



April 2014

Des Moines International Airport

Special points of interest:

- New Contract
- Captain Katarynych Retires
- Corporate Direct Dial Phone Numbers
- Pro-Tec Anniversaries.

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Des Moines International Airport Terminal Entrance

The Des Moines Airport Authority announced Pro-Tec Fire Services, Ltd has been awarded the ARFF services contract at Des Moines International Airport (DSM), Des Moines, IA through the competitive bid process. We will start the transition this summer, assuming operational responsibility October 1, 2014.

DSM is an Index C airport with daily service by all of the major airlines, FEDEX and UPS. We will staff the department with a Chief and 12 Firefighters (three 4 person shifts) consisting of a Deputy Chief and three firefighters. In addition to ARFF and several Value Added Services, we will be providing Advanced Life Support (ALS) non-transport EMS services on the airport.

A huge **THANK YOU** goes out to Dan Diehl whose help during key meetings with the Airport Authority facilitated the award.

Captain Peter Katarynych Retires

Pro-Tec Fire Services of Canada, ULC is proud to announce the retirement of Captain Peter Katarynych. Captain Katarynych has been with the John G. Diefenbaker Intl. Airport for 35 years; the remaining 10 has been with our company.



**Maryanne Katarynych, Peter Katarynych, Chief House,
Dar LaRiviere**

A retirement celebration held on Thursday, March 20th, at the station with all personnel and families in attendance. Peter's expertise in the firefighting service, his smile and his laughter will be missed. With a new grandchild on the way this summer; he will be busy! Thank you Peter for your hard work and dedication the past 10 years!

The Pro-Tec Team



**Maryanne Katarynych, Peter Katarynych, Carl Thiem,
Chief House,**



Top Row

L-R: Jody Ruest, Peter Katarynych, Brian Smith, Dar LaRiviere, Ryan Cross, Chief House

Bottom Row

L-R: David Abraham, Garret Gregoire, Brett Gerein, Thomas Baxter

Health

Below is an article by Chief William Metcalf, President and CEO of the International Association of Fire Chiefs (IAFC) I found interesting. The article came out of the February 2014 edition of “OnScene” published by the IAFC. ~Bill~

President's Letter: A Sensitive Subject?

Return to the [February 1, 2014](#) issue of *On Scene*

At the risk of offending good friends and a portion of the IAFC membership, I feel compelled to bring up a sensitive subject: smoking. I'm not talking about cigarette smoking. I think the case has been made that it's a bad thing and many, many fire departments have policies that prohibit the use of cigarettes. In society in general, cigarettes are looked at as a bad thing; the taxes are referred to as *sin taxes* and smoking is allowed in fewer and fewer places. No, I'm not talking about cigarettes; I want to discuss cigars.

Cigar smoking is popular in the North America where a *cigar culture* is supported by cigar magazines, shops, bars and clubs. Many cigar smokers think of themselves as connoisseurs, much like wine experts. In this cigar culture, cigars are viewed as a sign of status, success, good taste and refinement. These perceptions are fueled by the efforts of the tobacco industry to glamorize cigars and the willingness of celebrities and athletes to be paid and photographed smoking cigars.

So what does cigar smoking have to do with the fire service and why am I using this space to talk about it? Because firefighter health and safety is one of the priority issues I want to focus attention on this year and it seems that everywhere I go—at every fire service conference or meeting I attend—the very same people who wouldn't be caught dead smoking a cigarette are regularly and frequently smoking cigars, as if they're somehow different. As fire chiefs, few of us would advocate our departments members smoke cigarettes, yet we have no hesitation in lighting up cigars in front of them or sharing cigars with them.

Are cigars dangerous? The science says absolutely yes! Perhaps in different ways than cigarettes, but dangerous anyway. Cigar smoke, like cigarette smoke, contains toxic and cancer-causing chemicals that are harmful to both smokers and the nonsmokers around them. There's no safe tobacco smoke or safe level of exposure—for the smoker or for those friends, family or colleagues who share the smoke.

Cigar smoking causes cancers of the lip, tongue, mouth and throat and cancers of the larynx, esophagus and lung. Think you're safe because you don't inhale when you smoke a cigar? Even if you don't inhale, you still directly expose your lips, mouth, tongue, throat and larynx to tobacco smoke and its toxic and cancer-causing chemicals.

In fact, in many ways, cigar smoke is more toxic than cigarette smoke—to you *and* those around you. I could go on, but I won't. The bottom line is that cigar smoking is bad for our health—as bad as cigarettes.

As fire service leaders, I ask you to consider the example you're setting when you engage in a practice that's clearly bad for your health and directly linked to what we're coming to understand is the single biggest health threat to firefighters: cancer. Not only are we setting a bad example for the rest of the fire service; we're often subjecting them (and our families) to second-hand smoke as we enjoy our personal experience with the cigar culture.

We don't hesitate to call out those in the fire service who engage in risky or unsafe fire-ground tactics. We don't let folks take their turnout gear home or carry it in their cars where off-gassing might expose them or family members to toxins. Yet we let them engage in this practice that is just as dangerous.

Here's a practice that directly impacts our health in a negative way. And here's something we have direct, 100% control over. Please consider disengaging from the cigar culture—for your own sake, for the health of those who look to you as a role model and for the safety of your family and other loved ones who breathe your second-hand smoke.

Let's lead on this issue as we do on so many others.

Chief William R. Metcalf, EFO, CFO
President and Chairman of the Board

2014 Pro-Tec Chiefs Meeting

The 2014 Pro-Tec Chiefs Meeting will be held in the Michigan Room at the Green Bay Radisson Hotel and Conference Center across the street from Austin Straubel International Airport April 29-30, 2014.



Contact Karen Cashman, Mark Christensen or Chief Ewing if you have any questions.

2009 Chiefs Meeting– Green Bay

Anniversaries

Two Pro-Tec employees celebrated 15 years with the company in March.

Lieutenant David Walters



Lieutenant David “Dave” Walters joined our team at Austin Straubel in March 1999 as a Firefighter. In 2008 Dave was promoted to Lieutenant ; over the years he has been instrumental in many projects improving department operations and the training program.

Congratulations Dave!!!!

Fire Fighter Jace C. Harm



FF Harm was presented his 15 year anniversary certificate on March 5, 2014. FF Harm originally started working with Pro-Tec in November of 1991 and left to work for LA City Fire in 1998. After some personal family issues FF Harm had to resign from LA City and was rehired with Pro-Tec on 3/1/99, assigned to the Burbank Airport. FF Harm has numerous years of experience that included his service as a Firefighter with the USAF, Kern County Fire and LA City Fire. He is our lead driving/vehicle operations instructor at the airport devoting numerous hours training the new hires.

Congratulations Jace!!!!!!

Location News

Austin Straubel

Recently, Austin Straubel International Airport hosted a tour for the Green Bay Cerebral Palsy Center. Below is an email Chief Trace Paulson received from Rebecca Kamenick at the Center.

Hi Trace,

I just wanted to thank you for a great outing last week to the airport. All of the clients and I really enjoyed and appreciated it. You and John worked so well with everyone and really made us feel welcomed.

We might have the take you up on the invite to see the airport fire trucks this summer. Everyone was excited about the prospect and think that it would be a great outing for our photography class.

Thank you again for a great experience,

-Rebecca

Boeing-Millville

Congratulations to the Boeing-Millville team led by OIC Kevin Quay on a successful Defense Contracting Management Agency (DCMA) Aircraft Operations Inspection (AOI) recently. The inspection focuses on the prime contractor's ability to comply



with a series of regulations regarding flight operations and maintenance. As part of the exercise our ARFF team was tasked with an Aircraft Egress exercise on a CH-47 thoroughly impressing the evaluators. Well done Kevin and Millville Team!

Boeing-Millville AOI Egress Exercise

Location News

Wabush

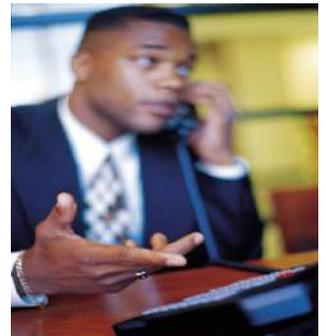
Barely a month into their contract the guys at Wabush experienced their first Transport Canada Audit; very similar to the FAA Cert Inspection we experience in the U.S. Chief John Smith reports they received an Excellent rating including several complimentary comments from the Inspector. Thank you Chief Bryan House, Mark Christensen and everyone who helped prepare for the audit. Well Done All!!

News and Notes

Corporate Direct In-Dial Phone Numbers

A couple years ago we changed telephone systems to one providing direct in-dial capabilities. The direct in-dial capability allows for by passing the automated switchboard connecting to anyone in the office by dialing their phone number. Below is a list of our direct in-dial numbers for your convenience.

- Carl Thiem—920-593-1720
- Karen Cashman—920-593-1721
- Mark Christensen—920-593-1722
- Bill Ewing—920-593-1724
- Mary Watermolen—920-593-1725
- Liz Wilson—920-593-1727



News and Notes

Expense Reports

Please use the personal expense report located on the company website for all personal expenses. Expense reports received on the older form will be returned to the person sending it to be completed on the proper form.

To Log In to the "Employee Log-In" on the website use the following:

Protec-Fire (log in)

Protec1! (password)

Dental/Health Insurance Forms & Information

Dental and Health insurance information including plans, coverage, and forms can be found in the **Company Benefits** section under "Employee Login" on the Pro-Tec website (www.protecfire.com). Use the log-in above to access the employee area, click on **Company Benefits** to find all of the information you need not only on insurance but the **401K program** as well.

Contact Karen Cashman at 920-593-1721 if you have any questions.

Daily Pass-On/Safety Briefings

Everyone is reminded to conduct Daily Pass-On/Safety Briefings with the off-going shift and their shift after shift change. The briefings take on added importance as we enter airport construction season. The briefings should consist of:

- Station Condition/Status
- ARFF Vehicle Condition/Status
- Airside/Landside Conditions that affect safety/emergency response
- Factual airport activities of note
- Assigned tasks completed/not completed.
- Weather conditions/forecast

The briefings will be documented in the Daily Activity Log as "Pass-On/Safety Briefing Completed."

Locations that work 17 hour shifts will use a "Pass-On" Book to note these things. The person coming on-duty will make the appropriate entry in the Daily Activity Log as well as initial the entry in the Pass-On Book.

If you have any questions, contact Chief Ewing, 920-593-1724

News and Notes

Paychex Paystub Viewing Instructions

Below are instructions for setting-up a paystub and W-2 viewing account in Paychex. Please do not call Liz if you have problems setting –up or accessing your account; she does not have access your information. Instead, call the 877 number at the bottom of the page for Tech Support.

Instructions on Employee Set Up for Paystub Check

Viewing and W2's

To:	All Employees
From:	Liz Wilson
CC:	Karen Cashman
Date:	January 2014
Re:	Employee Self-Service at https://eservices.paychex.com/secure

Listed below are the instructions needed for employees to set up their account and view their paystubs and W2's. It is the Employee Self-Service Web Site provided to us with our payroll services.

The web address is <https://eservices.paychex.com/secure>.

Your Company ID is (0454-H005).

Your user name is the first initial of your first name and your entire last name (for example: jbean). Your initial password is the first initial of your first name combined with the first initial of your last name, both capitalized, and the last four digits of your Social Security number (For example: using Joseph Bean with a Social Security number of XXX-XX-6677, the password would be **JB6677**). After logging in for the first time, be sure to change your password.

Upon clicking the Secure Login button, you will enter the Employee Self Service site (the employee tab).

You can select any item by clicking on the left menu links.

If at any time you get locked out or forget your password, please call Paychex directly at 877-281-6624.