

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 13, 2016
Regular Meeting of Commissioners

Commissioners Present: Brian Harris, Dan Baker and John Spencer

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

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

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

Minutes: August 9, 2016 Regular Commissioners Board Meeting minutes were presented for review.

Action: Commissioner Dan Baker motioned to approve the Regular Commissioners Board Meeting minutes as presented; Commissioner John Spencer seconded the motion, (motion passed, 3-0).

Policies & Procedures: Emergency Access Policy and Letter

After careful review the Board of Commissioners added the following statement to the Emergency Access Policy; “In the event that an apparatus driver does not complete the response due to conditions a verbal report will be given to the commanding officer on the day of the response and a written report will be filed with the chief within five working days.”

The Emergency Access Policy and letter will be sent out immediately via certified mail to the property owners that are currently petitioning for annexation, to be followed up with a mailing to all other parcel owners who reside on private roads in the District.

Action: Commissioner Dan Baker made the motion to approve the Emergency Access Policy with the modification of the added statement agreed upon by the Commissioners; Commissioner John Spencer seconded the motion, (motion passed 3-0).

Action: Commissioner John Spencer made the motion to accept the letter to the private road parcel owners presented by Chief Baker; Commissioner Dan Baker seconded the motion, (motion passed 3-0).

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

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Approval of Invoices: August 2016 Vouchers Batch FD51 totaling \$28,201.13 was presented for review and approval.

Action: Commissioner Dan Baker motioned to approve Vouchers Batch FD51 for payment as presented; Commissioner Brian Harris seconded the motion, (motion passed, 3-0).

Chiefs Report:

Incidents

53 Calls for service in August; 38 Calls in District 5, 15 Calls out of District 5. 7 Fire Calls in District; 1 cooking fire confined, 1 alarm system malfunction, 1 power line down, 2 smoke from BBQ thought to be a structure fire, 1 Motor vehicle accident with injuries and 1 motor vehicle accident without injuries. 31 EMS Calls in District; 30 EMS and 1 cancelled enroute.

Fire Call Processing was at 2:23, Arrival on scene at 8:02

EMS Call processing was at 2:20, Arrival on scene at 9:36

We are seeing the switch at RiverCom in mid-August to automated recommended units and response plans. This is saving the dispatchers many steps when the system is working. We will see more impact in September.

Personnel and Training

Training for August consisted of an online training about Search & Rescue interior of a structure, followed up with a practical of searching some storage units with face masks blacked out. This teaches the importance of teamwork, communications and search techniques. Firefighters also covered apparatus driving, medical OTEP. Online module for interior structure fires.

Recruitment & Retention

1 new recruit in the first week of September. Javier comes with EMT certification in Utah. Working on reciprocity to get his certification moved to Washington.

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Facilities and Equipment

Command truck is finally back. The only issue remaining is to find a Chevrolet technician that has experience in the computer settings. The cruise control unit controls the PTO. The highest preset throttle position needs to be lowered to not over-spin the pump and compressor in the CAFS system. We have a medium position that is a little under speed to work with till an opportunity comes to adjust the high setting.

The Fire District has received another Assistance to Firefighters Grant (AFG), this one to replace all out Self Contained Breathing Apparatus (SCBA). The grant amount is \$131,745 as a cost share for the SCBA, not included is grant support for Rapid Intervention Team packs and compressor with cascade cylinders and fill station. The Fire District's required match is \$6,587. We will undoubtedly exceed that for the SCBA alone since the grant proposal was discounted per SCBA. We do not have the final figures with the Fire-Rescue GPO pricing yet. The Firefighters chose the Scott brand of SCBA at the 5500-psi.

Total original expected project was \$212,000 for all the breathing air system. The District portion will end up in the \$70,000 to \$80,000 range. Scott also offered to buy back our old MSA system with some trade-in value, those numbers are not yet known.

RiverCom

RiverCom succeeded with implementing the modules for recommended units and response plans. RiverCom hired some tech support from the builders of iSpyFire to build a filter to avoid numerous redundant tone-outs. This has been the issue before the modules could be turned on.

Prevention

Back to School Fair was a success. Less attendance than we were expecting. Our leftover materials can be used next year and to help bolster our packets for kids visiting the fire station.

The AFG Fire Prevention & Safety Grant awards are underway. We have a proposal in for a re-addressing Manson project. No word yet how the proposal is doing.

Also in the Fire Prevention & Safety Grant is a proposal from the Washington State Fire Marshal's Association. This proposal has all of Chelan County Districts to receive smoke alarms. I will be the project manager for the County if this is awarded.

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Assistant Chief's Report:

The District has accomplished a lot of driver training thanks to the efforts of Dan Baker. Individuals are completing testing and becoming certified on each apparatus. Commissioner John Spencer requested to see some training numbers at the next regular board of commissioners meeting.

The call siren in town has been repaired and is back in use during day light hours.

Raynor Baker is now in charge of the Districts PPE supply. Recently all of the Districts gear was gone through inventoried and either stored or reassigned to current volunteers.

Assistant Chief McClellan explained that there will be a large transition from the Districts current SCBA gear to the new SCBA gear that the District will obtain later this year. Before the District can place the new SCBA gear in service there will be mandatory performance testing and training.

EMS Report:

EMS Director Karl Jonasson reported that EMS had 167 calls in the month of August, of which 36 were for 3152. The Busiest day of the week in August was Saturday. The busiest time of day was tied between 15:00 – 18:00 hours and 18:00 – 21:00.

Out the door EMS response times for August were: 58.6% for one minute or under, 33.53% for two to three minutes, 7% for four to five minutes and there were no calls for over five minutes.

Response time to from out the door to arrival at the scene for the EMS incident in August were: 67.07% for zero to five minutes, 13.7% for six to ten minutes, 8.9% for eleven to fifteen minutes.

Old Business:

Company Calendar – Chief Baker distributed the updated Company Calendar. Chief Baker will be attending the M & M/CQI Code review on Tuesday, September 29, 2016. The meeting will be a regional review on following protocol. EMS Director Karl Jonasson stressed the importance to have the BLS crew focused on C.P.R. so the ALS crew can do their job. Better service is provided working together as a team instead of one paramedic having to focus on all of the details. Chief Baler will be looking at what we have done in the past and identify areas that can be improved upon.

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Annexation Petitions Update – The District now has signature certification from the county. Upon approval of the Board of Fire Commissioners the Annexation Petitions will then be presented to the Board of County Commissioners for their review and consideration.

Command Truck Update – The new command truck is in service. Chief Baker has identified an issue with the PTO chattering and the rear dual tires not having enough clearance from the fenderettes. The tires on the dual rear axle are rubbing the fenderettes in tight corners.

The old surplused command truck will be put up for sale via sealed bid.

Station 52 Generator Project – Commissioner Brian Harris and Chief Baker met with Brian Ziesmer from Z Engineers, PLLC whom has been selected to design a system that is bullet proof and that leaves little room for human error in operation. Commissioner Harris's opinion is that the system should be fully automatic. The system will be designed to automatically test itself once a month. The cost for a fully automatic system will be significantly greater than the manual switch system which was previously considered. Commissioner Harris recommends the District build the generator with an automatic switch that will light up and power the whole building. The generator will be located at the front of the building next to the service. In order to keep the generator free of snow an idea from the gallery was presented to build a shed extension off the building that would cover and protect the generator.

Firefly Website Rebuild Status – Chief Baker has received all of the information from the old website. Going forward Chief Baker will be working with Firefly to build a new site.

New Business:

Washington Fire Commissioners Association Conference – The conference will be held on October 27 – 29, 2016 at the Yakima Convention Center.

Manson Volunteer Firefighters Hydro-fest Weekend BBQ & Open House – The annual BBQ and open house are scheduled for Saturday & Sunday, September 24 & 25, 2016
11:00 a.m. – 3:00 p.m..

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Radiance Winery Donation – Radiance Winery owner Jeff Crowder invited Chief Baker and Chris Willoughby to stop by the winery during their one year anniversary celebration so they could present the Manson Volunteer Firefighters Association with a donation check. The winery began collecting donations for the Firefighters a year ago when they opened the winery and when the Chelan fires started. Over the past year the boot drive, located in their tasting room, has collected \$2,250.00 in donations.

Resolutions:

- Resolution 2016-07 District Acceptance of Santana Drive Group Annexation Petition
Action: Commissioner John Spencer made the motion to accept the Santana Drive Group Annexation Petition; Commissioner Dan Baker seconded the motion, (motion passed 3-0).

- Resolution 2016-08 District Acceptance of Emerson Acres Group Annexation Petition
Action: Commissioner Dan Baker made the motion to accept the Emerson Acres Group Annexation Petition; Commissioner Brian Harris seconded the motion, (motion passed 3-0).

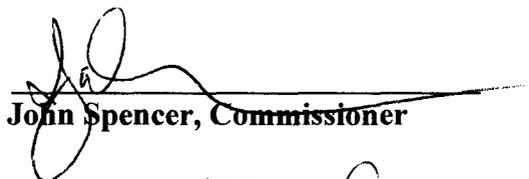
Public Comment: none

Adjournment: Having no additional business before the board the meeting closed at 5:41 p.m.

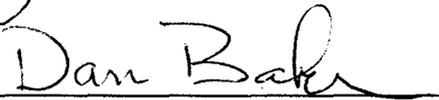
Chelan County Fire District 5 Board of Commissioners:



Brian Harris, Commissioner



John Spencer, Commissioner



Dan Baker, Commissioner


Attest: Tammy Pratt, District Secretary