



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



Regular Board of Fire Commissioners Meeting April 18, 2023

Station 91

6:30 PM

Agenda



This meeting will be held in hybrid format, in-person and using Zoom video conferencing. The link and telephone dial-in number are provided below:

Video Conferencing Link: <https://us02web.zoom.us/j/89974687280>

Dial-In Telephone Number: (253) 215-8782

Meeting ID 899 7468 7280 and Passcode 234135

This meeting is being recorded, please silence or turn off your personal cell phones, pagers, etc.

Call to Order

Flag Salute

Agenda Adjustments

Consent Agenda

- Approval of April 04, 2023 Regular Board Meeting Minutes
- Approval of April 04, 2023 Local BVFF&RO Meeting Minutes
- Approval of April 05, 2023 Strategic Planning Meeting
- Approval of Financial Transactions
- Excuse Absent Commissioner(s):

Public Input

Correspondence

Invitation from WFCA

Staff Reports

1. Chief Hartin
2. Assistant Chief Jacobs
3. Volunteer Firefighters Association
4. Safety Committee

Fire District Business

1. Adopt Mission, Vision and Values
2. Firefighter hiring process
3. Introduction of new volunteers

Committee Meetings:

1. Communication with Neighboring Elected Officials
 - City of Camas, July 25, 2023 2:00 PM at City Hall
 - City of Washougal, TBA
2. Risk Group, Held on April 12, 2023. Next meeting TBA.
3. Revenue Exploratory Committee, TBA
4. East County Ambulance Advisory Board (ECAAB), TBA
5. Safety Meeting May 23, 2023 7:30 PM at Station 91

Commissioner Comments

Public Comment

Local Board for Volunteer Firefighters and Reserve Officers

Upcoming Meetings

- Review of the district's monthly event calendar
- Strategic planning workshop May 03, 2023 Station 91 at 3:00 pm - hybrid format.
- Regular Board Meeting will be held May 02, 2023 Station 91 at 6:30 pm - hybrid format.

Executive Session

Adjournment



East County Fire and Rescue

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Board of Fire Commissioners Consent Agenda

April 18, 2023

1. Approval of minutes:
 - April 04, 2023 Regular Board Meeting
 - April 04, 2023 Local BVFF Meeting
 - April 05, 2023 Strategic Planning Meeting
2. Invoices in the amount of, \$64,790.49 check numbers 14632-14660 dated April 11, 2023.
3. Approved commissioner stipends for the period of April 1 through April 15 with an April 25th pay date.

Name	Regular Meeting	Committee Meeting	Special Meeting	Education	Other	Total
Hofmaster	1	0	1	1	0	3
Martin	1	0	1	1	0	3
Petty	1	0	1	0	0	2
Seeds	1	1	1	1	0	4
Taggart	1	0	1	1	0	3

4. Voided/Destroyed Claims/Payroll Warrants
5. Payroll/Benefits/EFT's in the amount of \$67,136.77 (Payroll)

Martha Martin, Chairperson

Michael Taggart, Vice Chair

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Joshua Seeds, Commissioner



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Regular Board of Fire Commissioners Meeting

April 04, 2023

Station 91

6:30 PM

Draft Minutes

Attendance

Martha Martin

Mike Taggart

Joshua Seeds

Sherry Petty

Steve Hofmaster

Ed Hartin

Robert Jacobs

Zach Allen

Debbie Macias

Station 94 Duty Crew

Ryan Grable

Call to Order

This meeting was conducted in hybrid in-person/video conference format.

Chairperson Martha Martin called the meeting to order at 18:30 via Hybrid Meeting. Commissioner Martin led the flag salute.

Agenda Adjustments

None

Consent Agenda

- Approval of March 21, 2023 Regular Board Meeting Minutes.
- Approval of March 21, 2023 Local BVFF&RO Meeting Minutes.
- Approval of Financial Transactions.
- Excuse Absent Commissioner(s):

Motion by Commissioner Taggart to approve the consent agenda after revising minutes to reflect Commissioner Seeds not in attendance, **seconded by Commissioner Petty. Motion passed unanimously.**

Public Input

No Comments

Correspondence

None

Staff Reports

1. Chief Hartin read his report; a copy is in the meeting packet.
2. Assistant Chief Jacobs gave his report; a copy is in the meeting packet.
3. Assistant Chief Jacobs reported that the volunteer firefighter's association had nothing new to report.
4. Assistant Chief Jacobs reported that the safety committee reported that there were no accidents/incidents since the last board meeting. Copy of the minutes from the last safety meeting are in this packet. The next safety committee meeting will be on May 23, 2023 at 7:30 pm at Station 91.

Fire District Business

1. Chief Hartin asked for the board approval to accept the new ESO contract for emergency reporting. **Motion by Commissioner Seeds to approve ESO contract seconded by Commissioner Hofmaster. Motion passed unanimously**
2. Resolution #316-04042023 Surplus Equipment (Multiple items – See attachment A). **Motion by Commissioner Seeds to approve Resolution #316-04042023 to Surplus Equipment per attachment A. Seconded by Commissioner Petty. Motion passed unanimously.**

Committee Meetings

1. Communication with neighboring elected officials
 - City of Camas, July 25, 2023 2:00 PM at City Hall
 - City of Washougal, TBA
2. Risk Group, April 12, 2023 at 8:00 AM via Zoom
3. Safety Meeting, May 23, 2023 at 7:30 PM at Station 91.
4. Revenue Exploratory Committee, TBA
5. East County Ambulance Advisory Board (ECAAB), TBA

Commissioners Comments

1. Commissioner Seeds shared that the (International Association of Fire Fighters (IAFF) is suing the National Fire Protection Association (NFPA) regarding PFAS in protective clothing.
2. Commissioner Seeds wanted to let everyone know who has student loans out to look into the Public Service Loan Forgiveness program. He has and says it is worth the look to try to get loans forgiven if you have them. Discussion ensued.
3. Commissioner Hofmaster agreed with Chief Hartin regarding all members being treated equally as far as how uniforms are distributed. Discussion ensued.

4. Commissioner Martin gave kudos about new Website. She also wants to make sure all the turnouts are being swapped out for safer ones. Commissioner Martin asked Debbie Macias if anyone else besides her have shown interest in going to the WFCM Conference this year. Debbie replied that only Commissioner Martin answered email at that point Commissioner Taggart and Commissioner Hofmaster have said they would like to go.

Public Input

None

Local Board for Volunteer Firefighters and Reserve Officers

No new business

Upcoming Meetings

- Review of the district's monthly event calendar
- Strategic planning workshop April 05, 2023 Station 91 at 3:00 pm
- Regular board meeting will be held April 18, 2023 Station 91 at 6:30 pm.

Both the regular board meeting and strategic planning workshop will be in hybrid format permitting in-person or video conference participation. The link for video conference participation is provided on the district's website (www.ecfr.us).

Adjournment

Motion by Commissioner Taggart to adjourn at 19:48, seconded by Commissioner Hofmaster. Motion passed unanimously.

Martha Martin, Chairperson

Michael Taggart, Vice Chair

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Joshua Seeds, Commissioner

Attest

Debbie Macias, District Secretary



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Local Board for Volunteer Fire Fighters & Reserve Officers Meeting April 04, 2023

Station 91
Draft Minutes

Attendance

Martha Martin

Mike Taggart

Joshua Seeds

Sherry Petty

Steve Hofmaster

Ed Hartin

Robert Jacobs

Zach Allen

Debbie Macias

Station 94 Duty Crew

Ryan Grable

Call to Order

This meeting was conducted in hybrid in-person/video conference format.

Chairperson Martha Martin called the meeting to order at 19:44 via Hybrid Meeting.

Business

No new business

Adjournment

The local board adjourned at 19:54.

Martha Martin, Chairperson
Commissioner Joshua Seeds, Alternate

Tad Crum, Firefighters Association Liaison

Robert Jacobs, Assistant Chief
Ed Hartin, Chief (Alternate)

Michael Taggart, Commissioner
Sherry Petty, Commissioner (Alternate)

Attest

Debbie Macias, District Secretary



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Special Board of Fire Commissioners Meeting

April 05, 2023

Station 91s

3:00 PM

Draft Minutes

Attendance

Martha Martin

Mike Taggart

Joshua Seeds

Sherry Petty

Steve Hofmaster

Ed Hartin

Debbie Macias

Pam Jensen

Station 91 Duty Crew

Call to Order

This meeting was conducted in hybrid in-person/video conference format.

Chairperson Martha Martin called the hybrid meeting to order at 3:09 pm and the workshop turned over to Chief Hartin. Chief Hartin shared a PowerPoint on the districts mission, vision, and values followed by discussion of the districts mission, vision and values for the future. Discussion ensued.

Chief Hartin wanted to have a discussion with everyone regarding staffing. He started this conversation by sharing an email chain that started back in 2021. Discussion ensued.

Public Input

No Comments

Adjournment

The meeting adjourned at 4:51 pm.

Martha Martin, Chairperson

Michael Taggart, Vice Chair

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Joshua Seeds, Commissioner

Attest

Debbie Macias, District Secretary

CHECK REGISTER

East County Fire & Rescue

04/01/2023 To: 04/15/2023

Time: 14:28:50 Date: 04/13/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
376	04/11/2023	Claims	6291	14632	CLARK COUNTY TREASURER	9,411.75	Invoice # CI050309 - Q2 Cresa Dispatching allocation. Q2 (April, May and June). Cresa ER & R Fund allocation
					001 - 522 20 40 000 - Radio Dispatch	9,411.75	Q2 Cresa Dispatching allocation. Q2 (April, May and June). Cresa ER & R Fund allocation
377	04/11/2023	Claims	6291	14633	DAVID M. COREY, Ph.D., P.C.	840.00	Invoiced 4392 and 4782. Post offer evaluations for Wyman (2022) Invoice sent to wrong email. Hartin.
					001 - 522 10 43 000 - Medical/Drug Screen/Vaccinati	420.00	Post Offer Evaluation - Wyman (2022) Invoice sent to wrong email.
					001 - 522 10 43 000 - Medical/Drug Screen/Vaccinati	420.00	Post Offer Evaluation - Hartin
378	04/11/2023	Claims	6291	14634	DELL MARKETING LP	2,146.71	Invoice # 10656160674 - Dell Precision Tower 3660 Workstation - Chief's Office.
					001 - 594 22 61 000 - Computer Equip	2,146.71	Dell Precision Tower 3660 Workstation - Chief's Office.
379	04/11/2023	Claims	6291	14635	DIANE RICHARDSON	49.00	Invoice # 151698 - Uniform badges/name tapes (Dobbins, Harrington, Prasch) Hem pants (Grable)
					001 - 522 20 25 001 - FF Uniforms	9.00	Name tape (Dobbins, Harrington, Prasch)
					001 - 522 20 25 001 - FF Uniforms	10.00	Sew on EMT Patch (2)
					001 - 522 20 25 001 - FF Uniforms	10.00	Sew on ECFR Patch (2)
					001 - 522 20 25 001 - FF Uniforms	5.00	Repair one shirt.
					001 - 522 20 25 001 - FF Uniforms	15.00	Hem Pants (Grable)
380	04/11/2023	Claims	6291	14636	EMBROIDER IT	31.49	Invoice # 8394 - Nametapes Qty (4) - Smith (3) and Troutman (1).
					001 - 522 20 25 001 - FF Uniforms	31.49	Nametapes Qty (4) - Smith (3) and Troutman (1).
381	04/11/2023	Claims	6291	14637	ESO SOLUTIONS	3,462.25	Invoice # ESO-108147 - Integrate from Aladtec to ESO. One year subscription.
					001 - 522 20 49 000 - NFIRS/Fire Manager/Target Sol	3,462.25	Integrate from Aladtec to ESO. One year subscription.
382	04/11/2023	Claims	6291	14638	GENERAL FIRE APPARATUS, INC	126.52	Invoice # 16193 - Class 1 0-600 PSI white face 3.5" pressure gauge for Apparatus #1014.
					001 - 522 60 48 014 - E94 (1014)	126.52	Class 1 0-600 PSI white face 3.5" pressure gauge for Apparatus #1014.
383	04/11/2023	Claims	6291	14639	GRAINGER	259.01	Invoice # 9659888326 Cotton mop head 2qty - Station 91.; Invoice # 9660252165 - Utility cart for station 94.
					001 - 522 10 32 000 - Cleaning and Sanitation	29.82	Cotton mop head 2qty - Station 91.
					001 - 522 20 32 000 - Expendable Equipment	229.19	Utility cart for station 94.
384	04/11/2023	Claims	6291	14640	HI-WAY FUEL	737.28	Account 710 - March Fuel Charge
					001 - 522 20 36 000 - Diesel / Gas	737.28	March Fuel Charge
385	04/11/2023	Claims	6291	14641	KONICA MINOLTA BUSINESS SOLUTIONS USA IN	30.83	Invoice # 286135976 - Copier maintenance, station 91.
					001 - 522 10 40 002 - Copier Mtce	30.83	Copier maintenance, station 91.

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
386	04/11/2023	Claims	6291	14642	LN CURTIS & SONS	780.81	Invoice # INV688087 - Required testing to ensure calibration of 4 gas air quality monitors. Calibration regulator and cap assembly for 4 gas monitors
			001 - 522 20 32 001 - Other Operating Supplies			391.14	Calibration gas for 4 gas monitors.
			001 - 522 20 32 002 - Equipment			389.67	Fixed flow regulator and cap assembly for 4 gas monitors
387	04/11/2023	Claims	6291	14643	LUTZ HARDWARE	6.28	Account 1095 - March Statement. Hitch pin (1qty) for trailer utility.
			001 - 522 20 32 001 - Other Operating Supplies			6.28	Inv# A1171956 Hitch pin (1qty) for trailer utility.
388	04/11/2023	Claims	6291	14644	PACIFIC TRUCK & TRAILER SERVICE, INC	1,585.98	Invoice # 2023-34449 - Perform annual vehicle inspection and service on App # 1019. Checked power steering leak. Replaced power steering pump. Tested.; Invoice # 2023-34457 - App # 1013 - Perform annu
			001 - 522 60 48 013 - S93 (1013)			872.60	App # 1013 - Perform annual emergency vehicle inspection and service. Left rear tire flat. Removed wheel and tire, sent out for repair and reinstalled.
			001 - 522 60 48 019 - RH93 (1019)			713.38	Perform annual vehicle inspection and service on App # 1019. Checked power steering leak. Replaced power steering pump. Tested.
389	04/11/2023	Claims	6291	14645	PALADIN BACKGROUND SCREENING	231.00	Invoice # 3852 - Nationwide Background check. (Hobbs, Hunter, Crandall and Brosius - Volunteers)
			001 - 522 10 44 000 - Professional Services			51.00	Background Check (N. Hobbs)
			001 - 522 10 44 000 - Professional Services			51.00	Background Check (A. Hunter)
			001 - 522 10 44 000 - Professional Services			78.00	Background Check (H. Crandall)
			001 - 522 10 44 000 - Professional Services			51.00	Background Check (K. Brosius)
390	04/11/2023	Claims	6291	14646	PRAIRIE ELECTRIC, INC	2,771.12	Invoice # 379836 - Installed owner provided bulbs in working fixtures. Installed 4' LED lamps in all fixtures that had bad ballasts. Replaced 2 interior backup lights and 1 exterior wall light ST93
			001 - 522 50 40 000 - Bldg Repair & Maint			2,771.12	Installed owner provided bulbs in working fixtures. Installed 4' LED lamps in all fixtures that had bad ballasts. Replaced 2 interior backup lights and 1 exterior wall light ST93
391	04/11/2023	Claims	6291	14647	SEAWESTERN	2,859.06	Invoice # INV22202 - New Turnouts (Grable)
			001 - 522 20 38 000 - Turn-Outs			2,859.06	New Turnouts (Grable)
392	04/11/2023	Claims	6291	14648	SECURE COM INC	286.10	Invoice 356121 and 356122 - Monitoring of station 91 and 94.
			001 - 522 50 41 091 - Monitoring (St 91)			115.79	Inv# 356122 Monitor Station 91
			001 - 522 50 41 094 - Monitoring (St 94)			170.31	Inv# 356121 Monitor Station 94
393	04/11/2023	Claims	6291	14649	SIMPSON PLUMBING	302.54	Invoice # 31390121 - New diaphragm assembly for toilet in womens restroom.

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 50 40 000		Bldg Repair & Maint	302.54	New diaphragm assembly for toilet in womens restroom.
394	04/11/2023	Claims	6291	14650	STAPLES ADVANTAGE	61.42	Invoice # 3532949285 -3Tab File Folders Letter size green 1 box (100 ct); Invoice # 3533832020 - 3 Tab File Folders Letter size Blue 1 box (100 ct)
			001 - 522 10 30 000		Office Supplies	31.25	3 Tab File Folders Letter size green 1 box (100 ct)
			001 - 522 10 30 000		Office Supplies	30.17	3 Tab File Folders Letter size Blue 1 box (100 ct)
395	04/11/2023	Claims	6291	14651	TRI-TECH HEATING, INC TRI-TECH HEATING, INC	1,627.50	Invoice # - 46893 - Annual Preventative Maintenance Cleaning on (4) Reznor Units (natural gas) in truck bay Station 91.
			001 - 522 50 40 000		Bldg Repair & Maint	1,627.50	Annual Preventative Maintenance Cleaning on 4 Reznor Units (natural gas) in truck bay Station 91.
396	04/11/2023	Claims	6291	14652	U.S. BANK (One Card)	6,552.83	Account ending in 3017 - March Statement
			001 - 522 10 30 000		Office Supplies	31.79	Amazon - File folder dividers.
			001 - 522 10 30 000		Office Supplies	82.70	Amazon - Restock yellow legal pads and note pads. Restock grease pens.
			001 - 522 10 30 000		Office Supplies	8.40	Amazon - Restock of wooden rulers.
			001 - 522 10 30 000		Office Supplies	38.48	Amazon - Restock dryerase erasers. Qty (20)
			001 - 522 10 30 000		Office Supplies	43.43	Costco - Copy paper for station 91 and 94.
			001 - 522 10 30 001		Postage	1.74	USPS - Mail paperwork to DNR.
			001 - 522 10 30 002		UPS/Federal Express	11.98	UPS Store - Mail driver and respirator clearance forms to Urgent Medical Center.
			001 - 522 10 30 002		UPS/Federal Express	11.98	UPS Store - Public record documents to T-Scan. Re: E. Simms.
			001 - 522 10 32 000		Cleaning and Sanitation	14.85	Amazon - Coffee urn cleaner. Station 91.
			001 - 522 10 32 000		Cleaning and Sanitation	277.10	Costco - Cleaning Supplies for station 91 and 94.
			001 - 522 10 32 000		Cleaning and Sanitation	13.02	Costco - Dishwasher soap for station 91.
			001 - 522 10 33 000		Computer/Software/Supplies	129.36	DocuSign - Renew one year subscription.
			001 - 522 10 33 000		Computer/Software/Supplies	27.55	MX Guardian - Monthly fee for spam filter Inv#32730
			001 - 522 10 33 000		Computer/Software/Supplies	17.24	Zoom- Video streaming service for board meetings Inv194534172
			001 - 522 10 33 000		Computer/Software/Supplies	9.69	Amazon - HDMI display adapter. Chief Hartin
			001 - 522 10 33 000		Computer/Software/Supplies	324.42	Digital River GmbH - Canvas X GEO 1 year Subscription. (Hartin)
			001 - 522 10 40 001		Computer/Website Mtce & Rep	499.98	GoDaddy - Standard SSL Certificate 2 yr renewal
			001 - 522 10 40 001		Computer/Website Mtce & Rep	249.00	Streamline - Website Maint.
			001 - 522 20 31 000		Food and Water	8.67	Costco - Water for station 94 and 91.
			001 - 522 20 32 000		Expendable Equipment	38.79	Amazon - Protective hard case for auto injectors for C91 rig.
			001 - 522 20 32 000		Expendable Equipment	60.77	Costco- Batteries for station 91 and 94.
			001 - 522 20 32 001		Other Operating Supplies	48.62	Amazon - Stickers for inventory.
			001 - 522 20 41 002		Verizon MDC Cards	160.04	Verizon Wireless - MDC's.
			001 - 522 20 41 003		Cell Phones E91 & E94	83.76	Verizon Wireless - Cell phones for E91 and E94.

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 45 30 000		Books/Periodicals (Training)	164.00	IFSTA - Professional development library and study materials for Captain promotional process(Fire & Emergency Services Company Officer 6th Edition 2qty).
			001 - 522 50 40 000		Bldg Repair & Maint	12.91	Kully Supply - replace toilet paper holder station 93
			001 - 522 50 40 000		Bldg Repair & Maint	-9.56	Amazon - Return toilet paper holder.
			001 - 522 50 40 000		Bldg Repair & Maint	-12.91	Kully Supply - credit for return of toilet paper holder.
			001 - 522 50 42 091		Comcast Tel/Internet (St 91)	354.25	Comcast - Phone/Internet service at station 91. Service period 2/19/2023-3/18/2023.
			001 - 522 50 42 093		Comcast Tel/Internet (St 93)	327.60	Comcast - Telephone/Internet service at station 93. Service period 3/10/2023-4/9/2023.
			001 - 522 50 42 094		Comcast Tel/Internet (St 94)	361.10	Comcast - Telephone/Internet service for station 94. Service period 3/14/2023-4/13/2023.
			001 - 522 50 43 092		Electrical & Heating (St 92)	151.90	Clark Public Utilities - Electrical/Heating service at station 92. Service period 1/23/2023-2/22/2023.
			001 - 522 50 43 092		Electrical & Heating (St 92)	134.57	Clark Public Utilities - Electrical/Heating service at station 92. Service period 2/22/2023-3/21/2023.
			001 - 522 50 43 093		Electrical & Htg (St 93)	638.40	Clark Public Utilities - Electrical/Heating service at station 93. Service period 2/7/2023-3/7/2023.
			001 - 522 50 43 094		Electric & Heating (St 94)	730.90	Clark Public Utilities - Electrical/Heating service at station 94. Service period 2/7/2023-3/7/2023.
			001 - 522 50 44 091		Garbage (St 91)	154.48	Waste Connections - Trash service at station 91. Service period 2/1/2023-2/28/2023.
			001 - 522 50 44 094		Garbage (St 94)	69.29	Waste Connections - Trash service for station 94. Service period 2/1/2023-2/28/2023.
			001 - 522 50 45 091		Gas (St 91)	1,217.86	NW Natural - Gas service ast station 91. Service period 1/20/2023-2/20/2023.
			001 - 594 22 61 000		Computer Equip	64.68	CDW - Logitech wireless keyboard/mouse set. Qty (2)
397	04/11/2023	Claims	6291	14653	WASHOUGAL LUMBER CO. INC.	73.76	Invoice # 89923 - Wood to package fill station to return to vendor.
			001 - 522 20 32 001		Other Operating Supplies	73.76	Wood to package fill station to return to vendor.
398	04/11/2023	Claims	6291	14654	WEX BANK	1,096.22	Invoice # 88398501 - March Fuel Charge.
			001 - 522 20 36 000		Diesel / Gas	1,096.22	March Fuel Charge.
399	04/11/2023	Payroll	6291	14655	Employment Security Department - PFML	2,405.42	Pay Cycle(s) 01/01/2023 To 03/31/2023 - PFML
			001 - 522 20 20 001		FF Unemployment/Medicare	6.07	Rounding Adjustment
			001 - 589 99 99 000		Payroll Clearing	171.96	
			001 - 589 99 99 000		Payroll Clearing	170.99	
			001 - 589 99 99 000		Payroll Clearing	150.85	
			001 - 589 99 99 000		Payroll Clearing	23.91	
			001 - 589 99 99 000		Payroll Clearing	130.99	
			001 - 589 99 99 000		Payroll Clearing	36.93	
			001 - 589 99 99 000		Payroll Clearing	165.05	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 589 99 99 000 - Payroll Clearing	144.64	
					001 - 589 99 99 000 - Payroll Clearing	193.88	
					001 - 589 99 99 000 - Payroll Clearing	9.67	
					001 - 589 99 99 000 - Payroll Clearing	89.96	
					001 - 589 99 99 000 - Payroll Clearing	17.32	
					001 - 589 99 99 000 - Payroll Clearing	61.34	
					001 - 589 99 99 000 - Payroll Clearing	13.39	
					001 - 589 99 99 000 - Payroll Clearing	34.10	
					001 - 589 99 99 000 - Payroll Clearing	8.92	
					001 - 589 99 99 000 - Payroll Clearing	176.51	
					001 - 589 99 99 000 - Payroll Clearing	8.92	
					001 - 589 99 99 000 - Payroll Clearing	124.32	
					001 - 589 99 99 000 - Payroll Clearing	12.65	
					001 - 589 99 99 000 - Payroll Clearing	245.68	
					001 - 589 99 99 000 - Payroll Clearing	27.39	
					001 - 589 99 99 000 - Payroll Clearing	25.19	
					001 - 589 99 99 000 - Payroll Clearing	231.83	
					001 - 589 99 99 000 - Payroll Clearing	122.96	
400	04/11/2023	Payroll	6291	14656	OPEIU Local 11		60.90 Pay Cycle(s) 04/10/2023 To 04/10/2023 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	30.45	
					001 - 589 99 99 000 - Payroll Clearing	30.45	
401	04/11/2023	Payroll	6291	14657	TRUSTEED PLANS SERVICE CORPORATION		815.11 Pay Cycle(s) 03/10/2023 To 03/25/2023 - Disability - FF (Case#37014)
					001 - 522 20 26 001 - FF Disability	90.05	
					001 - 522 20 26 001 - FF Disability	103.20	
					001 - 522 20 26 001 - FF Disability	65.63	
					001 - 522 20 26 001 - FF Disability	85.66	
					001 - 522 20 26 001 - FF Disability	111.96	
					001 - 522 20 26 001 - FF Disability	94.44	
					001 - 522 20 26 001 - FF Disability	83.15	
					001 - 522 20 26 001 - FF Disability	111.96	
					001 - 522 20 26 001 - FF Disability	94.44	
					001 - 522 20 26 001 - FF Disability	86.58	
					001 - 522 20 26 001 - FF Disability	-111.96	Retro Adjustment (Hazlett)
402	04/11/2023	Payroll	6291	14658	WA Department of L&I		25,043.72 1ST Quarter L&I: 01/01/2023 - 03/31/2023
					001 - 522 10 29 001 - Admin L&I	11.36	
					001 - 522 10 29 001 - Admin L&I	147.67	
					001 - 522 10 29 001 - Admin L&I	65.59	
					001 - 522 10 29 001 - Admin L&I	62.72	
					001 - 522 20 29 001 - FF L&I	1,956.43	
					001 - 522 20 29 001 - FF L&I	1,189.09	
					001 - 522 20 29 001 - FF L&I	721.27	
					001 - 522 20 29 001 - FF L&I	1,327.35	
					001 - 522 20 29 001 - FF L&I	912.54	
					001 - 522 20 29 001 - FF L&I	1,802.05	
					001 - 522 20 29 001 - FF L&I	1,297.38	
					001 - 522 20 29 001 - FF L&I	447.06	
					001 - 522 20 29 001 - FF L&I	830.75	
					001 - 522 20 29 001 - FF L&I	1,713.32	
					001 - 522 20 29 001 - FF L&I	1,446.00	
					001 - 522 20 29 001 - FF L&I	1,769.79	
					001 - 522 20 29 001 - FF L&I	638.33	
					001 - 522 20 29 001 - FF L&I	608.37	
					001 - 522 20 29 001 - FF L&I	2,574.03	
					001 - 522 20 29 001 - FF L&I	1,659.18	
					001 - 522 20 29 001 - FF L&I	-0.14	Rounding Adjustment - L&I

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East County Fire & Rescue

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 589 99 99 000 - Payroll Clearing	346.81	
					001 - 589 99 99 000 - Payroll Clearing	210.77	
					001 - 589 99 99 000 - Payroll Clearing	7.84	
					001 - 589 99 99 000 - Payroll Clearing	127.86	
					001 - 589 99 99 000 - Payroll Clearing	235.29	
					001 - 589 99 99 000 - Payroll Clearing	161.77	
					001 - 589 99 99 000 - Payroll Clearing	319.44	
					001 - 589 99 99 000 - Payroll Clearing	63.50	
					001 - 589 99 99 000 - Payroll Clearing	229.99	
					001 - 589 99 99 000 - Payroll Clearing	45.29	
					001 - 589 99 99 000 - Payroll Clearing	79.25	
					001 - 589 99 99 000 - Payroll Clearing	43.30	
					001 - 589 99 99 000 - Payroll Clearing	147.26	
					001 - 589 99 99 000 - Payroll Clearing	303.73	
					001 - 589 99 99 000 - Payroll Clearing	256.35	
					001 - 589 99 99 000 - Payroll Clearing	313.73	
					001 - 589 99 99 000 - Payroll Clearing	113.15	
					001 - 589 99 99 000 - Payroll Clearing	107.84	
					001 - 589 99 99 000 - Payroll Clearing	456.29	
					001 - 589 99 99 000 - Payroll Clearing	294.12	
403	04/11/2023	Payroll	6291	14659	WA EMPLOYMENT SECURITY DEPT	1,090.88	1st Quarter Unemployment: 01/01/2023 - 03/31/2023
					001 - 522 10 20 001 - Admin Unemployment/Medica	70.00	
					001 - 522 10 20 001 - Admin Unemployment/Medica	67.10	
					001 - 522 10 20 001 - Admin Unemployment/Medica	41.74	
					001 - 522 10 20 001 - Admin Unemployment/Medica	28.45	
					001 - 522 20 20 001 - FF Unemployment/Medicare	79.76	
					001 - 522 20 20 001 - FF Unemployment/Medicare	79.34	
					001 - 522 20 20 001 - FF Unemployment/Medicare	13.72	
					001 - 522 20 20 001 - FF Unemployment/Medicare	60.77	
					001 - 522 20 20 001 - FF Unemployment/Medicare	17.13	
					001 - 522 20 20 001 - FF Unemployment/Medicare	76.57	
					001 - 522 20 20 001 - FF Unemployment/Medicare	89.94	
					001 - 522 20 20 001 - FF Unemployment/Medicare	8.04	
					001 - 522 20 20 001 - FF Unemployment/Medicare	15.82	
					001 - 522 20 20 001 - FF Unemployment/Medicare	81.88	
					001 - 522 20 20 001 - FF Unemployment/Medicare	57.67	
					001 - 522 20 20 001 - FF Unemployment/Medicare	113.97	
					001 - 522 20 20 001 - FF Unemployment/Medicare	12.70	
					001 - 522 20 20 001 - FF Unemployment/Medicare	11.69	
					001 - 522 20 20 001 - FF Unemployment/Medicare	107.55	
					001 - 522 20 20 001 - FF Unemployment/Medicare	57.04	
404	04/11/2023	Payroll	6291	14660	WASHINGTON COUNCIL OF POLICE	45.00	Pay Cycle(s) 04/10/2023 To 04/10/2023 - WACOPS Invoice # 24385
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	

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East County Fire & Rescue

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
							Claims: 35,329.46
						64,790.49	Payroll: 29,461.03

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East County Fire & Rescue

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
346	04/10/2023	Payroll	6291	EFT		4,492.10	
347	04/10/2023	Payroll	6291	EFT		2,878.90	
348	04/10/2023	Payroll	6291	EFT		1,465.66	
349	04/10/2023	Payroll	6291	EFT		2,636.59	
350	04/10/2023	Payroll	6291	EFT		621.75	
351	04/10/2023	Payroll	6291	EFT		3,300.07	
352	04/10/2023	Payroll	6291	EFT		2,966.55	
353	04/10/2023	Payroll	6291	EFT		352.39	
354	04/10/2023	Payroll	6291	EFT		2,075.29	
355	04/10/2023	Payroll	6291	EFT		1,557.95	
356	04/10/2023	Payroll	6291	EFT		234.93	
357	04/10/2023	Payroll	6291	EFT		1,213.36	
358	04/10/2023	Payroll	6291	EFT		117.46	
359	04/10/2023	Payroll	6291	EFT		3,304.38	
360	04/10/2023	Payroll	6291	EFT		117.46	
361	04/10/2023	Payroll	6291	EFT		3,780.06	
362	04/10/2023	Payroll	6291	EFT		231.20	
363	04/10/2023	Payroll	6291	EFT		4,494.51	
364	04/10/2023	Payroll	6291	EFT		3,147.64	
365	04/10/2023	Payroll	6291	EFT		2,067.32	
366	04/10/2023	Payroll	6291	EFT	IAFF2444	669.00	Pay Cycle(s) 04/10/2023 To 04/10/2023 - IAFF Dues
367	04/10/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	7,346.36	Pay Cycle(s) 04/10/2023 To 04/10/2023 - LEOFF2
368	04/10/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	1,544.85	Pay Cycle(s) 04/10/2023 To 04/10/2023 - PERS2
369	04/10/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	3,598.84	Pay Cycle(s) 04/10/2023 To 04/10/2023 - DComp
370	04/10/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	2,493.75	Pay Cycle(s) 04/10/2023 To 04/10/2023 - DComp Match
371	04/10/2023	Payroll	6291	EFT	IRS	9,368.40	941 Deposit for Pay Cycle(s) 04/10/2023 - 04/10/2023
372	04/10/2023	Payroll	6291	EFT	OR Department of Revenue	360.00	Pay Cycle(s) for OR Tax: 04/10/2023 - 04/10/2023
373	04/10/2023	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 04/10/2023 To 04/10/2023 - WA Child Support

001 General Fund

67,136.77

67,136.77 Payroll:

67,136.77

2023 BUDGET POSITION

East County Fire & Rescue

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001 General Fund Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 91 00 001 Beginning Balance (Unreserved)	2,053,597.21	2,053,597.21	0.00 100.0%
308 Beginning Balances	2,053,597.21	2,053,597.21	0.00 100.0%

310 Taxes

311 10 00 000 Leasehold Excise Tax	5,000.00	2,330.52	2,669.48 46.6%
311 10 00 001 Property Tax Collected	2,970,623.00	251,986.19	2,718,636.81 8.5%
311 10 00 002 Property Tax - Delinquent	10,000.00	0.00	10,000.00 0.0%
311 10 00 003 Admin Refund (CC Treasurer)	150.00	393.07	(243.07) 262.0%
311 10 00 004 Timber Excise Tax	1,500.00	0.00	1,500.00 0.0%
310 Taxes	2,987,273.00	254,709.78	2,732,563.22 8.5%

330 Intergovernmental Revenues

332 15 60 000 Steigerwald Wildlife Reserve	500.00	0.00	500.00 0.0%
334 04 90 000 EMS Participation Grant	1,125.00	0.00	1,125.00 0.0%
330 Intergovernmental Revenues	1,625.00	0.00	1,625.00 0.0%

340 Charges For Services

342 21 00 001 Wildland Firefighting-Personnel	5,000.00	2,123.30	2,876.70 42.5%
342 21 00 002 Wildland Firefighting-Equipment	5,000.00	2,746.00	2,254.00 54.9%
342 21 00 003 Ntnl Motocross Standby	2,100.00	0.00	2,100.00 0.0%
342 21 00 004 State School Fee	930.00	0.00	930.00 0.0%
340 Charges For Services	13,030.00	4,869.30	8,160.70 37.4%

360 Misc Revenue

361 10 00 000 Investment Interest (General Fund)	12,000.00	7,697.68	4,302.32 64.1%
362 00 00 000 DNR Timber Rents	0.00	0.00	0.00 0.0%
362 00 00 001 Station Use Fee	80.00	80.00	0.00 100.0%
367 00 00 000 Contributions & Donations	150.00	45.00	105.00 30.0%
369 10 00 000 Sale of Junk & Salvage	0.00	0.00	0.00 0.0%
369 91 00 000 Prior Year Refunds/Other Misc	50.00	0.00	50.00 0.0%
369 91 00 001 Other Misc. Revenue	50.00	22.35	27.65 44.7%
369 91 00 002 BVFF Refund for Vol Phys Exam	100.00	0.00	100.00 0.0%
369 91 00 003 P Card Rebate	200.00	676.81	(476.81) 338.4%
360 Misc Revenue	12,630.00	8,521.84	4,108.16 67.5%

390 Other Revenues

395 10 00 000 DNR Timber Sales	3,000.00	6,265.48	(3,265.48) 208.8%
390 Other Revenues	3,000.00	6,265.48	(3,265.48) 208.8%

Fund Revenues:	5,071,155.21	2,327,963.61	2,743,191.60 45.9%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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2023 BUDGET POSITION

East County Fire & Rescue

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001 General Fund

Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance				
508 91 00 001 Ending Balance General Fund - Unreserved	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

100 Administration

110 Commissioners

522 10 11 001 Commissioner Wages	35,200.00	9,216.00	25,984.00	26.2%
522 10 21 001 Commissioner Payroll Benefits	2,693.00	705.06	1,987.94	26.2%
522 10 48 001 Commissioner Mileage	700.00	0.00	700.00	0.0%
522 10 48 002 Commissioner Meals	820.00	0.00	820.00	0.0%
522 10 48 003 Commissioner Lodging	2,550.00	0.00	2,550.00	0.0%
522 10 48 004 Commissioner Dues/Memberships	2,625.00	2,519.00	106.00	96.0%
522 10 48 005 Commissioner Tuition	3,460.00	437.50	3,022.50	12.6%
110 Commissioners	48,048.00	12,877.56	35,170.44	26.8%

210 Wages & Benefits

522 10 10 001 Admin Wages	237,914.00	72,596.51	165,317.49	30.5%
522 10 14 001 Admin Overtime	2,000.00	250.71	1,749.29	12.5%
522 10 19 001 Admin Deferred Comp	14,875.00	3,922.36	10,952.64	26.4%
522 10 20 001 Admin Unemployment/Medicare	6,828.00	1,170.44	5,657.56	17.1%
522 10 22 001 Admin Medical Insurance	64,146.00	12,259.83	51,886.17	19.1%
522 10 25 001 Admin Uniforms	2,400.00	464.25	1,935.75	19.3%
522 10 26 001 Admin Disability	3,150.00	2,896.00	254.00	91.9%
522 10 26 002 Admin Retirement PERS	11,092.00	2,701.18	8,390.82	24.4%
522 10 27 001 Admin VEBA	4,000.00	4,000.00	0.00	100.0%
522 10 28 001 Admin Retirement LEOFF	7,064.00	2,690.92	4,373.08	38.1%
522 10 29 001 Admin L&I	1,010.00	189.29	820.71	18.7%
210 Wages & Benefits	354,479.00	103,141.49	251,337.51	29.1%

220 Supplies & Services

522 10 24 001 Magellan - EAP	2,380.00	1,190.08	1,189.92	50.0%
522 10 30 000 Office Supplies	1,000.00	531.68	468.32	53.2%
522 10 30 001 Postage	450.00	119.50	330.50	26.6%
522 10 30 002 UPS/Federal Express	200.00	15.79	184.21	7.9%
522 10 31 000 Furniture/Appliances	5,000.00	950.70	4,049.30	19.0%
522 10 32 000 Cleaning and Sanitation	2,400.00	1,108.14	1,291.86	46.2%
522 10 33 000 Computer/Software/Supplies	4,000.00	1,237.61	2,762.39	30.9%
522 10 34 000 Incentives And Awards	3,750.00	1,298.30	2,451.70	34.6%
522 10 40 000 BIAS Financial Software	8,012.00	8,009.12	2.88	100.0%
522 10 40 001 Computer/Website Mtce & Repair	8,500.00	499.00	8,001.00	5.9%
522 10 40 002 Copier Mtce	300.00	98.92	201.08	33.0%
522 10 41 000 State Audit Costs	12,000.00	5,630.85	6,369.15	46.9%
522 10 42 000 Legal Services	6,000.00	770.00	5,230.00	12.8%
522 10 43 000 Medical/Drug Screen/Vaccinations	9,000.00	330.00	8,670.00	3.7%
522 10 44 000 Professional Services	30,000.00	1,022.84	28,977.16	3.4%
522 10 46 000 Taxes and Assessments	1,275.00	1,218.97	56.03	95.6%

2023 BUDGET POSITION

East County Fire & Rescue

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001 General Fund

Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 10 49 000 Admin Tuition/Registration	2,000.00	262.50	1,737.50	13.1%
522 10 49 001 Admin Training Travel	800.00	0.00	800.00	0.0%
522 10 49 002 Admin Training Meals	400.00	0.00	400.00	0.0%
522 10 49 003 Admin Training Lodging	1,270.00	0.00	1,270.00	0.0%
522 20 42 000 Advertising	600.00	0.00	600.00	0.0%
522 20 42 001 Legal Notices	100.00	50.82	49.18	50.8%
522 20 45 001 Election Fees	6,000.00	0.00	6,000.00	0.0%
522 20 46 000 Bldgs/Liability/Equip Insuranc	58,815.00	0.00	58,815.00	0.0%
522 20 49 000 NFIRS/Fire Manager/Target Solutions	13,801.00	13,543.77	257.23	98.1%
220 Supplies & Services	178,053.00	37,888.59	140,164.41	21.3%
100 Administration	580,580.00	153,907.64	426,672.36	26.5%

200 Operations

210 Wages & Benefits

522 20 10 001 Firefighter Wages	1,051,775.00	244,631.19	807,143.81	23.3%
522 20 14 001 FF Overtime	230,000.00	73,380.38	156,619.62	31.9%
522 20 19 001 Capt/FF Deferred Comp	36,615.00	9,248.55	27,366.45	25.3%
522 20 20 001 FF Unemployment/Medicare	51,134.00	6,636.91	44,497.09	13.0%
522 20 22 001 FF Medical Insurance	215,363.00	50,735.80	164,627.20	23.6%
522 20 25 001 FF Uniforms	6,500.00	1,292.05	5,207.95	19.9%
522 20 26 001 FF Disability	13,142.00	2,004.14	11,137.86	15.2%
522 20 26 002 FF Retirement PERS	17,675.00	3,044.03	14,630.97	17.2%
522 20 27 001 FF VEBA	10,000.00	10,000.00	0.00	100.0%
522 20 28 001 FF Retirement LEOFF	58,920.00	15,172.73	43,747.27	25.8%
522 20 29 001 FF L&I	66,993.00	15,103.55	51,889.45	22.5%
589 99 99 000 Payroll Clearing	0.00	(1,596.26)	1,596.26	0.0%
210 Wages & Benefits	1,758,117.00	429,653.07	1,328,463.93	24.4%

215 Volunteer Benefits

522 20 11 001 Volunteer Stipends	19,770.00	1,878.75	17,891.25	9.5%
522 20 21 001 Medicare/SS Vol	1,515.00	143.73	1,371.27	9.5%
522 20 23 001 Intern Tuition Assistance	3,000.00	0.00	3,000.00	0.0%
215 Volunteer Benefits	24,285.00	2,022.48	22,262.52	8.3%

220 Supplies & Services

522 20 30 000 Maps/Books/ Periodicals	550.00	135.00	415.00	24.5%
522 20 31 000 Food and Water	1,500.00	34.65	1,465.35	2.3%
522 20 32 000 Expendable Equipment	1,000.00	381.01	618.99	38.1%
522 20 32 001 Other Operating Supplies	3,000.00	689.30	2,310.70	23.0%
522 20 32 002 Equipment	25,000.00	19,577.95	5,422.05	78.3%
522 20 32 003 Tech Rescue Equipment	3,000.00	0.00	3,000.00	0.0%
522 20 32 004 Hose & Nozzles	2,000.00	0.00	2,000.00	0.0%
522 20 33 000 Volunteer Uniforms	750.00	0.00	750.00	0.0%
522 20 33 001 T-Shirts/Sweatshirts	1,500.00	0.00	1,500.00	0.0%

2023 BUDGET POSITION

East County Fire & Rescue

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001 General Fund

Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
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220 Supplies & Services

522 20 34 000 Bldg Supplies/Facility Misc	1,500.00	132.21	1,367.79	8.8%
522 20 35 000 Address Signs	500.00	0.00	500.00	0.0%
522 20 36 000 Diesel / Gas	20,000.00	4,294.26	15,705.74	21.5%
522 20 38 000 Turn-Outs	15,000.00	5,789.08	9,210.92	38.6%
522 20 38 001 PPE Accessories	3,000.00	2,055.32	944.68	68.5%
522 20 40 000 Radio Dispatch	37,647.00	9,659.43	27,987.57	25.7%
522 20 41 001 Satellite Phone	375.00	132.46	242.54	35.3%
522 20 41 002 Verizon MDC Cards	2,040.00	480.12	1,559.88	23.5%
522 20 41 003 Cell Phones E91 & E94	1,224.00	250.66	973.34	20.5%
522 20 44 001 Dues/Memberships	4,000.00	3,687.50	312.50	92.2%
522 20 45 000 Volunteer Pensions	1,000.00	300.00	700.00	30.0%
220 Supplies & Services	124,586.00	47,598.95	76,987.05	38.2%

240 Wildland Wages & Benefits

522 20 11 002 Wildland Salary & Benefits	2,500.00	0.00	2,500.00	0.0%
522 20 14 002 Wildland Overtime	2,500.00	0.00	2,500.00	0.0%
240 Wildland Wages & Benefits	5,000.00	0.00	5,000.00	0.0%

200 Operations	1,911,988.00	479,274.50	1,432,713.50	25.1%
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300 Public Education

220 Supplies & Services

522 30 30 000 Educational Supplies	725.00	0.00	725.00	0.0%
522 30 40 000 Printing/Newsletter	4,000.00	0.00	4,000.00	0.0%
522 30 41 000 Postage for Newsletter	4,000.00	0.00	4,000.00	0.0%
522 30 42 000 Public Education Advertising	300.00	0.00	300.00	0.0%
220 Supplies & Services	9,025.00	0.00	9,025.00	0.0%

300 Public Education	9,025.00	0.00	9,025.00	0.0%
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400 Training

220 Supplies & Services

522 45 30 000 Books/Periodicals (Training)	2,000.00	987.13	1,012.87	49.4%
522 45 32 000 Food and Water (Training)	150.00	0.00	150.00	0.0%
522 45 33 000 Training Supplies	2,000.00	0.00	2,000.00	0.0%
522 45 40 000 Local/Long Distance Travel (Training)	500.00	431.05	68.95	86.2%
522 45 41 000 Meals (Training)	2,500.00	108.00	2,392.00	4.3%
522 45 42 000 Lodging	4,000.00	211.72	3,788.28	5.3%
522 45 43 000 Tuition	10,000.00	443.75	9,556.25	4.4%
522 45 43 001 Tuition Reimbursement-IAFF	10,000.00	0.00	10,000.00	0.0%
220 Supplies & Services	31,150.00	2,181.65	28,968.35	7.0%

2023 BUDGET POSITION

East County Fire & Rescue

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001 General Fund Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 45 31 000 Office Supplies (Training)	150.00	0.00	150.00	0.0%
522 Fire Control	150.00	0.00	150.00	0.0%
400 Training	31,300.00	2,181.65	29,118.35	7.0%

500 Equipment Repair & Maintenance

220 Supplies & Services

522 60 40 000 Fire Extinguisher Maint	1,800.00	0.00	1,800.00	0.0%
522 60 40 001 Exercise Equip Maint	2,500.00	0.00	2,500.00	0.0%
522 60 41 000 Pump/Hose & Nozzle Test/Mtce	4,000.00	0.00	4,000.00	0.0%
522 60 41 001 EMS Equipment Mtce	200.00	0.00	200.00	0.0%
522 60 41 002 Ladder Testing/Repair	2,000.00	0.00	2,000.00	0.0%
522 60 41 003 Hand Tool Maintenance	150.00	0.00	150.00	0.0%
522 60 41 004 SCBA Mtce	7,500.00	3,007.25	4,492.75	40.1%
522 60 42 000 Communication Equipment Repair/Mtce.	4,000.00	0.00	4,000.00	0.0%
522 60 43 000 Small Engine Repair	3,000.00	0.00	3,000.00	0.0%
522 60 47 001 Emergency Generators Repair/Mtce.	1,000.00	0.00	1,000.00	0.0%
220 Supplies & Services	26,150.00	3,007.25	23,142.75	11.5%

500 Equipment Repair & Maintenance	26,150.00	3,007.25	23,142.75	11.5%
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525 Disaster Services

525 Disaster Services

525 60 30 000 Disaster Preparedness	150.00	0.00	150.00	0.0%
525 Disaster Services	150.00	0.00	150.00	0.0%

525 Disaster Services	150.00	0.00	150.00	0.0%
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550 Apparatus Repair & Maintenance

220 Supplies & Services

522 60 48 000 Vehicle Repair & Maint	2,700.00	77.49	2,622.51	2.9%
522 60 48 001 T93 (1001)	2,250.00	0.00	2,250.00	0.0%
522 60 48 009 E93 (1009)	3,600.00	46.57	3,553.43	1.3%
522 60 48 010 T95 (1010)	2,250.00	0.00	2,250.00	0.0%
522 60 48 012 U93	675.00	0.00	675.00	0.0%
522 60 48 013 S93 (1013)	3,600.00	0.00	3,600.00	0.0%
522 60 48 014 E94 (1014)	3,600.00	4,955.24	(1,355.24)	137.6%
522 60 48 018 U92 (1018)	675.00	117.75	557.25	17.4%
522 60 48 019 RH93 (1019)	675.00	0.00	675.00	0.0%
522 60 48 020 E91 (1020)	3,600.00	68.69	3,531.31	1.9%
522 60 48 021 S91 (1021)	2,250.00	0.00	2,250.00	0.0%
522 60 48 022 S94 (1022)	3,600.00	0.00	3,600.00	0.0%

2023 BUDGET POSITION

East County Fire & Rescue

Time: 14:35:09 Date: 04/13/2023

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001 General Fund Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 60 48 909 E92 (909)	2,250.00	119.05	2,130.95	5.3%
522 60 48 914 T94 (914)	2,250.00	522.46	1,727.54	23.2%
522 60 48 915 U94 (915)	675.00	277.99	397.01	41.2%
522 60 48 916 E95 (916)	3,600.00	0.00	3,600.00	0.0%
522 60 48 917 S94 (917)	0.00	0.00	0.00	0.0%
522 60 48 919 T91 (919)	2,250.00	0.00	2,250.00	0.0%
220 Supplies & Services	40,500.00	6,185.24	34,314.76	15.3%
550 Apparatus Repair & Maintenance	40,500.00	6,185.24	34,314.76	15.3%

592 Debt Service

597 Interfund Transfers				
597 22 00 001 Transfer Out- Debt Service Payment	199,300.00	0.00	199,300.00	0.0%
597 Interfund Transfers	199,300.00	0.00	199,300.00	0.0%
592 Debt Service	199,300.00	0.00	199,300.00	0.0%

594 Capital Expenditures

594 Capital Expenditures				
594 22 60 000 Capital Purchases	28,000.00	0.00	28,000.00	0.0%
594 22 61 000 Computer Equip	6,500.00	897.56	5,602.44	13.8%
594 22 62 000 Offsets Over Est. Prop. Tax	20,000.00	0.00	20,000.00	0.0%
594 22 63 000 Offsets Est. Mob Equip. Rev	5,000.00	0.00	5,000.00	0.0%
594 22 64 000 New Apparatus	0.00	0.00	0.00	0.0%
594 Capital Expenditures	59,500.00	897.56	58,602.44	1.5%
594 Capital Expenditures	59,500.00	897.56	58,602.44	1.5%

600 Facilities

220 Supplies & Services				
522 50 30 000 Grounds & Park	8,000.00	4,011.07	3,988.93	50.1%
522 50 40 000 Bldg Repair & Maint	107,647.00	5,356.68	102,290.32	5.0%
220 Supplies & Services	115,647.00	9,367.75	106,279.25	8.1%

691 Station 91

522 50 41 091 Monitoring (St 91)	499.00	115.79	383.21	23.2%
522 50 42 091 Comcast Tel/Internet (St 91)	4,426.00	1,059.68	3,366.32	23.9%
522 50 43 091 Electrical Service (St 91)	7,350.00	1,363.83	5,986.17	18.6%
522 50 44 091 Garbage (St 91)	1,712.00	459.48	1,252.52	26.8%
522 50 45 091 Gas (St 91)	5,618.00	3,649.14	1,968.86	65.0%

2023 BUDGET POSITION

East County Fire & Rescue

Time: 14:35:09 Date: 04/13/2023

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001 General Fund Months: 01 To: 03

Expenditures	Amt Budgeted	Expenditures	Remaining	
691 Station 91				
522 50 46 091 Water & Sewer (St 91)	893.00	264.72	628.28	29.6%
691 Station 91	20,498.00	6,912.64	13,585.36	33.7%
692 Station 92				
522 50 43 092 Electrical & Heating (St 92)	893.00	349.35	543.65	39.1%
692 Station 92	893.00	349.35	543.65	39.1%
693 Station 93				
522 50 41 093 Monitoring (St 93)	473.00	108.63	364.37	23.0%
522 50 42 093 Comcast Tel/Internet (St 93)	3,465.00	947.96	2,517.04	27.4%
522 50 43 093 Electrical & Htg (St 93)	5,460.00	1,899.26	3,560.74	34.8%
522 50 44 093 Garbage (St 93)	158.00	67.02	90.98	42.4%
693 Station 93	9,556.00	3,022.87	6,533.13	31.6%
694 Station 94				
522 50 41 094 Monitoring (St 94)	710.00	170.31	539.69	24.0%
522 50 42 094 Comcast Tel/Internet (St 94)	4,048.00	1,048.93	2,999.07	25.9%
522 50 43 094 Electric & Heating (St 94)	6,930.00	2,954.71	3,975.29	42.6%
522 50 44 094 Garbage (St 94)	783.00	204.95	578.05	26.2%
694 Station 94	12,471.00	4,378.90	8,092.10	35.1%
600 Facilities	159,065.00	24,031.51	135,033.49	15.1%
800 Fund Transfers				
801 Transfer To Reserve Fund				
597 22 49 000 Transfer Out To Capital Facility	0.00	0.00	0.00	0.0%
597 22 60 001 Transfer Out To Apparatus Reserve	0.00	0.00	0.00	0.0%
597 22 64 001 TransfersOut To Equipment Reserve	0.00	0.00	0.00	0.0%
801 Transfer To Reserve Fund	0.00	0.00	0.00	0.0%
800 Fund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	3,017,558.00	669,485.35	2,348,072.65	22.2%
Fund Excess/(Deficit):	2,053,597.21	1,658,478.26		

2023 BUDGET POSITION TOTALS

East County Fire & Rescue

Months: 01 To: 03

Time: 14:35:09

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	5,071,155.21	2,327,963.61	45.9%	3,017,558.00	669,485.35	22%
	5,071,155.21	2,327,963.61	45.9%	3,017,558.00	669,485.35	22.2%

2023 BUDGET POSITION

East County Fire & Rescue

Time: 14:35:25 Date: 04/13/2023

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002 Apparatus Replacement Fund Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 41 00 001 Beginning Balance Apparatus Replacement	691,355.43	691,355.43	0.00	100.0%
308 Beginning Balances	691,355.43	691,355.43	0.00	100.0%

360 Misc Revenue

361 10 00 001 Investment Interest (Apparatus Reserve)	0.00	3,043.89	(3,043.89)	0.0%
360 Misc Revenue	0.00	3,043.89	(3,043.89)	0.0%

397 Interfund Transfers

397 00 00 001 Transfer In-Apparatus Replacement	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	691,355.43	694,399.32	(3,043.89)	100.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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597 Interfund Transfers

597 22 60 003 Transfers From Apparatus Reserve To General Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

999 Ending Balance

508 41 00 001 Ending Balance Apparatus Replacement	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	691,355.43	694,399.32		
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2023 BUDGET POSITION

East County Fire & Rescue

Time: 14:35:25 Date: 04/13/2023

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003 Capital Facility Fund Months: 01 To: 03

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 41 00 002 Beginning Balance Capital Facility	268,686.03	268,686.03	0.00	100.0%
308 Beginning Balances	268,686.03	268,686.03	0.00	100.0%

360 Misc Revenue

361 10 00 002 Investment Interest (Capital Facility)	0.00	1,182.96	(1,182.96)	0.0%
360 Misc Revenue	0.00	1,182.96	(1,182.96)	0.0%

397 Interfund Transfers

397 00 00 000 Transfer In- Capital Facility	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	268,686.03	269,868.99	(1,182.96)	100.4%
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	Amt Budgeted	Expenditures	Remaining	
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999 Ending Balance

508 41 00 002 Ending Balance Capital Facility	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	268,686.03	269,868.99		
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2023 BUDGET POSITION

East County Fire & Rescue

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004 Leave Accrual Fund Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 41 00 003 Beginning Balance Leave Accrual	46,325.50	46,325.50	0.00 100.0%
308 Beginning Balances	46,325.50	46,325.50	0.00 100.0%

360 Misc Revenue

361 10 00 003 Investment Interest (Leave Accrual)	0.00	203.96	(203.96) 0.0%
360 Misc Revenue	0.00	203.96	(203.96) 0.0%

Fund Revenues:	46,325.50	46,529.46	(203.96) 100.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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999 Ending Balance

508 41 00 003 Ending Balance Leave Accrual	0.00	0.00	0.00 0.0%
999 Ending Balance	0.00	0.00	0.00 0.0%

Fund Expenditures:	0.00	0.00	0.00 0.0%
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Fund Excess/(Deficit):	46,325.50	46,529.46	
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2023 BUDGET POSITION

East County Fire & Rescue

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005 Plans Trailer Copier Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 41 00 004 Beginning Balance Plans Trailer Copier	2,209.89	2,209.89	0.00 100.0%
308 Beginning Balances	2,209.89	2,209.89	0.00 100.0%

360 Misc Revenue

361 10 00 005 Investment Interest (Copier Reserve)	0.00	9.72	(9.72) 0.0%
360 Misc Revenue	0.00	9.72	(9.72) 0.0%

Fund Revenues:	2,209.89	2,219.61	(9.72) 100.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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999 Ending Balance

508 41 00 004 Ending Balance Copier	0.00	0.00	0.00 0.0%
999 Ending Balance	0.00	0.00	0.00 0.0%

Fund Expenditures:	0.00	0.00	0.00 0.0%
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Fund Excess/(Deficit):	2,209.89	2,219.61	
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2023 BUDGET POSITION

East County Fire & Rescue

Time: 14:35:25 Date: 04/13/2023

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006 Equipment Reserve Fund Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 41 00 005 Beginning Balance Equipment Reserve	113,335.24	113,335.24	0.00 100.0%
308 Beginning Balances	113,335.24	113,335.24	0.00 100.0%

360 Misc Revenue

361 10 00 004 Investment Interest (Equipment Reserve)	0.00	498.99	(498.99) 0.0%
360 Misc Revenue	0.00	498.99	(498.99) 0.0%

397 Interfund Transfers

397 00 00 002 Transfer In- Equipment Reserve	0.00	0.00	0.00 0.0%
397 Interfund Transfers	0.00	0.00	0.00 0.0%

Fund Revenues:	113,335.24	113,834.23	(498.99) 100.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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999 Ending Balance

508 41 00 005 Ending Balance Equipment Resere	0.00	0.00	0.00 0.0%
999 Ending Balance	0.00	0.00	0.00 0.0%

Fund Expenditures:	0.00	0.00	0.00 0.0%
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Fund Excess/(Deficit):	113,335.24	113,834.23	
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2023 BUDGET POSITION TOTALS

East County Fire & Rescue

Months: 01 To: 03

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
002 Apparatus Replacement Fund	691,355.43	694,399.32	100.4%	0.00	0.00	0%
003 Capital Facility Fund	268,686.03	269,868.99	100.4%	0.00	0.00	0%
004 Leave Accrual Fund	46,325.50	46,529.46	100.4%	0.00	0.00	0%
005 Plans Trailer Copier	2,209.89	2,219.61	100.4%	0.00	0.00	0%
006 Equipment Reserve Fund	113,335.24	113,834.23	100.4%	0.00	0.00	0%
	<u>1,121,912.09</u>	<u>1,126,851.61</u>	<u>100.4%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>

April 16, 2023

Commissioners, Chiefs, Board Secretaries,

You are invited to our annual spring Southwest Fire Commissioners meeting.

When: May 17 with a free dinner starting at 6:30 and a meeting starting at 7:00

Where: Clark Fire and Rescue 911 N 65th Avenue, Ridgefield

Agenda: Legislative update from elected officials
WFCA update from Roger and Ann
Update from all present

As you probably recall, we are meeting twice a year, once north and once south. We are able to provide a free meal from Smoking Franks as we have adequate money in our bank account. This is a chance for all to get together to receive an update on the past legislative session, an update from our WFCA, and to share problems or accomplishments from all.

In order to get a head count for dinner, please respond to Larry.Bartel@clarkfr.org by May 8th. As we are finding some departments and Commissioners have bad email addresses, please contact other invited members from your department to be sure they get this invite. Hope to see you there.

Larry



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



To: Board of Fire Commissioners
From: Chief Ed Hartin
Date: April 18, 2023
Subject: Chief's Report

Response Activity

The district responded to 30 calls for service April 1 through April 16, 2023. Table 1 outlines the distribution of incidents by incident type series.

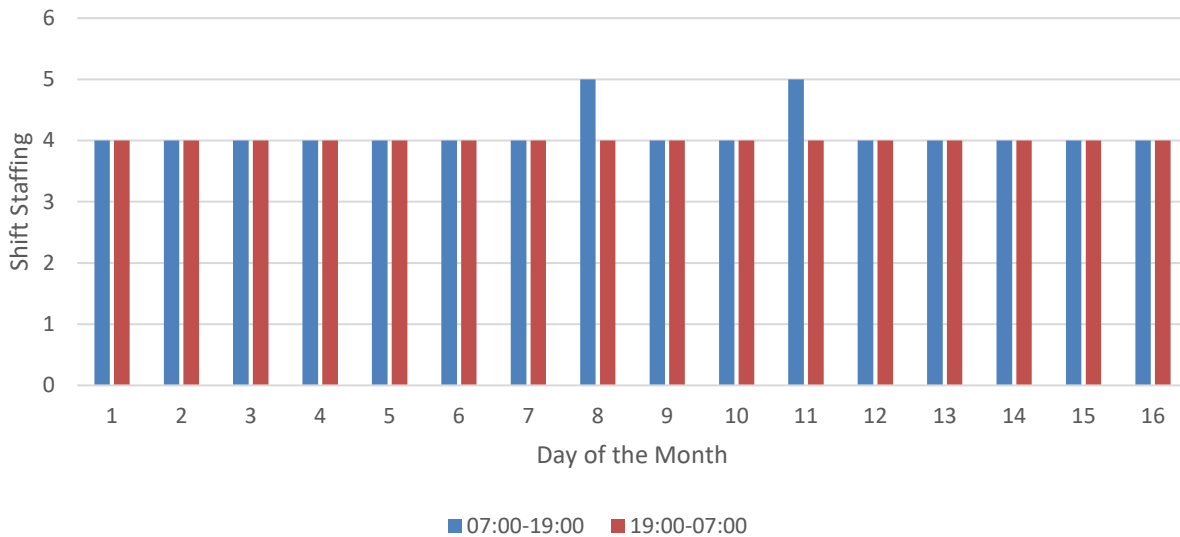
Table 1. April Responses

Incident Type Series	Number
1 - Fire	1
3 - Rescue & Emergency Medical Service Incident	23
4 - Hazardous Condition (No Fire)	0
5 - Service Call	0
6 - Good Intent Call	6
7 - False Alarm & False Call	0
Total Responses	30

Staffing and Deployment

During the month of April ECFR maintained a 90th percentile shift staffing level of 5 personnel during the day (07:00-19:00) and 4 personnel at night (19:00-07:00). Station 94 was unstaffed once during the day (07:00-19:00) during the month and as such, its availability of response from this station was 90.63% (in comparison with 100% availability from Station 91). Daily shift staffing is illustrated in Figure 1.

Figure 1. April Daily Shift Staffing



No incidents were impacted by lack of staffing at Station 94 between April 1 and April 16, 2023.

Shift Reports

A Shift/Training: Captain Danny Burch has distributed the first quarter training schedule and is working on identifying and documenting standard tactical plays to support ongoing training. ECFR continues to work with Camas Washougal Fire Department Division Chief Ford to schedule a supraglottic airway class for members who are not yet qualified to use this medical device (the class must be conducted by an Senior EMS Instructor). Captain Burch has also distributed a schedule of joint technical rescue training opportunities with CWFD that will occur next month.

B Shift/Facilities and Community Risk Reduction: Captain Troutman has continued work to address deferred facility maintenance issues. Earlier this month contactors fixed exterior lighting and clogged downspouts at Station 91 (additional gutter cleaning was recommended). In addition, Day Wireless fixed the station alerting problems at Station 94 and staff assigned to that station are monitoring system performance. Day Wireless recommended replacement of the exterior antenna and related wiring on this system as it is old, and its condition likely contributes to the regular failure of the station alerting system. Captain Troutman will be working with CRESA and Day Wireless to evaluate options for replacement (same type of omni-directional antenna currently used or a directional antenna).

C Shift/Apparatus and Equipment: Temporary Captain Prasch has been working on completion of apparatus inventories and evaluation of inventories based on national standards and the tactical needs of the district. In addition, he has been working on identifying equipment that is broken and cannot be repaired or does not meet the needs of the district to allow it to be declared surplus and appropriately disposed of. Annual apparatus inspections consistent with the requirements of National Fire Protection Association (NFPA) 1911 *NFPA 1911, Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Emergency Vehicles* are underway with inspection of Rehab 93 completed. During

inspection of Squad 93, multiple issues with the diesel engine were discovered and it is currently at the Ford dealership for diagnosis and repair.

Programs and Projects

Personnel Changes: Part-Time Firefighter Greta Smith began her initial orientation and training on April 8, 2023. She is assigned to A Shift and will be working the day side of each shift until she completes initial orientation and training.

Part-Time Firefighter Recruitment: Recruitment to fill the remaining two part-time firefighter positions is ongoing with this position posted on the Daily Dispatch (Western Fire Chiefs daily news distribution).

Full-Time Firefighter Recruitment: An assessment center for full-time firefighter was conducted on April 13-14, 2023. The assessment consisted of a behavioral interview focused on consistency with the values of integrity, compassion, professionalism, and equity as well as fire, emergency medical and apparatus operation skills evaluations. Thanks to Temporary Captain Prash and Firefighters Cody Sorensen, Austin Wyman, Alex Harrington, and Ryan Grable for their assistance as role players and evaluators during this assessment. Seven candidates participated in the assessment and five were advanced to executive interviews. Chief Hartin conducted five executive interviews on April 14 and 17, 2023 and is currently checking external candidate references.

Volunteer Recruitment and Training: We are well on our way to increase the strength of our volunteer ranks from four to ten with three new volunteers having started initial training and three additional volunteer members working on completion of pre-member requirements.

Strategic Planning: Earlier this month, Chief Hartin presented the draft mission, vision, and values to the board and they are on the agenda for adoption at this evening's meeting.

Professional Development: I have set up a professional development session for our members with Washougal Mayor Dave Stuebe (COL USMC, Ret.) on April 24, 2023 at 09:00 at Station 91 and with Tualatin Valley Fire and Rescue Battalion Chief Matt Leech on April 28, 2023 at 09:00 at Station 91. The format of these sessions is discussion and will be based on the following questions:

1. Tell us about your leadership journey.
2. What did you learn along the way?
3. If you could go back in time, what advice would you give your younger self?

This discussion will be followed by an open forum.

The First 100 Days: Chief Hartin has submitted a report to the board of fire commissioners outlining the district's accomplishments during his first 100 days. Thanks to all members of East County Fire and Rescue and the board for their strong work in moving the district forward!



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

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www.ecfr.us



To: Board of Fire Commissioners
From: Chief Ed Hartin
Date: April 18, 2023
Subject: 100 Day Report

The following has been accomplished in the first 100 days that I have served as East County Fire and Rescue's fire chief (January 1, 2023 to April 10, 2023). Items listed in italic text directly addressed the district's current strategic plan.

1. *Conducted one-on-one (who's who in the zoo) interviews with 100% of district members inclusive of full-time, part-time, and volunteer personnel and elected officials (Strategic Plan 4.5)*
2. Worked with the captains to realign staff assignments. This resulted in Captain Burch being assigned the training function, Captain (Temporary) Prasch assigned apparatus and equipment, and Captain Troutman assigned responsibility for facilities and community risk reduction.
3. Engagement of the district's volunteers, part-time, and full-time members along with elected officials in examining the district's mission, vision and values with the following outcomes.
 - Refinement and reaffirmation of the district's mission: Improve community safety by reducing risk through education, prevention, and response.
 - Establishment of a vision for the future: Continuous improvement!
 - Clarification and refinement of the district's organizational values: Integrity, Compassion, Professionalism, and Equity.
4. Engaging with the district's volunteers, part-time, and full-time members along with elected officials to accomplish rebranding with a new district logo incorporating the traditional fire service Maltese cross with the river, forest, and mountain as unique characteristics of the district.
5. Implementation of standardized format for documents to reinforce the district's value of professionalism.
6. Implementation of a multi-component strategic level planning project including 1) long-range financial planning, assessment of apparatus and equipment, assessment of facilities, and evaluation of the district's current staffing model.
7. Began data collection for development of a community risk assessment and update of the district's standard of coverage.

8. Began data collection and analysis for development of a financial planning model for the district.
9. Substantial progress on assessment of the district's apparatus and equipment. Documentation of apparatus characteristics completed along with inventory of equipment carried on apparatus. Assessment of the mechanical condition of apparatus and equipment is ongoing with annual apparatus inspections and pump, hose, and ladder testing.
10. Integration of a values-based behavioral interview process for volunteer, part-time, and full-time members.
11. Developed an assessment center for the district's full-time firefighter recruitment and selection process (integrates the values based behavioral interview with fire, emergency medical, and apparatus operation skills).
12. Increased the district's social media presence on Facebook with a substantial increase in frequency of posts, increase number of followers, and ongoing increases in interactions.
13. Increased emphasis on training for operational and administrative staff.
14. Met with the Camas Washougal Fire Department Chief Free, Division Chief Ford, the three shift battalion chiefs, and training captain to establish a sound and collaborative working relationship.
15. Establishment of a comprehensive assessment center for selection of new full-time firefighters.
16. *I took initial responsibility for volunteer recruitment and addressed the backlog of volunteer applications (dating from 2021 to 2023) and increased recruitment efforts via social media and the district's website (Strategic Plan 4.1)*
17. *Increased volunteer membership from four to ten with addition of six new volunteers training to become firefighters (Strategic Plan 4.4 and Strategic Plan Outcome 8)*
18. Implemented a multi-mode volunteer firefighter academy/initial training program that integrates cohort training, on-shift skills coaching, and on-line/independent study.
19. Implemented a system to allow new volunteers to engage in emergency response and other shift activity within their level of training and scope of emergency medical practice from the start of training (rather than requiring them to wait until all training is completed).
20. *Completed an Assistance to Firefighters Grant (AFG) application for diesel exhaust extraction systems at Stations 91, 93, and 94. While not separating the workout area from the apparatus room, if this grant is received it will significantly reduce the risk of exposure to diesel exhaust in the apparatus room and all other areas of these facilities (this accomplishment addresses Strategic Plan 2.5 in part).*
21. Captain Troutman has completed multiple items related to deferred maintenance and work is underway to develop and implement an annual facilities maintenance program.
22. *Conducted exit interviews with three part-time firefighters and one full-time captain (Strategic Plan 4.14).*

23. *Developed a professional development reading list and established related library resources at Stations 91 and 94. This reading list supports professional development for firefighters and captains (this accomplishment addresses Strategic Plan 7.2 in part)*
24. *Developed an Assistance to Firefighters Grant (AFG) application to implement a Blue Card command training center at East County Fire and Rescue and train all full-time members as Blue Card Incident Commanders (Strategic Plan 5.2, 5.3, and 7.2 in part)*
25. *Developed the format for a captain's assessment center with completion of assessment center documentation by the end of April 2023 (Strategic Plan 5.2 and 5.3)*
26. *Captain Danny Burch assigned as the district's training officer and initial elements of an annual training plan have been completed with the balance of the plan to be completed within the next several months (Strategic Plan 5.5)*
27. *Completed revision and update of the district's website to improve transparency and public communication. Accounting Assistant Debbie Macias was assigned as lead on this project (Strategic Plan 8.1 and 8.2)*
28. A leadership development program was initiated with presentation and discussion scheduled with Washougal Mayor David Stuebe (COL USMC, Ret.) and Tualatin Valley Fire and Rescue Battalion Chief Matt Leech.
29. Improved emergency medical services ongoing training and evaluation program (EMS OTEP) provided by Camas Washougal Fire Department and extended using East County Fire and Rescue EMS evaluators.
30. Met with Kevin Bergstrom of Local 2444 International Association of Firefighters and Union Representative Cheyenne Russell of the Office & Professional Employees Internal Local 11 to begin a good working relationship between management and the district's two labor groups.
31. Established a positive working relationship with Skamania County Fire District 4, which borders East County to the east. This relationship is anticipated to result in an agreement for water tender automatic aid between our two districts.
32. *Held the first labor/management meeting of 2023 with Local 2444 and established tentative agreement on revisions to the district's step program to simplify this process, and improve professional development for our full-time members (this accomplishment addresses Strategic Plan 7.2 in part).*
33. *Implemented (transplanted) 10-Minute Training, a weekly incident command training program for company officers and firefighters who may act as company officers and a monthly incident command training program for command officers (this accomplishment addresses Strategic Plan 5.2 and 5.3 and 7.2 in part as well as increasing the regional and national profile of the district)*
34. *Implemented "Fifth Thursday Tactics" a hybrid format, quarterly training program focused on development of strategic and tactical command officer skills (this accomplishment addresses*

Strategic Plan 5.2 and 5.3 and 7.2 in part as well as increasing the regional and national profile of the district).

35. Initiated transition from the Emergency Reporting records management system (RMS) to ESO RMS to allow the district to meet upcoming changes in EMS reporting to the state department of health and national EMS data systems. This change will also reduce the workload of line personnel and improve data analysis capabilities.
36. Administrative Specialist Pam Jensen became a member of the Government Finance Officers Association and district administrative staff have begun a gap analysis between the district's budget process and documentation and the elements of the GFOA Distinguished Budget Presentation Award Program.
37. Established a framework and began development for a staff budget input workbook to improve documentation of the district's budget development process.
38. A substantial amount of equipment that was not serviceable and could not be repaired, had reached its end of useful life, or no longer met the needs of the district has been declared surplus by the board and appropriately disposed of.
39. Cardiopulmonary Resuscitation (CPR) training provided to administrative staff.
40. Accounting Assistant Debbie Macias completed Incident Command System 100 and 700 training.



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone)

(360) 835-8920 (fax)

www.ecfr.us



To: Board of Fire Commissioners
From: Assistant Chief Robert Jacobs
Date: April 18, 2023
Subject: Assistant Chief's Report

Training

April DOC training was 4-11-23 Sta. 91 7 PM, the ARES/RACES radio group is holding an exercise on April 29th which will involve a test of their radio equipment that is located here.

May DOC training will be 5-9-23 Sta. 91 7 PM.

March EST/Tender training was 3-28-2023.

April EST/Tender training will be 4-25-2023 Sta. 93 7 PM.

Apparatus Maintenance

Annual apparatus maintenance has started; Tender 93 will be next. Engine 95 hose bed tarp securement was sent out for repair. Squad 93 had to go to Westlie Ford for a fuel system problem causing intermittent hard starting and stalling.

Safety

Last safety committee meeting was 3-29-23.

Next safety committee meeting will be 5-23-2023 Sta 91 7:30 PM.

No reported accidents/incidents since your last board meeting.



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DRAFT Mission

Improve community safety by reducing risk through education, prevention, and response.

DRAFT Vision

Continuous improvement.

DRAFT Values

Integrity

- Do the right thing, at the right time, and for the right reasons
- Act consistently with East County Fire & Rescue's organizational values

Compassion

- Treat others with respect and dignity
- Have empathy and consistently provide help and support to others.

Professionalism

- Maintain high standards and perform with confidence and humility
- Engage in deliberate practice and strive for continuous improvement.
- Be a good steward of district resources

Equity

- Provide our members with opportunity based on their individual capabilities and needs.
- Deliver consistent and systematically fair, just, and impartial service.



Full-Time Firefighter Assessment Center

Integrity • Compassion • Professionalism • Equity

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East County Fire and Rescue

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To: Full-Time Firefighter Assessors
From: Chief Ed Hartin, MS, EFO, FIFireE, CFO
Date: April 12, 2023
Subject: 2023 Firefighter Recruitment

Thank you for assisting East County Fire and Rescue (ECFR) with assessment of candidates in ECFR's full-time firefighter recruitment process. This process is divided into three components.

Panel Interview: Candidates must complete panel interview conducted by three ECFR members.

Skills Assessment: Candidates for full-time firefighter positions must complete a skills assessment examining knowledge and proficiency in basic firefighting, emergency medical service, (EMT-Basic), and apparatus operation knowledge and skills.

Your role as an assessor is to evaluate the candidates and provide candid feedback fairly and objectively. Assessor orientation will be held between 07:00 and 07:30 on each day of the assessment process.

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Assessment Center

The assessment center is comprised of multiple components designed to evaluate candidates' knowledge, skills, and abilities in a variety of areas.

Panel Interview: Candidates complete a panel interview conducted by three ECFR members.

Skills Assessment: Candidates for full-time firefighter positions must complete a skills assessment examining knowledge and proficiency in basic firefighting, emergency medical service, (EMT-Basic), and apparatus operation knowledge and skills.

Rating Scale

Each element of the assessment process will be evaluated on multiple dimensions. Each dimension will be rated on a five-point scale from unacceptable to excellent. Successful completion of each element of the assessment process requires that candidates receive no unacceptable ratings and no more than one "marginal" rating on an individual event.

- 1 **Developing:** The candidate fails to demonstrate minimum competency in the dimension.
- 2 **Marginal:** The candidate performed at a less than acceptable level. Additional training, coaching, and/or experience is required to improve performance.
- 3 **Acceptable:** The candidate performs to an acceptable level.
- 4 **Superior:** The candidate demonstrates a high level of proficiency and skill in the dimension being evaluated.
- 5 **Excellent:** The candidate demonstrates performance mastery in the dimension being evaluated.

To provide guidance to the raters, descriptions are provided for developing, acceptable, and excellent ratings in each dimension.

Schedule

The schedule for the 2023 full-time firefighter recruitment process has been designed to incorporate assessment of seven candidates.

Interviews are scheduled at 45-minute intervals starting at 08:00 and skills assessments are scheduled at 60-minute intervals immediately following the completion of the panel interviews. Given the number of candidates, the assessment process is scheduled for Thursday, April 13, 2023 and Friday, April 14, 2023.

Thursday, April 13, 2023

Time	Interview		
08:00	Dobbins		
08:45	Parry		
09:30	Meacham		
Time	Fire Skills	EMS Skills	Apparatus Operator Skills
10:15	Meacham	Parry	Dobbins
11:15	Parry	Dobbins	Meacham
12:00	Lunch		
12:45	Dobbins	Meacham	Parry

Friday, April 14, 2023

Time	Interview		
08:00	Fox		
08:45	Davis		
09:30	Hawkey		
10:15	Charles		
Time	Fire Skills	EMS Skills	Apparatus Operator Skills
11:00	Fox	Davis	Hawkey
12:00	Lunch		
12:45	Davis	Hawkey	Charles
13:45	Hawkey	Charles	Fox
14:45	Charles	Fox	Davis

Guidance to Assessors

The following guidelines are intended to emphasize the importance of observing and recording behavior objectively.

- Read and become familiar with each exercise (you will only be assigned to serve as an assessor in one exercise, but chance favors the prepared mind).
- Be aware of common rater errors such as the halo effect, central tendency, projection, etc. (more detail is provided in the next section of this document).
- Try to avoid generalizations. Be specific in recording behaviors.
- Be aware of what the candidate doesn't say or do. These observations are just as important as observations of overt behavior.
- Be careful not to mentally interject yourself into the exercise and project how you would have handled the situation or which facts you would have considered.
- Observe and record behavior without evaluating it (positively or negatively). Where possible use direct quotations.
- Record (take notes) as much behavior as possible and don't worry about using complete sentences as long as understanding is not jeopardized.
- Don't be redundant. Under a specific dimension do not state an observation more than once unless it is very important. Instead, place a check beside the observation to indicate how many times it occurred.

These guidelines are very important as they will be used throughout the process. Remember that you will only have once chance to observe a candidate in each exercise and you will need to rely on your notes when it is time to score performance.

Common Rater Errors

When discussing and quantitatively evaluating the job-related strengths and weaknesses of candidates, our basic task is to interpret the considerable amount of information in light of the behaviors exhibited and the definitions of the relevant performance dimensions. Below is a brief discussion of most of the problems and errors which frequently impair the evaluation process.

Halo Effect: The tendency to make inappropriate generalizations from one aspect of a person's performance due to being influenced by one or more outstanding characteristics, either positive or negative

Leniency: The tendency to evaluate all people as outstanding and to give inflated ratings rather than true assessments of performance

Central Tendency: The tendency to evaluate every person as average regardless of differences in performance

Strictness: The tendency to rate all people at the low end of the scale and are overly critical of performance

Contrast Effect: The tendency for a rater to evaluate a person relative to other individuals rather than the behaviorally anchored assessment criteria

First Impression Error: The tendency for a rater to make an initial favorable or unfavorable judgment about someone, and then ignore subsequent information that does not support this impression

Similar-to-Me Effect: The tendency to more favorably judge those people perceived as similar to the rater

Logistics Requirements

The following materials are required for the firefighter assessment center (materials are identified by event)

Panel Interview

The following supplies are required for the Panel Interview:

- Grading sheets (three per candidate)
- Summary grading sheets (one per candidate)

Basic Skills Assessment

The following equipment and supplies are required for the Basic Skills Assessment:

- Type I Engine with SCBA, 1-3/4" pre-connected hoseline, 5" supply hose, SCBA.
- Simple medical kit with medical gloves, safety glasses, stethoscope, blood pressure cuff
- CPR manikin
- Grading sheets for each skills station (three per candidate)

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Panel Interview

This interview is behaviorally based. This means that questions are intended to discover how the candidate acted in a specific employment-related situation. Behavioral interview questions are more pointed, more probing, and more specific than traditional interview questions. Each of the questions is tied to one (or more) of the East County Fire and Rescue (ECFR) organizational values.

Our expectation is that members will use these values to guide their behavior in interactions with one another and with those whom we serve. Inappropriate behavior often (almost always) relates to deviation from ECFR's values.

Organizational values define what we stand for (and what we will not stand for). East County Fire and Rescue is committed to this common set of values that drive our interactions with the community and one another.

Integrity

- Do the right thing, at the right time, and for the right reasons
- Act consistently with East County Fire & Rescue's organizational values

Compassion

- Treat others with respect and dignity
- Have empathy and consistently provide help and support to others.

Professionalism

- Maintain high standards and perform with confidence and humility
- Engage in deliberate practice and strive for continuous improvement.
- Be a good steward of district resources

Equity

- Provide our members with opportunity based on their individual capabilities and needs.
- Deliver consistent and systematically fair, just, and impartial service.

It is not sufficient for our members to espouse these values; we must walk the walk by demonstrating our commitment through our daily actions.

Panel Interview Evaluation Rubric

This rubric provides a framework for assessment of critical performance elements in the Panel Interview.

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Dimension	Developing (1)	Competent (3)	Exemplary (5)
<p>Verbal Skills The candidate's oral presentation must be clear, easy to understand, and focused on the appropriate level for the audience</p>	<p>The candidate did not speak clearly and in an understandable manner.</p> <p>The candidate used inappropriate (sexist, vulgar, or otherwise unacceptable) language, did not use the correct technical terminology where appropriate.</p> <p>The candidate presented information in an excessively simplistic or complex level.</p>	<p>The candidate spoke clearly and in an understandable manner and used appropriate terminology.</p>	<p>The candidate spoke clearly and in an understandable manner and used appropriate terminology. The candidate focused the answer at an appropriate level.</p>
<p>Values Consistency The candidate's answers must demonstrate alignment with ECFR's values of integrity, compassion, professionalism, and equity.</p>	<p>The candidate's answers demonstrated behavior that was inconsistent with or contrary to ECFR's values.</p>	<p>The candidate's answers demonstrated behavior that was generally in alignment with ECFR's values.</p>	<p>The candidate's answers demonstrated behavior that was fully in alignment with ECFR's values.</p>

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Panel Interview Grading Sheet



**East County Fire and Rescue
Values Based Panel Interview**

Panel Interview Grading Sheet

The specific value of interest is listed on the grading sheet for the rater's benefit, but should not be provided to the candidate when reading them the question.

Communication	1	2	3	4	5
Verbal Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question: Please tell us a little about yourself and your preparation for becoming a firefighter with East County Fire and Rescue (ECFR).	<i>This Question is not Scored</i>				
Comments:					
Values Alignment	1	2	3	4	5
Question 1: If you can, tell about a time when your trustworthiness was challenged. How did you react/respond? (Integrity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

EAST COUNTY FIRE AND RESCUE VALUES BASED PANEL INTERVIEW

Values Alignment	1	2	3	4	5
Question 2: What is the toughest feedback that you have received and what lessons did you learn from it? (Professionalism)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question 3: Tell me about a time when you were sensitive or compassionate to a person in an emotional or tense situation? (Compassion)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question 4: Tell us about a time at work or school when you interacted with others who are different than yourself in terms of race, ethnicity, gender, or socioeconomic status? (Equity) Probe: How did you approach understanding their experience and perspectives?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question 5: Tell us about a time when you have taken steps to ensure that everyone felt included in a group setting (e.g., at work, in school, on an athletic team or other setting). Describe the situation, the actions you took, and the outcome. (Equity) Probe: How did your efforts influence the group?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					

EAST COUNTY FIRE AND RESCUE VALUES BASED PANEL INTERVIEW

Values Alignment	1	2	3	4	5
Question 6: Please describe a time when you had a disagreement with a co-worker or supervisor? (Professionalism) Probe: How did you handle it?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question 7: Can you give an example of a situation when you saw someone at work stretch or bend the rules beyond what you felt was acceptable? How did you deal with this? (Integrity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question 8: Please tell us about a person that you believe behaves with compassion. (Compassion) Probe: What about this person’s behavior and interaction with others makes them compassionate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
Question: Is there anything else you would like to share with the panel? This item is not scored, but may influence the candidates scores on prior items (e.g., if additional information or clarification on a prior item is provided)	<i>This Question is not Scored</i>				
Comments:					

EAST COUNTY FIRE AND RESCUE VALUES BASED PANEL INTERVIEW

Values Alignment	1	2	3	4	5
Question: Do you have any questions for us?	<i>This Question is not Scored</i>				
Comments:					

Candidate: _____

Rater: _____

Rater Signature: _____

Interview Summary Scoring Sheet



East County Fire and Rescue
Firefighter Panel Interview Scoring Worksheet

Candidate: _____ Date: _____

Question	Rater		Rater		Rater		Average	
	Values	Verbal	Values	Verbal	Values	Verbal	Values	Verbal
Verbal								
1 (Integrity)								
2 (Professionalism)								
3 (Compassion)								
4 (Equity)								
5 (Equity)								
6 (Professionalism)								
7 (Integrity)								
8 (Compassion)								
Average								
Combined Average								

Candidates must receive an combined average score of ≥ 3.0 , have not more than two answers with an average score of 2.0, and no answers with an average score of 1.0 in order to receive a passing score. A numerical score of 3.0 corresponds to 70%, 4.0 corresponds to a score of 85% and 5.0 corresponds to 100%

- This candidate demonstrated alignment with ECFRs organizational values and acceptable verbal skills and is recommended for advancement in the selection process
- This candidate did not demonstrate alignment with ECFRs’ organizational values or did not demonstrate acceptable verbal skills and is not recommended for advancement in the selection process

If the candidate is not recommended for advancement this must be reflected in the scoring of values alignment, verbal skills, or both and must be supported in the raters’ narratives.

Rater: _____ Rater Signature: _____

Rater: _____ Rater Signature: _____

Rater: _____ Rater Signature: _____

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Skills Assessment

This element of the assessment process examines the candidate’s knowledge and skill in fire suppression and emergency medical services at the Firefighter I and Emergency Medical Technician-Basic (EMT-B) levels respectively.

The fire skills assessment is divided into two assessment stations and EMS skills are assessed at a third station.

Station 1 Firefighting Knowledge and Skills

- Taking a hydrant (hydrant gate on a 2 ½” outlet and 5” hose connected to the large outlet)
- Deploying a 1 ¾” attack line from the hosebed (minuteman load) and operating a charged line equipped with a combination nozzle
- Self-contained breathing apparatus weekly inspection

Station 2 EMS Skills

- Assessment of a medical patient and interaction with the patient and family member
- Initial care of a medical patient
- One-person cardiopulmonary resuscitation

Station 2 Apparatus Operator Knowledge and Skills

- Assessment of basic knowledge of fire pump operation
- Initial fireground operations to supply an attack line from tank supply.
- Changeover from tank to pressurized supply (hydrant or tender)
- Supplying a second (different size and flow rate) attack line
- Troubleshooting and priority traffic communications

Basic Skills Evaluation Rubric

This rubric provides a framework for assessment of critical performance elements in the basic skills assessment.

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Dimension	Developing (1)	Competent (3)	Exemplary (5)
<p>Verbal Skills The candidate's oral communication must be clear, easy to understand, and appropriate for the context of the assessment.</p>	<p>The candidate did not speak clearly and in an understandable manner. The candidate used inappropriate (sexist, vulgar, or otherwise unacceptable) language, did not use the correct technical terminology where appropriate.</p>	<p>The candidate spoke clearly and in an understandable manner and used appropriate terminology.</p>	<p>The candidate spoke clearly and in an understandable manner and used appropriate terminology.</p>
<p>Approach Behaviors The candidate must demonstrate positive approach behaviors related to performance of the skills being assessed</p>	<p>Was unprepared or interacted inappropriately with role players and assessors. The candidate interacted with role players and the assessor in a negative manner.</p>	<p>Was prepared and interacted appropriately with role players and assessors in a positive manner.</p>	<p>Was well prepared (to include requisite knowledge and related task activity) and performed with a high level of enthusiasm. The candidate interacted with role players and the assessor in a positive manner.</p>
<p>Safety The candidate must identify and address hazards that may be encountered during the assessment or if the skill was being performed at an emergency incident</p>	<p>Failed to identify the major hazards that may be encountered during the assessment and/or was unable to identify the relevant hazards that may be encountered when performing the task in a "real world" context.</p>	<p>Identified the major hazards that may be encountered during the assessment session and when questioned, identified the relevant hazards that may be encountered when performing the task in a "real world" context</p>	<p>Identified and addressed the major hazards that may be encountered during the assessment or when performing the task in a "real world" context.</p>
<p>Requisite Knowledge The candidate must have the requisite knowledge to respond effectively to assessor questions regarding related content.</p>	<p>The candidate was unable to answer assessor questions on related content.</p>	<p>The candidate was able to answer assessor questions on related content.</p>	<p>The candidate was able to answer assessor questions on related content and made an effective connection between the questions and the task at hand.</p>
<p>Skills Proficiency: The candidate must demonstrate the skill with acceptable performance in accordance with the Washington State Fire Academy's Firefighter I Skills Sheets or EMS On-Line Emergency Medical Technician-Basic Skills Sheets (as applicable).</p>	<p>Failed to perform to standard (made one or more major errors or made sufficient minor errors to preclude successful completion).</p>	<p>Performed to standard.</p>	<p>Performed the skill with mastery.</p>

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Knowledge and Skills Grading Sheets



**East County Fire and Rescue
Skills Assessment Grading Sheet**

Candidate: _____ Skill: _____

Interpersonal Skills	N/A	1	2	3	4	5
Verbal Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Approach Behaviors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content Knowledge	N/A	1	2	3	4	5
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Requisite Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skills Proficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

SKILLS ASSESSMENT GRADING SHEET

Things done well...

Potential areas of improvement...

Rater: _____

Rater Signature: _____

Knowledge and Skills Summary Scoring Sheet



**East County Fire and Rescue
Firefighter Skills Assessment Scoring Worksheet**

Candidate: _____ **Date:** _____

Skill	Fire Skills	EMS Skills	AO Skills	Average
Verbal				
Approach Behaviors				
Safety				
Requisite Knowledge				
Skills Proficiency				
Average				

Candidates must receive a combined average score of ≥ 3.0 , have not more than two dimensions with an average score of 2.0, and no dimensions with an average score of 1.0 in order to receive a passing score. A numerical score of 3.0 corresponds to 70%, 4.0 corresponds to a score of 85% and 5.0 corresponds to 100%

- This candidate demonstrated the requisite knowledge and skills and is recommended for advancement in the selection process
- This candidate did not demonstrate the requisite knowledge and skills and and is not recommended for advancement in the selection process

If the candidate is not recommended for advancement this must be reflected in the scoring of values and must be supported in the raters' narratives.

Rater: _____ **Rater Signature:** _____

Rater: _____ **Rater Signature:** _____

Rater: _____ **Rater Signature:** _____

Fire Skills: Self Contained Breathing Apparatus (SCBA), Hose, & Fire Streams

At this station the candidate is tasked with tasks typical of initial engine company operations on the fireground. These include taking a hydrant (hydrant gates on both sides and 5" hose connected to the large outlet), deploying a 1-3/4" attack line from the hosebed (minuteman load) and operating a charged line equipped with a combination nozzle.

Assessor Instructions

Show the candidate the self-contained breathing apparatus, hydrant bag, supply hose load, and pre-connected hoselines on the apparatus used in the assessment and ask if the candidate has any questions.

Candidate Instructions for SCBA Inspection (Read to the Candidate)

In this skills assessment station, you will be responsible for performing a weekly inspection of a self-contained breathing apparatus. Successful completion requires that you inspect the breathing apparatus and verbalize the steps in the process as you complete the inspection. The intent of this process is to ensure that you are familiar with the general procedures used for SCBA inspection, not necessarily specific familiarity with this brand and model.

After completing this task, you complete several tasks related to water supply, attack line deployment and operation of a charged line.

Candidate Instructions (Read to the Candidate)

In this skills assessment station, you will be responsible for securing the hose at the hydrant for a forward lay and then making hydrant connections to supply water to the fireground. Successful completion requires the following:

- Hose secured and instruction provided to the apparatus operator to lay in
- 5" hose connected to the large hydrant outlet.
- Hydrant gate placed on the 2 ½" hydrant outlet closest to the fire.
- Open the hydrant when instructed by the apparatus operator.
- Proceed to the fireground.

Upon reaching the apparatus, you will be tasked with deployment of a 1 ¾" attack line. Successful completion requires the following:

- Appropriate deployment of the minuteman load to the specified location.
- Deployment of hose to facilitate advancement of the charged hoseline.
- Proper operation of the combination nozzle.

After completing these two tasks, you will work with another firefighter to reload the hose on the apparatus.

Skills Sheets



FIRE PROTECTION BUREAU
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FIREFIGHTER I

5-5.1 CLEAN AND CHECKING EQUIPMENT
Standard Area: Prevention, Preparedness, and Maintenance

Evaluation Sheet: 5-5.1D

Candidate: _____ **Date:** _____
Birth Date
Mo Day Yr _____ **Last 4 digits of SS#:** _____

STANDARD: 5-5.1 NFPA 1001, 2008 Edition		TASK: Inspect SCBA.			
PERFORMANCE OUTCOME: The candidate shall be able to inspect a SCBA to show that it is in a safe condition for immediate use.					
CONDITIONS: Given a fire department SCBA, the candidate shall demonstrate the ability to:					
NO.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
	INSPECT SCBA				
1.	Check straps and backpack assembly				
2.	Check condition and hydrostatic test date of cylinder				
3.	Turn the cylinder valve on fully				
4.	Compare that two pressure gauges are within 100 PSI of each other with low pressure SCBA or within 200 PSI of each other with high pressure SCBA				
5.	Check face piece, hose, and exhalation valve by inhaling and exhaling				
6.	Check regulator operation by connecting to face piece and breathing				
7.	Check by-pass operation and ensure by-pass is in the off position after testing				
8.	Check low pressure alarm while bleeding the air line				
9.	Return all straps, valves, and components back to ready state				
10.	Check the air cylinder is in off position and for adequate air pressure (90% - full)				
11.	Candidate will tag unit out of service and/or notify supervisor of any irregularities found				
RETEST APPROVED BY:			RETEST EVALUATOR:		

(continued on the next page)



**FIRE PROTECTION BUREAU
STANDARDS AND ACCREDITATION**
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FIREFIGHTER I

5-5.1 CLEAN AND CHECKING EQUIPMENT

Evaluation Sheet: 5-5.1D

Standard Area: Prevention, Preparedness, and Maintenance *(continued)*

Evaluator/Candidate Comments: _____

_____	_____	_____	_____
Evaluator (Print & Sign)	Date	Candidate	Date
_____	_____	_____	_____
Re-Test Evaluator	Date	Re-Test Candidate	Date



**FIRE PROTECTION BUREAU
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FIREFIGHTER I

**5-3.15 CONNECT A FIRE DEPARTMENT PUMPER
TO A WATER SUPPLY**

Evaluation Sheet: 5-3.15A

Standard Area: Fire Ground Operations

Candidate: _____ Date: _____
 Birth Date _____
 Mo Day Yr _____ Last 4 digits of SS#: _____

STANDARD: 5-3.15 NFPA 1001, 2008 Edition		TASK: Connect a fire department pumper to a water supply. (Note: Hydrant)			
PERFORMANCE OUTCOME: The candidate, while operating at a simulated structure fire, shall be able to properly connect a supply hose to a hydrant and furnish water to a pumper.					
CONDITIONS: Given a hydrant, supply hose, hydrant tools, necessary adaptors, hose tools, and in full protective clothing (SCBA at evaluator option), the candidate shall demonstrate the ability to:					
NO.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
	FIRE HYDRANT CONNECTION VIA FORWARD AND REVERSE LAY				
1.	Connect supply hose to hydrant				
2.	Connect supply hose to pump intake				
3.	Flake hose to reduce kinks when charged				
4.	Fully open hydrant				
5.	Remove kinks from charged hose				
6.	At end of operation, fully close the hydrant				
7.	Place all equipment and hydrant in a ready condition				
RETEST APPROVED BY: _____			RETEST EVALUATOR: _____		

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



**FIRE PROTECTION BUREAU
STANDARDS AND ACCREDITATION**
PO Box 42600
Olympia WA 98504-2600
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FIREFIGHTER I

5-3.13 OVERHAUL A FIRE SCENE
Standard Area: Fire Ground Operations

Evaluation Sheet: 5-3.13B

Candidate: _____ **Date:** _____
Birth Date _____
Mo Day Yr _____ **Last 4 digits of SS#:** _____

STANDARD: 5-3.13 NFPA 1001, 2008 Edition		TASK: Deploy and operate an attack line.			
PERFORMANCE OUTCOME: The candidate, while operating at the scene of a simulated or live structure fire, shall properly deploy and operate an attack hoseline of 1 ½" or 1 ¾" size.					
CONDITIONS: Given a scenario, attack line, and in full protective equipment (on air if attacking the fire), the candidate shall demonstrate the ability to:					
NO.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Correctly wear full protective equipment (on air SCBA when attacking fire)				
2.	Select preconnect hose bed				
3.	Pull hose load partially out of the bed				
4.	Place load on shoulder while turning face away from load				
5.	Walk away from apparatus pulling remainder of hose out of the bed by the bottom loop				
6.	Pay off hose from top of shoulder load to designated target area				
7.	Remove or have removed kinks in hose				
8.	Secure nozzle, call or signal for water, bleed air from the attack line, and adjust nozzle for desired stream before entering area of fire attack				
9.	Close nozzle slowly enough to prevent water hammer				
RETEST APPROVED BY: _____			RETEST EVALUATOR: _____		

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



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FIREFIGHTER I

5-3.10 ATTACK AN INTERIOR STRUCTURE FIRE
Standard Area: Fire Ground Operations

Evaluation Sheet: 5-3.10F

Candidate: _____ **Date:** _____
Birth Date _____
Mo Day Yr _____ **Last 4 digits of SS#:** _____

STANDARD: 5-3.10 NFPA 1001, 2008 Edition		TASK: Operate a Combination Nozzle.			
PERFORMANCE OUTCOME: The candidate shall, while operating as a member of a team during a structure fire, demonstrate the proper operation of a Combination Nozzle, adjusting patterns and stream while maintaining control of the hose line.					
CONDITIONS: Given a simulated live interior structure fire, a charged attack line with a combination nozzle, a team member, and in full protective equipment, the candidate shall demonstrate the ability to:					
NO.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Position self and assistant on the same side of the hose line				
2.	Demonstrate straight steam				
	Adjust nozzle				
	Open nozzle fully and control hose line				
	Slowly close nozzle to avoid water hammer				
3.	Demonstrate narrow fog stream				
	Adjust nozzle				
	Open nozzle fully, control hose line, and achieve 15-45 degree pattern				
	Slowly close nozzle to avoid water hammer				
4.	Demonstrate wide fog stream				
	Adjust nozzle				
	Open nozzle fully, control hose line, and achieve 45-80 degree pattern				
	Slowly close nozzle to avoid water hammer				
RETEST APPROVED BY:			RETEST EVALUATOR:		

(continued on the next page)

EMS Skills

At this station the candidate performs basic patient assessment and individual emergency medical care tasks at the Emergency Medical Technician-Basic level. In order to focus on individual skills, this station will be set in the context of the candidate's medical response in a staff vehicle with limited medical equipment

Assessor Instructions

Show the candidate the limited medical equipment provided: medical gloves, safety glasses, pocket mask, blood pressure cuff, and stethoscope.

Allow the candidate to interact with the role player and yourself. You will play the role of family member in addition to assessing candidate performance.

Candidate Instructions (Read to the Candidate)

In this skills assessment station, you will be working as an individual EMT who has been on a detail in a staff vehicle which is not equipped as a licensed aid vehicle. Prior to reaching the station, you hear Squad 91 dispatched for a medical response to a patient in chest pain. As you are nearby, you respond and are the first arriving resource.

Assess the patient and initiate basic life support medical care within your scope of practice and available equipment.

Role Player Instructions

Patient: You are a 50-year-old male experiencing fatigue and shortness of breath. You had difficulty sleeping for the last several nights and are feeling anxious. You have no history of heart disease. 10 minutes after the arrival of the candidate, you indicate that you are tired and lapse into unconsciousness. Upon assessment, the candidate discovers that you are pulseless and apneic.

Family Member (Assessor): You can confirm the patient's symptoms and reiterate that she is generally in good health with no chronic illnesses.

Assessor: Provide the candidate with the following information regarding the patient's vital signs during the assessment (as indicated). The patient's blood pressure is 90/60 and she has a weak and irregular pulse with a rate of 60, her respirations are 24 and shallow.

When the patient loses consciousness, provide the candidate with a CPR manikin to begin compressions and ventilations.

Skill Sheet



Cardiac Arrest Management / AED

Candidate Name _____ Date _____

Scenario _____ Actual Time Started: _____

	Points Possible	Points Awarded
*Takes or verbalizes appropriate PPE precautions	1	
Determines the scene/situation is safe	1	
Attempts to question any bystanders about arrest events	1	
Checks patient responsiveness	1	
Direct assistant to retrieve AED	1	
Checks breathing and pulse simultaneously – Assesses patient for signs of breathing [observes the patient and determines the absence of breathing or abnormal breathing (gaspings or agonal respirations)] (1 point) – Checks carotid pulse [no more than 10 seconds] (1 point)	2	
<i>NOTE: After checking responsiveness, then checking breathing and pulse for no more than 10 seconds, evaluator informs the candidate, “The patient is unresponsive, apneic and pulseless”.</i>		
Requests additional EMS assistance	1	
*Immediately begins chest compressions (adequate depth and rate; allows the chest to recoil completely)	1	
Performs 2 minutes of high quality, 1-rescuer adult CPR –*Adequate depth and rate (1 point) –*Correct compression-to-ventilation ratio (1 point) –*Allows the chest to recoil completely (1 point) –*Adequate volumes for each breath (1 point) –*Minimal interruptions of no more than 10 seconds throughout (1 point)	5	
<i>NOTE: After 2 minutes (5 cycles), candidate assesses patient and second rescuer resumes compressions while candidate operates AED.</i>		
*Turns on power to AED	1	
*Follows prompts and correctly attaches AED to patient	1	
*Stops CPR and ensures all individuals are clear of the patient during rhythm analysis	1	
*Ensures that all individuals are clear of the patient and delivers shock from AED	1	
*Immediately directs rescuer to resume chest compressions	1	
Passing score is 16 (at least 80%)	Total:	19

Actual Time Ended: _____ Elapsed Time: _____ Max Time Allowed: 10 PASS / FAIL



CRITICAL CRITERIA - Note: Blocks above with an * have corresponding Critical Criteria below.

- ___ Failure to take or verbalize appropriate PPE precautions
- ___ Failure to check responsiveness, then check breathing and pulse simultaneously for no more than 10 seconds
- ___ Failure to immediately begin chest compressions as soon as pulselessness is confirmed
- ___ Failure to demonstrate acceptable high quality, 1-rescuer adult CPR
- ___ Interrupts CPR for more than 10 seconds at any point
- ___ Failure to correctly attach the AED to the patient
- ___ Failure to operate the AED properly
- ___ Failure to deliver shock in a timely manner
- ___ Failure to assure that all individuals are clear of patient during rhythm analysis and before delivering shock (verbalizes “All clear” and observes)
- ___ Failure to immediately resume compressions after shock delivered
- ___ Failure to manage the patient as a competent EMS provider
- ___ Exhibits unacceptable affect with patient or other personnel
- ___ Uses or orders a dangerous or inappropriate intervention

You must factually document your rationale for checking any of the above critical items on the form.

Evaluator Name: _____
 Printed **Signature**

Apparatus Operator Simulation

This element of the assessment process examines the candidate’s knowledge of pumping apparatus operation and troubleshooting. This assessment is based on general concepts of apparatus operation and fireground hydraulics as detailed in the International Fire Service Training Association (IFSTA) *Pumping Apparatus Operator Handbook* 3rd Edition. Candidates will not be assessed on specific procedures and practices used by East County Fire and Rescue (ECFR) but **will be provided with the ECFR Apparatus Operator Job Aid for use as needed during the simulation.**

Apparatus operator knowledge and skills assessments consist of walking and talking through initial operations at a residential fire, beginning with arrival on-scene and continuing through supplying various hoselines and troubleshooting problems that may occur. The candidate will be expected to verbalize each of the steps that you would take and respond to questions by the evaluator.

Apparatus Operator Evaluation Rubric

This rubric provides a framework for assessment of critical performance elements in pumping apparatus operation on the fireground.

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Dimension	Developing (1)	Competent (3)	Exemplary (5)
<p>Verbal Skills The candidate’s oral communication must be clear, easy to understand, and focused at the appropriate level for the audience.</p>	<p>The candidate did not speak clearly and in an understandable manner. The candidate used inappropriate (sexist, vulgar, or otherwise unacceptable) language, did not use the correct technical terminology where appropriate.</p>	<p>The candidate spoke clearly and in an understandable manner and used appropriate terminology.</p>	<p>The candidate spoke clearly and in an understandable manner and used appropriate terminology. The candidate interacted with role players and the assessor in a positive manner.</p>
<p>Approach Behaviors The candidate must demonstrate positive approach behaviors to both the content and task of delivering instruction</p>	<p>Was unprepared or minimized the importance of the task at hand. The candidate interacted with role players and the assessor in a negative manner.</p>	<p>Was prepared for the lesson. The candidate interacted with role players and the assessor in a positive manner.</p>	<p>Was well prepared for the lesson (to include requisite knowledge and related task activity) and delivered the lesson with a high level of enthusiasm. The candidate interacted with role players and the assessor in a negative manner.</p>
<p>Safety The candidate must identify and address hazards that may be encountered during the assessment or if the skill was being performed at an emergency incident</p>	<p>Failed to identify the major hazards that may be encountered during the assessment and/or was unable to identify the relevant hazards that may be encountered when performing the task in a "real world" context.</p>	<p>Identified the major hazards that may be encountered during the assessment session and when questioned, identified the relevant hazards that may be encountered when performing the task in a "real world" context.</p>	<p>Identified and addressed the major hazards that may be encountered during the assessment or when performing the task in a "real world" context.</p>
<p>Requisite Knowledge The candidate must have the requisite knowledge to safely and effectively operate pumping apparatus.</p>	<p>The candidate failed to demonstrate fundamental knowledge of apparatus systems and fireground hydraulics and/or was unable to answer clarifying questions posed by the assessor.</p>	<p>The candidate demonstrated fundamental knowledge of apparatus systems and fireground hydraulics within the context of the assessment (correct performance based on general characteristics of the type of pump, systems, and nozzles). The candidate correctly answered clarifying questions posed by the assessor.</p>	<p>The candidate demonstrated mastery of apparatus systems and fireground hydraulics within the context of the assessment (correct performance based on the specific type of pump, systems, nozzles, etc.). The candidate correctly answered clarifying questions posed by the assessor without hesitation.</p>

<p>Skills Proficiency The candidate must demonstrate the skill with acceptable performance in accordance with the IFSTA) Pumping Apparatus Operator Handbook 2nd Edition</p>	<p>Failed to verbalize and walk through the requisite tasks, failed to follow and appropriate sequence, and/or was unable to respond appropriately to malfunctions or problems.</p>	<p>Verbalized and walked through the requisite tasks in the appropriate sequence or corrected sequence without interruption of the evolution. Responded appropriately to malfunctions of problems and was able to diagnose potential cause and implanted corrective action or communication.</p>	<p>Verbalized and walked through the requisite tasks in the appropriate sequence without hesitation. The candidate quickly and appropriately responded to malfunctions or problems with effective diagnosis of cause and implementation of corrective action or communication.</p>
<p>Contingency Planning The apparatus operator must anticipate potential challenges and have the ability to develop and implement alternative courses of action as needed.</p>	<p>Was unable to identify and implement an effective alternate course of action when presented with a challenge or problem.</p>	<p>Reacted quickly to address challenges or problems.</p>	<p>Developed contingency plans in anticipation of potential challenges or problems.</p>

Assessor/Controller Briefing

This simulation requires the candidate to walk through and verbalize basic tasks involved in operation of pumping apparatus on the fireground. Show the candidate the apparatus that they will be working with and provide an overview of the “walk and talk” or “think aloud” method of assessment. Reinforce that they must verbalize their thought process and actions.

It is anticipated that the candidate may be unfamiliar with this type of assessment. You may coach the candidate to verbalize (if they do not) for the first several steps that they take. However, do not coach the candidate on what steps to take.

Candidate Briefing (Read)

You have responded to a residential fire on an engine company with a staffing level of two and positioned just beyond the fire building. An attached three car garage is well involved and is threatening the Bravo 1 Exposure. Your officer has advanced a 200’ pre-connected 2 ½” line with a 1 ¼” solid stream nozzle on Side Alpha for fire control and exposure protection.

This simulation begins with you sitting in the driver’s seat with the transmission in drive and your foot on the brake, having just stopped the apparatus in position beyond the fire building. You will begin the simulation sitting in the driver’s seat and are expected to walk around the apparatus as needed; verbalizing the actions that you would take in sequence. As the simulation progresses, the assessor will provide you with additional information such as the reading on the apparatus compound (suction) gage, engine temperature, oil pressure, and communications with your officer and other companies.

Apparatus Operator Simulation

Tell the candidate, “I am pulling the 200’ 2 ½” attack line off the rear and I will have Engine 41 lay you a supply line”.

The required line pressure for the 200’ attack line 2 ½” line is 90 psi (50 psi nozzle pressure, 20 psi friction loss per 100’ of 2 ½” Hose).

Once the candidate has supplied the 2 ½” attack line, tell them that Engine 41 has provided them with a 5” supply line, two minutes after they make the intake connection, call them and state “Engine 91 apparatus, Engine 41 hydrant, are you ready for water”. If they indicate yes, tell them the line is charged. If they change over to hydrant supply, advise the candidate that the residual pressure is 50 psi. If they do not call for the hydrant to be charged, advise them that their tank level is at ¼ four minutes after they charged the 2 ½” attack line.

At five minutes (assuming that the candidate is operating from hydrant supply), advise that the second arriving company which has been assigned to back up the attack crew is stretching a 200’ long 1 ¾” attack line with a 70-200 gpm automatic nozzle and ask that they supply this line to deliver 150 gpm.

The required line pressure for the 200' 1 3/4" attack line with an automatic nozzle flowing 150 gpm with 100 psi nozzle pressure is 150 psi. If they use a different pressure based on a low-pressure nozzle, this would be acceptable if they clarify when questioned.

At six minutes call for water on this line and after it is charged, advise the candidate that the residual pressure is now 25 psi. The candidate may advise Command that they cannot supply any additional lines (excellent practice). If they do not, ask the candidate if they can supply any additional lines (they cannot)

At seven minutes, advise the apparatus operator that the engine coolant temperature is 210° F and increasing slowly. The candidate should open the auxiliary cooler and check for leakage from the cooling system. If the candidate asks, there are not observed coolant leaks. Advise that the auxiliary cooler is not maintaining normal coolant temperature. The candidate should immediately advise Command of this malfunction to allow personnel to be withdrawn and another engine to be placed in service to support operations.

Apparatus Operator Job Aid

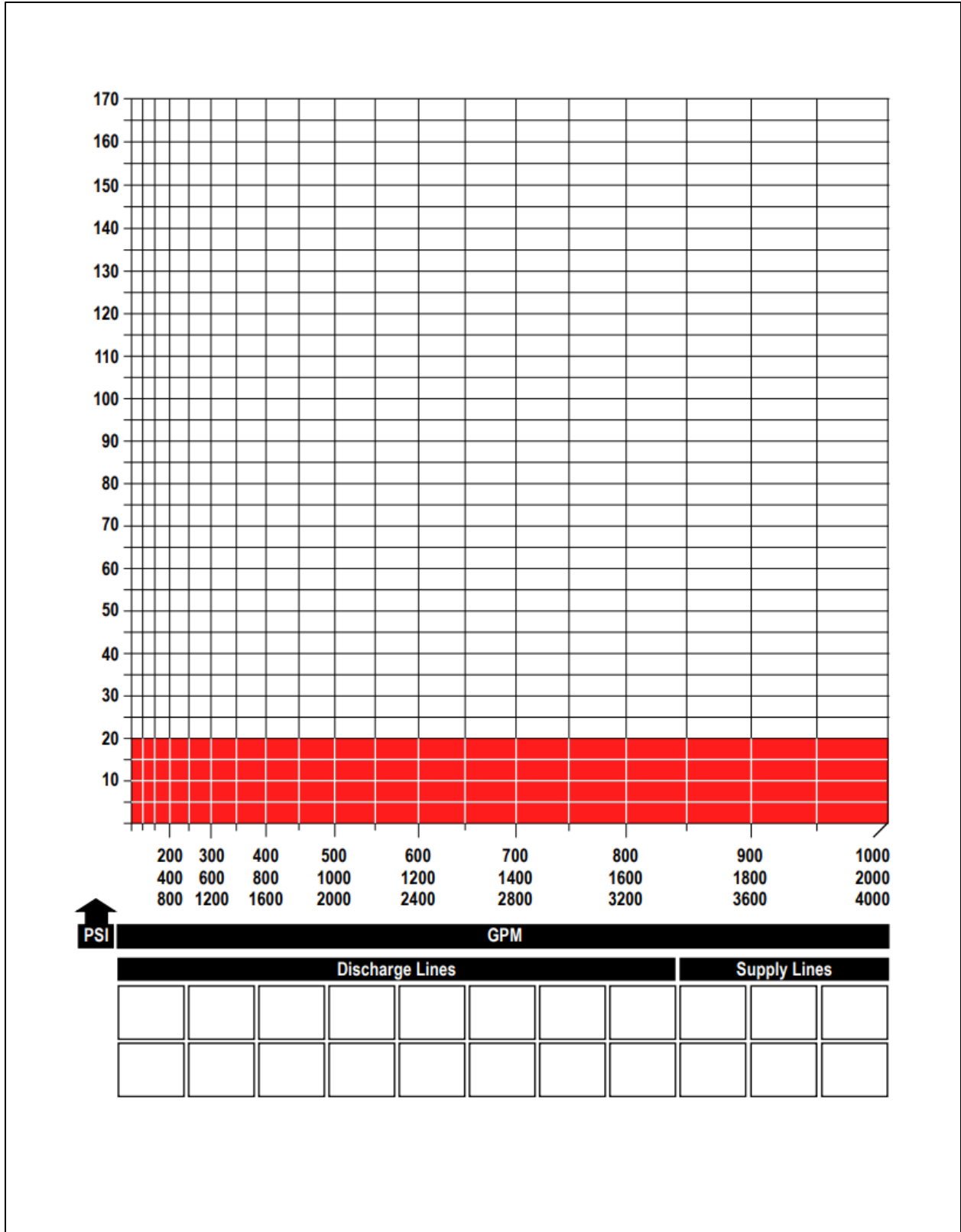
Pumping Apparatus Operator Job Aid

Friction Loss Table (FL/100')									Solid Stream Flows				
For parallel lines divide total flow by the number of lines									Tip Size Inches	50 PSI	80 PSI		
GPM Per Line	1"	1-1/2"	1-3/4"	2"	2-1/2"	3"	4"	5"					
50	40	9											
60	55	12							7/8 (0.75)	150	250		
100		35	15	8					15/16 (0.937)	175	275		
125		55	20	12					1 (1.00)	200	300		
150			25	18	5				1-1/8 (1.125)	250	350		
175			35	25	6				1-1/4 (1.25)	300	400		
200			45	32	8	3			1-3/8 (1.375)	400	500		
250			70	50	12	5			1-1/2 (1.50)	500	600		
300				70	18	7			1-3/4 (1.75)	700	800		
400					32	13			2 (2.00)	900	1000		
500					50	20	5	2	Blitzfire Max Tip Size 1-1/2" @ 50 psi				
600					70	30	7	3	Relay Pumping (fill@100)				
700						40	10	4	Standard Discharge	120			
800						50	13	5	Standard Residual	20			
900						65	16	7	Flow 500' - 5"	1500			
1000							20	8	Flow 1000' - 5"	1000			
1250							30	12	Flow 2000' - 5"	800			
1500								20	Sprinklers & Standpipes				
1750								25	AS Discharge PSI	150			
2000								32	SP Appliance Loss	25			
Master Stream Appliance Loss			Water Supply Evaluation			Appliance Loss (Other than MS)							
GPM	Engine Pre-Piped	Blitzfire	Ladder Pipe	Residual Drop	Additional Flow	Any Appliance >350 gpm				10			
400	<5	15	25	<10%	3X								
500	>5	25	25	10% - 15%	2X								
600	10		35	25%	1X								
800	15		60	Head Pressure									
1000	25		100	0.5 PSI/ft or 5PSI/floor									



Log Graph on Reverse Side

REV: 2.2
03/28/23



Apr 2023 - East County Fire & Rescue

Sun Mon Tue Wed Thur Fri Sat

Sun	Mon	Tue	Wed	Thur	Fri	Sat
2 A SHIFT	3 B SHIFT	4 C SHIFT	5 A SHIFT	6 B SHIFT	7 C SHIFT	8 A SHIFT
	Events Commissioner Meetir 18:30 - 21:00 Station 91		Events Tri-Tech Heating and , 07:00 - 12:00 Station 91 DNR - Operator Safety 08:00 - 13:00 Station 91 Strategic Planning Me 15:00 - 16:30 Station 91	Events Tri-Tech Heating Heat 07:00 - 12:00 Station 93 and 94		Events Ammeter View Road † 09:00 - 11:00 Station 93
9 B SHIFT	10 C SHIFT	11 A SHIFT	12 B SHIFT	13 C SHIFT	14 A SHIFT	15 B SHIFT
			Events Columbia Drain 10:30 - 12:00 Station 91 Annas Consultants 10:30 - 17:00 Station 91			
16 C SHIFT	17 A SHIFT	18 B SHIFT	19 C SHIFT	20 A SHIFT	21 B SHIFT	22 C SHIFT
		Events Commissioner Meetir 18:30 - 21:00 Station 91			Events Bahai Community of † 18:00 - 22:00 Station 91	
23 A SHIFT	24 B SHIFT	25 C SHIFT	26 A SHIFT	27 B SHIFT	28 C SHIFT	29 A SHIFT
		Events CRESA radio tuning 07:00 - 17:00 St. 91				Events Vera/Myamn Kelly tra 07:00 - 07:00 Wymam working for Ares/Races Radio Tes 09:00 - 11:30 Station 91
30 B SHIFT						

* Indicates time starts on following calendar day
 * Events and Time Off follow default Split Time of Day of 07:00