

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 14, 2021
Regular Meeting of Commissioners

Commissioners Present: Dana Starkweather, Dan Baker and via Zoom Fred Weiss.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, and via Zoom Training Officer Karen Sergeant.

Call to Order: Commissioner Starkweather, called the meeting to order at 4:30 p.m. The Flag salute commenced.

Pension Board: Opened: 4:31pm. Closed 4:32 pm.

Public Comment: None

Minutes: The Meeting Minutes for the Regular meeting on August 10th were presented, Commissioner Weiss, Motioned to approve with sentence correction under the Financial Report, Commissioner Baker seconded; Motion passed unanimously.
The Workshop Meeting Minutes for August 25th were presented, Commissioner Baker, Motioned to approve Workshop Minutes, Commissioner Weiss seconded, Motion passed unanimously.

Financial Report: Chief Baker made a recommendation to transfer \$80,000.00 from our Investment account to our Expense account. Commissioner Baker, Motioned to approve funds transfer of \$ 80,000.00 from Investment account to Expense account, Commissioner Weiss seconded; Motion passed unanimously.

Approval of Invoices: Commissioner Baker, Motioned to affirm September Voucher FD51 in the amount of \$64,434.98, Commissioner Weiss seconded; Motion passed unanimously.
Commissioner Baker inquired when Chelan Community Health will cover the cost ST52 TV & Internet. Chief Baker confirmed he will be following up.

New Business:

- Conex Units (Live Fire Training)
Conex Depot- Steel Shipping Containers: (40' High Cube Wind / Water-Tight).
Chief Baker informed the Board there is currently a short supply for 40' containers and the few that are available are more costly. The consensus from the Board was to wait until first quarter of 2022 to see how pricing and availability looks at that time.

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Old Business:

- **Commissioners Workshop: 8-25-21**

Commissioner Weiss offered a couple of suggestions pertaining to a few of the Workshop topics, one being to create something like a “road-map” to help simplify Chief Bakers “*Excel Model*” spreadsheet. He recommended a shorter breakdown of cost/revenue projections, a more summarized forecast. Another recommendation was for the Commissioners to get together with the firefighter volunteers to hear feedback as to how they’re doing with their training.

Commissioner Starkweather mentioned he requested at last month Commissioners Workshop, the Officers to bring their ideas and training recommendation to this meeting. Commissioners discussed meeting with Officers on a quarterly basis, Chief Baker suggested meeting on a “Need” basis.

Commissioner Weiss closed with suggesting the department doing a radio PSA informing the community of our low representation of Hispanic volunteers.

- **Company Calendar:**

Snure Seminars-Webinar scheduled for October 20th (6:00 – 9:00 pm)

Commissioner Baker, suggested participating in the upcoming Webinar next month, the Board agreed.

Chief Baker mentioned the Fire Prevention Institute, scheduled at Campbell’s Resort October 18-22. The Chief reiterated the conference is represented by The Washington State Association of Fire Marshals, along with State Fire Marshals office and few other organizations, focusing on important prevention and strategies facing fire officials.

- **Station 52 Bay Addition – Update**

Chief Baker reviewed the few things left for Cascade Construction to finalize work at Station 52. The date for completion has been pushed back as the overhead door is currently backordered. They are projecting to complete work by end of November or mid-December. The Chief concluded the electrical needs to be finished along with some concrete work on the front/back side of the building.

- **Station 52 Irrigation**

Chief Baker reiterated he will be setting some time aside as the weather is now much cooler to start the irrigation project.

- **Pre-Fire Plans:** The Chief noted Wayne Worzella is working on the wildland home assessments-Mobil Mapping and should be wrapping up Ivan Morse Road.

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- **Policy Updates:**

Chief Baker briefed the Board on the lengthy policy he is now reviewing, regarding (HIPAA) Health Insurance Portability and Accountability Act policy/procedure. Snure Law offices recently revised current policy, the Chief indicated there are multiple documents to work through and hopes to have a draft for the Commissioners soon.

Commissioner Starkweather commented on Officer Nick Glenn's suggestion for a (Standard Operating Procedure) policy. Nick suggested creating a handbook that will give volunteers the departments current operating guidelines. Chief Baker has some ideas on how we can get that started and put into volunteer hands.

Commissioner Baker inquired about an Operator-Training check list for engine Tower 51. The Chief indicated we have another firefighter who is starting to train on TW-51 aerial. The Chief and Commissioner Baker discussed following up with Lincoln County, Oregon fire department regarding their Aerial operator qualification guide.

EF Recovery:

Chief Baker emphasized we are working on the new Resolution for EF Recovery agreement. He indicated we will be implementing the rate table from Washington Fire Chiefs website.

EMS Report:

Chief Baker announced he and Ray Eickmeyer, EMS Director for Lake Chelan Health spoke about the potential opportunity to work together on a new grant proposal. This grant would encompass building a resident quarters at Station 52. Grant requirements would need to include a third agency and Chief Baker has spoken with Colville Tribe. There is a short window to prepare and submit.

The Chief suspects the FEMA Grant for the interface fire engine we have been waiting to hear about, have finished awarding for this year's submissions. It looks at this time we will not be receiving this award.

Training Officer Report: Karen Sergeant

***Additional Discussion**

Karen stipulated the firefighter count is at thirty-three currently. She concluded they are all trying to finish courses relating to (live burns) so they can partake in the upcoming fire-drills.

Assistant Chief's Report: Kermit McClellan-None

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Chiefs Report:

***Additional Discussion for Chiefs Report**

Commissioner Starkweather thanked the members that came out on Saturday morning for the 911 Memorial event. He stated there was a large community turnout. He was quite impressed with how Tower-51 displayed the American Flag. He indicated the department had 6-7 firefighters present. The Board had a brief discussion if Manson Blvd should have been closed during the ceremony. Chief Baker asked if the street should be closed or open in the future? Commissioner Starkweather agreed and suggested closing the road for other events as well; Memorial Day, Veteran's Day to mention a couple. The Chief suggested the American Legion make that request with the County for future road closures.

The Board agreed how the 911 Memorial was nice for the community and it is important to keep honoring and paying tribute year after year. Commissioner Baker added, it was nice to see the Manson School students be involved and how some participated in the bell ringing.

Public Comment: None

Adjournment: Commissioner Starkweather closed the meeting with no additional business before the Commissioners; the meeting adjourned 5:40 pm.

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

P.O. Box D Manson WA 98831-0438

mansonfire.org

Chiefs Report

September 14, 2021

Incidents

43 Calls for service in the month of August; 33 within Fire District 5 and 10 out of the District. Fire responded to 14 calls within District 5, 6 out of District 5.

In District 5; 1 Arcing electrical equipment (arcing overhead transformer), 1 No incident found on arrival, 1 Natural vegetation fire, other (bird electrocuted in a transformer that started a smoldering grass fire, 2 MVAs without injuries, 1 Smoke alarm malfunction, 1 cultivated orchard fire (small burn), 1 Power line down, 2 Dispatched & cancelled enroute, 1 Grass fire (workers near the Deepwater Convenience store), 3 Assist EMS.

Out of District 5; 1 Forest wildland fire, 1 Brush-grass fires, 1 No incident found on arrival, 3 Dispatched & cancelled.

EMS responded to 22 medical calls in District 5. 18 Calls EMS handled without Fire, 2 MVA with no injuries, 1 Dispatched & cancelled, and 3 with assistance of Fire.

Out of District 5; 4 Medical calls.

August Call Times;

Fire Call Processing was at 1:55, Arrival on scene at 8:08.

EMS Call Processing was at 1:47, Arrival on scene at 12:05.

Of the 33 dispatches in District 5, 23 calls were compliant to NFPA 1221, for call processing for 70%.

Of the 30 responses in District 5, 23 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 76.7%.

Personnel and Training

Training in August consisted Tower operations, Engine operation (hydrant-pump-attack commercial, transitional attack), Medical OTEP (Respiratory Big 3 module), Rig checks, and an officer meeting.

Recruitment & Retention

Our 4 recruits are participating in drill, some are working through Vector Solutions online modules. No new recruits have inquired.

Facilities and Equipment

Building Addition – Last I looked in the room, finish electrical, door hardware, and exterior concrete work yet to do. I was contacted by Bruce that their overhead door vendor is on backorder. This is an uncontrollable event. The expected delivery of the door is around the end of November to mid-December. I asked Bruce to cover the doorway with plastic to keep the fall leaves out.

Burn Box Facilities – As I reached out to get pricing for Conex boxes before last month's Workshop, learned that they are not building Conex boxes currently, due to Covid impacts. I asked what had happened to pricing, it had gone up 80% in the last year as the overstock of used boxes has diminished. Expecting the cost to continue to climb as volume continues to fall.

I have this on the agenda for discussion as we can receive the boxes we intended to buy later and store them on our property.

RiverCom

The Board has faced new challenges in our management team. On the 15th of September's meeting we will look at reorganization of the manager positions. Even with the acceptance of the Guild contract, it has had little change in the atmosphere of the work environment. I would be glad to share more after the 15th as the consensus of the Board is that these changes will be very positive.

Prevention

Pre-fire Plans – Wayne has completed most of Ivan Morse Rd. He was out of vacation from around to 20th of August till after my medical leave began. So not much progress since last month, be getting one area near complete.

AUGUST TRAINING REPORT

(Completed 9/9/2021)

TITLE	IFSAC	2021 GOAL	NFPA NON-CERTIFIED	NWCG	MEDICAL
Firefighter 1	6	8	1		
Firefighter 2	7	7	1		
Hazmat Operations	13	15	1		
Officer 1	2	2			
Officer 2	1	1			
Instructor 1	7	7		1	
Instructor 2	0	1			
Wildland FFT2		8		10	
Wildland FFT1		10		1, 4 - AGY	
Engine Boss		2		2	
EMT		12			11
EMT Instructor/Evaluator		2			2
Fire Inspector 1	1	1			
Public Information Officer				1	

Red = New Certifications

Number of Chelan Fire District #5 Firefighters = **33**

TESTING

On July 28th at Station 11 in Wenatchee, Aaron Richmond took the IFSAC written test for FF1, and Nick Glenn took the written test for IFSAC Officer 1. They both passed the written tests with very good scores. Next in the process will be to prepare and send them to their respective practical tests. There will be potential practical test for FF1 this Fall after the CCFD #1 Academy completion. I will be working with Dale Hille and the Region 6 Training Council to see about setting up practical tests for Officer 1 and any other needed practical tests for our members. For the past few years, there have been several opportunities for taking the IFSAC written tests for any of the certifications that are offered. Another open written testing session is being offered in Yakima on Friday, October 1 at 1000 hrs. Being offered on a weekday in the morning makes it more difficult for our firefighters to attend, but there may be some who would be able to make it. I sent out the information to our firefighters for them to decide if this testing opportunity works with their schedules.

ONLINE TRAINING

Assigning the Vector Solutions courses to assist personnel to prepare for the IFSAC written tests for Firefighter 1, HazMat Awareness/Operations, Officer 1, Officer 2, and

Apparatus Driver/Operator will continue. Four of the 5 new firefighters are actively engaged in completing the online courses to prepare them for live fire scenarios, wildland fires and NIMS command protocol courses. I will be working with the fifth firefighter to get him motivated to complete these initial courses.

TRAINING

To mitigate the spread of COVID, especially the Delta variant, the department has paused the Monday night drills for a couple of weeks. The firefighters are being encouraged to meet in small groups and train on the engines and with other equipment. They should follow COVID protocols when meeting in these small groups.

RECRUITMENT & RETENTION

We had a firefighter, who was on a sabbatical from the department, return to us last month. Javier Ascanio returned from Texas where he finished his college degree in physical therapy. He also completed the requirements to be a nationally certified EMT and has his Washington State EMT credentials as well. Javier will be a great asset to our department, and we welcome him back!

Attachment A

NEW FF ONLINE COURSES	EFF CHAPTER #	DATE COMPLETED				WAC 296-305		
		Brian M.	Dan W.	John F.	David F.			
ICS-100 (FEMA) ¹	27							
ICS-200 (FEMA) ¹	27							
ICS-700 (FEMA) ¹	27							
ICS-800 (FEMA) ¹	27							
NWCG L-180 ²	17							07010-07019
NWCG S-130 ²	17							07010-07019
NWCG S-190 ²	17							07010-07019
FF Orientation & Safety (VS)	1							
FF PPE (VS)	6							WAC 296-842 & 04001
SCBA (VS)	6							WAC 296-842 & 04001
General First Aid Part 1 (VS)	23							02501
General First Aid Part 2 (VS)	23							02501
Bloodborne Pathogens (VS)	1							02501
Hearing Conservation (VS)	2							WAC 296-817 & 02004
NFPA 1500 Hazard Comm. (VS)	1							WAC 296-800-170
Asbestos Awareness (VS)	16							WAC 296-62-07722(5)
NFPA 1001 Loss Control (VS)	15							05000 & 05002
NFPA 1500 Confined Space Entry(VS)	17							05004 & 296-809
NFPA 1001 Fire Hose (VS)	12							
NFPA 1001 Fire Streams (VS)	13							
NFPA 1001 Ground Ladders (VS)	8							
NFPA Adv. HAZWOPER Pt. 1 (VS)	24							296-824
NFPA Adv. HAZWOPER Pt. 2 (VS)	24							296-824
NFPA Adv. HAZWOPER Pt. 3 (VS)	24							296-824
NFPA 1500 Driving Safety	2							
1 = FEMA EMI Website https://training.fema.gov/is								
2 = NWCG Website https://onlinetraining.nwcg.gov/								
(VS) = Vector Solutions https://vectorsolutions.com/login								