



MINUTES
Chelan Fire and Rescue
Commissioners Regular Meeting
Wednesday, July 8, 2015 at 4:00 P.M.
232 East Wapato, Chelan, WA



Commissioners in attendance: Tom Peters, Robert Gervais and Rick Nedrow

Staff in attendance: Fire Chief Timothy Lemon, Captain Patrick Moore and District Secretary Carol Kibler

Others in attendance: see sign in sheet

Regular Meeting Call to order: Chairman Nedrow called the meeting to order and announced the Flag Salute.

Approve Agenda: Chairman Nedrow **MOTIONED** to **APPROVE** the agenda as submitted, Commissioner Gervais seconded, and the motion was unanimous.

Public Comment: none

Consent Agenda: Chairman Nedrow **MOTIONED** to **APPROVE** the consent agenda as submitted, Commissioner Gervais seconded, and the motion was unanimous.

- Revenue and Expenditure Report: May 2015
- Payroll: \$119,338.46 June 2015 paid 07-05-2015
- Vouchers for General Account: Voucher #62015001 through #62015010 for \$2,474.96; Voucher #62015020 through #62015036 for \$10,167.67; Voucher #62015037 through #62015050 for \$5,503.37;
- Vouchers for Capital Account: Voucher #2015601 through #2015604 for \$5,850.85; Vouchers #2015605 through #2015605 for \$816.60; Vouchers #2015609 for \$1,049.93.
- Minutes: June 10, 2015

Fire Chief Report

- Chief Lemon reported on the recent prohibiting of fireworks and open flame in Chelan County. The County Commissioners passed an ordinance identifying Chelan County as a High Fire Danger. The ordinance places in motion a number of safety considerations to minimize the risk of wildland fires which include prohibiting the discharge of fireworks, use of outdoor open flame fires and activities in high fire danger area etc... The restrictions were well received by the community and visitors over the 4th of July holiday weekend. We had one smoke investigation and one illegal camp fire out of 32 emergency calls for service over the 4th of July holiday weekend.
- Chief Lemon reported we are waiting on FCC for approval of the Green Nob repeater. The licensing has been paid for.
- Chief Lemon reported that we are still waiting to hear on the AFG and SAFER grants.



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2015 Objectives update:

- Chief Lemon reported we purchased 1500 feet of wildland hose (1000 feet of one inch and 500 feet of two inch), it has arrived, has been acceptance tested and placed in service.
- The purchase of additional Physical Training equipment is forthcoming.
- We have purchased the portable vehicle exhaust system for Station 74 apparatus maintenance area.
- Tender 75 is stocked and equipment and has been placed in service at Station 75.
- Chief Lemon reported we have submitted information to Washington Survey & Rating Bureau (WSRB) requesting tender credits. We also have asked the WSRB to review our last rating and provide feedback on areas we can make improvements to further reduce our fire ratings.
- Chief Lemon reported we continue to work tactical response plans for those multifamily/buildings we don't have them for.
- Carol Kibler has received computer quotes for the Bullpen computers and will be reviewing them next week.
- Station 71 doorbell repairs and parking lot pavement coating jobs have been awarded and are being scheduled.
- Chief Lemon reported that the Station 73 cistern pump is on hold pending the bathroom project. A rough estimate to install a bathroom at Station 73 is around 5 to 6 thousand dollars. The Board of Fire Commissioners agreed to send the project out for quotes.
- Chief Lemon reported that the volunteer recruitment was managed by Captain Moore and he did a fantastic job!
- Chief Lemon reported the apparatus committee will be meeting soon to review the fleet. Nothing has been done on a grant to replace the ladder truck.
- Chief Lemon is in review of the SOG's and has completed the general section and is reading the administrative section.
- Fire Life and Safety Inspections are continuing to be scheduled and completed. Some contacts are not responding to phone messages, we attempt three calls then set them aside and move forward.



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- Chief Lemon reported he has been working with the City regarding contractual services for fire suppression for City owned properties.
- Chief Lemon reported we are receiving quotes for station 71 down stairs floor replacement.
- Chief Lemon reported the apparatus lift system is on hold pending the over-all cost of the other projects.

Chief Lemon reported that North Central Washington Fire Chief and Commissioner Association has been working with Chelan PUD in implementing a county wide contract for fire suppression efforts. Chelan PUD agrees to count power poles and buildings, charging the standard rate per thousand. Discussion is being held on the PUD substations, and how to add those into the contract and what amount to charge. The contract will be re-evaluated every 5 years and new poles and buildings would be added annually. The contract also states the PUD will pay no less than \$2,000 for fire protection to any single department.

- **Staff** - Chief Lemon reported career and volunteer staff are healthy.
- **Facilities** – All are operational.
- **Apparatus** – The old Tender 75 has been re-outfitted and is in Union Valley at Station 73 as Tender 73. Brush 73 has been moved to Station 71 and will be operating out of Station 71 for the summer. Marine 71 has been repaired and no longer is leaking air.
- **Emergency Response Report**- Chief Lemon referred to the Emergency Response Report and discussed the Wenatchee Sleepy Hollow incident.

Chief Lemon informed The Board of Fire Commissioners of the funds we will recover for our fire suppression efforts during recent State Mobilizations that include Cold Springs Fire above Azwell Dam, North 6 Fire in Withrow/Mansfield and the Sleepy Hollow Fire in Wenatchee.

Over the 4th of July holiday weekend we had no fires in our district, we ran more calls this weekend than Memorial Day weekend. Total responses were 32 for the weekend.

A discussion was held regarding the overlapping calls and the percentages. Chief Lemon clarified the information and stated that over the years we have improved response times and we continue to look for ways to maintain and reduce them. But, the reality is, to improve response times we need to have personnel at the stations ready to respond to calls. Our outlying stations do not have the facilities needed to accommodate personnel throughout a shift and/or overnight. The typical staffing programs that you would see are sleeper programs, (current volunteers pull duty at the stations) resident firefighter programs, (volunteers that live at the stations) seasonal employees and full time employees.



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Training:

- Captain Moore reported on a few classes over the last month; three members attended the Basic Fire Investigator course in Leavenworth. A Rope Technician course was hosted by CFR. Members participated in a joint rope training class with CCSO and Cascade Ambulance held in Stehekin.
- Jerry Lopez and Pete Van Lunsen will be graduating from the Washington State Fire Academy July 24, 2015 in Burien.
- Captain Moore recently attended the National Fire Academy, it was an excellent class and he brought back some techniques to share with his peers.
- Captain Moore reported June training hours logged in at 1373 and total of 106 classes offered.
- **Live fire training props update:** Captain Moore reported the training prop is being built at station 74 and the finish date is estimated for the end of September. Captain Moore stated the project is under budget.
- Captain Moore has 7 individuals signed up for the fall EMT academy.
- Captain Moore stated a Structural Tactics class is scheduled for this fall.
- Captain Moore stated he has a number of individuals interested in a rescue swimmer course and he may be putting one on later this summer.

Commissioner Peters complimented Captain Moore regarding the rope training with other agencies. He likes the idea of an interagency training group; Forest Service, Fire 5 and CCSO.

Commissioner Peters inquired about the officers that are not compliant with NIMS and other training standards; he wanted to know what we are doing about it. Captain Moore stated he is continuing to encourage them and provide them reminders.

Chief Lemon stated he is aware of the training standards and which officers have fallen behind and are having a difficult time meeting them. Chief Lemon reminded The Board of Fire Commissioners that these individuals have jobs, families and other interests outside the fire service. We work with them to maintain a healthy balance. Certain times of the year they are busier and don't have as much time to give. We have invested in these folks as they are invested in the department and community, if we push too hard we may lose them all together. The information in the reports are numbers on a piece of paper and do not clearly represent what these individuals have given to this department. We need to remember the human side of the equation. Over all the volunteers are doing a good job.



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Commissioner Peters stated surplus funds left over from building of the live fire props should not be spent and should be used to make up the overages in the training budget.

Captain Moore stated his budget is not over, that line items may be over, but the over-all budget is not.

Chief Lemon stated most training classes take place at the beginning of the year so the training budget may look overspent at this time of the year because the percentages don't align with the averages. Most of our training expenses have already taken place for the year. The training budget, as a whole, still has 19% in it; there are a few expenditures that need to be aligned into the right line items to better represent the line-item expenditures.

Commissioner Gervais stated he appreciates Captain Moore's work on the fire props.

Firefighters Association Report:

- Dan Wright reported the next meeting is next week and the committee has been working on updating the by-laws.
- Marcia Holmdahl sent out an email to encourage volunteers in attending the association meetings.
- The Auxiliary had a meeting this last week and lots of ideas on fund raising were discussed. The group is going to participate at Thursday's Riverwalk farmers market.

Commissioner Gervais complimented the association on a job well done and thanked them for their efforts and time.

Unfinished Business: none

New Business:

- **Succession Planning:** Commissioner Peters asked the other two board members about succession planning. Commissioner Gervais and Nedrow agreed to discuss succession planning as part of the Long Range Planning session. Commissioner Nedrow suggested the newly elected Commissioner Russ Jones be involved.



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Special Event:

- **Fire Academy Graduation** - July 24, 2015 in Burien at 10:00 a.m.
- **NCWFC meeting** - July 22, 2015 in Leavenworth: Commissioner Peters and Gervais will attend with Chief Lemon.
- **KOZI radio Thursday interview** – Commissioner Peters will attend with Chief Lemon tomorrow morning.

Executive Session: None

Adjournment: There being no more business before the board the meeting closed at 16:57.

Chelan County Fire District 7 Commissioner:

Rick Nedrow, Chairman

Tom Peters, Commissioner

Robert Gervais, Commissioner

Attest: Carol Kibler, Secretary