



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.



2017 Annual Report

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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

2017 at a Glance

Service Area: 68 square miles*

Population Served: 21,206**

Operating Cost: \$6,924,254

Fire Insurance Rating: 5

Total Alarms: 4,799

Avg. Response Time: 7:29

Administrative Employees: 3.1

Response Employees: 30

Volunteer/Resident Volunteers: 18

Tender Operator Volunteers: 1

* Jefferson County Central Services GIS

**Total includes JCFPD 1 population (11,706) and City of Port Townsend population (9,500)



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2017 Major Developments

New air truck added to fleet: In late January, a new air truck joined the EJFR fleet. By repurposing an old ambulance to construct the air truck, the District realized an estimated savings of \$175,000.

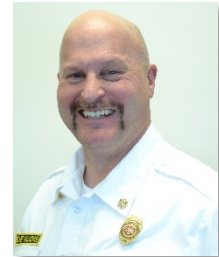


Chief receives award: Fire Chief Gordon Pomeroy received the 2017 Outstanding Contribution to Rural Health award from the Washington Rural Health Association on Feb. 28 for his part in instituting the ST Elevation Myocardial Infarction (STEMI) program.

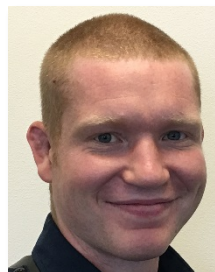


Area firefighters honored at National Fire Academy: Two area firefighters, Luther F. (Slim) Statom and Maurice R. Bradley, who fell in the line of duty over 50 years ago were recently given recognition at the National Fire Academy (NFA) in Emmitsburg, Maryland, thanks to the efforts of EJFR volunteer Sandy Short and members of Firefighter's Union Local 2032.

New Fire Chief Welcomed: Jim Walkowski, a 32-year veteran of the fire service, became Fire Chief of EJFR on December 18. Prior to joining EJFR, Chief Walkowski was most recently Assistant Chief of Emergency Services at Spokane Fire District #9.



Caton White and Stevie Weaver go to school: FF/EMTs Stevie Weaver and Caton White were selected to attend the Medic One paramedic training school in September. Their training will be completed in August, 2018.





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2017 Major Incidents

- A Port Hadlock house suffered significant damage after fire broke out in its attic in Jan. There were no injuries.
- On Jan 26, two people were flown to Harborview in critical condition after a minivan vs. full-sized work van head-on collision near milepost 1 of S.R. 20.
- EJFR provided mutual aid to District #3 in Feb. when a Jefferson Propane truck carrying 2,500 gallons of propane overturned on Teal Lake Rd. The vehicle suffered a crack on a pipe exiting the tank and propane was allowed to leak out over a half day while firefighters set a safety perimeter.
- Also in Feb., a 67-year old Port Townsend woman was airlifted to Harborview Medical Center in critical condition after a head-on collision with a dump truck on Hastings Ave. The driver of the dump truck was shaken up but uninjured.
- Another traffic collision in April sent two women to Harborview Medical Center. The two women were in a Dodge Durango that left Four Corners Rd., hit a driveway berm and became airborne before striking a tree.
- One man died from smoke inhalation in a house fire on Cook Ave. Extension in April. His brother, also an occupant of the home, was uninjured. The house was destroyed by the fire.
- A recreational vehicle permanently occupied by one woman in Glen Cove caught fire and was destroyed in early May. The woman was not home at the time.
- A 28-year old Port Townsend man was flown to Harborview with serious injuries after he fled a traffic stop and crashed his motorcycle into trees on Hastings Avenue West.
- Two residents of a yurt on Egg & I Ridge Rd. were left homeless after a heat lamp left on for baby ducks caught the yurt on fire.
- In June, an auto repair and sales shop on Cape George Rd. was destroyed by fire after an employee spilled gasoline and insufficiently ventilated the building before lighting a cigarette.
- Two people suffered serious injuries after the driver of a Honda fell asleep and it left Center Rd., traveled down a steep embankment and rolled several times.
- It took more than 10,000 gallons of water to put out a large barn fire on Marrowstone Island in late June. The building was destroyed.
- A house in the 200 block of Hancock St. in Port Townsend was destroyed by fire on July 1. The single occupant of the house barely escaped without injury.
- In August, one man was killed and a woman injured in a single motorcycle accident on Center Rd. The motorcycle had just crested a hill when a turkey vulture flew into its path, striking the driver in the head.



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- An abandoned RV near the Chimacum schools bus barn was destroyed when a man hired to smoke out yellow jackets lit a fire inside and failed to completely extinguish it. The fire later re-ignited.
- A family of five was left homeless after the house they were renting in the Kala Point community caught fire and burned in September. There were no injuries.
- EJFR provided mutual aid to a Port Ludlow traffic collision in Sept. after a Honda vs semi-truck collision on Highway 104. The driver of the Honda was flown to Harborview with serious injuries.
- Another house in Kala Point suffered heavy damage after it caught fire in early Oct. The single occupant of the house suffered minor smoke inhalation injuries.
- Two pets were killed in a house fire on Chimacum Creek Dr. in Oct. The renters of the house were not home at the time of the fire. An investigation determined that the fire was caused by improper disposal of ashes from a wood-burning stove.
- Also in Oct., a duplex in Uptown Port Townsend suffered extensive damage after tenants knocked over a burning candle.
- A double-wide manufactured house in the 300 block of Fredericks St. was destroyed by fire in Oct. after food was left unattended on a stove.
- A local man escaped serious injury when his small plane crashed shortly after takeoff on Oct. 30. The plane narrowly missed the San Juan Tacqueria restaurant at Prospect Ave. and S.R. 19.
- In Dec. a single-story Port Hadlock-area home was destroyed by fire after the occupant of the home attempted to start a fire in his wood-burning stove by throwing in a mixture of diesel fuel and motor oil. The mixture quickly ignited and spilled out of the stove into the house.



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Board of Commissioners



Rich Stapf
Commissioner 1 (Chair)
Term 2021



Zane Wyll
Commissioner 2
Term 2019



Dave Johnson
Commissioner 3
Term 2023

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.



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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 12/31/16)		
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
01/01/2016	Fairbanks, JB	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
08/19/2014	Morris, Alex	Firefighter EMT
01/1/2005	Neville, Sam	Firefighter Paramedic
03/1/2011	Porter, Ethan	Firefighter EMT
7/17/2012	Pulido, Scott	Firefighter EMT
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
11/30/2008	White, Caton	Firefighter EMT
07/1/2015	Walker, Scott	Firefighter EMT
08/19/2014	Weaver, Stevie	Firefighter EMT
03/1/2004	Woods, Jeff	Firefighter Paramedic
07/1/2009	Yelaca, Peter	Firefighter Paramedic

Non Union Personnel		
Hire Date	Name	Position
02/20/2007	Bartholomew, Randy	Volunteer Firefighter/EMT
08/04/2016	Betteley, Thomas	Volunteer Firefighter/EMT
08/04/2026	Caldwell, Katherine	Volunteer EMT
10/8/1979	Coulter, Bob	Company Officer, Volunteer
08/04/2016	Dalrymple, Andy	Resident Volunteer Firefighter
08/07/2017	Grimm, Bob	Resident Volunteer Firefighter



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08/04/2016	Hoffman, Josef	Resident Volunteer Firefighter
01/04/2017	Lee, Curtis	Volunteer EMT
06/06/2011	Louthan, Kyle	Volunteer Firefighter EMT
7/12/2012	Kier, Wayne	Volunteer
08/04/2016	Kinney, Jacob	Resident Volunteer Firefighter
1/1/2000	McNerthney, Pat	Volunteer EMT
08/04/2016	Ralls, Jacob	Resident Volunteer Firefighter
4/18/1996	Rodrigues, Colleen	Company Officer, Volunteer
08/04/2016	Rodrigues, Joseph	Volunteer Firefighter EMT
1/22/2002	Short, Sandy	Volunteer EMT
05/18/2016	Stewart, Emily	Volunteer EMT
08/04/2016	Stewart, Matt	Volunteer EMT
4/14/1992	Willestoft, Patricia	Company Officer, Volunteer
08/04/2016	Williams, Patrick	Resident Volunteer Firefighter

Administrative Personnel		
Hire Date	Name	Position
01/16/2010	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
12/18/2017	Walkowski, James	Fire Chief
09/08/2014	Ysseldyke-All, Terri	District Secretary



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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 2016 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.

2017 Fire and EMS Budget Overview			
Expenses (Budgeted)	\$6,878,454	Expenses (Actual)	\$7,167,440
Revenue (Budgeted)	\$6,426,099	Revenues (Actual)	\$7,559,101*
Beginning Fund Balance	\$3,789,843	Ending Fund Balance	\$4,184,228
<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

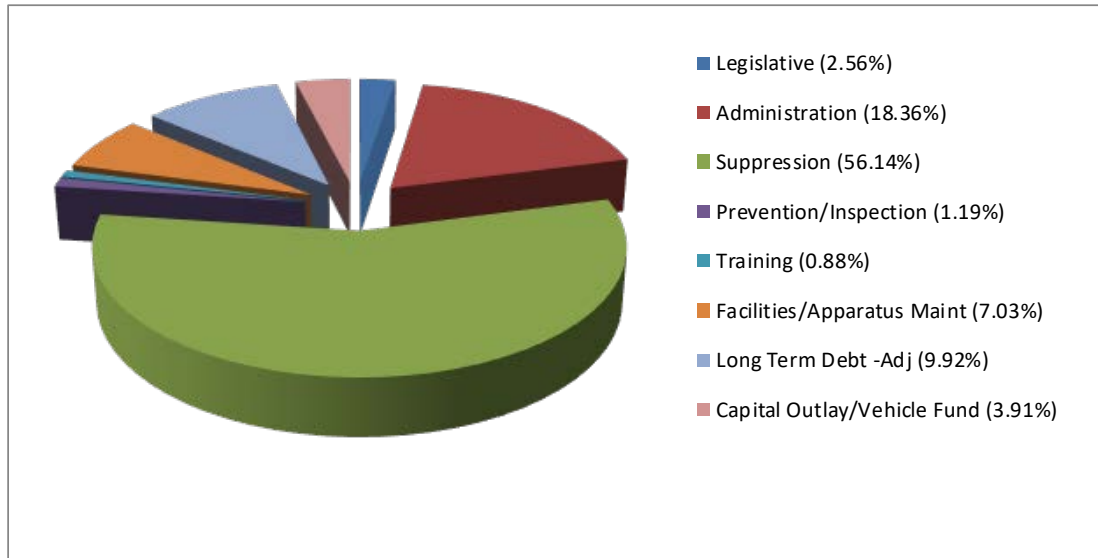
*The District also has a Fire Apparatus/Equipment Replacement Fund. Currently \$140,000 is budgeted to be transferred to this account annually. The 2017 end of year balance is \$302,162. The goal is to increase the annual transfer of funds to assist in cost of new apparatus/equipment (new ladder trucks cost in excess of \$1 million).

**The District also has an EMS Apparatus Replacement Fund. Currently \$60,000 is budgeted to be transferred to this account annually. The 2017 end of year balance was \$1,140. The goal is to increase the annual transfer of funds to assist in cost of remounting and purchasing new ambulances. In 2017, four ambulances were purchased with proceeds of a \$500,000 Long-Term General Obligation bond. Ideally ambulances should be replaced every 5 years and the life expectancy of the boxes is 3 rotations or 15 years.



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2017 Fire Expense Summary



LEG	Legislative (2.56%)	\$ 91,857
ADMIN	Administration (18.36%)	\$ 657,823
SUPP	Suppression (56.14%)	\$ 2,011,220
PREV	Prevention/Inspection (1.19%)	\$ 42,594
TRAIN	Training (0.88%)	\$ 31,484
FAC	Facilities/Apparatus Maint (7.03%)	\$ 251,764
LTD	Long Term Debt -Adj (9.92%)	\$ 355,525
CAP	Capital Outlay/Vehicle Fund (3.91%)	\$ 140,105

The **Legislative Division** expenses (2.56%) 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 (18.36%) 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.

The **Suppression Division** expenses (56.14%) 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.



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The **Prevention/Investigation Division** expenses (1.19%) 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 (.88%) 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 (7.03%) 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.

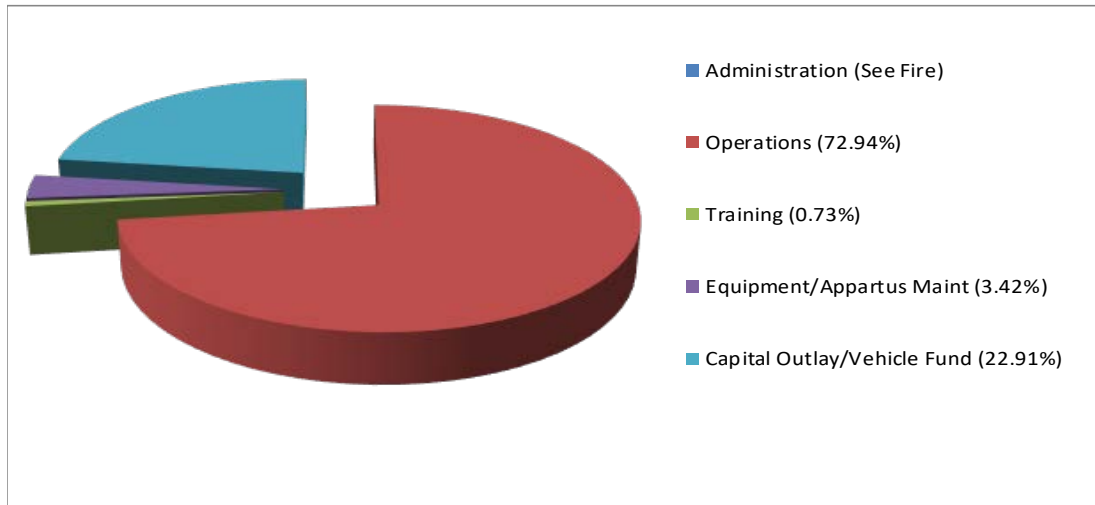
The **Long Term Debt** expenses (9.92%) include payment to the 2010 Long Term General Obligation (LTGO) Bond. Due to the drop in interest rates the 2010 LTGO Bond was refinanced in 2013 with the Fire District realizing an additional \$462,000 at no increase in costs. Also in 2013 the City of Port Townsend and East Jefferson Fire Rescue entered into an agreement for the lease/purchase of a 3rd 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 (3.91%) include the transfer of \$40,000 to new equipment replacement fund, and transfer of \$100,000 to Fire Vehicle Replacement fund.



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2017 EMS Expense Summary



ADMIN	Administration (See Fire)	\$	-
OPR	Operations (72.94%)	\$	2,615,118
TRAIN	Training (0.73%)	\$	26,241
EQ/APP	Equipment/Apparatus Maint (3.42%)	\$	122,508
CAP	Capital Outlay/Vehicle Fund (22.91%)	\$	821,201

The **Operations Division** expenses (72.94%) 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 (0.73%) include training supplies, conference travel expenses, paramedic student training expenses, on-line EMS training as required to maintain certification.

The **Equipment/Apparatus Division** expenses (3.42%) include contracted equipment repair and maintenance, 40% vehicle repair and maintenance contract, and 100% of other EMS vehicle repair expenses.

The **Capital Outlay** expenses (22.91%) include a transfer of \$60,000 to the EMS Vehicle Replacement Fund for 2017 and the purchase of four ambulances with proceeds of a \$500,000 Long-Term General Obligation bond.

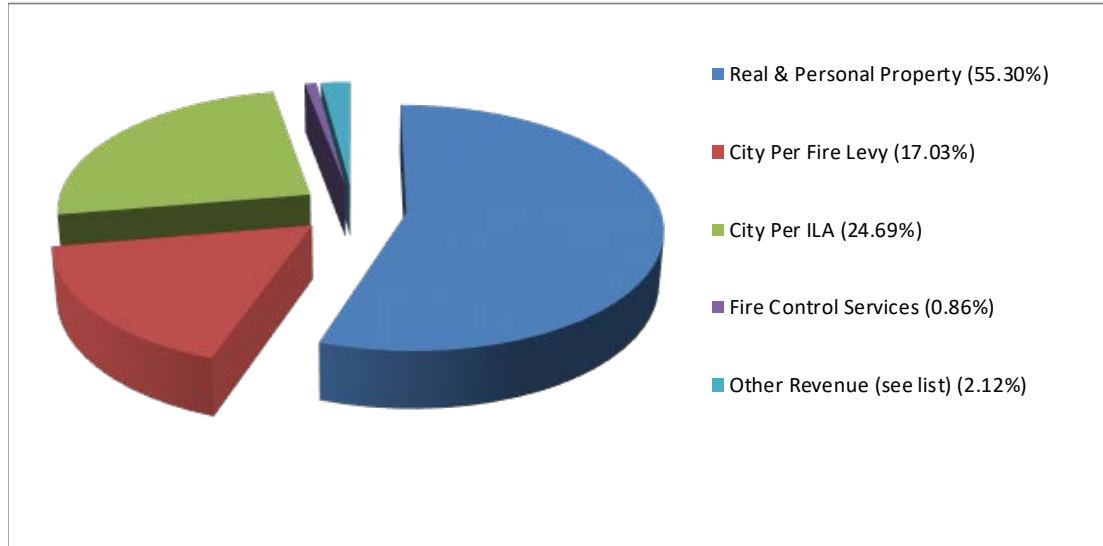
REVENUES

Detailed revenue sources for 2017 are listed as part of the graphs included in this report. The slow recovery in property values and reassessments are reflected in the 2017 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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2017 Fire Revenue Summary

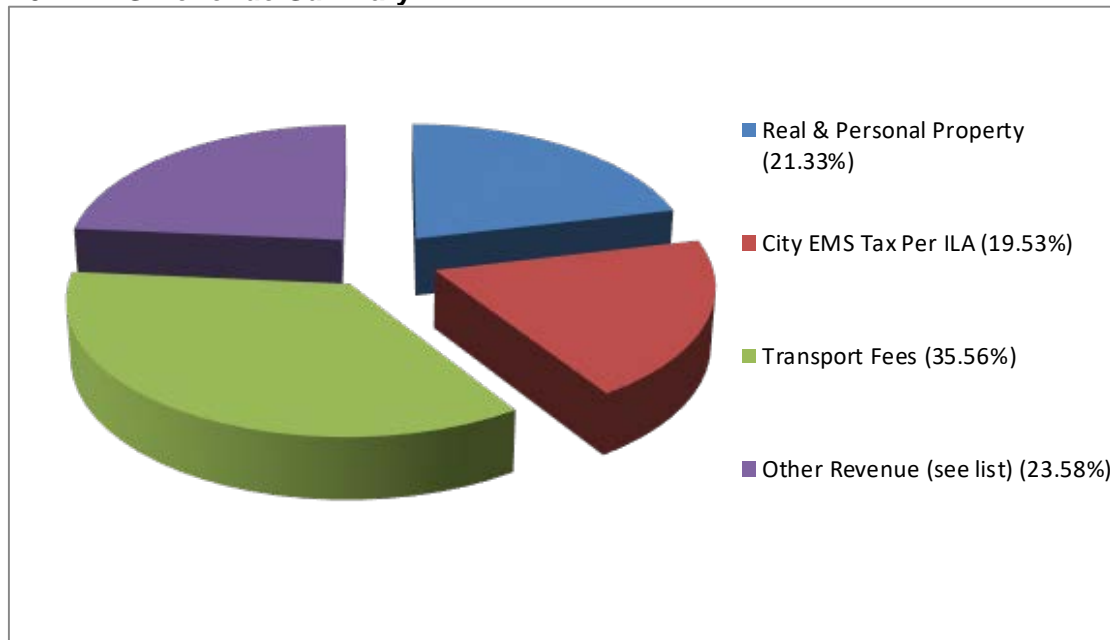


Taxes	Real & Personal Property (55.30%)	\$ 2,115,758
City	City Per Fire Levy (17.03%)	\$ 651,608
City	City Per ILA (24.69%)	\$ 944,564
Serv	Fire Control Services (0.86%)	\$ 32,915
Misc	Other Revenue (see list) (2.12%)	\$ 81,231
	Other List	
	Timber & Private Harvest Taxes	\$ 2,457
	Excise & Other Taxes	\$ 501
	Investment Interest	\$ 19,454
	Private Contributions	\$ 200
	Facilities Short/Long Term Rental	\$ 16,389
	Land Clearing Permits	\$ 3,700
	Other Miscellaneous Revenue	\$ 3,898
	Sale Surplus Equipment	\$ 13,917
	Fire ER Services - Other	\$ 314
	Prior Year Refunds	\$ 184
	Current Year Refund	\$ 9,657
	Comp for Loss of Capital Asset	\$ 1,651
	Inter Gov Fire Emergency Service	\$ 807
	Timber Sales DNR Other	\$ 603
	Transfer in from Apparatus Fund	\$ 7,500



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2017 EMS Revenue Summary



Taxes	Real & Personal Property (21.33%)	\$ 796,421
City	City EMS Tax Per ILA (19.53%)	\$ 728,959
Amb	Transport Fees (35.56%)	\$ 1,327,551
Misc	Other Revenue (see list) (23.58%)	\$ 880,093
	Other List	
	Timber & Private Harvest Taxes	\$ 928
	DOH- Participation Grant	\$ 1,270
	Timber Excise Tax	\$ 1,669
	MOU JGH	\$ 83,823
	EMS Service Non Transport	\$ 4,275
	Investment Interest	\$ 8,413
	Miscellaneous	\$ 6,106
	Private Contributions	\$ 2,235
	Other Non Revenue	\$ 120
	Current Year Refund	\$ 7,711
	Timber Sales Other Financing	\$ 227
	Transfer In From Apparatus Fund	\$ 763,315

AUDITS

Our most recent audit occurred in February 2017. The Washington State Auditor's Office completed an audit consisting of *Accountability for Public Resources and Legal Compliance* and *Financial Statements* for years 2014 and 2015. Final audit results released in March 2017 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 2016 and 2017 during the fall/winter of 2018. 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, District 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.

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, as well as an official EJFR Facebook page, Twitter account and the EJFR Emergency blog.



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EJFR.ORG

- Press releases
- Informational articles
- Career opportunities
- Burn ban status



- Handle is @EastJeffFirePIO
- Active incidents
- Public service messages

facebook

- Departmental news
- Public services messages
- EJFR family info

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.

	2017
Presentations	30
Press Releases	34
Meetings/Events	29

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





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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.

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.



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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 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.

2018 Goals and Objectives

Annexation

Annexation efforts between the District and City of Port Townsend continue to progress as both entities accomplish the necessary enabling objectives required to bring the matter before the electorate. It's expected that a vote will be taken to the citizens of the City and District in early 2019.

Future Funding and Planning Initiatives

In 2018, District leaders will conduct a series of workshops to address future funding and planning. Planning processes will include human resources and succession (current/future volunteer, career, and administrative), level of service and strategic planning development, financial philosophy and funding methodology, future fleet acquisitions and facility improvements.





Volunteer Recruitment and Retention

A focused and deliberate effort is underway to identify and explore barriers to recruitment and retention of volunteer personnel. The District desires to have a robust cadre of volunteer personnel to serve our community in a variety of capacities.

Recruitment and retention of volunteer personnel has grown increasingly difficult due to lack of availability (time commitment), age, family-related demands, and lack of interest. In order to address the identified challenges specific to recruitment, the District intends to conduct the following:

- Increase awareness of volunteer firefighting among target audiences
- Undertake local public relations that promote a positive and realistic image of volunteer firefighting and non-traditional fire service volunteerism
- Increase the number of volunteer training academies and emergency medical training classes
- Increase retention through initiatives that ensure current and future volunteers continue to feel valued and supported by the District

Annual Compliance Reporting

Revised Code of Washington 52.33 requires fire departments across Washington State to issue an annual compliance report regarding their capability to respond to an emergency 911 call for service. A fire department's ability to respond to an emergency call within a pre-determined time period is commonly referred to as a "performance measure". Furthermore, it requires the evaluation of Board-adopted levels of service, deployment (emergency response) delivery methods, and response time objectives on an annual basis. The evaluations are based on data relating to the levels of service, deployment, and the achievement of each response time objective.

Performance measurement in the fire service is important for several reasons. Historically, the fire service in general has only been able to report an average response time to all emergencies, which is not an accurate depiction of service levels received. Specifically for the District, the arrival of personnel with advanced life support (paramedic) capability before the onset of brain death, and the arrival of adequate fire suppression resources before flash-over are critical periods during the mitigation of an emergency. For these reasons, performance measures (comparable to that of industry standards) evaluate the organization's deployment of fire suppression operations, emergency medical operations, and special operations.

Once developed and adopted in 2018, the District plans to utilize the performance measurement outcomes to gain insight into, and make judgments about, the effectiveness and efficiency of our emergency response, programs, processes, and personnel. Information collected about the



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program can be used to evaluate program outcome performance for customers and how well the programs are meeting the expectations of the District and the community. Ultimately, the reporting process will provide our citizens with a way to measure and review the performance and capabilities of their fire and emergency medical services.

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 our 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.



In 2017, we significantly updated our ambulance fleet with the addition of four new rigs, two on June 15th and two on November 15th:

1. 2017 Ford F-450 4x4 Ambulance M16
2. 2017 Ford F-450 4x4 Ambulance A11
3. 2017 Ford E-450 Ambulance M11
4. 2017 Ford E-450 Ambulance A16

Training

Firefighter and Fire Officer development is an ongoing initiative which addresses current ideologies and concepts in fire suppression, human resource management and fiscal management. The ongoing 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 drills, table top incident simulations, and multi-agency exercises allow firefighters and Fire Officers to prepare and practice skills needed to address a wide variety of emergencies.

Training requires more than just attendance; the fact that the world is ever changing (i.e. electric vehicles), forces the fire department to keep abreast of technologies when faced with an automobile accident involving an electric car. For example, the voltage in an electric car is similar to



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that in high voltage lines servicing any small city in America and "just responding" without training or education has the potential to 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 increased readiness through continued training and education. Firefighters and Fire Officers have to be smarter, stronger and healthier. Training with EJFR is an everyday component of 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 1-5 training facility and lastly with mutual aid partners in Clallam, Kitsap, Island and Jefferson Counties.



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2017 EJFR Organizational Chart

