



MINUTES
Chelan Fire and Rescue
Wednesday, May 28, 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 Mark Donnell, Commissioner Russ Jones, Commissioner Ron Simmons, Fire Chief Brandon Asher, Assistant Chief Shawn Sherman, District Secretary Misty Fifield, and Administrative Assistant Karla Mendoza.

Regular Meeting Call to Order: 3:00 PM

Approve Agenda: **Commissioner Jones MOTIONED TO APPROVE the Agenda, MOTION CARRIED**

Public Comment:

Chelan Undercover Quilt presented a handmade quilt to Chelan Fire and Rescue

Consent Agenda: **Commissioner Jones MOTIONED TO APPROVE the Consent Agenda as submitted, the MOTION CARRIED.**

- Revenue and Expenditure Report: April 2025
- Payroll: 03-23-2025 to 04-22-2025 Paid 05-05-2024 Benefits: \$117,302.17, Salaries/Wages (Net) \$117,879.66 Total \$235,181.83.
- General Account Vouchers: 04-04-2025 Transaction #452 to #461 for \$9,171.89; 04-11-2025 Transaction #462 to #474 for \$6,817.87; 04-18-2025 Transaction #487 to # 493 for \$2,052.48; 04-25-2025 Transaction to #496 to #518 for \$65,938.69.
- Capital Purchase: 04-12-2025 Transaction # 475 for \$82,439.39, 04-26-2025 Transaction # 519 For \$ 10,890.64
- Minutes: Regular Meeting on April 16, 2025

Commissioner's Report:

- Commissioner Jones reported Boat 71 is back in the water, and Boat 72 is at ST74, both boats run smoothly
- Chairman Donnell shared that the Ruby U presentation was successful and expressed eagerness to repeat it in the future
- Chairman Donnell attended the WFLA Commissioner of Public Lands Presentations & Legislative update via Zoom: State wildfire preparedness levels could be significantly impacted by current federal funding issues. End of 2025 legislative session: we will see increased taxes and fees implemented to offset budget shortfall, DCP for volunteers was approved, and Commissioner Donnell has been invited to participate in the workgroup established under Senate House Bill 1539. This workgroup will study and make recommendations on property mitigation standards to resist damage from wildland fires, improving transparency of wildfire risk mitigation for property owners, and create a create program for homeowners to assist the property insurance market.

Fire Chief Report:

2024 Budget & Financials:

- 2025 Budget & Financial Report – April 2025
- April– Emergency Response Report / Community Risk Reduction / Station & Apparatus Update
- Increase in Suppression R&M costs for SCBA Flow Test (\$5,800) and Hydrostatic Bottle Testing (\$1,000). SCBA costs typically average \$4,500
- \$20,000 allocated for boat 72 purchase
- Chelan Firefighters Association presented the district with a check for \$9,015. to go towards the **BOAT**
- Schmidt Electric adjusted their invoice down to \$8,900 after dispute with their bill for the Station 71 Auto Shut-Off; crews have requested disabling the auto light feature.



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- We received \$1472.00 in donations from the Windermere Shredding event and one private donor. We placed those funds in our CRR/Fire Prevention Budget.
- Chief Oatey from DCFD#4 sent a thank-you card expressing his gratitude for the support received during his tenure as Chief

Emergency Response Reports:

- April Incident Response Report shows 81 calls for emergency services. Our 10-year average call volume for April is 73 calls
- Rescue/EMS responses accounted for 65% of total calls for service.
- 6 overlapping calls.
- Major incidents for April: 7 Brushfire responses for April.
- April turnout and response times (primary apparatus at Station 71) will be updated when First Due receives the correct times.
- Effective workforce was acceptable for call types.
- NO fire loss for April in the district.

Administration:

- First Due is actively being refined, with ongoing adjustments being made to multiple sections for improvement
- FF Franklin is currently at the Academy in North Bend and doing well.
- The SCBA bottles are still in the process of hydrostatic testing. The final 11 bottles are currently being completed, with only one RIT bottle remaining
- No update on our region's CWDG grant proposal. History says they start announcing in June.
- Chief Zanol officially became Fire Chief of DCFD#4. I assisted him with completely updating all of his run cards.
- We received a \$25,000 grant for PPE.
- I was part of a committee updating the FLRA, where we included provisions allowing Fire Districts to be called for assistance with RX Burns and ensuring they are compensated appropriately
- We applied for a \$100,000 DNR Operations grant for a new Command/Rescue truck.
- Asher is leading a small committee to update the Rivercom Radio Procedure manual, incorporating the Blue Card system.
- Rivercom is working on upgrading the Slide Ridge radio communication system.
- There's a proposal to add new call types such as "Injury Accident - Entrapment" or "Injury Accident 2" for incidents reported to 911 involving situations like head-on collisions, people trapped, or cars on fire.
- The DCP audit for the past three years of DCP expenses is ongoing, and we are reviewing records from the last six years to ensure accuracy. We don't expect a large financial impact beyond the past three years, with an estimated total of \$42,000. The first four months of 2025 and records from 2019-2022 are still pending.
- The contract with CCFD#8 for mechanic services has been revised, with the hourly rate now set at \$125.
- The Momentum is building to push for changes to the WSRB, particularly to expand Wildland credit and possibly increase the 5-mile radius to 7 miles, which could significantly affect our fire district.
- The Volunteer R/R Coordinator FOMO for the AFG grant has been released, with applications due by July 3rd. Chairman Donnell believes it's worth pursuing and suggested reaching out to Doug 5 and Fire 8, as we've worked with them in the past
- Commissioner Simmons supports applying for the grant but also suggests that after the three years, the position should transition into a training officer role, although the focus should remain on a training officer for now.
- The iSpy system, which is used by all members, will be enhanced to include a hyperlink integration. This will allow members to easily access a page with all department updates, improving communication and accessibility.



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Community Risk Reduction/Events

- Commissioner Donnell and I presented at the Ruby U on the topic of Wildfire. I shared information about the district, while Commissioner Donnell provided a real-life scenario about the steps he took to protect his property. The presentation received positive feedback, and I look forward to the opportunity to share our message more in the future
- The county is preparing a 4th of July message, and we will be providing video commentary on topics such as fireworks. Jill Fitzsimmons has been assigned as the county's Public Information Officer (PIO) for this initiative.

Apparatus Status:

- The new Command truck for CH71 has had its striping completed. We are now waiting for the lights and radio equipment. The lights are currently in transit and are expected to arrive by Friday.
- Ward Diesel was placed on E79
- Jason is still working on B72; the back bumper has been painted, and he's currently focusing on the plumbing. Chief Sherman mentioned the truck will be in service next week, and the front turret was successfully tested today
- BT71 is back and now has the new collar installed
- BT71 is back, BT72 is now stationed at ST 74 and working on the turret.
- T71 has received new tires, and there is a recommendation to upgrade the front rims to a larger size for better performance.
- Requested Jason to prepare a long-range plan for tire replacement.

Stations:

- Station 71 Generator: Chief Sherman reported that a repair date is being scheduled with instrumentation technicians to complete the generator wiring project. If repairs cannot be made, replacement of the genset may be necessary, which would involve significant electrical upgrades to bring the system up to code.
- Electrical Issue at Station 71: Another issue occurred with the electrical shut-off switch, traced back to the pager base. The base has been repaired, but we've been advised that the system is deteriorating and may continue to fail.
- Fire Alarm Control Panel: The main fire alarm control panel at Station 71 needs replacement. A cost estimate is in progress, with the new panel expected to cost nearly \$5,000.
- Station 73 Incident: A company transporting a double-wide trailer into Union Valley accidentally struck the building of Station 73. We're utilizing MRSC for the first time to select a vendor for the necessary repairs.

Long Range Discussion:

- 100-Year Anniversary: Planning has begun for the district's 100-year anniversary celebration, scheduled for April 2025. A committee is being formed, and recommendations for members to assist with planning are welcome.
- First Due Reports: Chairman Donnell inquired about the delay with the First Due reports. Chief Asher noted that the timing issues within the system are still unresolved.
- Cooperators Meeting: Chairman Donnell asked for an update on the Cooperators meeting. Chief Asher responded that only two Forest Service crews remain in the area, and there is no longer a Forest Service office located in Chelan.

Assistant Fire Chief Report

- Recruitment— 9 Recruits have completed their wildland academy and are ready for response pending final PPE orders.
- Retention – One of the new members is on Medical Leave pending surgery.



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Operations:

Finalizing Probationary Task Book with review of all shift personnel.

Apparatus

- Boat 71 back from repairs and in service.
- Need to have operational discussions with Manson regarding placing Boat 72 in service at Manson Bay.
- Boat 72 requires soft plumbing for draft import and front turret and lock box installation to secure keys and radio.

Prevention:

- 6 FLSI Inspections completed for May
- Donnell requested a list of the completed FLSI occupancies
- Fire inspector boot camp completed.

Facilities:

- A mobile home in tow struck the exterior of Station 73. The damage appears to be limited to the metal siding. A bid for repairs has been requested through MRSC
- Station 71 Gear Storage: Station 71 has run out of gear storage space, particularly for PPE lockers for volunteers.
- Chairman Donnell asked for a possible solution.
- Commissioner Simmons suggested using the Connex box.
- Chief Sherman assigned the issue to C Shift, which developed a plan to rearrange the area near the extractor to potentially add lockers or rearrange Bay 10.
- The Connex box may not be a viable option.
- There was further discussion about possibly replacing some Sheetrock in the bays.
- Chief Sherman emphasized the need to find a way to better utilize existing space.

Generator project:

- Work on the generator is ongoing. A technician is scheduled to continue the project over the weekend.

Station 74 Training Props:

- The concrete pad for the car fire prop has been poured. Completion of the pad is planned for next year.
- A pitched roof prop was built by Captain Rains and is located at Station 74. This project was funded through the training prop budget line item.

Firefighters Association Report:

- Annual Pancake Breakfast: Ron Simmons announced that the Association will be hosting the annual Pancake Breakfast on May 31, 2025. The President of the Firefighters Association gave the District Secretary a check for \$9,015.05, along with a formal letter. These funds were raised during the 2019 Gala. In the letter, the Association requested that the District do everything possible to use the funds for the intended purpose for which it was donated—specifically, for BT71, as designated at that time
- Member Support: Our thoughts and prayers are with one of our members during this time, and we are hopeful for a positive outcome.

Unfinished Business:

- Chief Asher and Commissioner Jones are currently working with the county's TIF worksheets.
- Commissioner Jones and Chief Asher met with John Ajax to review the TIF impact. Preliminary analysis suggests it may not negatively affect the department, as the financial burden would likely fall on taxpayers outside the district. Jones will continue reviewing the worksheet for further clarity.



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- Chief Asher mentioned that Clark County is in the process of fighting it. Wenatchee just found out there is a potential of 20 TIFs.
- SOG 226 – This SOG was referenced and is currently under review.
- Chairman Donnell requested that Chief Sherman review and provide information on three relevant NFPA standards: 1005, 1405, 1925.
- There was a discussion on the structure and format of Standard Operating Guidelines (SOGs)
- Chairman Donnell recommended adding a signature line to each SOG to record the board approval and proposed dedicating an hour at the next meeting to start the review of the administrative SOGs in detail

New Business:

- Volunteer Firefighter Chad Cohen was officially recognized as a new recruit. He read the oath of service, and Chief Asher pinned his badge during the ceremony
- Explore Regional Mechanical Service. There is interest in exploring the creation of a regional mechanical service and adding a second mechanic position. Manson has expressed interest in pursuing this initiative. The proposal includes reaching out to Entiat, Orondo, Lake Chelan Community Hospital (LCCH), and Mansfield to explore potential collaboration and define the structure of the position. The Commissioners agreed that this concept is worth pursuing further
- Destruction of Documents: Commissioner Jones MOTION to APPROVE the Destruction of Records document 2025-003 MOTION CARRIED
- Discussion of Firehouse software and records retention
- Next scheduled meeting has been moved to June 11, 2025, KOZI will be on June 12, and Commissioner Jones will attend

Special Events:

- KOZI – Community Connection Thursday, May 29, @ 8:25 a.m. – Chief Asher and Commissioner Simmons
- Farmers Market- Thursdays 2-6
- May 31, Chelan Fire and Rescue and Firefighters Associations Annual Pancake Breakfast, 8 a.m. to 11:00 a.m.
- May 30-31 19th Annual Cruizin Chelan Car Show
- June 6 & 7 WFCFA - Spring Series - Lake Chelan Seminar
- June 7 Pride Parade at Riverwalk

Board for Volunteer Firefighters:

- None

Public Comment:

- Richard- the community in Idaho had a \$17-million-dollar grant taken away, and we have a \$9 million grant here in Chelan, may want to be prepared for it to be revoked

Commissioner Comments:

- None

Executive Session:

- Chairman Donnell MOTIONED to MOVE into EXECUTIVE SESSION per 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 for 30 minutes at 4:26 pm. At 5:00 a request to extend it an additional 15 minutes was made. Meeting resumed at 5:19
- Nothing to report



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Adjournment: There was no more business before the Board of Commissioners. Commissioner Jones MOTIONED to ADJOURN the regular meeting at 5:19. The MOTION CARRIED


Chelan County Fire Protection District 7 Board of Commissioners:

x 

Mark Donnel
Chairman

x 

Russ Jones
Commissioner

x 

Ron Simmons
Commissioner

x 

Misty Fifield
District Secretary