



MINUTES
Chelan Fire and Rescue
Wednesday, September 12, 2018 at 5:30 P.M.
232 East Wapato, Chelan, WA



Commissioners in Attendance: Russ Jones, Phil Moller and Jay Witherbee

Staff in Attendance: Fire Chief Timothy Lemon, Deputy Chief Mark Donnell, Assistant Chief Brandon Asher and District Secretary Carol Kibler

Others in Attendance: see sign in sheet.

Chairman Jones announced the Flag Salute and called the regular meeting to order at 5:30 p.m.

Approve Agenda: A Motion was made to approve the agenda as submitted, the motion passed.

Chairman Jones asked if the public liked the time the commissioners meeting are at. A couple liked earlier time and one said they liked 5:30 p.m.

Public Comment:

Lisa Garvich

Consent Agenda: A motion was made to approve the consent agenda, the motion passed.

- Revenue and Expenditure Report: July 2018
- Payroll: \$173,315.69 August 1-31, 2018 Paid: 09-05-2018
- Vouchers for August General Account: Vouchers #18237 – 18245 for \$3,521.77; Vouchers #18256 – 18271 for \$32,136.15; Vouchers #18272 – 18291 for \$13,111.47; Vouchers #18292 – 18298 for \$4,334.64; Vouchers #18299 – 18316 for \$8,364.11
- Vouchers for August Capital Account: Vouchers #17068 for \$4,055.66; Vouchers #17069-17073 for \$5,096.34; Vouchers #17074 - 17077 for \$36,741.08
- Minutes: August 6 and 8 2018

Fire Chief Report:

2018 Budget / Emergency Response Report / Facilities/Apparatus/Equipment

Chief Lemon reported the overall budget is on track with a few highlighted items. \$100,000 in revenue has been transferred from the General Fund to the Capital Investment Fund. With the departure of four of our employees we will be paying out about \$14,000 to cover annual leave and comp time buy back as required by state law.

The new staff pick-up truck is in service and assigned to Chief 702.

Wildland fire response to State Mobe Fires are estimated to have generated about \$65,400. \$41,000 covers the apparatus cost and \$24,400 covers the personnel cost. These revenues should be coming in over the next couple months.



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August emergency responses were 118, 12% above where we were last year at this time. Chief Lemon estimates we will end the year at about 8% above last year's call volume. Major incidents for the month of August included the Cougar Creek Fire in Entiat, ten other brush fires that were contained and extinguished, one house fire in Manson, three vehicles fires, seven motor vehicle accidents with injuries and one fuel spill from a sinking boat. More recently CFR responded to a semi-truck accident on McNeil Canyon Road with Douglas County Fire Protection District's 4 and 5. The semi had rolled over trapping the driver in the wreckage. CFR was assigned as the Rescue Group and was tasked with extricating the patient. Extrication took three hours and fifteen minutes. The patient was flown to Central Washington Hospital and is in critical condition.

No facilities issues to report this month.

Brush 75 is back in service after having the engine replaced at a cost of around \$18,000. The rest of the fleet is healthy and operational.

Chief Lemon and Deputy Chief Donnell met with Senator Brad Hawkins today to discuss the Washington State Fire Chief's and Commissioner's top legislative concern.

We were turned down for the third time for a FEMA AFG grant to replace our Ladder Truck.

Deputy Chief Operations Report: Operations / Fire Prevention / Public Education / Career Staff

Chief Donnell reported operationally the four firefighters that resigned all found other jobs and are working for South Snohomish County Fire. We have found five individuals within our volunteer ranks to fill the SAFER Grant positions until the end of the year. The five will start a mini fire academy on Monday September 17, 2018 for a week to cover orientation and evaluations of their current skills. We will have a void in stipend shift coverage because the individuals we hired had been working those shifts.

CFR has a one day special extrication training class scheduled for Saturday the 22nd at station 74, it will include a vendor demo for rescue tools.

The P.I.O. (Public Information Officer) work done this last month by Lisa Garvich and her team was a tremendous help in public education and getting information out.

Members of CFR participated in the August 19, 2018 Morgan Elementary school fair and Sparky was a great hit at the Chelan County Fair this past week. The 9-11 ceremony in Cashmere was well attended by members of CFR.



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Assistance Chief of Volunteer Services: Volunteer Recruitment and Training / Volunteer Staff / Explores/Junior Firefighters.

Chief Asher reported he continues to work on retention and increase involvement with our volunteer firefighters to include encouraging members to sign up for stipend shifts.

We have nine new recruits going through the application process: Four for Chelan Fire and Rescue, four for Douglas County fire Protection District 4 and one for Chelan County Fire Protection District 8.

Chief Asher met with Kurt Blanchard to discuss the idea and get information regarding the Explorer/Cadet Program. Assistant Chief Asher has also met with the Assistant Principal of the Chelan High School regarding recruitment of students for the program. All three fire departments will be working together on this program also.

Firefighters Association Report:

President Dan Crandall reported an ending balance of \$27,822. They approved a purchase of a new banner for the association. They also approved the purchase of rescue airbags.

The association contributed to two different individuals who had house fires within the last couple months along with purchasing of seven additional Wal-Mart gift cards to be used for the victim of emergencies.

The association participated in the Windermere Sup Cup and purchased fuel for Steve Garvich's boat. Steve provided a safety boat for the event at no cost.

The association will be participating in the Merlot and Mahogany event in October with an informational booth.

The association approved the purchase of a vehicle cover for the parade truck. The parade truck is currently stored at Station 74.

The association brought two cakes as a farewell and thank you to the four firefighters that were leaving.

President Crandall reported attending the 9-11 memorial in Cashmere and stated it was a moving ceremony. The association has donated funds in the past to the memorial.

The association will be participating in the December festival of trees. The tree will be decorated and auctioned off, all donations will go to Thrive Chelan Valley.

President Crandall reported the association will cater the Sept 26, 2018 Chief and Commissioner dinner meeting at station 71.



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Executive Session: RCW 42.30.110(1)(f), RCW 42.30.140 and RCW42.30.110(1)(c).

Chairman Jones announced the commissioners and Chief Lemon will go into Executive Session RCW 42.30.110(1)(f), RCW 42.30.140 and RCW42.30.110(1)(c) for 20 minutes starting at 5:55 p.m.

Chairman Jones announced no action taken and closed the executive session at 6:15 p.m.

Chairman Jones opened the regular meeting at 6:15 p.m.

Promotion Badge Pinning / New Firefighter Badge Pinning followed by a short break for photos, cake and coffee.

Chief Donnell announced the following temporary Safer Grant Firefighters who will start Monday, September 17, 2018:

- Jonathan Mendoza, was a Volunteer FF/EMT from Station 71, lives in Manson.
- Samantha Rains, was a Volunteer FF/EMT from Station 71, lives in Chelan.
- Sam Belsky, was a Volunteer FF from Station 71, lives on the North Shore.
- Hunter Newmiller, was a Volunteer FF from Station 71, lives in Chelan
- Austin Yancey, was a Volunteer FF from Station 74, lives in Pateros

Chief Lemon announced FF/EMT Tyee Zacher is promoted to Fire Lieutenant/EMT. Lt Zacher received his lieutenant badge which was pinned on by his wife and with the help of his two daughters.

Unfinished Business:

Annexation Issues: Chief Lemon reported the survey company is working on redrawing the boundaries for the annexation project.

New Business:

MOU for Hiring Full Time Temporary Firefighters: Chief Lemon presented the MOU between the district and Local 4816 waiving certain items of the collective bargaining agreement to allow for the hiring of the Temporary SAFER grant firefighters. **MOTION was made to approve the MOU as submitted, the MOTION passed UNANIMOUSLY.**

2018 Staffing Plan: Chief Lemon reported we selected the five Temporary SAFER Grant Firefighters and they will start Monday September 17, 2018 and their last day will be December 31, 2018.



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2019 Staffing Plan: Chief Lemon had forwarded the staffing proposal to the Board of Fire Commissioners for their review. Chief stated the proposal will retain the original six Firefighter/EMT positions and add a seventh position to relieve the overtime costs in covering Kelly hours, sick leave and annual leave hours anticipated to be used in the 2019 calendar year. The second option is to keep the six Firefighter/ EMT's and fill the position with volunteer stipends shifts and overtime as needed. The 2019 draft budget supports the seven Firefighter/EMT proposal. Chairman Jones stated hiring the one firefighter was a good option. Commissioner Moller stated he appreciated Chief Lemon sharpening his pencil and it was a good option.

Commissioner Moller asked if we will have funds to hire more firefighters in the future. Chief Lemon stated it would take about 2 years to increase the revenues enough to hire one more Fighters/EMT providing new construction stays on its current path. We do not rely on non-tax revenue to funds full time positions.

Commissioner Witherbee stated he wants to see a sustainable budget that ensures we can keep the seven Firefighter/EMT's. Commissioner Witherbee supports the seven Firefighter/EMT option. Chief Lemon stated the 2019 draft budget and future projections indicate this staffing plan is sustainable.

FEMA AFG Regional Grant for SCBA shared with Chelan Fire and Rescue, Chelan County Fire District 8 (Entiat) Douglas County Fire District 4 (Orondo) Chief Lemon reported we received notification we were granted \$829,000 to purchase new breathing apparatus. Douglas County Fire Protection District 4 (Orondo) and Chelan County Fire Protection District 8 (Entiat) are part of the regional grant.

Special Event:

- Washington Fire Commissioners Conference 10-24, 26, 27-2018, Yakima Convention Center; Commissioner Witherbee will be attending.
- Chelan/Douglas County Commissioner and Chiefs Association will meet Sept 26, 2018 at station 71 for a meeting and dinner.

Board for Volunteer Firefighters:

- **Invoice:** The three invoices were presented and Commissioner Jones sign the documents.

Commissioner Comments: No action to be taken.



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Commissioner Jones reported that Chief Lemon, Chief Donnell and he met with Lake Chelan Community Hospital CEO and Director of EMS to discuss the fire department responding to all medical aid calls with and/or in place of Chelan EMS. The conclusion was that the current status is appropriate and Lake Chelan EMS likes the fire department responding with them. The cost to respond with Lake Chelan EMS is about \$50.00 per call. Additionally the public has become accustomed to this level of care over the last nine years; reducing care to the public may create a liability if there is a bad outcome on a call. At this time we all agreed to keep things as they are.


Executive Session: RCW 42.30.110(1)(f), RCW 42.30.140 and RCW42.30.110(1)(c).

Commissioner Jones closed the regular meeting at 6:45 p.m. to go into Executive Session RCW 42.30.110(1)(f), RCW 42.30.140 and RCW42.30.110(1)(c) for 15 minutes.

Chairman Jones extended the session for another 15 minutes at 7:00 p.m. returning from executive session at 7:15. No action was taken.

Adjournment: There was no more business before the board the meeting closed at 7:15 p.m.

**Chelan County Fire District 7
Board of Commissioners:**

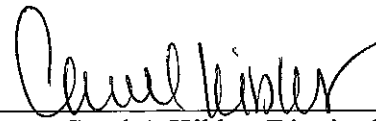


Russ Jones, Chairman



Phil Moller, Commissioner

Jay Witherbee, Commissioner



Attest: Carol A Kibler, District Secretary