



MINUTES
Chelan Fire and Rescue
Wednesday, June 16, 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: Chairman Moller, Commissioner's Russ Jones and Karyl Oules.

Staff in Attendance: Fire Chief Mark Donnell, Assistant Fire Chief Brandon Asher, District Secretary Carol Kibler.

Others in attendance: Randy Kortemeier, Debra Jones, Barry Leahy, Stephanie Preheim, Lisa Garvich, Ann Clark, Steve Clark, Bill Bassett, Larry Peabody, Troy Keene, Ron Simmons, Chris Baker, Jasmine Shattuck and John Corbin.

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: No comments

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

- Revenue and Expenditure Report: May 2021
- Payroll: April 22 to May 24, 2021 for \$130,504.24 paid 06-04-2021
- General Account Vouchers: #554-563 for \$10,603.98 / 567-582 for \$7,611.92 / 596-598 for \$ 7,787.41 / 599-612 for 8,757.27 / 627-633 For \$1,979.41
- Capital Account Vouchers: #561 and 553 for \$4,695.63 / 501-503 for \$4,170.97 / 625-626 for \$10,310.88
- Minutes: May 19 & 27, 2021

Fire Chief Report:

- Chief Donnell's Retirement Announcement:
Please accept my official letter of intent to not extend my contract when it expires on December 31, 2021. My decision to not extend my contract is based solely upon my personal desire to retire and enjoy many things that I have been wanting to do for some time. And, after much consideration, I have reached the decision that the extension of my contract would not allow me the freedom nor the opportunity to do so. I wish to reiterate to you that my decision does not stem from any issues within our fire district or with the Board, as we have an excellent organization that is committed to serving our community. It truly has been an honor for me to serve as the Fire Chief of Chelan Fire & Rescue.

I wish to reaffirm to each of you that I will stay on as long as necessary pass the end of my contract to ensure that we successfully pass the levy lid lift, complete the 2022 budget, and to assist the Board with their selection of the next Fire Chief. I believe that Chelan Fire & Rescue has a committed path forward to provide for our community well into the future and I am committed to that success in my time remaining.

2021 Budget & Financials:

- May financials have been reviewed with the 2021 Budget spent at 38% (budget target – 41.6%). We have received \$70,000 from California Mobilization and transferred \$20,000 to the Capital "Equipment" Investment Account.
- Paid staff overtime for April/May used 45% of allocated overtime budget and should hold throughout fire season barring any unforeseen injuries or illness. FE Troy Keene



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will return to full duty on July 8th. We will not be filling one of the Seasonal positions for the 2021 Fire Season due to lack of qualified candidates. July would be the end date to hire.

- Staff will be conducting a mid-year review of budget to determine need for any mid-year budget adjustments. We do not anticipate any changes at this time.

Emergency Response Reports:

- May Incident Response Report shows 78 calls for emergency service with our average call volume for May being 83 calls. Rescue/EMS responses accounted for 76.9% of total calls with 42.9% of those non-transport (includes patients who died at scene) or patient transported POV.
- Major incidents for May:
 - 5/08: Brush Fire, Mountain View Drive (less than 1 acre)
 - 5/22: Cooking Fire, E. Gibson Ave
 - 5/23: Brush Fire (3rd Alarm), Swakane Canyon
 - 5/30: Brush Fire (2nd Alarm), Mansfield (20 acres)
 - Total emergency service calls for the Memorial Day Weekend was 14
- May turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010. Times for outlying stations are still outside of 90th percentile.
- The district met our service goals for establishing an Effective Work Force as established by SOG 010 for wildland/brush fires. Effective Work Force goal not met for structure/building fires. We continue to experience sporadic response from our volunteer firefighters, with the biggest challenge being responses during the late night/holiday time frames.
- Total fire loss for May was \$0.00.
- Chief Donnell reviewed the incident 2021-388 Gibson house fire.

Operations:

- We have completed our commitment to the Drive Thru Community Vaccination Clinics at Station 71 and currently do not have any scheduled for the foreseeable future. We have submitted for reimbursement for our employee costs through the Chelan/Douglas Health District which total approximately \$3,900.00.
- We have started our work on the county wide Mobile Mapping Project which will allow the integrated mapping and fire risk assessment of the fire district which will be placed into a larger accessible database for all partner agencies. John Steiner will be the primary data collector as we move forward with the hope of engaging more of our volunteer personnel in performing these assessments.



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Community Risk Reduction:

- The Wildfire Ready Neighbor program has ended effective June 11th and FE Troy Keene will complete any outstanding Firewise Assessments before his return to duty on July 8th. The After-Action Review for this program was conducted on June 10th with a number of recommendations for future WRN programs.
- Still waiting for the delivery of 6 Fire Danger signs that will be located at various, high traffic locations throughout the district to inform residents and visitors of our current fire danger.
- The Open House for Recruitment and Firewise Awareness at Station 73 in Union Valley was held on Saturday, June 12, 2021 from 1000-1400 with approximately 50 community members attending throughout the day. We were able to hand out applications to several future members and engaged others in the DNR Cost Share program

Apparatus Status:

- We have received the signed MOU for placing in service as the regional hazmat response vehicle. This apparatus would be staged at CCFD #1 and outfitted for Hazmat Response operations in a three-county area covered under an operational MOU. We retain ownership of this vehicle until such time as it is no longer used by Chelan/Douglas/Grant County Regional Hazmat Responses Group.
- Pierce has moved the start date for the corrosion refurb on Ladder 71 to October. We will get a confirmation that date in August and make the necessary arrangements for transport to Wisconsin at that time
- Our 2nd M-1083 is currently at Halverson for painting. We have ordered the necessary pump and equipment with the hope of starting the work to complete the conversion to a six-wheel drive Type 3 Brush Truck. This projected is funded (\$12,000.00) under the DNR Phase 2 Grant program.
- All other apparatus are in service at their assigned stations.

Assistant Chief Report:

Volunteer Recruitment & Retention / Training

- **Recruitment:** Chief Asher reported we received 4 recruit applications: 2 for Chelan Fire and Rescue Brandon Gardner, Terri Shover. 2 for Chelan 8 (Entiat) Ali Hashemi, Mark Doennebreink. Erica Ward is interested in our stipend shift program.
- **Retention:** We lost Zach Phelps and Wyatt Dietrich they participated in our stipend program. Both are recruits of Douglas County 2 and participate in the resident program. They each found pulling shifts for both agencies was difficult and they were working to many hours.
- May stipend shift coverage was 47%, June's coverage is at 28%.
- **Events:** Open House at Station 73 we handed out 6-7 recruit applications we are hoping to get the applications back.



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- **Training:** We finished up annual wildland refresher and certifications. We trained on multi company operations, we used the municipal golf course and surrounding area. Trained on fire fighter rehab, quarterly first aid/CPR and trauma and some completed the S-330 strike team training.

Firefighters Association Report:

President Dan Crandall reported current balance \$31,754 we received a \$50.00 donation, we shifted \$500 to the parade truck and Marine 71 has \$18,034 budget.

Recently we've been asked to cover Marine 71 operational expenses, this requires the associations board approval. Discussion is ongoing, original participation of funding Marine 71 was established for equipment purchases.

The board and members have had 2 face to face meetings recently.

It was decided to postpone the pancake breakfast to later in summer or fall and possible combine the event with an open house at station 71 maybe in early October.

The Association has a new website and it is up and running CD7FFA.com

Unfinished Business:

- **City of Chelan Fire Protection Services Contract:** Drafting the interlocal services document, it should be ready for review by July 4th weekend.
- **Station 75 Short Plat:** The short plat documents are in a delayed process at the County. The County is backlogged and understaffed. We will keep you informed of any updates.
- **2020-2021 Annexations:** we put the annexations on hold, we are waiting for a few more petitions and the boundary lines still need to be drafted by Pinnacle Surveying. We are extending the annexations into 2022.
- **SOG 230 – Marine Operations (DRAFT):** We have trained staffing to operate Marine 71 this summer. There is no update as of last meeting on SOG 230. Marine 71 is well received on the Lake it has a great presence.

New Business:

- **2021 Levy Lid Lift – Resolution 2021-02:** If approved the levy lid lift will be on the November 4, 2021 ballot, the resolution needs to be filed at the County by August 4, 2021.
- Chief Donnell stated the board needs to have a unified front. The levy campaign group is extremely passionate about passing the levy. Administration has laid out the levy information and budget. The commissioners should lead the path, be consistent in the delivery of information, this will be important to the success of passing the levy. The Resolution 2021-02 has been reviewed by our district attorney.

**Chairman Moller MOTIONED to APPROVE Resolution 2021-02 as submitted
Commissioner Jones second the MOTION was UNANIMOUS.**

New Chief Search – Options for Consideration:

- Chief Donnell stated that whether he is here or not this should not have an impact on the outcome of the upcoming levy. He has stated that he will stay on past his contract. The current priority of the fire district should be the passage of the levy and getting good transparent information out to the community. The second priority will need to be the



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2022 budget as this will determine the course of action for the Board and the fire district will need to take, dependent upon the outcome of the levy vote.

- There are a number of options to choose from when looking for a fire chief; local, regional and outside of those pools. Chief Donnell stated he is committed to being here as long as necessary to ensure the success of the organization. Passage of the levy will set up the organization for the future. We have options when hiring a fire chief. Failure of the levy will require a different pool of options. Chief Donnell is willing to extend his employment to help the department be successful.
- Commissioner Jones stated the board had a discussion in executive session last month that was illegal and referred to literature from Roger Farris of Washington State Commissioners Association, Commissioner Jones asked Chairman Moller to repeat the discussion.
- Chairman Moller stated that with the fire chief not wanting to continue his contract, he reached out to Chelan Co. Fire District 5 board chairman to see if they would be interested in an interlocal agreement sharing the fire chief position on a part time basis. We have not done anything further.
- Commissioner Jones stated we should explore the options after the levy election and look at Chelan Co Fire 1 and outside of the local area.
- Commissioner Oules stated that she would like to see moving forward in a controlled manner, if we can get it done before the levy let's do it.

Special Events:

- Thursday June 17th at 8:10 KOZI – Commissioners Moller, Jones, and Oules
- Tuesday, June 29, 2021 - Recognition Night - starts at 6:00 p.m. to 8:00 p.m. Mellisoni Winery

Board for Volunteer Firefighters: None

Public Comment:

Larry Peabody thanked the commissioners for bringing on the Community Action Group and staff in giving all of the fire district information. Marine 71 on the water, I agree whole heartily. Speaking about the levy lid lift and the three firefighter personnel, staffing moving down the road please keep them in mind.

John Corban has been a property owner in Chelan for 19 years and has lived here full time for 3 years. He has 31 years of firefighting service. Thank you, Commissioners, for supporting the levy, we are going to do whatever we can to succeed. We are heading in the right direction and will have boots on the ground campaigning. As this area is growing with the knowledge of call volume and growth that is coming, I hope we can go further. Would love to see 4-5 people on duty to handle all the calls. You really need 2 crews on to respond to the fires and EMS calls, thank you for heading in the right direction.

Bill Bassett asked the commissioners if there was a hiring process for the fire chief? Chairman Moller, no there is not a process. We are talking only a possible administrative position and putting more boots on the ground. It is a budget concern.



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Shawn Sherman stated the resident program; there is probable a violation in the law regarding stipends who are working as residents in one district then coming to Chelan and working another 48 hours. Concern that if something happens, was it right to be working these people this hard?

Tyee Zacher stated he was one of the 3 responders the night of the house fire, he referred to the time line Chief Donnell presented and emphasized the 3 firefighters and safety. Most of the time we have a 28% coverage that leaves 70% of the time we are understaffed, we were lucky to have had the 3rd firefighter on shift that night.

Stephanie Preheim one of the 3 responders stated Joe Ekstrom wasn't supposed to be on shift that night he chose to stay because his plans changed.

Chairman Moller stated we are all in favor of the lid lift.

Chris Baker – City of Chelan Council member and liaison for the city to the fire district. Speaking as a public citizen, we support the new hospital and the fire levy and a new school. Chelan is growing and the progress of our fire department has not growth with the area. It's not an option, there are as many 100 new homes going to be built. I support this levy; this is a small amount to pay to support our fellow members of the community. We know one summer of fires can ruin business.

Commissioner Comments:

Commissioner Oules we are unified on the levy.

Commissioner Jones side benefit thank you to the Firefighters Association for supporting and the good that they are doing. We are building a strong relationship with the Chelan Co Sherriff members while on the water and in Marine 71. One thing I've learned as commissioner and volunteer is seeing the seamless work that goes on with our responders, EMS and Sherriff personnel, I witnessed as a responder the workings of the vehicle accident we responded to last week. You can see the strong good working relationship between all the agencies.

Commissioner Jones commented to Chairman Moller; I think your comment about Marine 71 as a program creep was out of line.

Marine 71 fuel and operational expenses budget is \$500 Commissioner Moller said the expenses should fall onto the fire district.

Chief Donnell stated going into the next budget cycle we can budget Marine 71 to reflect those type expenditures.

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 4:11 p.m. to go into executive session for 15 minutes.

Executive session was extended another 5 minutes.



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Chairman Moller closed the executive session at 4:31 p.m. and opened the regular meeting.

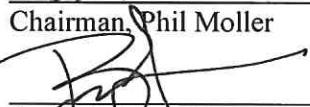
No action was taken.

Adjournment: There being no more business before the board the meeting closed at 4:31 p.m.

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



Chairman, Phil Moller



Commissioner, Russ Jones



Commissioner, Karyl Oules



Carol Kibler, District Secretary