

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**May 10, 2016**  
**Regular Meeting of Commissioners**

**Commissioners Present:** Brian Harris, Dan Baker and John Spencer

**Others Present:** Chief Arnold Baker, Assistant Chief Kermit McClellan, Karl Jonasson, Kaitlin Hetterscheidt and Tammy Pratt

**Call to Order:** Chairman Brian Harris called the meeting to order at 4:30 p.m. and the flag salute commenced.

**Public Comment:** None

**Pension Board:** Opened at 4:31 p.m., no business, closed at 4:31 p.m.

**Minutes:** April 12, 2016 Regular Commissioners Board Meeting Minutes were presented and reviewed.

*Action: Commissioner Dan Baker motioned to approve the April 12, 2016 Regular Commissioners Board Meeting Minutes as presented; Commissioner John Spencer seconded the motion, (Motion Passed, 3-0).*

**Financial Report:** The April 2016 Financial Report was presented and reviewed. An error was found in the payroll number used earlier in the year to create the Financial Report. Amended copies of the January, February, March and April Financial Reports were presented.

**Approval of Vouchers:** May Vouchers Batch FD51 totaling \$83,782.54 and May Vouchers Batch FD52 totaling \$344.26 was presented for review and approval.

*Action: Commissioner Dan Baker motioned to approve the vouchers for payment as presented; Commissioner John Spencer seconded the motion, (Motion Passed, 3-0).*

**Chiefs Report:**

**Incidents** - 42 calls for service in the month of April; 11 fire calls, 31 EMS calls, 28 in District, 14 out of District 5.

The fire calls consisted of an alarm system issue at Manson Villa, there was no emergency, a resident tripped an alarm switch thought to be a light switch. A motor vehicle accident with injuries, a structure fire on Division St that I reported about last month, a smoldering combustion of a burn pile in an orchard, a smoke alarm malfunction, 3 EMS calls for the fire crews and an MVA without injury. Out of District was a structure fire in Chelan and a cancelled enroute to a structure fire call.

EMS calls in District were 19. EMS calls out of District were 9, a call for an MVA with injuries, a dispatched and cancelled enroute call and an inter-facility transfer of a patient from an earlier structure fire.

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Fire call processing time was 3 minutes 45 seconds at the 90<sup>th</sup>%, with none of the calls compliant to the 64 second standard. Fire response time at 11 minutes 16 seconds at 80<sup>th</sup>%, 7 of the 9 calls compliant to the 12 minute standard.

EMS call processing time was 4 minutes 41 seconds at the 90<sup>th</sup>%, with 5 of the 19 calls compliant to the 90 second standard. EMS response time at 12 minutes 54 seconds at 80<sup>th</sup>%, with 14 of the 19 compliant to the 12 minute standard.

**Personnel and Training - Banquet**, we will discuss during Assistant Chiefs Report. Training has been a little off; the first week in April we hosted the Chelan Douglas Firefighter Association, and on April 18<sup>th</sup> we had the banquet. On April 11<sup>th</sup>, we had our first session of Wildland Refresher covering some priority training issues on the national curriculum. On April 25<sup>th</sup> was medical OTEP.

We moved some training around so I could do the 2<sup>nd</sup> set of Wildland Refresher on May 9<sup>th</sup>. The officers will conduct the Work Test on May 16<sup>th</sup> in my absence.

**Recruitment & Retention** - We are processing Karen Sargeant that moved here from Montana.

**Facilities and Equipment** - We have received all out equipment for the large diameter hose project. The modifications are complete to Engine-51 pump panel. Trying to schedule personnel to get the hose beds changed around to load the new hose.

The chassis for the command truck was order after the last Board meeting. Chevrolet didn't get it into the production schedule till around the 1<sup>st</sup> of May. The chassis will be built the week of May 9<sup>th</sup> and set to be complete before May 13<sup>th</sup>. Gilchrist thought they would receive the chassis and deliver to ProTech the first week of June. ProTech hasn't given a build date yet, they have been given a signed drawing and price quote for \$19,330. Their original estimate was \$20,000. So command truck is coming together. Waiting for Cascade Fire to complete the emergency light and siren quote to select a vendor.

**RiverCom** - I followed up with RiverCom after a Water Rescue call at 5000 Wapato Lake Rd. The dispatcher toned out Chelan 7 before Chelan 5. After research into this call, the reporting caller did not know where they were. They could not pronounce Kamei anything close to a distinguishable name. The dispatcher searched for the phone for GPS location and got Chelan area from the Butte tower cell data, hence dispatched Chelan Fire first. The dispatcher did everything right and used all her resources. Fortunately the call turned out well and the person thought to have drowned, had actually swam to shore. (Starting a committee today to improve call processing time, discussed in today's meeting, monthly prior to the operations group. Building what's wrong with our system. 3min 45 fire 4min 41 seconds this month not acceptable. Recommended units module structure fire nature in a certain location zone 1 or zone 2 will give you a response. Zetrone puts the tones out. To do the two items takes 10 steps (about

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3 min.) should be done in a blink of an eye by the computer. Paging module they have, have done some tests on it. Right now it is repeating it five times. Zeetron to Spillman are not meshing. The RiverCom staff is working hard but their software is not working. Call processing quality control.

**Prevention**

Submitted a Fire Prevention and Safety Grant proposal today to re-address all of Manson. Some issues have changed at the County sign shop portion of the proposal, the County subbed it out to a vendor and the price for signs went over the top. Slim chance of this being awarded. The Total project budget rose to \$283,081. I believe this to be way out of competitive range.

Washington State Fire Marshall's Association has submitted again for smoke alarms, this time around it includes all the departments in Chelan County (except District 10 in Stehekin).

The response has been weak to the Wildland Self-Assessment mailing. We have 2 groups that are moving forward with annexation requests. The first group is the upper level properties in Emerson Acres. They actually benefit better than most with being within 5 driving miles of Station-52. They should get an immediate protection class 7 from Survey & Rating. The other group is on Santana Drive at the top of Ivan Morse Rd. They too will get protection class 7. Both groups of landowners are trying to get these annexation petitions complete soon and that the proposals should be delivered to the Fire Commissioners in the June meeting.

**Assistant Chief's Report:** Assistant Chief Kermit McClellan has been working on getting driver training going again. He will start training the duty crews while they are on the fire shifts.

**EMS Report:** Karl Jonasson reported that in April there were 127 Calls, 25 calls were out of station 52, The busiest day of the week was Saturday. The busiest time of day was between 12:00 – 21:00, out the door time were as follows 0-1 minutes 64 (57%), 2-3 minutes 29 (13%).

**Old Business:**

**Company Calendar** – Chief Baker distributed the updated Company Calendar.

**Command Cab/Chassis Purchase & Review** – Gilchrist Chevrolet will deliver the new truck to Protech around June 1, 2016. Protech will then build the body and the District will take delivery from Protech in Vancouver. The District will then deliver the truck to Cascade Fire in Yakima and then Spectrum Communications in Moses Lake for the installation of the lighting and the radio.

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**New Business:**

**WFCA Seminar** – Gordon Graham Class will be held on Friday, June 3, 2016 at the Lakeside Lodge and Suites. Chief Baker is encouraging the Commissioners and Officers to attend this informative class.

**Webpage Issues** – During the process of changing over our domain name renewal from Go Daddy to Firefly the District's website expired and was shut down in error. The District is working with Firefly to retrieve the content and explore the options we have in going forward and creating a new website. Chief Baker would like the new website to be focused on attracting new recruits as well as containing informational content for the general public. Commissioner John Spencer and Chief Baker will be doing research to identify the functionality, content and layout for the new website.

*Action: Commissioner John Spencer made a motion to accept Firefly's \$2,500.00 offer to create a new website for the District, Commissioner Dan Baker seconded motion, (motion approved 3-0).*

**Executive Session:** In accordance with RCW 42.30.110(g) "to review the performance of a public employee". Commissioner Brian Harris, Commissioner John Spencer, Commissioner Dan Baker and Chief Arnold Baker convened executive session at 5:30 p.m. with the anticipated duration of the meeting being 15 minutes. At 5:40 the Commissioners and the Chief ended executive session and reconvened the regular board of commissioners meeting.

**Public Comment:** None

**Adjournment:** Having no additional business before the board the meeting closed at 5:46. p.m.

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



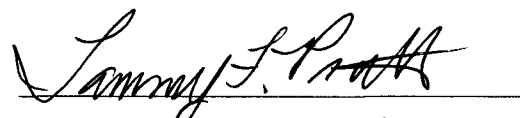
**Brian Harris, Commissioner**



**John Spencer, Commissioner**



**Dan Baker, Commissioner**



**Attest: Tammy Pratt, District Secretary**