



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, November 18, 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:** Phil Moller, Russ Jones and Karyl Oules

**Staff:** Fire Chief Mark Donnell, Assistant Fire Chief Brandon Asher, District Secretary Carol Kibler and B shift duty crew.

**Others:** Richard Uhlhorn and Gary Begin.

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

**Approve Agenda:** MOTION was made to APPROVE the agenda as submitted 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: October 2020
- Payroll: October 1 -31, 2020 for \$200,275.51 paid 11-05-2020
- General Account Vouchers: #746724 – 746765 for \$33,490.46
- Capital Account Vouchers: #17148 – 17152 for \$1,747.19
- Bond Account Vouchers: #19017 for \$300.00
- Minutes: October 21, 2020

**Fire Chief Report:**

**2020 Budget & Financials:**

- October 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 84% (Target – 84%) with 2 months remaining.

**Emergency Response Reports:**

- Incident Response Report shows 77 calls for emergency service for October. Average call volume for October is 66 calls. Rescue/EMS responses accounted for 64.9% of total calls with 38% of those non-transport or patient transported POV.
- No major incidents to report for October.
- October 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 90<sup>th</sup> 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.
- No reported fire loss for October.



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**Operations:**

- With the current rise in positive cases and the recent restrictions issued by Washington State, Chelan Fire & Rescue has cancelled all in person training for the remainder of 2020.
- Membership and Board will continue to receive updates from the Chelan-Douglas Health District as this information is released.
- We have a stock of Covid Antibody Tests available for distribution on a as needed basis to our members.

**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.

**Apparatus Status:**

- S-71 is still listed with broker for sale, price has been reduced to \$50,000.00.
- B-74H (M-1083) has been assigned to Station 71 for Driver training and interior powder coat spraying by duty crew.
- The Ram 5500 chassis (replacement chassis for B-71) has arrived and John is currently in the process of adding the box to that unit in preparation for service.
- All other apparatus are in service at their assigned stations.

**Assistant Chief Report:**

**Volunteer Recruitment & Retention / Training**

- Chief Asher reported we have one new recruit: Janet Guerra (Entiat) and one-person interest that lives in the station 75 area (Southshore).
- Retention wise; we have one recruit that resigned Michael Meeks from Entiat.
- Events: We have cancelled what we've had scheduled due to COVID restrictions in our area. We did participate in the Veterans Parade; it was nice to see the public and talk to people. Hoping we open back up to full swing so that we can do our events.
- We have 2 recruits interested in the Wenatchee EMT class. Also 2 recruits that will participate with Chelan Fire 1 Structure operations in Wenatchee. One Recruit member has signed up for a hazmat class.
- We did get the majority of our recruits through live combat firefighting and live fire car props training. We will have to skip this next quarter training on high performance CPR due to COVID restrictions.
- Chief Asher will assign training through Target Solutions for the majority of the needed certifications.
- The Heavy Brush 1083 (B74) is in service and available for members to learn to drive it. Engine 79 is also at station 71 interested members may also take it out to get drive time.
- Chairman Moller suggested Chief Asher look into off road training for B74.
- Chief Asher reported he submitted the 2021 DNR Phase 2 grant. The closing date is December 13, 2020. We requested the same matching \$12,000 grant as the Heavy Brush 1083 (B74) we are hoping we get approved.
- Chief Asher reported the local chiefs met a couple weeks back and discussed the possibility of applying for the SAFER Volunteer Coordinator regional grant as we did 3





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years ago. This time Chelan Fire 5 is interested along with Entiat and Orondo. Once the grant is open we will apply.

- Chief Asher reported the SAFER Volunteer Coordinator current grant is looking good financially. At the end of the grant cycle if we have funding left over, we may be able to amend and ask for a mobile reader board.
- Chief Asher has drafted a matrix with all the members listed and training requirements. This will allow each to see every recruit's accomplishments throughout the quarter and year. Creating accountability and visual matrix.
- The Stipend coverage was at 13% for October and 5% coverage in November. We do have Marco Garcia returning and interested in pulling stipend shifts, starting January Stephanie Preheim is interested in pulling stipend shifts and will follow B shift.
- Chief Asher will start to put out Recruit posters.

**Firefighters Association Report:**

- President Dan Crandall reported the association is having great success with on line voting, feels like we are accomplishing business via online. In November the association nominates officers for the coming year. We asked the current board members to serve another year. They said yes and the membership approved. The board will remain the same; President Dan Crandall, Vice President Dan Minor, Secretary Ann Clark and Treasurer Jeanne Gidding.
- President Crandall has arranged to interview with KOZI every other month on the second Monday starting in January.
- Treasurer report a beginning balance of \$37,229.76 this puts the association in good standing. We donated \$500 to VFW of Chelan and \$1,000 to Chelan Food Bank for families of need during the holidays.

**Unfinished Business:**

**2021-2025 DRAFT Strategic Plan – Final DRAFT Review:**

- Chief Donnell reported he will present the draft strategic plan to the board at the next board meeting. The strategic plan identifies who we are and what we want to do, giving us guiding principles for the fire district. The objective is be adopt the strategic plan and continue to move forward in reaching the goals set.

**City of Chelan Fire Protection Services Contract – Update**

- Chief Donnell reported meeting with Thomas Tupling and Luis Gonzalez, the process is moving slow in bridging the gaps. We are in review of hydrant maintenance and businesses life and safety inspections. We want to help, but it has to make finance sense for both agencies. The city doesn't have a huge infuses on this subject but we continue to revisit and keep an open dialog.

**Station 75 Short Plat – Update**

- Chief Donnell reported Morgan Picton had the perc test completed, we are waiting for the Geo Hazard inspection. Morgan Picton doesn't think we will need the Geo Hazard completed. Once that is confirmed we will submit to the county. We hope by next board meeting we can move forward with the sale of the property.



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**CF&R and IAFF Local 4816 2021-2023 Collective Bargaining Agreement – Board Approval:**

- Chief Donnell reported we thought the contract would be completed; we are making a few minor changes to the chain of command. Adding Captain's to the list and redefining the matrix designation. The document has been sent to our attorney, he updated Family Medical Leave Act to reflect the changes of the law. Our attorney is also updating our SOG to reflect the FMLA. The contract should be completed within a couple weeks and sent to the board for review.

**Firefighter/EMT Testing/Hiring – Update**

- Chief Donnell reported we had 130 applicants for the firefighter position, out of that we chose 10 candidates for the panel interviews and physical fit testing.
- The panel interviews and physical fitness are scheduled for Wednesday, December 2, 2020. Swim test is scheduled for Thursday, December 3, 2020. Chief Interview of the final 3 candidates December 7, 2020. A conditional offer December 12, 2021, a start date of first week in January 2021.

**Annexations – Update**

- Chief Donnell reported sending out 22 letters to residents and we have received back 6 interested residents so far.

**2021 Budget – Recommendation to Approve:**

- Chief Donnell recommended approving the 2021 budget/resolution 2020-11 and continue to review future needs.
- Chief Donnell supports a citizens group to look at how best to fund the fire district and continue serving the community into the future.

**New Business:**

**Resolution 2020-11 for 2021 Property Tax Levy and Certificate:**

- Chief Donnell reported the 2020-11 Resolution is the annual resolution that accepts the 1% increase of \$21,367.26 for the 2021 increase in revenues collected.

**MOTION was made by Chairman Moller to Approve Resolution 2020-11 / 2021 Property Tax Levy, Commissioner Oules and Commissioner Jones approved the MOTION the MOTION was UNANIMOUS.**

**2021 Contract for Legal Services – Update to Board:**

- Chief Donnell reported our Attorney Quinn and Associates sent the annual contract noting no changes. Chief Donnell stated they are extremely responsive and give good recommendations. The board concurred to renew the 2021 Attorney contract.

**Special Events:**

- Holiday Boat Parade – starting at 4-6 on Nov 27 and 28, Dec 5, 12 and 19 and Dec 31st later in the evening.
- Santa - Every Friday night starting Nov 27<sup>th</sup> until Dec 18<sup>th</sup> Santa will travel through the streets of Chelan on his sleigh at 3:00 p.m.





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**Board for Volunteer Firefighters:** Nothing

**Public Comment:** None

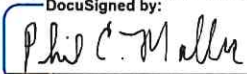
**Commissioner Comments:** None

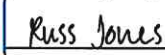
**Executive Session:** None

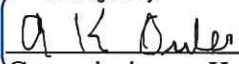
**Adjournment:** There being no more business before the Board of Commissioner's the regular meeting was adjourned at 4:00 p.m.

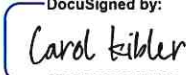
**Chelan County Fire Protection District 7**

**Board of Commissioner's**

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Chairman, Phil Moller

DocuSigned by:  
  
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Commissioner, Russ Jones

DocuSigned by:  
  
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Commissioner, Karyl Oules

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Attest: District Secretary Carol Kibler