

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
May 10, 2023
Regular Meeting of Commissioners

Commissioners Present: Dan Baker, Dana Starkweather, and Fred Weiss

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Training Coordinator Raynor Baker, Captain Nick Glenn, Lt. Beau Alanis, Firefighter Association President Chris Willoughby, Assistant Chief Kermit McClellan, Volunteer's; Dan Weakly and Brian Maas and guest Paul Coppock from DOH Architecture.

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:

Paul Coppock from The DOH Associates-Architects and Planners; address the Board and discussed the ST51 re-model bid from Cascade Central Construction (CCC). DOH Associates, (construction valuation) for labor and materials was estimated at \$75,000.00. Cascade Central Construction bid submitted was for \$106,045.00 before tax. Mr. Coppock explained he would be Connecting with Bruce McLean, project manager for (CCC), to discuss the difference in their cost estimates. The Board concluded the estimate reflects higher mechanical and window costs.

Commissioner Baker, Motioned to approve Cascade Central Construction bid for \$106 ,045.00 - before tax, Commissioner Weiss seconded; Motion passed unanimously.

Chief Baker summarized he has emailed Chelan County Planning Department for the information packet needed to proceed with Conditional Use Permit (CUP) for Station 52 Training Center project. The Chief's recommendation was to have Paul Coppock head up both CUP and SEPA planning.

Chief Baker announced that both Firefighters; Dan Weakly and Brian Maas, received their State EMT certification and congratulated them for their hard work. Commissioner Baker noted how LCH-EMS Director; Ray Eichmeyer acknowledged their great team effort in prepping an injured patient for ambulance transport.

Minutes: Chairman Starkweather presented the Regular meeting Minutes from April 12, Commissioner Weiss, Motioned to approve April 12th Meeting Minutes; Commissioner Baker, seconded; Motion passed unanimously.

Financial Report: Chief Baker reported an additional \$57,000.00 from tax revenue had been deposited and suggested transferring \$250,000.00 from the Expense account to our Investment account. Commissioner Weiss, Motioned to approve transfer of \$250,000.00 from Expense account to Investment account; Commissioner Baker seconded; Motion passed unanimously.

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Approval of Invoices: Commissioner Baker, Motioned to affirm; Voucher FD51 in the amount of \$29,044.25, Voucher FD52 in the amount of \$962.55, and Voucher FD53 in the amount of \$5,367.41, Commissioner Weiss seconded; Motion passed unanimously.

New Business:

- Board Chairman Starkweather acknowledged Training Coordinator Raynor Baker for achieving Certification for Fire Instructor II.
- 2023-09 Resolution to Define Volunteer Firefighters
Board Chairman Starkweather reported Commissioners will address this resolution at the next Commissioner Meeting scheduled for June 14th. The Board will be receiving further clarification from Attorney Brian Snure.

Chairman Starkweather mentioned the Red Cross Smoke Alarm Program, he indicated his contact person advocated they will help in providing alarms and with installation.

Old Business:

- **Station 51 Remodel**-Discussion made during “public comment” Paul Coppock.
- **Station 52 Training Center: CPIF Grant**
Chief Baker recommended going with Batchelor Excavation for ST52 Training Center excavation work. Their bid came in at \$43,935.71. The Chief reiterated Paul Coppock will be working on the CUP Amendment. Commissioner Baker suggested getting Batchelor’s “scope of work” before awarding. The work would involve the Training Center pad, road up to the training center and water retention pond.
- **Company Calendar:**
Chief Baker advised the Board on the upcoming Calendar meetings and firefighter drill dates and topics for: May, June, and part of July. Chief Baker noted the KOZI Radio interview Friday 5/12/23, 8:10 am.
- **Pre-Fire Plans:** Chief Baker had nothing new to report.
Board discussion; hard copy of Commercial Business information would be useful for the department to have until computer system has been set up. Captain Glenn asked if he could help and reiterated how there is “big benefit” for having pre-fire plans in place before an incident happens. Per Chief Baker, approximately 30 letters were mailed to business – still waiting for majority to respond.

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- **Recruitment:** Our new volunteer recruit for April is Chris Ghioni, and David Donovanick will be taking a leave of absence.

- **Policy-None**

EMS Report:

Discussion was made regarding the “Nick of Time” project. The EMS staff received forms asking for help with heart screenings set for June 2nd.

Assistant Chief’s Report: Assistant Chief, Kermit McClellan:

Reported another Firefighter Efren Alejo, has signed off and now certified to drive Engine-51. Assistant Chief also indicated Dan Weakly is moving forward on his certifications for other engines as well. He asked TC Baker if volunteers have the online power point and workbook in place to proceed with their driving-certifications. He asked if TC Baker could email names of volunteers who have completed courses, so he can proceed with setting up driving schedule.

Chief Baker pointed out how 25 of our volunteers did the Work Capacity test on Tuesday May 9th drill. He was pleased to see such a great turnout.

Training Coordinator Report: Raynor Baker

Reported dates for Washington State Firefighters Association conference/classes set for May 18th - May 21st at the Wenatchee Conference Center. Aaron Richmond, Dan Weakly attending the conference and Captain Nick Glenn will be taking Fire Officer -2 course. TC Baker indicated he is also preparing volunteers for their Red Card qualifications.

Also attending a Peer Support conference sponsored by the North Central Washington Chaplains Foundation and hosted by Chelan County Sheriff’s Office and Behavioral Health; Efren Alejo and Chris Cruz, both will be pursuing their Chaplains Certification. Chief Baker emphasized the benefit in having the support for the department and community.

Chiefs Report:

***Additional Discussion for Chiefs Report**

Incidents: Commissioner Weiss shared an Incident Response Time-chart he created for years; 2014-2022. The chart shows the trend for Fire and EMS call data. EMT Dan Weakly asked about EMT’s who respond to EMS incident calls. Outside responder data is not a part of the iSpy call. Chief Baker reiterated data will show for Fire responders and if there is an engine used.

Personnel & Training: None

Recruitment & Retention: Previously discussed

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Facilities & Equipment: The Chief gave an update to the Board on how the new F-550/Brush 52 is coming along at Cascade Fire & Safety. He and Aaron Richmond visited the facility to see how the modifications were coming. He expressed the need to keep checking progress on a weekly basis. He shared with the Board; modifications being made to different compartments and concluded he's hopeful the truck will be ready in early June.

RiverCom: None

Prevention: None

Public Comment: Lt. Alanis asked about organizing a “get-together” for the new recruits now a part of the department. The board discussed the importance of having the Appreciation Awards Banquet. Chief Baker suggested picking a day in June, Captain Glenn recommended keeping with the Tuesday / Drill schedule. The Board has set a date for Tuesday, 6/27/23, time 5:30 pm.

Chris Willoughby reported the Firefighters Association is ready for the May 13th Apple Blossom parade with 75 lbs. of candy to pass out. Captain Glenn will run the traditional “siren”- starting parade. Chris concluded the Farmers Market is starting mid-June.

Adjournment: Commissioner Starkweather closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:11pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Chairman Dana Starkweather

Commissioner Fred Weiss

Commissioner Dan Baker

Attest: Regenia Trusel
District Secretary



Manson Fire Department

Chelan County Fire District 5

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Chiefs Report

May 10, 2023

Incidents

47 Calls for service in the month of April; 28 within Fire District 5 and 19 out of District. Fire responded to 10 calls within District 5.

In District 5; 1 Ag burn that got away (burned 1.8 acre thicket), 2 Authorized burning (smoke complaint), 2 MVA with no injuries, and 5 Assist EMS call.

Out of District 5; None

EMS responded to 25 medical calls in District 5. 17 Calls EMS handled without Fire, 5 with assistance of Fire, 2 MVA with no injuries, and 1 cancelled enroute

Out of District 5; 6 EMS Calls, and 3 Dispatched & cancelled calls.

Aril Call Times;

Fire Call Processing was at 1:20, Arrival on scene at 10:38.

EMS Call Processing was at 1:15, Arrival on scene at 12:15.

Of the 28 dispatches in District 5, 24 calls were compliant to NFPA 1221, for call processing for 85.7%.

Of the 27 responses in District 5, 25 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 92.6%.

Personnel and Training

We have 3 firefighters registered for the WA State Firefighters Association conference in Wenatchee on Mat 17th – 20th. We have 2, Efren Alejo and Chris Cruz registered for Peer Support training that same week. Peer Support is vital in the event of an incident of a bad outcome that has an emotional impact on our responders.

Training for April consisted of;

4/3 Officer meeting – 6 attended

4/4 Quarterly SCBA, HP CPR – 12 attended

4/11 Wildland Refresher 1 – 24 attended

4/17 OTEP – Psychiatric emergencies & use of restraints – 10 attended

4/18 Wildland Refresher 2 – 21 attended

4/22 Chelan training burn – 6 attended

4/25 Hydrant-Pump-Attack – 12 attended

4/29 Waterville training burn – 5 attended

Recruitment & Retention

The March recruits are advancing rapidly. The group is doing well at completing their online modules.

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – Will have conversation with Paul at DOH for the CUPA permit at the Board meeting.

We need to officially award the site work bid. We need to include in that scope of work; the training center pad, road up to the training center with approach, and water retention pond.

New Brush-51 is being refurbished – Aaron visited Cascade on 5/4/23 and looked at progress. They are saying that it will be first part of June for completion. A hose reel has yet to be delivered.

S-51 Remodel – Paul from DOH will attend the Board meeting to answer questions. Then Board can make a decision.

S-52 Resident Quarters / Classroom Building – We are unofficially awarded \$206,000 from the State Capital Budget for design and permits. The biennial budget begins 7/1/23. The Wa Dept of Commerce will get 3% of the award to administrate the funds to make sure we spend the funds correctly. The funding is on an approved reimbursement process.

RiverCom

As reported last month that RiverCom was looking at going into the Confluence Technology Center, we find out that the building is not up to level 4 (Essential building standards). It is a required standard for a 911 center. We are now looking at the Port Authority to assist RiverCom in building a new building across the street from the CTC. This option would build the right building, the right size, and can have the benefit of bond financing through the Port.

Prevention

May is the last month of open burning before June 1st cutoff.

May 2023 CURRENT CERTIFICATION REPORT

(Completed 5/5/2023)

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			7
Instructor 2	1			0
Wildland FFT2			11	20
Wildland FFT1			4	2
Engine Boss			2	2
Tender Driver			3	
EMT		14		15
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Total Number of Chelan Fire District #5 Personnel = 35 down one. David Donovan took a leave of absence for the year.

Number of Interior Firefighters = 25

Number of Driver Operators = 1

Number of Medical / Support Personnel = 9

Number of Junior Firefighters = 2

CURRENT TRAINING REPORT

Training Review

I have our driver training program updated and to Chief for review. Once he reviews, I will get it to Kerm and Beau for final review before going live. The changes to the program take the initial driver course from a classroom course to online self-study followed by the post-test with me. It will still have a cone course for each vehicle type but adds an individual sign-off for each truck. Once live we will use a drill night to allow firefighters to challenge and get signed off officially on trucks there are no records for.

In April we completed two live fire burns. The first in Chelan in which we had 6 attend and 5 participate in live fire. The second was in Waterville where we had 5 attend and participate in live fire.

We also completed our Wildland Refresher training in April. We held a good hydrant pump attack drill where we were able to break the components down and cover what is needed to accomplish the task.

Firefighters have been chipping away and Vector Solutions online training modules. The New Recruits have really been doing great completing training.

Dan Weakly and Brain Maas are now both Certified EMT. They completed their course this last winter followed by their national test. After the national test they received their state certification. Big Congratulation to both of them for completing this course.

Dan Weakly and Aaron Richmond are registered for the Wildland Urban Interface Firefighting 3-day course at the WA State Fire Fighters' Association Annual Fire School in Wenatchee May 18-20.

Efren Alejo and Chris Cruz and registered for a Peer Support course in Wenatchee May 15th-19th. This course will give them the tool to assist our firefighters in the event of a major emotional call we need to provide support for our people.

Testing:

Firefighter testing: Nick Glenn is signed up to take his Fire Officer 2 course and testing at the WA State Fire Fighters' Association Annual Fire School in Wenatchee May 18-21.

Online Training (Vector Solutions):

2nd Quarter right-to-know training modules went out April 1st. 2nd Quarter is made up of 4 modules. These are sent to everyone other than the "New Recruits", 24 member's total.

1st Quarter right-to-know modules comprised of 5 modules assigned to 24 members. I extended the deadline for 1st quarter modules until the end of 2nd quarter to align with the addition to the Training Policy update.

"New Recruit" training comprises of 33 modules assigned to 9 members. These are broken into two categories. 1st they complete their NFPA required training and 2nd they complete their right-to-know courses. They are also given NWCG courses to complete for their wildland FF2 as well as first aid and CPR Training.

1st Quarter Right-to-know 120 modules with 76 completed

2nd Quarter Right-to-know 96 modules with 14 completed

New Recruit Training 297 modules with 73 complete

Currently a total of 513 online training modules are assigned with 163 completed.

Training Calendar:

May

Monday May 1st: Officer Drill

Tuesday May 2nd: Live action wildland drill with Chelan in Union Valley

Monday May 8th: OTEP Trauma Triage & Hemorrhage Control

Tuesday May 9th: Physical testing

Tuesday May 16th: CAFS Refresher training

Tuesday May 23rd: Wildland Tool and truck season prep

Tuesday May 30th: Hydrant Pump attack

Combined drill with Dist 7 Extrication training in Chelan was postponed in April and we are hoping to squeeze it in the end of May.

Recruitment & Retention:

No new member this month. New Recruits are doing an amazing job working through their Vector Solution modules and completing their NWCG FF2 training.