

## CHIEF'S MINUTE(s)

April 12, 2017

- Incidents** - March, 2017 6 total, 5 medical, 0 structure, 0 natural cover, 1 mva, 0 public assists, 0 illegal burn. Slow and as we like it.
- Training** - Have been reworking training program and procedures we received. Classes this month included DFPA annual refresher, Douglas Electric annual refresher, master streams and fire hose wet drills for FF1.
- Firefighters** - 8 total firefighters and explorers enrolled at UCC in Emergency Medical Responder course. Have been invoiced for \$150 each. Will absorb in training budget and postpone scheduled purchase of LP for burns. The opportunity was available and worth adjusting for.
- Explorers** - Continue to work towards FF1 certification. Some enrolled in Intro to Firefighter course at Douglas High sponsored by UCC. I am instructing the rest of semester. Collecting cans and bottles for recycling as a fundraiser.
- Equipment** - New 1080 - Continue to outfit and lay out compartment configuration. Supplies for compartmentation still coming in. Ready to respond as a resource as we finish. Updated insurance bill received, \$500 that is to be paid tonight. Will finish any equipment outfitting needs with VFA grant next year and equipment line item monies. 1031 brake repairs this month, out of service for 4 days but repaired at SOD.
- Inventory** - VFA grant for 2016-17 due Friday and applied for. Continuing PPE replacement and purchase. Creating inventory for new 1080.
- Facility** - Working on bathroom area clean up next. Discarding out of date medical equipment. Received rock from County for use on grounds. Installed ADA door handles. Placed floor matting under eye wash station for safety. Purchased supply of new eye solution for semiannual replacement. Asphalt company bids to be done this week. Mowed grounds, will spray when dry.
- Office/Admin** - Contacted USDA for appointment about their grant offerings. Received Workers Comp update package for next fiscal year. Due May 31. Expect 3% or less increase but may be additional premium for Explorers, working on it now. SAO estimates 5% increase in other insurance next year. Continue work on workers comp policy, haz mat policy, and breathing air program policy as identified by OROSHA. Updated office/meeting room inventories. Worked with Jerry on IT report. Posted Budget Meeting Notice and placed in paper.
- Miscellaneous** - Answered another ISO insurance letter for Happy Valley. Recent lunch and upcoming events Apr 29, May 6<sup>th</sup>.

