



MINUTES
Chelan Fire and Rescue
Wednesday, April 21, 2021 at 5:30 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: Chairman Phil Moller (via Zoom), Commissioner Russ Jones and Commissioner Karyl Oules.

Staff in attendance: Fire Chief Mark Donnell, Assistant Fire Chief Brandon Asher and District Secretary Carol Kibler

Others in attendance: Dan Crandall, Rich Uhlhorn and Chris Baker

Regular Meeting Call to Order: Chairman Moller called the meeting to order at 5:30 p.m.

Approve Agenda: Chief Donnell would like to add to New Business SOG 113 and 113.01
MOTION was made with additions to approve the agenda as submitted the MOTION PASSED.

Public Comment: No comment

Consent Agenda: MOTION was made to approve the Consent Agenda as submitted the MOTION PASSED

- Revenue and Expenditure Report: March 2021
- Payroll: March 1 -31, 2021 for \$137,579.22 paid 04-05-2021
- General Account Vouchers: #201403056 – 201403099 for \$27,846.05
- Capital Account Vouchers: #17165-17168 for \$13,631.31
- Minutes: March 17, 2021 and April 7, 2021

Fire Chief Report:

2021 Budget & Financials:

- March financials have been reviewed with the 2021 Budget spent at 23% (budget target 25%).
- March and April overtime will be higher than normal due to 3 career staff members being out for either on duty injury (1) or new births (2). Starting of our Seasonal Firefighters in May will relieve some of that cost going into our seasonal increase in call volume.
- We have completed the updated SOG and inventory request for our FEMA desk audit which is due in May. Approval of SOG-124, Policy on Federal Grants (New Business) is needed to complete this requirement.

Emergency Response Reports:

- March Incident Response Report shows 62 calls for emergency service with our average call volume for February at 67 calls. Rescue/EMS responses accounted for 66.13% of total calls with 46.1% of those non-transport (includes patients who died at scene) or patient transported POV.
- Major incidents for March:
 - Continued community-wide vaccinations on 3/20 & 3/25 with the drive through clinics at Station 71.
 - 2021-137, Brush Fire (with property loss), S. Lakeshore Rd.
 - 2021-155, Structure Fire, S. East Center St.



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- 2021-156, Aircraft Standby. Chelan Airport
- 2021-160, Brush Fire. Little Butte Ranch Rd.
- 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 90th percentile primarily due to home responder travel distances.
- Fire District met 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.
- Total fire loss for February was \$104,496.00 (\$83.40.)

Operations:

- We are still holding Drive Thru Community Vaccination Clinics at Station 71 when vaccine supplies come in. Completed 2 in March with 2 more scheduled in April.
- Per direction from the Board of Commissioners we have reached out to Manson and LCH EMS to set discussion regarding regionalizing operational areas for efficiencies. Staff will continue to update the Board on our progress.
- Mobile Mapping Project, specifically the assessment software, is being finalized. Once we have the software and training completed, we can begin the integrated mapping and fire risk assessment of the fire district which will, in turn, be placed into a larger accessible database for all partner agencies to use.
- We are currently completing the hydrant maintenance for all city hydrants in the fire district. This was due to problems in removing caps (lack of maintenance) noted during our placement of LDH Stortz connectors. Letter was sent to the city outlining what we would do this year without assuming the liability for hydrant maintenance.
- The FMAG funded emergency generator project for Station 74 is moving along with pouring of the pad at Station 74 and permits being filed for approval/review. Estimated timeline for project completion is currently targeted for mid-August.
- Buckling of roof at Station 71 was noted last week and a contractor is scheduled to come in and look at possible temporary repairs. We may need to look at possible replacement in the very near future depending upon what is found.

Community Risk Reduction:

- Kick off of the Wildfire Ready Neighbor program started on April 5th with a massive media blitz for Chelan County. The Wildfire Ready Neighbor program is a cooperative effort between the WA State DNR, Cascadia Conservation Group, and fire districts within Chelan county in promoting Firewise programs and opportunities for the next six weeks. 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. To date, we have 12 scheduled with 7 completed Firewise Assessment which have come through the WRN website. We are committed to completing 20 assessments per month and FE Troy Keene has been assigned this task.
- With the early start of our fire season, we will continue to utilize social media to send out consistent messaging to the community about the fire safety and our community risk



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reduction program. Staff will continue to send out information pieces via 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. This apparatus is currently being considered for use as a Hazmat support vehicle for the Chelan/Douglas/Grant county Regional Hazmat Responses Group.
- Ladder-71: second proposal for work related to corrosion issues with L-71 should be ready for our review this week. Hughes Fire and staff are prepared to begin work immediately (versus in November) once the proposal has been accepted. We are still working with Pierce Fire and Brindlee Mountain in hopes of getting some restitution with the cost associated with this project.
- Fleet Manager John Goyne has been instructed to look at return of the 1995 Ford Type 3 Brush Truck to DNR at the end of fire season.
- We are still looking for another military surplus vehicle (M-1075 or M-1083) for conversion into a four/six-wheel drive Type 3 Brush Truck. Once we have acquired this apparatus, we will begin the conversion using the turret and equipment currently assigned to B-73H. This is funded under the DNR Phase 2 Grant program. B-73H will be returned to DNS/USFS after we have completed this conversion which we anticipate will be before the start of the 2022 fire season.
- All other apparatus are in service at their assigned stations.
- Seasonal position was posted to local fire department and on daily dispatch state wide. We only received one application. Greg Simpson will start April 30, 2021.
- Mechanic John Goyne will have surgery on his knee in June.
- Marine 71 is on the water as of last week.

Assistant Chief Report:

Volunteer Recruitment & Retention / Training

- Chief Asher report we received a new recruit application from Zach Phelps who is a resident firefighter at Douglas County Fire District 2. Zach is interested in working the stipend shifts and will start May 1st. We also received two new recruit applications: Jose Villenor and Nathan Clamp.
- Retention we lost 4 people: Mike Knott, Marco Garcia, Judy Johnson retired and Eddy Robledo.
- **Events** we have no events that have occurred other than vaccine clinics
- The stipend shifts for the month of April coverage is at 32%
- The month of March the stipend shifts were at 38% – Firefighter/EMT Joe Ekstrom has been working the shifts.
- The stipend shifts will get better the month of May due to the new recruits signing up.
- Greg Simpson filled the seasonal position and starts April 30, 2021.
- **Training** recently, we had emergency radios, ground ladders and red card wildland refresher.



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- Our software program Target Solution also has certifications for wildland. The members need to do the red card refresher and argues to find out if they qualify. Training for structure and wildland firefighting will test their ability to qualify or be in a support roll.
- Firefighter/EMT Keene has been working with the recruits on driver operator certifications.
- We have scheduled this coming weekend a house burn training in the area of Pat and Mikes off Hwy 971. We did some drills at the house with a few volunteers and duty crew. Chelan Co Fire District 8 (Entiat) will join in on the house burn training.
- We are signed up to take the S330 strike team leader class with DNR team leader. DNR has allowed us to do the Pod. This training will qualify some of our staff as wildland strike team leaders.
- The property/house we are burning, we have no intention of putting a fire station at that location.

Firefighters Association Report:

- President Dan Crandall reported the association approved \$1,000 donation to Jim Steverman who lost everything in a house fire in the Lakeside area a couple weeks ago. Mr. Steverman really appreciated the donation.
- This year we have brought in a total of \$700 and spent \$2,500 overall net of \$1,800. We have a balance of \$31,500 in the account and are in good financial standings to cover our mission.
- June 5th is Crusin Chelan, normally we have the pancake breakfast. This year we will provide a grab and go breakfast sandwich. Setting the breakfast station outside of station 71, the sandwiches will be prepared beforehand. We hope in 2022 we can do the breakfast as usual.
- Because of the easing up of covid restrictions the association has decided to meet face to face in May for the next meeting.
- The association is on the verge of having a new web site. The plan is to have it ready in a week, will keep all informed.
- Congratulation to Russ Jones on receiving his certification of EMT, good work man!

Unfinished Business:

- **City of Chelan Fire Protection Services Contract – Update** plan to schedule a meeting, waiting for people to return from vacation. The Fire District never had a contractual agreement with the City. Now is a great time to negotiate the needs and wants, find out who will be responsible for what.
- **Station 75 Short Plat – Update:** No movement on county permit.
- **2020-2021 Annexations – Update:** We reviewed Knapps Coulee area and found properties that we can send annexation letters. We also translated a letter in Spanish for those residents that don't speak English. Chief Donnell will meet with Chelan County Assessor's Office next week to confirm the next steps. Our resolution has to be completed and done by August board meeting. Property owners who don't respond within the time frame we can always pursue in 2022.
- **Citizens Group Advisory Board – Update:** Commissioner Oules stated the group did a great job and gave enough information.



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New Business:

- SOG 124 Policy on Federal Grants: The SOG 124 complies with federal requirements for federal grants and has been reviewed by attorney Eric Quinn.

MOTION was made to APPROVE SOG 124 as submitted the MOTION PASSED.

- SOG 113 Policy on Sick and Injury Leave: The SOG 113 has been updated, follows the State and Federal law and has been reviewed by Attorney Eric Quinn.

MOTION was made to APPROVE SOG 113 as submitted the MOTION PASSED.

- SOG 113.01 Policy on Paid Family Medical Leave: The SOG 113.01 was drafted and follows State law and has been reviewed by Attorney Eric Quinn.

MOTION was made to APPROVE SOG 113.01 as submitted the MOTION PASSED.

Special Events:

- Thursday April 22nd at 8:10 KOZI – Commissioner Jones and Chief Donnell or Chief Asher
- Live Fire Training (acquired structure by Pat & Mike's), Saturday, April 24th, 0900-1400.
- Manson Apple Blossom Parade, Saturday, May 8th, Manson (Sparky & the Parade Truck Team will be attending.)
- Station 73 Open House, Saturday, June 12th, 1000-1200 @ ST-73
- May 1st hydro boat races
- June 5th Grab and Go breakfast – association at station 71
- June 12st Station 73 Open House

Board for Volunteer Firefighters: none

Public Comment: none

Commissioner Comments:

Commissioner Jones, asking people to volunteer and training for a small amount of money is remarkable that people do it. It is admirable!

Commissioner Moller, very concerned with the 240 hours of overtime this month, we don't have a solution. We need to consider not filling vacant positions with our professional staff. We need to let out volunteers know there's a vacant position and see if anyone can come in and help fill the position. If we have a day without staff then we let the community know the response on this day will be delayed due to staffing. We have to cut the overtime immediately.

Commissioner Jones received EMT certification and will support Marine 71. Once retired he is interested in an operator position and is not interested in combat firefighting.

Chief Donnell, the seasonal position will help with cutting the overtime cost. Capt./EMT Zacher will be back soon. Capt./EMT Rains comes back April 25th, both know that their FMLA is taking a toll on the fire district and crews.

Executive Session: None

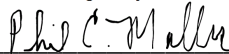
Adjournment: There was no more business before the board the meeting closed at 6:38 p.m.



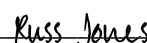
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Chelan County Fire Protection District 7
Board of Commissioner's:

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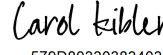
Chairman, Phil Moller

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Commissioner, Russ Jones

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Commissioner, Karyl Oules

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Attest: District Secretary Carol Kibler