



MINUTES
Chelan Fire and Rescue
Wednesday, March 16, 2022 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

Proposed Chelan Fire and Rescue agenda pending Board approval.

Commissioners in Attendance: Russ Jones, Phil Moller, and Karyl Oules

Staff in attendance: Fire Chief Brandon Asher, District Secretary Carol Kibler, and Admin Assistant Karla Mendoza.

Others in Attendance: Karl Polzin, Ron Simmons, Mark Donnell, Ann Clark, Shawn Sherman, Larry Peabody, John Goyne, Chris Baker, and Bob Gervais.

Flag Salute

Roll Call: Chairman Russ Jones, Commissioners Karyl Oules and Phil Moller, Fire Chief Brandon Asher, and District Secretary Carol Kibler.

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

Approve Agenda: Commissioner Moller MOTIONED to APPROVE the agenda as submitted the MOTION CARRIED.

Public Comment: None

Consent Agenda: Commissioner Moller MOTIONED to APPROVE the agenda as submitted the MOTION CARRIED.

- Revenue and Expenditure Report: February 2022
- Payroll: January 25, 2022 to February 21, 2022 / Paid 03-04-2022 for \$117,442.47
- General Account Vouchers: 02-18-2022 transactions 163 to 185 for \$9,033.26
- Capital Account Vouchers: 02-19-2022 transactions 186 to 188 for \$2,193.09
- Minutes: February 16, 2022

Fire Chief Report: (Chief Asher)

2022 Budget & Financials:

February financials have come in. Everything is looking good. February is typically a quiet month. OT is up due to Duty Officer coverage and this is the time of year everyone is taking classes that meet our established positional requirements. There has also been a lot of annual leave used since it's not fire season.

We have started to receive funding from 25 Mile and Cedar Creek recently (51,200). After finalizing those numbers, we expect to receive about another \$33,500 which should finalize the 2021 Mobe reimbursements

Staff is monitoring closely to ensure we have sufficient funds available going into when we get our April Tax reimbursement.

Emergency Response Reports:

- February Incident Response Report shows 51 calls for emergency service with our 10-year average call volume for February at 46 calls. This is the exact same amount of calls we had last year. The record is 67. Rescue/EMS responses accounted for 78.4% of total calls for service with 34.1% of those non-transport (includes patients who died at scene) or patient transported POV.
- Major incidents for February: After a busy January we had zero major incidents for February. Crews did almost deliver a child in the field.
- February turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010
- The district was able to meet our goals for an Effective Work Force as established by SOG 010 for this month
- Total fire loss for February was \$0. Annual tax revenue lost \$0

Administration: In regards to the 2 FOIA requests: Administrative Office Manager Carol Kibler has spent 16 hours so far going through over 5000 Emails. And is about 80% done. She estimates 2 more email dumps to the department. For just the 1st request. Then she will start on the 2nd request. These will then be sent to our attorney to



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ensure we're not violating HIPPA. Again, this is an unneeded burden put on our staff's time and a cost to the taxpayers.

Operations:

- We still have not heard if we are successful with the 2021 AFG grant for diesel exhaust removal. We still haven't heard if we got the 2022 DNR Phase 2 grant award. The DNR Phase 1 grant opened up March 1st and has a \$3000 limit for PPE and equipment. Items are 50% off.
- I wasn't able to get the final draft of the Hazmat Team Interlocal Agreement back in time for this meeting but we will have that for you by April to sign. This is a flexible grant in the \$205-250,000 area. Chelan 1, Us Dog 2 City of Moses Lake will be on the team
- We're in the process of getting a promotional test ready since it has been two years since the last one. Great training for our crew! The acting officer list will be established.

Community Risk Reduction:

- Captain Rains has been asked to do a Community Risk Reduction briefing to the Rotary in April.
- Chelan Fire and Rescue will be hosting the kick-off to Wildfire Ready Neighbors in the Union Valley area. We have another meeting Friday in planning for this event.
- We're going to participate in a 2-day free brush disposal event at the Chelan Transfer Station. The tentative date is May 6-7 which coincides with Wildfire Community Preparedness Day.

Apparatus Status:

- Ladder 71 refurbish project. I spoke with Pierce yesterday and the truck is now been pushed into May for completion. I am also waiting on body corrosion and paint estimate updates. We have a few firefighters who have volunteered to drive it home. This should provide better driving weather.
- R71 is back from the paint shop and is just in need of a mobile radio install and striping in April. M-1083 is now expected to be completed in the 2nd quarter of 2022

Volunteer Recruitment:

- Recruit Academy is going well. We haven't lost anybody and they start their live fire training for the next two Saturdays.
- After that they will receive their wildland fire training from FF Jones. Also the crews will train alongside to complete the cert.
- FEMA requested a few more clarifications on our grant amendment for the LED signs and extension to cover PPE. Carol submitted those and we are awaiting approval.

Stipend Coverage

- February 23% sign up
- February final 17.8%
- March sign up 34%

Training:

- Capt. Zacher and FF Keene took their IFSAC Fire Officer 2 course and FF Belsky took his IFSAC Instructor 1 course. Cpt. Zacher also completed his ICS300 These classes fall in line with our career development path that we have created.
- I attended the National Fire Academy this past week in Emmitsburg Maryland and had a great experience networking and getting ideas from Fire Chiefs all throughout the US. I now have a New Executive Fire Officer Cert.
- February volunteer training included drive time/mapping, Hazmat IQ, IMS accountability and Radio Review.



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Firefighters Association Report (Ron Simmons)

President Simmons reported the association meeting was last week and the majority of the meeting was talking about the up-and-coming activity opportunities in the community. The members have the desire to participate in the parade truck and other community activities.

Unfinished Business:

- **Station 71 Roof** – Bids are all \$140,000-\$190,000. There are currently no leaks and we feel it would be more prudent to patch as needed. This may also allow costs to stabilize in the future. We also just received word that we are not eligible for the PUD's air system rebates. Our building only has 2 phase power which disqualifies us for the rebate.

Commissioner MOTIONED to remove the roof installation from the agenda and to discuss it at the LRP meeting. The MOTION CARRIED.

- **Assistant Fire Chief Position** – Interviews were completed on Monday and the top 3 candidates have been selected for a meet and greet on Monday the 21st.
- **Seasonal Firefighter** – We have received 4 applications. This allows us to fill our three open positions. May 1st will be their start date. They will be assigned to shifts for crew continuity and work 36-hour shifts.
- **2021/2022 Annexations** – We have 25 total submittals for annexation into the district. Erlandson is still working on these. Type in scheduled dates...
- **City of Chelan Fire Protection Services Contract** – The ILA agreement between the District and the City has been signed. We changed it to a 3-year agreement from a 1-year agreement. We will now be working on coordinating inspections and tactical response plans.
- **Apparatus Planning Team** -We've had two apparatus manufacturers stop by with apparatus that is close to what we are needing but not all-wheel drive. Crews have test-driven them and are happy with what they are seeing. There is a lot of discussion about going with a commercial chassis for Station 73 rather than a custom chassis. This should provide us a cost savings. These will all be items discussed more in the apparatus workshop tomorrow.

New Business: None

Special Events:

- KOZI – Community Connection March 17, 2022 @ 8:10 a.m. – Commissioner Oules / Chief Asher
- Mask Mandates – removed March 12, 2022
- Staff – Long-Range Planning meeting - Wednesday, March 31, 2022, at 9:00 a.m.
- Commissioner's Special Meeting – Long-Range Planning meeting Monday, April 11, 2022, at 9:00 a.m.

Board for Volunteer Firefighters: None

Public Comment: None

Commissioner Comments:

Commissioner Oules all been covered and the overtime answered.

Chairman Jones – we will need to discuss the new firefighter positions and overtime, let's put it on the agenda.

Executive Session: none

Adjournment: There was no more business before the board of commissioner the meeting closed at 3:33 p.m.



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Chelan County Fire Protection District 7
Board of Commissioners:

DocuSigned by:
Russ Jones
E4E24F7D93DA470
Chairman, Russ Jones

DocuSigned by:
Phil Moller
1A81EA7680EA475
Commissioner, Phil Moller

DocuSigned by:
Karyl Oules
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Commissioner, Karyl Oules

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Carol Kibler
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Carol Kibler, District Secretary