

Announcement to All Personnel:

In solidarity, Central Kitsap Fire and Rescue will recognize the dedicated service and passing of Firefighter/Paramedic Jimmy Hendryx.

Action:

As of 1000 hours on 1/17/17, all uniformed personnel will affix a ½" mourning band perpendicular across their Class A/B duty badge. This band will be worn on all Class A/B badges until notified by the Ops Chief.

As of 1000 hours on 1/17/17, all department flags will be lowered to half-staff until notified by the Ops Chief.

These two actions signify only the beginning of our support and condolences that we will provide to Bremerton Fire as they progress through this difficult time.

CK Weekly

ISSUE: 01/20/2017

CENTRAL KITSAP FIRE & RESCUE

Station 56, with new probationary members, lowering flags in mourning for Bremerton Fire Department FF/PM James Hendryx.



Firefighter/Paramedic James Hendryx

It is with the deepest regret and sorrow that the City of Bremerton Fire Department and Bremerton Firefighter's Union Local 437 report the line of duty death of firefighter/paramedic James Hendryx. Brother Hendryx, 47, passed away Tuesday, January 17, 2017 from Non-Hodgkin's Lymphoma. This is the first Line of Duty Death in the 114 year history of the Bremerton Fire Department.

In Loving Memory James (Jimmy) Hendryx

Memorial Information

Sunday, January 29, 2017

1:00 p.m.

Kitsap Sun Pavilion

Kitsap County Fairgrounds

1200 NW Fairgrounds Road

Bremerton, WA 98311

**It is requested that fire apparatus not be brought to the memorial.



Brothers and Sisters,

Today we had the privilege to attend the planning meeting for Brother Hendryx's memorial service. It will take place on Sunday January 29 at 13:00, located at the Kitsap Sun Pavilion. I am anticipating a large turnout of 2819 members to honor our Fallen Brother. Our Local has offered our unconditional assistance to ease the burden that our Brothers and Sisters from Bremerton Fire are going through. With that being said, we have an assignment. We have been given the responsibility for set up, cleanup, food service, ushering, and many other functions throughout the day. I am not looking for one or two volunteers. I am looking for an army of volunteers. We have plenty of work to accomplish in a short amount of time. This will require our members to arrive at 07:00 on the day of the service. I need a direct response to me with your availability to assist and arrive at 07:00. I appreciate all the work and support that our members have done over the past two months. This is what it is all about. We take care of each other. That is our bond. It will truly be an honor and privilege to assist our Brothers and Sisters in this capacity. I look forward to your quick response.

Fraternally,

Craig Becker - President, IAFF Local 2819

Dated: 1/19/17

A Message from Lt. Justin Brown

Thursday, January 19, 2017

Hello all,

By now most, if not all of you have been made aware of the death of Bremerton Firefighter/Paramedic Jimmy Hendryx from a job related cancer.

Today we had his fellow BFD Firefighter/Paramedic Vince Hlavady stop by St. 51 and express his thanks on behalf of BFD, for the assistance CKFR has provided thus far. It was a simple, but obviously difficult conversation. Clearly BFD is hurting, but he assured me that they are taking positive steps to recover. CKFRs peer support team has been offered to them as a resource.

It occurred to me that there is a high potential for CKFR to also have people that are having difficulty with the speed, nature, and person involved. Jimmy was someone well known to me, and I believe that many at CKFR also valued him as a friend. Regarding this, I wanted to take a moment to remind everyone that there are some positive steps we can take for our own emotional recovery-

- ***Talk***—talk with each other, talk with your peer support team. There may be a temptation to isolate and not want to address this difficult situation, but talking can help ease stress and speed emotional recovery.
- ***Eat healthy foods (or at least stay aware of poor food amounts consumed)***—the stress response tends to lead to cravings for high calorie, generally unhealthy foods.
- ***Try to get plenty of sleep***—getting enough sleep is the tool that repairs damage that can be caused by excess amounts of stress induced cortisol.
- ***Exercise***—exercise promotes the uptake of stress caused cortisol, which can aid in stress relief. Also, high stress (cortisol) amounts over time can lead to other health problems.
- ***Try to limit alcohol consumption***—using alcohol as a tool to relieve stress is not generally as successful as most people hope. In fact, it can limit or eliminate the stage in the sleep cycle that is most important in bodily repair.

In conclusion, talk, eat good stuff, sleep, exercise, and limit use of alcohol. Many of us are deeply feeling the pain of our lost friend. We will get through it. We will learn from it. Remember that the CKFR peer support team members are a resource, and contact lists are posted at each station.

Thank you for your time,

Lt. Justin Brown

WEEKLY QUOTE

Say not 'Good-night' but in some brighter clime, bid me 'Good-morning.'

Anna Laetitia Barbauld

CKFR Peer Support Contacts

Brown, Justin	jbrown@ckfr.org	Quill, Val	vquill@ckfr.org
Christian, Jay	jchristian@ckfr.org	Sargeant, Tammy	tsargeant@ckfr.org
Danskin, Brian	bdanskin@ckfr.org	Shaffer, Brock	bshaffer@ckfr.org
Eberle, Joe	jeberle@ckfr.org	Sorenson, Jeff	jsorenson@ckfr.org
Ebert, Sascha	sebert@ckfr.org	Starkey, Chris	cstarkey@ckfr.org
King, Dan	dking@ckfr.org	Sullivan, Tom	tsullivan@ckfr.org
Limarzi, Ileana	ilimarzi@ckfr.org	Twomey, Brett	btwomey@ckfr.org
Oliver, John	joliver@ckfr.org		
Platz, Greg	gplatz@ckfr.org		
Putnam, Kara	kputnam@ckfr.org		

Some kinds words from our citizens on Facebook

Captain & BC Testing

*This week, 8
candidates
participated in
Captain promotional
testing and 6
candidates
participated in
Battalion Chief
promotional testing!*



Beverly Kincaid
3 hrs · 🌐

Yesterday I witnessed kindness and caring that should not go unrecognized. I was at a meeting when my friend who was sitting next to me became ill. I was able to contact his wife and also called 9-1-1, knowing that my friend has a long history of health challenges. Central Kitsap Fire and Rescue arrived and throughout the episode, my friend was treated with kindness, caring and profound respect. We should not wait for situations like this to heap praise upon our first responders! When the responders left the Harrison ER, one of them stopped in to wish my friend well. He didn't have to do that. He did it because he cared.

👍 Like 💬 Comment ➦ Share

👍❤️ Sherry Appleton, Linda Streissguth and 49 others

View 6 more comments

 **Nancy Barker-Doyle** I treasure our first responders.
Like · Reply · 2 hrs

 **Christa Jaeger-White** Over the years my family has had many "opportunities" to rely on Kitsap Fire and Rescues fine service and came to depend on them to be there during trying times. None better in the world. One of the many reasons I love calling Kitsap home! 🙌
Like · Reply · 🗳️ 1 · 2 hrs

 **Richard Huddy** Kindness, caring and respect are a way of life in the Pacific Northwest. Our first responders provide the role models to which we all aspire.
Like · Reply · 1 hr

 **Jim Forbes** Mrs. Kincaid, I agree with you 100% but I would also like to add that YOU were the first to responder. You jumped into action. you made the first phone call, you provided him with comfort, compassion and reassurance that help was on the way, im sure you even held his hand. You Mrs. Kincaid was the first to respond until the professionals arrived. I pray for your friend has a speedy recover and blessings to you!
Like · Reply · 6 mins



UPCOMING EVENTS

- Mon. Jan 23** BOC Study Session, Admin Building (4 PM)
- Fri. Jan 27** Bremerton Fire Chief Al Duke's Retirement Party, Kitsap Conference Center (5 PM—RSVP Required)
- Sun. Jan 29** Memorial Service for Bremerton FF/PM James Hendryx, Kitsap Sun Pavilion (1 PM)
- Mon. Feb 13** BOC Regular Meeting, Admin Building (4 PM)
- Thu. Feb 16** Monika Carberry's Retirement Celebration, Admin Building (3 PM)
- Mon. Feb 20** President's Day Holiday

Pictured Below: Recently AO Crosby, Lt Davison and Capt O'Rourke attended a seminar in San Jose, CA called Mastering the Assessment Center. Pictured is AO Crosby participating in a role play with lead instructor Anthony Kastros. This shows the dedication of CKFR members to better themselves to improve service to the community we serve. They deserve kudos!



Part-Time Admin Support Position

KITSAP COUNTY EMERGENCY MEDICAL SERVICES AND TRAUMA CARE COUNCIL is preparing to post a Part-Time (20 hours per week) job vacancy for an Administrative Support Specialist. This position will be an hourly employee at \$20.00 per hour w/o benefits.

More information to follow. If you know someone that might be interested, please stand by for the formal announcement.



Pictured Above: Capt. Platz during the St. 41 (A-Shift) tour on Friday 1/13/17 with students from Fairview Middle School. The kids were great and had lots of questions!

Pictured Below: Rope Rescue Training at Admin on Sunday, 1/15/17.





SAVE THE DATE

*Central Kitsap Fire & Rescue invites you
to join us as we honor and thank*

MONIKA CARBERRY

*for her countless contributions and over 34 years
of dedication to the Central Kitsap Community.*

Thursday, February 16, 2017

3:00 PM - 5:00 PM

at the Administrative Building

5300 NW Newberry Hill Rd

Silverdale, WA 98383

Refreshments will be served after presentations.

Retirement Party

—IN HONOR OF—

CHIEF
AL DUKE

32½ years with the Bremerton Fire Department

Friday, January 27th

5:00 pm – 7:00 pm

Kitsap Conference Center – Fountain Room

Parking is available (\$4) at Conference Center.
See signs for directions to Fountain Room.

Please RSVP to Elaine at 360-473-5266
or elaine.valencia@ci.bremerton.wa.us



3 leadership myths no one wants to discuss

Tuesday, June 07, 2016
Catherine Iste

Instead of looking at a checklist of things you need to become a better leader or manager, this article will explore often misunderstood leadership advice. Here's a quick look at three myths people are constantly told.

1. Surround yourself with experts

Leaders are told to hire people smarter than them; this is often misunderstood. Having an overqualified staff can either lead to retention issues or an unstable relationship between the subordinate and supervisor.

It is important for both staff and management to have stretch goals, aspirations and motivation to succeed — just not at the other's expense. What will help us succeed is to fill our teams with people who have deep knowledge of the practices, protocols, methods or knowledge specific to our work who also want to get better at what they do either by deepening or broadening their knowledge.

As leaders, we can facilitate this continued growth by providing opportunities for staff to stretch a bit out of their comfort zone. Fostering their development will benefit the team's success, inspire loyalty and help us to continue to grow as leaders.

2. Good leaders work long hours

Many leaders who have been promoted through the ranks worked hard to get there. The next struggle is the shift from becoming an expert, individual contributor to a generalist director or facilitator.

The former may require long hours of deep dives into specific projects. The latter is going to require management of staff who work long hours on specific projects. It is a different skill set.

And while these leaders are often the best because they can understand the challenges staff faces, not everyone makes it through the transition successfully. We have to understand and accept the fact that we do not have the luxury of spending long hours on one project but rather must divide our time among all the major projects for which our teams are responsible.

Further, we cannot afford to spend time working on the actual tasks as much as guiding, directing and supporting those who are. It is a significant shift, and it starts with acknowledging the long hours we spent on work before cannot be spent the same way.

3. Be a servant leader

A critical component of successful leadership is the ability to support and inspire staff. Our teams need a way to relate to us, to know we understand what they face and to find something in us that inspires them to follow us.

While this may sometimes entail getting in the trenches and rolling up our sleeves, that is not always the answer. As referenced in the two items above, it is quite important to maintain the line between leadership and staff. Our teams must always know why we are in charge and not them.

The challenge is finding ways to show our value as leaders not just tell our team we are in charge. Whether we find ways to make their jobs easier, support their success, provide expertise or guidance or deliver critical feedback, there are things about our roles that differentiate us from our team. We have to remember them and act like a leader.

In short: Build a team that needs you as much as you need them, remember why you are in charge and lead them to success.

About the Author

Catherine Iste is CEO of Humint Advisors, Inc., an operations consultancy creating sustainable systems that inspire productivity and efficiency. Catherine's specialties and interests include difficult HR and organizational dynamics issues, the pursuit of work/life balance, ethics and discussing and writing about them all. Feel free to contact her at: contactus@humintadvisors.com.



KITSAP COUNTY EMERGENCY MEDICAL SERVICES AND TRAUMA CARE COUNCIL

POSITION ANNOUNCEMENT: ADMINISTRATIVE ASSISTANT

Kitsap County Emergency Medical Services (KCEMS) and Trauma Care Council (TCC) is comprised of emergency service provider agencies dedicated to the health and safety of the residents in Kitsap County. It is the mission of the KCEMS & TCC to support the continuing development of high quality Pre-hospital, Emergency Medical and Trauma Care Services in Kitsap County. Our vision is to be the premier Emergency Medical Services (EMS) delivery system in Washington State. We accomplish this through training, education and quality improvement. KCEMS & TCC is currently seeking a part-time Administrative Assistant to oversee and manage the day-to-day operations of the council. This position will work out of the Central Kitsap Fire & Rescue (CKFR) administrative building in Silverdale, WA and report directly to the current KCEMS Executive Board Chair and Fire Chief of Central Kitsap Fire and Rescue, Scott Weninger.

COMPENSATION: \$20.00 per hour

POSITION STATUS: Part time, non-union (estimated 20 hours per week)

POSITION SUMMARY:

Under the direction of the Executive Board Chair and Co-Chair, the Administrative Assistant person is responsible for the daily operations of the EMS Office including performing a variety of administrative and accounting duties which may be complex or confidential in nature. Additionally this position serves as the liaison for the EMS Council and as the primary point of contact both internally and externally. The Administrative Assistant supports the needs of the Medical Program Director and Physician Delegates as requested.

POSITION DESCRIPTION: Attached

APPLICATION MATERIALS:

The following application materials must be received by the Executive Board Chair, Scott Weninger, no later than 3:00 PM on Friday, February 10, 2017.

- Resume (three-page maximum)
- Personal and Professional References (three minimum)

You may submit the application materials via mail to 5300 NW Newberry Hill Rd, Suite 101, Silverdale, WA 98383 or via email to sweninger@ckfr.org.

If you have additional questions about this position, please send them to sweninger@ckfr.org.

**KITSAP COUNTY EMERGENCY MEDICAL SERVICES
AND TRAUMA CARE COUNCIL**

STANDARDIZED POSITION DESCRIPTION

A. IDENTIFYING INFORMATION:

POSITION TITLE: ADMINISTRATIVE ASSISTANT

POSITION REPORTS TO: KITSAP COUNTY EMERGENCY MEDICAL SERVICES & TRAUMA CARE COUNCIL through the elected EXECUTIVE BOARD CHAIR and CO-CHAIR

EMPLOYEE STATUS: PART-TIME, HOURLY, NON-UNION, (Currently estimated at 20 hours per week but may expand to meet organizational needs)

COMPENSATION: \$20.00 HOURLY WAGES, NO BENEFITS

B. POSITION SUMMARY:

Under the direction of the Executive Board Chair and Co-Chair, the Administrative Assistant is responsible for the daily operations of the Emergency Medical Services (EMS) Office including performing a variety of administrative and accounting duties which may be complex or confidential in nature. Additionally this position serves as the liaison for the EMS Council and as the primary point of contact both internally and externally. The Administrative Assistant supports the needs of the Medical Program Director and Physician Delegates as requested.

C. ESSENTIAL DUTIES

1. Efficiently manages the EMS office finances such as accounts payable and receivable, payroll, applicable business taxes, and prepares financial reports. Collaboratively develops the budget with the Kitsap County Emergency Medical Services Treasurer. Monitors the financial status of activities to achieve goals within the allocated budget.
2. Ensures Kitsap County EMS policies and procedures are in compliance with State and regional regulations and are reviewed in a timely manner. Assists in the development of new policies as needed, maintains a current policy manual and accurate policy archives.
3. Maintains the Kitsap County Emergency Medical Services & Trauma Care Council website ensuring content is current; compiles and distributes KCEMS & TCC quarterly newsletter.
4. Secures the office business license, insurance, non-profit registered status and agency Drug Enforcement Agency (DEA) licenses as required.

5. Acts as a liaison, developing and building positive relationships between health care groups, field providers and member agencies. As requested, attends a variety of meetings including but not limited to Quality Assurance (QI) both Advanced Life Support (ALS) and Basic Life Support (BLS), Base Station, Harrison Medical Center Trauma Review, Medical Operations, Board of Directors, EMS Council, Criteria Based Dispatch, State and Regional Quality Assurance, State Medical Program Directors, Northwest Regional Emergency Medical Services (NWREMS) Council and Public Health Department. Records and distributes minutes at applicable meetings.
6. Supports the Medical Program Director (MPD) in Quality Improvement and other programs as directed by the Board of Directors, MPD or Physician Delegates.
7. Coordinates paramedic testing and preceptorship for certification of providers new to Kitsap County.
8. Maintains the day-to-day administrative activities including distributing mail, responding to email and telephone inquiries and dealing with other forms of highly confidential information that may be subject to Health Insurance Portability and Accountability Act (HIPAA) regulations. Supports the activities of the MPD, Physician Delegates and provides oversight and direction to the Training Coordinator as needed to meet the needs of the Council.
9. Other duties as assigned by Chair or Co-Chair.

D. QUALIFICATIONS

1. Proficient in use of computer software programs including MS Office, QuickBooks, and other database management. Knowledge of Visio or ESO records management software preferred.
2. College classes, office support work experience, or any combination of education and experience that provides the required knowledge, skills and abilities to serve in this role.
3. Medical or healthcare experience is preferred but not an absolute.
4. Ability to communicate clearly and concisely, both orally and in writing with demonstrated skills in collaboration, teamwork and problem solving.
5. Possession and continued maintenance of a valid Washington State driver's license.
6. Must meet WAC 388-101-3250 background requirement (subject to law enforcement criminal check) NO EXCEPTION