

Seattle Fire Department Public Education and Fire Safety Records, 1980-1995

Overview of the Collection

Creator	Seattle (Wash.). Fire Dept.
Title	Seattle Fire Department Public Education and Fire Safety Records
Dates	1980-1995 (inclusive) 1980 1995
Quantity	4.0 cubic feet, (10 boxes)
Collection Number	2810-06
Summary	Records from the Fire Marshal's office of the Seattle Fire Department relating to public education and fire safety.
Repository	Seattle Municipal Archives Seattle Municipal Archives Office of the City Clerk City of Seattle PO Box 94728 98124-4728 Seattle, WA Telephone: 206-233-7807 Fax: 206-386-9025 archives@seattle.gov
Access Restrictions	Records are open to the public.
Languages	English
Sponsor	Funding for processing this record series was provided through a grant from the National Historical Publications and Records Commission.

Historical Note

A Fire Department was established by City Charter in 1883. It provided for equipment purchases, but not for hiring of firefighters. Following the Great Fire of 1889, a professional fire department was created with five district fire stations and purchase of a fire boat. The first Fire Chief of the professional department was Gardner Kellogg who served 1890-1892 and 1895-1901. A Board of Fire Commissioners was established by the 1890 City Charter to prescribe rules and regulations for the Department. The Board's responsibilities included enforcing rules violations, and appointing the Fire Chief and all subordinate officers. The Board was abolished with passage of a new City Charter in 1896. The position of Fire Marshal was established in 1901 with responsibility for inspecting buildings to insure they were in compliance the ordinances related to building construction and fire protection. The Fire Marshal also inspects all fires and reports on the causes. The Department's mission is to curtail loss of life and property by fire through inspection and certification of building safety systems, public education, regulation of hazardous material storage, and fire suppression.

Content Description

Records from the Fire Marshal's office of the Seattle Fire Department relating to public education and fire safety. The series contains information on public and school fire safety education such as the School and Fire-Safe Education (S. A. F. E.) program, Change Your Clock campaign, Fire Prevention Week, and a smoke detector program aimed at providing equipment for low income residents. Correspondence and memoranda related to the activities of the Public Education Supervisor, Diane Shirk, are included in the series, as are residential fire statistics from 1981-1987, and incomplete monthly, quarterly and annual budget reports for 1980-1994.

Use of the Collection

Preferred Citation

[Item and date], Seattle Fire Department Public Education and Fire Safety Records, Record Series 2810-06. Box [number], Folder [number]. Seattle Municipal Archives.

Administrative Information

Arrangement

Arranged in four subseries: Correspondence, Events and Programs, Reports, and Miscellaneous. The series are described more fully below.

Detailed Description of the Collection

The following section contains a detailed listing of the materials in the collection.

Subseries I: Correspondence

Correspondence and memoranda relating to fire safety and public education, mainly between fire chiefs and Diane Shirk, the Public Education Supervisor.

Container(s)	Description	Dates
Box/Folder		
1/1	Correspondence - Public Education	1980
1/2	Correspondence - Public Education	1981
1/3	Correspondence - Public Education	1981

Container(s)	Description	Dates
1/4	Correspondence - Public Education	1982
1/5	Correspondence - Public Education	1982
1/6	Memoranda - Public Education	1983
1/7	Memoranda - Public Education	1983
1/8	Memoranda - Public Education	1984
1/9	Memoranda - Public Education	1984
1/10	Correspondence - Public Education	1985
2/1	Memoranda - Public Eductaion	1985
2/2	Memoranda - Public Eductaion	1985
2/3	Correspondence - Public Education	1986
2/4	Correspondence - Public Education	1986
2/5	Memoranda - Public Education	1986
2/6	Memoranda - Public Education	1986
2/7	Correspondence - Public Education	1987
2/8	Memoranda - Public Education	1987
2/9	Memoranda - Public Education	1987
2/10	Memoranda - Public Education	1988
3/1	Correspondence - Public Education	1989
3/2	Memoranda - Public Education	1989
3/3	Memoranda - Public Education	1989
3/4	Correspondence - Public Education	1990

Container(s)	Description	Dates
3/5	Correspondence - Public Education	1990
3/6	Memoranda - Public Education	1990
3/7	Memoranda - Public Education	1990
3/8	Correspondence - Public Education	1991
3/9	Memoranda - Public Education	1991
4/1	Correspondence - Public Education	1992
4/2	Correspondence - Public Education	1992
4/3	Memoranda - Public Education	1992
4/4	Memoranda - Public Education	1992
4/5	Correspondence - Public Education	1993
4/6	Memoranda - Public Education	1993
4/7	Correspondence - Public Education	1994
4/8	Correspondence - Public Education - Newspaper Clipping	1994
4/9	Memoranda - Public Education	1994

Subseries II: Events and Programs

Records relating to public education events including Fire Prevention Week, the smoke detector program, and School and Fire-Safe Education (S.A.F.E.)

Container(s)	Description	Dates
Box/Folder		
5/1	Change Your Clock Campaign	1991
5/2	Change Your Clock Campaign - Newspaper Clippings	1991
5/3	Change Your Clock Campaign - Print	1991

Container(s)	Description	Dates
5/4	Change Your Clock Campaign	1992
5/5	Change Your Clock Campaign - Newspaper Clippings	1992
5/6	Change Your Clock Campaign - Print	1992
5/7	Change Your Clock Campaign	1993
5/8	Change Your Clock Campaign	1993
5/9	Change Your Clock Campaign - Newspaper Clippings	1993
5/10	Change Your Clock Campaign - Print	1993
5/11	Change Your Clock Campaign	1994
5/12	Change Your Clock Campaign - Print	1994
5/13	Engine Company Visits	1993
5/14	Engine Company Visits	1993
5/15	Engine Company Visits	1993
5/16	Engine Company Visits	1993-1994
5/17	Engine Company Visits	1994
6/1	Fire Safety - New Refugee Program	1982
6/2	Fire Prevention Week	1984
6/3	Fire Prevention Week - Newspaper Clipping	1984
6/4	Fire Prevention Week	1985
6/5	Fire Prevention Week	1986
6/6	Heating Safety Campaign	1981-1982
6/7	Holiday Safety - Tree Burn	1986

Container(s)	Description	Dates
6/8	Home Heating Safety	1981-1982
6/9	"Name the Fireboat" School Contest - Chief Seattle	1984
6/10	Parades	1984-1986
6/11	Project Proposals	1985-1988
6/12	School and Fire-Safe Education Program - S. A. F. E.	1980-1981
6/13	School and Fire-Safe Education Program - S. A. F. E.	1981-1982
6/14	School and Fire-Safe Education Program - S. A. F. E.	1982-1983
6/15	School and Fire-Safe Education Program - S. A. F. E.	1984-1985
7/1	School and Fire-Safe Education Program - S. A. F. E.	1984-1985
7/2	School and Fire-Safe Education Program - S. A. F. E.	1985-1986
7/3	School and Fire-Safe Education Program - S. A. F. E.	1986-1987
7/4	School and Fire-Safe Education Program - S. A. F. E. - Insurance Company Donations	1983-1988
7/5	School and Fire-Safe Education Program - S. A. F. E. - Promotional Folders	1980-1988
7/6	Smoke Detector Information	1981-1983
7/7	Smoke Detector Loan Program	1982
7/8	Smoke Detector - Low Income Program	1983
7/9	Smoke Detector Public Service Announcement - Correspondence	1983
7/10	Smoke Detector Program	1985
7/11	Smoke Detector Tester	1985
7/12	Wood Heating Safety	1983

Subseries III: Reports

Budget reports filed weekly, monthly, quarterly, and annually regarding expenditures for the public education program. Series is not complete.

Container(s)	Description	Dates
Box/Folder		
8/1	Monthly Reports - Public Education	1980
8/2	Quarterly Reports - Public Education	1980
8/3	Monthly Reports - Public Education	1981
8/4	Quarterly Reports and Planning - Public Education	1981
8/5	Annual Budget Report - Public Education	1981
8/6	Monthly Reports - Public Education	1982
8/7	Quarterly Reports and Planning - Public Education	1982
8/8	Annual Budget Report - Public Education	1982
8/9	Monthly Reports - Public Education	1983
8/10	Quarterly Reports and Planning - Public Education	1983
8/11	Requisitions - Public Education	1983
8/12	Annual Budget Report - Public Education	1983
8/13	Monthly Reports - Public Education	1984
8/14	Quarterly Reports - Public Education	1984
8/15	Requisitions - Public Education	1984
8/16	Annual Budget Report - Public Education	1984
8/17	Weekly Reports - Public Education	1985
8/18	Monthly Reports - Public Education	1985

Container(s)	Description	Dates
8/19	Quarterly Reports and Planning - Public Education	1985
9/1	Requisitions - Public Education	1985-1987
9/2	Weekly Reports - Public Education	1986
9/3	Monthly Reports - Public Education	1986
9/4	Quarterly Reports and Planning - Public Education	1986
9/5	Monthly Reports - Public Education	1987
9/6	Quarterly Reports and Planning - Public Education	1987
9/7	Quarterly Reports - Public Education	1988
9/8	Requisitions - Public Education	1988
9/9	Annual Budget Report - Public Education	1988
9/10	Quarterly Reports - Public Education	1989
9/11	Requisitions - Public Education	1989
9/12	Expenditure - Public Education	1990
9/13	Requisitions - Public Education	1990
9/14	Annual Budget Report - Public Education	1990
9/15	Annual Budget Report - Public Education	1992
9/16	Expenditure Reports - Public Education	1993
9/17	Annual Budget Report - Public Education	1994

Subseries IV: Miscellaneous

Other records of the public education program, including residential fire statistics, emergency operations procedure correspondence, and workshop materials.

Container(s)	Description	Dates
Box/Folder		
10/1	Bravery Citation Recommendations	1984
10/2	Business Disaster Preparedness Conference Materials	1995
10/3	Citizen Advisory Committee - Fire Prevention Education	1981-1982
10/4	Emergency Operations Procedure Correspondence - High Rise and Low Rise	1993
10/5	Emergency Operations Procedure Correspondence - High Rise and Low Rise	1994
10/6	Earthquake Information Materials	1995
10/7	International Television Association Membership Request	1984
10/8	"Kids and Fire a Dangerous Combination" - Workshop Materials	1992
10/9	Public Education File Index	1986
10/10	Residential Fire Statistics	1981
10/11	Residential Fire Statistics	1982
10/12	Residential Fire Statistics	1983
10/13	Residential Fire Statistics	1984
10/14	Residential Fire Statistics	1985
10/15	Residential Fire Statistics	1986
10/16	Residential Fire Statistics	1987
10/17	University of Washington Lab Fire - Questionnaire	1985

Names and Subjects

Subject Terms :

Fire detectors--Washington (State)--Seattle

Seattle Fire Department Public Education and Fire Safety Records, 1980-1995
<http://archiveswest.orbiscascade.org/ark:/80444/xv73385>

Fire prevention--Washington (State)--Seattle

Personal Names :

Shirk, Diane

Corporate Names :

Seattle (Wash.). Fire Dept.

Seattle (Wash.). Fire Marshal

Geographical Names :

Seattle (Wash.).

Finding aid prepared by Linnet Blumenthal
2010