



MINUTES
Chelan Fire and Rescue
Wednesday, January 15, 2025, at 3:00 P.M.
232 East Wapato, Chelan, WA 98816



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: Chairman Russ Jones, Commissioner Mark Donnell, Chief Brandon Asher, Assistant Chief Shawn Sherman, District Secretary Misty Fifield, Administrative Assistant Karla Mendoza, Ron Simmons

Regular Meeting Call to Order: Chairman Jones called the meeting to order at 15:00 at 232 East Wapato, Chelan, WA 98816

Appoint Chairperson and District Secretary:

A MOTION WAS MADE TO APPOINT COMMISSIONER DONNELL AS CHAIRPERSON THE MOTION CARRIED

A MOTION WAS MADE TO APPOINT MISTY FIFIELD AS DISTRICT SECRETARY THE MOTION CARRIED

Oath of Office:

Chief Asher provided Rons Simmons with the Oath of Office.

Approve Agenda:

COMMISSIONER Jones MOTIONED TO APPROVE the Consent Agenda as submitted. Commissioner Donnell seconded the MOTION CARRIED. Commissioner Simmons abstained.

Public Comment:

- Guest: Rich asked about the crews in California. Chief Asher reported that they are doing well. E79, with Capt. Taylor Rains, Brandon Fogelson, Stephanie Preheim, and Duke Odenrider, are currently assigned to the Paradise Fire. They are working 24-hour shifts, focusing on structure protection and being ready for Initial Attack (IA). Predicted Santa Ana winds are expected this week. There are currently 11 strike teams from Washington in California and California currently has fire apparatus from 8 different states helping to battle the fires
- Guest: Jon – Jon discussed the current incident in California and drew comparisons to the 2015 fire in Chelan. He mentioned hearing that the new governor is proposing a 6% budget cut, which will affect departments across the state, and expressed hope that the Fire Department plans accordingly. Jon emphasized the importance of keeping TIF funding in mind for the East Chelan Reservoir, noting that it seems likely to be approved and should be federally funded. He also pointed out concerns regarding insufficient water pressure from the Walmart bench to No-see-um Road, urging the need for proactive planning to avoid a similar situation to the California incident in Chelan
- Commissioner Jones feels now is the time to do home hardening

Consent Agenda Commissioner Jones MOTIONED TO APPROVE the Consent Agenda as submitted. Commissioner Donnell seconded the MOTION CARRIED.

- Revenue and Expenditure Report: December 2024
- Payroll: 11-22-2024 to 12-19-2024 Paid 01-03-2024 Benefits: \$95,589.32, Salaries/Wages (Net) \$97,916.74 Total \$193,506.06.
- General Account Vouchers: 12-13-2024 Transaction #1486 to #1501 for \$8,129.22; 12-13-2024 Transaction #1566 to #1583 for \$18,897.02; 12-19-2024 Transaction #1594 to # 1607 for \$7,869.84; 11-29-2024
- Capital Purchase: None
- Minutes: December 18, 2024

Public Comment-Commissioner- None

Fire Chief Report: (Chief Asher)

- 2024/2025 Budget & Financial Report – November 2024 & December 2024
- Chief Asher feels overall we are looking good for starting 2025. Discussed some over-budget items from 2024 and feels the 2025 budget will be close to spot on.



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- December– Emergency Response Report / Operations / Community Risk Reduction / Apparatus Update

Emergency Response Reports:

- December Incident Response Report shows 64 calls for emergency services. Our 10-year average call volume for December is 56 calls. It felt like a slow month compared to the previous but still 20 calls above the 10-year average.
- Rescue/EMS responses accounted for 75% of total calls for service with 21% of that non-transport (includes patients who died at the scene) or patient-transported POV which is a bit lower than normal.
- 12/16/24 – MVA Apple Acres Rd. & 97A
- 12/19/24 – Sinking boat in front of lookout
- 12/23/24 – MVA Fire Woodin and Saunders
- 12/29/24 – Cardiac Echo Ski Hill Cross Country
- Commissioner Donnell referenced the cardiac call near Echo Valley and inquired if Chief Asher is exploring additional resources in that area for future emergencies. Chief Asher responded that he has not yet explored this but noted that Manson conducted an AAR and does have some resources available for future incidents. Commissioner Jones mentioned that the Nordic trail also has some available resources. He acknowledged that Manson did a great job responding and providing resources, and overall, the call went well. Commissioner Simmons suggested compiling a comprehensive resource list for future use.
- Chief Asher mentioned that Chelan EMS is considering the purchase of a side-by-side and is open to the possibility of sharing it with CFR7. However, Lake Chelan EMS currently lacks storage space for the vehicle, so it could potentially be stored here. The side-by-side could be utilized for various purposes.
- December turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010. Response times extended due to mutual aid.
- Effective Work Force: Effective workforce was acceptable for call types.
- NO fire loss for December in the district.

Administration:

- Community Wildfire Protection Plan is in final review before public input was last Friday
- First Due is now live. We're using NFIRS, WEMSYS, and Scheduling. Rig checks are being input, and our occupancies have been input to start our inspection and pre-plan update.
- Discussion of contacting WSRB to review our training records as they stated they were great, but there seems to be a lack of credit given to the district. Plan to have them revisit some areas since we have made changes/upgrades
- Our audit was completed. Our small and attractive assets hadn't been audited since 2014. We will have changes to our "checking" of inventory and assets. This will be cleaned up going forward in First Due. We also learned that, even though we used Sourcewell, we need to document that we reviewed the Sourcewell documentation. I'm glad this came up now, while we're all still new to the audit process and implementing a new records management system
- We extended job offers for the two entry-level firefighter positions to Houston Stodghill and Chris Colbert. They will begin on the 21st and start their first day at the academy on January 23rd. We are excited to welcome them back to the team and have them serving our community. We had 50 candidates, and everyone performed well; it was a very efficient process
- All shifts are covered with Backfill crews.
- VFIS did a check-in audit on areas where we could improve our accountability should something happen.

Recommendations were

- Implement ongoing Motor Vehicle Record checks
- Medical evaluations for driver operators



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- Enhance personnel policies
- Employee training on employment practices
- Officer training on employment practices
- Develop POV response guidelines.
- I've begun working on my annual report.

Community Risk Reduction/Events:

- No Events. We hope everyone enjoyed the holidays!!
- Winterfest is expected to be big. We will have boat 71 staffed, the city will have ecology blocks in place to block off the main street. The city is taking all precautionary steps to keep the public safe and we do have a plan in place if there is an emergency.

Apparatus Status:

- L71 headset wire is being replaced by Rivercom.
- E79 is currently in Los Angeles.
- B79 had is FEPP audit. It is the only piece of our fleet left under that program.

Stations:

- Station 71 Generator Update – Jason has the motor running and is currently working on the wiring. Once that's completed, we'll have the electrician test the connection to the panel.
- New Washer Purchase – We had to replace the clothes washer in the crew's quarters and opted for a commercial-grade washer to match the newer commercial-grade dryer.
- Station Emergency Power Shut-Off – The shut-off switch to the oven failed, which led to a lengthy repair process due to our outdated panel. It is now back in service. Schmidt Electric informed us that our panel is very old, and this may be the last time we're able to obtain parts for it.

Long Range Discussion:

- Any long-range topics that have been brought to anyone's attention?

Assistant Fire Chief Report (Asst. Chief Sherman)

- Mikko Gordon is currently the only member to begin completing Stipend training, he is interested in the seasonal program
- Setting Quarterly Training Goals in First Due

Operations:

- Prevention and Inspection program will begin with Steiner, Bob Wentland, and Peter Brodie all have experience in attaining the NFPA Basic Fire Inspector class (Online). Shifts will begin FLSI & Pre-fire planning program in quarter 1 – High-risk businesses in the downtown corridor will assessed and all findings will be noted and then pass the report off to the City and they can then take action. Our goal will be more to empower the citizens to better their property with the department's guidance
- Side By Side-Ray from Chelan EMS is interested in acquiring a side-by-side after our most recent rescue call in Echo Valley Recreational area. He is open to discussion on co-ownership.
- Shift personnel are assisting with SOG review & updates. Special focus on Operation SOGs.



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- First Due -Completed initial basic training with career staff and station officers.
Next steps: looking to recruit volunteer members to learn various features in greater depth such as training, assets, and inspections.
- Establishing Bi-annual Driver Record Checks
- Established a Privately Owned Vehicle SOG.
- Establishing a Cold-Water appendix to our Water Rescue SOG
- Engine 79 is currently deployed to the Paradise Fire in California. Assigned to structure protection and area initial attack. They are on a 24 on 24 off-schedule. Part of the 11 strike teams sent from WA state.
- Chairman Donnell would like the admin to look at the Districts Strategic plan for 2025 and pick the top 3 priorities. Still in a quandary with WSRB, how much emphasis do we put on this due to the wildfires that are going on. Chief Asher suggested that we get back out there to become more familiar with our city buildings and structures
- Commissioner Donnell mentioned going with the tactical response plan to get the ball rolling
- Commissioner Simmons stated his experience with WSRB in the past was not good. Tactical response plans helped them along with the inspections. He stressed that in his old department, the crews got out there to inspect buildings for their experience. He would rather work with the insurance companies vs WSRB.

Recruitment/Retention:

- We have two new recruits

Firefighters Association Report:

- This will be Ron's last report- they were able to donate to the Santa Stars, the food bank, and many local families. We have a source of good donations and have started an investment account. Barry Leahy will take over as president.

Unfinished Business:

- TIF- bill has been signed by the president and still needs further approval for the 9 billion. Stressed, we want the system here we just need the water to provide the service.
- Not expecting a big increase with the Wiedner project this year but we need to start planning for the increased call volume.
- Commissioner Simmons asked if there is a document that we need to move forward with this. Chief Asher stated there is an RCW on it and we have had Eric Quinn handling this.

New Business:

- Pasco Fire has a Fire Boat that is new and only requires a title transfer from the Department of Ecology. Commissioner Jones entertained the idea of having a backup boat.
- 6 Chairman Donnell expressed hesitation in supporting the boat program until a formal policy is established. This policy should ensure the district provides adequate training for all operators and marine participants and reassess the boat's ability to ensure it does not cause liability for the district
- 5 Marine Operations SOG –Chairman Donnell inquired about the status of the Marine Operations SOG. Chief Sherman responded that we are currently following Coast Guard standards
- 4 Commissioner Simmons asked if we are waiting on the insurance to get back to us for the boat repairs- Chief Sherman reported that the Torte claim was denied therefore it was passed onto our insurance, and we are waiting to hear back. In the meantime, the boat has been temporarily repaired.
- 7 Commissioner Simmons understands there is no policy to the marine program aside from a draft. He questioned; What is the purpose of this boat? State MOB, or just for in-district purposes? Will it be down



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on the river? Where does this fit into the strategic plan? Has the same liability concerns as Chairman Donnell. Chief Sherman stressed that the policy is in the works, and we are committed to improving the training and our capabilities of the boat.

- 8 Commissioner Jones feels that our career guys and volunteers gained a lot of experience on the boat this last summer due to the Pioneer Fire and feels the Pasco boat would be a great backup resource if something happens to boat 71. Lake Chelan is only going to get busier.
- New Hire Firefighter – We currently have an eligibility list. Commissioner Simmons noted that we do not have a formal hiring policy and expressed interest in developing one. Chief Asher clarified that the hiring process was clearly outlined and shared with the public, and reminded the board that the process is subject to constant updates and changes
- Resolution 2025-01 for surplus
- **A MOTION TO APPROVE Resolution 2025-01 as submitted the MOTION CARRIED.**

Special Events:

- KOZI – Community Connection Thursday, January 16, @ 8:10 a.m. – Fire Chief Asher and Commissioner Simmons
- Winterfest January 17-26, 2025
- Ice Chelan Weekend January 17-19, 2025
- Fire Manson Weekend January 24-26, 2025
- Winterfest Fireworks Cruise- Lady of the Lake January 17 & 25, 2025 5:30-7:30
- February -Legislative Conference

Board for Volunteer Firefighters: None

Public Comment: None

Commissioner Comments:


- The Commissioners took a moment to welcome Ron Simmons.
- Commissioner Simmons looks forward to this term and does not see the need for many changes

Executive Session: None

Adjournment: There was no more business before the Board of Commissioners. Commissioner Jones MOTIONED to ADJOURN the regular meeting at 4:38. The MOTION CARRIED
Chelan County Fire Protection District 7

Board of Commissioners:


Chairman Mark Donnell


Commissioner Russ Jones

Commissioner Ron Simmons


Attest: Misty L. Fifield, District Secretary