Chelan County Fire Protection District No. 5

Special Meeting of Commissioners
80 Wapato Way Manson, WA 98831
Lake Chelan Reclamation Boardroom
Monday August 25, 2025 @ 2:00 pm

Commissioner's Present: Fred Weiss and Dan Baker, Chris Willoughby has an excused absence.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Captain Nick Glenn and Firefighter Ronan Walsh.

Call to Order: Co Chairman Weiss called the meeting to order at 2:00 p.m.

Deputy Chief Position

- Zoom Conference: Justin Venezia from GMP Consultants

    - Justin Venezia: Explained the typical process when doing candidate interviews through GMP.
      He asked the Commissioners how many separate panels are they wanting? Who are the people they would like to see on the different panels? Business owners etc.
    - Commissioner's Baker and Weiss: Enough people to help represent the community and fire department.
    - Ronan Walsh: How many people per panel?
    - Justin Venezia suggested: Two-three panels max with no more than 4-6 people per panel. Each panel will interview individual candidates separately for approximately 45 minutes. Panel should be a mix of community members/fire personnel to balance the right set of questions. Once the interviews have been completed by each panel, Justin will meet with the panel to debrief and collect comment cards. He will then meet with the Commissioners to give them feedback so they can deliberate.
    - Commissioner Weiss: The Board would like to see beforehand the list of questions GMP have come up with?
    - Captain Glenn: Will our own questions need to be pre-approved?
      Will we be required to ask the same question to all of the different candidates are can we ask them different questions?
    - Chief Baker: Having an unbiased panel is important.
    - Justin Venezia: Panel should only have 1-2 questions each. Question should be diverse. Ask what you feel is appropriate.
    - Ronan Walsh: The type of questions for each candidate is important, to see if they will be a good fit for the department.
    - Captain Glenn: When could we see what type of questions GMP has come up with?
    - Justine Venezia: He will be sending out eight or nine questions catered to our department and fire service.
      He explained to the Board and attendees there are three top candidates who meet all of our criteria. It would be good to keep the questions consistent

and phrase questions accordingly. Diverse covering Wildland, Water Rescue for example.

- Brenda Gabbitas: Asked if the Commissioner has talked about reimbursing the candidates for travel expenses. (Hotel, Car Rental, Milage).
- Commissioner Baker: Suggested discussing further but didn't see a problem with covering their costs.
- Meet/Interview Candidate Dates:
  September 3rd will be the media announcement with names of all the candidates interviewing for the Deputy Chief position.
  September 11th will be the "Meet & Greet Reception", need to lock in a location.
  September 12th will be candidate interviews with panels, need location.
  September 13th will be final day when the candidates will be leaving.
  Justin Venezia will be arriving on Sept. 11th morning hours.
- If there are hotel reservations needed, Reggie Trusel, District Secretary, will help with finding accommodations. Reggie will send Brenda the appropriate reimbursement forms and what else will be needed for candidates.
- Chief Baker: Asked if we could use some of the photos or template they used to advertise this position. As it would be nice to send invitations to the public to join the September 11th "Meet & Greet Reception".
- Brenda Gabbitas asked about who the receipts should be sent to.
- Chief Baker: Dist. Secretary Reggie Trusel.
- Commissioner Baker: Would it be possible to give candidates a topic question for them to talk about – (five minutes).
- Justine Venezia: They will each have the opportunity to introduce themselves to the group at the reception.
- Ronan Walsh: Final big concern is, do the candidate know the cost of living for our area. What the potential cost for housing is etc.
- Justine Vanezia: All candidates were informed about what the integration / relocation impact could have.
- Brenda Gabbits: Will we want to give any Station tours to the candidate group?

Executive Session: RCW 42.30.110 (1) (g) to review the performance of a public employee.
Commissioner Wiess, Motioned to start the Executive Session at 2:34 pm.
Commissioners reconvened the Regular Commissioner Meeting at 3:38 pm.

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Adjournment: Commissioner Weiss adjourned the Regular Commissioner meeting at 3:39 pm.

Chelan County Fire District 5 Board of Commissioners:

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Commissioner Chairman Chris Willoughby

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Commissioner Fred Weiss

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Commissioner Dan Baker

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Attest: Regenia Trusel
District Secretary