

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**April 12, 2023**  
**Regular Meeting of Commissioners**

**Commissioners Present:** Dan Baker, Dana Starkweather, and Fred Weiss

**Others Present:** Chief Arnold Baker, District Secretary Reggie Trusel, Training Coordinator Raynor Baker, Captain Nick Glenn, Lt. Beau Alanis, Firefighter Association President Chris Willoughby.

**Call to Order:** Commissioner Chairman Starkweather called the meeting to order at 4:30 p.m. The Flag salute commenced.

**Pension Board:** Opened: 4:30 pm. Pension Board Closed 4:30 pm.

**Public Comment:** None

**Minutes:** Chairman Starkweather presented the Regular meeting Minutes from March 8th, and Workshop Minutes from March 22<sup>nd</sup>, Commissioner Weiss, Motioned to approve March 8th Meeting Minutes and March 22<sup>nd</sup> Workshop Minutes with word correction; Commissioner Baker, seconded; Motion passed unanimously.

**Financial Report:** Chief Baker noted tax revenue has started depositing and suggested moving \$65,000.00 from Expense account our Investment account. Commissioner Baker, Motioned to transfer \$65,000.00 from Expense account to Investment; Commissioner Weiss seconded; Motion passed unanimously.

**Approval of Invoices:** Commissioner Baker, Motioned to affirm; Voucher FD51 in the amount of \$55,266.65; Commissioner Weiss seconded; Motion passed unanimously.

**New Business:**

- **Levy:** Chief Baker suggested Commissioners participate in the upcoming June 2<sup>nd</sup>, seminar “Communicating to Win Ballot Measures” with Liz Loomis. Chief Baker displayed the department- Budget Model and explained volunteer compensation projections for 2024-2034. He asked the Board, specifically what the projected firefighter (compensation) looks like with a 20-25 certified volunteer base. The Chief explained with the Levy, he feels confident, there will be enough funds allocated to fully cover, department training facility, volunteer compensation program and new building-sleeping quarters. Chairman Starkweather suggested they have a little time to get feedback regarding finalizing figures for Levy and suggested confirming within the next couple of months.

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- **Volunteer Compensation:** Million Dollar Volunteer Program  
Chief Baker earlier in the week shared this plan with the Board on how the volunteers could earn a substantial retirement by putting their “Points/Dollar” earnings into a Deferred Compensation Plan (DCP). The Chief displayed the Plan breakdown and explained how this is a different and innovative way to market the younger generation.

**Old Business:**

- **Community Task Force**  
“Flex-Time” Element – Chief Baker reviewed with the Board; the latest updates recommended at last month’s Commissioner Workshop Meeting. Commissioner Baker suggested publicizing “Flex-Time” Element as part of April 12, 2023, Minutes. The Board consensus was to replace the 2012 Flex-Time data with updated information and to post on the department website if needed.
- **Company Calendar:**  
Chief Baker advised the Board on the upcoming Calendar meetings and firefighter drill dates and topics for: April, May, and June. The two-structure training burns scheduled for April 15<sup>th</sup> have been temporarily cancelled. The Chief advised he would like to add smoke alarm information to the upcoming KOZI Radio interview. He stressed the need for the community to keep their smoke detectors updated with new batteries or replacing them with new units every 10- years and to encourage people to be proactive.
- **Station 52 Training Center**  
Small Works Project Advertising in Wenatchee World newspaper/online: Excavation work. Two have reached out. Bids due by April 21-look up.
- **Station 51 Remodel:**  
Advertising Wenatchee World newspaper/online: Invite for Contractors to submit bids by April 28, 2023; Remodel.
- **Resolution 2023-06:** Resolution to Promote Diversity in Recruiting & Training for Firefighters. Chairman Starkweather presented resolution and asked for a motion to approve. Commissioner Weiss, Motioned, to approve Resolution 2023-06 as written, Commissioner Baker seconded, Motion passed unanimously.

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**Resolution 2023-09:** Resolution to Define Volunteer Firefighters

Chief Baker suggested discussing Resolution 2023-09 at an upcoming drill with volunteers and Officer group.

- **Pre-Fire Plans: None**

- **Recruitment:**

Chief Baker informed the Board of the departments four new recruits; Tony Harlich, Ronan Walsh, Lou Hazim and Chris Cruz. He reiterated how receiving an invitation from an existing volunteer carries a lot of weight.

- **Policy**

Training Requirements Policy; Chief Baker advised he added the word changes to the Training Requirements Policy so it will reflect; “The Fire District will give a grace period until July 1, 2023, for the first quarter (January-March) 2023 required training to firefighters to ease into the transition of this policy. During this grace period firefighters will still show red on the training progress report, but no one will be moved and utilized as support personnel until July 1<sup>st</sup>, 2023, if required training is not maintained or made up.”

Commissioner Baker, Motioned to approve Training Requirement Policy with added language dated April 12, 2023, Commissioner Weiss, seconded; Motion passed unanimously.

**EMS Report:** Lake Chelan Health EMS Director Ray Eickmeyer shared how their EMS crews have been busy this past month. “Calls are up by 25%”. He acknowledged the Manson Fire Firefighters did a “fantastic job” in helping to prepare a patient for transport when ambulance 3152 was out on another call. He indicated “all ambulances were out on calls” at the same time and Manson volunteer Firefighters/EMS made a “huge difference” when they arrived at the scene. He reiterated the EMS; staffing has been an issue as incident calls are increasing. Also, when local and Wenatchee hospitals are full, it requires patients to be transported out of Chelan County area which can take away their manpower.

Director Eickmeyer commented he is still working on Grants and plans are in the works for the Chelan EMS Department to have a separate building next to the current new hospital.

He reported that EMS is continuing their prevention work, and helping with Red Club, Earth Day, and Bike Rodeo. He summarized how Lake Chelan Health Hospital will soon have a new Orthopedic Surgeon, General Surgeon, and a Pain Doctor. Chief Baker stressed he is glad to partner with EMS and will continue to provide assistance when needed.

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**Assistant Chief's Report:**

Assistant Chief, Kermit McClellan: None

**Training Coordinator Report:**

Report was sent to the Commissioners for review.

TC Baker informed the Board; Brain Maas and Dan Weakly now have EMT (active status).

**Certification Compensation:** Chief Baker suggested updating some of the compensation amounts as follows;

- Firefighter Certification (Three Year Goal Plan) from \$5,250.00 to \$6,000.00
- Removing Hazmat Awareness and increasing Hazmat Operations Compensation from \$1,000.00 to \$2,000.00.
- WA EMT-B \$2,000.00: Split payment; ½ at Certification, ½ 1 year if active.
- Fire Officer 1 & 2: \$1,500.00
- Fire Instructor 1 & 2: \$1,500.00
- Fire Inspector 1 & 2: \$1,500.00

Commissioner Baker, Motioned to adopt revised compensation dollar changes as presented on April 12, 2023 “Firefighter Certification Compensation Plan – Draft”, Commissioner Weiss seconded; Motion passed unanimously.

Commissioner Baker asked about TC Baker's 6-month employee evaluation-review. Chief Baker indicated TC Baker has not yet had his 3-month review and is waiting for Assistant Chief McClellan to help with performing the review.

**Chiefs Report:**

**\*Additional Discussion for Chiefs Report**

**Incidents:** None

**Personnel & Training:** None

**Recruitment & Retention:** Earlier discussion to four new recruits this past month.

**Facilities & Equipment:** Earlier discussed ST51 & ST52 updates

**RiverCom:** None

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**Prevention:** Discussed in the Calendar; Live Fire Structure-Training has been cancelled for April 15<sup>th</sup> date.

The Board shared a brief discussion with Chief Baker on how he would like to have help with Commercial Inspections; he indicated Fire Inspector 1 is the certification needed.

**Public Comment:** None

**Adjournment:** Commissioner Starkweather closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:34 pm.

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

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**Commissioner Chairman Dana Starkweather**

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**Commissioner Fred Weiss**

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**Commissioner Dan Baker**

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**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

April 12, 2023

### Incidents

23 Calls for service in the month of March; 14 within Fire District 5 and 9 out of District. Fire responded to 5 calls within District 5.

In District 5; 1 Diesel fuel spill at the Deepwater station, 2 Unauthorized burning calls (for the same fire on Mill Bay Tribal lands, 1 Authorized burning (smoke complaint), and 1 Assist EMS call.

Out of District 5; None

EMS responded to 10 medical calls in District 5. 9 Calls EMS handled without Fire and 1 with assistance of Fire.

Out of District 5; 6 EMS Calls, and 3 Dispatched & cancelled calls.

March Call Times;

Fire Call Processing was at 3:09, Arrival on scene at 13:10. The Tribal property smoke complaints distorted the data. Delay in response because we have no authority for air quality issues.

EMS Call Processing was at 2:21, Arrival on scene at 9:58.

Of the 14 dispatches in District 5, 9 calls were compliant to NFPA 1221, for call processing for 64.3%.

Of the 14 responses in District 5, 12 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 85.7%.

### Personnel and Training

Training for March consisted of;

3/6 Officer meeting – 6 attended

3/7 Electric vehicle fires & accidents – 10 attended

3/14 Make up training for 1<sup>st</sup> quarter requirements – 15 attended

3/20 OTEP: Passing the baton; Patient handoffs for EMTs

3/21 Hydrant-Pump-Attack

3/28 1<sup>st</sup> due & 2<sup>nd</sup> due assignments

### Recruitment & Retention

Recruitment for March has never been better, 3 more have completed paperwork and working their way through required modules in Vector Solutions.

### Facilities and Equipment

Chelan County CPIF Grant for the Training Center – Dan and I attended a pre-app meeting with Chelan County. We didn't plan that we would need to do an Amendment to our Conditional Use Permit, but because our CUPA in 2020 did not include the training center, we need to do another Amendment now. The County asked if we would just include all our future projects so we wouldn't need to go back. That seemed practical. Rather than be overwhelmed by that I suggested to Dan that we have Paul Cappock from DOH head that up. Paul's agreement allowed for other projects within his contract year. I had Board consensus before proceeding.

New Brush-51 is being refurbished – Pictures shown at the workshop. Aaron Richmond would like to do a visit to Cascade Fire in the 80% completion. That way would could advise any last minute issues.

S-51 Remodel – An ad will be in the Wenatchee World on April 8<sup>th</sup> & 15<sup>th</sup> for contractors. In the vouchers is the Building permit for the project.

S-52 Resident Quarters / Classroom Building – Rep Mike Steele broke our project out to a design phase, \$200,000 that would cover design and a good start on permits. The Legislature has been good at funding these split out projects the 2<sup>nd</sup> year for construction.

### **RiverCom**

A major change in direction for facilities. We halted the land purchase and new construction. The opportunity came to lease the Confluence Technology Center (CTC). I have had a tour and 2 meetings with the Forest to discuss using the CTC as that co-locate dispatch center. Those meetings have gone well, the Forest is very interested, as is the RiverCom Board. We can fund the tenant improvements for both sides. The very appealing side is not having to borrow any funding.

### **Prevention**

My topic for KOZI this month is going to be out door burn safety. As you see our calls have been around controlled burn issues, I will help inform what they can do. I will also inform of what we have no authority to do.

# April 2023 CURRENT CERTIFICATION REPORT

(Completed 4/5/2023)

TITLE	IFSAC CERTS	Medical	NWCG	2023 GOAL
Firefighter 1	1			5
Firefighter 2	3			3
Hazmat Operations	12			6
Officer 1	3			2
Officer 2	1			2
Instructor 1	6			7
Instructor 2	1			0
Wildland FFT2			11	20
Wildland FFT1			4	2
Engine Boss			2	2
Tender Driver			3	
EMT		13		15
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Total Number of Chelan Fire District #5 Personnel = 36 up 2 members

Number of Interior Firefighters = 25

Number of Driver Operators = 1

Number of Medical / Support Personnel = 10

Number of Junior Firefighters = 2

## CURRENT TRAINING REPORT

### Training Review

I re-did the numbering of firefighters above to show where we have these members in reference to our Training Policy and Spreadsheet. I foresee these numbers in each category will shift slightly after our physical testing the beginning of May.

Are there any corrections to the Training Policy update or is that good to approve and send out to the staff? The update included wording for the grace period for 1<sup>st</sup> quarter required training through the end of 2<sup>nd</sup> quarter.

I have been re-working our driver training program. I sat down with Kerm and talked about the plan I envision and he agreed. I have this new driver training program drafted and currently out to Chief to review. After Chief, I plan to get it to Kerm and Beau to review before taking it live. The changes to



the program take the initial driver course from a classroom course to online self-study followed by the post-test with me. It will still have a cone course for each vehicle type but adds an individual sign-off for each truck. The records for our driving training are in many cases missing, so the plan is once this goes live, we will use a drill night to allow firefighters to challenge and get signed off officially on trucks there are no records for.

In March we held a make-up so firefighters could make-up the required training they had missed in the 1<sup>st</sup> quarter. I feel like the majority of firefighters are understanding the new direction we are headed with training and embracing it. There are only a couple who are not attempting to meet their quarterly requirements. I'm also seeing I need to cover applicable training with the EMTs to better allow them to meet compliance. We also completed hydrant pump attack training and the following week expanded upon that to our 1<sup>st</sup> due engine and 2<sup>nd</sup> due engine rolls. I think these drills opened the eyes to many people to what is needed arriving on fire calls and due to our large number of new firefighters I foresee us circling back to these drills in the near future.

At the beginning of the month, I emailed firefighters allowing them to schedule with me a time to meet to go over their individual training plans. This seemed to be a large want the firefighters had in the online survey you sent out. So far, I have only had one firefighter respond and meet with me to go over their individual training plan. It was a good meeting and I was able to give as well as receive suggestions. I try to communicate my availability in every communication to firefighters. I will continue to open the door if someone feels they want an individual training plan sit down, but the way our training plan is now transparent and the training policy lays things out for firefighters many of their questions are answered I feel.

I received my IFSAC Instructor 2 certificate from my course the beginning of March. This level of certification is the first for our department and now aligns us with NFPA standard 1403 (Standard on Live Fire Training Evolutions). This certification allows me to develop training plans and oversee other instructors on the fire ground. Having an Instructor 2 is a vital piece to the training facility we are building at station 52.

Dan Weakly and Aaron Richmond are registered for the Wildland Urban Interface Firefighting 3-day course at the WA State Fire Fighters' Association Annual Fire School in Wenatchee May 18-20.

### **Testing:**

Dan Weakly & Brian Maas are currently "pending" their EMT status with the DOH as their applications are reviewed and background checks completed. They should be active EMTs very soon.

Firefighter testing: Nick Glenn is signed up to take his Fire Officer 2 course and testing at the WA State Fire Fighters' Association Annual Fire School in Wenatchee May 18-21.

### **Online Training (Vector Solutions):**

2<sup>nd</sup> Quarter right-to-know training modules went out April 1<sup>st</sup>. 2<sup>nd</sup> Quarter is made up of 4 modules. These are sent to everyone other than the "New Recruits", 25 members total.

1<sup>st</sup> Quarter right-to-know modules comprised of 5 modules assigned to 25 members. I extended the deadline for 1<sup>st</sup> quarter modules until the end of 2<sup>nd</sup> quarter to align with the addition to the Training Policy update.

“New Recruit” training comprises of 34 modules assigned to 9 members. These are broken into two categories. 1<sup>st</sup> they complete their NFPA required training and 2<sup>nd</sup> they complete their right-to-know courses. They are also given NWCG courses to complete for their wildland FF2 as well as first aid and CPR Training.

1<sup>st</sup> Quarter Right-to-know 125 modules with 74 completed

2<sup>nd</sup> Quarter Right-to-know 100 modules with 8 completed

New Recruit Training 306 modules with 37 complete

Currently a total of 531 online training modules are assigned with 119 completed.

### **Training Calendar:**

#### **April**

Monday April 3<sup>rd</sup>: Officer Drill

Tuesday April 4<sup>th</sup>: Quarterly SCBA / HP CPR and Association meeting

Tuesday April 11<sup>th</sup>: Wildland Refresher Part 1

Saturday April 15<sup>th</sup>: (Tentative) Live burn on Boetzke Ave

Monday April 17<sup>th</sup>: Psychiatric Emergencies & Use of restraints in EMS

Tuesday April 18<sup>th</sup>: Wildland Refresher Part 2

Tuesday April 25<sup>th</sup>: Combined drill with Dist 7 Extrication training in Chelan at 1800

### **Recruitment & Retention:**

We have a new members Ronan Walsh and Lou Hazim. They are working through their New Recruit Vector Solutions modules and I plan to meet with them soon to issue gear and go over PPE and SCBA with them.