



MINUTES
Chelan Fire and Rescue
Wednesday, March 20, 2024, 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.

Flag Salute

Roll Call: Commissioner Russ Jones, Commissioner Mark Donnel, Commissioner Karyl Oules, Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, Carol Kibler and Karla Mendoza.

Regular Meeting Call to Order: Chairman Jones called the meeting to order at 15:00

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: February 2024
- Payroll: 01-23-2024 to 02-22-2024 Paid 03-05-2024 Benefits: \$94,195.99, Salaries/Wages (Net) \$95,583.14 Total \$189,779.13.
- General Account Vouchers: 02-02-24 Trans; 134 to 157 for \$27,599.12; 02-09-2024 Trans: 160 to 175 for \$12,272.57; 02-16-2024 Trans: 177 to 192 for \$14,806.14; 02-23-2024 Trans: 210 to 224 for \$12,543.73.
- Capital Account Vouchers: 02-17-2024 Trans: 193 to 195 for \$3,604.34.
- Minutes: February 21, 2024

Fire Chief Report: (Chief Asher)

2024 Budget & Financials:

- February financials are in and looking good. Admin had some unexpected items reflected due to our awards banquet cost getting pushed into this year's budget due to payment by credit card. And upgrade to the Wi-Fi system to meet Key Methods security requests.
- We had to change out the tires of Ladder 71 due to NFPA requirements. This was the cost of \$5,000 and was found on the state bid. The tires will need to be replaced every 10 years per NFPA.
- We're holding off on any further major purchases until April.

Emergency Response Reports:

- The February Incident Response Report shows 73 calls for emergency service with our 10-year average call volume for February at 55 calls.
- Rescue/EMS responses accounted for 74% of total calls for service, with 30% of those non-transport (including patients who died at the scene) or patient-transported POV, which is a bit higher than normal.
- Major incidents for February: See PPT
- February turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010. No volunteer response for February.
- Effective Work Force: Effective workforce was acceptable for call types.
- Total fire loss for February is \$0

Administration:

- The ESO migration is ongoing. We are still working on fixes. Calls are now dumped into ESO. We are awaiting the scheduling feature.
- Admin Assistant Karla Mendoza has been hard at work learning the administrative office manager position.
- A job offer was made and accepted after a very thorough interview process for the Administrative Assistant position. We have chosen Misty Fifield. She will start on April 1st. She currently does the administrative work for CCFD8. We will be exploring putting together an ILA with CCFD8 for administrative services.
- We had another public records request from Ben Laughlin regarding information pertaining to the roof and its condition. Carol gave Mr. Laughlin the information last week.



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- We had our first meeting to update the county Hazard Mitigation Plan and formed the subcommittee for the CWPP. I'll be in meetings every other Thursday for this project. It will take some time to complete. We were not a part of it last time. This will open major federal grant opportunities.
- I met with the Mayor, City Manager, and Patty Murray's rep regarding the East Reservoir project, trail extension on North Shore, and roundabout at Saunders and Wooden. We're doing all we can to support their efforts in obtaining outside funding. This should also negate the TIF in its current form, which would be the perfect scenario to allow growth and receive funding to provide emergency services to our community. We will be meeting with WA State Representative Kim Schrier's group this week to work on getting information to them. This funding, if received, will be beneficial for the future.
- We have set the date for the new Spartan engine push-in for 4/13 at noon. We will explain the history of the push-in, invite the public to help with the initial washdown, have cake and punch, bless the truck, and then perform the traditional push-in. We are considering activating the community siren to signify the truck's service. Local media outlets will be advised.

Operations:

- We are scheduled to conduct interviews on April 3rd for the final seasonal position. We have 3 personnel to whom we offered 3 of the 4 positions open. The 3 individuals worked last summer as seasonal with us. We received 4 applications and will interview all 4.

Community Risk Reduction/Events:

- We participated in the Top Dog parade this last weekend and the Brush 1083 was driven in it.

Apparatus Status:

- Jason Miller, Ron Simmons, and Russ Jones have been working on the upgrades to BT71. The painting was completed, and the monitor was placed. The boat looks great! Commissioner Jones said one of the lower units needs to be serviced, but the boat can be put into the water.
- Jason Miller is putting the finishing touches on the Type 3 brush truck. Brindlee is covering all additional items Jason found. Radios were just installed, and crews are outfitting the truck. Jason has done a great job at creating mounts and brackets, and it will be our best-organized brush truck in the fleet. Ward Diesel system was installed on Monday.
- Commissioner Donnell asked if we are planning on putting the Ward system on the trucks in the outlining stations. Chief Asher stated we could budget for next year, but to be clear, not on the older vehicles. The cost is around 9-10 grand a truck.
- The new Spartan is downstairs and has the Ward diesel system installed. We have a couple of items that Jason Miller is working on. I'll be flying on March 24th to finalize the 2nd Spartan truck. I don't expect to see it until the end of April.
- E73 has been stripped down and will be listed with Brindlee. We were told to ask approximately \$60,000. Brindlee will receive a 5% cut. This is a much higher asking price than I was expecting. We do have a local offer for \$10,000.
- The smallest of the white internationals has been stripped down. We would like to send it to Chelan 8 as they need a truck. DNR will handle the paperwork to transfer the truck.

Stations:

- Station 71 generator update. We've now decided to replace the current motor on the generator setup. We can do what we want with the two DNR generators. They are ours after 1 year is up.
- Chief Sherman stated the main reason we are rebuilding it is that we found out it is cost-effective to retrofit the engine. The cost to replace is over what we want to spend. If we modify it, it will be more expensive, so Jason Miller will rebuild the original motor.



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- DNR has installed a radio-to-LTE repeater in our electrical room at station 71. This allows them to hear any repeater in the state on their phone. I asked if, in return, their radio technician would install the antennae for our marine band radio. They agreed to install the antennae. We are not charging them rent or anything like that for the small area their radio is taking up. The first estimate was \$3,000 and this will cost us nothing.
- Station 71 construction project. Unfortunately, we did not receive any funding for station construction. Representative Mike Steele will meet with me after his vacation to discuss the project. We're hoping he will say to reapply in 2025, the new biennium. Also, will keep exploring other grant opportunities.
- Station 74—Stockman has started the pad project at St. 74. While he is there, he will also expand the burn pad for the car fire prop, so we don't spray dirt everywhere. This will start tomorrow (Thursday, March 21, 2024). The cost has stayed the same, and we will be within the budget.

Assistant Fire Chief Report (Asst. Chief Sherman)

Volunteer Recruitment / Training

- All recruits are still going through the academy; it's a strong group. We are moving into EVIP and wildland training.
- Chief Sherman mentioned one former volunteer reached out; he came out and said he was too busy to volunteer, but he would come back if we needed volunteers.
- Chief Sherman asked if it is ever going to be viable to run a wildland program just for the seasonal season to keep volunteers for the strong urban interface group.
- Commissioner Donnell – we did have something that allowed the volunteers to specialize in one field.
- The plan exists; we just need to review it for next year.
- Training: We are sending 3 captains to a ladder class.
- No new members to report.
- We are getting everyone trained on the spartan truck.
- Chief Sherman met with the city and discussed tactical aircraft incidents. We want to continue to support the airport and make sure we have a plan in place.

Firefighters Association Report (Ron Simmons)

- The association is scheduled to meet this coming Monday night.
- We are getting ready for Earth Day and pushing in for the Spartan truck.
- In May, we will start the farmer's market events.

Unfinished Business:

TIF:

- Reform is official, and we now have wording for binding arbitration if we can't reach a mitigation agreement.

Strategic Plan:

- Commissioner Donnell discussed reviewing the strategic plan, moving some of the items from it, and focusing on goals and objectives.
- Commissioner Donnell talked about removing EMS from the plan but will still support EMS.
- Commissioner Donnell drafted information on the goals and would like to start moving forward with the information. To formulate the plan.
- A draft document of the Goals was given to the Board and Fire Chief for review.

New Business:

- Out of State Travel Approval for Chief Asher, Jason Miller, Shawn Sherman, Taylor Rains, and Adam Jones
- Chief Asher – Will travel to South Dakota for the final inspection of the 2nd spartan.
- Chief Sherman and Jason Miller traveled to Oregon to pick up the 1st spartan.



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- Captain Adam Jones is scheduled to attend the fire academy in April to take advanced leadership classes.
- Captain Taylor Rains is scheduled to attend the fire academy in April to take Executive Fire Officer and Command Operation classes.

Commissioner Donnell MOTIONED to APPROVE the out-of-state travel requests for all the above individuals the MOTION CARRIED.

Special Events:

- KOZI – Community Connection Thursday, February 22, @ **8:10 a.m.** – Fire Chief Asher and Commissioner Oules.

Board for Volunteer Firefighters: None

Public Comment: None

Commissioner Comments:

Commissioner Oules – the citizens like to drive by to see the apparatus outside, and it gets the community connected.

Commissioner Donnell – The chiefs are doing a great job. The arduous was a great turnout last night.

Chief Asher mentioned he attended the Rotary meeting this last week and was presented with information on our area snowpack levels. The information is part of forecasting for the future fire season. It was mentioned that it doesn't look good for fire season. The snowpack is at a 90-year low, which is at its worst recorded snowpack information. It doesn't look good for fire season in the lowlands. Prepare for the worst and hope for the best. There is an informational Video posted on the Chelan County PUD website.

Executive Session: None

Adjournment: Commissioner Donnell MOTIONED to ADJOURN the regular meeting at 3:50 p.m. The MOTION CARRIED.

**Chelan County Fire Protection District 7
 Board of Commissioners:**

 Chairman, Russ Jones

 Commissioner Mark Donnell

 Commissioner Karyl Oules

 Attest: Carol Kibler, District Secretary