

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
June 14, 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, Assistant Chief Kermit McClellan.

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 May 10th, Commissioner Weiss, Motioned to approve May 10th Meeting Minutes; Commissioner Baker, seconded; Motion passed unanimously with wording change.

Financial Report: Chief Baker suggested transferring \$ 30,000.00 from the Investment account to our Expense account. Commissioner Baker, Motioned to approve transfer of \$30,000.00 from Investment account to Expense account; Commissioner Baker seconded; Motion passed unanimously.

Approval of Invoices: Commissioner Weiss, Motioned to affirm; Voucher FD51 in the amount of \$10,014.40, Commissioner Baker seconded; Motion passed unanimously.

New Business:

- Nicholson Insurance Associates
Chief Baker explained the benefits in participating in a Group insurance plan. He informed the Board our current insurance provider, Nicholson Insurance Associates, will be sending a “group quote” to both Manson Department and Chelan Fire & Rescue. The Chief noted the Board can then review and decide to proceed or not. It will only require an interlocal agreement between our two departments. The Board consensus: pursue getting the quote and see what type of savings there will be. The Chief is hoping to coordinate the start date with Chelan Fire & Rescue-September 1st.

Old Business:

- **Station 51 Remodel-** Chief Baker reported; Cascade Central Construction-crew did a walk-through of the station last week, preparing for start date. Once the remodel is underway, the Board agreed to change our monthly Board meeting

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location to the Reclamation District (conference room). Chief Baker announced; June 24th is the planned workday for both Fire Stations. He has a work crew scheduled to help with clean up and Station's reorganization.

- **Levy 2024: Liz Loomis**

The Commissioners and staff attended the Liz Loomis "Communicating to Win Ballot Measures" Seminar on June 2nd and all agreed the session provided some useful information. The Board is interested in working with Liz on some level and would like to inquire what her hourly rate is. Chief Baker displayed his levy model example, which reflects a percentage increase over a six-year span. For the first year, the rate increase would only be at 1% then increase by 3% for each of the next five years. He reiterated the importance of having a "good strategy" and communication plan. He asked the Board to provide their expectations and goals for the 2024 levy. Commissioner Weiss suggested creating a "Gantt" chart that will help map out department Levy plans. Discussion was made regarding working with a community group to survey their ideas/thoughts around our Fire Department levy needs. The Chief offered to draft a Newsletter by next month for the Board to review. Chairman Starkweather asked to add the Levy topic back on the agenda for next month's Commissioner Meeting.

The department is a part of the 12th Legislative Districts projects proposed for the State capital budget. The amount of \$200,000 will help with Phase 1 (design and permitting) for the expansion of Station 52; classroom and sleeping quarters. The Chief is hopeful the State Department of Commerce will continue to help fund the construction phase the following year. The facility will include training classrooms, which Chelan EMS Director Ray Eickmeyer seemed excited about. Ray explained their department needs a location to provide their own Emergency response training and noted he would be interested in talking more about a possible collaboration.

The Chief summarized; he will ask Michelle Mazzola-grant writer to help with Department of Commerce Grant renewal at the beginning of 2025.

- **Station 52 Training Center: CPIF Grant**

The Chief explained to the Board he and Jay from Batchelor Excavation have exchanged paperwork which gives a breakdown of "excavation work" to be done for the Fire Training Center. He is not sure when the work will start, however. Commissioner Baker requested to have Paul Coppock from DOH Architecture to also work on finding an engineer who is experienced in storm drainage ponds, which is another part of this project.

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- **Company Calendar:**

Chief Baker advised the Board on the upcoming Calendar meetings and added the Friday 6/16/23-8:10 am Kozi Radio interview. Commissioner Weiss asked about the WRRD & Cooperator-Large Fire Simulation held in Wenatchee on 6/15/23, as he would like to attend.

- **Pre-Fire Plans-** None

- **Recruitment:** Chief Baker informed the Board of the departments newest recruit; Jr. Firefighter Addie Richmond

- **Policy:** Peer Support Program *Draft*

Chief Baker presented the policy draft for the; Peer Support Program to the Board. He noted both Efren Alejo and Chris Cruz participated in the recent Peer Support training this past month. The Chief emphasized the importance of having this policy in place and will give a guideline of their responsibilities and confidentiality commitments. The Board discussed a few small changes.

Commissioner Baker, Motioned to approve Peer Support Program Policy with changes; Commissioner Weiss, seconded, Motioned passed unanimously.

Captain Glenn noted the importance of having Chris Cruz come to some of the volunteer drills and to meet with the officer group before reaching out to volunteers individually. He commented; Efren is already a Firefighter with the department and is familiar with most all of the volunteer group.

The Chief announced he would like to introduce both Efren and Chris (Peer Support Program) at the upcoming Appreciation Award Banquet and explain their roles to the department.

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

Chief Baker informed the Board; Attorney Brian Snure reviewed the 2023-09 Resolution. The Board requested a copy of Schedule A before making approval decision. Chief Baker will make Schedule A available to the Board and consensus was to discuss further at the next Commissioner Meeting July 12th.

- **Red Cross-Smoke Alarm Program**

District Secretary Reggie Trusel reported Red Cross emailed a Smoke Alarm-partnership agreement to review. The Red Cross partners with many Fire Departments on this program and will help supply smoke alarm units for us to install. Wayne Worzella will be doing all the installations and has already reviewed the Agreement. The board asked to see a copy of the agreement.

EMS Report: Lake Chelan Health (LCH) EMS Director Ray Eickmeyer briefed the Board on past/upcoming events. He indicated Lake Chelan Hospital will be

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celebrating their 75th year anniversary on August 9, 2023. He also announced the (LCH) winners from the Greater Wenatchee EMS & Trauma Care Council awards for 2022. Winners: Best ALS CPR Performance - Lake Chelan Health EMS, Leader of the year- Ray Eickmeyer, Paramedic of the year- Jonah Dobbs, Educator of the year- Raynor Baker, EMT of the year- Tanner Long. Director Eickmeyer updated the Board on the Nick of Time Foundation (heart screening) event from June 2nd. Manson, Chelan and Entiat Schools participated; 216 hearts screenings to help prevent sudden cardiac arrests. He reported two students were evaluated with heart issues and referred to seek further testing with their primary care physicians. This screening raised exactly \$10,000.00 to cover costs for testing. Director Eickmeyer indicated he has been busy working on multiple grants and is excited to receive the confirmation letter from the State which will help fund the new EMS building next door to the (LCH) hospital. He summarized EMS is continuing to do prevention work and preparing for a busy summer ahead and informed of the new "action plan" he is introducing to the Stehekin Community - questionnaire "what to do in an event."

Assistant Chief's Report:

Assistant Chief McClellan reported one volunteer has completed the online course and will be preparing to work with them on hands-on driving training.

Training Coordinator Report: Raynor Baker

TC Baker gave an update on the driver program he sent to the officers for review and is waiting to hear back.

Chiefs Report:

***Additional Discussion for Chiefs Report**

Incidents: None

Personnel & Training: None

Recruitment & Retention: Previously discussed

Facilities & Equipment: The Chief updated the hose testing is complete on the engines and the crew seemed more efficient than last year. Dan Weakly helped the first day, volunteers Dash Hei and Brian Maas also helped. Chief Baker informed the Board of the need to find a mechanic who can do more in depth engine repairs. He mentioned the possibility in working with Chelan Fire & Rescue's in the future. He indicated Chelan is looking at hiring a new mechanic and we could utilize their services for a monthly fee. The Chief mentioned working out a yearly "local agreement" for the Commissioners to review.

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Chief Baker confirmed the new F-550/Brush 52 is finally wrapping up at Cascade Fire & Safety, he and Aaron Richmond are planning to pick-up truck in Yakima on Monday 6/19/23.

RiverCom: None

Prevention: None

Public Comment: Chris Willoughby informed the Board, the Associations T-Shirt order should be arriving soon, as the Farmers Market will be starting backup on June 17th.

Lt. Alanis confirmed food for the Banquet BBQ will be prepared by Wes Nelson and Cappy Peterson. The department will be taking a final count of attendees on Friday 6/16/23.

Adjournment: Commissioner Starkweather closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:29 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

June 14, 2023

Incidents

49 Calls for service in the month of May; 38 within Fire District 5 and 11 out of District. Fire responded to 15 calls within District 5.

In District 5; 1 Alarm malfunction, 3 Authorized burning (smoke complaint), 2 Unauthorized burning, 1 Unintentional alarm, 1 False alarm, 1 Dispatched and cancelled, 1 MVA with injuries, and 5 Assist EMS call.

Out of District 5; None

EMS responded to 23 medical calls in District 5. 13 Calls EMS handled without Fire, 5 with assistance of Fire, 1 MVA with injuries, and 4 Dispatched and cancelled

Out of District 5; 10 EMS Calls, 1 MVA with injuries.

May Call Times;

Fire Call Processing was at 2:22, Arrival on scene at 8:30.

EMS Call Processing was at 1:12, Arrival on scene at 11:11.

Of the 32 dispatches in District 5, 25 calls were compliant to NFPA 1221, for call processing for 78.1%.

Of the 27 responses in District 5, 24 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 88.9%.

Personnel and Training

Training for May consisted of;

5/1 Officer meeting – 6 attended

5/2 Wildland simulation drill w/ Chelan 7 in Union Valley – 13 attended

5/8 OTEP: Trauma Triage & Hemorrhage control – 9 attended

5/9 Worktest – 25 attended

5/16 Compressed Air Foam Systems – 16 attended

5/23 Wildland tools & Truck season prep

5/30 Live fire house burn – 17 attended

Recruitment & Retention

One new Jr Firefighter, Addison Richmond

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – Paul is working on the CUP Amendment. I have exchanged documents with Batchelor Excavation for an agreed project scope. I will get a final document prepared as a signature scope of work.

New Brush-51 is being refurbished – Aaron has stayed on Cascade Fire very regularly. In a 6/9 call with Dave, the service manager, the list is getting short. We will have a conference call the day before Board meeting to get an exact finish date, which hopefully is be the end of that week.

Station-51 Remodel – Cascade Central came with their managers for a walkthrough of the project on 6/5. They will submit a project timeline with start date shortly. Our station cleaning work party on 6/24 is needed to move things around before they start.

S-52 Resident Quarters / Classroom Building – I spoke with Mike Steele, he told me I could relax, we are funded. We should be getting paperwork and an agreement from Dept of Commerce around the end of the month, first of next.

Tower-51 – I am just about ready to schedule the UL Test on the Tower. This will be the 5-year test and more exhaustive than the annual inspection. Cost about \$500 more. I have completed the battery conditioner upgrade, replaced batteries, replace the boom extension control lever, and waterway extension grease zerks.

Mechanic Services – Had a lengthy discussion with Brandon Asher and Shawn Sherman from Chelan about apparatus maintenance. Their current mechanic has been telling them for a while that he intends to retire. Now that timeline is in question. They are looking at hiring a replacement to make the transition easier. I gave them my interests in sharing mechanic services. That could be in a flat amount with hourly, or straight hourly. We should be prepared to discuss what financial commitment we could make.

RiverCom

Still working through options with CTC. The entire building is not level 4, but portions of the building are. So, the answer isn't no to use that building. We hired Engineering to do a further look at what building components would need upgraded.

RiverCom Board has hired a new Executive Director to replace Lowell Porter. Lowell will retire October 31st. Doug Jones is on board now learning Lowell's systems. Doug retired several years ago as a Captain with Wenatchee Police. He has been Security Manager for Central Washington Hospital for about 7 years.

Prevention

The rush for folks to complete burning before May 31st was challenging. You will see that many of our calls were related to open burning. In my opinion none of those calls were fire danger. All were related to air quality. Having June here has helped reduce the calls. I have only seen 1 outdoor burning since June 1st. The residents are getting that date as the firm closing date.

Policy

In your Board Notebooks is a draft policy for the New Peer Support Team. The purpose for the policy is to protect the Team to work with the protection of confidentiality. I received the boilerplate of the policy from the leader of the State Fire Chaplains Association. I sent it to Efren and Chris, they came and met with me about a couple of minor additions. I would recommend to the Board to approve.

June 2023 CURRENT CERTIFICATION REPORT

(Completed 6/8/2023)

TITLE	IFSAC CERTS	Medical	NWCG	2023 GOAL
Firefighter 1	1			5
Firefighter 2	3			3
Hazmat Operations	12			6
Officer 1	2			2
Officer 2	2			1
Instructor 1	6			7
Instructor 2	1			0
Wildland FFT2			11	20
Wildland FFT1			4	2
Engine Boss			2	2
Tender Driver			3	
EMT		14		15
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Total Number of Chelan Fire District #5 Personnel = 37 up one. Addison Richmond joined as a junior firefighter.

Number of Interior Firefighters = 24

Number of Driver Operators = 2

Number of Medical / Support Personnel = 11

Number of Junior Firefighters = 2

CURRENT TRAINING REPORT

Training Review

Our driver training program has been reviewed by Chief and the officer. I am waiting of Kerm to review it one last time and we will roll it out.

In May we did a live action wildland drill with Dist 7 in Union Valley. I feel this was a great training for our newer firefighters to see how responding, receiving an assignment, executing the assignment and working on a wildland fire looks like in an environment that allowed for questions. We also completed our annual physical testing. We had 25 attend the drill and 21 complete their physical testing. We have 15 firefighters currently red carded for wildland firefighters that have completed their training for 2023 so far.

We had a house burn on Boetzkes Ave where we burned down 2 structures. The first structure we had 7 of our newer firefighters learn fire behavior and tactics with an instructor and safety inside teaching and looking after them. On the second structure we completed 7 evolutions where firefighters in teams of two or three filled the roles of fire attack, back-up line, and RIT. Crews learned a lot and were able to receive some very valuable skills.

Firefighters are still chipping away and Vector Solutions online training modules. The New Recruits have really been doing great completing training.

Firefighters have also been catching up on their First Aid and HCP CPR training I had 4 complete their skills for certification and other are wrapping up their online training before we complete their skills.

Dan Weakly and Aaron Richmond attended the Wildland Urban Interface Firefighting 3-day course at the WA State Fire Fighters' Association Annual Fire School in Wenatchee May 18-20. They had a good time learning for other firefighters from the state.

Efren Alejo and Chris Cruz attended the Peer Support course in Wenatchee May 15th-19th. We are building a program around them to make them available to our firefighters and the other departments in the region for peer support.

Testing:

Firefighter testing: Nick Glenn completed and passed his Fire Officer 2.

Online Training (Vector Solutions):

1st Quarter right-to-know modules comprised of 5 modules assigned to 24 members. I extended the deadline for 1st quarter modules until the end of 2nd quarter to align with the addition to the Training Policy update.

2nd Quarter right-to-know training modules went out April 1st. 2nd Quarter is made up of 4 modules. These are sent to everyone other than the "New Recruits", 24 member's total.

"New Recruit" training comprises of 33 modules assigned to 9 members. These are broken into two categories. 1st they complete their NFPA required training and 2nd 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.

1st Quarter Right-to-know 120 modules with 77 completed

2nd Quarter Right-to-know 96 modules with 18 completed

New Recruit Training 297 modules with 73 complete

Currently a total of 513 online training modules are assigned with 168 completed.

Training Calendar:

June

Monday June 5th: Officer Drill

Tuesday May 6th: Tender water shuttle drill

Tuesday May 13th: Vehicle extrication on Madeline Rd with Dist 7 (1800)

Monday June 18th: OTEP Sprots injuries & field splinting

Tuesday June 20th: Required training make-up / New truck orientation

Tuesday June 27th: District Banquet

Recruitment & Retention:

Addison Richmond joined as a junior firefighter. New Recruits are doing an amazing job working through their Vector Solution modules and completing their NWCG FF2 training.