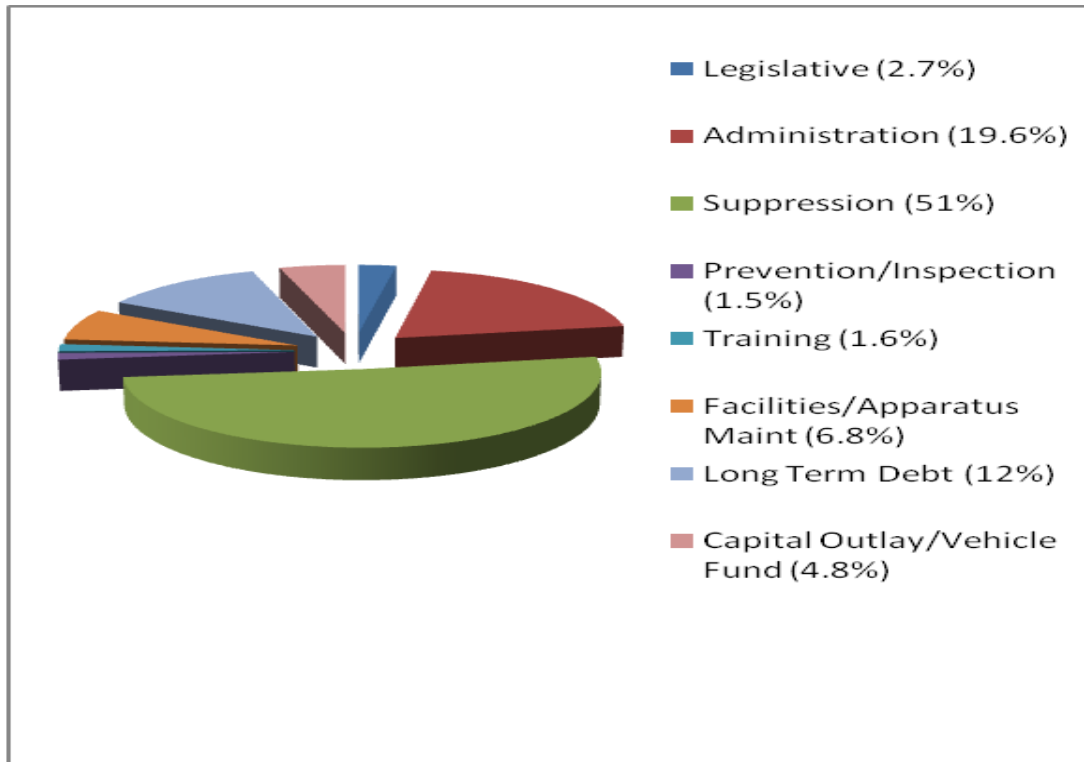
2012 Fire and EMS Budget Overview			
Expenses (Budgeted)	\$5,816,712	Expenses (Actual)	\$5,213,333
Revenue (Budgeted)	\$6,364,158	Revenues (Actual)	\$5,960,967*
Beginning Fund Balance	\$1,719,399	Ending Fund Balance	\$2,491,295

Figures exclude the District's general obligation bonds restricted to Capital, issued in 12/2010.

*Transfer in from Vehicle Replacement fund of \$24,262 not in Revenue total but included in Expense. The Ending Fund balance for 2012 reflects a shortfall from the City of Port Townsend parity for 2011. The District has entered into an agreement with the City for payment of those funds over a four year period as part of the purchase of a new Fire Engine.



2012 FIRE EXPENSES



LEG	Legislative (2.7%)	\$ 80,106
ADMIN	Administration (19.6%)	\$ 576,445
SUPP	Suppression (51%)	\$ 1,501,039
PREV	Prevention/Inspection (1.5%)	\$ 43,209
TRAIN	Training (1.6%)	\$ 45,983
FAC	Facilities/Apparatus Maint (6.8%)	\$ 200,882
LTD	Long Term Debt (12%)	\$ 354,590
CAP	Capital Outlay/Vehicle Fund (4.8%)	\$ 140,580

The **Legislative Division** expenses (2.7%) include personnel, benefits, and training and travel costs for the Commissioners and District Secretary. Also included are District paid expenses for the annual Volunteer Appreciation/Awards banquet and any District election costs.

The **Administration Division** expenses (19.6%) include personnel costs for the Chief, Deputy Chief, Assistant Chief, Finance Clerk, part-time Office Assistant, office supplies, administration related small tools and minor equipment, training, professional legal services, accounting/payroll software, IT services, state audit fees, hose testing, telephones (land line and mobile), postage, advertising, rentals and lease, commercial and auto insurance, dues, subscriptions, memberships, miscellaneous repairs, and miscellaneous.



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The **Suppression Division** expenses (51%) includes 40% of wages and benefits for all career personnel, overtime costs, volunteer stipends, volunteer resident program and 911 dispatch fees, 100% of expenses for the State Board for Volunteer Firefighters, protective clothing, uniforms and uniform allowance, disability insurance, operating supplies, Self Contained Breathing Apparatus supplies/repairs, fuel, small tools and minor equipment, marine program equipment, technical rescue equipment (replacements), and radio repairs/purchases.

The **Prevention/Investigation Division** expenses (1.54%) include wages and benefits for the part-time Public Education Specialists/Public Information Officer, public education materials, and professional services for outside contracted Fire Code Official (discontinued in 2011) start up and operating supplies for the newly created Fire Prevention/Investigation.

The **Training Division** expenses (1.6 %) include training equipment, volunteer recruit school, volunteer resident recruit school, professional services for instructors, travel, meals, and conference registration costs.

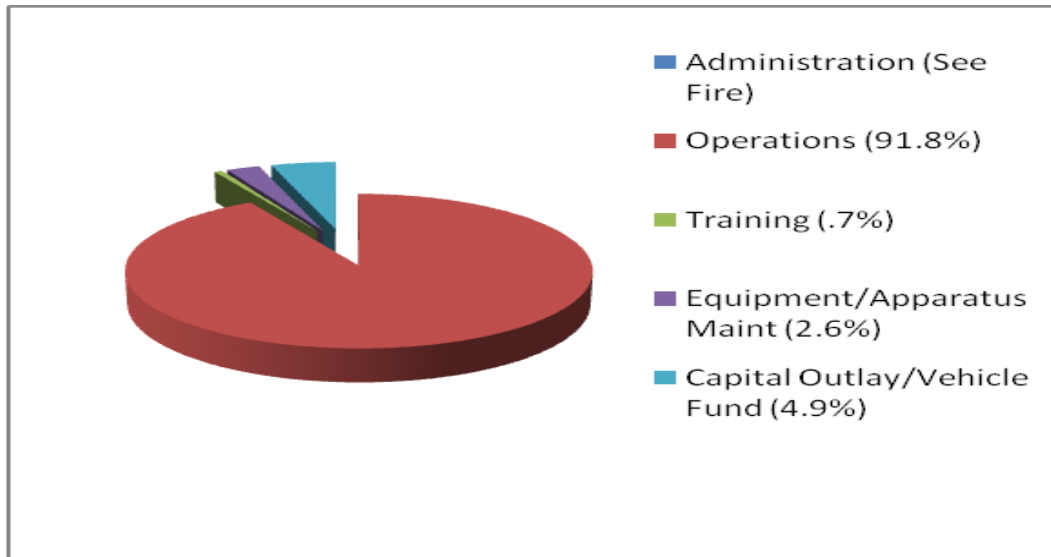
The **Facilities/Apparatus Division** expenses (6.8%) include building and cleaning supplies, minor building repair and maintenance supplies, rental expenses, building maintenance contracts, all utilities, 60% vehicle repair and maintenance contract, and other miscellaneous fire vehicle repair expenses.

The **Long Term Debt** expenses (12%) include payment to the 2010 LTGO Bond.

The **Capital Outlay** expenses (4.8%) include expenses for preliminary planning for a Training Tower to be located at StatiOn 1-5, transfer of \$100,000 to our Fire Apparatus Replacement Fund, preliminary expenses for a new fire rescue boat (covered by grant), miscellaneous expenses associated with construction of our 3rd new fire engine, purchase and equipment for our new (refurbished) Fire Prevention/Investigation vehicle and replacement of one Command Vehicle.



2012 EMS EXPENSES



ADMIN	Administration (See Fire)	\$ -
OPR	Operations (91.8%)	\$ 2,085,507
TRAIN	Training (.7%)	\$ 14,424
EQ/APP	Equipment/Apparatus Maint (2.6%)	\$ 58,395
CAP	Capital Outlay/Vehicle Fund (4.9%)	\$ 112,173

The **Operations Division** expenses (91.8%) include 60% of wages and benefits of all career personnel, overtime, volunteer stipends, and volunteer resident program, 100% of paramedic student and per diem paramedic wages and benefits, supplies including drugs, operating expense, small tools and minor equipment, professional services for ambulance billing, wellness program, reimbursement of ambulance billing errors, 60% 911 dispatch fees, transport fees for payment to Jefferson County Emergency Medical Services and Trauma Care Council for Medical Provider Doctor, County Training Coordinator, and Secretary/Treasurer.

The **Training Division** expenses (.7%) include training supplies, travel expenses, paramedic student training expenses, on-line EMS training as required to maintain certification.

The **Equipment/Apparatus Division** expenses (2.6%) include contracted equipment repair and maintenance, 40% vehicle repair and maintenance contract, and other vehicle repair expenses.

The **Capital Outlay** expenses (4.9%) include purchase of machinery/equipment and transfer of \$100,000 to the EMS Vehicle Replacement Fund.

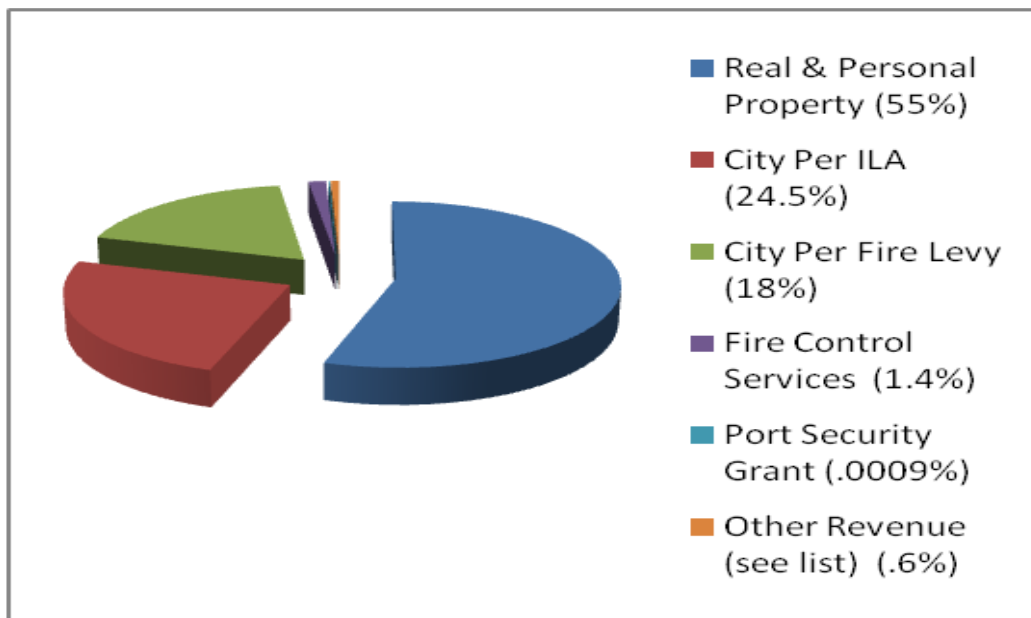


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REVENUES

Detailed revenue sources for 2012 are listed as part of the graphs included in this report. The decline in property values and reassessments are reflected in the 2012 revenues with additional declines expected in 2013. Discussions with the City of Port Townsend for future annexation are continuing. The City is concerned about their property reassessments currently scheduled for 2013. With passage of the proposed \$0.43/\$1,000 City tax increase dedicated to Fire the City's payment for Fire services will be at the same rate as District residents are paying.

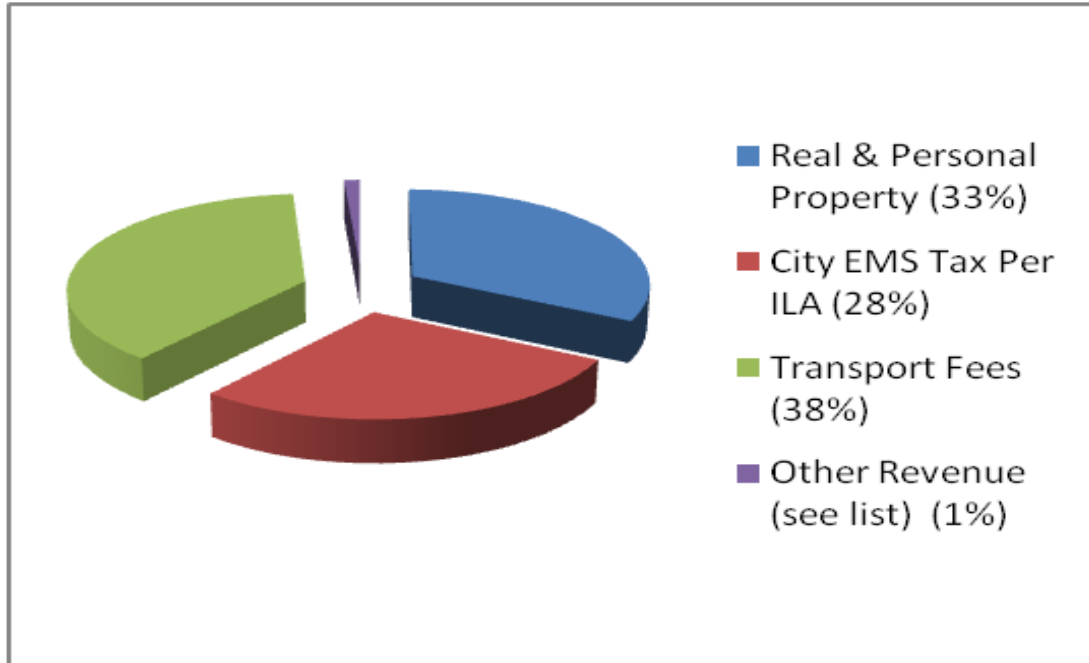
2012 FIRE REVENUES



Taxes	Real & Personal Property (55%)	\$ 1,863,724
City	City Per ILA (24.5%)	\$ 830,486
City	City Per Fire Levy (18%)	\$ 617,078
Serv	Fire Control Services (1.4%)	\$ 46,502
Grant	Port Security Grant (.0009%)	\$ 3,127
Misc	Other Revenue (see list) (.6%)	\$ 21,652
	Other List	
	Timber & Private Harvest Taxes	\$ 1,759
	Excise & Other Taxes	\$ 2,763
	Training Classes (PS)	\$ 515
	Investment Interest	\$ 1,063
	Private Contributions	\$ 11,509
	Other Miscellaneous Revenue	\$ 696
	Sale Surplus Equipment	\$ 1,729
	Prior Year Refunds	\$ 1,618



2012 EMS REVENUES



Taxes	Real & Personal Property (33%)	\$ 843,162
Intergov	City EMS Tax Per ILA (28%)	\$ 727,756
Amb	Transport Fees (38%)	\$ 977,302
Misc	Other Revenue (see list) (1%)	\$ 30,178
	Other List	
	Timber & Private Harvest Taxes	\$ 2,545
	DOH-Participation Grant	\$ 1,534
	EMS Contract PTPC	\$ 13,795
	Investment Interest	\$ 2,081
	Miscellaneous	\$ 164
	Sale Surplus Equipment	\$ 10,000
	Prior Year Refunds	\$ 59



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AUDITS

In December 2012 the Washington State Auditor's Office completed an audit consisting of *Accountability for Public Resources and Legal Compliance* and *Financial Statements* for years 2010 and 2011. Final audit results released in March 2013 were, *"We are pleased to report no findings or management letter items."*

The District is currently on a two year audit cycle and accordingly the Washington State Auditor's Office will be completing financial and accountability audits for 2012 and 2013 during the fall/winter of 2014.



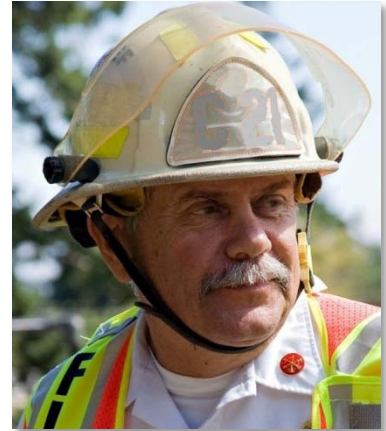
Community Services Division

Fire Prevention and Planning

Assistant Chief Robert Low leads our fire inspection and pre-incident planning programs.

Many Jefferson County business owners are unfamiliar with the process of conducting existing occupancy inspections, so EJFR inspectors made an extra effort to communicate the need for and process of inspections.

To make this a productive and efficient program our personnel contact owners in advance to schedule initial inspections at a convenient time. In 2012, we began using an iPad application to electronically complete the inspection and immediately email the final report to the building occupant, saving time and money.



We also approach each visit as an opportunity to educate about fire safety. We continue our pre-incident planning as we gather the necessary data on inspections and draw plans for distribution.

East Jefferson Fire Rescue continues to provide Certificate of Occupancy as well as fire investigations.

Public Information / Public Education

The Public Information Officer / Public Education Specialist is a 30-hour per week position currently filled by Bill Beezley.



The PIO's responsibilities include responding to a variety of larger incidents, both within the boundaries of District 1 and the City of Port Townsend and occasionally in neighboring fire districts. He takes incident photographs and writes press releases for local and regional media.

The PIO also periodically acts as spokesperson for the fire department on non-incident topics.

He writes grant requests and the Department's Annual Report.



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The PIO maintains the department website, www.ejfr.org, as well as an official EJFR Facebook page and the EJFR Emergency blog.

	2011	2012
Presentations	29	26
Press Releases	56	54
Meetings/Events	43	44

Public Education duties involve attending meetings on behalf of EJFR and giving fire and life safety presentations to schools and special interest groups in the community.

The Public Education Specialist also staffs the EJFR booth at a variety of community fairs, including The Jefferson County Fair and various Health and Wellness and Emergency Preparedness fairs throughout the District.

In 2012, Bill became the only dedicated child car seat safety technician actively conducting inspections in east Jefferson County. He conducts an average of three inspections monthly and delivers a regular car safety seat presentation to expectant parents in Jefferson Healthcare’s Family Birthing program.

Support Services Division

The Fleet Services portion of Support Services is responsible for the preventive maintenance and repair work on District emergency apparatus, light trucks, automobiles, motorized portable equipment and marine vessel communications equipment. The Division also performs minor apparatus structural changes.

Fleet Services coordinates and authorizes repairs outsourced to vendors and maintains accurate records of all preventative maintenance and repairs performed.

Fleet Services also coordinates and/or performs all annual required testing of fire apparatus water discharge pumps and ground ladders.





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Assistant Chief Robert Low provides centralized purchasing, negotiates pricing and purchasing contracts and bids, maintains a central inventory of office supplies as well as fire equipment and manages surplus property.

He is also responsible for the maintenance of district facilities, grounds maintenance, environmental compliance efforts, alarm systems, fire protection systems, self-contained breathing apparatus (including cascade systems), supervision for design and construction of new facilities, and performs and supervises minor remodeling work. A/C Low also coordinates and authorizes repairs which are outsourced to vendors, and maintains accurate records of all preventative maintenance and repairs performed coordinates all annual required testing of fire apparatus water discharge pumps and ground ladders.

One completed Division goal for 2012 was to re-institute a formal, county-wide fire investigation program with participation from the Port Townsend Police Department, Jefferson County Sheriff's Office and all Jefferson County fire district's.

Emergency Operations Division

The operations division is headed by Deputy Chief Ted Krysinski and is responsible for emergent and non-emergent responses within EJFR, out of area mutual aid and state mobilization requests.

The role of the fire department is to provide a trained and equipped response force to mitigate emergent and non emergent situations. These situations range from house fires to commercial occupancy fires, events that require patient extrication and disentanglement, hazardous material spill mitigation to emergency medical calls.



The Operations Division is tasked with maintaining a state of readiness for these types of events. The state of readiness starts with the Public Education section and Fire Prevention Division. From here the role of operations is to manage response guidelines that address calls for service. These guidelines drive a computer aided dispatch system that utilizes unit based response (closest appropriate unit dispatched to the event, i.e. closest fire truck to the incident address). The Operations Division additionally supervises shift supervisors (Lieutenants) who manage the shift firefighters.



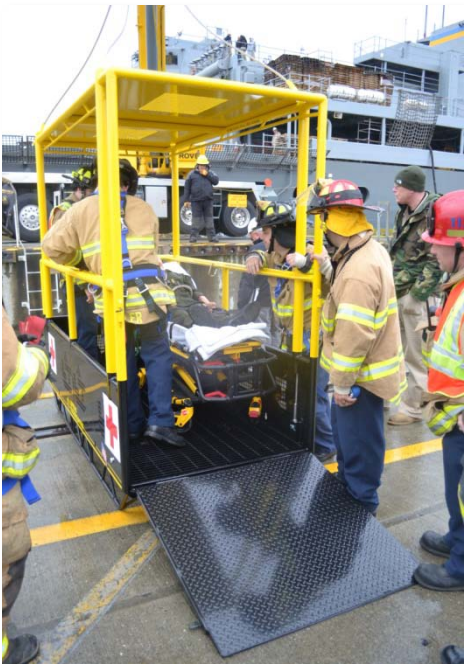
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Programs directly under the supervision of the Operations division include:

- CAD/ Record management systems
- Staffing /equipment utilization
- Firefighter daily scheduling
- Wild land and interface fire suppression
- Marine fire suppression and surface water rescue services
- Technical rescue
- Firefighter on scene safety RIT (Rapid Intervention Team) and Rehab (fire scene rest and wellness)
- Communications, daily operational and emergency backup
- Community Emergency Response Team (CERT) interaction
- Resident Firefighter program

Training Division

The training division is headed by D/C Krynski and is responsible for the training and education of the department. Training and education are considered two parallel tasks of the division.



Training is an organized process that is aimed at improving the skills of the staff to attain a higher level performance and Education is imparting of knowledge related to fire fighting principles, emergency medical care and overall public safety management.

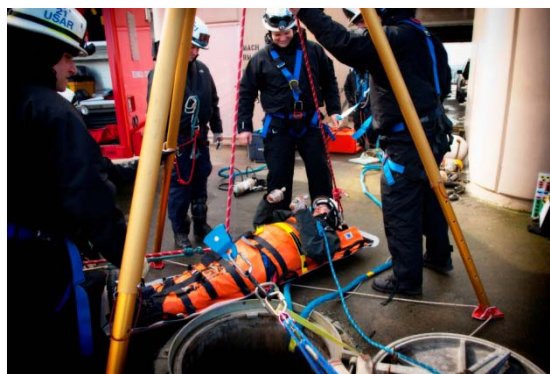
The training and education provided to EJFR members follows federal, state and local guidelines as specified in chapter 296-305-05503 WAC: safety standards for firefighters, summary of training requirements, NFPA 1001 standard for fire fighter professional, NFPA 1021 standard for fire officer professional, NFPA 1041 standard for fire service instructor professional and Chapter 246-976 WAC Emergency medical services and trauma care systems.

Additionally EJFR members receive training in technical rescue services including high and low angle rope rescue, heavy machinery and vehicle extrication, trench collapse, confined space, wild land firefighter operations, marine firefighting and surface water rescue, Incident Command Management, and human resource management and development.



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The Training Division has developed education specialists in the following fields; EVAP (Emergency Vehicle Accident Prevention), technical rescue rope, vehicle extrication, heavy machinery extrication, forced entry, firefighter rapid on-scene intervention, truck operations, Marine surface water rescue, Fire pump hydraulics, Tic (thermal image Camera), Senior EMT instructor, live fire instructor, IFSAC (international Fire service accreditation congress) evaluators and various safety topic instructors (asbestos, hearing conservation, personal information).





2013 Goals and Objectives

Capital Improvements

In 2010, a \$4.2 million capital improvement bond was obtained. Proceeds from the bond have so far been used for the purchase of two new fire engines, mortgage payoff of Station 15 upgrades, acquisition of Station 16 from the City of Port Townsend and the demolition and reconstruction of Station 11 in Chimacum. Looking forward to 2013, Station 11 work will continue with completion expected in Sept. or Oct.

After the final tally is completed for Station 11, a decision will be made on whether or not to construct an administrative building adjacent to Station 15 on Critter Lane. This decision is dependent on remaining bond funds.

Station 1-1 (Chimacum)

Station 1-1 progress continues at a rapid pace. Replacement of this 1950's era structure is our highest capital improvement priority and should be completed in late 2013.



Administrative Building

The construction of a new administrative facility is our second-highest capital improvement goal in 2013.

District administration currently operates out of rented offices at 40 Seton Road.

Capital improvement bond money has been allocated to finance the construction of an administrative facility either connected to or adjacent to Station 1-5. This station is located at 35 Critter Lane near the County Landfill.

This site for the new administrative facility was selected in part because the District already owns the land and this station is our designated training facility.



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Proposed plans for the building have been drafted and are under review. Further progress on this goal will occur after Station 1-1 construction nears completion.

Station 1-2

Replacement of Station 1-2 on Marrowstone Island has been identified as our third priority for capital improvement bond proceeds. This will occur only after the District determines that sufficient money remains following construction of Station 1-1 and the administrative facility.

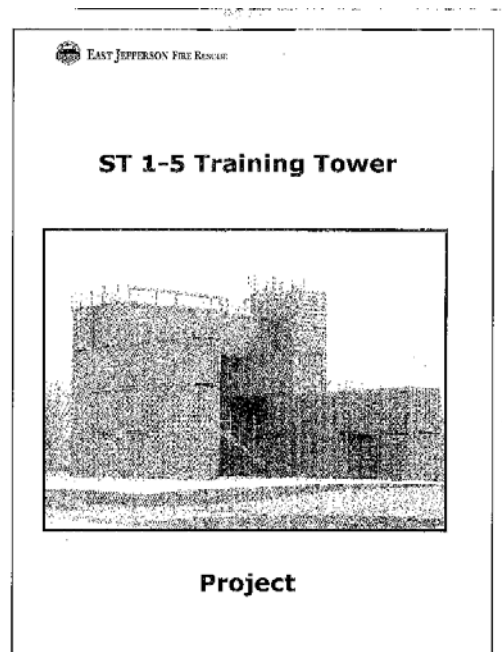
Construction of this new station is unlikely to occur in 2013 and is contingent upon identification and acquisition (or donation) of viable property or additional funding to construct a septic system for the existing site.

Training Tower Construction

Deputy Chief Ted Krysinski identified a need for a multi-use training tower and has obtained a number of Conex intermodal boxes with which to build the tower.

This tower will be built on the grounds of Station 1-5, our training facility.

D/C Krysinski anticipates construction of the tower to commence in July, 2013 and construction to take approximately five months.



Apparatus

Construction of a new fire engine is currently under way at H&W of Hillsboro, Oregon. This engine will be identical to two new engines received in late 2012.

Leadership Pipeline Development - With a recent influx of new career staff, the average age of department firefighters has dropped. Recognizing the need to develop skills for future promotional opportunities, senior leadership will strive to ensure appropriate training and personal development programs are made available to the department.



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Also, Fire Chief and Assistant Chief succession planning will need to be addressed in the coming year. Possible recommendations include restructuring the role of Chief of Operations and Training and development of mid-manager positions, such as Captains.

Operations

2012 goals for Operations include evaluation and optimization of current run cards to both reduce response times and ensure appropriate levels of response to a variety of incidents. In addition, the department will be evaluating various staffing models, by station.

Training

Each year, the Training Division offers a variety of courses to internal staff and members of the regional fire service. External training opportunities in 2012 include: Firefighting Strategy and Tactics, Building Construction for the Fire Service and HAZMAT Safety Officer training.

More training opportunities will be posted on the Department website as they are confirmed.

3-Year Strategic Plan

Looking beyond 2012, the Departmental focus will continue to be on upgrading facilities and equipment. Any outstanding construction work from Station 1-1, the administrative building and possible Station 1-2 will be completed.

The Department will continue to upgrade equipment as necessary, including PPE, ladders, and support equipment located at stations.



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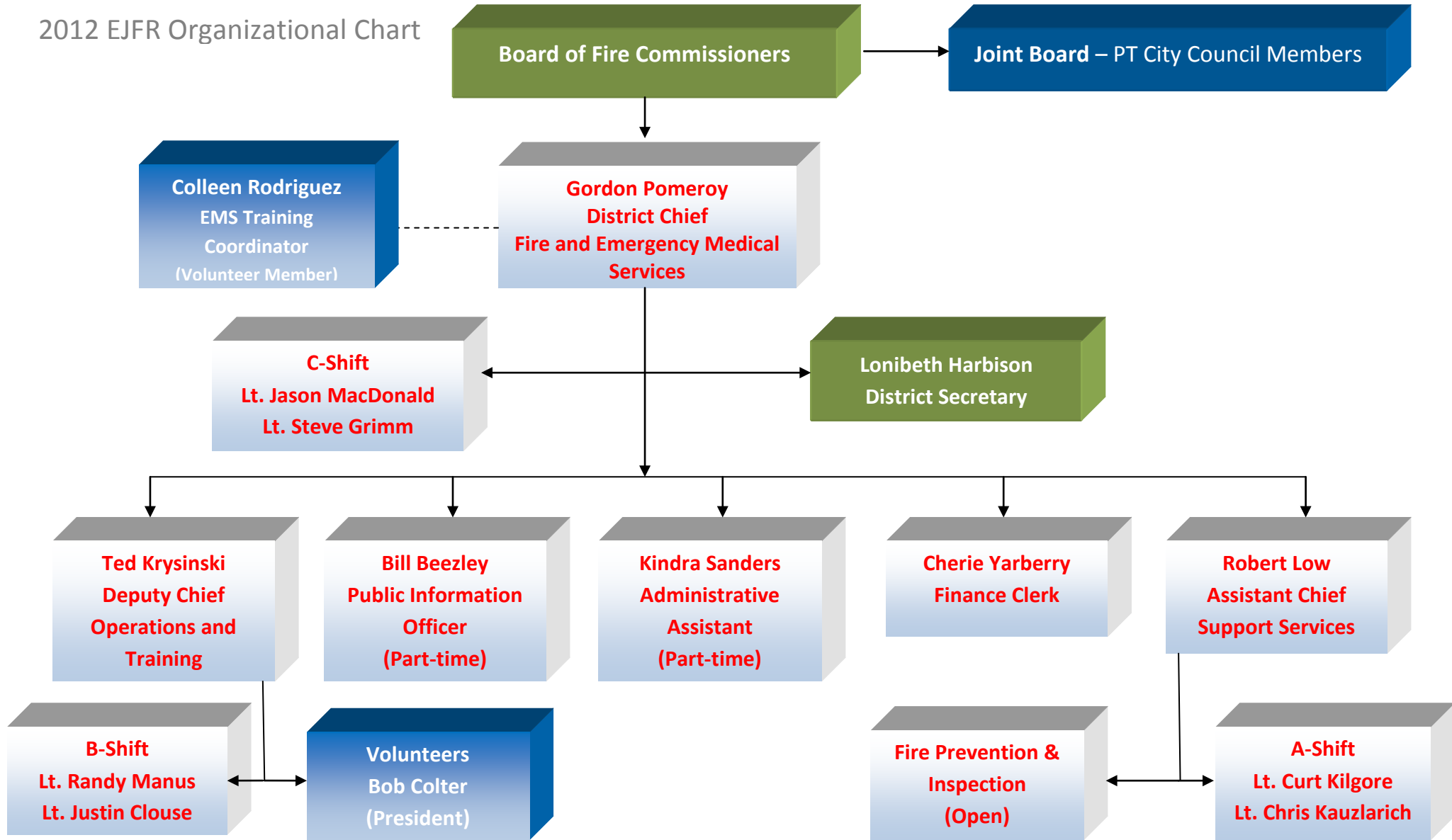
Needs for the Department Include:

Finish expansion and construction at station 15, to include HVAC issues, hose tower training site with mandated water reclamation.	Upgrades and repairs to station 16
Update septic system at station 15	Fire station generators at 11,12 and 14
Remodel Station 16 crew's quarters to be more accommodating.	Replacement of portable radios
Construction of Administrative office at Critter Lane Station 15	Replacement of staff vehicles- Small, more fuel efficient green machines
New and replacement ground ladders	Fire prevention & arson Investigation vehicle and equipment.
New and replacement fire hose	



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2012 EJFR Organizational Chart





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2012 EJFR Apparatus Replacement Schedule

APPARATUS	License #	NOTES	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012		
Engines																											
Engine 2000 Pierce Saber	59600C	Will become back-up in 2013											X														
Engine 2001 Ford (E-12)	54070C	Will become back-up in 2014												X													
Engine 1983 Ford	17097C	surplussed																									
Engine 1986 GMC Can-Am	C65868	surplussed																									
Engine 1989 Sutphen Pumper	81837C																										
Engine 1999 Pierce Dash	82169C	surplussed																									
2012 Fire Engine (EJ-231)	A2231C	Will become back-up in 2023																								X	
2012 Fire Engine (EJ-232)	A2232C	Will become back-up in 2023																								X	
Ambulances																											
2008 Remount, Box 1996	87799C	Replace approx. 2016 - Box and chassis																							X		
1999 Ford/Med Tech ALS	51193C	Next due to replace												X													
2008 Ford F350 Remount, Box 1994	86596C	Replace approx. 2016 - Box and chassis																							X		
1995 Ford/Med Tech BLS	36253C	Next due to replace								X																	
1991 Ford E-350 ALS	81836C		X																								
1997 Freightliner Bariatric	44465C	surplussed											X														
2003 Ford F-350 ALS new box	82167C	Replace end of 2013																X									
2010 Ford E450 (EJ-238 - M11)	99238C	Re-box 2015																							X		
2010 Ford E450 (EJ-239)	99239C	Re-box 2015																							X		
Tenders																											
Tender 1988 Ford 8000 (T-11) 3750 gallon Water Tender	43805C																										
Tender 1970 Chevy (T-12) 1000 gal	C24850																										
Tender 1992 White/E-One (T-13)	24707C	Working w/DNR for grant for new rig		X																							



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Speciality															
1992 Chevy 3500 Becker Utility	22213C	surplussed		X											
1992 Chevy, 350 gal Brush	54072C	surplussed		X											
2001 Leeshore Marine Marine 16		Move to back-up in 2014 - new boat coming							X						
1984 Chevy Brush Truck 4x4	62834C	surplussed													
2005 Ford Brush Truck EJ-395 (BR15)	96395C	Bought and in-service 2011									X				
2008 Ford Brush Truck EJ-396 (BR14)	96396C	Bought and in-service 2011										X			
Ladder															
1989 Suphen Quint, 90' ladder	81839C	Needs replacement													
Command (Admin)															
2005 Inter-Agency F-250	72034C	In-service Investigation Unit									X				
2005 Ford 4x4 Expedition	82168C	101 - Chief									X				
2004 F-250 Training Truck	82166C	102 - Chief									X				
1993 Dodge (Red) Utility Truck	24710C	Needs replacement		X											
2001 Excursion Staff Vehicle	88602C	In-service 2009									X				
2007 Ford Expedition (EJ-612)	97612C	103 - Chief In-service 2011										X			
2007 Jeep Laredo (EJ-611)	97611C	Fire Prevention - In-service 2011										X			
Bondurant Suburban		Donated 2012													
1991 GMC Safari Van	73536C	surplussed (sold 2012)													
1991 GMC Jimmy	16953C	surplussed (sold 2012)													



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