

Briefing for City Council Candidates

Department: Fire

Mission: Committed to exceptional service through preparation, prevention, and performance.

Vision: Improving the quality of life for our team, our partners, and those we are proud to serve while engaging the community...making every customer's day better.

Values: Teamwork * Integrity * Compassion * Humility * Progressive

Reports to: Erin Leonhart, Interim City Manager

Director: Bruce Kroon, Fire Chief

Deputy Director: Butch Noble, Deputy Fire Chief/Fire Marshal

Deputy Director: Bill Newbold, Interim Deputy Fire Chief of Response Operations

Sections within Department:

- Administration
- Fire Prevention/Community Risk Reduction
- Response Operations

Number of Staff Members in Department:

67 as of May 2021

Department Budget: General Fund (2021/\$13,451,303) + (2022/\$14,244,844) = \$27,696,147
Levy Fund (2021/\$1,354,596) + (2022/\$1,144,860) = \$2,499,456

DUTIES/RESPONSIBILITIES OF THE FIRE DEPARTMENT:

- **ADMINISTRATION: Fire Chief Bruce Kroon**
 - Department oversight
 - Liaison with Snohomish County Fire District 10
 - Budget development and oversight
 - Administrative processes and support
 - Standard Operating Procedure development and maintenance
 - Payroll
 - Records Management
 - Levy and Bond Implementation
 - Safety and Support Services
 - Support the City and Department's safety programs
 - Purchase and maintain apparatus, equipment and supplies
 - Maintain facilities
 - Provide uniforms and protective clothing

- Provide response reports
- Facilitate IS support in the City and Department

- **FIRE PREVENTION/COMMUNITY RISK REDUCTION: Deputy Fire Chief/Fire Marshal Butch Noble**
 - Code Compliance (Fire Marshal's Office)
 - Update and enforce the fire and Bothell Municipal Code
 - Plans reviews and conduct in the field construction inspections
 - Conduct permitted and non-permitted business inspections
 - Public Education/PIO
 - Provide public education and prevention training for all ages
 - Community disaster preparedness
 - Department PIO and support City's PIO

- **RESPONSE OPERATIONS: Deputy Fire Chief Bill Newbold**
 - Emergency Response
 - Respond to fires, medical emergencies, hazardous material incidents and technical rescue emergencies within the city, zone and county. Also respond to non-emergent request for assistance.
 - Training
 - Train administrative and response staff to a level of professional competence.

Fire Department Annual Reports: <http://www.bothellwa.gov/1130/Annual-Reports>

Fire Department Strategic Plan 2019-2023: <http://www.bothellwa.gov/1278/Strategic-Plan-2018>

Major 2021-2022 Initiatives

- Break ground and complete construction of Station 45 (Canyon Park) – Bond
- Break ground and complete construction of Station 42 (Downtown) – Bond
- Move Fire Admin to City Hall
- Begin and conclude negotiations for the Collective Bargaining Agreement with Local 2099 (Firefighters). Current agreement expires December 31, 2021.
- Continue work on the 2018-2023 Strategic Plan
- Develop specifications for replacement platform ladder truck, replacement projected in 2023-2024 budget cycle
- Develop specifications and order replacement aid car