



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, March 17, 2021 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



*The CFR Board of Commissioners will conduct the meeting in person at the fire station, you are welcome to join 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:** Commissioner's Phil Moller, Russ Jones and Karyl Oules.

**Others in Attendance:** Fire Chief Mark Donnell, Assistant Fire Chief Brandon Asher, District Secretary Carol Kibler, Jake Hepper, Troy Keene, Karla Mendoza, Chris Baker, Richard Uhlhorn, Taylor Rains and Dan Crandall

**Regular Meeting Call to Order:** Chairman Moller called the meeting to order at 15:00.

**Approve Agenda:** Addition to New Business – approval for out of state travel.

**MOTION made to APPROVE the agenda with the addition to new business 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: February 2021
- Payroll: February 1 -28, 2021 for \$120,384.12 paid 03-05-2021
- General Account Vouchers: #76964 – 747018 for \$45,592.08
- Capital Account Vouchers: #17161-17164 for \$2,530.16
- Minutes: February 17, 2021

**Fire Chief Report:**

**2021 Budget & Financials:**

- February financials have been reviewed with the 2021 Budget spent at 17% (budget target – 17%). Some budget line items will be high due to annual expenses for training (Target Solutions), conference registrations, annual airport lease payment, and 2020 Seasonal Firefighter carryover. Capital Equipment Fund is currently at \$264,792.77 after transfer of excess carryover funds (\$100,000.00) into this account.

**Emergency Response Reports:**

- February Incident Response Report shows 51 calls for emergency service with our average call volume for February at 51 calls. Rescue/EMS responses accounted for 68.63% of total calls with 54.0% of those non-transport (includes patients who died at scene) or patient transported POV.

Chairman Moller requested a better breakdown of Rescue and Emergency's for the Citizens Advisory board.

- Major incidents for February:
  - Completed the county-wide Responder vaccinations with Lake Chelan Health EMS.
  - Started community-wide vaccinations on 2/25 with the drive through clinic vaccinating 515 community members in 6 hours.
  - Today LCH vaccinated Chelan Fruit warehouse employees and G Inslee will be present.
- February turnout and response times for Station 71 are within established service delivery goals as set out in SOG 010. Times for outlying stations are still outside of 90<sup>th</sup> percentile primarily due



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to home responder travel distances. We follow the NFPA 1520 as an indicator of response times for combination department.

- Fire District did not meet all goals for establishing an Effective Work Force as established by SOG 010. We continue to experience sporadic response from our reserve firefighters which continue to be a major concern, with the biggest challenge being response during the late night/holiday time frames. Staff will continue to find solutions for this issue.
- Total fire loss for February was \$0.00.
- 2020 Annual Report has been posted to the district website.

**Operations:**

- To date, Chelan Fire & Rescue and Lake Chelan Health EMS have completed 19 drive through vaccination clinics covering First Responders in Chelan and Douglas counties in addition to starting our community vaccination program. Continuation of these community drive through clinics will be dependent upon vaccine availability. We have also started vaccinations for local agricultural workers (3/17).
- Staff has submitted our 2020 SAFER Grant application for the Volunteer Recruitment and Retention Coordinator position that will involve our partner agencies of Manson, Entiat, and Orondo. If we are successful in getting this grant award it will enable our regional group to continue the volunteer recruitment and retention efforts that we started in 2018 for another four years. Total award requested is \$1,057,693.00 for the four-year period which will cover salary/benefits for the coordinator position and program requests (training, marketing, PPE, uniforms, and medical evaluations) that we currently have in place.

**Community Risk Reduction:**

- DNR and Cascadia Conservation Group will be partnering with all Chelan County Fire Districts in promoting Firewise programs and opportunities through the month of April. The media efforts will direct community members to a website with information on fire prevention programs and on-site home assessment as well as a funded chipping program for fuels 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. Staff has developed a schedule of information pieces for our social media that will focus on operations, budget, and emergency service response.

**Apparatus Status:**

- S-71 is still listed with broker for sale. Sale price has been reduced to \$45,000.00.
- Ladder-71: a second proposal for work related to corrosion issues with L-71 has been submitted by Hughes Fire and staff is currently reviewing both proposals to determine best course of action for getting this work completed. We are also continuing to work with Pierce Fire and Brindlee Mountain in hopes of getting some restitution with the cost associated with this project.





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- The FMAG funded emergency generator project for Station 74 has been started with the ordering of the generator from Cummins Northwest. Estimated timeline for project completion is currently targeted for mid-August.
- All other apparatus are in service at their assigned stations.

Tom Watson member of the Citizens Advisory Group told the commissioner he had invited Chelan County Assessor Deanna Walters to the CAG meeting tomorrow and asked if that was ok. Chairman Moller stated the meeting tomorrow has a packed agenda and Ms. Walters can come to the next scheduled CAG meeting.

**Assistant Chief Report:**

- **Volunteer Recruitment & Retention / Training**

Chief Asher stated Entiat has 2 new recruits working through the application process; Elena and Scott Rengli, Chelan picked up 2 new recruits; Nathan Clamp and Joseph Ekstrom. Douglas County Fire District 2 has agreed to let a couple of their resident firefighters pull shifts with our crews.

We currently have 32% stipend coverage for the month of March.

One of our new recruit David Hanh resigned and one of our recruits James Park has taken a leave of absence.

We again have had no events scheduled due to COVID restrictions.

Chelan County PUD invited the fire district to participate in a community celebration video, which was done last week at station 71.

We are focusing on emergency radio procedures and continue to use Target Solutions.

We have scheduled times to get everyone fit tested. We have scheduled wildland training and working on getting everyone schedule for the arduous. We will be doing EVAP training and CPR.

This year some of the wildland training will be done with Chelan Fire District 1 in Wenatchee as a regional training effort.

The Lakeshore Road house burn is on hold for now.

We did post on social media a clip about fire station 73 next we will highlight station 74 and 71.

**Firefighters Association Report:**

President Dan Crandall noted the association budget hasn't changed; the accounts hold a balance of \$32,476.00. Some of the members have participated in the vaccine clinics.

Chairman Moller extended his gratitude to the association members for participating in the vaccine clinics.

**Unfinished Business:**

- **City of Chelan Fire Protection Services Contract**

Fire Chief Donnell, Assistant Chief Asher and Commissioner Russ Jones met with City Council member Chris Baker to discuss hydrant maintenance, stortz fittings and contractual options. Chief Donnell sent a proposal to Mr. Baker on subjects of discussion. The Lookout development has committed to putting the LDH stortz on all hydrants within Lookout. We have strategically found many hydrants that need maintenance and correct threading and fittings. Hydrant maintenance needs to be done but within kind trades of service. This will be priority to get these hydrants opened and operating.



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- **Station 75 Short Plat** – Chief Donnell spoke with Morgan Picton, the process is bogged down at the County Planning Department. Morgan is staying on top of it but his hands tied. Good news he has people who want to buy the property.
- **2020-2021 Annexations** – We received 11 out of 28 parcels back. Some we won't get on the ticket but the invitation is always open. Chief will meet with County to stay on top of the process. We do expect a couple more people to respond.
- **Citizens Group Advisory Board** – Chief Donnell reached out to each commissioner and sent information regarding the purpose of the CAG; Engagement for feedback in aligns directly with the 5 goals from our strategic plan. And review the current service delivery model and overall operations to determine a reasonable maintenance and operations levy lid that the community will support. Chief Donnell gave the commissioners the breakdown regarding what percentage and dollar amounts it costs in the budget. Chief Donnell recommended the review of a 10-year levy plan and thinks we can see what we will need for the future.

**New Business:**

- **Out of State Travel:** Chief Donnell announced Captain FF/EMT Taylor Rains has been accepted to attend the Community Risk Program at the National Fire Academy. Capt. Rains is assigned Public Education and Prevention. The fire district would pay for the meal ticket at around \$250 and the airfare is reimbursable. The program dates are June 26 through July 3, 2021. Chairman Moller asked how this would benefit CFR. Chief Donnell responded, this will create better partnerships in the community and bring programs back to the community and help with Public Education and Prevention. We do have \$13,000 in the budget for Public Education and Prevention.

**MOTION was made to approve the out of state travel for Capt. Taylor Rains to attend the National Fire Academy the MOTION CARRIED.**

**Special Events:**

- Thursday March 18th at 8:10 KOZI – Commissioner Moller and Chief Donnell or Chief Asher

**Board for Volunteer Firefighters:**

- **Retirement/Pension for Dan Nutley – Board Approval**

Dan Nutley started his volunteer service in 1979 and retired in 2010 Chairman Moller stated it's an honor to sign Mr. Nutley's pension notice. Congratulation on your retirement!

**Public Comment:** None

**Commissioner Comments:**

Commissioner Oules inquired about getting an independent financial audit of the fire district stating this would clear up rumors that some community members have.

Chief Donnell stated the fire district gets a WA State Audit annually of our financials. This last year we spent \$30,000 on the audit. 2019 we had a normal financial audit and a federal audit was performed due to the auditable threshold of \$750,000 for the Safer Grant of the SCBA's. The audits performed are detailed and intense. We do not have funds budgeted for an independent audit.

It was suggested Commissioner Oules get additional information on what kind of an audit is being requested.





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**Executive Session:** RCW 42.30.110 (1) ( g ) *To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.*

Chairman Moller closed the regular meeting at 4:35 for Executive Session, the session will last 10 minutes and no action will be taken.

Chairman Moller closed the Executive Session at 4:45 and no action was taken.

**Adjournment:** There was no more business before the board the regular meeting closed at 4:45 p.m.

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

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Chairman, Phil Moller

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Commissioner, Russ Jones

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Commissioner, Karyl Oules

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*Carol A. Kibler*  
Attest: District Secretary Carol Kibler