



MINUTES
Chelan Fire and Rescue
Commissioners Regular Meeting
Wednesday, October 14, 2015 at 4:00 P.M.
232 East Wapato, Chelan, WA



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

Staff in attendance: Tim Lemon, Carol Kibler, Patrick Moore.

Others in attendance: see sign in sheet

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

Approve Agenda: Commissioner Peters **MOTIONED to APPROVE** the agenda as submitted Commissioner Gervais second the motion.

Public Comment: none

Consent Agenda: Commissioner Gervais **MOTIONED to APPROVE** the consent agenda as submitted Commissioner Peters second the motion.

- Revenue and Expenditure Report: August 2015
- Payroll: \$129,256.61 September 2015 Paid 10-05-2015
- Vouchers for General Account: Voucher #82015001 through #92015012 for \$28,347.72; Voucher #82015022 through #92015034 for \$7,388.64; Voucher #9201505 through #92015047 for \$54650.84; Voucher #92015048 through #92015056 for \$1,446.23.
- Vouchers for Capital Account: Voucher #2015901 for \$496.60; Voucher #2015902 for \$4,641.78; Voucher #2015903 through 2015906 for \$4,903.85.
- Minutes: August 12, 2015

Fire Chief Report:

- **2015 Goals and Objectives by Quarterly Priority:** Chief Lemon forward the objectives document to the commissioners in an email for them to review.
- We received PT equipment quotes and are moving forward to order. The quote came in \$1,000 less than expected.
- Station 71 door bell, the company withdrew their quote we are back at ground zero.
- Commissioner Peters inquired about the timeline of completing the training facility in last month meeting minutes it states a October date. Capt. Moore stated due to the iron needed to be completed and is behind schedule the project should be completed by first week of December 2015.
- **Personnel (Career/Volunteer):** Chief Lemon announced Andy Gavin is going through the application process and Tyler Brankamp resigned and moved out of the area.

- Chief Lemon reported the City of Chelan is working on federal grants for the airport needed projects.
- LT Woods has set preventive maintenance plan for the radios. The radio's will be flashed over to incorporate the new tactical channels and should be in operation by next month.
- We have nothing to report on the grants at this time.
- We are continuing to link the district maps together. Faye Barker has been instrumental in the project. Commissioner Peters would like to see the finished product. We will present the maps in an informal presentation after a commissioners meeting next month. .
- **Facilities:** nothing to report



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- Chief Lemon reported he met with a group of people who are interested in building a fire station in the Bear Mountain, Hawks Meadow area (zone 77). Chief Lemon stated the group's interests are to improve services and insurance ratings for the area. This was an informal meeting and only information seeking.
- **Apparatus:** Chief Lemon reported the trucks are scheduled this week for their annual pump testing. The two USFS (surplus) brush trucks are being gone through, serviced and outfitted with equipment, each truck will need a set of new tires.
- Brush 71 has been repaired and needs a couple more parts that Mechanic Goyne will replace. We have not received any information from Ford on why the truck caught fire and failed.
- Washington Fire Commissioner conference is scheduled for October 21-24 in Tulalip, Commissioner Peters, Chief Lemon and Elect Commissioner Jones will be in attendance.
- Veteran's parade scheduled for November 11, 2015 Capt. Moore is organizing a barbeque at station 71 for after the parade.
- KOZI radio interviews – Chief Lemon and Commissioner Nedrow will interview on the radio Thursday morning at 8:00 a.m. Commissioner Gervais is scheduled for November and Commissioner Peters is scheduled for December.
- **Training:** Capt. Moore reported that the containers are joined together and the iron contractors are continuing to fabricate. The car fire props are staged and should be completed in November. The project should be completed by the first week in December 2015. Commissioner Gervais would like see a training once the facility is completed.
- Currently the EMT class is in session and we have 8 individuals participating.
- The 2015 Structural academy is in session and 8 individuals are participating.
- We are hosting the NFA Decision Making for initial Company Operations November 7, 2015 currently we have 30 individuals signed up to attend and they are from all over the state.
- Capt. Moore has scheduled training time with Lt. Woods for the transition into the training position January 1, 2016.

Firefighters Association Report: Dan Wright reported the auxiliary will be presenting funds to Chelan Valley Hope tomorrow at 10:00 at station 71. Windermere and My Chelan Vacations were instrumental in sponsoring the Gala efforts. GoLakeChelan and Lake Chelan Mirror have been invited for media coverage. The Auxiliary participated in the Harvest Festival selling t-shirts and hats. The Auxiliary is working on a 2016 calendar filled with Chelan Complex fire pictures the calendar will be sold at various businesses in Chelan.

Veterans Day parade meeting is scheduled for Tuesday, October 20, 2015 at 10:00 a.m. here at station 71.

The association approved \$500 for purchasing Halloween candy.

Marcia Holmdahl reported the association is struggling on getting participation at the meetings.

Marcia said it was difficult to make decisions without a core of participants. They have been thinking of innovative ways to get the members to come to the meetings.



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Capt. Moore reported that the Veterans Day Barbeque will take place at station 71 after the parade we will serve the traditional hamburger and hot dogs. Veterans, Police and EMS personnel will be feed for free and the public can donate \$5 to eat. The funds will go to VFW. We also will sell t-shirts and those funds will go to the VFW as well. Media has been sent the information.

Unfinished Business

- **Volunteer Compensation:** Commissioner Peters handed the commissioners and chief a matrix spreadsheet of the wage and benefit information he had gathered from comparable fire districts. Commissioner Peters explained the matrix of each column and focused on the volunteer compensation and benefits.
- Commissioner Peters found each fire department had different ways of paying volunteers. Commissioner Peters had no recommendations and wanted the chief and commissioners to absorb the information and discuss at a later date. There was discussion regarding stipends, points and hourly pay. Discussed lateral pay steps between officers, firefighters and support and the different ways other departments manage their program. There was discussion regarding the FLSA elements and hourly wages.
- Chairman Nedrow thanked Commissioner Peters for his hard work on gathering the information and suggested having a session in review of the wage and benefits matrix later in the year.
- Commissioner Peters would like to review the information in January.

New Business:

- **2016 Budget DRAFT:** Chief Lemon stated he gave the commissioners the budget memo for review and that a budget workshop should be scheduled sometime before the November meeting. Chief Lemon reviewed the memo discussing the general fund perpetual costs and the beginning carry over anticipated funds. The district health insurance will not increase in 2016. The district will have election expenses this year estimated at \$1,500 discussed the consideration of funding helicopter operations and putting some aside. The CPI chart was attached for review. Under Fleet repair we aren't anticipating major engine repair so the budget line item decreased. Enclosed in the budget packet was the budget comparison drafted from our BIAS program. Also attached was the budget spreadsheet with percentages developed by Commissioner Peters.
- Budget workshop was scheduled for 9:00 Wednesday, November 4, 2015 at station 71.
- **2015 Stipend Program:** Chief Lemon reported that \$7,266.38 would fund the paid on call staff to the end of the year. The funds allow one individual to pull shift.
- Chairman Nedrow **MOTIONED to APPROVE** the paid on call position to remain until the end of the year commissioner Gervais second the motion was unanimous.
- Commissioner Peters commented on an email regarding the paid on call position he received from chief. Commissioner Peters did not agree with the statement "additional 430 man hours speak for itself" Commissioners Peters needed to know what happens in those 430 man hours.



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- Commissioner Peters compliment everyone who responded to his questions in the email and stated there is real passion in their answers and the benefits we receive come through when we respond to incidents in our community. Commissioner Peters commented he didn't understand why we don't have a program or someone who can sign or certify learned or trained subjects for our stipend shift personnel. We should be in review of a program or at least be looking at bettering the program.
- **SOG 101 Revision:** The SOG is an addition section 15 it states "daily briefings may be combined to 2 (two) briefings that would count as one compensation claim".
- Commissioner Peters **MOTIONED to APPROVE** the SOG 101 Revision as submitted Commissioner Gervais second the motion was unanimous.

Special Event: nothing to report

Executive Session: RCW 42.30.140 for the purpose of collective bargaining.

Chairman Nedrow announced the executive session would be no more than 15 minutes starting at 5:05. The board returned from executive session at 5:25 and no action was taken.

Board for Volunteer Firefighters:

- Accident Report: the board review the report on Jordan Andrews and Chairman Nedrow signed as submitted.
- Invoice: The board reviewed the invoice for LCCH regarding Jordan Andrews and approved as submitted.

Commissioner Peters requested the November meeting be changed to Tuesday November 10th, 2015. Chairman Nedrow **MOTIONED to APPROVE** the meeting change to Tuesday November 10, 2015 at 4:00 p.m. Commissioner Gervais second the motion was unanimous.

Adjournment: there being no more business before the board the meeting closed at 5:30 p.m.

Chelan County Fire District 7 Commissioner:

Rick Nedrow, Chairman

Tom Peters, Commissioner

Robert Gervais, Commissioner

Attest: Carol Kibler, Secretary