Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 12, 2025
Regular Meeting of Commissioners

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

Call to Order: Chairman Willoughby called the meeting to order at 3:00 pm.

Executive Session: RCW 42.30.110 (1) (g) to review the performance of a public employee. Commissioner Baker, Motioned to start Executive Session, Commissioner Weiss seconded, Motioned passed unanimously.

Regular Meeting back in session at 4:31pm. The Flag salute commenced.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Lieutenant-Training Officer Raynor Baker, Lieutenant Beau Alanis, Captain Nick Glenn, and Lieutenant Dashiell Hei.

Pension Board: Opened: 4:33 pm – Closed: 4:33pm.

Public Comment: None

Minutes: The Regular Meeting Minutes for February 12th and Workshop Meeting Minutes from February 18th were presented; Commissioner Willoughby, Motioned to approve the Regular Meeting from February 12th and Workshop Meeting Minutes from February 18th, Commissioner Baker seconded; Motion passed unanimously.

Financial Report: Chief Baker suggested transferring $75,000.00 from the Investment account to the Expense account. Commissioner Weiss, Motioned to approve transferring $75,000.00 from Investment account to Expense account, Commissioner Baker seconded, Motion passed unanimously.

Approval of Invoices: Commissioner Baker, Motioned to affirm; March Voucher FD51 for $23,950.54 and FD52 $3,878.97, Commissioner Weiss seconded; Motion passed unanimously.

New Business:

- WA State Meal Per Diem
  Chief Baker made the recommendation to the Board to *pre-pay* staff/volunteers the "Washington State Per Diem Meal-Rate" from the revolving account when attending seminar/conference events. Currently we are reimbursing from meal receipts after event. Commissioner Weiss, Motioned to approve pre-paying from the (WA State Per Diem-Meal Rate-Table), Commissioner Baker seconded; Motion passed unanimously.

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Old Business:

- **Station 52: Training Center**
  Chief Baker mentioned to the Board, the Legislature typically decides their budget-spending by middle to end of March. He hopes to hear something in the next couple of weeks if they will consider continued funding for new building at Station 52.
  The Chief emphasized the Dept. of Ecology is trying to help with the soil-contamination clean-up through their contacts. They work with different organizations and one in particular who has grant funding specifically for orchard-cleanup projects.

- **ST51- Fencing Quotes:**
  Chief Baker updated the Board, one of the vendor's license have been suspended and said he will investigate the reason. For now, the Board will have a couple of options to choose regarding fencing and type of gate.
  - L&M Quote B- Steele Gate $11,018.53
  - L & M Quote C-Aluminum Gate $10,870.35
  - Manson Fence Quote $10,189.60

  The Chief suggested using the short form agreement when they move forward. Commissioner Baker added there is a five-foot additional area the Reclamation would like to have fenced. Chief Baker suggested clarifying when they do the walk through.

Company Calendar: Chief Baker reviewed with the Board the scheduled meetings for the upcoming month.

EMS Report: TO Raynor Baker informed the Board the Lake Chelan Health-EMS has implemented their new ambulance numbering system. Ambulance numbers 151-156. Any of their ambulances can be stationed at any of their few bases. There is no longer an assigned ambulance. LCH is in the process of painting number decals on each.

Training Officer Report: Raynor Baker
Clarified the current number of firefighters is thirty-seven.
He indicated things are moving along for the upcoming Greens Landing house burn this coming Saturday 2/15/25. Participating agencies from Chelan County; District 7- Chelan Fire & Rescue

and District 8-Entiat. Douglas County agencies; Dist. 4-Orondo and District 1-Waterville. So far, he is pleased with the number of firefighters turning out.
Chief Baker indicated parking for the on-lookers will be in the upper field. The Chief noted, this burn is exempt from Department of Ecology burn decision if Saturday is *not* a burn day. He explained he will have his monthly KOZI Radio interview on Friday 14th and will be announcing information about the house-burn to the public.
He summarized the objectives he would like to accomplish for this burn. Creating a positive training experience for everyone, giving firefighters several fire evolution scenarios. His goal is to have operations focused with instructors keeping the fire moving. Having back-to-back evolutions, "knocking the fire down not out."
TO Baker, reiterated getting the most out of what fire they will have, with fourteen burn boxes inside the house structure. The plan is to start with the house then move on to the garage.

Leadership Training Seminar Re-Cap:
Captain Nick Glenn shared with the Board how the Leadership Training seminar went on February 28th in Gig Harbor WA. He and Lieutenant Dashiell Hei were among approximately fifty others who attended at the Gig Harbor Fire & Medic One Headquarters. Battalion Chief Jarrod Sergi of Norfolk VA was the training instructor. He has developed multiple department-wide and regional training programs and is the author of No-Nonsense Leadership book.
Captain Glenn expressed how glad he and Dashiell were to have the opportunity to be a part of the seminar and were treated with such respect. They received a special tour of the new 2-story training facility. Their training center consists of actual buildings. The facility was obtained with a 20-million-dollar bond-voted by the community. Dashiell reiterated the experience was invaluable and both agreed it was a "great day."

Chiefs Report:
***Additional Discussion for Chiefs Report**

- Incidents
- Personnel and Training
    - The Chief discussed from his report another training-burn coming up Tuesday, March 18th geared more to wildland. Forty-acre lot of grass on Wapato Lake road will give more fire training opportunities to our volunteers.
      Lieutenant Hei advised the Reclamation will be turning irrigation water back on by April 1st.
    - Commissioner Weiss asked if it was possible to provide a class to show our community how to use fire extinguishers. He stressed the importance in educating the community on how to work an extinguisher device and knowing the different class of extinguisher types.

- Recruitment & Retention
- Facilities and Equipment
- Prevention
- RiverCom

Commissioner Willoughby informed the meeting attendees the Executive Session decision outcome. He advised; the Department will be starting the process in filling an Assistant Chief/Deputy Chief position in the near future. He indicated the Board's plan; to work with a consulting firm who can help with advertising on a regional and national level. The Commissioners will be clarifying the actual title when they are ready to advertise for the position.

Chief Baker encouraged the process to be fair and transparent for each candidate, giving a non-biased evaluation.
Commissioner Willoughby advised there will be individual interviews along with testing for each of the candidates in front of a panel.
He stressed that all Fire Department job openings will be filled by going through a hiring process. No job position will be filled by moving up without going through that process.

Question from Captain Glenn: If the job description, salary has been determined. How will this new position effect the current Training Officer position/duties.
Commissioner Willoughby noted the Assistant Chief/Deputy Chief position will involve both administrative and operational duties, also helping to oversee training. He advised the Board is still interested in eventually bringing the Training Officer position from part time to full-time.

Public Comment: None

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Adjournment: Commissioner Willoughby closed the meeting with no additional business before the Commissioners; the meeting adjourned 5:29 pm.

Chelan County Fire District 5 Board of Commissioners:

_____
Commissioner Fred Weiss

_____
Commissioner Chris Willoughby

_____ _____
Commissioner Dan Baker **Attest: Reggie Trusel**
District Secretary

Manson Fire Department

Chelan County Fire District 5
P.O. Box D Manson WA 98831-0438
mansonfire.org

Chiefs Report **March 12, 2025**

Incidents

47 Calls for service in the month of February; 37 within Fire District 5 and 10 out of District. Fire responded to 13 calls within District 5.
In District 5; 1 Gas spill, 1 Chemical hazard (no spill), 1 Smoke removal, 1 MVA with no injuries and 9 Assist EMS calls.
EMS responded to 24 calls in District 5. 13 EMS Calls handled without Fire, 1 Dispatched & cancelled, and 9 with assistance of Fire.
Out of District 5; 7 EMS Calls, and 3 Dispatched & Cancelled.
February Call Times;
Fire Call Processing was at 1:16, Arrival on scene at 12:01.
EMS Call Processing was at 2:40, Arrival on scene at 11:17.
Of the 37 dispatches in District 5, 20 calls were compliant to NFPA 1221, for call processing for 54.0%.
Of the 36 responses in District 5, 29 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 80.6%.

Personnel and Training

Training for January consisted of;
2/4 Regional CPR testing – 17 attended
2/11 Forcible entry prop – 15 attended
2/18 Portable fire extinguishers – 20 attended
2/25 Hydrant-Pump-Attack – 15 attended
There was no OTEP application module this month

Facilities and Equipment

Dept of Commerce Design Grant – Our $200,000 grant through Dept of Commerce. Scope was approved. Now working through the Secure Access WA (SAW) to enter our information and reimbursement will begin.
Dept of Ecology funding – No update.
DNR Grant Truck – Still holding that District 5 will get a chassis this year.
Engine-51 Replacement – The estimated finish date is January 2026. I have not gotten the final figure yet. The engineer had some more pressing final inspections to do.

RiverCom

Staffing shortage was most of the discussion at the February Board meeting. Some adjustment to staff priorities to focus more time on the issues.

Prevention

Going to discuss spring burning for landowners, a potential prescribed training burn on the far end of Wapato Lake next Tuesday and the house-training burn happing this Saturday on KOZI.

over

We received our burn permit for the house burn. I had reached out to Ecology Air Quality 3 weeks ago while in Florida, just inform them that this burn was coming. I was able to get all the packet of materials together on Monday the 10th, they processed and got our permit to us on Tuesday.

My first day back in the office on Friday the 7th, got a call from Patrick Hagarty at the Conservation District. He was talking to the landowner of 40 acres on Wapato Lake. I discussed our training schedule with Raynor. He was able to open up Tuesday the 18th. We are penciling in doing a drill about firing devices and techniques. Weather cooperating!

Rep Mike Steel sponsored a bill for us, HB 1156, concerning volunteer firefighter participation in state deferred compensation program. Passed out of the House unanimously. In Senate Ways & Means committee, Hearing is on March 13th at 4:00pm. I am registered to testify via Zoom. Appears to be the bipartisan bill without a fiscal note attached that everyone is looking for. The WA Fire Chiefs lobbyist was very proud that Rep Steele got to sponsor the bill.

March 2025 CURRENT CERTIFICATION REPORT

(Completed 3/6/2025)

TITLE	IFSAC CERTS	Medical	NWCG	2025 GOAL
Firefighter 1	9			6
Firefighter 2	7			6
Officer 1	4			5
Officer 2	2			2
Instructor 1	8			6
Instructor 2	1			0
Hazmat Operations	12			6
Wildland FFT2			21	6
Wildland FFT1			5	4
Engine Boss			2	2
Tender Driver			5	
EMT		12		2
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Number of Interior Firefighters = 22

Number of Driver Operators = 7

Number Support Personnel = 8

Number of members on Leave = 0

Total Number of Chelan Fire District #5 Personnel = 37 members

Number of Junior Firefighters = 6

CURRENT TRAINING REPORT

Training Review

My number of firefighters above seems to be off and is now corrected. I'm Not sure where I got 2 more firefighters from, but the correct number is 37 total firefighters. We haven't had any leave in a while so I think I must have counted wrong.

February, we had some fun trainings. February 4th we had our Regional PH CPR testing. It was great to have a decent turnout for this drill in years past it hasn't been well attended. After that testing, we ran through scenarios for how the Blue Card system works for us. We had 17 firefighters attend. February 11th, we christened the new forcible entry prop teaching safety, 1 and 2 person techniques and well as inward and outward swinging door techniques. We had 15 firefighters attend. February 17th was OTEP night for our EMTs. The module we had this month was a discussion about a lot of different topics, so I cancelled OTEP for the EMT and instead held a CPR class for some of our EMTs that needed a CPR card. We had 3 EMTs attend. February 18th, we had fire extinguisher training. We started with a brief classroom session learning the different types, size and differences between extinguishers. We then went outside for some hands-on practice. With the drums the shop class had built for us firefighters were able to practice and see how to use extinguishers. We had 20 firefighters attend. February 25th, we did our hydrant-pump-attack drill. I feel this drill is our baseline for proficiency as firefighters. To add a wrinkle to the drill after a crew of 3 connected to the hydrant, drove forward, placed the engine in pump, donned SCBAs, deployed the crosslay, and established their water supply. We had them force the door on the entry prop to make entry. This was fun because we got to see how firefighters' technique work under a little stress. Some did great and some found they need some more practice with the forcible entry door.

March 15th, we have a house burn at 1415 Greens Landing Rd. This is a quick timeframe to throw a burn together, but I think we'll be ready to go. We have invited Dist 7 (Chelan), Dist 9 (Entiat), DCFD 4 (Orondo), and DCFD 2 (Waterville) to join us. Also, the state fire marshals office has offered to bring their air trailer. We won't take possession of the structure until the 14th and plan to get it prepped and ready for burning on the 14th. The plan on the 15th is to meet at 0800 to get trucks and lines in place, do our safety walkthrough and hopefully be burning by 0900. This is a good house that is currently still occupied. We will get a lot of good training evolutions on the structure. The homeowner is providing lunch.

In February I was able to get 3 more firefighters current in their CPR certification. March 1st, I did first aid and CPR for 2 more. Currently 21 out of our 37 total members are current in their First Aid and CPR certification training. This is 57% and I hope to keep having this number climb as more make up their training.

Testing:

The EMT course hosted by Lake Chelan Health EMS is ongoing. We have 3 members participating in the course, Briar Soliday, Sondra Hazim and Janelle Pinski. I'll be helping again with the class March 8th. The course is scheduled to finish up March 15th. The 3 students will then have to take their national test and apply for state certification.

Currently there is no IFSAC testing planned. The state is creating a database of Evaluators to assist with testing. This pilot program starts with region 6. Each agency is filling out a form of their evaluators that will then be shared with all fire agencies. I think this is a great idea to make everyone aware of the resources for IFSAC testing.

We had 3 firefighters attend a 2-day FF1 course for wildland. This course prepares them for the next level. They have all been issued task books to complete and once completed we will have 3 more wildland FF1s. These firefighters are Dash Hei, Doug Pinski, and Cooper Pinski.

Outside Training:

I've sent out the 2025 Officer Education Conference which is in Wenatchee March 31st through April 3rd. I'm planning and hoping to attend and hope some of our other Officers and firefighters will too.

Online Training (Fire Engineering Training):

In Fire Engineering Training I had assigned 2 modules the end of September to get Firefighter acquainted with the platform. This was assigned to 36 firefighters. 6 firefighters have completed these modules up 2 firefighters from last month. 3 firefighters are in-progress down 1 from last month.

"New Recruit" training In Fire Engineering is broken down and utilized the same as we did in Vector Solutions. There are two categories. The first, is 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 nights There are 18 modules in the first section. The second, is their Human Resource courses. There are 8 modules in this section. This new recruit training is currently assigned to 7 firefighters. 1 firefighter is in-progress, and none have completed the trainings yet. Also depending on the time of year new firefighters are also given the NWCG courses to complete for their wildland FF2 as well as First Aid and CPR Training.

The 2025 first quarter training made up of 4 modules. This is assigned to 27 firefighters. Currently 3 firefighters have completed this the same as last month. 9 firefighters are in-progress, which is the same as last month.

A total of 16 online training modules were completed in Fire Engineering Training in February. Some of the completed modules were elective modules not assigned but completed.

Driver Training:

There were no driver orientations or signoffs in February.

One-on-ones: In February

February, I had no one-on-ones.

Training Calendar:

March 4th – Building construction walk-through

March 11th – Required Training Make-up

March 15th – Greens Landing House Burn

March 17th – OTEP: Opioids & Addiction: The Good, bad and ugly

March 18th – Fire Tactics

March 24th – Officer Meeting

March 25th – Pumping, 2.5 transition to 1.75 with Chelan

March 31st – 1st quarter fire engineering Online module are due

Recruitment & Retention:

In February we had no new firefighters join or firefighters leave.