



MINUTES
Chelan Fire and Rescue
Wednesday, June 17, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



The CFR Board of Commissioners will conduct the meeting via google hangout. The public is welcome to listen to the open public meeting by calling #351-888-7591 no access code is needed.

Commissioners in Attendance: Russ Jones, Phil Moller and Karyl Oules
Staff in Attendance: Chief Mark Donnell, Chief Brandon Asher, Carol Kibler
Others in Attendance: Ray Dobbs and Dan Crandell
Phone connections: Richard Uhlhorn and KOZI Radio.

Regular Meeting Call to Order: Commissioner Jones called the meeting to order at 3:17

Approve Agenda: Add to New Business Resolution 2019-05A Annexation update signatures.
Commissioner Jones MOTIONED to APPROVE the addition to the Agenda the MOTION CARRIED.

Public Comment: *Public comments will be accepted at this meeting. If you wish to comment during the public comment please email Chief Mark Donnell at mdonnell@cfr7.org or call 509-682-4476. Chelan Fire & Rescue will require a written statement for the record of all public comments made.*

Consent Agenda: Commissioner Jones MOTIONED to APPROVE the consent agenda as submitted the MOTION CARRIED.

- Revenue and Expenditure Report: May 2020
- Payroll: May 1-31 Paid 06-05-2020 \$116,192.96
- Vouchers: General Account #746459- 746510 \$25,264.06
- Vouchers: Capital Account #17112 -17117 \$77,435.30
- Minutes: May 20, 2020

Fire Chief Report:

2020 Budget & Financials:

- May financials are currently on track with all budget line items within acceptable limits for expenditures. The 2020 Budget is currently spent at 33% with 7 months remaining.
- State (and Federal) audit process is continuing with most of the work being completed remotely. The entrance interview is scheduled for Monday, June 22nd and the final report will be forthcoming a couple of months after audit has been completed.
- Staff continues to monitor current state of economy to forecast for anticipated loss of future tax revenue and possible impacts on current service delivery model.

Emergency Response Reports:

- May Incident Response Report shows an approximately 14% decrease in emergency call volume compared to same time 2019 with a 22% decrease in EMS related calls. Compared to 2019 fire incidents are same. Memorial Day Weekend was slower than normal but we have been experiencing an increase in downtown traffic the past few weekends with the current movement into a Phase 1.5 reopening. We anticipate a larger influx for the 4th of July weekend.
- All predictions are still pointing for a busier than normal fire season with drier and hotter weather starting to developing over the next few weeks.
- The May EMS Breakdown still shows that 40% of our EMS related calls are non-transport or patient transported POV



MINUTES
Chelan Fire and Rescue
Wednesday, June 17, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



- Turnout and response times for Station 71 are within expected limits. Times for outlying stations are outside of 90th percentile primarily due to response travel distance. Average for Fire District are within established service delivery goals set out in SOG 010.
- Fire District did not meet goals for Effective Work Force for building fires or grass fires but meet standards for all other responses.
- There was no fire loss reported for May.

Operations:

- Chelan Fire & Rescue is still operating in Emergency Operations mode with an internal incident command structure. IAPs (Incident Action Plans) is now updated and distributed bi-weekly. We are starting to look at ramping down of Emergency Operations mode and moving into our regular operational mode with current infection control measures in place.
- Membership and Board will continue to receive updates from the Chelan-Douglas Regional EOC (Sit Reps for Monday-Friday only), Chelan-Douglas Health District (weekly and as needed), and WA State Department of Health (daily). Case numbers for WA State are continuing to show a downward trend even with reported increase in 22 states.
- Staff has been maintaining operational readiness with updated infection control measures. Will be implementing WANDA Healthcare employee self-evaluation system starting with the duty crew next week.
- Administrative Office Manager (Carol) continues to work from home until mid-July or later.
- Station 75 parcel sale status: Information from Pinnacle Surveying has been forwarded for your review as to current status.
- Met with George Rohrich from LCCH on June 3rd to discuss potential for creating improved efficiencies and effective service delivery within the Chelan Valley. This initial conversation center on current stat of affairs withing our respective organizations and setting another meeting with others necessary to begin these conversations.
- We have identified 637 tax exempt parcels located within the Fire District boundaries that represent an estimated \$147,400.00 (2010 valuations) in revenues not collected by the fire district. This includes City of Chelan properties in addition to churches/religious organizations, State and Federal government owned properties, hospital district, public utility districts, as well as many private and individuals who claim tax exempt status. Per RCW 52.30.020: Property of public agency included within district—Contracts for services.

Wherever a fire protection district has been organized which includes within its area or is adjacent to, buildings and equipment, except those leased to a nontax exempt person or organization, owned by the legislative or administrative authority of a state agency or institution or a municipal corporation, the agency or institution or municipal corporation involved shall contract with such district for fire protection services necessary for the protection and safety of personnel and property pursuant to the provisions of chapter 39.34 RCW.

After talking with the fire district attorney, we should be contracting with these agencies for fire protection services or we can bill directly for fire suppression, hazardous



MINUTES
Chelan Fire and Rescue
Wednesday, June 17, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



materials responses, emergency and non-emergency service calls per SOG 110, Charge for Services.

Community Risk Reduction:

- We continue to utilize our social media to send out consistent messaging to the community about the functions and activities of Chelan Fire & Rescue.
- Monthly Firewise assessment messages continue to be sent out to media and placed on social media to encourage community awareness in preparing for the upcoming fire season. CF&R has completed 5 Firewise Assessments to date.

Apparatus Status and Action Plan:

- Tender 73 has been sold and will remain in the Union Valley Community. Working response liability issues with Eric Quinn for using this vehicle for fire calls in Station 73 response area.
- S-71 is still listed with broker for sale at \$70,000.00, no offers to date.
- M-1083 has arrived and is currently at Station 74 undergoing prep work before being sent out for painting. Estimated time frame for completion is end of July, early August due to tank construction lead time.
- B-72 (88194C) was returned to Jess Ford on Tuesday for on-going repair issues that have plagued this vehicle since it's purchase. Recommend immediate replacement of the chassis.
- Engine 74 (A8522C) has catastrophic engine failure which will require complete replacement of engine. Discussion item for replacement.
- Discussion of Short- and Long-term proposal.
- Proposal to commissioners – we are at critical juncture we will continue to provide aid to neighboring fire districts.
- Replace chassis on the 550's estimated at \$55,000 for each, new would cost \$155,000 each. We have apparatus funds to purchase one chassis but we should schedule the next two years to replace the other two.
- Support 71 will be sold we could use those funds to help purchase the chassis.
- We need to find apparatus that is more suited to work in our area. Urban interface is the need. In the past we replace with older used and we continue to replace with old and they will at some point fail sooner than later.
- We will continue to look at the surplus options we have the phase 2 program which is building the M1083 apparatus.
- Lease option programs this will impact short- and long-term budget, concern of taking debit. Not in favor!
- We will continue to apply for specific apparatus grants but those are not going to fix our all the apparatus needs into the future.
- Voter approve levy lid lift, that's one way to receive the funds
- Voter approved operational levy but it is short lived.
- Commissioner Jones mentioned using the funds from the sale of the station 75 property.
- Chairman Moller responded stating the voters voted no in the last levy and asked for us to tighten our belt. We need to look at all the apparatus maybe not have all these trucks we are trying to fill the bucket instead of adding more maintenance.



MINUTES
Chelan Fire and Rescue
Wednesday, June 17, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



- Chief Donnell reported re-assignments of the apparatus for each station stating we use all apparatus.
- Chief Donnell reviewed the apparatus schedule that shows; status, age, cost, and what station.
- Chief Donnell stated this fire district hasn't received a levy increase since 2007, we will continue to be prudent and manage the funds we have but Chief will not cut people. We can have lots of apparatus but it won't matter if we don't have people to respond to incidents.
- We are in search of a chassis and found one for \$48,000

Commissioner Jones MOTIONED to APPROVE the purchase of a chassis for no more than \$50,000 Commissioner Oules second the MOTION, Chairman Moller stated he would like to wait until the LRP meeting the MOTION CARRIED.

- Chief Donnell will keep the board informed.

Assistant Chief Report:

Volunteer Recruitment & Retention

- We have no new recruits for the month of May
- Volunteer David Bingham resigned
- We have cancelled all events due to COVID19.
- The stipend shift coverage was at 40% for May. One volunteer who pulls stipend shifts will know if he goes back to work soon, this will take away 7 shifts.
- In June we have 55% coverage of stipend shifts these are for day shifts, no one has signed up for night shift.

Training

- All blue card training has been completed, Wildland red card requirements have been completed, EVIP cards have been handed out.
- Training focus this month is progressive hose lays; training has taken place on the Butte and above the City golf course. All are making improvements.
- LT Sherman has completed the water wise power point and will be assigned to staff. A hands-on practical's testing has been scheduled for the first week in July.
- All career staff will participate in a County wide road technical requirement.

Firefighters Association Report:

- President Dan Crandall reported the Association has had no activity but we do have lots funds ready to be used. We have no fund raisers scheduled due to COVID19. Our newly elected Treasure Jeannie Giddings is doing a great job. We are looing into doing virtual meetings. The storage shed at station 71 will be completed this week.

Unfinished Business:

Long Range Planning (Meeting to be scheduled for July)

- Chief Donnell is looking at completion of the LRP and looking forward to scheduling a meeting to review. Chief will keep board informed.

City of Chelan Fire Protection Services Contract:



MINUTES
Chelan Fire and Rescue
Wednesday, June 17, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



- Not much has been done since the last meeting not in a big rush will reach out the City.
Station 75 Short Plat:

- Update was given at the first part of the meeting.

Annexations:

- Chief Donnell has identified a couple more properties. We sent letters and the individuals are in favor of annexing into the district. One made a donation \$500 to the fire district.
- 5 additional properties in the area all want to be a part of the district.
- Spoke with Assessor Deanna Walters they will process the documents and annex the properties.

Siren Activation

- Chief Asher reported the siren activation was delayed due to Rivercom Technicians out of the office. The siren hopefully will be activated early July. We will put out a PR message letting all know.

New Business:

Resolution 2019-05 Annexation

- Chief Donnell stated the resolution needs updated signatures from the board. The board agreed to sign the resolution.

Special Events: None

Board for Volunteer Firefighters: None

Public Comment: None

Commissioner Comments: None

Executive Session: None

Adjournment: There was no more business before the board the meeting closed at 4:36 p.m.

**Chelan County Fire Protection District 7
Board of Commissioner's**

Chairman, Phil Moller

Commissioner, Russ Jones

Commissioner, Karyl Oules

Attest: District Secretary Carol Kibler