Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
May 8, 2024
Regular Meeting of Commissioners

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

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Assistant Chief Kermit McClellan, Captain Nick Glenn, Lieutenant Training Officer Raynor Baker, retired volunteer Brian Thompson.

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 Closed: 4:30 pm.

Public Comment:

Minutes: Chairman Weiss presented the Regular meeting Minutes from April 10th and the Workshop Minutes from April 17th. Commissioner Weiss, Motioned to approve April 10th Regular Meeting Minutes as amended, and April 17th Workshop Minutes, Commissioner Baker seconded; Motion passed unanimously.

Financial Report: The Chief suggested transferring funds from Expense account to Investment. Commissioner Baker Motioned to transfer $255,000.00, Commissioner Willoughby seconded, Motion passed unanimously.

Approval of Invoices: Commissioner Weiss, Motioned to affirm; May Vouchers FD51 in the amount of $24,050.31 and FD52 in the amount of $1,732.14, Commissioner Willoughby, seconded; Motion passed unanimously.
Commissioner Weiss, Motioned to approve Voucher FD53 in the amount of $5,100.00, Commissioner Baker seconded, Motion passed unanimously.

New Business:

- Station Maintenance Mechanic-Rate Increase
  Chief Baker previously emailed the Commissioners information on the Station Mechanic new job description. The Chief described the weekly/monthly checks will involve full inventory from tip-to-toe of all engines. The Board discussed increasing the rate from minimum wage to $25.00 per hour and keeping the hours to around 25 per month. Commissioner Willoughby, Motioned to approve the wage increase to $25.00 per hour, Commissioner Baker seconded; Motion passed unanimously. Lieutenant Aaron Richmond will help oversee the work in progress.

- Command Phone: Commissioner Willoughby raised some concerns voiced by the volunteer group regarding Command Duty communication. He explained when volunteers are responding to an incident, they would like to have the capability to call a command phone and receive appropriate instructions from Command Officer on duty. There are times when they do not know who has Command and depending on the call type, how they should respond. Discussion was made to incorporate a Command phone on a trial basis to see how it works for better communication. Also addressing the volunteers' concerns during a drill on how we can enhance and improve communication. The chief explained iSpy messaging is used and volunteers should be using their radios. Training Officer Baker suggested working with the volunteers during a drill on incident response-protocol and standard procedures. Captain Glenn and Assistant Chief McClellan emphasized "Communication is the Key" and the less confusion there is, the better. The Chief advised putting iPads in all of the engines as well. This is a great way to capture details/photos when on incidents. Chief Baker noted he will reach out to our current carrier, First Net to see what a phone/cell package will cost. The consensus from the Board is to investigate options and re-address this topic at the June Board Meeting.

- Inflatable Boat "Seamax Marine"- Commissioner Willoughby helped facilitate the requisition of an inflatable boat with for the department. The boat was offered to the department at a discounted price and was only used once. The Chief reiterated how this will be a huge help when responding to water rescue incidents more quickly and is capable for towing our current Fortuna boat.

- PUD ST52 Fiber: Commissioner Willoughby spoke with our local PUD office and asked if it were possible to receive fiber service at current Fire Station 52 on Wapato Lake Road. He informed the Board, PUD explained that area on Wapato Lake Road is low priority for them. It could be as soon as next year or as long as 2027. Commissioner Willoughby reiterated it is a very high priority for the department to have reliable internet. He will reach out to Kelly Allen in the near future and also meet with Steve McKenna PUD Commissioner.

- Chelan Ridge Winery: Chief Baker informed the Board the Chelan Ridge Winery will be starting to host-Bingo during the week. One of the requirements for permitting; establishments must give 20% of the earnings to a Non-Profit

organization. Chelan Ridge Winery offered to donate 20% of their Bingo earnings to the Manson Firefighter Association. Commissioner Willoughby added; this will help provide more funding to the Season of Hope program. Assistant Chief McClellan noted the Association will need to be transparent with dollars received.

Old Business:

- **Volunteer At Will**- Chief Baker advised he will be sending out another email reminder to the Volunteer group regarding "At Will Agreement".

- **Station 52:** Training Center
  Chief Baker updated the Board on Soil Remediation:

  The Chief and Commissioner Baker are now meeting with Paul Coppock-DOH Architects/Planners on a bi-weekly basis. The Chief updated the progress with Mary Monehan and current Grants we have applied for to help with soil remediation costs. He displayed the training center and new building layout-drawings for the Board to review, breaking down each design phase. He explained the engineer Keven Shaw will be getting back to him soon.
  Batchelor Excavation has their HAZWOPER (Hazardous Waste Operations & Emergency Response) training completed and ready to work on the project. We are now waiting for archeological clearance from the Tribes. The Chief emphasized keeping the momentum going, as we will need to use our current grant award before the end of this year.

- **Company Calendar:** Chief Baker went over the scheduled meetings for the upcoming month.
  - 5/13/24 Manson Parks meeting regarding- Leffler field.
  - WFC WA Fire Chiefs conference in Kennewick, WA May 20th - 23rd.
  - HB1498-Fire District Aviation Training: May 9th- Wildland preparedness for plane/helicopters deployment. CCFD1 from Wenatchee will be doing a test fire and working with DNR to prepare for the fire protocol ahead. The Chief advised he is working on finishing up Command notebook.

- **Pre-Fire Plans: FlowMSP**
  Captain Glenn: The next training meeting is scheduled 9:00 am May 22nd and there will be four attending: Commissioner Dan Baker, Captain Nick Glenn,

Volunteer Dan Weakly and Training Officer Raynor Baker for IT support. Captain Glenn reinterred the need to move ahead with program training so they can collect the needed data for Pre-Fire planning. Chief Baker suggested having plenty of "real data" to enter so each could understand the program and uploading process while training. Captain Glenn emphasized refreshing what he has learned so far before this upcoming meeting.

- **Levy Workshop:**
  The Chief displayed the current Gantt chart to the Board with upcoming dates to prepare for. The Board agreed the next Levy Workshop will be Wednesday, May 15th at 4:30 pm. The Board reviewed the department website new Levy information page.

EMS Report: None

Assistant Chief's Report:
Kermit McClellan informed the Board there are no new engine drivers. Chris Ghioni is working on his training for E-54 and should have completed it by the end of summer and then he will work towards certifying on TW-51.
Discussion was made on preparing for the Manson Apple Blossom parade and recruiting volunteers to help drive engines and walk with candy.

Training Coordinator Report: Raynor Baker
Reported to the Board: There are no new certifications. Firefighter volunteer Doug Pinski finished the EMT course and is waiting to take the written test. The next upcoming drill will cover roof ventilation and volunteers will be working on TW-51, training on local buildings in Manson town area.

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

- Incidents
- Personnel and Training: Chief Baker noted he is still working on his Blue Card certification.
- Recruitment & Retention
- Facilities and Equipment: E-54 Turret- valve motor replacement is needed.

- Prevention: PUD Wildfire Mitigation Action Plan
  Chief Baker displayed to the Board; the PUD plan to help mitigate power outages during Wildfire season. He emphasized being proactive with vegetation clearing and watching weather forecast. He discussed the Fire Safey outage timelines and reviewed the risk area map.
  He noted ST52 needing to replace the existing generator.

  Added Discussion: Captain Glenn will sound the siren to begin the parade per tradition. The Manson High School band will be marching from the school on Green Avenue the morning of the parade-9:30-9:45 am. They asked if we could drive a truck to lead them to the parade starting point.

Public Comment: None

Adjournment: Commissioner Weiss closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:38 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
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Chiefs Report **May 8, 2024**

Incidents

46 Calls for service in the month of April; 35 within Fire District 5 and 11 out of District. Fire responded to 12 calls within District 5.

In District 5; 1 Authorized burning, 1 Unauthorized burning, 1 Prescribed fire (our training burn), 1 Smoke in a mobile home (short in air handler switch), 1 Alarm system malfunction, 2 Dispatched & cancelled, and 5 Assist EMS calls.

District 5 had 2 Mutual aid calls, Structure fire at the Beebe Landing, and 1 Dispatched & cancelled.

EMS responded to 19 calls in District 5. 13 EMS Calls handled without Fire, 5 with assistance of Fire, 1 Dispatched & cancelled.

Out of District 5; 9 EMS Calls, and 4 Dispatched & Cancelled.

April Call Times;

Fire Call Processing was at 4:07, Arrival on scene at 14:20.
EMS Call Processing was at 2:51, Arrival on scene at 11:38.

Of the 31 dispatches in District 5, 17 calls were compliant to NFPA 1221, for call processing for 54.8%.

Of the 28 responses in District 5, 23 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 82.1%.

Personnel and Training

Training for April consisted of;

4/2 SCBA Quarterlies & Proficiencies, HP CPR – 16 attended
4/9 Brush truck & Wildland PPE shakeout – 15 attended
4/15 OTEP: Keeping you head and neck and back in the game – 9 attended
4/16 Wildland live burn – 16 attended
4/23 Wildland Refresher part 1 – 18 attended
4/30 Wildland Refresher part 2 – 14 attended

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – A lot has happened this past month. Emailing nearly daily with Paul Coppock. Haley-Aldrick is working with Mary at Ecology. They and Paul are trying to get Ecology to realize that the Tribes have had their archaeology review opportunity. Hoping to close that door soon. A survey for topography was completed. That info is needed for how much soil to scrape off. Raynor did a HazMat class for Jay Batchelor's crew. As soon as the archaeology is cleared, Batchelor will dig test holes to find the depth of the lead & arsenic. Then we will have a prescription to follow.

Working with Kevin to establish an elevation & grade for the training center pad. I think we will be ready to file for a foundation permit with the County very soon. Having the permit in hand will enable Batchelor to go from cleanup to digging foundation while his equipment is onsite. We will also have to bid soon for a concrete contractor of sub under Batchelor.

DNR Grant Truck – The chassis is ordered with State Bid pricing. Should arrive in 4th quarter this year.

Brush-52 – Aaron has been working with Jason in Chelan to get a couple last things changed before summer fire season. Changing direction of the pull handle on a couple ports.

Engine-54 – Aaron has also been working on getting Engine-54 front turret working. Apparently the motor that opens the valve has burned out. Approximately $700 to change out that motor. Elkhart Brass does have good customer support for their products.

RiverCom

The RiverCom Board has some new property options they are doing a feasibility study on. Hoping they get consensus on a property ad make an offer.

Prevention

Ecology Air Quality has been working with people to get them information and permits to do their burning. A $4500 fine was given to a landscaper for burning hauled in material. News of a fine has more assistance with prevention than anything else!

May 2024 CURRENT CERTIFICATION REPORT

(Completed 5/3/2024)

TITLE	IFSAC CERTS	Medical	NWCG	2024 GOAL
Firefighter 1	9			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 = 42 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 = 3

CURRENT TRAINING REPORT

Training Review

April was a pretty busy month for training. April 2nd, we covered our quarterly SCBA, HP CPR and SCBA proficiency, we had 16 firefighters attend. April 9th, we held a wildland PPE and truck shake down. This drill was focusing that our people and trucks are ready for the wildland season ahead. We had 15 firefighters attend. April 16th, was our wildland burn for Clark Lindsey. We had 16 firefighters attend. April 23rd, was the first part of this year's wildland refresher. We had 18 firefighters attend.

April 30 was the second part of the wildland refresher and had 14 firefighters attend. In the next week I will be focusing on transitioning the classroom wildland refresher material to be completed online so firefighter can makeup and complete the training if they were unable to attend one or both days. April 12th I taught Haz-mat for Batchelor Excavation so they are prepared once we are able to move dirt with a hazmat course which is required by the state.

Testing:

The Chelan EMT course is finished and Doug Pinski passed the course and is waiting to take his written test which should happen soon.

The volunteer recruit academy wrapped up and thank you all for coming and showing support to our members at their graduation.

April 29th through May 2nd is the Washington Fire Chiefs Officer Education Conference in Wenatchee. Myself, Beau Alanis and Aaron Richmond attended. I thought it was a great conference where I was able to take our training plan and compare that to WAC. I learned of a few small things we could change to be more compliant but for the most part we sit well.

May 6th through May 12th Dash Hei, Brian Whitney and Doug Pinski are attending a rope rescue technician course in Chelan. After completing the course, they will be able to join Myself and Adam Rasmussen with our rope rescue program.

May 16th through May 19th is the Washington State Fire Fighters Association annual fire school. Beau Alanis and Aaron Richmond are registered for classes.

I still hope before summer we can find some Hazmat and Firefighter 1 & 2 testing opportunities in the region. I plan to bring this up at the next regional training meeting to see what we can do regionally.

Online Training (Vector Solutions):

New Recruits Training modules consist of 33 modules: After the recruit academy we moved those firefighters that were in recruit training to the regular quarterly modules. So, we now have 4 members assigned and 7 out of 132 completed. For an .05% 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.

For 2024 we have 24 member assigned the first 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.

Currently I extended the 1st quarter assignments to give firefighters more time to complete them, the 24 members have 50 modules completed out of 96 assigned for a completion rate of 52%.

2nd Quarter we have 26 members assigned the quarterly training modules. For 2nd quarter there ate 4 modules assigned. So far we have 16 modules complete our of 104 for a completion rate of 15%.

One-on-ones: In March

April 16th, I met with Kaden Eygabroad to assign structure PPE and go over safety of gear. 1 hours

April 24th, I met with Cooper Pinski to assign structure PPE and go over safety of gear. 1 hour

Training Calendar:

May 7th: Physical testing for arduous and medium

May 13th: OTEP: 2023 Modules “No pressure…nothing shocking, about shock”

May 14th: Wildland MCO with Chelan

May 20th: Officer Drill

May 21st: Tower roof Ops and ventilation

May 28th: CAFS Refresher training.

Recruitment & Retention: