



MINUTES
Chelan Fire and Rescue
Wednesday, January 14, 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, Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, District Secretary Misty Fifield, and Administrative Assistant Karla Mendoza.

Approve Agenda: Commissioner Jones MOTIONED to APPROVE the Agenda as amended. MOTION CARRIED:

Chairman Donnell added Draft Policy 174 under new business

Public Comment:

Sam Belskey announced that the Local 4816 will be doing a Stair Climb fundraiser this Saturday at Lake Chelan Sports from 10-4 and the following weekend will be at Buddy's in Manson, along with CCFD 5.

Consent Agenda: Commissioner Jones MOTIONED TO APPROVE the Consent Agenda as presented; the MOTION CARRIED.

- Revenue and Expenditure Report: December 2025
- Payroll: 11/20-2025 to 12-21-2025 Paid 01-05-2026 Benefits: \$128,056.70, Salaries/Wages (Net) \$144,018.73 Total \$272,075.43.
- General Account Vouchers 12-05-2025 Transaction #1554 to #1567 for \$17,754.38; 12-12-2025 Transaction #1568 to #1578 for \$7,583.19; 12-19-2025 Transaction #1581 to #1595 for \$7,001.79; 12-31-2025 Transaction #1629 to #1644 for \$11,485.06.
- Capital Purchase: 12-20-2025 Transactions #1596 for \$5,728.49.
- Minutes: Regular Meeting from December 22, 2025.

Commissioner's Report:

- Chairman Donnell really appreciated the presentation from the Chiefs in the Annual meeting last night and is looking forward to 2026

Fire Chief Report:

Emergency Response Reports:

- The December Incident Response Report shows 60 emergency service calls. Our 10-year average for December is 62 calls, indicating a slight decrease. Rescue/EMS responses accounted for 68% of total calls for service.
- Year-end call volume is 1064. This is down from 1194 in 2024, or 12.2% decrease
- Effective Work Force: Sufficient for types of calls
- NO fire loss for December in the district.
- We've reached out to First Due to assist with getting some reports figured out.

Administration:

- Orondo remains interested in mechanical services. Tentative discussions mirror those with Manson at \$2,000 per month. We have not yet reviewed the DC4 equipment, but with the holidays concluded, we plan to complete that review soon
- All 2026 calendars have been finalized
- The switchover to NERIS occurred on January 1st. So far, I haven't heard any real complaints or difficulties from crews.
- A new process has been implemented, assigning primary responsibility for filling Call Back shifts to Captains and Acting Officers, while allowing Chiefs to assist as needed
- I attended a two-day Mass Evacuation class for communities this last weekend in Leavenworth
- Chief Sherman and I attended a WUI scientist-level engineering class on Monday and Tuesday. There are some very powerful programs out there that I'm confident CIMT has the ability to access and utilize. One of the main modeling changes recently is that some programs now have the ability to take in burning structures and account for that in their predictions.



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- We're officially in the process of switching IT services from Key Methods to Mountain View Tech.
- We have been approached by the WIRE group about conducting home assessments under a program that could help offset some stipend costs. The program may begin in fall 2026, and I will provide an update at the next meeting
- I've begun the Assistant Chief performance review.
- The 2026 budget contained an error related to Firefighter step increases, resulting in higher payroll costs. Chairman Donnell made a motion to amend the 2026 budget for suppression salaries, which was seconded by Commissioner Jones. The motion carried

Community Risk Reduction/Events:

Apparatus Status:

- E71 returned from Oregon after repairs, where it was determined that insufficient grounding was the issue. The same problem subsequently reoccurred. Mechanic Miller reported that True North sent a technician today from Oregon and he is currently on site working on both trucks. Both E71 and E79 are experiencing the same issue. Once started, the units run fine, though startup can be delayed. All repairs will be covered under warranty. Crews are currently operating out of E74.
- Waiting for the new CH72 light package to arrive.

Stations: None

Long Range Discussion:

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

Assistant Fire Chief Report:

Recruitment:

Retention:

- 2 dropped

Stipend coverage:

- Participation: There is currently one person, Miko Gordon, participating in the Stipend shift program, and it is much appreciated
- Fleet Support: David Holmes continues shifts (Tue–Thu) to support the Fleet Program.

Training:

- 2025 Summary:
 - Quarter 1 training has been published.
 - The Monthly Situational Report will now include information regarding upcoming monthly operations and training.
- Academy Planning:
 - Thank you to the Commissioners for supporting the budget request to assist with instructor staffing for the academy. One of the most significant challenges has been identifying instructors willing to support such a large academy group.

Prevention: Facilities:

- Fire Life Safety Inspections (FLSI): 8 completed for January
- Station 72: All Sheriff's equipment has been permanently removed from Station 72. Chief Moody passes on CCSO's gratitude for helping them with their storage needs.

Unfinished Business:

- Chief Asher presented the proposed 100-year badge at an estimated cost of \$9,500. This would cover approximately 50 volunteers, three Commissioners, two Chiefs, Captains, and Firefighters, and would



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replace the current badges going forward. The grant will not cover this expense; however, it has been budgeted.

- Chairman Donnell noted that badges have not been ordered since 2009 and requested to be kept informed throughout the process, ensuring the order reflects the correct budget line.
- TIF- Commissioner Jones presented a Levy limitation Worksheet for review and reported that everyone interprets this differently. Chief Asher mentioned that compromise language has been drafted into a bill. They have not assigned a bill number yet.
- SAFER Grant Update: Chief Ashers' amendment was approved on 1/9/2026, putting our start period of performance back to 9/25/2025.
- Interviews for the coordinator position are scheduled for the 20th. Our first financial and activities report is due by 1/30.
- Commissioner Jones MOTIONS to approve Resolution 2026-00, Moving Accounts Payables and Payroll from County System to in-house, pending the review and approval of the District Attorney. Chairman Donnell seconded, and the motion carried.
- 2024 & 2025 State Mobilization Reimbursements spreadsheets were presented
 - Chairman Donnell does have concerns with our volunteers not being paid and wants to make sure we can make them whole. Possibly seek legal advice.
- 2027 – 2031 Strategic Plan- we will seek outside help on this and have reached out to Brian Brett from WVF for contact information
- Filling Empty Commissioner Position. Chairman Donnell mentioned the posting was opened because we could not legally fill the position since it had been certified. The position will close on January 30, and the board will then set up the interview process and fill the position by February 18, 2026.
- Commissioner Jones reassured that this was not a conspiracy

New Business:

- Commissioner Jones MOTIONED to adopt Surplus Resolution 2026-02 for non-operational electronics. Chairman Donnell seconded the motion, and the motion carried.
- Commissioner Jones MOTIONED to approve the Destruction of Documents Resolution 2026-04. Chairman Donnell seconded the motion, and the motion carried
- Chelan Douglas Pathways Master Plan: Chief Asher discussed the plan. The CDTC group has reached out to Chief Asher, Chief Baker, Sheriff Morrison, Chris Buehler, and DOT to attend a meeting regarding the project on February 9th. Chief Asher and the team will be in attendance.
 - Chairman Donnell suggested that the Board also be a part of the proposed letter.
- ITURRI Truck Discussion: This was the second presentation of the ITURRI truck. Chief Asher noted that while it is not perfect for every situation, it meets insurance requirements and would function well for wildland operations.
 - The WSRB requires a Type 1 engine, which this truck satisfies, making it a potential fit for ST73.
 - Chairman Donnell is not completely sold on the truck but agreed the performance was strong, supports the concept, and noted some modifications would likely be needed.
 - Mechanic Miller agreed the concept is sound but expressed concerns about the current tires, as the truck's empty weight exceeds their rating, and further review is needed.
 - Discussion included current volunteer staffing and future volunteer coverage in the ST73 area.
 - Chief Asher reminded the group to get creative in evaluating the apparatus and suggested the crews conduct a thorough review. He also outlined various financing options.
 - Chairman Donnell suggested exploring the cost of a custom-built truck to address concerns.
 - Chief Asher recommended considering other truck options; the ITURRI truck is estimated at approximately \$700,000 with an 8-month lead time
- Chief Asher discussed the shared Battalion Chief position with CC5. Manson held a meeting on Friday, January 9th, to discuss the proposals. Two proposals were presented, the most recent suggesting coverage



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every third week. Feedback is still pending. Manson did not reject the idea and indicated a desire for further discussion
 Chief Sherman presented Draft Policy 174. Commissioner Jones MOTIONED to approve the policy, and Chairman Donnell seconded. The motion carried

Special Events:

- KOZI – Community Connection Thursday, January 15 @ 8:10 Chief Asher and Commissioner Jones
- Winterfest starts January 16-25
- Martin Luther King Jr. Day 01/19/2026
- WFC Legislative day is January 29, 2026

Board for Volunteer Firefighters:

- Nothing to Report

Public Comment:

- Dave Rinehart asked how the 2026 wage increase is figured. Chief Asher explained the process of the annual Firefighter step increases per the CBA

Commissioner Comments:

- Commissioner Jones just replaced his home camera units for around \$500.00, and if we could just get someone to pull wire for the district, we could probably move forward so the admin could have eyes on the exterior.

Executive Session:

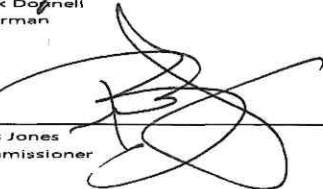
- RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Chairman Donnell announced the executive session should last about an 15 minutes. Entered executive session at 4:10, resumed the meeting at 4:35 PM.
- Chairman Donnell announced they do not have anything else to discuss.

There was no more business before the Board of Commissioners. Commissioner Jones MOTIONED to ADJOURN the regular meeting at 4:35. The MOTION CARRIED

Chelan County Fire Protection District 7 Board of Commissioners:

x 

 Mark Donnell
 Chairman

x 

 Russ Jones
 Commissioner

x 

 Misty Fifield
 District Secretary