

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
February 15, 2023
Regular Meeting of Commissioners

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

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Assistant Chief, Kermit McClellan, Training Coordinator Raynor Baker, Firefighter Association President Chris Willoughby, Volunteer Dan Weakly, Ruth Keys from Lake Chelan Mirror, Rich Ulhorn with All Things Lake Chelan and Captain Adam Rasmussen.

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. Chief Baker informed the Board of the 2022 BVFF “Pension Participation Certification Form” has been completed and ready for Board Chairman’s signature. Pension Board Closed 4:33 pm.

Public Comment: Chairman Starkweather asked to take a meeting recess at 4:34 pm to recognize Chief Arnold Baker for his 25 years as the Manson Fire Department Fire Chief. Chairman Starkweather; presented Chief Baker with a plaque for his 25 years of service and Chris Willoughby, Manson Firefighters Association presented a gift card from Wapato Point Cellars. Congratulations Chief Baker!
The Board Meeting reconvened at 4:45 pm.

Minutes: Chairman Starkweather presented the Regular meeting Minutes from January 10th, Commissioner Weiss, Motioned to approve January 10th Meeting Minutes; Commissioner Baker, seconded; Motion passed unanimously. The January 18th Commissioner Workshop Minutes were presented; Commissioner Baker, Motioned to approve Workshop Minutes; Commissioner Weiss seconded; Motion passed unanimously.

Financial Report: Chief Baker proposed moving \$25,000 from Investment to Expense account. Commissioner Weiss, Motioned to approve the \$25,000.00 funds transfer from Investment account to Expense account; Commissioner Baker seconded; Motion passed unanimously.

Approval of Invoices: Commissioner Baker, Motioned to affirm; Voucher FD51 in the amount of \$34,451.29, Voucher FD52 in the amount of \$2,531.50; Commissioner Weiss seconded; Motion passed unanimously.
Chief Baker noted the F-550 (Brush Truck replacement) is undergoing the needed modifications at Cascade Fire and Safety in Yakima. He indicated we will collect all invoices and then submit for reimbursement when all work is completed. The Chief is hoping to have in service sometime in April.

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New Business:

Brush 51: Surplus

Chief Baker explained Brush 51 truck has been taken out of service for some time due to the ongoing brake issues. The Chief noted he consulted with Attorney Brian Snure on how to surplus the truck. Chief Baker advised; because of the greater cost to fix the “design flaw” there is no value to the truck and we would be able to donate it. Chief Baker presented a letter of interest for Brush 51 from Waterville Fire Department- DCFD#1.

Assistant Chief Kermit asked if DCFD#1 was aware of the deficiency and suggested them signing a binding document stipulating brake issues. The Board and Chief Baker concurred. The Chief indicated we do still have Brush 52 currently in service.

Commissioner Weiss, Motioned to approve to surplus Brush 51, Commissioner Baker, seconded: Motion passed unanimously. Commissioner Baker Motioned to donate Brush 51 to DCFD#1, Commissioner Weiss, seconded, Motion passed unanimously.

Draft Resolution 2023-06: Resolution to Promote Diversity in Recruiting & Training of Firefighters. Board Chairman Starkweather suggested reviewing Resolution 2023-06 further before approving.

Resolution 2023-07: Resolution to Train Volunteer Firefighters (Training Center)

Commissioner Baker read aloud Resolution 2023-07, Commissioner Baker, Motioned to approve Resolution 2023-07, Commissioner Weiss seconded, Motion passed unanimously.

Chairman Starkweather announced he would like to address both; Updating-Task Force information and Resolutions 2023.06 at the next workshop. The Board agreed to schedule-Workshop for March 1st at 4:30 pm.

Old Business:

- **Community Task Force:**

Now scheduled for March 1st at 4:30 pm.

- **Company Calendar:**

Chief Baker advised the Board on the upcoming Calendar meetings and firefighter drill dates and topics for; February, March and April.

Chelan Fire and Rescue (CCFD7) asked Chief Baker to attend their Regular Commissioner meeting scheduled earlier in the day. The Chief informed the Board he discussed the Training Center layout and explained the different types of training that would be performed at the facility. He reiterated his goal for our two departments; train cohesively together and hopes the Officers would achieve

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maximum time together. The Chief indicated his message was well received.

- **Station 52 Training Center**

Commissioner Baker briefed the Board on his and Chief Baker's, Zoom consult meeting with Engineer from PSE Consulting Engineers Inc. from Klamath Falls Oregon. He indicated PSE has worked on containers around the world and estimated their cost to be around \$1,000 per burn box. He also indicated PSE liability insurance only sits at \$50,000.00 coverage. He suggested forwarding PSE proposal to Attorney Snure's office for review and also indicated he and Chief Baker are waiting to hear back from Chelan County Fire Marshal Steve Rinaldi on other details.

Officers discussed their concerns with insurance and suggested another Engineer for possible quote.

Station 51 Remodel: Chief Baker displayed new drawings from DOH Architects. The Board reviewed the plans and discussed interior door placement revision suggested by attendees.

- **Pre-Fire Plans:** Chief Baker informed the Board, he is still waiting for RiverCom to implement their GIS System so we can upload our data.

- **Recruitment:**

Chief Baker briefed the board on new recruit from this week, and is happy to have Tony Hurlich.

New Recruitment Flier: Chris Willoughby from Manson Firefighters Association displayed to the Board flier draft.

- **Policy:** None

EMS Report: None

Assistant Chief's Report:

Assistant Chief, Kermit McClellan briefed the Board on the recent Hybrid Electric Vehicles (HEV) class he and Captain Nick Glenn attended in Seattle. He explained the course was "really educational" and feels more confident now with electric cars. This was a course hosted by General Motors. Assistant Chief McClellan also noted, he would like to secure further training and learn about other car models.

Captain Glenn reiterated joining with other nearby departments for more training. He made a great contact while at the class and would like to pursue further education. He explained there is an upcoming drill where they both will be sharing what they learned with the volunteer group.

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Board Chairman Starkweather: Advised he would like to change the Meeting format and pointed out he would like to “compress meetings down to a shorter amount of time”. Chairman Starkweather asked to have both the Training Report and Chiefs report sent to the Commissioners 1 week prior to Meetings.

Board Chairman also requested to move the Commissioner meetings to the 2nd Wednesday of the month. It was discussed for Chief Baker to create a Resolution indicating Commissioner Regular Meetings to be held on 2nd Wednesday of the month.

Training Coordinator Report:

Report was sent to the Commissioners for review.

TC Baker asked the Board about standards that are not met by the department volunteers, if they refuse to do the needed requirements. Chairman Starkweather suggested getting together with TC Baker to discuss those requirements.

TC Baker briefed the Board on the past (EMS-Class)-Triage Day at ST52.

Chiefs Report:

***Additional Discussion for Chiefs Report**

Report was sent to the Commissioners for review.

Incidents:

Personnel & Training:

Recruitment & Retention:

Facilities & Equipment:

Waterproof Jackets: Chief Baker briefed the Board on the latest style of reflective safety jackets. Discussion was made pertaining to a soft shell versus a hard shell with liner. Chief Baker suggested ordering enough stock to cover backstock for those future participating volunteers. The Board discussed best method in how the jackets will be distributed. Consensus was to assign jackets like other PPE to volunteers who are committed with their participation in both incidents and drills.

RiverCom: Chairman Starkweather reminded the Board of the letter Chief Baker wrote explaining his participation-involvement with RiverCom. Chairman Starkweather recommended Chief Baker keep established participation as it will be beneficial in the future to our agency. The Board reached a Consensus for Chief Baker to continue RiverCom participation.

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Prevention: None

Public Comment: None

Adjournment: Commissioner Starkweather closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:04 pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Chairman Dana Starkweather

Commissioner Fred Weiss

Commissioner Dan Baker

**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

February 15, 2023

Incidents

30 Calls for service in the month of January; 23 within Fire District 5 and 7 out of District. Fire responded to 6 calls within District 5.

In District 5; 1 sprinkler system activation-Elementary School dry system filled for unknown reason, and 5 Assist EMS calls.

Out of District 5; None

EMS responded to 22 medical calls in District 5. 17 Calls EMS handled without Fire and 5 with assistance of Fire.

Out of District 5; 6 EMS Calls, 1 MVA with injuries, and 1 Dispatched & cancelled calls.

January Call Times;

Fire Call Processing was at 0:44, Arrival on scene at 4:19.

EMS Call Processing was at 1:24, Arrival on scene at 11:09.

Of the 23 dispatches in District 5, 21 calls were compliant to NFPA 1221, for call processing for 91.3%.

Of the 23 responses in District 5, 21 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 91.3%.

Personnel and Training

Training in January consisted of;

1/2 Officer meeting – 6 attended and also Commissioner Baker

1/3 Quarterly SCBA & Proficiency, HP CPR – 16 attended

1/10 Fire ground radio ops & Blue card intro – 13 attended

1/17 Incident command for structure & Blue card continued – 11 attended

1/23 OTEP (Arrest to ROSC module) – 10 attended

1/24 Ice rescue & rope retrieval – 15 attended

1/30 First Aid – 13 attended

1/31 High Performance CPR – 17 attended

It was suggested in officer meeting to do the training calendar for farther out. Could we do the calendar for the year? Raynor and I agreed that the whole year would be too fluid. The mandatories are in the year calendar. The electives have a high chance of being changed. We agreed that we would try to communicate a 3 month out calendar so people could schedule better.

Recruitment & Retention

No new recruits this month.

I raised my hand when probably I shouldn't have. I found myself co-chairing the WA Fire Chief's Recruit & Retention Committee. We have had 4 meetings so far, all zoom, I have attended the last 2. They are trying to figure out so recruitment things that work. I told about our retention efforts with points and even if it is only 1 person (Nick) using the State's Deferred Comp program. Apparently no one else is using Deferred Comp for volunteers.

I ran the “what-if” through my Excel schedule, if a Firefighter 2’s single point with bonus (\$50.92), sat in Deferred Comp for 40 years, it could grow to around \$254. That is for 1 call. Not only to encourage our volunteers to take advantage of this program. The WA Fire Chiefs will do the same thing.

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – Discussion to hopefully award an engineer for the project.

New Brush-51 is being refurbished – Progress report soon.

S-51 Remodel – I will have a progress report from Paul soon

S-52 Resident Quarters / Classroom Building – Submitted an application to the State Legislative Budget Committee, Local Community Project. Attending the Fire Service Legislative Day on Feb 17th, to answer questions and promote our project.

RiverCom

We had a great achievement report from Director Lowell Porter. 2022 was a great year in increasing dispatch floor personnel, budget issues streamlined, services to agencies increased, and planning for the new facility. A week later we have a Board Workshop for the new facility. The focus was options from Bond Council to finance the project.

Prevention

Nothing to report

February 2023 CURRENT CERTIFICATION REPORT

(Completed 2/8/2023)

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		1	7
Instructor 2	0			1
Wildland FFT2			14	20
Wildland FFT1			3	2
Engine Boss			1	2
Tender Driver			4	
EMT		11		14
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Number of Chelan Fire District #5 Personnel = 33

Number of Structural Firefighters = 17

Number of Medical only & Support Personnel = 12

Number of Junior Firefighters = 4

CURRENT TRAINING REPORT

Training Review

In January the 2023 training policy as well as the training requirements and calendar documents were covered in drill and sent out via email to those that missed. We completed our First Aid and CPR training and currently have 70% of staff current in their First Aid and CPR certifications. I am working with the other 30% to makeup. I sent NWCG FF2 wildland training out to firefighters not currently red carded to give them time to complete training prior to wildland season. We completed Ice Water Rescue training which was a great drill on Dry Lake. It was good to see our younger and newer volunteers jump into the survival suit and have a great time learning the equipment. Kerm and Nick attending an Electrical Vehicle class in Seattle put on by GM.

I would like some discussion with the board about training standards. I feel because it has come up by the Officers, what happens when firefighters don't meet their required trainings or don't complete their Vector Solutions modules? We have a standard in place and we are putting forth the effort to see that everyone succeed but what do we do when they don't? My thought is we can't progress forward and change our culture if not meeting the standard is tolerated. People are testing the waters to see if there is a standard or not. The standard and what we are asking of our firefighters hasn't changed. What has changed is we are now showing people the standard and providing opportunity to makeup missed trainings.

Testing:

I am registered for an Instructor 2 course Online February 27th through March 1st with testing in Duvall March 3rd.

No current other Firefighter testing planned.

We have 2 staff (Dan Weakly & Brian Maas) currently taking the EMT Course through LCH EMS.

Online Training (Vector Solutions):

The right-to-know online modules are assigned for 1st quarter 2023 to all staff.

General "Right-to-Know" trainings comprises of 6 modules assigned to 25 members

"New Recruit" training comprises of 27 modules assigned to 4 members

Currently a total of 258 online training modules are assigned with 56 completed

Training Calendar:

Monday February 6th: Officer Drill

Tuesday February 7th: HP CPR Regional Testing

Monday February 13th: OTEP (The beat goes on: Pediatric Edition)

Tuesday February 14th: NO DRILL

Tuesday February 21st: Vent crew expectations, In-service new vent fans

Tuesday February 28th: Ropes, knots, and hoisting operations

Monday March 6th: Officer Drill

Tuesday March 7th: EV Training Update

Tuesday March 14th: Mandatory training make-up

Monday March 20th: OTEP "Passing the Baton" Patient hand-offs for EMTs

Tuesday March 21st: Hydrant Pump Attack

Tuesday March 28th: 1st due 2nd due rolls

Recruitment & Retention:

I met with two of our new recruits (Sam and Briar) to get on the same page with them about training and what is needed as new recruits. I covered Vector Solutions, NWCG FF2 training, First Aid & CPR.

New recruits are assigned Vector Solution modules that cover Firefighter basics. I'm still updating and building New Recruit Checklist.