

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
February 9, 2016
Regular Meeting of Commissioners

Commissioners Present: Dan Baker, Brian Harris, John Spencer

Others Present: Chief Arnold Baker, Assistant Chief Kermit McClellan, Karl Jonasson 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 4:30 p.m. The Affidavit of Participation for the Board of Volunteer Firefighters 2015 Pension Program was presented and reviewed.

Action: Commissioner Dan Baker motioned to approve the certification; Commissioner John Spencer seconded the motion, (Motion Passed, 3-0).

Minutes: January 12, 2016 Regular Commissioners Board Meeting Minutes, as well as the January 12, 2016 Washington State Auditors Exit Teleconference Minutes were presented and reviewed.

Action: Commissioner Dan Baker motioned to approve the minutes as presented; Commissioner John Spencer seconded the motion, (Motion Passed, 3-0).

Financial Report: The January 2016 Financial Report was presented and reviewed. Chief Baker summarized end of 2015 Financials. Increase unexpended budget in 2015 was \$140,509.21. The expenditures budget was \$903,279.00, of that amount \$747,772.07 was spent which resulted coming in under budget for the year in the amount of \$155,506.93. Revenues for 2015 came in at 15,000.00 under budget.

Approval of Vouchers: February Vouchers Batch FD51 totaling \$13,559.71 was presented for review and approval.

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

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Chiefs Report:

Incidents

January had 34 calls for service, 8 for Fire In-District, 15 for EMS In-District and 11 for EMS Out-of-District. Notable was the 3 false alarms at Manson Elementary School. On 2 of those occasions staff was in the building and didn't know there was an alarm. We believe that the dry sprinkler system air pressure was setting off a supervisory alarm that would have notified administration only. We believe that the alarm panel was wired backwards where supervisory alarms went to the alarm monitoring company. School Facilities Manager got the alarm vendor to come and fix the panel.

I have looked into some of the extended dispatch times and response times you will see in your charts, the 6:49 dispatch call processed time was due to an error made by a dispatcher. Cedar Street is a common road name and this one was dispatched to Leavenworth and took extra time to correct and redirect to the Chelan Cedar Street. Also EMS had 4 drive times that appear longer. These happened while the EMS crew was in Chelan for morning meeting. I looked at the timeslot of the 8:00am meeting in all of 2015 and that is still the best time of day for their meeting to be out of District.

Personnel and Training

I believe we have a good training calendar for the year. I offered the firefighters to move drill to Tuesday evening if it would be easier to attend drill. Feedback came that more had a hard time with Tuesday. So we are staying on Monday evenings for drill.

The online training is going well; 11 firefighters have completed 26 modules so far this year.

Recruitment & Retention

No new recruits have inquired.

Facilities and Equipment

I have moved the 5" hose project forward. The project is using 5 vendors for different aspects of the components needed. The hose itself has a 5 to 8 week build time. I would still rather wait for good quality hose than be in a hurry and regret it down the road. The hose cart is the only thing not ordered yet. It has a 2 week build time. Price for the roller cart is \$5400 plus \$280 packaging and shipping. From all the materials I can find out about this cart, we should never have to lift a 5" x 100' roll of hose.

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I did submit an Assistance to Firefighters Grant application to replace our Self Contained Breathing Apparatus. The grant project for 18 SCBA is \$155,120; Federal share at \$147,734, Fire District match of \$7,386. To keep the application clean I did not submit for the Rapid Intervention Crew packs, \$9,480 and the air compressor / cascade air storage / fill station, \$47,212. The total of the match and RIT and compressor package that the Fire District will be responsible for is \$64,078.

I was selected by the National Volunteer Fire Council to work on their behalf as an AFG grant peer reviewer. I will fly to Baltimore on Feb 21st and return home on Feb 26th. Giving back to the system as support of being a peer reviewer helps me to be a stronger grant writer.

RiverCom

I have had no comments from RiverCom Director Fosse about my 2015 report. I am planning to attend the RiverCom Operations Group meeting on Feb 9th in the morning.

Prevention

I have Tammy building a data base of parcels with wildland fire risk. Discussion with individual Commissioners about doing a direct mailing to all property owners with wildland risk. The intent is to take some ownership of changing their risks to benefit themselves and the survivability of the homes when fire threatens. I will be building a simple risk guide for the homeowners in hopes that they contact us for more assistance in reducing risks. The NFPA 1144 Risk Planning materials are detailed and nearly impossible for untrained people to follow. The main issue if there isn't a safe place for firefighters to be while defending the home, they will not have firefighters there during the passing front of the fire. The benefit of reducing risk to the survivability of the home, mutually benefits the safety of our firefighters. I will have some examples of risk charts for the Board meeting.

Assistant Chief's Report: Assistant Fire Chief Kermit McClellan reported that driver training is continuing but has been limited due to time constraints and weather. Kermit will be plowing the boat launch to provide training space. On March 12, 2016 Chief Baker will be instructing an all-day EVAP classroom training which is mandated by law and department policy. Our insurance company also will be providing emergency driver training.

EMS Report: Karl Jonasson reported that in January the busiest day of the week was Saturday, the busiest time of day was between 12:00 and 15:00 hours. Response time percentages were as follows: Less than 1 Minute – 54%; 2 to 3 Minutes – 38%; 4 to 5 Minutes – 5%; Over 5 Minutes – 1%

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There will be a CAD demonstration at RiverCom on February 17, 2016. It will be presented by a new vendor which also provides the Eden County Accounting System. Jail, EMS and Fire Districts, have all experienced unsatisfactory support from the Spillman System, RiverCom is looking for a replacement that will meet everyone's needs. Chief Baker will be attending the demonstration and will report back to the board in his Chief's Report his observations and insights. Chief Baker commented that call processing time was unacceptable and this is everyone's problem not just RiverCom. The Chief plans on assisting RiverCom in finding a remedy to bring call processing time in to line.

The Hospital Foundation will be replacing the duty officer vehicle with a 2016 Expedition within the next 60 to 90 days.

Old Business:

Company Calendar -- February & March 2016 Company Calendars were distributed. Included in the calendar are Monday night drill training descriptions. Chief Baker will be traveling to Baltimore, MD February 21 – 26, 2016 to act as a peer reviewer for the FEMA AFG.

SCBA Replacement - Chief Baker has received a trial MSA SCBA. The SCBA has been totally overhauled. There are now lights in the face piece that show the battery power pack level. There is no longer any power located in the actual face piece. Face pieces are now around 300.00 each as opposed to 1,200.00. With the new SCBA each fire fighter will be issued their own face piece.

Hospital Board Meeting - Commissioner Dan Baker will be attending this month meeting.

Legislative Day - Senator Parlette has presented a bill in support of open burning within the EGA. This would allow individuals the ability to burn their yard debris and get their properties in good shape prior to fire season. Chances are the bill will be shot down by the Dept. of Ecology but Chief believes it's a good step towards being heard.

State Auditor Billing Practices - Commissioner John Spencer is still researching and working on the conflict of interest with the way the State Auditor's Office bills for mandatory audits.

Fireworks Ban Bill - Representative Hawkins has presented a bill that would eliminate the 1 year waiting period to place a fireworks ban.

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Facility Generators - Chief Baker has submitted a proposal to the DNR for the generators and has received an encouraging e-mail reply. The Fire District is considered a qualifying agency for the Lake Chelan Hazard Mitigation Grant.

New Business: The Annual Board of Commissioners Workshop will be held on Saturday, April 2, 2016 from 8:00 a.m. to noon. Some topics of discussion may include:

- Equipment Replacement Plan & Budget for 2016-2017
- Procedure and authorization for issuing aircraft during a wildfire event.
- Pre-fire Planning & Response Plans

Public Comment: None

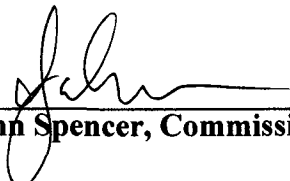
Executive Session: At 5:26 p.m. Chief Baker, Commissioner Harris, Commissioner Spencer and Commissioner Baker entered Executive Session – In accordance with RCW 42.30.110 g) to review the performance of a public employee. The Commissioners came to the consensus the Executive Session would run approximately ten minutes and that the regular meeting would be reconvened at 5:40 p.m. At 5:40 p.m. the Executive Session was concluded and the regular meeting was reconvened.

Adjournment: There being no more business before the board, the meeting was closed at 5:40 p.m.

Chelan County Fire District 5 Board of Commissioners:




Brian Harris, Commissioner



John Spencer, Commissioner



Dan Baker, Commissioner



Attest: Tammy Pratt, District Secretary