

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 10, 2019
Regular Meeting of Commissioners

Commissioners Present: Brian Harris, John Spencer and Dan Baker

Others Present: Chief Arnold Baker, Dana Starkweather, Karen Sargeant, Chris Willoughby

Call to Order: Commissioner Harris called the meeting to order at 4:33 p.m. The Flag salute commenced.

Pension Board: Pension Board opened at 4:33. Chief Baker presented Dan Baker's Certificate of Pension Eligibility forms for the Board of Volunteer Firefighters and Reserve Officers. Chief Baker confirmed that Dan had served at least 25 years as an active volunteer firefighter. Commissioner Harris made a motion to approve Dan's retirement from active service, Commissioner Spencer seconded. Motion approved, Commissioner Baker abstained from the vote. Reconvened to open session at 4:35.

Public Comment: None

Minutes: The Meeting Minutes for the Regular meeting on August 13th were presented. Chief Baker identified that he had amended the original draft on the minutes to insert a header in Executive Session. Commissioner Spencer motioned to approve the minutes as amended by Chief Baker. Commissioner Baker seconded; Motion passed unanimously.

Financial Report: Financial report was reviewed; Commissioner Harris motioned to transfer \$20,000.00 from Reserve account 656.505 into Expense Account 656.501. Commissioner Baker seconded the motion, passing unanimously.

Approval of Invoices: Commissioner Baker motioned to approve Voucher FD51 in the amount of \$6,415.38 and FD52 in the amount of \$1,373.52, Commissioner Spencer seconded; passed unanimously.

New Business:

Administrative Assistant position – Chief Baker reported to the Board that after the close of the August 13th meeting, Administrative Assistant Patty McClellan resigned with 2-weeks' notice. Chief Baker reported that he advertised the position in the Wenatchee World and on KOZI radio.

We have received 10 applications, they appear to be very diverse in backgrounds and experience. Chief Baker will attempt to bring the list down to 3 for ease of managing panel interviews and testing.

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 10, 2019
Regular Meeting of Commissioners

North Central Washington Chiefs Association – Mutual Aid Agreement

Commissioners briefly discussed the agreement and the reason for the update; Section 4, 2nd paragraph, wildland fire accountability. Dana Starkweather asked to comment, he noticed in Section 11, the agreement will be reviewed for update 2018. Chief Baker asked the Commissioners if they would like to recommend back to the Chiefs Association the date for the document review 2024. The Commissioners agreed by consensus to recommend 2024.

Old Business:

Company Calendar: Items on the Calendar were reviewed

Open House – It was discussed that we would have an open house on September 28th & 29th during the Hydrofest. We will have 300 hamburgers and hotdogs to BBQ.

ZBA Station 52 Addition: Chief Baker had accompanied an Electrical Engineer yesterday to Station 52. The purpose was to account for all the electrical needs of the addition. In that discussion was giving us the opportunity to put noisy things like station and breathing air compressors in the new bay.

Pre-Fire Planning – Commissioner Baker asked that an old item of Pre-Fire Planning be added to our monthly reports. Pre-Fire had some progress a while back and that we needed to set some goals to get things moving again.

E-sign Update – No update

Resolution 2019-06 Chief Baker presented Resolution 2019-06 as it had been reviewed by Attorney Brian Snure. Discussion followed about Section 3, b, 2nd paragraph, \$250,000 to \$350,000 limits and Section 5, \$40,000 limit that would not limit the Fire District if awarded a grant for an ambulance. The ambulances used by the Hospital are on national contract and not subject to the limit. Chief Baker reported that Attorney Snure requested to send him the contract for verification before proceeding. Commissioner Spencer made the motion to accept as recommended by Snure, Commissioner Baker seconded, motion passed unanimous.

Training Officer Report: Training Officer Sargeant reported that she is working on getting the percentage of personnel with certifications in Firefighter 1 & 2, HazMat Operations, Instructor 1, and Wildland Firefighter 2 & 1. Her current priority is to get firefighters through HazMat Operations and Firefighter 1. In January the Region 6 Training Council is hosting a HazMat Awareness & Operations class in Manson.

TO Sargeant is building a notebook that will hold all the lesson plans for the drills. She is pulling objectives from the Firefighter 1 training manual. She is currently also working on finishing up this year's training calendar, then to work on next year's calendar.

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 10, 2019
Regular Meeting of Commissioners

Drill last night with Basic Search & Rescue, officers led the training in the practical skills. The officers are receiving the training agenda and they are leading the training they are qualified to teach.

Next year's training calendar to have a metric for the number of firefighters we are planning to achieve desired certification levels. Peer instruction from officers and senior firefighters to mentor the skills training.

Firefighters are doing monthly truck checks. After training getting more out driving and pumping. Daily Dispatch has training offerings listed, classes have nominations with due dates to get applications to a contact person for each class.

Chelan – Douglas Firefighter's Association will have their October meeting at Station-52 on Oct 7th. Commissioners are invited to attend.

Assistant Chief's Report: No Report

EMS Report: No Report

Chiefs Report:

Incidents

53 Calls for service in the month of August; 41 within Fire District 5 and 12 out of the District. Fire responded to 22 calls within District 5.

In District 5; 1 smoke alarm malfunction, 2 Unauthorized burning, 1 Heat from a short circuit (hot water heater thermostat), 1 Vehicle fire, 1 Fire Sprinkler system activation (LC Building Supply – dry system lost air pressure which actuated the valve to open and fill the system, no water discharged) 1 call of no incident found on arrival, 1 Outside trash fire, 1 Dust thought to be smoke, 13 calls to Assist EMS crew.

No calls out of District 5

EMS responded to 32 medical calls in District 5. 18 Calls EMS handled without Fire, 1 Unintentional activation of a pendent alarm, 13 with assistance of Fire.

Out of District; 9 Medical calls, and 3 Dispatch & cancelled enroute.

August Call Times;

Fire Call Processing was at 3:06, Arrival on scene at 14:53.

EMS Call Processing was at 2:55, Arrival on scene at 10:33.

Of the 41 dispatches in District 5, 30 calls were compliant to NFPA 1221, for call processing for 73.2%.

Of the 41 responses in District 5, 32 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 78.0%

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 10, 2019
Regular Meeting of Commissioners

Personnel and Training

Training in August consisted of Communications – use of our portable radios, Hydrant operations, Pumping from a portable Fold-a-tank, Truck checks for firefighters, Safety on the fire ground, Medical OTEP (Epi & ASA modules), 24/7 Online (Elevator Safety Responses & Safety on the Fire Ground modules), and an Officer meeting.

Recruitment & Retention

I received 1 new request for an application packet, David Stephens is a career firefighter on the west side, volunteers in Orting, and he just purchased a home on Wapato Point. David plans to spend full weeks of time off from his outside department. An easy addition for us.

Facilities and Equipment

The apparatus have been holding up pretty well through the summer. Still haven't located a mechanic to come in regularly for repairs.

I will be taking the Command truck in for service on the 11th for the DEF tank heater replacement. Have had a check engine light for a few weeks, stopped into Cascade Chevrolet, they diagnosed and we set an appointment.

RiverCom

With the passage of the sales tax levy, RiverCom staff is pretty happy. The Board is accelerating planning options for future facilities. They need to narrow down which option is going to be the plan.

Prevention

It looks like we will stay with the current High fire danger rating through Sept 30th when the County Commissioner's Resolution expires. Fire risk has not warranted an increase to Very High and the weather has turned cooler with bits of rain.

I had a Fire Advisor Board meeting in August and in that discussion was changing our County Code for fire activities to mirror more of what the Forest Service is doing. Our fire danger rating systems are so different that we have had a hard time keeping compatible messaging to the public. I discussed with County Commissioner Overbay and he was in favor of the change.

Chief Baker reported that FEMA has begun awarding grants. FEMA is required to have the awards complete by September 27th. Turndown notices will follow when the awards are all out.

Commissioner Baker raised a question about not having a mechanic doing maintenance to affect the District's Survey & Rating? Chief Baker replied that it could affect scoring. The bigger need is to take care of issues as they come up.

Public Comment: Chris Willoughby reported the School referred a family that is in need. Single mom & 4 kids. Chelan Valley Hope got them in Morning Sun for housing, medical

**Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 10, 2019
Regular Meeting of Commissioners**

needs. Also the Firefighters Association had donated \$500 to the Okanogan 3 Assistant Chief with the burn injury and that there is more available for a later date.

Karen reported a family with a special needs kid on a call. The grandparents wanted to donate to Season of Hope in the form of stock. A matching charitable organization, each \$2000. When the stock is cashed in we may get more than the fac value of \$4000.

Adjournment: Having no additional business before the Commissioners, the meeting adjourned at 5:36.

Chelan County Fire District 5 Board of Commissioners:

Brian Harris, Commissioner Chairman

John Spencer, Commissioner

Dan Baker, Commissioner