Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 11, 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: 4:30pm Closed: 4:30pm.

Public Comment: None

Minutes: Chairman Weiss presented the Regular meeting Minutes for August 14th. Commissioner Baker, Motioned to approve the Regular Meeting from August 14th as amended, Commissioner Willoughby seconded; Motion passed unanimously.

Financial Report: Chief Baker suggested to the Board transferring $125,000.00 from the Investment account to the Expense account. Commissioner Willoughby Motioned to approve transferring $125,000.00 from Investment account to Expense account, Commissioner Baker seconded, Motion passed unanimously.

Commissioner Baker Motioned to approve the August funds transfer of $92,791.35, Commissioner Willoughby seconded, Motion passed unanimously.

The Chelan County Treasurer's office notified us that we needed to transfer $88,644.14 to cover July payroll and August vouchers. Commissioner Willoughby Motioned to approve the transfer of $88,644.14 from Investment account to Expense account, Commissioner Baker seconded, Motioned passed unanimously.

Approval of Invoices: Commissioner Baker, Motioned to affirm; September Voucher FD51 in the amount of $100,729.38, Commissioner Willoughby, seconded; Motion passed unanimously.

Chief Baker went over Station 52 project-financial spreadsheet with the Board and explained what amounts would be covered by our existing grant funds and Ecology Cleanup potential grants. The Chief noted it has been two years we have been working with the Ecology voluntary cleanup program, curious as to when will we see some grant relief.

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 11, 2024
Regular Meeting of Commissioners

New Business: None

Old Business:

- **Open House/Hydrofest ST51 Event**: September 28th – 29th
  Commissioner Willoughby informed the Board the FF Associations Open House will be Saturday and Sunday 11:00 am – 3:00 pm. He advised the Board the meat is ordered from Sysco, and he is working with Doug Pinski Association President daily. The Food Handling Permit is in hand. TW51 will be at the Open House.

- **Volunteer At Will:** The Department has mailed the At Will Agreements with returned/stamped envelopes to the remaining seven volunteers. Chief Baker agreed to draft an At Will Agreement for the two departments full time staff and noted he will have it completed by next month.

- **Station 52:** Training Center
  Chief Baker reiterated it is time to finally break ground.

- **Company Calendar:** Chief Baker went over the scheduled meetings for the upcoming month and the Conferences planned for October.

- **Annual Award Appreciation BBQ**
  September 17th, 6:00 pm.
  Assistant Chief McClellan will schedule a meeting with Charley-Champion Orchards next weekend. Discussion was made to split the food cost with the Firefighters Association 50/50. To commemorate our 75th year anniversary Commissioner Baker suggested making copies from original- early photos and having them on display at the event. Chief Baker noted the anniversary shirts will be passed out and we will also be doing some trivia history as well.

- **Volunteer Points**
  Commissioner Weiss asked about having a "Points" policy and procedure for payroll and suggested having a backup person who knows/understands how to gather Points data. Points *data* reflects: Attendance to incident calls/drills along with volunteer certifications. The Chief advised it is a "good idea" to have a "double check system" and agreed to work on what is requested.

- **ST51 Fencing around trailer and container**. Commissioner Baker displayed a drawing of the area where the fence will be placed. He advised we can use any fencing contractor not necessarily on the MRSC if the project is under $75,000.00.
  Commissioner Weiss asked if it was necessary to keep the container at ST51. The Chief Baker indicated the container will be used for extra storage and to hold past year's financial records.

EMS Report: TO Baker indicated Ray Eickmeyer EMS Director was unable to attend this meeting due to an appointment with the architects for the new EMS building. Chief Baker stated he will extend an invitation to Ray and the EMS staff to come to our Awards Banquet BBQ.

Assistant Chief's Report:
Kermit McClellan reported the banquet BBQ plans are coming along. He is hoping to start setting up the event on Monday evening. He noted Addie Richmond is helping find five students to help with cleaning up and bussing tables. The Board discussed offering punch or lemonade with the meal.

Training Officer Report: Raynor Baker
Commissioner Weiss commented on the August 17th combined drill with Chelan Fire & Rescue. TO Baker added the volunteers will be doing another combined drill in October using the new SCBA air packs and in November we will be participating on the live-burn drill for the Apple Cup building. He also indicated the two agencies will continue to do combined drills on a quarterly basis.

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

- Incidents
- Personnel and Training
- Recruitment & Retention
- Facilities and Equipment – Chief Baker went over the items on the surplus list with the Board. In addition to the list in his report, he would also like to add one Elliptical machine from ST52.
  Captain Glenn commented; we are in need of a new refrigerator for ST52.
  Assistant Chief McClellan commented he might know someone who could donate one to the station. Commissioner Baker Motioned to approve the surplus list, Commissioner Willoughby seconded, Motion passed unanimously.

Chief Baker advised the Board that the department will need to order more updated SCBA air packs near 2027. The new engine replacing E-51 will need to be outfitted with all new equipment as well. TO Baker added the need to have extra air packs for training drills and equipping T-52 and both B-52 & B-53 is necessary.

- Prevention
- RiverCom

The consensus of the Board is to attend Chelan Fire & Rescue – District 7 Special Meeting on September 18, 2024, at 5:00 pm.

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.
Chief Baker asked the Board of Commissioners if they had any information to share relating to the 2025 budget planning. Commissioner Weiss advised the Chief they discussed several topics but have nothing to share at this time. He advised the Executive Session will be cancelled.
Chief Baker noted, he will be doing performance evaluation before next Commissioner meeting set for October 9, 2024. Commissioner Weiss noted the meeting will start at 3:30 pm with an Executive Session for one hour.

Adjournment: Commissioner Weiss closed the meeting with no additional business before the Commissioners; the meeting adjourned 5:50 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
P.O. Box D Manson WA 98831-0438
mansonfire.org

Chiefs Report **September 11, 2024**

Incidents

71 Calls for service in the month of August; 46 within Fire District 5 and 25 out of District. Fire responded to 21 calls within District 5.

In District 5; 1 Unauthorized burning, 2 Smoke scare, 2 MVA with injuries, 1 CO alarm, 1 Authorized burning, 1 Power pole arcing, 1 False alarm, 1 Alarm system activation, 1 Detector activation, 2 Dispatch & cancelled, and 6 Assist EMS calls.

District 5 had 5 Mutual aid calls, 2 Brush-grass fire, 1 Wildland fire, 1 Alarm system activation, 1 Dispatched & cancelled.

EMS responded to 25 calls in District 5. 14 EMS Calls handled without Fire, 2 MVA with injuries, 2 Dispatched & cancelled, 6 with assistance of Fire.

Out of District 5; 12 EMS Calls, 2 MVA with injuries, and 6 Dispatched & Cancelled.

August Call Times;

Fire Call Processing was at 2:40, Arrival on scene at 13:01.
EMS Call Processing was at 2:17, Arrival on scene at 10:54.

Of the 46 dispatches in District 5, 27 calls were compliant to NFPA 1221, for call processing for 58.7%.

Of the 40 responses in District 5, 31 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 77.5%.

Personnel and Training

Training for the month of August consisted of;

8/6 Water Rescue – 17 attended

8/13 Combined drill with Chelan F&R, fire muster skills competition and dinner – 15 attended

8/19 OTEP: Thought bias and at-risk populations – 9 attended

8/20 Driving operations – 10 attended (Stayman Flats fire)

8/27 Search & Rescue; Large area search – 16 attended

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – A Zoom meeting organized by Paul on 8/20 with soils consultants and Mary from Ecology; good discussion with how to proceed. I reiterated the need to get moving on the Training Center, Austin Harper from Munson Engineers asked if he could engineer the elevations with the information from Kevin Shaw. All agreed, and he was going to get on it. Hoping this will get enough to start Batchelor moving dirt. Hoping to get another $50,000 in costs for the Training Center to be able to collect all the $100,000 grant from Chelan County, expiring 12/31/24.

Will start the process for reimbursement of our expenses on the Resident Quarters this next week. DOH asked for a good chunk of the design fee this month. We should be able to get more than $100,000 back from the Dept of Commerce this month.

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

RiverCom

A Board member had an issue with the sale and without an appraisal. They got a quick appraisal, and the price was about $100,000 less than market. Property closed, with no issues.

For many years and in recent months, there has been a lot of Board discussion over the makeup of voting members to the RiverCom Board. Legal council has put us to the 2007 Interlocal Agreement as the only valid agreement. Attempts to since 2018 to change the ILA, have never been ratified by the 4 governing bodies (2 County Commissions, City of Wenatchee and City of East Wenatchee) Wenatchee Valley Fire is pushing hard to have a Fire position as a permanent voting member. In a recent letter from the North Central WA Chiefs. An elected fire commissioner, and a county sheriff as voting members in addition to an EMS representative as an ex-officio non-voting member. The 2 county commissions approved a restructuring option, and the 2 cities voted it down. 2 to 2 tie.

Prevention

Fire Danger designation was moved down to Very High a couple weeks ago. Expect with a little more rain or cooler weather, the campfire ban will be removed.

Surplus Items

A few items sitting around that need to be surplus'd;
The old household clothes washer at Station-52
The Motorola base station radio from Station-51, RiverCom has requested to have it.
Miscellaneous radios and outdated pagers in the back storage room at Station-51.
There are 2 old desks at Station-51 that are not suitable for offices.
Need a motion from the Board to proceed.

August 2024 CURRENT CERTIFICATION REPORT

(Completed 9/5/2024)

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

In August we had some good training. August 6th, we held our summer water rescue training. We had 17 firefighters attend. We were able to blend our old Fortuna water rescue practices with our new boat operation and everyone got lots of practice on being towed and rescuing victims in the water. August 13th, we had a combined drill with Chelan at Station 71. We had 15 firefighters attend. This drill started with a competition between the two districts that was a lot of fun. We then had dinner and socialized. August 19th was EMS OTEP drill where we covered “Thought bias and as-risk

populations." We had 9 EMTs attend. We covered the topic, protocols and checklists, then moved and did some refresher training on HP CPR with the monitor carried on Aid 51. August 20th was the Stayman Flats fire where we had 6 firefighters' staff 3 trucks, so we had to switch drill up. We ended up doing apparatus driving then met up at the Elementary School and did some Tower Operations. This was great to get some of our less frequent operators and some soon to be operators some hands-on time with the Tower. August 27th, we did search and rescue for drill and had 16 firefighters attend. We held this drill at Kerm's storage units on Chase. We focused the drill on large area search where firefighters use a rope to keep oriented to the wall and tie into each other with their hose straps to span a larger area of search. The rope allows backup teams or RIT teams to get to the search crew quickly as well as allows the search crew to exit quickly when a victim is found.

Last month at the Commissioner meeting Kerm mentioned that driving signoffs have been slow. That has not been the case for me. Right now, we have 5 or 6 guys that are motivated and working hard to be drivers on the apparatus at their station, then other apparatus that fit them to drive. I always tell drivers who our driver instructors are (Chief, Kerm, Beau, Darrick and Myself) my feeling is that my office hours are working better for drivers than scheduling nights and weekends with the other driver instructors. Below in the report I broke out the driving I have done with firefighters in August from the one-on-ones, in the past I had this under the one-on-ones.

We have 18 firefighters who have received their Wildland Red Card so far. In August we had two more complete their training and physicals to receive their red card, Dan Weakly and Nathan McDowell. This puts us just 1 firefighter behind the 19 red carded firefighters we had in 2023 which was the most we have ever had.

In August I had spent a fair amount of time working on the onboarding documents of First Due and Fire Engineering. I think we are on schedule to have these up and running shortly. My plan for Fire Engineering that will replace Vector Solutions is to do a soft launch with our 4th quarter assignments in October. I'll keep the Vector Solutions assignments assigned but also assign a module in Fire Engineering so firefighters can get access and check out the platform before we go live January 1st.

Sims U Share training simulation program was approved at the last meeting, and I will start training on and rolling out to district trainings as will fit with the training we have scheduled. To start I plan to incorporate some size up and resource assignment training at our next officer meeting.

Testing:

Currently there is a Hazmat Awareness and Operations Course with IFSAC testing scheduled for September in Winthrop. I have two firefighters registered Beau Alanis and Briar Soliday. I also talked to the test proctor and will assist the testing as an evaluator. I hope as getting signed off as an evaluator to be able to know when tests are happening in the region to better get our guys through the certification process. Hazmat testing is the first step in the certification process. Completing Hazmat first doesn't start a year long clock like if Firefighter 1 & 2 are done first.

Online Training (Vector Solutions):

New Recruits Training modules consist of 33 modules: With our new firefighters added we now have 8 members assigned and 6 out of 264 completed. For a .02% completion rate. These new members have been working on their initial wildland courses first, due to the time of the year, as to why this training isn't currently being completed.

“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 aren’t able to hit strictly with Tuesday nights.

Currently for the 1st quarter assignments we have 21 members assigned and there are 4 training modules. Currently we have 53 modules completed out of 84 assigned for a completion rate of 63%. This percentage is down due to a firefighter resigning.

2nd Quarter we have 24 members assigned the quarterly training modules. For 2nd quarter there are 4 modules assigned. We have 43 modules complete out of 96 for a completion rate of 44%. This is up 2% from last month.

3rd Quarter we have 24 members assigned the quarterly training module. For 3rd quarter there are 3 modules assigned. We have 25 modules completed out of 72 for a completion rate of 34%. This is up 12% from last month.

Driver Training: In August

August 1st: B53 driver test and sign off for Lou Hazim- 2 hours

August 8th: E54 driver orientation for Lou Hazim- 1 hour

August 14th: E52 driver test and sign off for Doug Pinski- 2 hours

August 26th: B53 driver test and sign off for Brian Maas- 2 hours

August 27th: Aid 51 driver test and sign off for Brian Maas- 2 hours

One-on-ones: In August

August 9th: Initial Wildland hands-on and practice shelter deployment for Nathan McDowell- 2 hours

August 16th: Initial Wildland hands-on and practice shelter deployment for Dean Farmer- 2 hours

August 16th: Arduous physical test for Dean Farmer and Nathan McDowell. Medium Physical test or Dan Weakly. Dan Weakly practice shelter deployment- 2 hours

August 21st: Quarterly SCBA and SCBA proficiency for Brooks Pinski- 1 hour

Training Calendar:

September 3rd: Annual Driving Refresher

September 10th: Tower line extension

September 16th: OTEP “Are overdoses black and white?”

September 17th: District Banquet

September 23rd: Officer meeting

September 24th: Required Training Make-up

September 30th: 3rd Quarter Vector Solution Due

Recruitment & Retention:

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