

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 13, 2024
Regular Meeting of Commissioners

Commissioners Present: Fred Weiss, Chris Willoughby, and Dan Baker.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Training Coordinator Raynor Baker, Lieutenant Beau Alanis, Volunteer Aaron Richmond, Captain Nick Glenn, Assistant Chief Kermit McClellan.

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

Pension Board: Opened: 4:30 pm
BVFF Pension Participation 2023 Certification
Commissioner Willoughby, Motion to approve Chairman Weiss to sign BVFF Pension Participation Certification, Commissioner Baker seconded; Motion passed unanimously.
Pension Board closed at 4:32 pm.

Public Comment: None

Minutes: Chairman Weiss presented the Regular meeting Minutes from February 14, and Workshop Minutes from February 21st. Commissioner Baker, Motioned to approve February 14th Meeting Minutes and February 21st Workshop Minutes; Commissioner Willoughby seconded; Motion passed unanimously.

Financial Report: Chief Baker suggested transferring \$68,0000 from Investment account to Expense account. Commissioner Willoughby, Motioned to approve funds transfer of \$68,000.00 from Investment to the Expense account; Commissioner Baker seconded; Motion passed unanimously. Commissioner Willoughby asked about (Restitution for Fire Incident and Leasehold excise tax).

Approval of Invoices: Commissioner Baker, Motioned to affirm; February Voucher FD51 in the amount of \$29,675.57 and Voucher FD52 in the amount of \$9,781.53, Commissioner Willoughby, seconded; Motion passed unanimously.

Voucher FD51 (2.5): Chelan Fire & Rescue -Shared Mechanic Service

Commissioner Weiss asked if we have received documentation on past Engine Work-Orders?

Chief Baker stipulated he is working with Jason Miller on catching up on needed paperwork.

Commissioner Willoughby suggested getting a triplicate work-order book in the future so all parties can keep copies when trucks are worked on.

Commissioner Willoughby asked about getting fiber service for Station52 building. He suggested talking with Kelly Allen, PUD Commissioner. Chief Baker advised he has been trying for the last several years to work with local companies to install fiber and had no luck. He agreed to reach out to Kelly Allen.

Voucher FD52 (2.39): Pumps Tire Service, (10-tire replacement for TW51) The Chief advised the NFPA National Fire Protections Association states for all in-service emergency apparatus

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 13, 2024
Regular Meeting of Commissioners

must have tires replaced every seven-ten years. It is a safety issue and added having the mechanic come to our station was quite convenient.

New Business:

- **New Lieutenant Position-** Aaron Richmond
Chief Baker acknowledged new Lieutenant Aaron Richmond and presented him with Red (structural & wildland) helmets. The Board congratulated Aaron.

Old Business:

- **Officer Compensation-Work Agreements, Policy, At Will-Sch. A.**
Chief Baker passed to the Board members a new finalized copy Employee Compensation Policy. Commissioner Baker, Motioned to approve Officer Compensation Policy, Commissioner Willoughby seconded, Motion passed unanimously.

The Chief explained all officers have a copy of their Work Agreements and are ready for their signatures. He reiterated he made a couple changes: Beau Alanis will become Station 2 Lieutenant and Aaron Richmond will become Station 1 Lieutenant. Lieutenant/TC Raynor Baker will float between the two stations. Commissioner Weiss asked if having a third lieutenant will help alleviate some of the Command Duty shifts. The Chief explained each Officer will have a minimum of 48 duty-hours per month. He emphasized not over burdening the officer group and appreciates the help. Assistant Chief McClellan spoke about how the minimum 48-hour Command Duty program is a little concerning and asked if that will be enough to relieve the Chiefs from so much Command time. He stressed “not working for free.” He voiced another concern with Command staffing; Giving a “public commitment for a level of service” that the department is not able to fulfill - could be problematic. Chief Baker expressed this is “highly important” and it will be a step-by-step process, he hopes to work through all issues for a successful outcome. He commented how this has been an ongoing challenge for Chelan Fire & Rescue as the Chief and Assistant Chief are the only two who take command shifts. He shared the idea of potentially working with them in sharing command duty shifts.

The Chief reiterated the At Will/Schedule A is also ready for the volunteers to sign. The Board members received a copy to review.

- **Station 52: Training Center**
Chief Baker updated the Board on Soil Remediation; Mary Monihan from DOE has submitted the “Brownfield” Loan/Grant application. The VCP Voluntary

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 13, 2024
Regular Meeting of Commissioners

Cleanup Program is the next grant Haley & Aldrich is finalizing.

Batchelor Excavation has agreed to participate in our standard Hazmat class as the DOE Dept. of Ecology is requiring 60-hour minimum course.

Commissioner Weiss asked the Chief if the reimbursement grants are risky? He reported to the Board there is a “low risk” because there are several grants we’re applying for and that will help increase our chances.

Commissioner Willoughby asked if the invoicing and payment reimbursements will have any lag time between, concerned about waiting months for reimbursements. The Chief indicated around a two-week turnaround and is hopeful the grants will be awarded in a timely manner but stated “we won’t know until we are actually there.”

Captain Glenn asked the Chief “if he is 100% sure we will be receiving grant funding for reimbursement”. Chief Baker responded there is “no guarantee” but seemed hopeful.

Commissioner Baker suggested having Mary Monohan from the DOE-Department of Ecology “set milestones” as we make progress. The Chief noted the project has several phases but for now we are on hold until we hear the outcome from grant applications submitted. He emphasized the department does have some funding available to help with beginning stages @ CPIF Cascade Public Infrastructure grant and Dept. of Commerce grant we received this past year.

The Chief explained a topographic survey is necessary before any soil is moved. He also reported Engineer Kevin Shaw expressed this project is one of the largest on the “private side” he has put together. The Shaw container fabricating detail drawings should be sent within a week. Commissioner Weiss mentioned he would like to see a breakdown on how things are progressing with the different phases of the project.

Commissioner Weiss discussed his station visit of Okanogan County Fire District #6 in Winthrop. He sent a recap report to the Board suggesting attending the Station Design Conference coming up in Phoenix Arizona-May 21-23, 2024. He indicated it was very helpful to District #6 in planning their own station design. We are still at the early stages of our project and recommends attending the conference could be enlightening. Chief Baker mentioned there is a Washington Fire Chiefs conference that same week in May-Glendale AZ. Commissioner Baker advised taking a closer look at Dist. #6 design plan, would be a good idea.

- **Company Calendar:** Chief Baker went over the scheduled meetings for the upcoming month. He highlighted the March 13th “Teams Meeting” call with Mark at Cascade Fire and Safety. He and TC Baker will be going over the new engine layout and address safety issues and storage areas needed. Kozi in-studio interview March 15th and will be discussing the upcoming Levy Workshop.

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 13, 2024
Regular Meeting of Commissioners

- **Pre-Fire Plans: FlowMSP**

Captain Glenn advised he is working on setting up another FlowMSP-training day with volunteer Dan Weakly. He will be able to refocus his time in April once the Recruit Academy is over. He suggested learning (hands-on) rather than watching demonstrations. Commissioner Baker mentioned he would also like to get involved in this training.

- **Levy Workshop:**

The Chief displayed the current Gantt chart to the Board with upcoming dates to prepare for. He also discussed Attorney Snure's excel chart and how we can plan for the AV property value increase/decrease and new construction. Captain Glenn added there is an upcoming County Assessors - community meeting scheduled for June, to help those understand their reasoning behind set values. Lieutenant Richmond recommended showing the public the past five years - value fluctuations. Also compare how AV looked with our last levy in 2014 and showing a point in time chart. Commissioner Baker suggested adding this information to a mailer. The Chief summarized the importance of utilizing experts to help breakdown Levy information for the voters.

The Board set a date for the next Commissioner Levy Workshop for March 20th - Time: 2:00 pm at Station 51. Chelan District 7 will be hosting a joint Commissioner special meeting on March 20th at 4:30 pm.

EMS Report: None

Assistant Chief's Report: Kermit McClellan

Advised the Board, the Recruit Academy class is keeping volunteers busy at this time, he is hoping to get them all back to driving again soon. Noted he worked on washing engines at ST51 recently.

Training Coordinator Report: Raynor Baker

March 26th will be a "Big Water Drill", planning to hold at the Mill Bay Boat Launch, working on Pump Operations. The Chief added this drill will be great for gaining better skills for our pump operators. Officer Baker concluded next month volunteers will start the Wildland Refresher training.

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 13, 2024
Regular Meeting of Commissioners

Chiefs Report:

***Additional Discussion for Chiefs Report**

- **Incidents**
- **Personnel and Training:** The Chief suggested to the Board changing Raynor Bakers' part-time position *title* from Training Coordinator to Training Officer. Board consensus to approved title change.

The Chief informed the Commissioners of the three volunteers signed up to participate in the 7 day-Rope and Rescue seminar, May 6-12, 2024 - Brian Whitney, Dashiell Hei, and Doug Pinski. The course price is \$1,700 each along with additional equipment costs of around \$7,500.00. The Chief spoke highly of the trainer Doug Clark and noted what a good opportunity to invest in our volunteer crew for gaining skill and competency in rope rescue.

Officer Baker, suggested doing a joint video with Lake Chelan Health - EMS department. The video would encompass a joint response incident with Manson Fire Department and EMS crew-Ambulance 3152. We are currently waiting to hear back from Jared Eygabroad who does videography locally. There would be approximately three projects we would like his help with.

- **Recruitment & Retention: None**
- **Facilities and Equipment:**
Chief Baker informed the Board the aerial ladder Tower -51 has gone through certification testing and is now certified for the next five years.

The Chief updated the Commissioners; the 2024 AFG-Assistance Firefighter Grant-application for a Type 3 CAFS engine has been submitted.

Cost Breakdown:

Complete Truck- \$364,611.26

Bid Share \$309,153.88

CCFD5 Share- \$15,457.68

The cost of the chassis for this engine is covered under a DNR Grant we received last year. He concluded he'll be finalizing with RWC International before completing the chassis order.

- **RiverCom: None**
- **Prevention: None**

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 13, 2024
Regular Meeting of Commissioners

- **No executive session:** Officer Work Agreements
The Chief asked if any Officers would like to discuss in executive session. All responded no need for executive session.

Public Comment: None

Adjournment: Commissioner Weiss closed the meeting with no additional business before the Commissioners; the meeting adjourned 5:56 pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Fred Weiss

Commissioner Chris Willoughby

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

March 13, 2024

Incidents

33 Calls for service in the month of February; 28 within Fire District 5 and 5 out of District. Fire responded to 11 calls within District 5.

In District 5; 1 Structure fire, 1 MVA with no injuries, 1 MVA with injuries, 1 Authorized controlled burning, 1 Dumpster fire, and 6 Assist EMS calls.

District 5 had no Mutual aid calls.

EMS responded to 17 calls in District 5. 9 EMS Calls handled without Fire, 6 with assistance of Fire, 1 MVA with injuries, and 1 MVA with no injuries.

Out of District 5; 4 EMS Calls, and 1 Dispatched & Cancelled.

February Call Times;

Fire Call Processing was at 5:52, Arrival on scene at 16:32.

EMS Call Processing was at 2:17, Arrival on scene at 11:14.

Of the 28 dispatches in District 5, 14 calls were compliant to NFPA 1221, for call processing for 50.0%.

Of the 28 responses in District 5, 22 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 78.6%.

Personnel and Training

Training in February consisted of;

Recruit class in Chelan on our drill night! Consistently 6 attending that.

2/6 Regional CPR Testing – 11 attended

2/12 OTEP: Stroke Pre-Hospital – 11 attended

2/13 Fire Tactics – 9 attended

2/20 Pump Ops – 14 attended

2/27 Tower Ops / EV Plug in-service – 8 attended

Facilities and Equipment

Chelan County CPIX Grant for the Training Center – As reported last month on the conference call, our signing the updated agreement with Paul at DOH, the other consultants are giving input on the grant applications. None of these applications are submitted yet, but are in process.

DNR Grant Truck – I have completed an updated chassis spec with complete detail and submitted back to RWC International. I should be hearing very soon so this chassis can be ordered.

Assistance for Firefighters Grant (AFG) – I am in the process of resubmitting the application for the Interface Type III truck. I was able to weave in that the proposed truck would be built on a chassis from another grant.

Tower Aerial Test & Tires – On March 7th, Industrial Inspection Analysis (IIA) will perform the 5-year test on the Tower boom. VFIS has clued in that the past test had expired. WE are fortunate IIA had an opening this early. We will also do all the ground ladder testing. Jason showed me the dates of the tires on the Tower. They are 13 to 14 years old which is past the 10-year necessary change out date. GCR in Wenatchee was bought out by Pomp's Tires, a national chain. Pomp's will come up and install at our station on March 8th.

RiverCom

The RiverCom Board has made a counter offer on the property. No indication from the seller whether they may accept.

Prevention

Open Burning is allowed in non-UGA areas. A lot of orchard pulling and burning happening. Concerned that is weather is dry for very long, these fires will become a problem when winds come up. Heat can easily stay in the pile for many months. Advising that contractors pull the ash piles apart to cool in interior.

March 2024 CURRENT CERTIFICATION REPORT

(Completed 3/06/2024)

TITLE	IFSAC CERTS	Medical	NWCG	2024 GOAL
Firefighter 1	8			6
Firefighter 2	7			2
Officer 1	4			3
Officer 2	2			2
Instructor 1	8			6
Instructor 2	1			0
Hazmat Operations	12			6
Wildland FFT2			16	8
Wildland FFT1			4	2
Engine Boss			2	2
Tender Driver			5	
EMT		13		1
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Total Number of Chelan Fire District #5 Personnel = 41 members

Number of Interior Firefighters = 26

Number of Driver Operators = 3

Number of Medical / Support Personnel = 9

Number of members on Leave = 3

Number of Junior Firefighters = 2

CURRENT TRAINING REPORT

Training Review

February 6th started the Chelan County Volunteer Firefighter Academy. We have 6 firefighters participating. This runs February until the end of March and is held on Tuesday nights and most Saturdays. We also have Beau, Nick and Myself participating at various times and levels as instructors. You will see our drill attendance is down due for February because of having 6 to 8 members participating in the Academy. Those in the recruit academy we will move out of the Recruit

Vector Solutions modules and into the regular quarterly modules as the Recruit Academy gets them the same training, we are assigning to them through Vector Solution.

February 6th our training was the Regional High Performance CPR testing. We had 11 participate and scored very well and should be in the running for BLS Agency of the year, an award we have won before. February 12th was OTEP where we covered both January and February topic. We had 11 of our EMT's attend. February 13th, we covered basic fire tactics and had 9 firefighters attend. February 20th, we covered pump operations and had 14 firefighters attend. February 27th, we planned to do our hydrant-pump-attack drill but due to low numbers and those that did show we pivoted and did some Tower 52 operation refresher. We also in-serviced the Electric Vehicle plug, we had 8 members attend.

In February on the 22nd I participated in the Manson High School's senior class interviews. I had two students who are interested in Fire and EMS sit down in an "interview" really more of a discussion to learn more about their desired field. The kids had to present a cover letter and resume and have some questions ready about Fire and EMS.

Also, in February I have had two Manson High School sophomore students doing internship hours with me. They are required to get 20 hours. One student is interested in the fire service and the other in EMS. I have been showing them around the trucks and equipment and sharing with them about public service.

Testing:

Chelan is hosting an EMT course with Doug Pinski participating. Doug is doing great in the EMT course and just passed his mid-term with flying colors.

The volunteer recruit academy we have Nick Glenn, Beau Alanis and myself that are assisting the class as instructors and 6 firefighters: Chris Ghioni, Lou Hazim, Brooks Pinski, Doug Pinski, Jesus Estrada and Dan Weakly that are attending as student. This academy is in combination with Chelan, Entiat, Waterville, Monitor and Wenatchee fire departments.

I would suspect that in the next couple months Hazmat and Firefighter 1 & 2 testing opportunities will be coming out in the region and we are hopeful we can add a test after the recruit academy.

Online Training (Vector Solutions):

New Recruits Training modules consist of 33 modules: We have 8 members assigned and 30 out of 264 completed for an 8.8% completion rate.

"New Recruit" training is are broken into two categories. First, they complete their NFPA required training to be able to enter a structure fire which is usually followed up with some hands on if they haven't already received that on a drill night. Second, they complete their right-to-know Human resource courses. They are also given NWCG courses to complete for their wildland FF2 as well as First Aid and CPR Training.

Last year everyone complete human resource courses due to them never being done before. Moving forward they complete these in their New Recruit training and once they have them, we don't need to repeated unless there is an issue that requires it.

For 2024 we have 24 member assigned the quarterly training modules.

1st Quarter is made up of 4 modules to meet the WAC requirement outside out drill nights and give the required training hours for other requirement we aren't able to hit strictly with Tuesday nights.

So far, the 24 members have 33 modules completed out of 96 assigned for a completion rate of 34%.

One-on-ones: In February

February 9th: Driver sign off with Aaron Richmond on M3152 – 4 hours

February 12th: Met with Adam Rasmussen to cover training PowerPoint, plan and objectives for drill on 2/13 – 1 hour

February 19th: Covered E51 driving and operation with Chris Ghioni – 3 hours

February 22nd: Met with Tony Harlich to talk about his stepping down from interior firefighter to support – 1 hour

February 22nd: Met with Doug Pinski to cover initial driver/operation on E52 – 2 hours

Training Calendar:

Tuesday evenings and Saturdays the recruit academy is taking place.

March 4th: Officer meeting

March 5th: Ground Ladders

March 12th: Ventilation / Fire Attack

March 18th: OTEP 2023 module Lines & Tubes & Catheters, Oh my!

March 19th: Required Training Make-up

March 25th: Officer Meeting (with the addition of Aaron Richmond to the officer ranks we are moving the meeting to the 4th Monday)

March 26th: Big Water Drill

Recruitment & Retention:

February we had 1 firefighter resign (Tony Harlich) due to personal reasons. We also gained 1 firefighter Kaden Eygabroad who is a high school senior.