

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**December 8, 2020**  
**Regular Meeting of Commissioners**

**Commissioners Conference Call:** Dan Baker, Dana Starkweather and Fred Weiss.

**Others on Call:** Chief Arnold Baker, Training Officer Karen Sargeant, EMS Director for Lake Chelan Community Hospital & Clinics Ray Eickmeyer and District Secretary Reggie Trusel

**Call to Order:** Commissioner Baker called the meeting to order at 4:33 p.m. No Flag salute, due to the Governor's Proclamation for meetings suspended.

**Pension Board:** Opened: 4:33 pm and Closed: 4:33 pm.

**Public Comment:** None

**Minutes:** The Meeting Minutes for the Regular meeting on November 8th were presented, Commissioner Baker, Motioned to approve Minutes, Commissioner Weiss seconded; Motion passed unanimously.

**Financial Report:** Update: Chief Baker recommended at the November 8<sup>th</sup> Commissioner meeting to transfer \$180,000.00 from District's Expense account to Investment account. The Chief explained, following November 8<sup>th</sup> meeting he noticed there had been additional revenue deposited. Chief Baker instructed Chelan County Treasurer's Office to transfer a total of \$225,000.00. Commissioner Baker, Motioned to approve the funds transfer of \$225,000.00 from Expense account to Investment account, Commissioner Starkweather seconded; Motion passed unanimously.

**2020 Budget Modification Resolution 2020-08:** Commissioner Starkweather, Motioned to approve the increase to the 2020 Budget by \$55,823.00 from (\$794,177.00 to \$850,000.00), Commissioner Baker seconded, Motion passed unanimously. There was additional cost not included for the Aerial truck when budget was previously approved. Increased budget funds will also help to cover payroll for December 2020 as well.

**Approval of Invoices:** Commissioner Baker, Motioned to affirm the Voucher FD51 in the amount of \$18,987.03 and Voucher FD52 in the amount of \$3,763.20, Commissioner Starkweather seconded; Motion passed unanimously.

Board commented on the FEMA-BRIC Grant (\$3,442.50-Invoice) for the Benefit Cost Analysis part of our application. This assistance was provided by a subcontractor filling a FEMA requirement.

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**New Business:**

- The Board of Volunteer Firefighters will be increasing their rates for 2021. Disability annual fee will be changing from \$30.00 to \$50.00 per person, Pension from \$60.00 to \$90.00 per person annually. Commissioners agreed to keep department volunteer members, Pension fee of \$30.00 (same as years before) and the department will cover the \$60.00 fee.

**Old Business**

- **Company Calendar:** No Updates
- **ZBA-Architect, Randy Vanhoff:** Station 52 Bay Addition  
Chief Baker confirmed the contractor packets should be ready to send out to bid this week to the five contractors. The drawings have been printed; the project document will be printed this week for the packs to be sent out. Contractors will also be receiving electronic documents as well. Chief Baker discussed doing a walkthrough with contractors on December 21<sup>st</sup> at 11:00. Bids to be closed by January 29<sup>th</sup>, 2021.  
**Electronic Sign** - Working with Chamber to cost share. Chief Baker advised he had a discussion with Debbie Conwell of the Manson Chamber, she will be discussing the possibility of cost sharing “Electronic Sign” at their upcoming meeting.
- **Pre-Fire Plans:** No Update
- **Apparatus: E-One Aerial Truck** Update “We have a truck!”  
Chief Baker emphasized the District’s officers will be the first to learn and operate the Aerial truck, now a part of the District’s fleet, known as “Tower 51”. The Chief has been looking at possible training locations and suggested the Manson Northshore Church parking lot.

There is a Fire Department in Lincoln City Oregon needing training on their aerial, Chief Baker suggested coordinating a cost sharing-plan to have a trainer from the E-One factory in Florida come out to PNW to work with both departments.

- **FEMA 2020 BRIC (Update)** The (Training Facility) was removed from the application after working with the Benefit Cost Analysis support. The station facility with the resident rooms is still in the proposal. BRIC Grant Match is now

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\$366,848.00. Chief received an email from Hannah with Chelan County Natural Resource Department this past week, explaining Washington State has not completed their review of our application as of yet. Chief noted once it passes State review then it will move on to a Federal review.

**EMS Report:** Ray Eickmeyer, EMS Director for Lake Chelan Health gave the latest updates re: COVID-19.

**Training Officer Report:** Karen Sargeant

Karen went over the few high points of her report. HazMat Operations class finished up on November 21<sup>st</sup> - 22<sup>nd</sup>. Leavenworth IFSAC testing was December 11<sup>th</sup>, two of our firefighters tested for the written: Efen Alejo and Brian Whitney. Two of our officer's went with them to test for the practical; Nick Glenn and Raynor Baker, both indicated they passed. The written test results will not come back for 3-4 weeks. Commissioner Baker interjected, he sat in the first hour of one session and was impressed how engaging the instructor was. Karen agreed, Bret Stohr is an excellent instructor, and everyone seemed quite pleased. Bret had some amazing tips and tricks to help students in the class. Next spring, Leavenworth will host another IFSAC testing, and our other three firefighters will be participating: Jerry Smith, Travis Farrar and Wade Gross. For the Training Calendar she will not be using same format this next year. Karen reiterated she will be giving the training topics to Officers, geared for taking these tests, FF1 etc. The Training Calendar will reflect three months at a time.

**Assistant Chief's Report:** Kermit McClellan None

**Chiefs Report:**

**\*Additional Discussion for Chiefs Report**

- **Incidents: No Additional Discussion**

Ray noted he was impressed with the response from the Manson Firefighters attendance on recent CPR calls. Chief agreed and stated he appreciates having enough manpower to meet the Emergency call needs.

- **Personnel and Training:** Chief Baker sat down with the Officer's at their monthly meeting-12/7/20. He explained, they focused on "training-topics" Karen provided them. Chief Baker suggested keeping with a three-month plan. He made a few suggestions regarding the next months ahead and determined some things might require training on an off night, not on Monday night drill.

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- **Recruitment & Retention:** None
  
- **Facilities and Equipment:** None
  
- **Prevention:** None

**Executive Session:** RCW 42.30.110 (1) (g) to review the performance of a public employee. Commissioner Baker asked for time of five minutes, starting 5:46 pm, Commissioners were back to regular meeting at 5:51 pm.

**Public Comment:** None

**Adjournment:** Commissioner Baker closed meeting with no additional business before the Commissioners, the meeting adjourned 5:53 pm.

**Chelan County Fire District 5 Board of Commissioners:**

\_\_\_\_\_  
**Commissioner Chairman Dan Baker**

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**Commissioner Dana Starkweather**

\_\_\_\_\_  
**Commissioner Fred Weiss**

\_\_\_\_\_  
**Attest: Regenia Trusel**  
**District Secretary**



# Manson Fire Department

Chelan County Fire District 5

P.O. Box D Manson WA 98831-0438

mansonfire.org

## Chiefs Report

December 8, 2020

### Incidents

14 Calls for service in the month of November; 12 within Fire District 5 and 2 out of the District. Fire responded to 6 calls within District 5.

In District 5; 1 Authorized burning, 1 Heat from electrical short circuit and 4 calls to Assist EMS crew. EMS responded to 10 medical calls in District 5. 6 Calls EMS handled without Fire, and 4 with assistance of Fire.

Out of District 5; 1 Medical call and 1 Dispatched & cancelled enroute  
November Call Times;

Fire Call Processing was at 1:49, Arrival on scene at 10:55.

EMS Call Processing was at 1:31, Arrival on scene at 7:59.

Of the 12 dispatches in District 5, 9 calls were compliant to NFPA 1221, for call processing for 75%.

Of the 12 responses in District 5, 12 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 100%.

### Personnel and Training

We had the opportunity to do another live fire training in November, this time on a Monday drill night.

This was an addition built onto a single wide mobile. The mobile was hit hard by asbestos mitigation so we didn't have much to work with there. The addition was built very well and allowed 21 evolutions of teams to make entrance. Previous burns were with the structure in free burn stage. We closed this one up so recruits could see a more common scenario of a fire starving for oxygen. The fire behavior is different and so are the tactics. We stopped at 21 evolutions because we ran out of materials to feed the fire. A very successful burn. Some unhappy neighbors with the increased smoke output of a starved fire. We had contacted as many neighbors ahead of time as we could to avoid unhappy feelings. Most of that was directed towards the burning of the vegetation at the end and allowed to burn itself out. Cost of doing business.

Other drill for November included; Rapid Intervention Team (RIT) Pack familiarity and RIT Team procedures, SCBA drills, Nozzleman and Initial Attack procedures, driving practice, equipment familiarization, Ropes & Knots, Officer meeting, Truck checks, and a safety orientation on the new Tower truck.

Covid-19 Vaccine – Potential for approval and shipment on Dec 15<sup>th</sup>. Confluence Health and Lake Chelan Hospital have both applied to receive vaccines to administer. The plan for how the vaccine will be administered is being worked on right now. First responders are on the front of that list. Challenges are that the concentrate vaccine needs to be stored below 60 degrees Celsius, before administered thawed in a 2-hour window, reconstituted and given within a 6-hour window. Then all this repeated in 21-days. They are creating a drive-thru administration plan. There will be a 15-minute watch time after given to make sure there are no severe side effects. Most side effects are minor and pass within 48-hours. The administration plan is labor intensive and we will be offering our volunteers the opportunity to participate in the vaccination teams. Paramedics may be the lowest certification to give the shot, but a lot of supporting people are needed for the process. WA will receive 62,400 Dec 15<sup>th</sup>, 197,875 on Dec 22<sup>nd</sup>, and 141,600 on Dec 29<sup>th</sup>. Each County will receive a portion based on population.

## **Recruitment & Retention**

No new recruit requests or packets turned in for progress.

## **Facilities and Equipment**

Building Addition – Dan and I had a conference call with Randy our Architect to work out some issues in an Invitation to Bidders. We have 5 General Contractors from the MRSC Small Works Roster that have agreed to look at our project. Currently have the process in review with our attorney to make sure we haven't missed something.

S-52 Irrigation – LCRD has ordered the connection fitting to install our irrigation turnout. The project is in their calendar to be installed in the off season.

BRIC Grant – The application was submitted by the Nov 15<sup>th</sup> deadline. The Benefit Cost Ratio (BCR) was below the fundable range with the Training Building included in the proposal. By removing the Training Building and proposing only the Station addition with; 12 resident quarters, classroom, decontamination room, restrooms/showers, dayroom and all the supporting facilities for the resident program. The total project amount is \$1,467,392, Federal share \$1,100,544, Fire District share \$366,848. We may know status by May 2021.

Aerial truck – On November 23<sup>rd</sup> we went to Yakima to get the Bronto Tower. Its official identifier is Tower-51. I have given all the Officers their detailed orientation so that they can work with the Tower to build experience. On Monday the 30<sup>th</sup> we also gave an orientation to the firefighters to cover WA Administrative Code (WAC 296-305-04510) Safety Standard for Fire Aerial Apparatus, E-One safety recommendations and Bronto safety recommendations. Scheduled for radio install on Dec 17<sup>th</sup>. I have contacted RiverCom to add the identifier to their database.

I plan to use it in a “soft opening”, that being dependent on the skills of the group available. As time goes on, we will build a larger group of skilled operators and tower qualified firefighters.

Costs to date; The truck, shipping, tax & license, repairs, paint and lettering came to \$207,812.53.

Current equipment; ladder belts \$1188.59, Stihl saws \$2685.49, 5” hose \$6382.24, fittings \$3586.10, for a total in equipment \$13,842.42. Most of the equipment was in line items other than Capital expense. Truck and equipment \$221,654.95.

Cascade Fire is looking into having a factory rep come to do our training. The other dept that has a Bronto in Oregon that Cascade sold a truck to years ago also wants training. Looking at pricing to come and do both departments in one trip, split the airfare and rental car.

## **RiverCom**

The RiverCom Board is evaluating sites for future facilities. A specialized software was approved to purchase that will evaluate signal strength as an overlay for the 2-county region. Some of the criteria for site evaluation is; size, signal strength, power, access and cost. Currently there are 12 sites being evaluated. About 6 of those have been identified as having coverage issues. The Board wants to get this down to a shorter list that meet all the criteria, then price can be evaluated to move forward.

## **Prevention**

Nothing new to report this month.

# DECEMBER TRAINING REPORT

(Completed 12/02/2020)

TITLE	IFSAC	2020 GOAL	NFPA NON-CERTIFIED	NWCG	MEDICAL
Firefighter 1	6	8	1		
Firefighter 2	4	5	1		
Hazmat Operations	11	17	1		
Officer 1	2	2			
Officer 2	1	1			
Instructor 1	7	7		1	
Instructor 2	0	1			
Wildland FFT2		6		7	
Wildland FFT1		5		5	
Engine Boss		2		2	
EMT		12			11
EMT Instructor/Evaluator		2			2
Fire Inspector 1	1	1			
Public Information Officer				1	

**Red = New Certifications**

Number of Chelan Fire District #5 Firefighters = 31

## TESTING OPPORTUNITIES

There are 5 firefighters and 2 officers that are scheduled to take the written and practical tests in December. The two tables below show the personnel, the testing that they are completing and the testing dates and locations.

The first table is for testing in Malaga with Chelan FD #1.

NAME	IFSAC TEST	TYPE OF TEST		DATE
		Written	Practical	
Efren Alejo	HMA/HMO	X		12/04/2020
Brian Whitney	HMA/HMO	X		12/04/2020
Raynor Baker	FF2	X		12/04/2020
Raynor Baker	FF2		X	12/05/2020
Nick Glenn	FF2		X	12/05/2020

The second table is for the testing in Leavenworth with Chelan FD #3.

NAME	IFSAC TEST	TYPE OF TEST		DATE
		Written	Practical	
Travis Farrar	HMA / HMO	X		12/11/2020
Wade Gross	HMA / HMO	X		12/11/2020
Jerry Smith	FF1	X		12/11/2020

## **TRAINING PROGRAM**

The firefighter individual training folders are up to date and currently complete. This is the first step to creating and implementing individual training plans for all of the firefighters. The Individual Training Plan Template has been attached to this report. The Target Solutions online program will be used to supplement the Essentials of Fire Fighting textbook to prepare firefighters for the IFSAC FF1 and FF2 certification tests. Firefighters will be supplied with the necessary textbooks to progress toward certifications as IFSAC FF1, FF2, HazMat Ops, Officer 1 & 2, Fire Instructor 1 & 2, NWCG certifications, etc. This information will be additional training assigned to the firefighters to prep for the testing.

The Monday night drills will focus on the WSP IFSAC Skills Sheets in order to target practical skills for groups of firefighters to enhance their progression toward their desired certifications.

## **TRAINING CALENDAR (\*)**

The rough first draft annual training calendar has been sent out to the officers for their review and suggested changes. This calendar has just drill topics listed along with all the refresher courses mandated for all firefighters to renew each year. The drill topics have been submitted to all of the officers for the first three-month interval. Lt. Baker will be inserting all of the OTEP training for the EMTs.

**(\*) – Note: The annual calendar is an extremely fluid, dynamic document and is subject to constant change.**

## **TRAINING DRILLS**

The training drills held on each Monday of the month will be planned at least two months in advance. The firefighters will receive the monthly schedule at the end of the previous month. As stated previously, the hands-on drills are to be selected directly from the WSP Skill sheets for the IFSAC certifications. Additionally, those firefighters desiring to move upward in the wildland fire arena will be given access to skill sets and coursework to advance forward.

## **HazMat Operations Class**

We finally completed the HazMat Awareness/Operations class that started back in March. The final 4 days were Nov 14 & 15 and Nov 21 & 22. Four of our firefighters took the course; Brian Whitney, Efren Alejo, (they were in the March classes), Wade Gross and Travis Farrar. All of these firefighters are signed up to test in HMA/HMO as stated previously. There was a total of 8 people in the class; 2 from Quincy and 1 from Ephrata in Grant County and 1 from Chelan County FD #3 in Leavenworth. The instructor, Bret Stohr from Insource, Inc., was an excellent instructor and he was well received by the firefighters. All COVID protocols were followed during the class.