

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
April 12, 2016
Regular Meeting of Commissioners

Commissioners Present: Brian Harris, Dan Baker and John Spencer

Others Present: Chief Arnold Baker, Assistant Chief Kermit McClellan, Karl Jonasson, Chris Willoughby, Kaitlin Hetterscheidt and Tammy Pratt

Call to Order: Chairman Brian Harris called the meeting to order at 4:30 p.m. and the flag salute commenced.

Public Comment: None

Pension Board: Opened at 4:31 p.m., no business, closed at 4:31 p.m.

Minutes: March 8, 2016 Regular Commissioners Board Meeting Minutes and April 2, 2016 Commissioners' Workshop Meeting Minutes were presented and reviewed.

Action: Commissioner Brian Harris motioned to approve the March 8, 2016 Regular Meeting Minutes as presented; Commissioner John Spencer seconded the motion (Motion Passed, 2-0).

Action: Commissioner Dan Baker motioned to approve the April 2, 2016 Commissioners' Workshop Meeting Minutes as presented; Commissioner John Spencer seconded the motion (Motion Passed, 3-0).

Financial Report: The March 2016 Financial Report was presented and reviewed.

Approval of Vouchers: April Vouchers Batch FD51 totaling \$10,618.97 and April Vouchers Batch FD52 totaling \$656.57 was presented for review and approval.

Action: Commissioner Dan Baker motioned to approve the vouchers for payment as presented; Commissioner Brian Harris seconded the motion (Motion Passed, 3-0).

Chief's Report:

Incidents

Calls for service in March were 29 total. Fire called for 5 incidents in District; a control burn with a wind that come up (no damage), a Motor Vehicle Accident on SR 150 with an icy stretch of road, a propane gas leak, a car overheated thought to be smoke and an EMS assist with manpower. EMS called 28 times; 25 within District 5 and 3 calls out of District 5.

I prepared a 1st Quarter Response Summary. In the Dispatch Time column, I tracked the times that calls complied with the NFPA Standard 1221. This in more than 2 minutes better than the 2015 data. In 2015 the longer time dispatch times were in the summer season.

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Personnel and Training

March Training consisted of Driver Training Refresher, covered the national curriculum for Traffic Incident Management Systems (TIMS). The TIMS training is about responder safety and getting the traffic back to normal as soon as possible. There are guidelines with which our crews can clear the road to get it opened again.

High Performance CPR Testing, James Bergeron came representing the region to test how well we performed at CPR techniques. It didn't look well till you manipulate the mannequin to record the work you are doing. Our CPR was good; the recording mannequin didn't get it recorded as well as we had hoped. All personnel, EMT's and First Aid performed the same testing.

The last week of March was EMT Ongoing Training; our practical covered the Sick/ Not Sick and Spinal Immobilization. The first week of March was Officer meeting, covering the training calendar, the banquet and command duty.

Recruitment & Retention

A new recruit possibility this week, a young lady named Anna that works for the Army Corps of Engineers, picked up a packet and we will see where it goes. I told her that we could get her into wildland training for this year and she was interested in pursuing further.

Facilities and Equipment

Still receiving bids for the command truck chassis. Have a first drawing for the ProTech body to have mounted. They came close and need to make a couple changes.

The Large Diameter Hose (LDH) fittings and adapters are arriving. The hose is expected this month and then we can switch the trucks hose beds to accommodate the changes.

RiverCom

A recent report from the RiverCom Director, Spillman software technicians haven't fixed anything yet from the list identified over a month ago. Going to RiverCom Operations meeting on April 12th to get some contact addresses in Spillman to send emails in hopes of lighting a fire.

Prevention

Wildfire Self-Assessment Forms and cover letters are prepared to go out to the homeowners within and out of the District. Working to create the labels for the mailing and then start printing.

Assistant Chief's Report: Assistant Chief Kermit McClellan reported that driver training is continuing. Assistant Chief McClellan is working on getting donations for the upcoming annual appreciation banquet.

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EMS Report: *Karl Jonasson reported that in March there were 94 calls over all with 24 being here in Manson. The busiest day of the week was Monday. The busiest time of day was between was between 1200 hours and 1800 hours. Response time percentages were as follows: Less than 1 Minute – 59%; 2 to 3 Minutes – 35 %; 4 to 5 Minutes 2%; Over 5 Minutes.*

Old Business:

Company Calendar – Chief Baker distributed the Company Calendars for April, May & June 2016 in a new chronological list format.

Command Cab/Chassis Formal Bid Review – The Commissioners received and reviewed three bids for the Command Cab/Chassis purchase. Bids were received from Gilchrist Chevrolet, Buick, GMC, Inc., Knudtsen Chevrolet and Dave Smith Motors. No bids were received on dealer trades. This purchase will be a factory built.

Action: Commissioner Dan Baker motioned to approve the purchase of the Command Cab/Chassis and accept the bid from Gilchrist Chevrolet, Buick, GMC, Inc., Commissioner John Spencer seconded the motion (Motion approved, 3-0).

Aircraft Protocol – Chief Baker presented the Commissioners with the Aircraft Protocol Policy and explained how it would be implemented if the need for aircraft arises during a wildfire event in our district.

Action: Commissioner Dan Baker made a motion to accept the Aircraft Protocol Policy, Commissioner John Spencer seconded the motion (Motion approved, 3-0).

New Business:

Long Call Processing Time/Structure Fire Lanny Armbruster's - Chief Baker reported that District 5 responded to a structure fire call on April 10, 2016 at 13:35. It took the reporting party approximately 6 minutes to get ahold of a RiverCom dispatcher. The reporting party first called station 1 and was unable to reach anyone as it was a Sunday. After being instructed to “call 911 if this is an emergency” by the Districts outgoing answering machine message, he then attempted to call 911 from his cell phone but could not get a connection. He then went into his house and used his land line to contact 911. Rivercom’s call processing time was lengthy. Multiple calls for other incidents were occurring at RiverCom at the same time the reporting parties call was received. Chief Baker listened to the recording of the 911 call. The reporting parties phone call did not connect during the first six minutes which was no fault on RiverCom’s part. Chief Baker believes that if the Spillman system was up to maximum operation, the call could have been processed in a quicker fashion. In order to bring the Spillman system up to its full potential is

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was suggested by Misty at RiverCom that a quality control committee be formed. RiverCom operations and IT have been providing input to Spillman on the areas of deficiency and the need for improvement, but they have not always been successful in getting changes to happen. Data that has been collected identifies the areas of deficiency and the need for improvement.

District Dispatching Capabilities - Commissioner John Spencer inquired as to whether the District has the ability to tone out our crew from Station 1 if a call were to come directly into Station 1 due to RiverCom being down or a reporting party contacting the District directly. Chief Baker explained that we do have the ability to tone out our crew using the radio/pager equipment at Station 1. It was identified that it might be beneficial to have the secretary trained in the use of the radio/pager equipment so that she might be able to assist in the event this occurs.

Public Comment: Chris Willoughby reported that the Chelan Douglas Firefighters Association was very successful and enjoyable.

Adjournment: There being no more business before the board, the meeting was closed at: 5:43p.m.

Chelan County Fire District 5 Board of Commissioners:



Brian Harris, Commissioner



John Spencer, Commissioner



Dan Baker, Commissioner



Attest: **Tammy Pratt, District Secretary**