



# ***2015***

# ***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.



## 2015 Annual Report

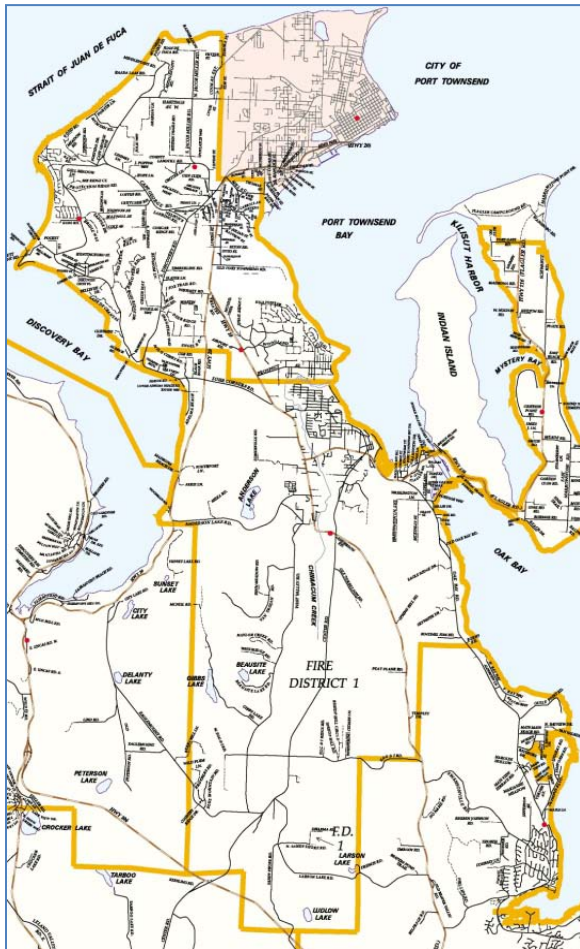
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## 2015 Annual Report



*East Jefferson Fire Rescue in Washington state 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: 9193 Rhody Dr., Chimacum, WA*

*Station 1-5: 35 Critter Lane, Port Townsend, WA*

*Station 1-6: 701 Harrison St., Port Townsend, WA*

*The District is supplemented by three volunteer stations:*

*Station 1-2: 6693 Flagler Rd., Marrowstone Island, WA*

*Station 1-3: 50 Airport Rd., Jefferson County Int'l Airport, WA*

*Station 1-4: 3850 Cape George Rd., Port Townsend, WA*

### 2015 at a Glance

Service Area: 68 square miles\*

Population Served: 30,273\*\*

Operating Cost: \$6,538,208

Fire Insurance Rating: 5

Total Alarms: 4,457

Avg. Response Time: 7:36

Administrative Employees: 3.1

Response Employees: 30

Volunteer/Resident Volunteers: 19

Tender Operator Volunteers: 1

\* Jefferson County Central Services GIS

\*\*2015 Washington State Fire Service Directory



## 2015 Annual Report

### 2015 Major Developments

**EJFR Moved Administrative Offices:** In mid-January our 40 Seton Rd. administrative headquarters moved to our new office at 24 Seton Rd.



Although the physical move was only about 100 feet, it opened up a world of additional space for staff. The clean new environment was a boon for morale, too.

**Washington State Ferries MCI Drill:** EJFR joined a number of agencies, including the Washington State Ferries, Jefferson County Sheriff's Office, Port Townsend Police Department, Department of Emergency Management, U. S. Navy and U. S. Coast Guard in a large-scale active shooter drill on board the WSF *Kennewick* in May.



**Grant St Elementary Public Safety Fair:** In late May, our Public Education division joined with law enforcement, Airlift Northwest and a number of city and county departments to put on the a public safety fair at Grant Street Elementary School.

**Firewise:** An unusually warm and dry May also kicked off the beginning of a series of Firewise community public outreach presentations. Firewise communities are those who practice safe landscaping habits to minimize the impact of wildland fires. Presentations were held in Chimacum, Port Townsend and Quilcene to full crowds.



**Race to Alaska:** EJFR Marine 1-6 *Guardian* provided on-the-water safety support for the first ever Race to Alaska in June. This 750-mile non-motorized boat race from Port Townsend to Ketchikan featured a starting line-up of 53 vessels and inspired the imagination of endurance adventurers around the globe.



**Total Burn Ban:** Drought conditions brought on by below-average snowfall the previous winter combined with an unusually warm and dry summer season triggered a total burn ban throughout Jefferson County until Oct. 1. This sparked high telephone call volume in to EJFR headquarters with inquiries all summer.



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**Promotions:** Firefighter/EMTs Reece Chambers (L) and Justin Fletcher (R) were promoted to Lieutenant in July. Resident volunteer Scott Walker was promoted to career on July 1 and Resident Volunteer JB Fairbanks was promoted to career effective 1/1/2016.



**CNG Training:** In a sign of closer collaboration with the Port Townsend Paper Mill, EJFR was invited to participate in training around the transport and treatment of Compressed Natural Gas (CNG). The mill plans to begin using CNG in its operations in 2016.



**Jefferson County Fair:** EJFR's entry into the annual Jefferson County Fair garnered second place for best interactive display. Our junior firefighter obstacle course was supplemented by water and compressed air fire extinguishers at the end to create a fun and educational experience for younger fair-goers.

**Twitter:** We further expanded our social media presence in Sept. when we set up a Twitter account. The focus of this account is to Tweet active incidents which may impact the public in some way (i.e. traffic collisions which cause road closures). In less than six months, we gained about 150 followers, who collectively have more than 750,000 followers of their own.



**Fire Academy:** EJFR sent a total of four candidates through the state fire academy this year. Stevie Weaver graduated on July 12 and DeAndre Wesley, Alex Morris and Ryan Monroe all graduated in October. All received their Firefighter I and Hazardous Materials certifications.





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**Puppets Please:** EJFR's annual holiday extravaganza, Puppets Please, received a huge boost in attendance when several Chimacum Creek Primary School classes also sang Christmas carols that evening. A crowd of about 300 attendees laughed, shrieked and clapped to both shows.



**Tracer Receives Sheriff's Commission:** Assistant Chief Brian Tracer received a Commission as Fire Marshall from Jefferson County Sheriff David Stanko in a ceremony held on Dec. 4. The commission allows A/C Tracer greater enforcement authority in his role investigating fires, illegal burning complaints and conducting fire code inspections on behalf of EJFR and Jefferson County.







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### 2015 Major Incidents

- A fast-moving fire fueled by a great deal of material inside destroyed a 7,000 square foot barn in Chimacum on Jan 2.
- A dry-docked boat caught fire in Port of Port Townsend's Boat Haven on Feb. 7. The boat suffered moderate damage to its bow.
- A Quilcene man suffered burns to his hands when his VW Jetta burst into flames in the parking lot of Golden Ocean on Feb 22.
- On Mar. 26, a 71-year old Port Townsend man was flown to Harborview Medical Center after his motorized wheelchair was struck by a vehicle outside Fiesta Mexican Restaurant.
- The summer wildland fire season kicked off early with a large beach fire on the east shore of Discovery Bay near Aldrich Rd. on April 15. The fire was 1.7 acres in size.
- Cramped space and limited access hampered firefighters battling a basement fire in the 700 block of Taft St. on May 16.
- A driving lesson ended on a wet note when the student, instructor and their child ended up in the cold waters of Boat Haven marina on May 19. Fortunately, there were no injuries.
- An 80-year old Port Townsend woman was airlifted to Harborview with head injuries after a three-car accident on June 2.
- An unattended ashtray on a deck caused a structure fire in Port Townsend on June 17.
- Two telephone poles were sheared off at the base after a 75-year old man driving a Chevrolet Cavalier drifted off the road on June 30. The man was airlifted to the hospital with arm and possible internal injuries.
- Port Townsend police carried an elderly woman to safety after her garage caught fire in the 700 block of 41<sup>st</sup> St. on July 1.
- On July 11, a two-car head-on collision sent two adults and a child to Harborview Medical Center with injuries.
- A family of six averted disaster after their 32' trawler caught fire north of Point Wilson on July 27. EJFR firefighter arrived via fire boat *Guardian*, went below and extinguished the fire.
- A small plane suffered engine failure and crashed near the 17<sup>th</sup> hole of the Discovery Bay Golf Course on Sept. 28. Both occupants of the plane were airlifted with non-life threatening injuries.
- High wind tore the foresail of a small sail boat, requiring a water rescue north of Marrowstone Island on Oct. 9.
- One woman suffered fatal injuries in a two-car accident at Prospect Ave. and Airport Cutoff Rd. on Dec. 22.



## 2015 Annual Report

### Board of Commissioners



Rich Stapf  
Commissioner 1 (Chair)  
Term 2015



Zane Wyll  
Commissioner 2  
Term 2019



Dave Johnson  
Commissioner 3  
Term 2017

### City Council Members



Amy Howard



Catharine Robinson



Deborah Stinson

### Responsibilities

East Jefferson Fire Rescue was created by a contractual consolidation of the City of Port Townsend Fire department and Fire District No. 1 under an interlocal agreement in 2006. The agreement provides for management by a joint oversight board consisting of the elected Board of Commissioners from District 1 plus three members of the Port Townsend City Council.

The Board of Commissioners, in collaboration with the City oversight board members, 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 Administrative 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 and 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.



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Union Personnel (As of 12/31/14)		
Hire Date	Name	Position
09/1/1998	Aman, David	Firefighter EMT
10/1/2008	Bergen, Trevor	Firefighter Paramedic
10/1/2010	Carver, Ben	Firefighter EMT
12/1/2004	Chambers, Reece	Firefighter EMT
04/1/2003	Clouse, Justin	Lieutenant Paramedic
04/20/2009	Dean, Zach	Firefighter EMT
09/1/2008	Fletcher, Justin	Firefighter EMT
02/1/2007	Grimm, Steve	Lieutenant
08/1/1999	Kauzlarich, Chris	Lieutenant
05/1/2000	Kilgore, Curtis	Lieutenant Paramedic
11/1/2004	Kithcart, Mike	Firefighter EMT
04/1/2003	MacDonald, Jason	Lieutenant Paramedic
03/1/2011	Macrae, Stuart	Firefighter EMT
10/1/2010	Martin, Richard	Firefighter EMT
02/1/2003	Minker, Aaron	Firefighter Paramedic
01/1/2005	Neville, Sam	Firefighter Paramedic
03/1/2011	Porter, Ethan	Firefighter EMT
07/1/2008	Randall, Debbie	Firefighter Paramedic
08/16/2010	Ridgway, Tammy	Firefighter Paramedic
10/1/2008	Rogers, Gavin	Firefighter EMT
09/1/2008	Sanders, Curtis	Firefighter EMT
01/1/1990	Schumann, Rolf	Firefighter Paramedic
10/1/1998	Steele, Steve	Firefighter Paramedic
09/1/2008	Tesch, Carl	Firefighter EMT
08/16/2010	Tuttle, Greger	Firefighter Paramedic
11/30/2008	White, Caton	Firefighter EMT
07/1/2015	Walker, Scott	Firefighter EMT
03/1/2004	Woods, Jeff	Firefighter Paramedic
07/1/2009	Yelaca, Peter	Firefighter Paramedic

Administrative Personnel		
Hire Date	Name	Position
02/01/2010	Beezley, Bill	PIO/PES (Part Time)
02/01/2005	Krysinski, Ted	Deputy Chief Training Operations
03/09/2010	Sanders, Kindra	Office Clerk (Part Time)
08/26/2014	Stewart, Emily	Administrative Assistant
01/20/2014	Tracer, Brian	Assistant Chief Fire Prevention
05/16/2008	Pomeroy, Gordon	Fire Chief
09/08/2014	Ysseldyke-All, Terri	District Secretary



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Non Union Personnel		
Hire Date	Name	Position
02/01/2007	Bartholomew, Randy	Volunteer
7/21/2009	Coffeen, Michael	Volunteer
10/8/1979	Coulter, Bob	Company Officer, Volunteer
11/1/2011	Craig, Crystal	Volunteer
7/1/2009	Fairbanks, Jeffrey	Resident Volunteer
07/08/2013	Geelan, Matt	Resident Volunteer
7/24/2008	Hunt, William	Volunteer
7/12/2012	Kier, Wayne	Volunteer
7/1/2009	Mahan, Matthew	Volunteer
1/1/2000	McNerthney, Pat	Volunteer
08/19/2014	Morris, Alex	Resident Volunteer
7/17/2012	Pulido, Scott	Resident Volunteer
4/18/1996	Rodrigues, Colleen	Company Officer, Volunteer
1/22/2002	Short, Sandy	Volunteer
1/9/1996	Thomas, Brian	Volunteer
08/19/2014	Walker, Scott	Resident Volunteer
08/19/2014	Weaver, Stevie	Resident Volunteer
4/14/1992	Willestoft, Patricia	Company Officer, Volunteer



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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 2015 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 affected the District EMS tax collections.

2015 Fire and EMS Budget Overview			
Expenses (Budgeted)	\$6,279,707	Expenses (Actual)	\$6,492,516
Supplemental + 400,000	\$6,679,707		
Revenue (Budgeted)	\$6,111,819	Revenues (Actual)	\$6,381,422*
Beginning Fund Balance	\$3,006,435	Ending Fund Balance	\$2,328,997
<i>Figures exclude the District's general obligation bonds restricted to Capital Projects issued in 12/2010 and refinanced in 4/2013.</i>			

#### Additional Funds

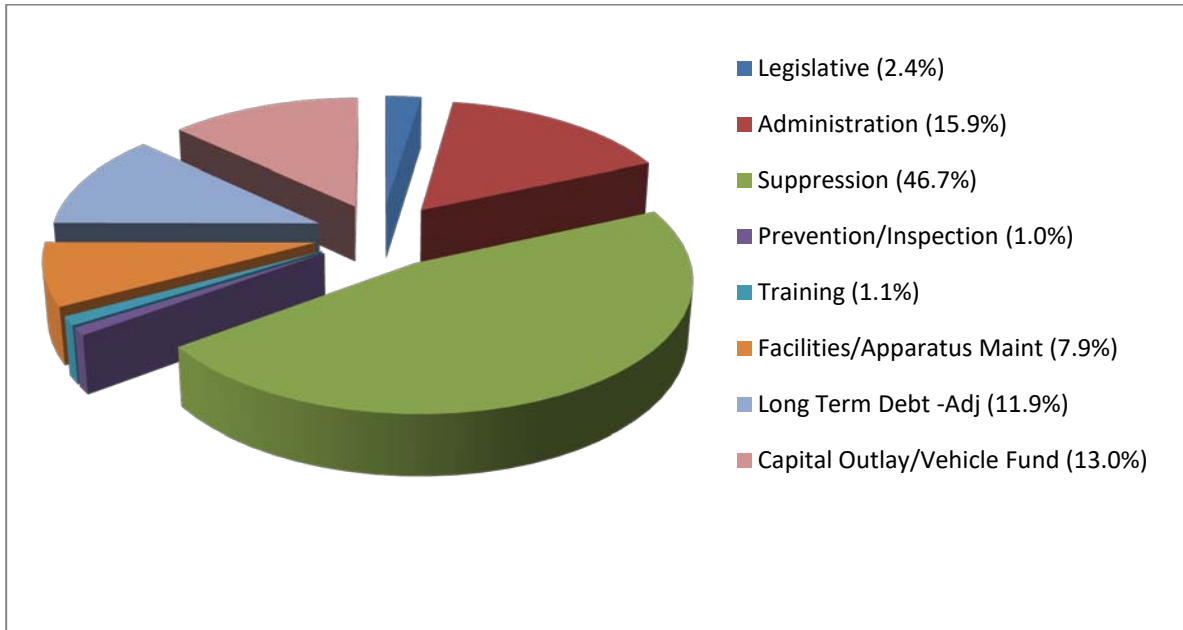
\*The District also has a Fire Apparatus/Equipment Replacement Fund. Currently \$130,000 is budgeted to be transferred to this account annually. The 2015 end of year balance is \$484,828. Goal is to increase the annual transfer of funds to assist in cost of new apparatus/equipment (new ladder trucks cost in excess of \$1 million and replacement of Self Contained Breathing Apparatus equipment will be in excess of \$500,000).

\*\*The District also has an EMS Apparatus Replacement Fund. Currently \$110,000 is budgeted to be transferred to this account annually. The 2015 end of year balance is \$239,289. Goal is to increase the annual transfer of funds to assist in cost of remounting and purchasing new ambulances. Ideally ambulances should be replaced every 5 years and the life expectancy of the boxes is 3 rotations or 15 years.



## 2015 Annual Report

### 2015 Fire Expense Summary



LEG	Legislative (2.4%)	\$ 92,987
ADMIN	Administration (15.9%)	\$ 607,323
SUPP	Suppression (46.7%)	\$ 1,777,482
PREV	Prevention/Inspection (1.0%)	\$ 37,420
TRAIN	Training (1.1%)	\$ 42,976
FAC	Facilities/Apparatus Maintenance (7.9%)	\$ 301,819
LTD	Long Term Debt -Adjusted (11.9%)	\$ 453,206
CAP	Capital Outlay/Vehicle Fund (13.0%)	\$ 497,018

The **Legislative Division** expenses (2.4%) 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 (15.9%) include personnel costs for the Chief, Deputy Chief, Assistant Chief, Administrative Assistant, 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 (46.7%) 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 (1.0%) include wages and benefits for the part-time Public Education Specialists/Public Information Officer, and public education materials. In 2012 the Investigation Division was reincarnated so we would no longer need the professional services from outside contracted Fire Code Official. During this first 2 years there have been major changes affecting the entire County. Fire Investigation and Arson Investigation teams have been formed and through agreements with both the City of Port Townsend and Jefferson County Fire Marshall duties have assigned to East Jefferson Fire Rescue. Olympic Region Clean Air Agency has turned over issuing land clearing permits to East Jefferson Fire Rescue who is then allowed to collect associated fees.

The **Training Division** expenses (1.1 %) 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 (7.9%) 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 100% of other miscellaneous fire vehicle repair expenses.

The **Long Term Debt** expenses (11.9%) include payment to the 2010 Long Term General Obligation (LTGO) Bond. Due to the drop in interest rates the 2010 LTGO Bond was refinanced in 2013 with the Fire District realizing an additional \$462,000 at no increase in costs. Also in 2013 the City of Port Townsend and East Jefferson Fire Rescue entered into an agreement for the lease/purchase of a 3<sup>rd</sup> new fire engine. The lease agreement is for 4 years and the City has agreed to cover the lease costs to fulfill their 2011 financial obligation to the District.

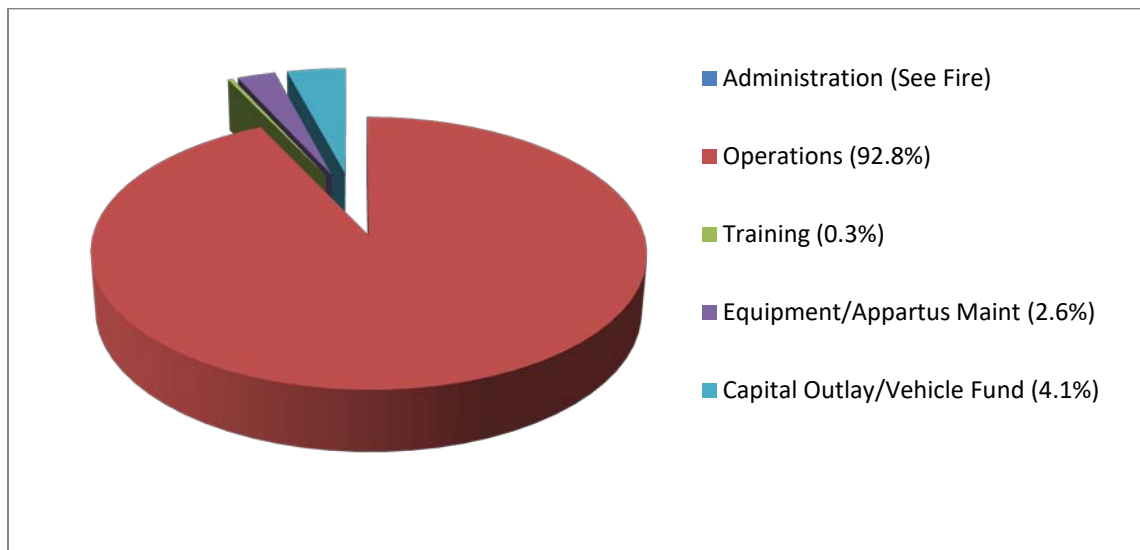
The **Capital Outlay** expenses (13.0%) include expenses for Training Tower construction and additional expenses for interior work for fire training scenarios, sharing a new fueling station with Jefferson Transit, purchase of the Guardian fireboat with 98% paid for by a grant, transfer of \$30,000 to new equipment replacement fund, and transfer of \$100,000 to Fire Vehicle Replacement fund.





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### 2015 EMS Expense Summary



ADMIN	Administration (See Fire)	\$ -
OPR	Operations (92.8%)	\$ 2,491,816
TRAIN	Training (0.3%)	\$ 9,047
EQ/APP	Equipment/Apparatus Maintenance (2.6%)	\$ 71,422
CAP	Capital Outlay/Vehicle Fund (4.1%)	\$ 110,000

The **Operations Division** expenses (92.8%) include 60% of wages and benefits of all career personnel, overtime, volunteer stipends, and volunteer resident program, 100% of paramedic student stipend, 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 (0.3%) include training supplies, conference 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 100% of other EMS vehicle repair expenses.

The **Capital Outlay** expenses (4.1%) transfer of \$110,000 to the EMS Vehicle Replacement Fund.



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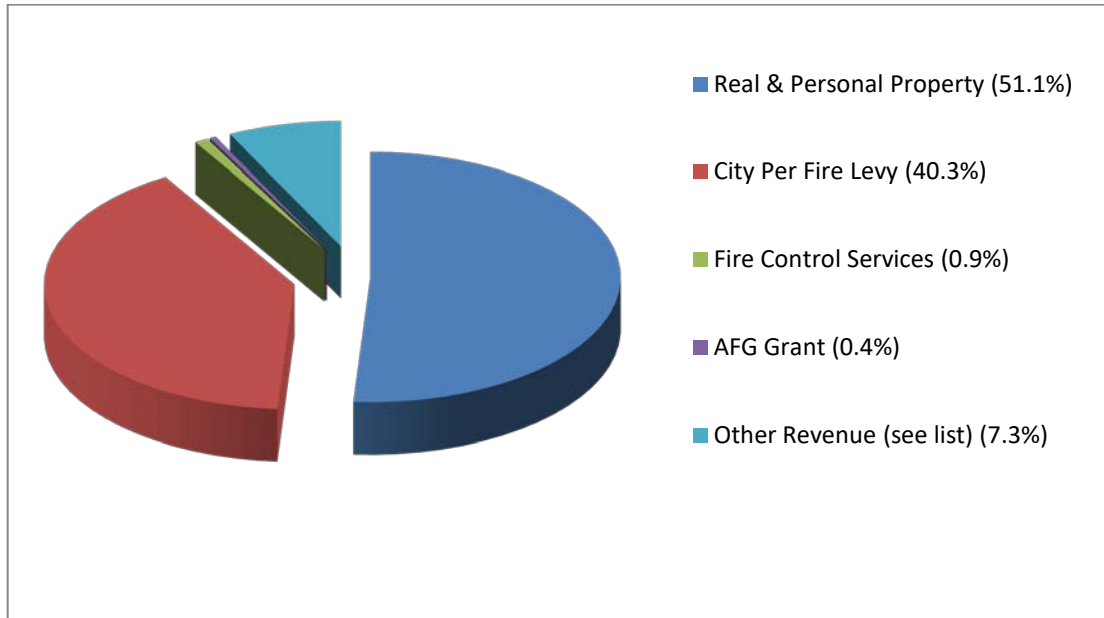
### **REVENUES**

Detailed revenue sources for 2015 are listed as part of the graphs included in this report. The decline in property values and reassessments are reflected in the 2015 revenues. Discussions with the City of Port Townsend for future annexation are continuing. With passage of the \$0.43/\$1,000 City tax increase dedicated to Fire, the City's payment for Fire services is at the same rate as District residents are paying.



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### 2015 Fire Revenue Summary

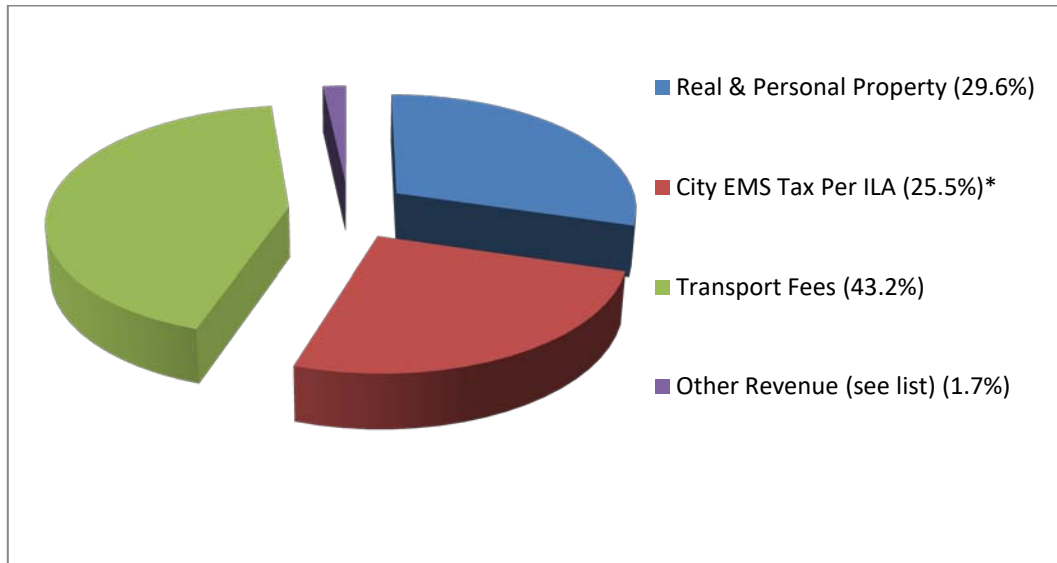


Taxes	Real & Personal Property (51.1%)	\$ 1,961,521
City	City Per Fire Levy (40.3%)	\$ 1,547,282
Serv	Fire Control Services (0.9%)	\$ 32,994
Grant	AFG Grant (0.4%)	\$ 16,752
Misc	Other Revenue (see list) (7.3%)	\$ 281,237
	Timber & Private Harvest Taxes	\$ 2,586
	Excise & Other Taxes	\$ 2,482
	City - 3rd Engine Lease	\$ 187,082
	Investment Interest	\$ 1,644
	Private Contributions	\$ 250
	Facilities Short/Long Term Rental	\$ 8,238
	Land Clearing Permits	\$ 3,800
	Other Miscellaneous Revenue	\$ 15,228
	Misc Rev -Reimbursements	\$ 22,884
	Comp for Loss of Capital Asset	\$ 37,043



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### 2015 EMS Revenue Summary



Taxes	Real & Personal Property (29.6%)	\$ 751,649
City	City EMS Tax Per ILA (25.5%)*	\$ 647,876
Amb	Transport Fees (43.2%)	\$ 1,097,536
Misc	Other Revenue (see list) (1.7%)	\$ 44,576
	<b>Other List</b>	
	Timber & Private Harvest Taxes	\$ 3,020
	DOH- Participation Grant	\$ 1,341
	EMS Contract PTPC	\$ 9,614
	Investment Interest	\$ 1,600
	Miscellaneous	\$ 251
	Private Contributions	\$ 2,305
	EMS Service Non Transport	\$ 2,550
	Misc Revenue Reimbursements	\$ 23,895

### AUDITS

Our most recent audit occurred in December 2014. The Washington State Auditor's Office completed an audit consisting of *Accountability for Public Resources and Legal Compliance* and *Financial Statements* for years 2012 and 2013. Final audit results released in December 2014 were, "We are pleased to report no findings or management letter items."

The District is currently on a two year audit cycle with the Washington State Auditor's Office who will be completing financial and accountability audits for 2014 and 2015 during the fall/winter of 2016. You may access audit information at <http://portal.sao.wa.gov/ReportSearch>



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### Community Services Division

#### Fire Prevention, Planning & Investigation

Assistant Chief Brian Tracer 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, Department personnel contact owners in advance to schedule initial inspections at a convenient time. In 2012, the Department began using an iPad application to electronically complete the inspection and immediately email the final report to the building occupant, saving time and money.



The Department also approaches 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.



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### 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 Fire 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 a variety of topics. He writes grant requests and the Department's Annual Report.

The Public Information Officer maintains the department website, [www.ejfr.org](http://www.ejfr.org), as well as an official EJFR Facebook page, Twitter account and the EJFR Emergency blog.

EJFR.ORG	twitter	facebook
<ul style="list-style-type: none"><li>• Press releases</li><li>• Informational articles</li><li>• Career opportunities</li><li>• Burn ban status</li></ul>	<ul style="list-style-type: none"><li>• Handle is EastJeffFirePIO</li><li>• Active incidents</li><li>• Public service messages</li></ul>	<ul style="list-style-type: none"><li>• Departmental news</li><li>• Public services messages</li><li>• EJFR family info</li></ul>

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.

	2014	2015
<b>Presentations</b>	35	38
<b>Press Releases</b>	41	42
<b>Meetings/Events</b>	41	41

The PIO is 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.





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### 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.

The Assistant Chief of Facilities and Support Services 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.

### Emergency Operations Division

The operations division, directed by Deputy Chief Krysinski, is tasked with agency readiness and response to emergent and non-emergent calls for service which range from basic medical assistance to complicated technical rescues. Fires that are simple in nature to complex wildland incidents are also supported by the fire department's operation section. Under Washington State statute and EJFR Fire Commissioner policy directive, the Fire Department provides fire protection and medical aid to residents and visitors within EJFR served communities. The role of the fire department is to provide a response force that is trained and equipped to mitigate incidents where life, property, and the environment are at risk for injury or damage due to man-made accidents and or natural disaster settings.





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The operations division tasked with maintaining a state of readiness for these types of events, works in conjunction with the training division to assure response criteria which are a component of Washington State Rating Bureau fire protection rating scale. The Operations division additionally supervises shift supervisors (Lieutenants) who manage the shift firefighters who provide the manpower supporting the agency missions of response and preparedness.

Programs directly under the supervision of the Operations division include:

- Staffing /equipment utilization
- CAD/ Record management systems
- Firefighter daily scheduling
- Wildland and interface fire suppression
- Marine fire suppression
- Technical rescue
- Firefighter on scene safety
- Communications, daily operational and emergency backup
- Resident firefighter program

### Training Division

The training division, supervised by the Operations Section Chief, 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 firefighting 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, wildland firefighter operations, marine firefighting, surface water rescue, and Incident Command operations and management.

The training division has developed education specialists in the following fields; EVIP (Emergency Vehicle Incident Prevention) consistent with Washington State Fire Chiefs program requirements, technical rescue rope, vehicle extrication, Heavy machinery extrication, Force



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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, CISM).

EJFR has adopted IFSAC (International Fire Service Accreditation Congress) certification status for our staff commencing with Firefighter 1. All EJFR career firefighters are certified at minimum Firefighter 1, Fire Instructor 1 and Washington State EMT. All of our supervising fire officers are certified at minimum Fire Officer 1 affording EJFR a WSRB fire rating reflective of certified fire officers and fire suppression personnel.

The training division continues to provide consistent training programs which address expected hazards within emergency responses. Along with the daily training requirements and monthly educational requirements, the training division delivers table top tactics affording all crews to learn, understand and reinforce nationally recognized tactics and incident scene management principals consistent with all-hazards responses dictated by the national all hazard response guideline.

### 2016 Goals and Objectives

#### Capital Funds

In 2016, departmental leaders plan to revisit methods of acquiring capital funding in support of several planned District improvements.

Station 1-2, located on Marrowstone Island, remains a target for refurbishment. Chief Pomeroy notes a commitment to upgrade the station—either at the existing location or at a future location to be determined.



Plans have been made to build a sheltering structure on the grounds of Station 1-5 to accommodate several apparatus which won't fit in the bay. Construction should begin later in 2016.



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### Apparatus Fleet

While significant progress has been made in updating our aging fleet of apparatus, there is still work to be done. Working within the limitations of the budget we continue to maintain and replace our fleet in an effort to stay proficient and cost effective, while meeting the intent and requirements of all national and state safety standards and guidelines.



The refurbished air truck is in its final stages of completion. When completed, the current air truck will be sold.

Slated for replacement is a 2000 Ford E series ambulance chassis and box also a 2002 Ford E series ambulance chassis with a modernized and refurbishing of the current box.

### Training

Firefighter and Fire Officer development is an ongoing program that addresses current ideologies and concepts in fire suppression, human resource management, and fiscal management. The on-going goal for training is to provide education and training which provides EJFR employees with the most current methodologies, providing for proficient and efficient service delivery.



Utilization of real time drill situations, table top incident simulations, and multi-agency exercises allow for the firefighters and Fire Officers to prepare and practice skills needed to address the multitude of problems posed by the emergent and non-emergent calls associated to serving the public in 911 calls for service.

Training requires more than just attendance, the fact that the world is ever changing i.e. electric vehicles, forces the fire department to be ahead of the curve in knowledge and application of technologies when faced with an automobile accident involving an electric car. Be it noted that the voltage in an electric car is significant to the high voltage lines servicing any small city in America and "just responding" without training or education can lead to severe injuries for the patients served and or the responders who are tasked with the lifesaving responsibility.

The stereotype of waiting for the call has long since been replaced with readiness is continued training and education. Firefighters and Fire Officers have to be smarter, stronger and healthier. Training with EJFR is an everyday component to efficiency and proficiency. The training division is committed to this cause via training opportunities in fixed and acquired structure training for live fire scenarios, simulation and practical training at the station 15



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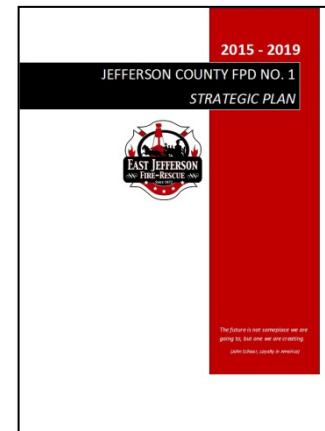
training facility and lastly with mutual aid partners in Clallam, Kitsap, Island and Jefferson Counties.

### Five Year Strategic Plan

#### 2015-2019 Strategic Plan

In early 2015, Department personnel began work on the 2015-2019 Strategic Plan. This is the second consecutive strategic plan, coming on the heels of the original one created in 2010. We're pleased to report that the majority of goals outlined in our original plan were accomplished.

This plan will constitute a blueprint for the future of our organization, providing us with long-term goals and objectives and providing values criteria from which we can base important organizational decisions.





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2015 EJFR Organizational Chart

