



MINUTES
Chelan Fire and Rescue
Wednesday, February 15, 2023, 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.

Staff in Attendance: Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, Admin Office manager Carol Kibler, and Assistant Karla Mendoza.

Others in Attendance: Barry Leahy, Ron Simmons, Chris Baker, John Goyne, Mark Donnell, Stephanie Preheim, William Steady, Anne Clark, and Steve Clark.

Flag Salute

Roll Call: Russ Jones, Karly Oules, and via Zoom Phil Moller.

Regular Meeting Call to Order: Chairman Jones called the meeting to order at 1500

Presentation: Manson Fire Training prop -- Chief Baker

CCFD5 received a \$100,000 grant from Chelan County to build a burn training center. Chief Baker reported the Fire District would put in \$101,000 for a total of \$201,000 and are currently on budget. Chief Baker reported on the type of burn boxes and formation, along with the different kinds of operational firefighting training that can take place. Chief Baker expects the training center to be completed in Summer of 2023.

Badge Pinning: Firefighters William Steady and Stephanie Preheim.

Chief Asher introduced Steady and Preheim. Both took the oath. Chief Asher and Chief Sherman pinned the badges. Congratulation!

Approve Agenda: **MOTION was made to approve the agenda as submitted 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: December 2022 and January 2023
- Payroll: December 20, 2022, to January 23, 2023 / Paid 02-03-2023 for \$144,839.28
- General Account Vouchers: 01-13-2023 Transaction #71 to 82 for \$13,094.69; 01-20-2023 Transactions 85 to 95 for \$5,286.84; 01-27-2023 Transactions 97 to 115 for \$24,131.49.
- Capital Account Vouchers: 01-1-2023 Transaction 96 for \$3,379.78.
- Minutes: January 18, 2023

Fire Chief Report: (Chief Asher)

2023 Budget & Financials:

- Chief Asher reported 2022 December end-of-year general funds ended with a 106% over budget. The overage was due to the down payment on the 2- Spartan engines.
- Chief Asher reported we added new line items to the 2023 budget to help track overtime for training and state mobilization. Our staffing levels are making a big difference in not having to pay for overtime. This year we have had 2.5 overtime shift coverages, caused by the one shift that didn't have three personnel due to Steady in EMT class. By this time last year, we had only two staff on shift and no Assistant Chief. We had 11 – 24 hr shifts of overtime.

Emergency Response Reports:

- January Incident Response Report shows 64 calls for emergency service, with our 10-year average call volume for January at 58 calls.
- Rescue/EMS responses accounted for 70% of total calls for service, with 21% of that non-transport (including patients who died at the scene) or patient-transported POV.
- Major incidents for January: No significant incidents



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- January turnout and response times (primary apparatus at Station 71) are within established service delivery goals in SOG 010.
- Effective Work Force: Effective workforce was acceptable, with no significant responses within District.
- Total fire loss for January was 0 within FD7
- Commissioner Jones has noticed responses to illegal burns. At what point do we call Chelan County Sheriff to respond?
- Chief Asher stated we monitor the illegal burns.

Administration:

- Chief Asher reported he completed the year-end 2022 Annual Report. Chief Asher asked if the board had any questions. Chief Asher will send the report to the City of Chelan, and we will submit the information on the fire district website.
- Chief Asher reported the auditor completed the financial and accountability audit for 2020-2021. The audit was clean and great. Great job, administration!
- Monday, Chief Asher received the WSRB rating score from our eval two months ago. In addition, the Fire District received great news. Improvements within the fire district in all areas except station 75 (south shore).
 - Within the City limits, we now have a rating of 5.
 - Outside of the City limits with hydrants, we are rated a 6.
 - If no hydrant is in the area, the rating is a 7.
 - Anything over 5 miles of a fire station with no hydrant is a rating of 9.
 - Chelan Falls went from a 7 to a 6 rating.
 - Union Valley went from an 8 to a 7 rating.
 - We are now analyzing for further improvement for the next rating. However, we do know that staffing will be an essential factor.
- Commissioner Moller asked why the city is at a five.
- Chief Asher reported it's because we hired three more firefighters, and we have more engines. In addition, we have water tender credits which contribute to the lowering of the rates. But, again, it's station 71 (City) that is making those rates decrease.
- The administration is finalizing the draft of the newsletter. It looks great, and we can't wait to get it out to the public.
- The staff is still in the process of updating policies.
- Chief Asher reported Local 4816 Union contract negotiations would start soon. Staff is gathering wage and benefit comparables from fire departments within our assessed value, revenue collected, and population. It is going to be a challenge. We are a unique area; many departments have gone through mergers, etc.
- Chief Asher reported creating a cloud-based shared folder of all important emergency contacts of agencies; Fire departments, city, sheriff, hospitals, etc. The document will be helpful and used by the shift personnel and administration.
- NCWFOA Radio Identifier Policy was approved at the County Chief's meeting. The policy will update Chelan EMS identifiers to align with the District to lessen confusion on MCI's. We are on track to make the switch in March. For example, EMS current call sign is M3171; it will change to M171. The policy makes sense when we use the MCI plan so that everyone will understand the responses.

Operations:

- Chief Asher is working on a draft job description for our Volunteer Coordinator position from within the Volunteer ranks.



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- The Seasonal Firefighter announcement went out. We currently have no applicants. We found a more efficient way of scheduling the seasonal after a review of the FLSA rules, which will allow approximately 13 more shifts to be covered. If we get applicants and can hire them, the goal is to start them on April 17 and keep them through October.
- The 2023 Regional Volunteer Academy has started. The class is smaller than in previous years. We have three from CFR attending; Ben Barnes, Conner Stevens, and Mikko Gordon.
- Chaplain Heather Martinez completed her 1st responder mental health and wellness training. We look forward to getting her more integrated into our department.
- Captain Rains and FF Byrne are attending a County Fire Department Tactics class this weekend.

Community Risk Reduction:

- Chief Asher reported putting seasonal safety tips on our reader board and FB.
- I have received multiple event requests in the last two weeks. People are getting ready for Spring/Summer events.
- The City of Chelan Ordinance for false alarms will be presented to the council this next week. Chief Asher reported discussing the start of fire department inspections with Luis Gonzala from the City of Chelan. The city will enforce the code violations. The inspections will be a critical piece of the WSRB rating the next time and will significantly improve the rating.

Apparatus Status:

- Chief Asher reported Mechanic Goynes has installed all the lights and truck box on CH71. The mobile radio will be installed tomorrow by Raycom. The truck should be in service by Friday.
- Mechanic Goynes has also been completing all the annual maintenance.
- The Tahoe will return to U71 and be available for the recruits attending class in Wenatchee and other out-of-area training.
- DNR announced a new Phase 3 grant opened for remote current nozzles only. Up to \$7,000 for 25 different departments. We are applying for the Phase 3 grant.
- In June, Chief Asher will have an updated price for an International Type 3 chassis. The delivery date extends to 2025. It will require a PO#, and the down payment to claim a chassis will only be \$5,000. The price will increase by 12 to 15% by 2025. The type 3 chassis would fulfill the capital apparatus plan in place.
- Commissioner Moller asked why are we not get another DNR surplus apparatus.
- Chief Asher explained the apparatus is a single cab, and by sending them on MOB missions, you can not fit three firefighters. We can hold on to them if we still need them. We will keep them in the fleet. We need something safe and modernized. Originally B75 was to be replaced.
- Chief Asher stated we will discuss in detail the apparatus schedule at the LRP meeting scheduled for March 8, 2023.
- Chief Asher reported moving Tenders around; T74 (newest tender) to T75 to station 71 and T71 to the airport. The move fits our plan and staffing better. The old T75 is now T71; this is a permanent move.
- Chief Asher reported we are in the review of the off-road diesel WAC. If we are able to use the off-road diesel, this will be a saving to the fire district.

Stations:

- St. 71 downstairs flooring cost is \$32,361. The product will be dropped off on the 14th and installation to start on the 27th.
- Chief Asher is researching a \$30,000 block grant for station design and development.
- Station 74 roof leaks have been repaired. However, we are waiting for an estimate on drywall repairs.



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- Chief Asher reported revisiting the quotes for the chip seal of the remaining uncovered back parking lot at station 71. This will create a safe back working area and tremendously keep down dust while the apparatus moves through the grounds.

Long-Range Discussion:

- Chief Asher asked if anyone had any long-range topics brought to anyone's attention. The meeting is scheduled for March 8, 2023, starting at 900 and ending at 1400.

The regularly scheduled meeting for March 15, 2023, is rescheduled to March 23, 2023, at 3:00 p.m.

Assistant Fire Chief Report (Asst. Chief Sherman)

Volunteer Recruitment / Training

- Chief Sherman reported three members attending the WVF academy; Ben Barnes, Conner Stevens, and Mikko Gordon.
- Retention; We lost Maddy Hill, Jake Normendaue, and Tyler Fogelson.
- Losing three individuals, the cost to the fire department is \$7,000.
- Chief Sherman talked about doing a better job of vetting recruits and finding a process that identifies; commitment and intent for volunteering.
- Chief Sherman is working on scheduling a BBQ in late spring or early summer.
- Chief Sherman has scheduled hose testing with a contractor for the spring.
- Working on a PPE master list and cost
- Zero stipend coverage!
- Planning two house burns; West Nixon and Chelan Butte. This will allow excellent training for personnel and agencies involved.
- We will host Region 6 academy.

Firefighters Association Report (Ron Simmons)

President Simmons reported the membership discussed possible changes coming to the association. The association has a couple of events in April.

Unfinished Business: None

New Business:

- Clerical Agreement with Chelan Co Fire District 8:

MOTION was made to approve the agreement as submitted the MOTION Carried.

Special Events:

- KOZI – Community Connection Thursday, February 16, @ 8:10 a.m. – Commissioner Moller/Chief Asher

Board for Volunteer Firefighters: None

Public Comment: None

Commissioner Comments:

Commissioner Moller stated he appreciated all that we are doing.



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Executive Session: None

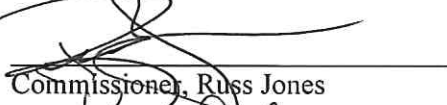
Adjournment: There was no more business before the board of commissioners. The meeting closed at 4:10 p.m.

Chelan County Fire Protection District 7

Board of Commissioners:



Chairman, Phil Moller



Commissioner, Russ Jones



Commissioner, Karyl Oules



Attest: Carol Kibler, District Secretary