

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
February 11, 2020
Regular Meeting of Commissioners

Commissioners Present: Dan Baker, Dana Starkweather and John Spencer via conference call.

Others Present: Chief Arnold Baker, Assistant Chief Kermit McClellan, Training Officer Karen Sargeant, Fred Weiss, Russ Jones, Chris Willoughby.

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

Pension Board: Pension Board opened at 4:32 pm. Commissioner Starkweather motioned to approve BVFF 2019 Pension Participation, Commissioner Baker seconded the Motion and was approved unanimously. Pension Board Closed at 4:34 pm.

Public Comment: None

Minutes: The Meeting Minutes for the Regular meeting on January 10, 2019 were presented, Commissioner Baker suggested making a small change re: Equipment Replacement under “New Business. Changing wording in a sentence - “authority to make a purchase” to “authority to initiate a purchase”. Commissioners and Chief Baker agreed that when a replacement engine is found, Chief Baker will present all information for an approval before he makes final purchase. Commissioner Baker motioned to approve the minutes with word changes, Commissioner Spencer seconded; Motion passed unanimously.

Approval of Invoices: Commissioner Starkweather motioned to affirm the Voucher FD51 in the amount of \$10,304.65, Commissioner Spencer seconded; Motion passed unanimously.

Financial Report: Presented and reviewed. Chief Baker suggested transferring \$10,000.00 from District 5 savings account to the general checking. A Motion was made by Commissioner Baker to approve funds transfer, Commissioner Starkweather seconded, Motion passed unanimously.

New Business:

Annual Resolutions were presented,

- Resolution 2020-01 Board of Officers & Secretary
- Resolution 2020-02 Board Meeting Schedule
- Resolution 2020-03 Reserve Fund Transfer
- Resolution 2020-04 Payroll Officers Resolution
- Resolution 2020-05 Finance Auditing Officer

Commissioner Baker motioned to approve all of the Resolution’s (2020- 01 through 2020-05), Motion was seconded by Commissioner Starkweather and passed unanimously.

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Old Business:

- **Company Calendar**
Commissioner Starkweather suggested adding to the monthly Calendar; Commissioners, Staff and Training Officer scheduled Seminar's/Symposiums. Chief Baker requested an email to be sent with any calendar updates the month prior.

- **ZBA Architecture: Station 52 Update**
Chief Baker had a good conference meeting with Commissioner Baker, Architect Randy Vanhoff and Adam Rasmussen this past week regarding Station 52 new building plans. Discussion included; extending the new roof forward to match existing roof, thereby keeping snow sliding off of existing building and from piling in front of the new addition roll up door. Also using spray insulation on the new roof underside due to efficiency and thinner profile. Another suggestion; at transition from old to new roof, bring new roof up snug beneath existing roof, which will increase headroom and minimizing roof slope channel. The conference meeting seemed to clear up a lot of issues about joining the two roofs. Chief Baker said he will be submitting the Conditional Use Permit application to the Department of Community Development on February 12th.

- **Electric Sign Update: None**

- **Pre-Fire Plans:**
Chief Baker's update - The Lake Chelan Community Hospital has plenty of server space to accommodate- Pre-Fire plans. Along with iSpy, gives other responders a great program that will be kept in one single database.
Pre Fire Plans - Cover letter is finished and we are now ready to create the packets to be mailed out to local Manson businesses.

EMS Report: None

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Training Officer Report: Karen Sargeant

***Further Discussion for Training Report**

IFSAC-Haz-Mat Course; tentative dates, March 7-8, 14-15, 21-22, scheduled for 8 hours per day. The goal is to pick up as many volunteers as possible. Classes would entail 48 hours in total, including 3 hours of testing. Karen is currently working with the President of Insource Inc. on organizing instructors for all dates, only real concern is for March 14 & 15. No cost to the students other than investment for a text book. The classes will hold a max of 30 students. Scott Lancaster is also helping to coordinate a flyer that we will be sending out to local districts. Rusty Stamps, is the Division Chief for Okanogan County who will deliver to all in his District # 6.

Training calendar is finished, and is forwarded to volunteers one month at a time. Several new things to add as things evolve.

Karen is now certified for M-410, as Facilitative Instructor. She just returned from Redmond Oregon where the classes were held. Karen has been teaching for over 20 years and was very excited to be a part of this program as an instructor.

Regarding Training Calendar:

Chief Baker has a new “house training burn” to be considered for next month or April. This two story lake front home-burn would be a great experience for our volunteers as well as our neighboring districts who we would invite to participate. Chief Baker already presented this possible opportunity to other chiefs in District 8 and Douglas, all were in agreement to help. Once all the details are worked out, Chief will be scheduling in the next month or so, two different house burns here in Manson.

Commissioner Spencer suggested Chief Baker arrange a day to have all three commissioners tour the potential lake house burn.

Assistant Chief's Report: Kermit McClellan

Weather is currently allowing for more Engine-Driver Training. Kermit is ready to keep working with same two volunteers, Mike Knott and Travis Sweeney.

Discussion was made regarding the upcoming annual Appreciation Banquet. There was a consensus, to change up the event this year and NOT exclude door prizes.

As much as we appreciate our local business community's generosity, it is not necessary to ask for door prize donations year after year. Discussion was made to change the focus of the banquet

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to be more about acknowledging our firefighters for their dedicated service and to honor our loyal business supporters. A fun event honoring with awards, great food and celebration. Department will be asking the Firefighters Association to submit their four favorite businesses to be considered as our “top supporters” for 2019. Banquet date has been set for April 20th, 2020.

Chiefs Report:

***Additional Discussion for Chiefs Report**

FEMA Grant - Interface Fire Engine: Update

Chief Baker is waiting a bit longer to submit our grant, as FEMA is still adjusting program w/updates. Deadline for grant submissions is March 13th - 5:00 pm. Chief Baker has been asked back to participate in Pier Reviews for this particular grant with FEMA. Reviews start earlier this year, March 30th- two weeks after grant applications have been received. Grant award recipients should be notified sometime in May or sooner.

A date for all CCFD5-Firefighter / EMT “mandatory meeting” has been set for March 2, 2020.

Chief Baker and Commissioners feel it will be important to share our goals for this next year and all incentives that are being offered.

Guest Russ Jones: Fire Commissioner from Chelan County Fire District 7

Russ expressed Chelan District 7 financial situation of needing funding.

Chief Baker commented, he would like to keep Chelan District 7 involved with what we’re doing. Chief suggested setting up teams to help with upcoming potential lake front burn.

Commissioner Jones agreed keeping mutually involved with training burns is a good thing.

He offered to share copies of the photos at the recent Chelan District 7 training burn District 5 participated in.

Russ also brought up the plans for DCFD4 - Orondo Department building new facility by the BB Bridge. This station will be equipped with sleeping quarters for the volunteers.

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Adjournment: Commissioner Baker closed meeting with no additional business before the Commissioners, the meeting adjourned at 5:33 pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Chairman Dan Baker

Commissioner John Spencer

Commissioner Dana Starkweather

**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 11, 2020

Incidents

30 Calls for service in the month of January; 25 within Fire District 5 and 5 out of the District. Fire responded to 10 calls within District 5.

In District 5; 1 Smoke odor, 2 No incident found on arrival, 1 Ice rescue, 6 calls to Assist EMS crew.

Out of District 5; Responded to District 7, 100 Lake Chelan Shores for an electrical malfunction. EMS responded to 22 medical calls in District 5. 15 Calls EMS handled without Fire, 1 Ice Rescue and 6 with assistance of Fire.

Out of District; 2 Medical calls, and 2 Dispatch & cancelled enroute.

January Call Times;

Fire Call Processing was at 3:24, Arrival on scene at 10:43.

EMS Call Processing was at 1:11, Arrival on scene at 8:31.

Of the 25 dispatches in District 5, 22 calls were compliant to NFPA 1221, for call processing for 88%.

Of the 25 responses in District 5, 22 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 88%

Personnel and Training

Training in January consisted of medical OTEP (Science of CPR module) High Performance CPR practice and Regional High Performance CPR testing, Ice Rescue training, Officer meeting and Rig checks.

Received confirmation from WA State Training Academy that we have an instructor for holding a Hazardous Materials Operations class at Station-52 the first 3 weekends in March. Karen is working on coordinating that class.

Last fall I was asked if the District would burn a structure at 87 Madeline. Things are going together very well for the live burn. This week I was asked if we could burn another structure at 50 Rutherford Ln. Visiting this structure it is very large with a couple of exposure issues. I emailed District 7, District 8 and Douglas District 4 asking for assistance. If we can pull together 40 people on burn day, we can successfully provide revolving teams to work interior training, while a team in rehab and another team in contingency for response. The first structure being single level will be good for entry level. The second structure with 2-story open room will provide some advanced level live burn training. (Providing we get personnel from these other agencies to commit to the event.)

Recruitment & Retention

Efren Alejo is proceeding well through the paperwork and getting his PPE. Wade Gross has completed paperwork and should be active shortly.

Facilities and Equipment

The AFG Grant is written and uploaded into the FEMA GO Grant website. We have until March 13th to submit. I have updated pricing the best I have available without violating grant rules. Total project is estimated at \$333,585; Federal share would be \$317,700, Fire District share at \$15,885. The unknown is the pump/CAFS unit, with 2020 EPA emissions regulations as if an engine in our size will be

available to drive the pump unit. We have multiple manufacturers to draw from in case the company that built the pump unit on E-54 doesn't have an engine option.

I have been watching the Brindlee Mountain website for used aerials. Some good trucks there, some that can meet our criteria, nothing exact to our wish list. I will keep watching.

RiverCom

The shared Funding Committee has met and easily came to a consensus. Just some final wordsmithing, and will present to the RiverCom Users on Tuesday.

Prevention

Community Risk Reduction Symposium #6 starts on February 18th. I will be traveling to Murfreesboro TN on Monday the 17th. Tennessee has the largest contingent registered at 25, Washington is a close 2nd for registrations at 23. I was in a conference call with our State Fire Marshal's Office, they are committing to provide reports to counties and regions of the state with call data. Essentially some of the data I provide the Board each month from a larger data set. Hard to track trends in our small data set.

FEBRUARY TRAINING REPORT
KAREN SARGEANT

March IFSAC HazMat Operations Course:

The dates have been put forth by WSP for March 7 & 8, 14 & 15, and 21 & 22. These dates are all Saturdays and Sundays to try to capture as many volunteers as possible. The class is a 48-hour course, (8 hours of Awareness & 40 hours of Operations). March 7th will be the HazMat Awareness part of the course as it is a prerequisite to completion of the HazMat Operations course. I have the flyer ready to be distributed by Rusty Stamps to the entire Region 6 Training area. I am waiting to hear back from Insource, Inc, (the company that WSP contracted with), to confirm that the 14th & 15th dates have an instructor. I am trying to get the flyer to Rusty by Thursday.

Training Calendar:

The 2020 training calendar is finished but it is a very dynamic document. I have given the entire calendar to the Officers, but are only giving out one month at a time to the membership. This document has changed 4 times since January.

M-410 Training Class:

I am certified in M-410, Facilitative Instructor. Not only did I get certified for the class, but I was included as a part of the teaching cadre. This allows me to set up and teach wildland fire courses and coordinate for instructor cadres to come to this area and offer courses.