

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
April 13th, 2020**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present via Zoom web conference were Commissioner David Ramynke, Commissioner Ben St. Mary, Commissioner Les Riel, Fire Chief Mark Emery, and Captain Andy Babcock. Those present on-site were Admin Director Jenifer Huitt, Captain Keith Schrank and Admin Assistant Christy Olson.

Chairman Ramynke called the meeting to order and conducted the pledge of allegiance.

APPROVAL OF AGENDA

The agenda was approved as submitted and the meeting continued.

CONSOLIDATION OF REGULAR BUSINESS

- a. **SECRETARY'S REPORT – Fund Balances:**

Fire	\$1,173,564.70
EMS	\$308,801.97
Apparatus	\$918,927.67
Capital Projects	<u>\$750,107.26</u>
Total	\$3,359,615.48

- b. **PREVIOUS MINUTES FOR APPROVAL – None**

- c. **CLAIMS REQUESTS FOR APPROVAL**

Claims Request Fire	\$113,938.68
Claims Request EMS	<u>\$ 20,429.44</u>
Total	\$134,368.12

- d. **CORRESPONDENCE – None**

- e. **UNFINISHED BUSINESS – None**

- f. **CHIEF'S BRIEF – Attached**

Commissioner Riel made a motion to approve items 4 A-F under the Consolidation of Regular Business. Seconded and carried.

NEW BUSINESS

a. Resolution 2020-04 Transferring \$102,405.70 from Capital Project Fund 602046 to General Expense Fund 602041 for Station 42 Project payment.

Commissioner Riel made a motion to adopt Resolution 2020-04. Seconded and carried.

b. Update on Station 42 Addition & Remodel Change Order #5 \$36,961.19
New Total: \$1,052,866.37. Date of Completion is unchanged at July 17, 2020.

The Station 42 project crew is currently 8 days ahead of schedule, which is why the completion date is unchanged. After some discussion about the sprinkler system being installed in Station 42, Commissioner Riel requested AD Huitt call on the City of Moxee "Fire Suppression Water" bill for Station 40, to find out exactly what that service/fee covers.

Chairman Ramynke made a motion to approve the change order for \$36,961.19. Seconded and carried.

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COMMISSIONER'S REPORT

Commissioner Riel will attend a WFCM conference call at noon on Saturday via Zoom. The WFCM Chelan conference in June has not yet been cancelled.

GENERAL DISCUSSION – Limited between Board and Staff – NO PUBLIC INPUT

The Board requested a thank you be sent to Ace Hardware for the donation of PPE supplies.

SIGNING OF DISTRICT DOCUMENTS

Note - All documents approved at this meeting will be signed by the Board after the WA State Governor's Proclamation 20-28 has lifted.

NEXT REGULAR MEETING – Monday, April 27th, 2020 at 4:00 pm.

ADJOURNMENT

There being no other business Chairman Ramynke adjourned the meeting at 4:20 pm.



Chair David Ramynke



Vice Chair Benjamin St. Mary



Comm Les Riel

Attest:



District Secretary Jenifer S Huitt

Approved unanimously on 4/27/2020
via Open Public Meeting on Zoom.
Signatures will be secured after
Proclamation 20-28 has been lifted. *jsh*

FIRE CHIEF BRIEF

13 April 2020

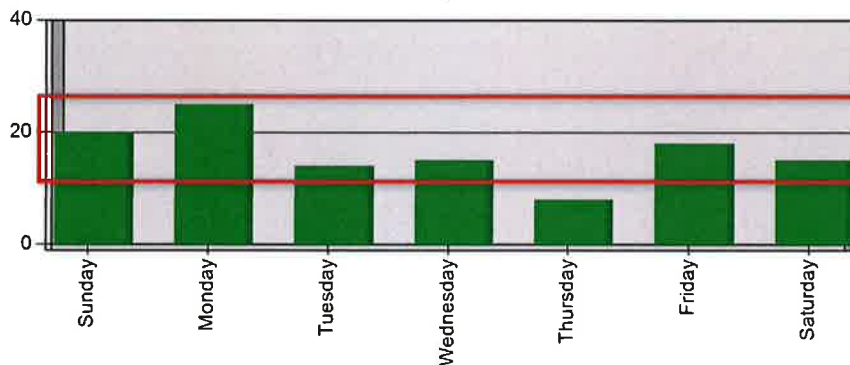
MARCH INCIDENT DATA

- 2020**
- ✓ INCIDENTS: 115
 - ✓ EMS: 63 (55%)
 - ✓ FIRE: 52 (45%)
 - ✓ AVERAGE PER DAY: 3.7
 - ✓ MUTUAL AID: 0 provided; 0 received
 - ✓ **OVERLAPPING: 17 (15%)**
 - ✓ AVE DISTRICT RESPONSE: 9m:18s
 - ✓ AVE DISTRICT TURNOUT: 2m:26s
 - ✓ AVE TIME ON-SCENE: 35:11s
 - ✓ INCIDENTS BY ZONE: 40=20; 41=32; 42=63
 - ✓ RESPONSES BY STATION: 40=114; 41=1; 42=0
 - ✓ TRAINING: 78 class hrs.; 504 personnel hrs.

- 2019**
- ✓ INCIDENTS: 81
 - ✓ EMS: 59 (73%)
 - ✓ FIRE: 22 (27%)
 - ✓ AVERAGE PER DAY: 2.6
 - ✓ MUTUAL AID: 0 provided; 0 received
 - ✓ **OVERLAPPING: 4 (5%)**
 - ✓ AVE DISTRICT RESPONSE: 7m:34s
 - ✓ AVE DISTRICT TURNOUT: 1m:59s
 - ✓ AVE ON-SCENE TIME: 18m:48s
 - ✓ INCIDENTS BY ZONE: 40=14; 41=30; 42=37
 - ✓ RESPONSES BY STATION: 40=79; 41=1; 42=1
 - ✓ TRAINING: 130 class hrs.; 429 personnel hrs.

MARCH INCIDENT DISTRIBUTION PROFILE

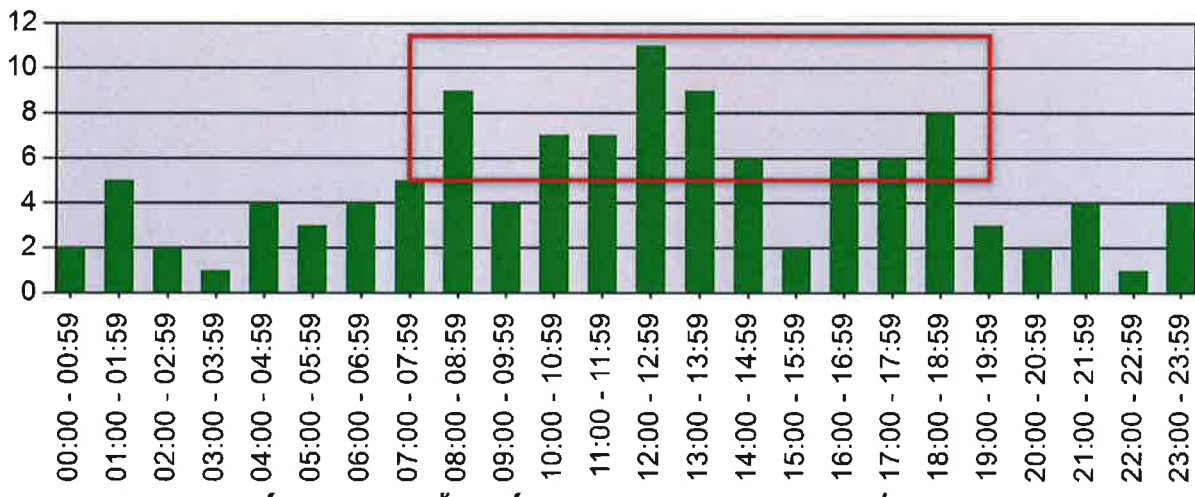
Incidents by Day of the Week for Date Range
Start Date: 03/01/2020 | End Date: 03/31/2020



EVFD RESPONSE HX

Year	Count	Percentage
2020	0,198	
2019	1,219	(1.3%)
2018	1,234	(1.7%)
2017	1,255	4.9%
2016	1,196	6.8%
2015	1,120	8.7%
2014	1,030	1.7%
2013	1,013	(9.0%)
2012	1,114	17.6%
2011	947	5.4%
2010	898	(2.9%)
2009	925	1.8%
2008	942	1.7%
2007	926	9.1%

Incidents by Hour for Date Range
Start Date: 03/01/2020 | End Date: 03/31/2020



EVFD STATUS REPORT

PANDEMIC OPERATIONAL ADAPTATIONS & ADJUSTMENTS

In the spirit of protecting EVFD members by minimizing the opportunity to expose or be exposed, we are limiting entry to Fire Station 40. This action will be for two-weeks at which time the District will reassess. (situation assessed 10 April; situation reassessment 05 May)

What This Means to our Members:

- a) Continue to respond to 41 or 40 for all multi-unit incidents (status quo). Do not enter a fire station for any reason other to respond to an incident.
- b) If you need to check your analog mailbox or pick up a paycheck: call ahead, ring the door bell, and a person will bag and deliver your mailbox contents. Do not enter the fire station!
- c) The EVFD Firefighter Academy is suspended during the two-week period. (Except target solution programs.)
- d) Tuesday drills are suspended during the two-week period. (Look for *Target Solutions* programs and Zoom classes coming during April.)
- e) To add or change your timesheet, call your data into the Shift Captain, he will enter your numbers for you.
- f) No PTP shift work for two-weeks.
- g) No fire station standby.
- h) To respond an apparatus, enter the apparatus bay; avoid entering the living or office area of the fire station. If you need to use a restroom use the men or women restrooms closest to the apparatus bay.
- i) Before leaving the fire station make sure all touch services have been wiped with a sanitizing wipe (including apparatus!)
- j) Response and training participation requirements (three-month average) are suspended during the two-week period.
- k) By Governor proclamation, we are not allowed to have any public meetings whatsoever. (We are working on 'Zoom' as virtual meeting solution.)
- l) 12% Road Grade Request Update: Refer to accompanying information PDF.
- m) 2020 FIREFIGHTER ACADEMY: The 2020 Firefighter Academy continues to progress nicely with the original eight dedicated recruits; *Target Solutions* continues to receive positive user ratings and remains a valid alternative for weekday evening classroom sessions.
- n) STATION 42: Thanks to great weather, construction is proceeding quickly. Weekly construction meetings provide informative updates, proposed changes are discussed and decisions made.
- o) EVFD Matters newsletter has photos taken 03 March.

It's what you learn after you know it all that's important.

EVFD PERPETUAL PLANNING PROCESS

2020 **BIG FIVE** *Final Prioritization*

1	CAPTIAL PROJECTS (3, 16, 23)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2	RESPONSE STANDARDS (8, 19, 22)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3	WSRB CLASS 4 IN 2024 (2, 7, 16, 17, 20)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4	HONORABLE LEADERSHIP CULTURE (2, 5, 9)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5	WAC & NFPA COMPLIANCE (4, 7, 8, 9, 16, 23)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

25 ASPIRATIONAL GOALS *NOT Prioritized*

1	Rock Solid Fundamentals (role and responsibility RSF)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2	Officer Development Program/Academy	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3	Station 42 Remodel Project	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4	Command Competency (quarterly exercises)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5	Honorable Leadership (EVFD culture & legacy)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
6	Lexipol Implementation	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
7	Standardize Certifications (FF, EMT, Officer, Inst.)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
8	WAC 296-305 & NFPA Operational Compliance	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
9	Succession Preparation (all levels)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
10	Pursue Grant opportunities (targeted)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
11	Functional consolidation (Training? Administration?)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
12	State of the Art Radio and Dispatch System	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
13	Reimagined EMS delivery system	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
14	Medic Unit at Station 42	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
15	Annual Regional Firefighter Academy	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
16	Drill tower and burn facility	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
17	WSRB 'Class 4 in 24'	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
18	EVFD Drone Program	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
19	EVFD Incident Support Team Program	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
20	Station 42 Staffing	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
21	Updated Strategic Plan	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
22	Incident Response Standards and Effective Force	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
23	Command Training Center (repurpose Station 41?)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
24	EVFD Fire Investigator?	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
25	Company Inspections during Pre-Incident Surveys	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

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EVFD DISTRICT CALENDAR

APRIL 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
REQUIRED ONLINE TRAINING! Wildland Refresher Corona Virus 101 Hearing Communication			1 National Walking Day	2 National Burrito Day	3 National Find a Rainbow Day	4 National Hugh a Newsperson Day
5 National Deep Dish Pizza Day	6 National Siamese Cat Day	7 ZOOM Mgmt. Team Meeting 0730 National Autism Awareness Day	8 Passover	9 National Winston Churchill Day	10 Good Friday	11 National Pet Day
12 	13 BOFC Zoom Meeting 1600	14 National Dolphin Day	15 National Laundry Day	16 National High Five Day	17 National Cheese Ball Day	18 Husband Appreciation Day
19 National Garlic Day	20 National Look-Alike Day	21 ZOOM DRILL COVID Update Wildland Safety Zoom Code 460-215-266	22 National Administrative Support Day!	23 National Picnic Day	24 National Arbor Day	25 National Hug a Plumber Day
26 National Pretzel Day	27 BOFC Zoom Meeting 1600	28 ZOOM Chief Drill Fire Behavior Research 1900	29 National Shrimp Scampi Day	30 National Honesty Day	BIRTHDAYS! Trevor Lenseigne, 05 April Travis Young, 12 April Jeff Taylor, 24 April	

Nothing in this world can take the place of persistence. Talent will not; nothing is more common than unsuccessful men with talent. Genius will not; unrewarded genius is almost a proverb. Education will not; the world is full of educated derelicts. Persistence and determination alone are omnipotent. The slogan Press On! has solved and always will solve the problems of the human race.

Calvin Coolidge

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