



MINUTES
Chelan Fire and Rescue
Wednesday, August 19, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



The CFR Board of Commissioners will conduct the meeting via Zoom. The public is welcome to join by following this link: <https://us02web.zoom.us/j/87284665516> Meeting ID: 872 8466 5516 or dial +1 253 215 8782

Roll Call: Chairman Moller, Commissioner Jones and Commissioner Oules.

Staff: Fire Chief Mark Donnell and District Secretary Carol Kibler.

Others: Richard Uhlhorn and Ruth Keys.

Regular Meeting Call to Order: Chairman Moller called the meeting to order at 3:00 p.m.

Approve Agenda: Chief Donnell requested the addition of the Siren to Unfinished Business.

MOTION was made with the addition to Unfinished Business to APPROVE the agenda the MOTION CARRIED.

Public Comment: None

Consent Agenda: MOTION was made to APPROVE the Consent Agenda as submitted the MOTION CARRIED.

- Revenue and Expenditure Report: July 2020
- Payroll: July 1 -31, 2020 for \$132,804.25 paid 08-05-2020
- General Account Vouchers: #746543 – 746608 for \$52,758.72
- Capital Account Vouchers: #17118 – 17131 for \$30,565.75
- Minutes: July 15, 2020

Fire Chief Report:

2020 Budget & Financials:

- July financials have been reviewed and we are on track with all budget line items within acceptable limits for expenditures. The 2020 Budget is currently spent at 53% (Target – 58%) with 5 months remaining. In review of Capital expenditures to change the locks at station. Personal work out equipment \$4000 putting on hold to next year or quarter.
- Chief Reviewed the transfer of \$ to Cap Invest and we paid Volunteers. Audit expense will be a bit more.
- State (and Federal) audit process should be wrapping up this week and the final report will be forthcoming in a couple of months. We have been notified that we will received 2 findings from this audit both related to the AFG SCBA Grant. One will be regarding piggy-backing on another contract, specifically language that we didn't have in our SOGs that was updated in November after our annual SOG review. The other will be with inventory of the items purchased through this grant and how they needed to be tracked.
- SCBA grant we amended and spent down the \$7,400 and purchased gloves.
- Staff is finishing up the last of the capital purchases (hose, locks/security changes) and we continue to monitor current state of economy to forecast for possible impacts on current service delivery model. Currently, the data indicates that even with a slowing economy we may not experience any significant revenue decrease due to our strong local housing market.



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Emergency Response Reports:

- July Incident Response Report shows the third busiest July since 2010 with call volume for August holding strong. Fire (11) and EMS (82) call volume is same as 2019. Average call volume for July is 120 calls.
- **Fire season is in full bloom.** As of today, August we have 1 team (B-79 with Jones, Matthews, Venegas) currently on state mobe to the Cheney Fire and AC Asher was deployed today to the Okanogan Fire as a Strike Team Leader. We have also received a request from WA State EMAC for resources to send to California which is experiencing a very difficult fire season. Currently we are unable to assist with any additional requests for assistance unless the call is within our response area.
- The July EMS Breakdown shows that approximately 38% of our EMS related calls are non- transport or patient transported POV. 75% what we respond to we can mitigate.
- July turnout and response times for Station 71 are within established service delivery goals set out in SOG 010. Times for outlying stations are outside of 90th percentile primarily due to response travel distance.
- Fire District met goals for establishing an Effective Work Force as established by SOG 010 for all responses with the exception of structure fires in July.
- There was no reported fire loss for July.

Operations:

- Chelan Fire & Rescue is still operating in Emergency Operations mode with an internal incident command structure. IAPs (Incident Action Plans) are now updated and distributed bi-weekly.
- Membership and Board will continue to receive updates from the Chelan-Douglas Regional EOC (Sit Reps for Monday-Friday only) and Chelan-Douglas Health District (weekly and as needed.)
- Staff has been maintaining operational readiness with updated infection control measures as mandated by District Documents. We will continue to closely monitor this situation and implement safeguards necessary to maintain the health and safety of our personnel. PPE (personal protective equipment) inventories have been stable and we have been able to continue to bolster as needed from state stockpiles at no cost to the fire district.

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 for the fire season. CF&R has completed 12 Firewise Assessments to date.

Apparatus Status:

- Currently, we are down to 1 Type 6 Brush Truck (Ford 550) with R-71 (newer engine) at the dealer in Wenatchee for repairs.
- S-71 is still listed with broker for sale, price has been reduced to \$60,000.00, with one interested party to date. I have reached out to them to see if they have any questions or concerns regarding this vehicle. Request price drop to \$50,000.00 to move this apparatus.



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- Work on B-74H (M-1083) is progressing and is still scheduled to be completed by end of July per Fleet Manager Goyne. Mid-August it should be in service.
- The 2003 Spartan Type 1 Engine purchased from the City of Bellevue will be picked next Monday and Fleet Manager Goyne has been directed to make that the priority for placement in service. We anticipate that we will have this engine ready to be placed at Station 75 as E-75 by the first week of September. The current E-75 will be moved to Station 72 and placed in service as E-72 (reserve engine.) Anticipated service date is the first half of September.
- All other apparatus are in service at their assigned stations. Note: there are currently no fire/emergency response apparatus at Station 72 (Chelan Falls) due to no assigned members.

Assistant Chief Report:

- **Volunteer Recruitment & Retention / Training:** Chief Donnell reported for Chief Asher as he was dispatched to Palmer fire in Okanogan.
- We have one new recruit application from Eddie Robledo, Assistant Kara Mendoza is processing.

Firefighters Association Report: No report was given.

Unfinished Business:

- **2020-2025 Strategic Plan – DRAFT:** Chief Donnell reported sending staff a S.W.O.T. assessment to get feedback on what our weakness and strengths are in the organization. We will be looking at a 5-year strategic plan. The document will only be good if everyone buys into it then that's when we will see the successes to move into the future.
- Chief Donnell will meet with Chief Baker to discuss the apparatus program they use and discuss what opportunities to better serve the community and fire districts.
- **City of Chelan Fire Protection Services Contract – Update:** Chief Donnell will meet with City officials August 25, 2020 at 10:00 a.m. to discuss fire protection services.
- **Station 75 Short Plat –** Chief Donnell reported he reached out to Morgan Picton to help mitigate the short plat, Morgan is moving forward and getting it completed. Moore Excavation will move forward in getting the PERK testing. Once completed we will file the short plat application and move to sell it.
- **2020-2021 Annexations:** Chief Donnell reported the county has finalized the annexations (2019) we submitted. We will be sending the next round of annexation letters to new property owners who were not included in the first round of annexations. Downey Canyon and Siren Song property owners are interested in annexing into the fire district.
- **T-73 Surplus Purchase Agreement (Board Approval):** Chief Donnell reported the purchase agreement was drafted by our attorney. Chief Donnell had sent the board the draft for review. **MOTION was made to APPROVE the Purchase Agreement as submitted the MOTION CARRIED.**
- **SIREN:** Chief Donnell reported that the commissioners did approved the siren. We have corrected a couple siren going off issues, as it was activated in the middle of the night. Chairman Moller had received one complaint about the siren going off. The commissioners could change the siren call activation. The intention is to keep the siren up



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and running to keep the public aware of second alarms and for the public to look around and to be aware of their surroundings.

- Chairman Moller understands the awareness need of imminent danger for the community. But reminds us that it is old technology for our recruit members. Chairman Moller thinks the siren should not go off for out of the valley responses. Chairman Moller stated Chief Donnell is responsible for the siren alarm set up.
- Commissioner Jones and Commissioner Oules agreed to keep the activation of the siren for now.

New Business:

- **EF Recovery Services Contract (Update SOG 015):** Chief Donnell reported he reached out to EF Recovery and received information regarding recovery of funds for incidents within our fire district, the information was sent to the commissioners for review.
- Chief Donnell reported the fire dept is allowed by RCW to bill for outside of scope incidents. EF Recovery services will bill and collect funds for the fire district. We collect the data, send to EF Recovery and they do the rest. This gives us a recovery effort of funds for out of scope incidents. The incidents may include hazmat spills, DUI motor accidents and rescue incidents.
- Chief Donnell stated if the board is interested in contracting with EF Recovery, he would send the agreement to our attorney for review. The commissioners agreed.
- **2021 Budget Process:** Chief Donnell reported he is gathering budget information and should have the draft ready for review in the next couple weeks. The budget will project expenditures and revenues into 2026. By direction of the board we can set a date to review. Chief Donnell will review projection options to maintain revenues and decreasing expenses.
- **IAFF Local 4816 Labor Agreement Negotiations (Update only):** Chief Donnell reported the contract expires 2020 so negotiations have taken place, we should be able to complete negotiations by next week.
- Chief Donnell reported we reviewed 8-10 fire districts in Eastern WA looking at those who fit our district and averaged the matrix to work with. The 2021 Increase is at 2% CPIU and 1.8 -1.9 as of the end of July with COVID the rate is down.

Special Events: Saturday, August 22, 2020 from noon to 5:30 p.m. “Wash Out Veteran Suicides”: The car wash will be in the back lot of station 71. Proceeds will go to the family in Entiat who lost a veteran to suicide.

Board for Volunteer Firefighters:

- Invoices – A recruit member injured his wrist and we have received invoices for services rendered. The board approved the invoices as submitted.

Public Comment: None

Commissioner Comments:

- Commissioner Oules will be out of town in September and will attempt to log into ZOOM for the Commissioner next regular meeting in September.
- Commissioner Jones stated hats off to Chief Donnell in doing a great job.



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- Commissioner Moller stated hats off to the crews and staff, all are doing a great job.
- Chief Donnell stated we continue to do our best.
- Commissioner Jones stated we have a phenomenal water rescue team; they did a great job in the water rescue this month.

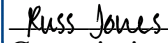
Executive Session: None

Adjournment: There being no more business before the Board of Commissioners the meeting closed at 16:28.

Chelan County Fire Protection District 7
Board of Commissioner's

DocuSigned by:

Chairman, Phil Moller

DocuSigned by:

Commissioner, Russ Jones

DocuSigned by:

Commissioner, Karyl Oules

DocuSigned by:

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Attest: District Secretary Carol Kibler