Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
May 14, 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 3:30 pm.

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

The Regular Meeting back in session at 4:30 pm. The Flag solute commenced.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Lieutenant-Training Officer Raynor Baker, Volunteer Firefighters; Dan Weakley, Doug Pinski, Ronan Walsh, Sr. Firefighter Kermit McClellan and Lieutenant Beau Alanis.

Pension Board: Opened: 4:31pm
Chairman Willoughby explained and signed the BVFF medical claim for Volunteer Captain Adam Rasmussen. Pension Board closed 4:32 pm.

Public Comment: None

Minutes: The Regular Meeting Minutes for April 9th were presented; Commissioner Weiss, Motioned to approve the Regular Meeting from April 9th, Commissioner Baker seconded; Motion passed unanimously.
Commissioner Weiss suggested sending another Department Newsletter out to the community by July.

Financial Report: Chief Baker advised the Board he transferred $379,000.00 from the Expense account to the Investment account later in the month of April. He suggested making another transfer of $275,000 from Expense account to the Investment account. Commissioner Baker Motioned to approve the additional April transfer of $379,000.00 and to also approve the transfer of $275,000.00 from Expense account to Investment account, Commissioner Weiss seconded, Motion passed unanimously.

Approval of Invoices: Commissioner Willoughby Motioned to approve April Voucher FD54 for $1,150.00, Commissioner Baker seconded, Motion passed unanimously.
Commissioner Baker Motioned to approve May Voucher FD51 in the amount of $21,080.45, and May Voucher FD52 in the amount of $338.69, Commissioner Weiss seconded; Motion passed unanimously.

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New Business:

- Deputy Chief Position-GMP Guest Speaker Justin Venezia
  Justin gave the Board a summary of how the community member/volunteer staff interviews went. He shared his confidence in creating the right profile for what the department is looking for in a Deputy Chief. GMP will be working on job requirements and building the information for the mailers, and job outlets. The goal is finding the right fit who will be "well vetted" for the job. Once they start rating the applicants and narrowing down, they will be doing background screenings and then move into the next phase of the process.
  He also commended the volunteers on their "teamwork" and how well they all interacted when doing the live fire training drill. "Training was unprecedented".

- Chairperson Compensation
  Commissioners Weiss noted the extra time the Board Chairman position gives to reviewing monthly vouchers and payroll. Commissioner Baker Motioned to approve {Reviewing} monthly Department vouchers & payroll constitutes a meeting, Commissioner Weiss seconded, Motion passed unanimously.

- Utility Trailer-Marine Storage:
  Chief Baker discussed the quote from Charmac Trailers.
  The trailer would house the current marine rescue equipment along with our fortuna boat and Boat 51. The Chief noted how much more efficient we would be to transport everything needed for a marine water rescue all in one trailer. He suggested parking by the wall at ST51 if approved by The Lake Chelan Reclamation District. Volunteer Dan Weakly noted how having a quicker response to a water rescue is critical, "value of time matters." The Chief advised finding a size length of 16 feet, similar to the current "Spill Trailer" would be sufficient. The quote is for a custom build starting at $10,439.00, completed would be just over $14,000.00. Commissioner Weiss voiced his concerns and asked if we are financially able to manage this extra purchase.

- Resolution 2025-07 Increase balance in Revolving Account
  Commissioner Weiss, Motioned to approve Resolution 2025-07 to increase the revolving checking account-balance from $2,000.00 to $3,000.00, Commissioner Baker seconded, Motion passed unanimously.

Old Business:

- **Station 52: Training Center**
  Chief Baker noted Paul from The DOH has settled with other vendors for ST52 Training consulting.

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- **Equipment & Projects**

  - Chief Baker reiterated the cost projections for new E-51 Truck. He noted the custom build modifications are helping to bring the price down a bit. He went over the spreadsheet "model" and stressed the advantages in doing the WA State Treasurer's bond (LOCAL). Five-six-year loan at a 2.92 % interest rate. He discussed the loan-term breakdown and what the annual payment for a $1M loan versus a $1.5M loan. If the department pursues this loan, he suggested starting the loan application process by November 2025 to purchase by January-February 2026.
    Commissioner Weiss asked for better version control when submitting updated information for budget model. Commissioner Baker asked about showing the projected cost-breakdowns by quarter increments.

  - The Chassis is moving along and should be completed by December 2025.

  - ST51-ST52: Gear Racks
    Chief Baker discussed the need to have more racks for the volunteers to keep their gear. Suggested finding a double-sided rack that could be placed back-to-back, eight racks at ST52 and six at ST51.
  - SCBA Racks: Air bottles need better storage, currently waiting for a quote to hold 24 bottles. The Chief is also waiting for a quote from MES, for more air bottles as well. Commissioner Baker, Motioned to approve spending up to $10,000.00 for "Gear & Bottle Racks" from MES, Commissioner Weiss seconded, Motion passed unanimously.
  - Compressor Replacement
    Discussion made by the Board on where the Compressor bottle racks will be placed at ST52. The Chief suggested collecting bids for doing electrical work when the new compressor is installed.
    He also advised the Board, he spoke with Josh from MES on receiving some type of compensation for the old unit. Each time we had a repair over the past eight years-they extended the warranty. He is hoping they will rectify the situation. The Chief noted we only received eight years from the current compressor with repair after repair, life span should have been twenty-five.

Commissioner Willoughby, Motion to approve the purchase of replacement compressor from MES for up to $98,259.18, Commissioner Baker seconded, Motion passed unanimously.

- **Commissioner Joint Meeting with Chelan Fire & Rescue**
  Consensus from the Board to attend the CFR next Commissioner Meeting scheduled for May 28th at 4:00 pm, to discuss sharing their new boat.

- **Summer Seasonal Crew**
  Chief Baker explained the need to make a decision on hiring the summer crew and start training to be response-ready. He suggested starting them on wildland home assessment inspections as well as Commercial property assessments. There was a lot of data collected by Wayne a couple of years ago that can be utilized.
  Commissioner Weiss asked what the budget is for summer crew wages. The Chief explained he has budgeted $13,000.00 per month for three positions.
  The positions will be from three-four months.
  Volunteer Doug Pinski noted last year after the Pioneer Fire, he worked with the Chelan crew, walking the neighborhoods offering wildland assessments and safety information.
  Chief Baker advised he will be checking the WSP MOBE crew and apparatus rates. Our summer crew will only be responding to Washington MOBE fire response.

- **Pay for Points-Process**
  Commissioner Weiss asked about preparing for points pay next month. He would like to have Chief Baker start showing Administrative Assistant the process in pulling data from First Due where drill/incident response is recorded.
  The Chief briefly discussed how the volunteers could utilize the Deferred Compensation Plan by deferring their points pay up to 50%. He would present this to the Firefighters Association, as the younger volunteers could really benefit from this program.

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

EMS Report: None

Training Officer Report: Raynor Baker
Informed the Board there are several people signed up for upcoming classes. He has printed fifteen wildland red cards for the department.
There are four people signed up for the rescue swimmer class which will be two weekends in June. Four people are currently signed up for the NWCG S131 Firefighter Type 1 course in Roslyn WA. Dan Weakly has also signed up for a Fire Investigation course held May 17-18.

He shared with the Board, the Zuluago burn used for training drill on May 13th went well. There were twenty to twenty-one volunteers who participated. The crew experienced several evolutions that kept things moving quickly and longer.

Chiefs Report:
***Additional Discussion for Chiefs Report**
The Board had no additional discussion.

- Incidents
- Personnel and Training
- Recruitment & Retention
- Facilities and Equipment
- Prevention
- RiverCom

Public Comment: None

Adjournment: Commissioner Willoughby closed the meeting with no additional business before the Commissioners; the meeting adjourned at 6:07 pm.

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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 **May 14, 2025**

Incidents

40 Calls for service in the month of April; 34 within Fire District 5 and 6 out of District. Fire responded to 10 calls within District 5.
In District 5; 1 Structure fire (3 single wide mobiles side-by-side, 1 total loss, 1 significant damage, 1 no damage), 3 Vegetation fires, 1 Smoke from a BBQ and 4 Assist EMS calls.
Out of District 5 for Fire; 1 Brush-grass fire, 2 Dispatched & cancelled enroute.
EMS responded to 24 calls in District 5. 18 EMS Calls handled without Fire, 4 with assistance of Fire, and 2 Dispatched & Cancelled.
Out of District 5 for EMS; 1 EMS Call 1 MVA without injuries, and 1 Dispatched & Cancelled.
April Call Times;
Fire Call Processing was at 2:06, Arrival on scene at 10:47.
EMS Call Processing was at 2:42, Arrival on scene at 10:10.
Of the 34 dispatches in District 5, 19 calls were compliant to NFPA 1221, for call processing for 55.9%.
Of the 32 responses in District 5, 27 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 84.4%.

Personnel and Training

4/1 Quarterly SCBA, HPCPR – 11 attended
4/7 OTEP: Immunology & Oncology - 11 attended
4/8 Fire Shelter Inspection & Wildland Shakeout – 14 attended
4/15 Hydrant-Pump-Attack – 9 attended
4/22 Wildland Refresher part 1 – 20 attended
4/29 Structure fire took the drill

Facilities and Equipment

Dept of Commerce Design Grant – Our $200,000 grant through Dept of Commerce. Submitting for the remainder of the grant, $26,050. Then we can close out.
Training Center – In a meeting with the officers, we reprioritized our projects. The Training Center was pushed back in priority. Recommendation is we plan to reengage the project for 2026.
Dept of Ecology funding – I informed Mary that we needed to post pone the Training Center due to cost of capping. She emailed back her disappointment on our behalf. She also will continue to look for funding.
DNR Grant Chassis – An update to the 2024 model we were quoted. Now the quote is for the 2026 model year. The chassis increased $3,039.84; a tariff was added at $4,000. With Spokane County sales tax, the chassis will cost $134,627.68.
Engine-51 Replacement – Still waiting for engineering to finalize fitting the Aux Pump unit in the build. Then we will have a final cost for that build.
Station-51 Fence – Being installed, the materials and workmanship look great. They are having the gate frame built, will know by Board meeting when they expect to finish.

RiverCom
I was not able to attend the March meeting, nothing to report.

Prevention
The Social Marketing class was very interesting. It gave insights for how to brand the messaging for wildfire home defensible space. More to come as I build new branding and messaging.

April 2025 CURRENT CERTIFICATION REPORT

(Completed 5/6/2025)

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		11		2
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Number of Interior Firefighters = 26

Number of Driver Operators = 6

Number Support Personnel = 9

Number of members on Leave = 0

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

Number of Junior Firefighters = 7

CURRENT TRAINING REPORT

Training Review

April is the month of gearing up for wildland season. April 1st drill was Quarterly SCBA, HP CPR and SCBA Proficiency. For this quarter we had firefighters donn their SCBA from the truck to make it a little harder and more realistic. After their challenging donn they were able to donn their SCBA for their fast time. We had 11 firefighters attend. April 7th was EMS OTEP training where we covered "The warzone in your body – Immunology & Oncology" We had 11 EMTs and soon to be EMTs

attend. April 8th, for drill we did wildland PPE & truck shake down. This drill we had everyone go through their wildland pack and PPE that they have what they need for the season ahead. We also went through the equipment on the wildland trucks that they are all ready to go. We had 14 firefighters attend. On April 15th, we did our hydrant-pump-attack drill. We had 9 firefighters attend. On April 22nd, we had our wildland refresher training. We had 20 firefighters attend. On April 29th, we were planning to have a wildland multi company operations drill with Chelan but while crews were on their way into Chelan, we had a wildland fire turned structure fire call. The drill ended up being cancelled but we still had a good time working alongside the neighbors. We have rescheduled this drill for May 20th.

May 17th, I plan to attend the FF1 testing WVF is hosting to get my 3rd and final IFSAC Evaluator signed off.

June 7th I am planning the first of two Boat Operator courses. The Second one will be July 26th. I have been working with Shawn to prepare changes to our course for the new boat with Chelan. The boat operator course will start with classroom instruction then move to the swim test and wrap up with boat orientations. After the course students will then be able to schedule time and gain hours for sign-offs like how we sign off our trucks.

Our annual physical testing is on May 6th. The physical paperwork and vitals have changed a little this year due to a couple suggestions from VFIS. The first change is a medical questionnaire each firefighter will fill out prior to the test. We'll review this post-test and suggest a follow up with their primary care provider (PCP) if anything warrants. We also have added a glucose check to our pre-physical vitals. If anyone is outside the normal ranges for glucose or blood pressure they will be suggested to follow up with their PCP before attempting the test later. These steps add a little to the back end for reviewing all the paperwork, but I feel they are a good step for us to ensure the health and safety of our firefighters. The physical test decides how we utilize firefighters for both wildland and structure incidents. Passing the arduous test allows firefighters to get their full red card and pack up to be interior firefighters. The medium physical test is a step down. This grants firefighters an agency red card to be a tender driver and we utilize these firefighters in a driver operator capacity outside the hazard zone. Firefighters that don't pass or do a physical test are our support personnel.

Testing:

The EMT course hosted by Lake Chelan Health EMS has finished and now 4 out of 5 are currently pending their state certification. (Janelle Pinski, Sondra Hazim, Tia Belisle, and Joe Mogan) Briar Soliday just passed his national test and is filling out the paperwork to send to the state. We should have all 5 new EMTs certified by summer and ready to go.

Currently there is no IFSAC testing planned. WVF is hosting an FF1 test in May but they split the skills up and did their live fire at North Bend in March so we can't add anyone to that testing. WVF also talked about hazmat testing before summer, but a date hasn't been set yet.

Outside Training:

May 15th – 18th is the Annual Fire School and Conference in Wenatchee. I sent this out last month and had no takers for the different sessions.

Online Training (Fire Engineering Training):

"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 night. 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. 3 firefighters are in progress up 2 from last month, and no one has completed the training yet. I am trying to get the new recruits and those that haven't completed their Wildland course to dive back in ahead of wildland season.

The 2025 first quarter training made up of 4 modules. This is assigned to 27 firefighters. Currently 7 firefighters have completed this training same as last month. 6 firefighters are in progress, which is the same as last month. This training is now locked that we are in second quarter and won't be moving.

The 2025 second quarter training is made up of 4 modules. This is also assigned to 27 firefighters. Currently 3 firefighters have completed this training. 8 firefighters are in progress.

A total of 24 online training modules were completed in Fire Engineering Training in April. Some of the completed modules were elective modules not assigned but completed by firefighters.

Driver Training:

April 17th- Command Truck pumping with Dash Hei – 30 minutes

One-on-ones:

April 17th – Quarterly makeups for Doug and Cooper Pinski – 1hour

Training Calendar:

May 6th – Annual Physical testing and fire shelter deployment

May 12th – OTEP "Endocrine Emergencies"

May 13th – Live Fire shed burn @1700

May 19th – Officer Meeting

May 20th – MCO wildland drill with Chelan @ 1730

May 27th – CAFS Refresher Training

Recruitment & Retention:

In April we had 2 new members join. Tia Belisle who will be an EMT for us. She just completed the winter EMT class in Chelan and is waiting for state certification. Joe Mogan will be an EMT firefighter. He also just completed the winter EMT class but is also interested and has been showing up for drills and calls.