



MINUTES
Chelan Fire and Rescue
Wednesday, April 20, 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

Flag Salute

Roll Call: Chairman Russ Jones and Commissioner Phil Moller via Zoom and Commissioner Karyl Oules in person.

Staff in attendance: Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, District Secretary Carol Kibler, and Administrative Office Assistant Karla Mendoza.

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

Assistant Fire Chief - Pinning/ Introduce temp FF/EMT and Seasonal Positions

Fire Chief Asher Introduced Shawn Sherman as our new Assistant Fire Chief and read the oath of office.

Assistant Fire Chief Shawn Sherman's mother, Christiane Sherman pinned the badge.

Commissioner Moller congratulated Shawn Sherman and stated keep up the good work and let's keep moving forward.

Chief Asher announced Stephanie Preheim as the FF/EMT

Chief Asher Announced Greg Simpson who has been here for 3 years. Andy Gore and Wyatt Dietrich as the new seasonal position hire.

Approve Agenda: Chief Asher would like to add to Unfinished Business; Career Firefighter hire and to New Business purchase of Extrication Tool

MOTION was made to approve the agenda with the additions, the MOTION CARRIED.

Public Comment: *None*

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

- Revenue and Expenditure Report: March 2022
- Payroll: February 22, 2022 to March 21, 2022 / Paid 04-05-2022 for \$122,502.17
- General Account Vouchers: 03-04-2022 transactions 234 to 255 for \$23,075.22; 03-18-2022 transactions 267 to 286 for \$10,709.07; 03-25-2022 transactions 302 to 312 for \$7,134.59.
- Capital Account Vouchers: 03-19-2022 transactions 287 to 288 for \$4,537.64; 03-26-2022 transactions 313-315 for \$10,791.37.
- Minutes: March 16 and 17, 2022

Fire Chief Report: (Chief Asher)

2022 Budget & Financials:

- Financials are still on track. We've still had high OT costs due to COVID coverage at the beginning of the year, sick/injury leave, covering annual leave and Kelley days with only two-person staffing, covering the duty officer days to give me some time off, and covering the one-time cost of identified required training.
- With the addition of the 3 seasonals on May 1st training classes completed, and the addition of AC Sherman we will have instant relief in the OT coverage.
- Moller discussed OT with Chief and feels better about the coming months that it will ease.
- Stipend pay was up some for Donnell coverage for Asher at NFA. We still aren't getting close to spending the budgeted amount on stipend coverage. This saved the department approximately \$25,000 in DC OT coverage
- We still expect to receive the final \$33,500 of our 2021 State Mobe funds this month. This will close out the \$191,000 crews earned last year alone.
- Staff will start prioritizing budgeted capital purchases as tax funds start arriving.



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Emergency Response Reports:

- March Incident Response Report shows 49 calls for emergency service with our 10-year average call volume for March at 65 calls. This is a 13-call decrease over last year and actually our lowest amount in the last 10 years. Rescue/EMS responses accounted for 61.22 % of total calls for service with 53.3% of those non-transport (including patients who died at the scene) or patient transported POV.
- Major incidents for March: Heavy damage head-on with 1 patient tx. E71 requested Navarre Coulee for a motor home fire. BC71 and R71 responded to McNeil Canyon on 2nd alarm wind-fed brush fire.
- March turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010. Our unstaffed apparatus was outside of our established goals due to people coming from home. 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 March was \$0. Annual tax revenue lost \$0

Administration: In regards to the 2 FOIA requests.

Chief Asher reported that Administrative Office Manager Carol Kibler has spent 30 hours so far going through over 10,000 Emails. And is about 80% done. For just the 1st request. She hasn't even started on the second FOIA request. These will then be sent to our attorney to ensure we're not violating HIPPA or any state RCW laws. This is an absolute drain on staff's time and a cost to the taxpayers.

Operations:

- Chief Sherman started Monday and is on his first week as DC. He's assigned the Dodge and will go by 702 or Chief 72. Chief Donnell will become 703.
- I have taken over as the chair of the communications committee in the North Central Washington Fire Chiefs Association. We are working on standardizing many different radio and apparatus items for Chelan and Douglas Counties.
- We still have not heard if we are successful with the 2021 AFG grant for diesel exhaust removal. Hoping August we will hear something
- We were successful with our 2022 DNR Phase 2 grant application. This grant is for \$18,000 and we have already received \$12,000 from DNR. This will be used to build a type 3 brush truck. We don't believe we will find a chassis until well after fire season.
- The DNR Phase 1 grant opened up March 1st and has a \$3000 limit we added a few hand tools and purchased 2 BK mobile radios at 50% off and will seek reimbursement through rivercom.
- All three organizations attached to the Hazmat Team Interlocal Agreement have had to go through some extra attorney review which has logistically made this difficult to complete in a timely manner. I expect this ready for signatures in May meeting. This is a flexible grant in the \$205-250,000 area.
- We're in the process of getting a promotional test ready since it has been two years since the last one. We will promote 1 to Captain from this list to fill the empty slot left by AC Sherman. This will also create a 2 year future promotional list and acting officer eligibility list.



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- We moved FF Jones to the open officer spot on A shift until the test is completed. We also hired Stephanie Preheim as a temporary firefighter to fill Adams spot to not create OT. June 1st Captain position will be filled.
- I'm getting good interest from the new recruits in getting some stipend shifts. We will be getting them trained for those positions. The hiring of our seasonals has dramatically cut our stipend participation.

Community Risk Reduction:

- Captain Rains will do a Community Risk Reduction briefing to Rotary on April 26.
- We have had 8 members sign up for training on how to complete Hazard Ignition Assessments that will occur on May 19th. I was able to secure some funding through a DNR grant to pay for any assessments done and an IPAD to do them. Submitted a 26,000 hell mary LED sign to see if we could be granted the sign.
- Chelan Fire and Rescue participated in the Earth Day event and handed out fire safety information last Saturday. An Amazing time had by all good crowd.
- We're going to participate in a 2-day free brush disposal event at the Chelan Transfer Station on May 6-7 which coincides with Wildfire Community Preparedness Day.
- We had a very successful Wildland Ready Neighbors kickoff event in Union Valley yesterday. It was well attended but unfortunately, Hillary Franz had to cancel. I'm really proud of our members in Union Valley and all the hard work and preventive measures they are taking to ensure people's homes are safer. Chief is proud of station 73 and Johnny Synder has done a fantastic job. There has been recognition statewide.

Apparatus Status:

- Ladder 71 refurbish project. We authorized the further repairs on L71 and they are in process. The truck will now not be ready until June.
- R71 and the new M1083 had their radios installed. R71 will go for striping in the next few days.
- The immediate replacement of my command truck won't be immediate. I stopped by Sangsters and John talked with Jess Ford and there is absolutely nothing available. We will wait for the 2023 models.
- The final chassis replacement of B75 also won't occur until a chassis becomes available. Again we'll be using DNR grant money for the build-out. We hope to have the truck for the 2023 fire season.
- Exploring keeping the current B75 as a support unit. The cabinets can be fitted with SCBA bottle holders and the tank and pump potentially be sold or left on the apparatus.

Stations:

- We're installing base radios in both Station 73 and 75. This will be covered through Rivercom reimbursement.
- We are looking at internet options for Station 73. Our only option if it completely fails is Starlink. We are on a year-long waitlist for that.
- We looked at options for security for St. 71 and hardwiring is cost-prohibitive. We will be installing a 4-camera wireless system (\$899)
- Moller proposes to spend the money right away to get the system.



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- New Audio/Video for training room to be discussed under new business.
- DEM is purchasing an 86" smartboard and mount for us. This is recognition to us for hosting IMT's every summer at Station 71. This will help modernize our training abilities. I will talk about the additional A/V items under New Business

Volunteer Recruitment:

- The new recruits have successfully completed their structure training and their wildland training. We will be issuing red cards for all staff shortly. This was a very successful regional recruit class. Many of them are now signed up to challenge the IFSAC FF1 test on April 23rd. An FF1 for May 14th practical test was announced today that I will be pushing them to take.
- We were unsuccessful with the portion of our grant amendment to obtain LED signs. They did let us extend our period of performance for the outstanding PPE reimbursement. Without the gear in hand, they claim they won't reimburse us. Our regional rep is putting high pressure on the manufacturer to prioritize us under the understanding we can't get stuck with that bill.

Stipend Coverage

- March 23% sign up
- March final 31%
- April sign up 10%

Training:

Assistant Fire Chief Sherman reported setting up a wildland multi-agency Urban interface drill. He reached out to Manson, Entiat, Orondo Fire departments, and DNR. This is a great opportunity to work together with the other departments. Everyone is working on red card certs and in-house driver operator certs. Chief Sherman has been working with a volunteer to set up a driver operator class for the volunteers to get everyone certified.

- Capt. Rains attended the National Fire Academy for Community Risk Reduction class
- March training was hose/ladders for structural qualified personnel and Infectious Disease for all members.
- FFs are also completing their annual EVIP driver requirement
- All members have started taking their arduous fitness level test which is the baseline for what members are allowed to do in the department.
- LCCH may be putting a free EMT class together in June that we have 7 people interested in. Ray will be following up with more details.

Assistant Chief Report: (Chief Sherman)

- Volunteer Recruitment & Retention / Training
- See above.

Firefighters Association Report (Ron Simmons)

President Simmons reported a number of members were involved in earth day, it was a great event and well attended by the community. Not much going on, except for the up-and-coming summer events: Pancake feed during Cruzin Chelan in June 4, 2022. Looking at putting together



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procedures for donations of emergency funds. Chaplin Blitz would like to help put together the procedure. The parade truck has been out and is getting prepared for the June pancake feed. Commissioner Moller stated there are more events going on; Bikeathon and Chelan Butte Paraglide competition.

Unfinished Business:

- **2021/2022 Annexations** – Update 7 Annexation areas were submitted to the county and all were approved. Signs will be posted in each area today and time provided for public comment at the July Commissioner meeting.
- **Apparatus Planning Team** – Update At the end of March we met with the Spartan reps for a very long day of designing a truck that exactly suits the needs of our community. This allowed us to get more accurate pricing which I'll talk more about under new business
- **Entry Level Hiring**— Chief Asher would like to hear thoughts on getting an established entry-level firefighter list. With a goal to hire the three entry-level Firefighters in time for the Wenatchee (Chelan Fire 1) 12-week Fire Academy. The academy starts the 2nd week of September. We can train our members locally in a well-respected academy without having to send them to North Bend. The cost to hire the 3 will be about \$100,000 with benefits. This way they will be trained locally and be ready to go starting the 2023 year off on a good start. We are not paying for the roof replacement at \$145,000 and we won't have an apparatus payment for 465 days. We still can save funds for the roof for a later date. We have no Command Chassis or Brush Chassis that we will be paying for this year. The academy won't be offered again until September 2023, we will not be adding 2 apparatuses. We have areas we have saved and did not have the AC position until now.
- Commissioner Oules; didn't the OT paid out to the firefighters take some of that money?
- Chief Asher; No, we are still ahead.
- Chief Asher said we will need to advertise and start the process.
- Chairman Jones; is there a saving to have them go to Wenatchee (Chelan Fire 1 training center) and not travel to North Bend for the academy.
- Chief Asher; Yes, wasn't able to get the cost. They will be training locally and the instruction coming from Wenatchee (Chelan Fire 1 training center) is better.
- Commissioner Moller is willing to look at it. He would like to look at the cost difference and will need a commitment from you that we put those 2 apparatuses out until 2023. These are the smart things to do and a thoughtful process.
- Chief Asher will look at the cost of training and get back to the commissioners.

New Business:

Resolution 2022-01 Leasing Resolution for pumpers:

- Chief Asher reported we locked in at 3.08% for a 10-year lease. First payment no earlier than 4/15/23. It is expected that two more .5% increases will take place in May and June (Verified by 2 leasing companies) It's a good thing we are locking in the interest rate.
- We are looking at an \$800,000 price tag for each truck and the price continues to rise. We could remove the axillary pump (pump and roll) at a savings of \$10,000 per truck.
- We designed the trucks for what is appropriate for our needs. The apparatus committee will meet with reps to review all of the specs of the trucks. But we do have options in the design to downsize the trucks.
- Commissioner Moller stated the axillary pump and rollability are needed and not worth it to him to leave \$10,000 on the table and not have that capability.
- Commissioner Oules will this be on both rigs?
- Chief Ashe; Yes, and he supports leaving the pumps on the trucks.
- Chairman Jones leaving the pumps on the truck is a good idea. Is there saving in ordering two trucks at the same time?
- Chief Asher; Yes a saving of \$221,000 with Sourcwell, and the multi-unit discount is \$31,000.
- The financing options we went with are \$1.6 there are 3 different payment options of savings if we put money down.
- Chairman Jones would like to see us pay cash for one of the trucks and he doesn't like paying \$186,000 in annual payments and increased debit. Doesn't like creating future debit.



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- Chief Asher stated we have options and will look into getting the price down.
- Commissioner Oules agrees with Chairman Jones. But where is that money going to come from?
- Chairman Jones said we have 2 years of apparatus allocation to build out and have a little money from state mobilizations as well after the ladder truck is completed.
- Commissioner Oules can we guarantee the money is going to go toward the trucks, and fearful of being in debt that is not manageable.
- Chief Asher the payment is less than what we are saving into the apparatus fund.
- Commissioner Oules feels there are gaps and is concerned about how much of that extra money we are getting that is being siphoned off. I don't have the answer yet to make a decision.
- We have money in the apparatus fund and budget spreadsheet to show where the funds will come from.
- Chief Asher presented the truck specs and explained what type of truck we are looking at. The delay is at 465 days.
- Chairman Jones stated we have time to save the funds to pay for one truck.
- Chief Asher stated we are looking for approval on the Resolution 2022-01.
- Commissioner Oules thought we needed more information before passing the resolution.
- The resolution is to enter into an agreement with Leasing 2 that is for the financing for the apparatus this will lock us into the interest rate of 3.08.
- Chief Asher stated we don't know the exact amount of the apparatus cost, but we have been approved for \$1.6.
- Commissioner Oules we can still buy one and finance one and make those decisions later, can we walk away from this if we sign?
- Our district attorney has reviewed the resolution and documents, we haven't considered walking away but it could happen.

Chairman Jones MOTIONED to approve the 2022-01 Resolution for 2 spartan pumpers. Commissioner Moller, again we are locking in financing for 2 pumpers we aren't saying we are buying both pumpers this is just locking in the interest rate. Hopefully, this will be for only one pumper and pay cash for the other. Chief Asher stated once we find the exact costs, we can find out the timeframe we can call a special meeting to determine the payment plan.

Commissioner Moller the wording should state the financial package will change if we back it down from the 1.6 to \$800,000 would you assume the numbers will change if we are only financing one of the apparatuses.

Commissioner Moller is good with locking in with assumption financing for one pumper at this point. Chairman Jones, if we amend the resolution with the caveat that subject to the approval of the final lease amount.

Commissioner Moller is good with the amendment.

Chairman Jones is that good that we amend the resolution?

District Secretary, yes.

Commissioner Oules is fine with locking in the rate and trusts the process that we have a final say and we are just locking in the interest rate.

Chairman Jones MOTIONED to approve Resolution 2022-01 with amendment subject to the approval of the final lease amount and lock in the interest rate. Commissioner Oules MOTIONED to Approve the AMENDED Resolution the MOTION CARRIED.

Sourcewell Agreement – Procurement Services

- Chief Asher reported that the Sourcewell is giving us significant savings on the apparatus and also will provide us savings on many other items. This takes away the bid process we are required to do that Sourcewell does for us.

Audio/Visual Training room – Quotes

- Chief Asher reported we inquired to Deep Water Electronics and Arseneault Automation. We found Deep Water Electronic provided what we needed for audio and visuals in the training room of station 71.
- We budgeted \$5,000 for the projector and \$1,500 for the station 74 projector. We will put two 75-inch TV screens on either side of the whiteboard this will help with clarity instead of using the projector screen. We will install microphones and an audio speaker system in the room.
- The Chelan County Sherriff through a grant is purchasing a whiteboard screen for us which will go in the middle where the projector screen is currently.



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- The cost for Audio/Visual is \$18,000 with the budgeted items this brings the budgeted cost to \$10,000.
- Deepwater will install and provide the training and help troubleshoot when in need.
- Commissioner Oules supports Deepwater, they will support what they do.
- Commissioner Moller asked if there are any grants from our partners that could support this kind of purchase?
- Chief Asher looked around and we are only looking at \$10,000 he couldn't find any that fit what we are looking for. AFG the funding is too small.
- **Commissioner Oules Motion to approve the contract for audio-video the MOTION carried.**

Office Furniture upgrade:

Chief Asher reported we have researched replacement office desks for Chief Asher and Chief Sherman estimated \$4,000. The desks are falling apart, the locks are broken and the furniture is old.

- Commissioner Moller asked Chief Asher to reach out to Correctional Industries and check the prices.

Extrication tool addition – Chief Asher reported we budgeted \$38,000 to upgrade the battery-operated geniuses' tools. Chief Asher explained one of the incidents we responded to and found the extraction tool to be out of date and unsafe. The new tool is fast and requires no fuel. This is an important tool. The estimated tool quote at \$48,000 to \$44,000 it is about \$6,000 over budget. The tool is important to us and the patient we are trying to save.

- We have lease options for up to 5 years if need be. We need it in our fleet.
- Commissioner Jones would rather pay cash.
- Commissioner Moller asked how many times have we used the tool in the district this last year? We don't have those highways in our district that Orondo has. Do we really need it? And how many times have we deployed the equipment?
- Chief Asher stated highway 97 we have high impact accidents where we do use the tool and we have low impact accidents we have used the tool.
- Commissioner Oules said forget your furniture, something has to go we have to stop spending.
- Chief Asher said we have identified the need for the tool and it is budgeted.
- Commissioner Moller said the furniture is embarrassing that the district has currently and is in favor of replacing the furniture.
- Commissioner Moller would like to table the extraction tool for a meeting or two. We have a tool that works. Doesn't want the tool to go away.
- Commissioner Moller is not in favor of purchasing the tool at this time, but if the other two commissioners are then so be it.
- Commissioner Oules is not in favor at this time.
- The subject was tabled.

Special Events:

- KOZI – Community Connection April 21, 2022, @ 8:10 a.m. – Capt. Rains and Chief Sherman will go with Chief Asher
- Strategic Planning meeting – Wednesday, April 27, 2022, 9:00 a.m.
- Windermere – Shredding event Saturday, May 14, 2022

Board for Volunteer Firefighters:

- Pension – Tony Palazzo

Commissioner Moller stated we need to publicly thank those who have retired on social media or in the newspaper.

Public Comment:

Larry Peabody – on Monday this week I got to witness the operation of this fire dept. saving a man's life. Chief Asher, Chief Sherman, Firefighters Keene, and Belsky I got to see their work they made a save I did not expect. They worked as a team super efficiently and effectively without question they had the drive and the integration I saw with the medics was impressive. I wanted the commissioners to know this is why they do EMS they make a difference and they save lives. I wanted to directly thank the team.



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Commissioner Comments:

Commissioner Oules – Received a phone call shortly after the dust settle the people called me and they were impressed. Thank you to those involved.

Commissioner Jones – hoping we don't have a big fire season this year. We are re-routed our trip back from Arizona. The exposures in the urban interface are going to continue to grow and our moving toward those urban interface engines.

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.


Chief Asher recommended 3 way calling from his cell phone to conduct the executive session.

Chairman Jones closed the meeting at 4:23 p.m. for Executive session RCW 42.30.110 (1) (g) for 10 minutes.

Chairman Jones opened the regular meeting at 4:43 p.m. the board approved the assistant fire chief contract as submitted.

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

Chelan County Fire Protection District 7
Board of Commissioners:



Commissioner, Phil Moller

Commissioner, Russ Jones

Chairman, Karyl Oules



Carol Kibler, District Secretary