

# CITY OF LYNDEN

## FIRE DEPARTMENT

Mark Billmire, Fire Chief

(360) 354-4400



### Public Safety Committee Meeting Minutes

Online (Microsoft Teams)

4:00 PM January 13, 2022

#### Call to Order

#### Roll Call

Members Present: Mayor Scott Korthuis and Councilors Mark Wohlrab, Brent Lenssen, and Gerald Kuiken

Staff Present: City Administrator John Williams, Chief Mark Billmire, Chief Steve Taylor, Assistant Chief Ryan Yoshimoto, and HR Manager Kim Clemons

#### Approval of Minutes

##### 1. Approval of December 2, 2021 meeting minutes

The December 2, 2021 meeting minutes were approved.

#### Items from the Audience

##### *Scheduled/ Unscheduled*

None.

#### Committee Items

##### 2. Public Safety Overtime

December overtime for Fire was 359 hours. The 1 part-time employee worked a maximum of 120 hours, and the 1 volunteer worked 60 hours.

Police overtime was at 367 hours, over half for shift coverage. The newly hired officers are still on FTO status, 1 sergeant on extended FMLA, 1 light duty, several out on sick leave, and bereavement leave. The remaining overtime comprised of holiday, range, etc.

#### Fire Department Items

##### 3. Staffing

There is one current opening that will be filled on January 16<sup>th</sup>; however, another vacancy is anticipated as of January 31<sup>st</sup>. Chief Billmire stated the current hiring list has been exhausted and the process has been started to create a new eligibility list for both part-time and full-time positions. The part-time positions worked out great, but most have either been hired as full-time firefighters here or moved on to other agencies.

#### **4. SSM Update**

Danielle Ingham has been offered and accepted the Support Services Manager position, scheduled to start on January 16<sup>th</sup>. Sarah Silvas has been able to return periodically and offer some training.

#### **5. Fire Monthly Report**

Chief Billmire presented the monthly report for December, noting another busy month with 210 calls, 73% EMS calls, 42% overlapping calls. Aid given 16 times, aid received 8 times, 2 in which no Lynden units were available. There were 8 COVID watch calls, and average response time was 4:21. Alcoa donated 4 Connex containers to the department for use at the training site for drill scenarios.

### **Police Department Items**

#### **6. Hiring Update**

Officer Lipton started in December, now finishing his FTO training and should be on his own in a few weeks. Officer Ellis started on January 3<sup>rd</sup> beginning FTO training, expected to last 8 weeks. Both officers are experienced laterals from WA State Patrol.

The sergeant on extended FMLA leave is hoping to return to light duty soon, and possibly to full duty at the end of February.

#### **7. Police Monthly Report**

Chief Taylor presented the monthly report for December with 610 total calls, noting an uptick in assaults, domestic violence, and theft categories for the year. The continued pandemic mandates and stress is likely a contributing factor to calls related to public order maintenance, disorderly, domestic, etc.

### **Added Items**

8. City Administrator John Williams overviewed a proposed resolution that will be on the next City Council meeting agenda, adopting the county wide natural disasters plan, which is necessary to be eligible for FEMA funds. The city has participated in the plan in the past, this being the third time it's renewed.

### **Adjournment**

Meeting adjourned at 4:27 p.m.