Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
October 9, 2024
Regular Meeting of Commissioners

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

Call to Order: Chairman Weiss 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 Baker seconded, Motioned passed unanimously for one hour.

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

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Assistant Chief Kermit McClellan, Captain Nick Glenn, Lieutenant- Training Officer Raynor Baker, Lieutenant Beau Alanis.

Pension Board: Opened: 4:31pm; no business for Pension Board; Closed: 4:31pm.

Public Comment: None

Minutes: **T**he Regular meeting Minutes for September 11th presented; Commissioner Baker, Motioned to approve the Regular Meeting from September 11th as amended, Commissioner Willoughby seconded; Motion passed unanimously. The Special meeting Minutes for the joint Commissioner meeting on September 18th presented; Commissioner Willoughby Motioned to approve the Special meeting Minutes of September 18th as presented, Chairman Weiss seconded; Motion passed. Commissioner Baker abstained as not being present for the meeting.

Financial Report: Chief Baker suggested to the Board transferring $145,000.00 from the Investment account to the Expense account. Commissioner Willoughby Motioned to approve transferring $145,000.00 from Investment account to Expense account, Commissioner Baker seconded, Motion passed unanimously.

A Fire Call for a structure fire on Totem Pole Rd was toned, all the officers, except Chief Baker left.

With the financial status of Station-52 Projects, Chief Baker presented a breakdown of projects, current costs, and future expected costs on a timeline.

Approval of Invoices: Commissioner Baker, Motioned to affirm; September Voucher FD51 in the amount of $126,410.24 and FD52 in the amount of $1,470.00, Commissioner Willoughby, seconded; Motion passed unanimously.

New Business: Chelan County PUD was to present an easement agreement to the Fire District, which would allow the PUD to cross the frontage along Wapato Lake Rd to supply power to the

property to the west of Station-52. Commissioner Baker, Motion to give authority to Chief Baker to sign the agreement, Commissioner Willoughby seconded, passed unanimously.

Old Business:

- **Open House/Hydrofest ST51 Event**: September 28th – 29th
  The Open House on the 28th & 29th was a success. It was estimated the Association had about $500 in costs for the event, about $2500 brought in by donation. TW51 was busy with many people taking a ride.

- **Station 52:** Training Center - From the discussion after the Financial Report, the District had paid out enough expenses on the Training Center to be reimbursed the full $100,000 by Chelan County for the CPIF grant award. After the vouchers return from the County, the documentation would be sent on to the County Economic Development Dept for payment.

- **Company Calendar:** Chief Baker presented 2 versions of calendar; the traditional monthly calendar in Outlook was insufficient, we would stay with the previous version. Scheduled meetings for the upcoming month and the Conferences were discussed.

- **Awards Banquet:** The awards banquet was discussed. The only negative was difficult to hear. Commissioner Baker asked, who's idea for the belt? Chief Baker replied, Raynor had found it.

- **Volunteer At Will:** As previously stated, At Will Agreements with returned/stamped envelopes were sent to the remaining seven volunteers. Chief Baker presented a draft At Will Agreements for the two departments full time staff.

EMS Report: No Report.

Assistant Chief's Report: No Report. Went to the fire call.

Training Officer Report: Raynor Baker; written report provided. Went to the fire call.

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

- Chief Baker informed the Board that a VFIS consultant would be coming on November 6th at 8:00am to do an insurance risk review. One Commissioner could attend.
- Incidents – Chief Baker was requested to write a report on incidents over a 10-year period by years end.
- Personnel and Training
- Facilities and Equipment –
    - Pump testing on Oct 10th.
    - The Engine on order from KME is going through a redraw. The length of the truck was a bit longer than we wanted to accommodate the auxiliary CAFS pump. Delaying shortening the truck would put us in the place on not getting the Cummins L9 engine, we would have to accept the X12 engine, costing much more according to Mark Merritt, salesman. We are accepting the extra length and moving the project forward.
    - I have a meeting with Mike Steele on Oct 14th to discuss grant application.
    - Mary Monahan from the Department of Ecology said she would be in Manson the week of 14th to the 18th. I informed her I would meet with her. We needed to identify funding for the voluntary cleanup at Station-52.
- Prevention
- RiverCom

No further questions/discussion on Chiefs Report.

Public Comment: None

Executive Session: RCW 42.30.110 (1) (g) to review the performance of a public employee.
The Board of Commissioners stated they needed more time in Executive Session. This Executive Session planned on the agenda was cancelled. For the November 13th Regular meeting, Commissioner Weiss noted the meeting will start at 2:30 pm with an Executive Session for two hours.

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Adjournment: Commissioner Weiss closed the meeting with no additional business before the Commissioners; the meeting adjourned 5:52 pm.

Chelan County Fire District 5 Board of Commissioners:

_____
Commissioner Fred Weiss

_____
Commissioner Chris Willoughby

_____ _____
Commissioner Dan Baker **Attest: Arnold Baker**
Chief

Manson Fire Department

Chelan County Fire District 5
P.O. Box D Manson WA 98831-0438
mansonfire.org

Chiefs Report **October 9, 2024**

Incidents

54 Calls for service in the month of September; 41 within Fire District 5 and 13 out of District. Fire responded to 11 calls within District 5.

In District 5; 1 Structure fire, 1Unauthorized burning, 1 MVA with injuries, 1 Detector malfunction, 1 Dispatch & cancelled, and 6 Assist EMS calls.

District 5 had 1 Mutual aid calls, 1 Brush-grass fire.

EMS responded to 30 calls in District 5. 23 EMS Calls handled without Fire, 1 MVA with injuries, 6 with assistance of Fire.

Out of District 5; 9 EMS Calls, 2 MVA with no injuries, and 1 Dispatched & Cancelled.

September Call Times;

Fire Call Processing was at 2:18, Arrival on scene at 10:18.
EMS Call Processing was at 1:45, Arrival on scene at 9:54.

Of the 41 dispatches in District 5, 28 calls were compliant to NFPA 1221, for call processing for 68.3%.

Of the 40 responses in District 5, 31 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 85.0%.

Personnel and Training

9/3 Driving refresher – 15 attended
9/10 Tower hose line extension – 11 attended
9/16 OTEP: Are overdose black & white – 10 attended
9/17 Banquet
9/23 Officer meeting – 6 attended
9/24 Makeup required training – 13 attended

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – With the approval of the voucher for the 6 additional containers, we are over the $100,000 for the Chelan County CPIF Grant. As soon as the checks come back from the County, we will submit for the grant reimbursement. The documentation is all compiled for that submission with the 1 voucher to complete.

I contacted Mr Bohart, our neighbor to the west where the 4 containers are currently sitting. We can add the 6 additional containers without cost. Mr Bohart asked if we would approve an easement for PUD to cross a few feet of Fire District property to get his power onto his property. PUD to present the District with an easement document.

An issue I presented to Kevin Shaw was to design a Forcible Entry Door prop that we install in one of the north side containers. We found a prebuilt version for $7000 including tax, shipping not known. I would like to proceed on ordering that to have it so fabricators can install it. The other item was a Roof prop. We used the WA Fire Training Academy's Roof prop trailer. This 8'x12' mini version can be mounted on top of a container. The hydraulics package is $7400. Without the hydraulics, the unit pitch is changed by a trailer jack. We will need the hydraulics, lighting package, container mounts and tax & shipping cost approximately $30,000. I would like to mount the unit on top of the 3 story. It can be used with the Tower or without the Tower truck.

Dept of Commerce Design Grant – Our $200,000 grant through Dept of Commerce had more steps to complete than I was anticipating. I have just received a determination letter from the Dept of Archaeology & Historic Preservation (DAHP). The remaining steps should be gathering information already in our possession. Then we can start tapping into the design grant.

Dept of Ecology funding – I sent an email to Mary Monahan at Ecology asking where we could find some funding for the cleanup. She responded back with an email I forwarded to the Board with all the areas there are searching for funding. Mary also called me on 10/3 to talk over some options. Mary will be in Manson the week of the 14th so we can discuss options in person.

DNR Grant Truck – No news yet from International. A VIN should be produced shortly.

RiverCom

Chief Brian Brett from Wenatchee Valley Fire presented a very detailed PowerPoint to the RiverCom Board, why the Fire Service needs are not being met. When Chief Brett pointed out those deficiencies where risking firefighter's lives, we finally broke through to the Board members that were holding a Fire representative off a permanent Board position. It looks like the Fire Rep will be an elected Fire Commissioner. Current Ex-Officio members like me will continue in that capacity. RiverCom will look at other software systems that dispatch Fire & EMS. The current system is a law records system that we must trick into doing Fire & EMS dispatching. The old system does not track response times accurately. Therefore, Wenatchee Valley Fire cannot create an accurate report to the citizens. Wenatchee as primarily career is required by RCW 52 to provide that report. A very productive meeting.

Prevention

Burning has opened on Oct 1st. Many of our residents had requested to burn while irrigation water was available.

October 2024 CURRENT CERTIFICATION REPORT

(Completed 10/2/2024)

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			5	2
Engine Boss			2	2
Tender Driver			5	
EMT		12		1 (met)
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Number of Interior Firefighters = 27

Number of Driver Operators = 3

Number Support Personnel = 8

Number of members on Leave = 0

Total Number of Chelan Fire District #5 Personnel = 38 members

Number of Junior Firefighters = 5

CURRENT TRAINING REPORT

Training Review

September was another good month of training. September 3rd, we had our annual driving refresher. We had 16 firefighters attend and those that couldn't make it were assigned the PowerPoint in Vector Solutions to make it up. September 10th, we did Tower line Extension training. Here we went over connecting hose to the tower bucket to use as an elevated fire department connection. We had 11 firefighters attend. September 16th, was EMS OTEP training where we covered the module "Are overdoses black and white?" We had 10 EMTs attend. September 17th was the district banquet so no

drill. I thought it was great having the banquet at Champion Orchards again and that we put on a great banquet this year. September 24th was required training make up training. We had 13 firefighters attend. For the firefighters that attended we also had everyone complete a circuit breathing an entire SCBA bottle so firefighters could know how long they have on a bottle of air. Chris Ghioni took home the longest time of 48:29 minutes That's pretty good for a 45-minute bottle.

In October, we have a lot of training with Chelan planned. October 15th, we have an SCBA and RIT drill with Chelan. Here we plan to grow more familiar with each other's equipment and continue to build relations. October 22nd we are planning forcible entry, softening the structure and rescuing a firefighter through the floor drill with Chelan at the Apple Cup building. October 29th we'll do search and rescue at the Apple Cup building. This is all before we burn the Apple Cut building November 9th. I have been attending meeting and am part of the planning process for the burn.

The additional document is what I covered in the combined commissioner meeting showing what we have and will still do with Chelan in 2024.

I have been spending time working on getting testing opportunities out and firefighters and firefighters registered. I have also been searching out who will be offering an EMT class winter. We have a few people and a couple of our firefighter's spouses that are interested in getting their EMT this winter.

It's the time of year to start looking at the training calendar for 2025. I look forward to hearing from the board on their plans for the Training Officer position, so I know how to assemble the 2025 training calendar. I've been having to schedule certain trainings around my EMS schedule to be present and am curious of the direction for the need to continue this or if I make it more set to our firefighters. I've also been talking to Shawn for how we can do more training with Chelan in 2025.

Testing:

Currently there is a Hazmat Awareness and Operations Course with IFSAC testing scheduled October 2nd for the written and October 5th is the practical in Winthrop. Beau Alanis is scheduled for both parts and Briar Soliday will participate in the practical because his registration was late, and we'll get his written test done later. I will also be attending on Saturday to work on my IFSAC Evaluator task book. I hope that becoming an Evaluator will better tie me into testing opportunities in the region. There was also a Firefighter 1 test offered in Wenatchee October 15th and 19th. We had no interest from our members for this testing opportunity.

I had a good conversation with the Test Control Officer in Winthrop Dave Dodge at the hydro races. I will work to get a test scheduled here by the end of the year. We will be able to hold the written here but will probably have to utilize Winthrop's facilities for the skills practical. This weekend while I'm evaluating, I plan to get more information to make this happen. I am disappointed we haven't had more interest from firefighters in these two testing opportunities in October. I have had many individual conversations stating we haven't had any testing opportunities the last year and a half and guys want to wait for the next test.

Online Training (Vector Solutions):

New Recruits Training modules consist of 33 modules: With our new firefighters added we now have 8 members assigned and 8 out of 264 completed. For a .03% completion rate this is up .01%. I hope as our season change more of our new firefighter's dive into their online training.

“New Recruit” training is 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.

Vector Solutions quarterly training modules are assigned to boost our training hours and meet the WAC requirements outside our drill nights as well as give the required training hours for other requirement we can’t hit strictly with Tuesday nights.

Currently for the 1st quarter assignments we have 21 members assigned and there was 4 training modules assigned but now only 3 due to Vector Solutions discontinuing a module. Currently we have 55 modules completed out of 75 assigned for a completion rate of 73%. This percentage up 10% due to a couple modules getting completed and one module being discontinued.

2nd Quarter we have 24 members assigned the quarterly training modules. For 2nd quarter there are 4 modules assigned. We have 44 modules complete out of 96 for a completion rate of 45%. This is up 1% from last month.

3rd Quarter we have 24 members assigned the quarterly training module. For 3rd quarter there are 3 modules assigned. We have 30 modules completed out of 72 for a completion rate of 41%. This is up 7% from last month.

4th Quarter started October 1st. For 4th quarter we have 3 modules assigned in Vector Solutions to 24 members. I also assigned 2 modules in our new online program Fire Engineering. These two modules aren’t mandatory but are assigned to show firefighters the program and interface before we go live in January.

I extended all the Vector Solutions online module due dates to December 31st. At the end of the year, we’ll switch to Fire Engineering for our online training.

Driver Training: In September

September 13th: Engine 52 driver sign off for Darrick Steele- 1.5 hours

September 13th: Engine 54 driver sign off for Lou Hazim- 1 hour

September 10th: Brush 52 orientation and pump ops for Doug Pinski- 1 hour

September 19th: Brush 52 driver sign off for Doug Pinski- 1 hour

One-on-ones: In September

September 2nd: Driving and pump operation on Engine 52 with Doug and Cooper Pinski- 1 hour

September 16th: I was on EMS shift but assisted Doug Pinski with pump ops on Brush 52- 1 hour

September 19th Engine 52 pump ops for Doug Pinski and Dan Weakly- 1 hour

Training Calendar:

October 1st: 4th Quarter Vector Solutions module assigned

October 1st: Association meeting, Quarterly HP CPR, SCBA & SCBA proficiency

October 8th: Tender water shuttle drill (Wye)

October 15th: SCBA / RIT drill with Chelan

October 21st: OTEP “Are you altered? Hypothermia has become cool, right?”

October 22nd: Forcible entry / softening the structure / firefighter through the floor rescue in Chelan at the Apple Cup

October 28th: Officer meeting

October 29th: Search and Rescue in Chelan at the Apple Cup

November 9th: Apple Cup training burn

Recruitment & Retention:

In September we had no new firefighters join and no firefighters resign.