

Tukwila Future Fire/EMS Service Community Advisory Committee

Meeting 1

Tuesday November 9, 2021

The meeting will be conducted on Zoom.

The phone number for the public to listen to this meeting is: 1-253-215-8782, Meeting ID 834 3954 7160, Passcode 063046. Click here to [Join Zoom Meeting](#)

4:00 – 6:00 P.M.

Agenda

1. Welcome, Introductions, Review of Agenda (15 min.) *Karen Reed, facilitator*
2. Comments from Mayor Ekberg (5 min.) *Mayor Ekberg*
 - Council President Kate Kruller will also offer comments later in the meeting
3. Community Advisory Committee Mission and Timeline (5 min.) *Karen*
4. Committee process items: binders; Work Plan outline; website (4 min.) *Karen*
 - [Future of Fire/EMS Services - City of Tukwila \(tukwilawa.gov\)](http://tukwilawa.gov)
5. Review of draft Community Advisory Committee Charter (5 min.) *Karen*
 - Chair / Vice Chair
 - Voting / Recommendations and Consensus items
6. **Action:** Review and Adoption of Ground Rules (7 min.) *Karen*
7. Introduction to City of Tukwila Government (15 min.) *Vicky Carlson, City Finance Director*
 - **Questions?**
- Break (5 min.) --
8. Introduction to Tukwila Fire Department (50 min.) *Chief Jay Wittwer; Deputy Chief Norm Golden; IAFF President James Booth; Vicky Carlson*
 - **Questions?**
9. Union Comment (3 min.) *IAFF President James Booth*
10. Next Agenda/Adjourn (2 min.) *Karen*



TUKWILA FIRE DEPARTMENT

Introduction to City of Tukwila Fire Department



Presentation prepared for
City of Tukwila Future of Fire/EMS Community Advisory Committee



WELCOME & INTRODUCTION

FIRE CHIEF

JAY WITTWER



DEPUTY CHIEF

NORM GOLDEN



IAFF PRESIDENT

JAMES BOOTH





TODAY'S PRESENTATION

TUKWILA FIRE DEPARTMENT

MISSION

SERVICES PROVIDED

FIRE STATIONS

STAFFING

APPARATUS

CALL VOLUME & SERVICE LEVEL

OUR NEIGHBORS – ZONE 3

WHAT IT TAKES TO RESPOND TO AN
INCIDENT

REVENUES & EXPENSES





OUR MISSION AND VALUES

MISSION:

OUR MISSION IS TO DELIVER PROFESSIONAL SERVICES TO THE GREATER TUKWILA COMMUNITY AND PROVIDE A SAFE WORKING ENVIRONMENT FOR OUR PERSONNEL.

CORE VALUES:

INTEGRITY, HONESTY, COMPASSION, RESPECT, SAFETY, COMPETENCE, HUMILITY AND CUSTOMER SERVICE.

THE CITY FIRE DEPARTMENT WAS ESTABLISHED IN 1943

TRANSITIONED FROM A VOLUNTEER DEPARTMENT TO A PROFESSIONAL PAID DEPARTMENT IN 1969



SERVICES PROVIDED

Tukwila Fire Department Provides:

- FIRE SUPPRESSION
- BASIC LIFE SUPPORT (ADMINISTERED BY EMTs ON FIRE TRUCKS)
- FIRE INVESTIGATION / FIRE PERMITS (FIRE MARSHALS OFFICE)
- TECHNICAL RESCUE

We do not provide:

Advanced Life Support(ALS)
Transports to Hospital
Private Ambulance (Tri Med)
911 Dispatch: Valley Com
Other Specialized responses services (HazMat, Dive)

All Firefighters are trained Emergency Medical Technicians (EMTs)
Our fire trucks are licensed as ambulances



FIRE STATIONS AND THEIR APPARATUS

FOUR STATIONS

APPARATUS

STATION 51 (2020)

ENGINE 351

STATION 52 -HEADQUARTERS (2021)

BATTALION 352 & ENGINE 352

STATION 53 (1997)

ENGINE 353

STATION 54 (1961)

LADDER 354

**City Voter-Approved bonds totaling \$77 Million
approved in 2016 to re-build Stations 51 and 52.**



Station 54



Station 51

Tukwila Fire Department



City of Tukwila
Facilities



Station 53



Station 52



STAFFING

ADMINISTRATION	3
SUPPORT SERVICES	3
FIRE MARSHAL'S OFFICE	5
OPERATIONS	<u>54</u>
TOTAL FTEs	65

Minimum daily operations staffing of 13

Each Station has one 3-person crew on duty 24/7 (4 stations x 3 = 12)	12
One Battalion Chief on duty 24/7	1
TOTAL minimum daily ops. staff	13

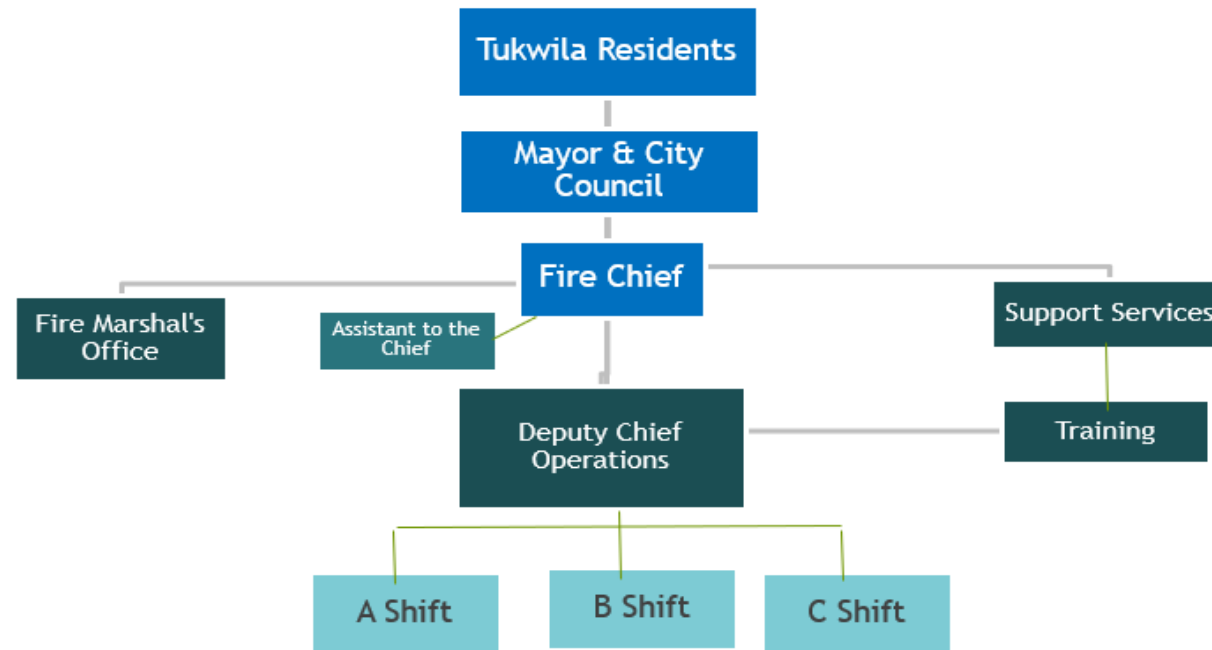
Demographics

Male 98% Female 2%
White 92% Asian 4% Hispanic 4%

Operations Staff are on a 6 Day-Cycle: 2 days on, 4 days OFF (48/96)
A SHIFT DAY 1 & 2 – B SHIFT DAY 3 & 4 – C SHIFT DAY 5 & 6 (REPEATS)
Each Shift has 18 FTE (18 x 3 = 54)
Each Shift includes 4 leave slots for Vacation, Leave
Sick Leave, Education Leave, and Other Leave accounts for other slots



2021 ORGANIZATION CHART





APPARATUS

COMMAND TRUCK 352



ENGINE 351

ENGINE 352

ENGINE 353



LADDER

We also have 1 aid car but it is rarely used

There are also back-up apparatus in event of vehicle failures.



BASIC EQUIPMENT

- GEAR FOR FF \$15,000
- BUNKER GEAR (FIRE PROTECTIVE SUIT) – \$3,000
- SELF CONTAINED BREATHING APPARATUS (SCBA) – MSA G1 \$7,500 PER UNIT

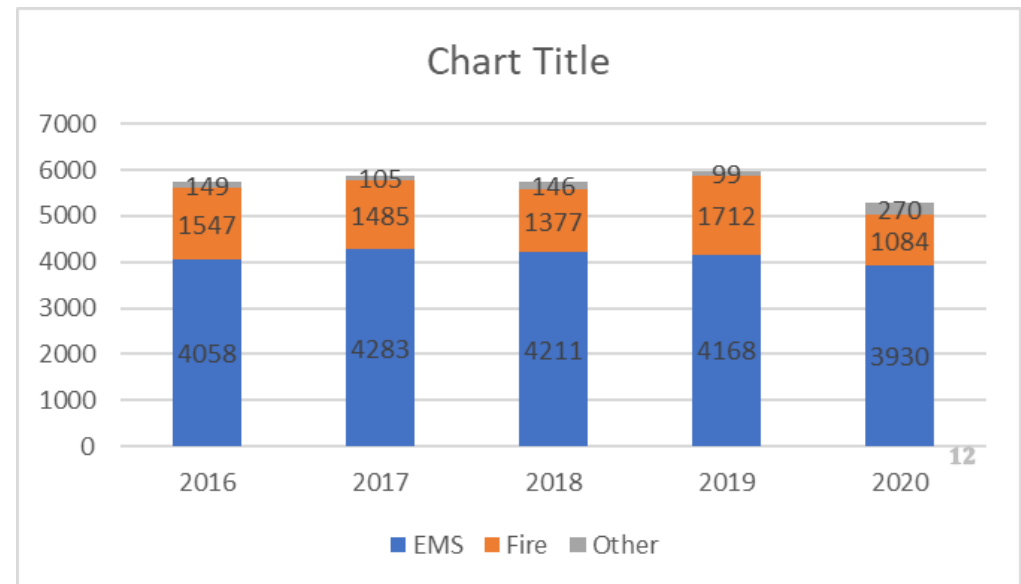




CALLS FOR SERVICE

- 5,284 CALLS IN 2020
 - EMS – 3,930
 - FIRE – 1,084 (INCLUDES AUTOMATIC FIRE ALARMS)
 - OTHER - 270

	EMS	FIRE	OTHER	TOTAL
2016	4,058	1,547	143	5,754
2017	4,283	1,485	105	5,873
2018	4,211	1,377	146	5,734
2019	4,168	1,712	99	5,979
2020	3,930	1,084	270	5,284



- Calls for service are stable from year-to-year
- 70+% EMS



LABOR AFFILIATION

FIRE CHIEF - EXECUTIVE NON-REPRESENTED

DEPUTY FIRE CHIEF - NON-REPRESENTED

ASSISTANT TO THE FIRE CHIEF – NON-REPRESENTED

IAFF LOCAL 2088 – ALL UNIFORMED STAFF

TEAMSTERS UNION – PROJECT MANAGER, ADMIN. ASST.



Current IAFF & Teamsters Contracts expire on
12/31/2022





TUKWILA FIRE DEPARTMENT

1ST PERIOD QUESTIONS?



**THE LARGER CONTEXT:
MANY ASPECTS OF FIRE/EMS SERVICE
ARE REGIONALIZED**

In King County, Fire / EMS is divided into 3 regional zones: Seattle (Zone 5), East (Zone 1), and South (Zone 3).

Each zone operates somewhat differently.

Tukwila is in the South county zone – Zone 3



ZONE 3 FIRE/EMS PARTNERS

CITY DEPT –

CITY OF TUKWILA

○ RFAs –

- RENTON RFA
- PUGET SOUND RFA
- VALLEY RFA

○ OTHER

- KING COUNTY AIRPORT
- KING COUNTY MEDIC ONE
- PORT OF SEATTLE

○ FIRE DISTRICTS

- MOUNTAIN VIEW FIRE & RESCUE DISTRICT
- SOUTH KING FIRE & RESCUE DISTRICT
- ENUMCLAW FIRE DISTRICT
- SKYWAY FIRE (FIRE DISTRICT #20)
- BURIEN/NORMANDY PARK (FD #2)
- NORTH HIGHLINE FIRE DISTRICT (FD #11)
- VASHON ISLAND FIRE & RESCUE

○ INTERLOCAL AGREEMENTS

- EASTSIDE FIRE & RESCUE

The City of Tukwila operates the only City-based fire agency in south King County/Zone 3. All other cities in Zone 3 are served by **Regional Fire Authorities**, Fire Districts, or **Interlocal Agencies**



ZONE 3 JOINT SERVICES

- 911 Dispatch – Valley Communications
- Medic One – King County
- Training consortium -- all Zone 3 agencies
- Public Information Officer coordination
- WA Fire Careers Project -- Six Zone 3 agencies

Valley Communications Center Fire Agencies





911 DISPATCH IN ZONE 3

VALLEY COMMUNICATIONS CENTER
(VALLEY COM)



VALLEY COM ANSWERS 911 CALLS AND
THEN DISPATCHES RESPONSE UNITS—
POLICE, FIRE, MEDIC, OTHER.

The Zone 3 Dispatch Center is jointly owned by the Zone 3 partners.

All responses dispatched as if Zone 3 is one, large department.

[Automatic Aid](#) allows for the Closest Unit to be Dispatched.



Another example of Regionalization in Zone 3: EMERGENCY MEDICAL SERVICES (EMS)

- ALL FIRE FIGHTERS ARE TRAINED EMERGENCY MEDICAL TECHNICIANS (EMTs)
- AID CAR – SELDOMLY STAFFED
- ALS (ADVANCED LIFE SUPPORT)– PROVIDED BY KING COUNTY MEDIC ONE
- BLS (BASIC LIFE SUPPORT) PLATFORM – ALL ENGINES AND LADDERS ALSO LICENSED AMBULANCE
- AMBULANCE SERVICE – PRIVATE COMPANY USED FOR TRANSPORTS (TRI MED)



TUKWILA FIRE DEPARTMENT

2ND PERIOD QUESTIONS?





SERVICE LEVELS

Fire agency services levels are measured in several ways.

Most typical is RESPONSE TIME. (We'll get to that next)

Other aspects to service levels include:

- Availability –What units ready and available to respond at any time?
- Capacity – What capacity does each unit have? (*Ladder truck, aid car, fire truck, command unit*)
- Operational Effectiveness – Are the right number of units, with the right capacities, available to respond to the particular incident? (*Major fire? Traffic accident? Hazardous materials leak?*)



RESPONSE TIME COMPONENTS

Total response time is composed of call-processing time, turnout time and travel time:

- Dispatch time: Elapsed time from the call being received to dispatch of the first unit.
- Turnout time: Elapsed time from when a unit is dispatched until that unit starts moving to respond.
- Travel time: Elapsed time from when a unit begins to respond until its arrival on scene. Travel conditions, natural barriers (bridges, water, infrastructure, etc.), and traffic have significant impacts to this metric.





RESPONSE TIME

MEASURED IN MINUTES

TURNOUT + TRAVEL = RESPONSE TIME

TUKWILA FIRE GOALS

FIRE = 7:59 OR LESS

EMS = 7:52 OR LESS

MEET RESPONSE TIME GOALS AT LEAST 90% OF ALL RESPONSES.

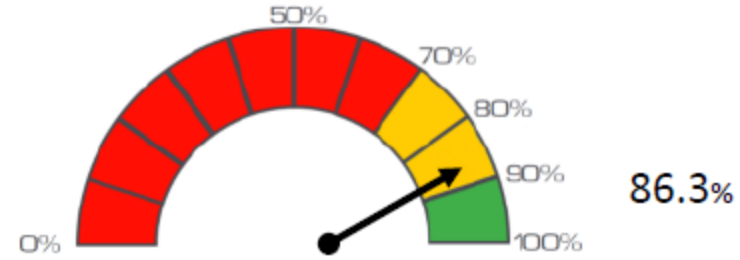
TFD Average Response Times

Year	Time
2015	6:12
2016	6:22
2017	6:03
2018	6:12
2019	5:56
2020	6:01



86.2%

FIRE RESPONSE TIME
MEASURED IN MINUTES
GOAL IS 90%



EMS Response Time Goal- Under 7:52

FIRE

MS RESPONSE TIME

MEASURED IN MINUTES

GOAL IS 90%



OPERATIONAL EFFECTIVENESS STANDARDS AND TUKWILA POLICY

Incident Type	Description	NFPA* Effective Force Min.	Tukwila/Zone 3 Policy
FIRE RESPONSE			
Low Hazard	Typical residential house fire	15	19
Medium Hazard	Large residential fire or small commercial fire	28	19+
High Hazard	Typical commercial fire, high rise fire, hazardous fire	43	19+
EMS response		2 EMTs	2 EMTs

For all but small fires & small EMS responses, Tukwila, and all of Zone 3, rely on Automatic Aid from other agencies.



OPERATIONAL EFFECTIVENESS

- REGIONALIZATION CREATES DEPTH OF STAFFING AND APPARATUS TO RESPOND WITH AN APPROPRIATE EMERGENCY RESPONSE FORCE (ERF)
- CLOSEST UNIT DISPATCH PROJECT
- AUTOMATIC VEHICLE LOCATION (AVL)





ENHANCED SERVICE OPTIONS



Increase
Fire Marshal
Office Staffing



FD CARES

CONNECTING COMMUNITIES TO CARE



FIRE DEPARTMENT PRIORITIES IF ADDITIONAL FUNDING WERE AVAILABLE

- PUBLIC EDUCATION: ADD ONE FULL TIME EMPLOYEE (FTE) & EQUIPMENT TO CREATE THIS CAPACITY IN THE DEPARTMENT, OR PARTNER TO SHARE THIS RESOURCE.
- FD CARES (LOW ACUITY/NON-MEDICAL RESPONSE TEAM): PARTICIPATE IN REGIONAL PROGRAM: ADD 1/3 FTE OR EQUIVALENT FUNDS TO EXISTING PROGRAM.
- FIRE MARSHAL'S OFFICE: ADD 1- 3 FTES & EQUIPMENT TO EXPAND CURRENT 5 FTE TEAM.



TUKWILA FIRE DEPARTMENT 3RD PERIOD QUESTIONS?





FIRE DEPARTMENT OPERATING EXPENDITURES

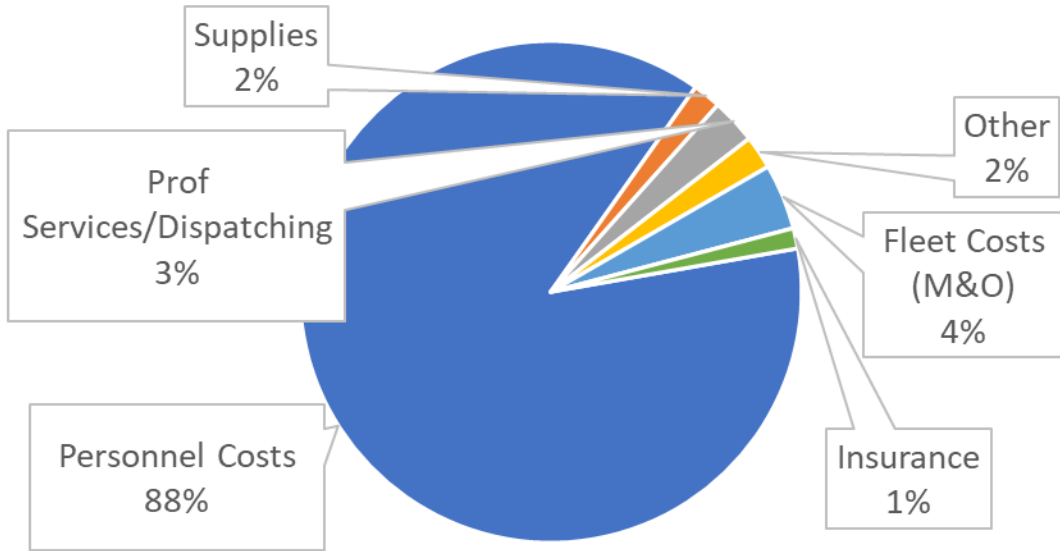
	Actual Expenditures for 2015 - 2020						Budgeted
	2015	2016	2017	2018	2019	2020	2021
Personnel Costs	\$ 10,097,354	\$ 10,319,052	\$ 10,699,278	\$ 10,864,916	\$ 11,135,903	\$ 11,500,154	\$ 12,030,198
Supplies	\$ 456,186	\$ 250,141	\$ 151,626	\$ 174,853	\$ 210,374	\$ 132,402	\$ 247,877
Prof Services/Dispatching	\$ 215,685	\$ 239,667	\$ 236,180	\$ 303,392	\$ 294,156	\$ 326,006	\$ 401,870
Other Services	\$ 283,232	\$ 280,006	\$ 373,331	\$ 388,043	\$ 346,997	\$ 373,635	\$ 333,941
Fleet Costs (M&O)	\$ 530,972	\$ 375,032	\$ 476,911	\$ 489,958	\$ 441,214	\$ 419,846	\$ 581,100
Misc & Training Tuition	\$ 66,744	\$ 90,443	\$ 121,719	\$ 135,038	\$ 133,635	\$ 93,120	\$ 141,874
Capital Outlays	\$ 74,288	\$ -	\$ 7,934	\$ -	\$ -	\$ 5,495	\$ -
Total	\$ 11,724,461	\$ 11,554,341	\$ 12,066,979	\$ 12,356,200	\$ 12,562,278	\$ 12,850,658	\$ 13,736,860
% Change from Previous Year	3.2%	-1.5%	4.4%	2.4%	1.7%	2.3%	6.9%
Budgeted Headcount	67	67	67	67	67	67	65

Note: in 2021, 2.0 non-uniformed FTE's were transferred to other city departments, 1.0 Emergency Manager to Police and 1.0 Permit Technician to Community Development

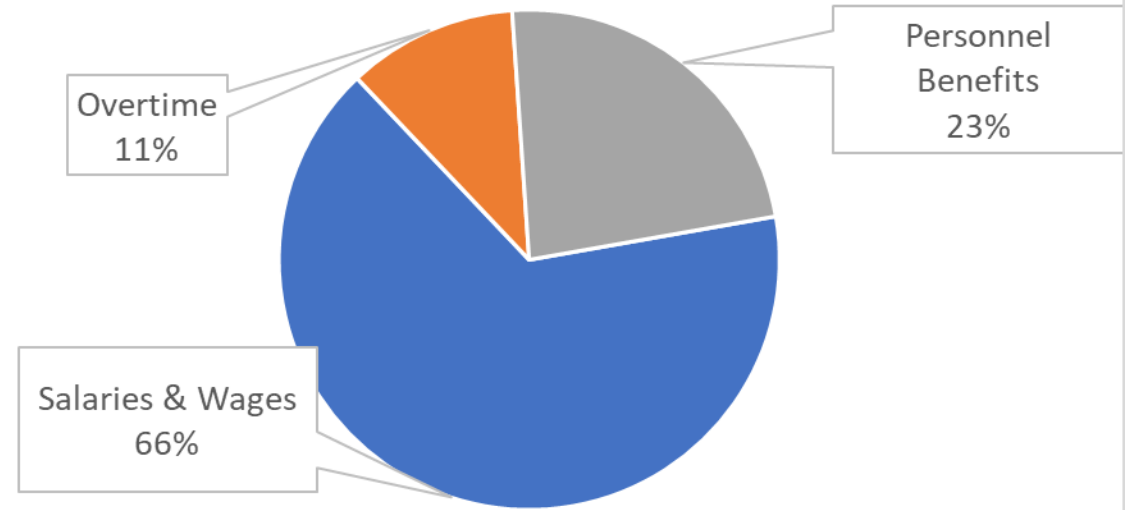


FIRE DEPARTMENT OPERATING BUDGET

2021 Operating Budget Allocation



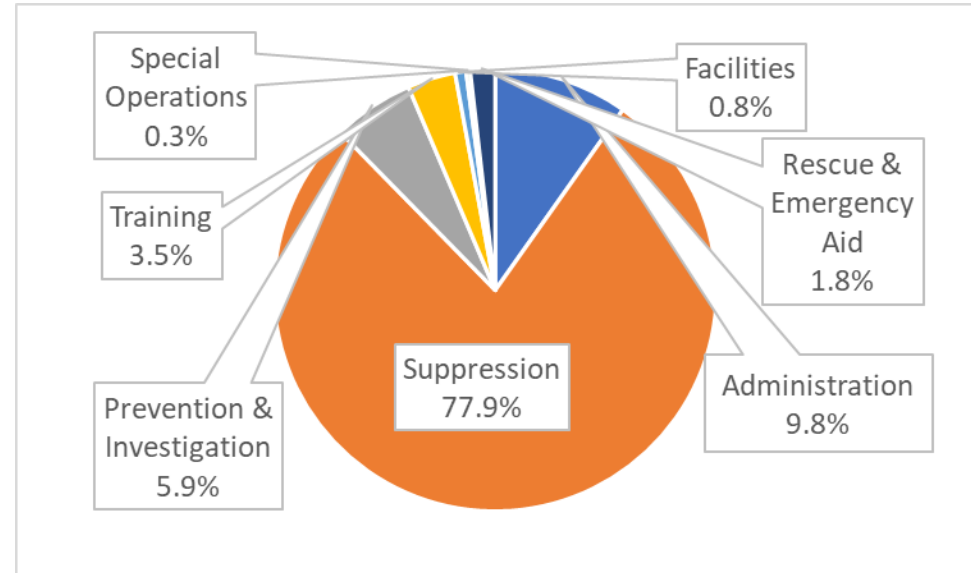
2021 Personnel Costs Breakdown





2021 OPERATING BUDGET BY PROGRAM

Administration	\$ 1,345,129
Suppression	\$ 10,697,570
Prevention & Investigation	\$ 812,110
Training	\$ 481,838
Facilities	\$ 110,860
Special Operations	\$ 40,769
Rescue & Emergency Aid	\$ 248,584
	<hr/>
	\$ 13,736,860





TUKWILA FIRE DEPARTMENT FINAL QUESTIONS?





City of Tukwila

General Fund Budget Overview

November 9, 2021

Vicky Carlsen, Finance Director



la is a full-service city:



CITY OF TUKWILA

STRATEGIC PLAN 2012



*The city of opportunity,
the community of choice.*



Adopted December 10, 2012

budget process:

I 1: A community of inviting neighborhoods & vibrant business district

I 2: A solid foundation for all Tukwila residents

I 3: A diverse and regionally competitive economy

I 4: A high-performing & effective organization

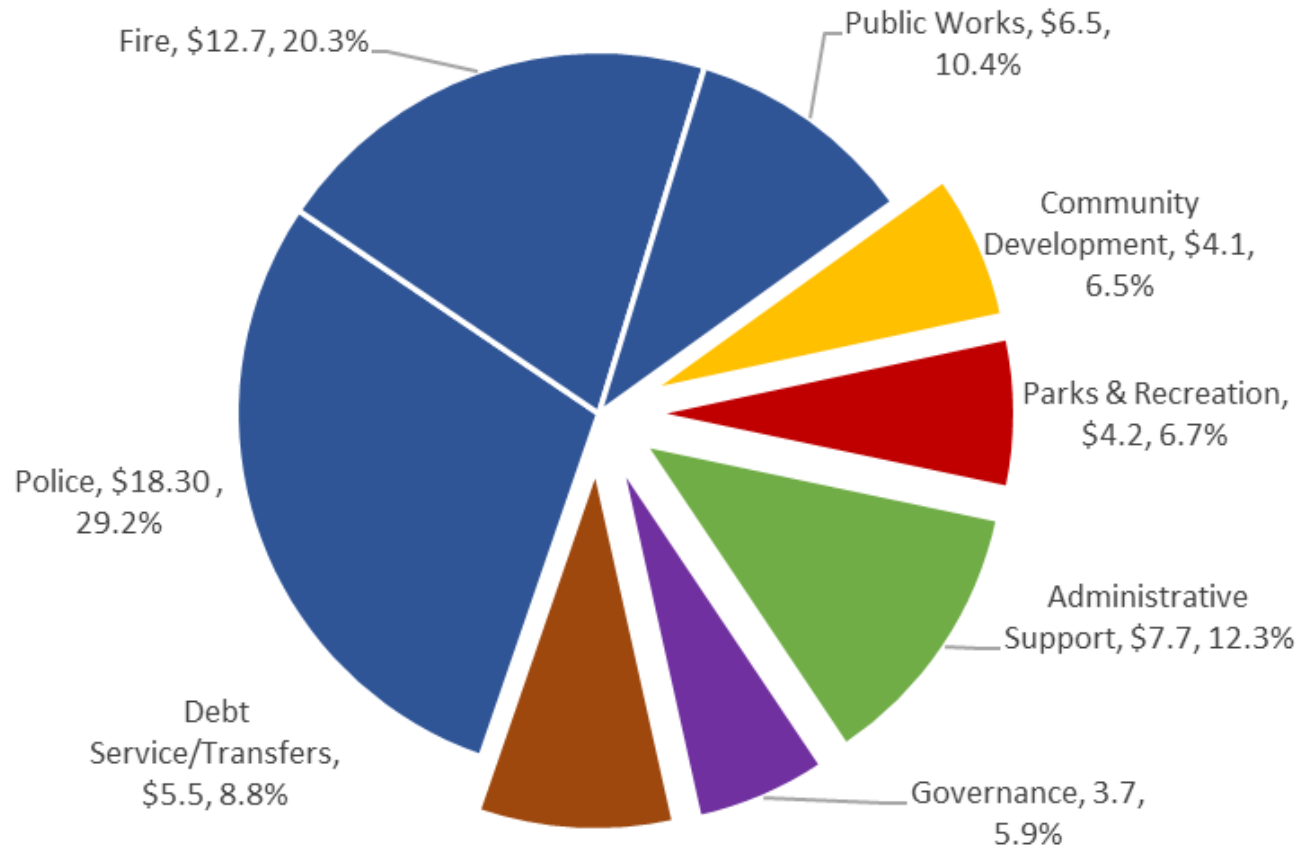
I 5: A positive community identity & image

{ Cost to provide these services (general fund):

	Function	2021 Budget (in millions)	% of Budget
Public Safety	Police	\$18.30	32.0%
	Fire	12.7	22.2%
	Public Works	6.5	11.4%
	Community Development	4.1	7.2%
	Parks & Recreation	4.2	7.3%
	Administrative Support	7.7	13.5%
	Governance	3.7	6.5%
		<hr/>	<hr/>
		\$57.20	100.0%
	Debt Service/Transfers	5.5	8.8%
	<hr/>	<hr/>	<hr/>
	Total Department Budgets	\$62.70	108.8%

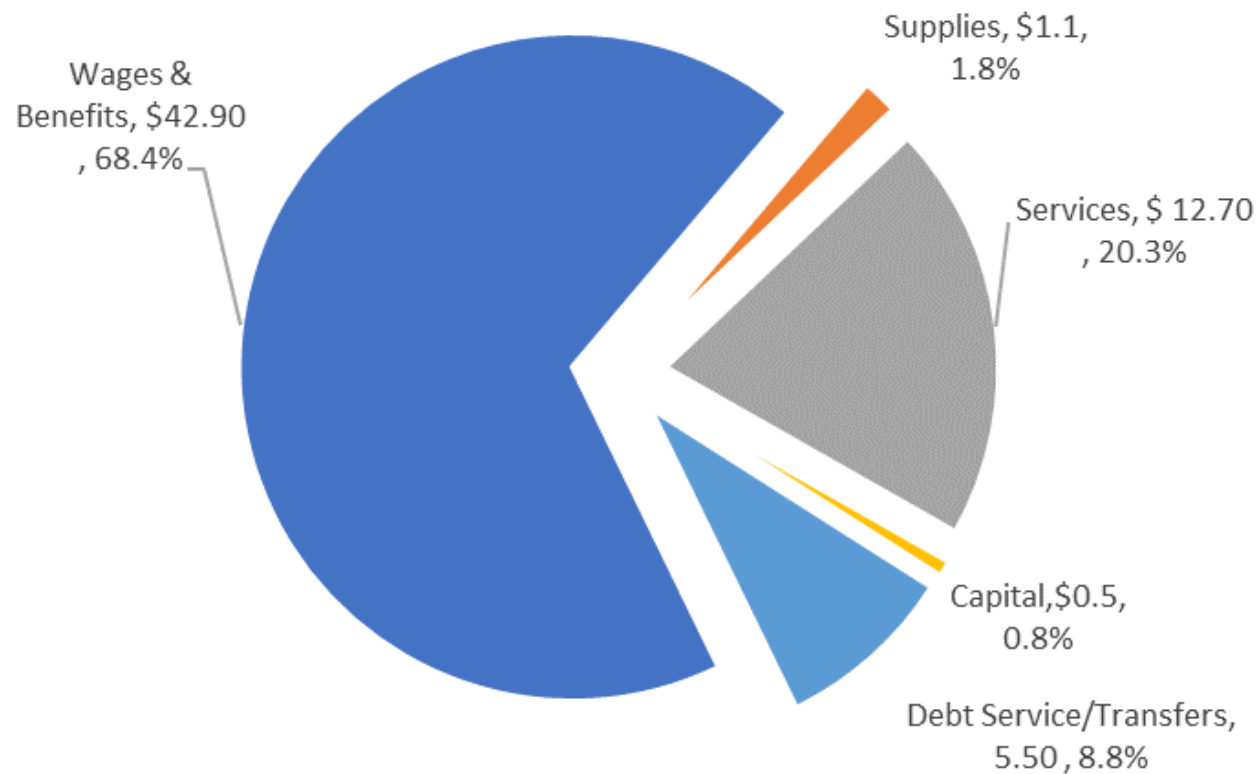
» Cost to provide these services (general fund):

General Fund Expenditures by Function (in millions)



» Cost to provide these services (general fund):

General Fund Expenditures
by Type (in millions)



» General Fund Revenue Sources:

General Fund Revenue	2021 Budget	
	(in millions)	% of Budget
Sales Tax	\$ 17.6	28.1%
Property Tax	16.9	27.0%
Utility Tax	5.9	9.4%
Business Licenses	3.6	5.7%
Other Taxes	4.6	7.3%
Other Government Agencies	3.2	5.1%
Other	10.9	17.4%
Total Revenue	\$ 62.7	100.0%



» General Fund Revenue Limitations:

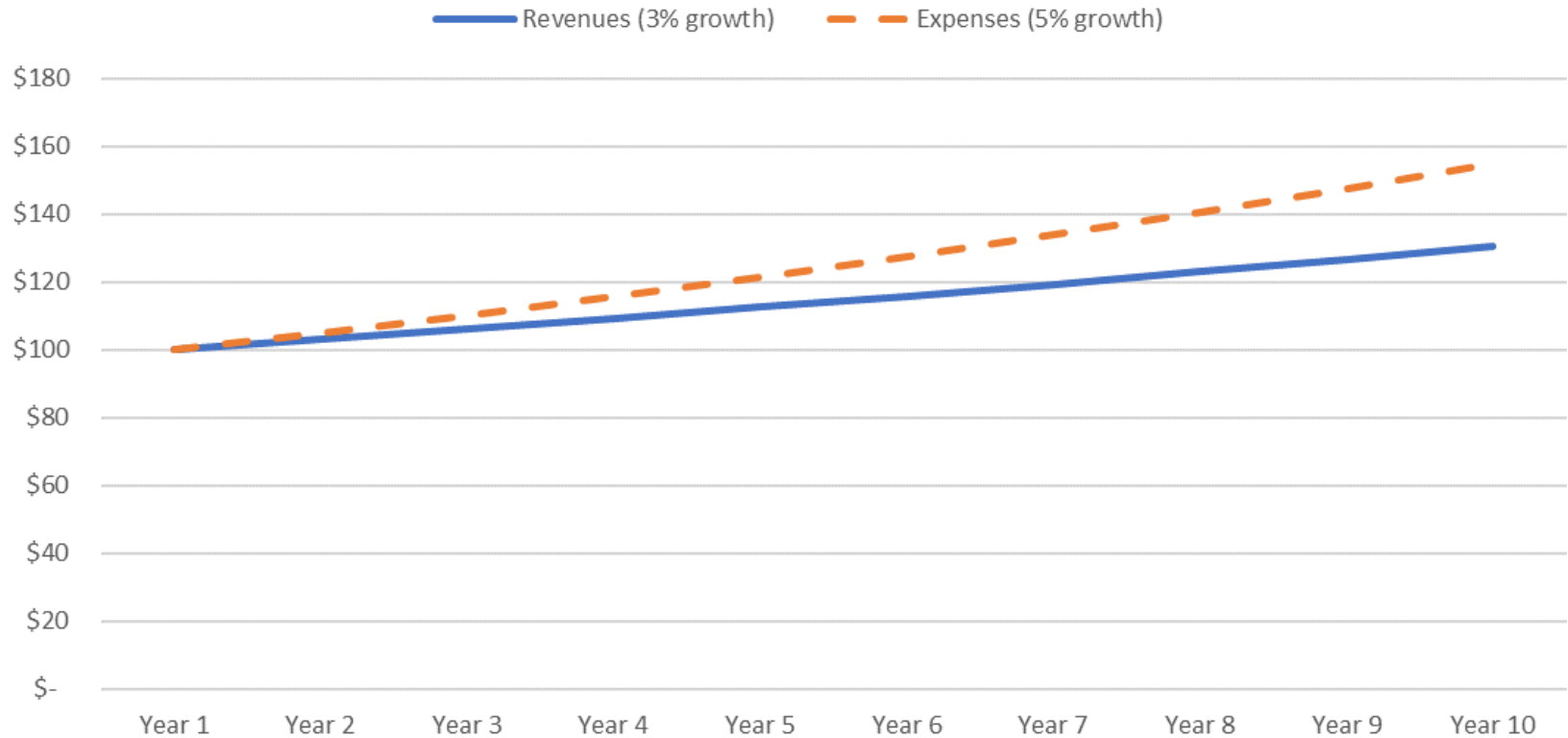
Revenue Source	Limitations
Sales Tax	Sensitive to economic conditions. Any increase would require voter approval
Property Tax	Limited to 1% increase plus new construction. Requires voter approval to increase rate
Utility Tax	Rate is at 6%, which is the maximum without voter approval. Revenue changes based on consumer behavior and conservation efforts
Business Licenses	Revenue is based on number of businesses and employee count. Fee can be changed through City Council action
Other Taxes (Admission, gambling, permits)	Dependent on economy. Limits by State law, Council action required for those that aren't capped by State law

» General Fund Revenue Limitations:

Revenue Source	Limitations
Other Government Agencies	Grants are restricted to specific uses
Other (includes user fees, rentals, fines & penalties, interest, etc.)	Myriad of small revenue sources. Most are dependent on consumer needs and behavior (user fees, rentals, fines & penalties). Interest is tied to current market conditions

» Budgetary Problem:

Balancing Problem: Expenses exceed Revenues over time
To Balance - Decrease Expenses or Increase Revenues



» Key Takeaways:

- Tukwila is a full-service city. Services include police, fire, public works, parks, recreation, planning, permitting, utilities
- We must balance the cost of providing services with existing revenue sources
- Current revenues do not keep up with the cost of services nor the demand for services
- The City has not asked for voter support for operational costs for Fire. The only voter approved funding measure for Fire was for capital in 2016 (Public Safety Plan – PSP)
- The City has not asked voters to approve an increase to existing revenue sources