

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
June 11, 2018**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner Les Riel, Commissioner Ben St. Mary, Chief Mark Emery, and District Secretary Jenifer Huitt. Commissioner David Ramynke and Chief Emery had excused absences. Others present were Lt Schrank, FF Henle, FF Erickson, FF Petro, and FF Stingley.

Commissioner Riel called the meeting to order and conducted the Pledge of Allegiance.

APPROVAL OF AGENDA

The agenda was approved as circulated and the meeting continued.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Public comment for items that are on the agenda are allowed as the item comes up for discussion during the meeting. Please stand and be recognized by the Chair and limit your comments to three minutes.

Chairman Riel noted no one stood to speak and the meeting continued.

SECRETARY'S REPORT

Secretary Huitt provided the following to the Board:

- a. Payroll Report for June
- b. Fund Balances as of May 31, 2018

Possible transfers from reserve funds were discussed for the apparatus purchases and station remodel. The Board was in agreement that there is no need to transfer funds at this time.

- c. 1 Voided Warrant
- d. Technical review of the 2 ordered KME Engines

Lt. Lenseigne and FF McDonald requested a few changes while doing the review and a report will be sent reviewing any change in the costs.

- e. Yakima County ILA for Seasonal Hydrant Maintenance

The agreement was reviewed by Snure and he suggested one major change in the indemnification language. Upon review the Board requested the revised language be sent back to the county for review.

APPROVAL OF PREVIOUS MINUTES

Commissioner St. Mary made a motion to approve the minutes as submitted from the May 29th regular meeting. Seconded and carried.

CLAIMS REQUEST APPROVAL

- a. Claims Request Fire \$591,559.63 – Approved
- b. Claims Request EMS \$2,863.58 - Approved

Commissioner St. Mary made a motion to approve the Claims Request in the amount of \$594,423.21. Seconded and carried.

CORRESPONDENCE - None

UNFINISHED BUSINESS - None

NEW BUSINESS

- a. Challenge Coins

FF Erickson presented the 2 drafted coins, pricing, and employee voting results. The Board likes both coins and would like one used for new employees and another used for special

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recognition. FF Erickson stated employees would also like to purchase several to give to friends. The Board would like to see if the Association is interested in funding the initial purchase and set up for the coins. The District and employees would then purchase them from the Association. Chairman Riel appreciated the hard work on the designs and they turned out really nice and would like FF Erickson to report the results after speaking with the Association.

b. Discuss Room Reimbursement for June WFCA conference: 1 or 2 nights

Since the hotels in Chelan now require a 2-night minimum the Board agreed to room reimbursements for both nights for employees that attend. In the future the Board would like to look at having a budget study session on Friday before the conference.

COMMISSIONER'S REPORT

Chairman Riel will be attending the State Education Committee meeting on June 23rd, 2018 and noted the registration is now open for the WFCA Fall Conference. Curriculum will be set up for the fall conference and the Board encouraged the employees to request training for any talks or trainings that interest them.

CHIEF'S BRIEF

Chief Emery provided the report to the Commissioners and it is attached to the minutes. Secretary Huitt discussed the results received from the PDC regarding the information reviewed on the Levy Flyers and Postcards. The Board requested the information be reviewed with Snure and ask for his suggestions.

ANNOUNCEMENTS

Secretary Huitt announced the ITAC class will start June 30th and Chief Emery is also putting together an officer development course that will run 8 weekends over the course of 2 years called Y.O.D.A.

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

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Monday, June 25th, 2018 at 4:00 pm.

NEXT SPECIAL MEETING – Monday, June 25th, 2018 at 3:00 pm.

ADJOURNMENT

There being no other business Chairman Riel adjourned the meeting at 4:30 pm.



Chairman Les Riel



Vice-Chairman David Ramynke

ATTEST:



Commissioner Ben StMary
Regular Meeting



District Secretary Jenifer S Huitt

FIRE CHIEF BRIEF

07 June 2018

MAY INCIDENT DATA:

2018

- ✓ INCIDENTS: 118
- ✓ EMS: 74
- ✓ FIRE: 44
- ✓ AVERAGE PER DAY: 4
- ✓ MUTUAL AID: 4 provided; 0 received
- ✓ OVERLAPPING: 21 (18%)
- ✓ AVE DISTRICT RESPONSE: 8m:44s
- ✓ AVE TIME ON-SCENE: 30m:39s
- ✓ AVE STA TURNOUT: 40=3:13; 41=1:57; 42=2:31
- ✓ AVE DISTRICT TURNOUT: 2m:34s
- ✓ RESPONSE BY ZONE: 40=23; 41=32; 42=63
- ✓ RESPONSE BY STATION: 40=114; 41=1; 42=3
- ✓ TRAINING: 176 class hrs.; 535 personnel hrs.

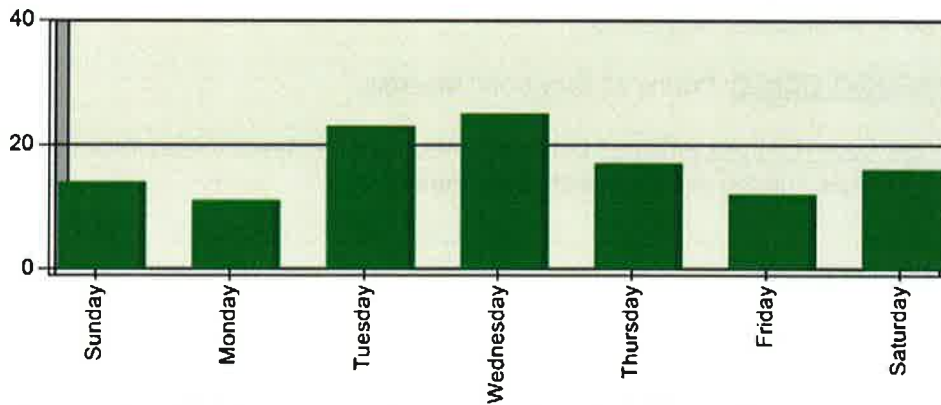
2017

- ✓ INCIDENTS: 111
- ✓ EMS: 73
- ✓ FIRE: 38
- ✓ AVERAGE PER DAY: 3.13
- ✓ MUTUAL AID: 2 provided; 0 received
- ✓ OVERLAPPING: 20 (18%)
- ✓ AVE DISTRICT RESPONSE: 8m:38s
- ✓ AVE ON-SCENE TIME: 26m:18s
- ✓ AVE STA TURNOUT: 40=3:14; 41=4:19; 42=5:32
- ✓ AVE DISTRICT TURNOUT: 4m:22s
- ✓ RESPONSE BY ZONE: 40= 18; 41= 38; 42= 55
- ✓ RESPONSE BY STATION: 40= 89; 41= 5; 42= 17
- ✓ TRAINING: 61 class hrs.; 261 personnel hrs.

MAY 2018 INCIDENT DISTRIBUTION PROFILE

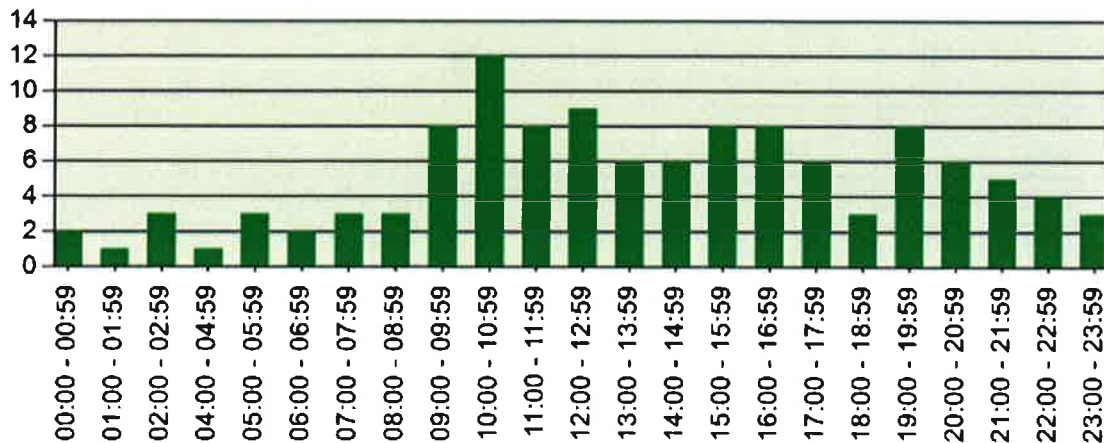
Incidents by Day of the Week for Date Range

Start Date: 05/01/2018 | End Date: 05/31/2018



Incidents by Hour for Date Range

Start Date: 05/01/2018 | End Date: 05/31/2018



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

MAY 2018 ACTIVITY SNAPSHOT

1. SEASONAL POSITION TWO: Chilean 'Bombero' may be joining us soon. He is awaiting scheduling of USA embassy interview in Santiago.
2. Station 42 Remodel Project: Waiting for renderings of remodel options.
3. AMR MEDIC 5 IN-SERVICE AT STATION 42: Medic 5 at Station 42 is up and running! We will begin tracking and Medic 5 will be added to future monthly reports.
4. YAKIMA COUNTY HYDRANTS: Interlocal Agreement should be ready decision to sign at next meeting. Once signed the first ILA will serve as the template for subsequent years.
5. LEVY PREPARATION: District must rein-in and recalibrate information/education campaign. According to Public Disclosure Commissioner we must comply with numerous and specific restrictions. (See list.) Ballots available 20 July.
6. CBA PROCESS: Preparation continues; first session took place 30 May, exchanged information ('rules of engagement'). Next meeting Monday, 11 June.
7. 43rd PANCAKE BREAKFAST (03 June): Nearly 700 friends and neighbors attended.
8. TWO LIVE FIRE EXERCICES: (1) 08 May at Training Center burn building; (2) 15 June wildland burn training in Moxee.
9. 95th WSFFA CONFERENCE: Represented EVFD as Instructor at 95th WA State Firefighter Association Conference in Wenatchee, May18–20.
10. BLM AGREEMENT SIGNED: During 29 May BOFC Meeting.
11. Visited Grant County 3 Burn Building: Commissioner Riel and myself visited Grant 3's new burn building in George. Funded primarily with grant money.

ON THE HORIZON

1. EVFD HOSTED PROGRAMS AT STATION 40: (Modest non-EVFD student registration fee to off-set cost.)
 - ✓ Two-day *ITAC Strategy and Tactics Clinic*, 30 June and 01 July. Co-instructed by retired Seattle Deputy Chief Stewart Rose.
 - ✓ Grant Writing Workshop: EVFD is hosting a *Grant Writing Workshop* on September 8 and 9 (posted on Daily Dispatch). Workshop facilitate by First Responder Grants, LLC. No cost to EVFD and we receive two complimentary seats for hosting.
 - ✓ Effective Supervision Practices: September 15 and 16; instructed by Bob Shannon of *Assured Performance 360, LLC*.
 - ✓ YODA (Yakima Valley Officer Development Academy): Program designed for career and volunteer personnel (schedule designed to accommodate volunteer schedules); two-year, eight weekend Academy; instructed by subject area experts. Provides WAC, NFPA, and WSRB compliance.
2. LIEUTENANT ASSESSMENT CENTER: November 13 and 14, 2018; to assure a valid and reliable process, including a cognitive exam recommend that EVFD contract with third-party provider (Ergometrics?) Action/Decision Request coming soon.

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

FIRE CHIEF BRIEF

07 June 2018

BOFC DISTRICT GOALS

SCBA Grant	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Order New Engine(s)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
DNR/BLM Agreements	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Yakima County Fire Marshall Performance	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Lexipol Implementation	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Station 42 Remodel Project	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Beaudry-Wendt Project	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Community Relationships	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
August Levy Strategy	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
WSRB: Retain Class 5	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Update Mission, Vision, and Values	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Succession Preparation Program	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Standards of Response Coverage	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Collective Bargaining Agreement Negotiations	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Strategic Plan Update	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Organizational & Operational Risk Management	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2019 Budget	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Annual Performance Evaluations	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

ADDITIONAL DISTRICT PROJECTS

Officer Development Academy	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Seasonal Firefighter/Hydrant Maintenance ILA	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Station 42 Medic Unit	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Command Support Unit (DU-240) Program	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
EVFD Staging Area Team	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
EVFD Command Support Team	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
EVFD Water Supply Group/Team	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Add 5 to 6 Volunteer Personnel	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Yakima County Fire Marshall Inspections	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Improve to WSRB Class 4	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Solid, Realistic, Ongoing, Verifiable Training (SROVT)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
WSRB Ladder Truck Credit	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Staffing and Deployment Plan	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
CFAI Accreditation (organizational aspiration)	<input checked="" type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

FROM MEMBER PROFILES

High-Level of Training & Proficiency	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Clear Direction and Goals	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Mutual Support, Respect, and Trust	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Staffing and Deployment Plan	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Teamwork	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Foster Positive Culture	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Develop Cohesive Team	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Accountability (Organizational)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Long-Term Comprehensive Planning	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Clear Definable Goals for all Personnel	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Passion and Enthusiasm	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

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