

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**March 8, 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-Lt. Raynor Baker, Captain Nick Glenn, Lt. Beau Alanis, Firefighter Association President Chris Willoughby, Lake Chelan EMS Director Ray Eckmeier.

**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 February 15th, Commissioner Weiss, Motioned to approve February 15th Meeting Minutes as amended; Commissioner Baker, seconded; Motion passed unanimously.

**Financial Report:** Chief Baker proposed moving \$40,000.00 from Investment to Expense account. Commissioner Baker, Motioned to approve the \$40,000.00 funds transfer from Investment account to Expense account; Commissioner Weiss seconded; Motion passed unanimously.

**Approval of Invoices:** Commissioner Weiss, Motioned to affirm; Voucher FD51 in the amount of \$11,775.39 and Voucher FD52 in the amount of \$2,108.75; Commissioner Baker seconded; Motion passed unanimously.

**New Business:**

- **Resolution 2023-08:** Resolution Date Change for Commissioner Board Meetings Commissioner Baker; Motioned to approve Resolution 2023-08; Commissioner Weiss seconded; Motion passed unanimously.
- **Establish Date for Commissioners Workshop**  
Date: March 22, 2023, Time: 4:30 pm  
Topics: Updating Community Task Force and Resolution 2023-06-Draft  
Chief Baker briefed the Board of the seven-page document in Commissioner Notebooks. The document reflects new data that will be implemented in the updated Task Force project. Commissioner Weiss reported he has some ideas and projections to share at the workshop also. Board Chairman Starkweather encouraged the Officer group to bring their ideas to the workshop as well.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**March 8, 2023**  
**Regular Meeting of Commissioners**

**Old Business:**

- **Company Calendar:**

Chief Baker advised the Board on the upcoming Calendar meetings and firefighter drill dates and topics for: March, April, and part of May. He commented on a couple of changes that will be made; Drill-Wildland Refresher will be moved to May. The Chief also added, KOZI will be Friday 3/10/23 at 8:10 am and Snure Webinar will be March 17, 2023 starting at 10:00 am. The Webinar will be covering Structuring Volunteer Programs, addressing volunteer compensation / incentive programs. Chief Baker concluded the recorded Webinar will be available for the Commissioner to watch at a later date/time.

- **Station 52 Training Center**

Chief Baker discussed a meeting coming up 3/9/23 with Bachelor Excavation, to go over excavation planning. Discussion was made regarding how to compact and prepare grade for foundation areas. The Chief reviewed with the Board; proposal sent by Shaw Engineering. Commissioner Baker, Motioned to approve Shaw Engineering proposal of \$11,940.00; Commissioner Weiss seconded, Motion passed unanimously. Chief Baker will move forward in initiating a work agreement with Kevin Shaw, Shaw Engineering. Commissioner Baker reiterated the request for a pre-application sent to Chelan County and hopes to get everything “ironed out” soon.

**Station 51 Remodel:**

Chief Baker pointed out how MRSC lists over 200 building contractors, but none are in our local area. He suggested preparing an advertisement for Wenatchee World newspaper & online. The Chief’s explained the department needs to receive bids from at least three different Contractor’s.

- **Pre-Fire Plans:**

Captain Glenn questioned why the department has nothing to add each month on the Pre-Fire Plans topic. Chief Baker explained RiverCom does not have the GIS software ready for the different agencies to upload their collected data. The Chief also added he will push Manson commercial businesses to turn in their “Fact-Sheet” survey-information. He summarized; we have collected data from only a few businesses.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**March 8, 2023**  
**Regular Meeting of Commissioners**

- **Recruitment:**

Chief Baker informed the Board, recruit Tony Harlich has been working diligently on the online training modules from Target Solutions.

Chairman Starkweather mentioned a Policy written in 2012 re: Commissioners compensation when attending outside District meetings. He reiterated this policy is still being implemented.

Waterproof Safety Jackets: Captain Glenn displayed to the Board-jacket options. He stressed his concern for the safety of the volunteers attending after dark incidents and how important it is to identify firefighters to our community. Especially those arriving (POV) private own vehicle. The consensus from the Officers is to go with Emergency Responder - "The Rescue Jacket." Fleece lined, all weather high visibility jacket, with standard reflective tape. The hard-shell jacket comes with a liner so it can be worn in more milder seasons. The Board and Officers agreed to assign jackets like other PPE. Those who meet the criteria would be eligible. Captain Glenn emphasized this would be a positive incentive and should help stimulate volunteers to attend more calls/drills.

Chief Baker discussed with the Board; "Personnel Risk Matrix 2022 Data". He explained the graph breaks down; volunteer fire rank, wildland, medical, support, age, service history years and percentage of drill/incident attendance. He established currently nine volunteers have met the criteria with approximately eleven who are close. The Chief indicated he would give those volunteers ample opportunity to bring up their percentages during the next quarter, reanalyzing in September.

The Board approved the Officers recommendation in ordering a 25 Jacket-package, unit price is \$360 + tax. Approximate cost would run around (\$400.00) per jacket. Chief Baker explained the department logo-patch will be placed on the right arm-shoulder and an American flag patch will be placed on the left arm-shoulder. He indicated the company would be willing to send samples of different sizes so we can see how the jackets fits.

- **Policy:** None

**EMS Report:** Ray Eickmeyer, Director of EMS at Lake Chelan Health, shared highlights with the Board, from LCH, EMS 2023 Quality Plan report. He also discussed a summary report comparing 2022 to prior years, Responses, Transports, Prevention Events and more. He informed EMS increased calls for 2022 by 13% with 2,134 response calls at an "all time high". Director Eickmeyer noted how the workload has increased for current staff and ambulance fleet.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**March 8, 2023**  
**Regular Meeting of Commissioners**

The need for long distant transfers has also increased, as Wenatchee ambulance services are not able to accommodate.

He also announced the LCH “At Home Program” is becoming more popular.

Director Eickmeyer mentioned the EMS awards are coming up in May and there will be a survey sent out to the community, offering an opportunity to recognize their good work.

He spoke about the EMS department partnering with the “Nick of Time Foundation”, named after a young teenager who suffered a Sudden Cardiac Arrest. The foundation was named in his honor to help increase awareness for kids and young adults about (SCA). The EMS will be helping screen students ages 14-19 on June 2, 2023 at the Chelan High School. Hosted by Chelan School District, students from Chelan, Manson and Entiat School Districts will be participating. They will have four cardiologists available to help with the screenings. Their goal is to screen 400+ hearts at no cost to the students participating. He is hoping to raise the \$10,000 needed. To donate email; [ems@lch.net](mailto:ems@lch.net).

Director Eickmeyer announced the recent EMT certification class seemed to have gone well and heard everyone passed.

He will be speaking at the Northwest Rural Health Conference in Spokane March 29<sup>th</sup>, regarding Community Paramedicine Basics.

Director Eickmeyer explained the EMS department had ordered two new ambulances but were recently informed they have been re-designated to the Military. He indicated they might be receiving an order sometime in 2024.

Lastly, he announced a new video “Chest Pain” in the works to help promote heart health.

**Assistant Chief’s Report:**

Assistant Chief, Kermit McClellan discussed with the Board, Officers concerns with Command Duty commitments. He asked if speaking about Training Coordinator’s compensation would be more appropriate for Executive Session, Chief Baker explained it would not be necessary. AC McClellan pointed out Per “Work Agreement” the Training Coordinator is allowed to work up to 60 hours of Command Duty per month as part of the monthly salary, anything over 60 hours would be compensated hourly. AC McClellan emphasized the officers feel, that is “detrimental.” He suggested dropping the (60 hours) in the agreement down to 20-25, so it would be an incentive for TC Baker to take on more Command Duty shifts. The hours worked over the 20-25 would then be paid separately. Assistant Chief McClellan informed the Board he personally works 114.50 hours per month on average. TC Baker explained his current schedule, working as an EMT for Lake Chelan Health does not allow him to take on more Command Duty-shifts. He stipulated, it is “not the money”, and reiterated he is “working about the same Command Duty hours as before” he became the Training Coordinator. The Board agreed to look closer on how Command Duty shifts could be more equally shared between the Officer group.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**March 8, 2023**  
**Regular Meeting of Commissioners**

Electric Vehicle drill held on March 7<sup>th</sup> for the firefighter volunteers. Captain Glenn described, he and Assistant Chief McClellan shared what they learned from the General Motors (BEV) Battery Electric Vehicle course they attended last month in Seattle. The Officers discussed the need to continue education opportunities and to pair with local departments to broaden their knowledge on other electric vehicle manufactures. Electric cars are gaining popularity and increasing circulation in the State of Washington. Chief Baker explained the state reflected 92,000 this past year, now data shows WA has over 100,000 electric vehicles. Captain Glenn reiterated he would like to connect with Everett Fire Chief on how we could partner to bring more awareness for electric vehicle safety.

**Training Coordinator Report:**

Report was sent to the Commissioners for review.

TC Baker communicated, the consensus from the Board was to give some “slack” for the first quarter requirements. Chairman Starkweather suggested updating the language in the policy to reflect those changes. TC Baker pointed out; the volunteers now understand what they are required to meet with the Washington Administrative Code (WAC).

Board Chair Starkweather emphasized the department recognizes what the State requirements are and feels we have the authority to shift timelines as long as we meet the guidelines. He confirmed, “we are not holding volunteers to standards for this first quarter”.

Captain Glenn stressed the need to make sure the volunteers were fully aware of the need to train to WA State standards with “no surprises” to the group. He reiterated for liability reasons; we are meeting standards with training qualifications.

**Chiefs Report:**

**\*Additional Discussion for Chiefs Report**

Report was sent to the Commissioners for review.

**Incidents:** None

**Personnel & Training:** None

**Recruitment & Retention:**

Chief Baker noted the new recruiting flier was approved and ready for print.

**Facilities & Equipment:**

Chief Baker reported to the Board how the Legislative Day went in Olympia February 17<sup>th</sup>. He and Commissioner Weiss attended the event hosted by Washington Fire Chiefs (WFC) and Washington Firefighter Commissioners Association (WFCA). He expressed how well our ST52 Resident Quarters-Classroom project was received by Brad Hawkins, WA State Representative from

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**March 8, 2023**  
**Regular Meeting of Commissioners**

District 12. He noted how great it was to connect with representatives one-on-one.

The Chief announced the department received a \$50,000 Grant from Dept. of Natural Resources (DNR). The DNR Grant is intended to be paired with potential FEMA-Assistance to Firefighter Grant (AFG). FEMA will be awarding later in the year. The two grants together will help fund a sister truck to E-54 {Type 3-CAFS} engine.

F-550 Truck: Chief Baker displayed photo of freshly painted soon to be new Brush 51 replacement, truck. The Chief summarized; Cascade Fire & Safety will be doing more modifications this next month and hopes to have it in service sometime in April.

He indicated there will be a work party to prepare old Brush 51 for surplus on March 14<sup>th</sup>, as it will be donated to DCFD#1.

**RiverCom:** None

**Prevention:** Live Fire training for the volunteers coming up on April 15<sup>th</sup>. There are two homes on neighboring properties on Boetzke Avenue. The Chief explained the volunteers will get some “good experience and valuable training.” Chelan Fire & Rescue will be joining in the training.

Chief Baker concluded his report by announcing he registered Volunteer’s; Dan Weakly and Aaron Richmond for the 100<sup>th</sup> Annual Fire School Event coming on May 18-21.

**Public Comment:** None

**Chelan County Fire District No. 5  
250 West Manson Blvd.  
Manson, WA 98831  
March 8, 2023  
Regular Meeting of Commissioners**

**Adjournment:** Commissioner Starkweather closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:18 pm.

**Chelan County Fire District 5 Board of Commissioners:**

---

**Commissioner Chairman Dana Starkweather**

---

**Commissioner Fred Weiss**

---

**Commissioner Dan Baker**

---

**Attest: Regenia Trusel  
District Secretary**

# March 2023 CURRENT CERTIFICATION REPORT

(Completed 3/1/2023)

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 = 31

Number of Structural Firefighters = 16

Number of Medical only & Support Personnel = 12

Number of Junior Firefighters = 3

## CURRENT TRAINING REPORT

### Training Review

In February we completed our Regional HP CPR testing. This compares us to the rest of Chelan and Douglas Counties to see how our quality of CPR stacks up. The agency with the best CPR gets a nice plaque, we have won this before but will have to wait for all the agencies to test to see who win it this year. We also provided in-service training on our new ventilation fans and the expectations of the ventilation crew. Also in February we trained on ropes, knots and hoisting operation. This was a great drill showing firefighters 3 different Firefighter 1 skills sheets and what is expected with passing them come testing time.



Firefighters have slowly been working on their Vector Solutions online modules. We took away one module that was delivered poorly in Vector Solutions so firefighter have 5 modules now instead of 6 for the first quarter requirements.

In March I hope people continue to work on their Vector Solutions as well as makeup missed required training for the first quarter. I would like some discussion on the training standard so that the board, Chief and I are on the same page and that this standard is clear to the firefighter so that there are no surprised come April 1<sup>st</sup>.

In March I am planning to start meeting individually with firefighter to go over their individual training plan and goals.

### **Testing:**

This week I have been taking my Instructor 2 course Online February 27<sup>th</sup> through March 1<sup>st</sup>. March 3<sup>rd</sup> I have my written and practical testing in Duvall.

No current other Firefighter testing planned.

Dan Weakly & Brian Maas have passed and completed their EMT training and are signed up for their National EMT test in the coming weeks. We should have 2 new EMTs in our ranks shortly.

### **Online Training (Vector Solutions):**

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

General "Right-to-Know" trainings comprises of 5 modules assigned to 25 members

"New Recruit" training comprises of 27 modules assigned to 6 members

Currently a total of 287 online training modules are assigned with 84 completed

### **Training Calendar:**

#### **March**

Monday March 6<sup>th</sup>: Officer Drill

Tuesday March 7<sup>th</sup>: EV Training Update

Tuesday March 14<sup>th</sup>: Mandatory training make-up

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

Tuesday March 21<sup>st</sup>: Hydrant Pump Attack

Tuesday March 28<sup>th</sup>: 1<sup>st</sup> due 2<sup>nd</sup> due rolls

## **Recruitment & Retention:**

We have a new member, Tony Harlich. He has already completed his 27 Vector Solution Modules and is starting into his wildland courses. I plan to meet with him in March for some hands-on training to complete and round out his new recruit training.