

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

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner David Ramynke, Commissioner Ben St. Mary, Fire Chief Mark Emery, and Administrative Director Jenifer Huitt. Others present were Captain Andy Babcock and Captain Trevor Lenseigne. Commissioner Les Riel had an excused absence.

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

APPROVAL OF AGENDA

The agenda was approved as amended 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 Ramynke noted no public was present and the meeting continued.

SECRETARY'S REPORT

- Training Request from Chief Emery for Fire House World Conference & Exposition, no cost, 02/24/2020

Chief Emery recommended Cpt Babcock & 1 Shift Commander be sent. The Board requested the Captains consider all the conferences available and put in a request to the ones they would like to attend for consideration.

- Voided \$300.00 payment to American 1st Aid & CPR

AD Huitt voided this at the request of Cpt Babcock as the invoice had an incorrect number of students on it due to attendance changes. American 1st Aid & CPR will submit a new invoice.

- Notice to Proceed for Scout Lake Construction is ready for signatures to start the Station 42 Project. Groundbreaking ceremony will be January 21st with completion by July 20th.

PREVIOUS MINUTES – None

CLAIMS REQUESTS APPROVAL

- a. Claims Request Fire \$79,309.83 – Approved

- b. Claims Request EMS \$1,962.25 – Approved

Commissioner St. Mary made a motion to approve the Claims Requests in the total amount of \$81,272.08. Seconded and carried.

CORRESPONDENCE – None

UNFINISHED BUSINESS

- a. Discuss Questionmark 3-year agreement for Test Bank \$4,280.00 for year 1 with 3 test banks, actual costs for all 3 years, and Terms & Conditions signed by Emery & Babcock

Chief Emery asked this item be tabled until the next meeting. The board concurred.

NEW BUSINESS

- a. Discuss DRAFTED Lexipol / District Policy 1645.4 – 1645.6 Work Hours & Compensation for Part Time Paid Members, Stipends for the Annual Recruit Fire Fighter Academy, Adjusted Compensation Rates, Rank Definitions

- b. Discuss DRAFTED Lexipol / District Policy 1208 Respiratory Protection Program

Chairman Ramynke asked about getting the policy updates prioritized and Chief Emery volunteered to get a rollout plan lined up for presentation to the Board.

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COMMISSIONER'S REPORT

Chairman Ramynke stated the next YCFCA quarterly meeting will be on Thursday February 20th in Naches Heights. Commissioner Riel will attend WFCA's Legislative Day on January 28th.

CHIEF'S BRIEF – Attached

ANNOUNCEMENTS – None

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

AD Huitt reported that an invoice has been sent to The Nile FD for the purchase of old Engine 42, along with validation that the sale has been approved by the Board. Per Captain Lenseigne, we will include with the engine the stocked cotton-jacket hose and some of the older SCBA packs that The Nile currently uses as well.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

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

ADJOURNMENT

There being no other business Chairman Ramynke adjourned the meeting at 5:06 pm.



Chair David Ramynke



Vice Chair Benjamin St. Mary



Comm Les Riel

Attest:



District Secretary Jenifer S Huitt

Approved unanimously on 04/27/2020
via Open Public Meeting on Zoom.

Signatures will be secured after
Proclamation 20-28 has been lifted. *js*

2019 RESPONSE DATA

09 January 2020

2019

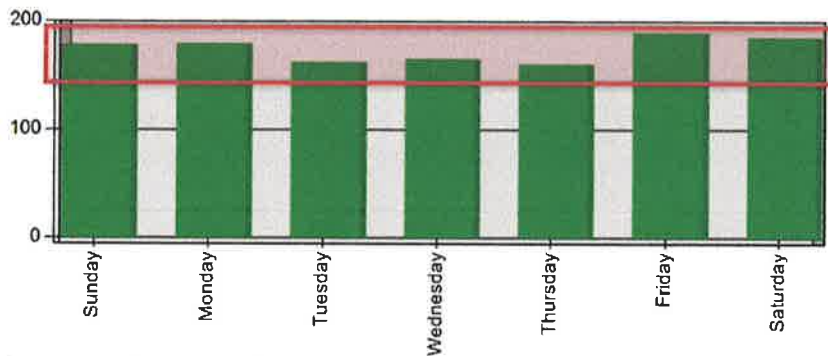
- ✓ INCIDENTS: 1,219
- ✓ EMS: 786 (64%)
- ✓ FIRE: 433 (36%)
- ✓ AVERAGE PER DAY: 3.3
- ✓ MUTUAL AID: 11 provided; 2 received
- ✓ **OVERLAPPING: 206 (17%)**
- ✓ AVE DISTRICT RESPONSE: 8m:28s
- ✓ AVE DISTRICT TURNOUT: 2m:20s
- ✓ AVE TIME ON-SCENE: 21m:17s
- ✓ INCIDENTS BY ZONE: 40=203; 41=416; 42=600
- ✓ RESPONSES BY STATION: 40=1,167; 41=18; 42=34
- ✓ TRAINING: 956 class hrs.; 4,423 personnel hrs.

2018

- ✓ INCIDENTS: 1,234
- ✓ EMS: 798 (65%)
- ✓ FIRE: 436 (35%)
- ✓ AVERAGE PER DAY: 3.4
- ✓ MUTUAL AID: 36 provided; 4 received
- ✓ **OVERLAPPING: 185 (15%)**
- ✓ AVE DISTRICT RESPONSE: 9m:08s
- ✓ AVE DISTRICT TURNOUT: 2m:54s
- ✓ AVE ON-SCENE TIME: 29m:19s
- ✓ INCIDENTS BY ZONE: 40=226; 41=406; 42=602
- ✓ RESPONSES BY STATION: 40=1,151; 41=20; 42=63
- ✓ TRAINING: 1,249 class hrs.; 4,518 personnel hrs.

2019 INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 01/01/2019 | End Date: 12/31/2019



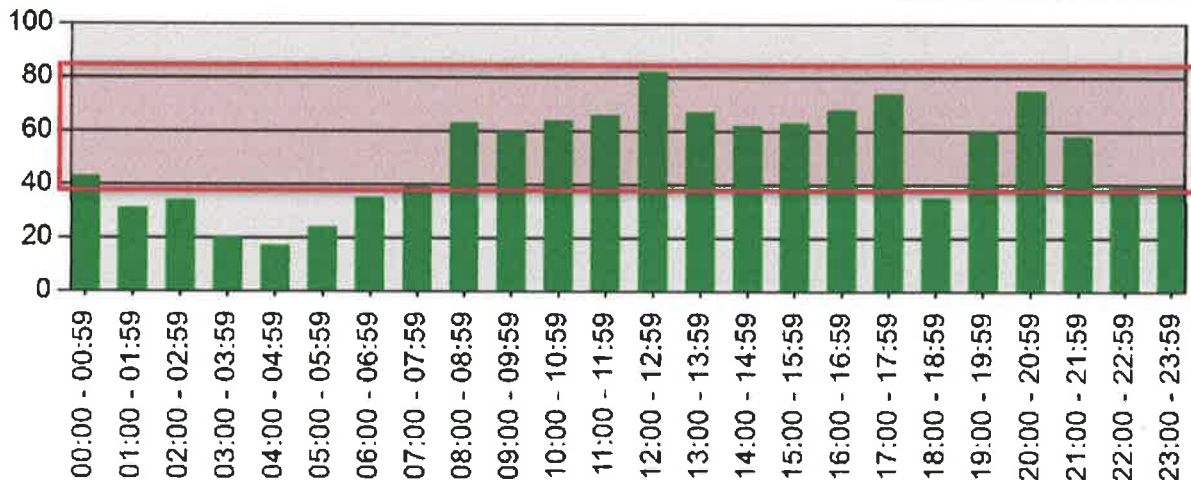
EVFD RESPONSE HX

2020

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%
2006	849	12.7%

Incidents by Hour for Date Range

Start Date: 01/01/2019 | End Date: 12/31/2019



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

DECEMBER INCIDENT DATA

2019

- ✓ INCIDENTS: 111
- ✓ EMS: 75 (68%)
- ✓ FIRE: 36 (32%)
- ✓ AVERAGE PER DAY: 3.6
- ✓ MUTUAL AID: 1 provided; 0 received
- ✓ **OVERLAPPING: 15 (13.5%)**
- ✓ AVE DISTRICT RESPONSE: 8m:10s
- ✓ AVE DISTRICT TURNOUT: 2m:20s
- ✓ AVE TIME ON-SCENE: 22m:12s
- ✓ INCIDENTS BY ZONE: 40=16; 41=34; 42=61
- ✓ RESPONSES BY STATION: 40=110; 41=0; 42=1
- ✓ TRAINING: 24.5 class hrs.; 132 personnel hrs.

2018

- ✓ INCIDENTS: 88
- ✓ EMS: 61 (69%)
- ✓ FIRE: 27 (31%)
- ✓ AVERAGE PER DAY: 2.8
- ✓ MUTUAL AID: 1 provided; 0 received
- ✓ **OVERLAPPING: 10 (11.4%)**
- ✓ AVE DISTRICT RESPONSE: 9m:38s
- ✓ AVE DISTRICT TURNOUT: 2m:16s
- ✓ AVE ON-SCENE TIME: 18m:06s
- ✓ INCIDENTS BY ZONE: 40=11; 41=22; 42=55
- ✓ RESPONSES BY STATION: 40=79; 41=0; 42=9
- ✓ TRAINING: 122.5 class hrs.; 372 personnel hrs.

EVFD STATUS REPORT

- 1) **AFG APPLICATION:** Final *Assistance to Firefighters Grant* (AFG) application package was submitted last Friday for the purchase of 50 portable radios. Data contributions by Shift Captains and Jenifer is greatly appreciated! **Request:** \$115,474; **EVFD Cost Share:** \$15,061; **AFG Share:** \$100,412.
- 2) **STRATEGIC PLAN TEAM UPDATE:** The Strategic Plan Team met Thursday, 05 December. The Team is moving from *Mission-Vision-Values* to the designing planning methodology that will be simple, focused, perpetual, and sustainable, yet meaningful. Attending were Commissioner Riel, Chief Emery, Captains Babcock and Evers, Lieutenant Henle, FF Abhold, and FF Stingley.

Next Meeting: tba

- 3) **2020 FIREFIGHTER ACADEMY:** The first Saturday session was 04 January. We are down to eight students.

- 4) **STATION 42:** Contract signed by Scout Lake Construction on Friday, 09 January; ground breaking media extravaganza at 1000, Tuesday, 21 January. This is an exciting time at EVFD!

JANUARY 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				20	3B	4C Recruit Class Attendance Start @ 08:00
5C	6A Management Committee 09:00	7A FF Skills Drill / FD Testing / PPE Inspection / SCBA Quarterlies / SCBA Proficiency	8B	9D	10C	11C Recruit Class PPE & Uniforms Start @ 08:00
12A	13A Commissioner Meeting 1000	14B Announcements Identifying / Incident Management Training / AFD Support Opportunities	15B	16C	17C	18A Recruit Class First Aid Start @ 08:00
19A		21B EMIS & Risk Reduction, Awareness Asbestos, Confined Trenches & Electricity	22C	23C	24A	25A Recruit Class Building Construction & Fire Behavior Start @ 08:00
26B	27B Commissioner Meeting 1600 LT Sean McDonald Birthday	28C Chief's Drill	29C	30A	31A	

ON THE HORIZON

- 1) **2020 EVFD BANQUET:** Saturday, 01 February. The Awards process and nominations will be guided by EVFD Policy 4.6, *Awards and Commendations*, which was adopted by the Board on 27 June 2016.

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

EVFD PERPETUAL STRATEGIC PLAN

2020 BIG FIVE *Prioritized*

1		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

25 ASPIRATIONAL GOALS *NOT Prioritized*

1		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
6		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
7		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
8		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
9		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
10		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
11		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
12		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
13		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
14		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
15		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
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18		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
19		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
20		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
21		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
22		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
23		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
24		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
25		<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

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EVFD MATTERS

JANUARY 2020 UPDATE



— HAPPY NEW YEAR —

- 1) **STATION 42 REMODEL:** Contract signed by *Scout Lake Construction* on Friday, 09 January; ground breaking media extravaganza at 1000, Tuesday, 21 January. The remodel will be two-phase: Phase One = the west side; Phase Two = apparatus bays. Phase One demolition should begin this month.

- 2) **EVFD STRATEGIC PLAN UPDATE:** The EVFD Strategic Plan update Team is Commissioner Riel, Chief Emery, AD Huitt, Captains Evers and Babcock, Lieutenant Henle, and FF Stingley. As presented at multiple Tuesday Drills, the Team began with revisiting the EVFD Mission, Vision, and Values. A SWOT (*Strengths, Weaknesses, Opportunities, and Weaknesses*) survey was conducted, and feedback was distilled into 57 EVFD aspirations. These 57 aspirations were further distilled into 27 EVFD aspirations. All members were asked to select their preferred 25 aspirations from among the 27 and then select the five most important from among the 25. After collecting everybody's 25 and 5 and the final distillation will reveal our BIG FIVE goals for 2020. The BIG FIVE will then be prioritized by the Executive Team and presented to the BOFC for approval. If you haven't done so, please use the distributed documents provided to make your 25 and 5 selections.

- 3) **EVFD RESPONSE STANDARDS TEAM:** The EVFD Response Standards Team is Commissioner St. Mary, Chief Emery, Captain Lenseigne, Lieutenant McDonald, and FF Stingley. Criteria for development of EVAFD Response Standards (RCW, WAC, WSRB, NFPA) was discussed during the first meeting; the Team will meet again in January.

Among the performance measures of a *Standard of Response Coverage* is the establishment of 'specific performance measures applicable to response time objectives' (per RCW 52.30) and the determination of an EVFD 'effective response force.'

- 4) **EVFD FIREFIGHTER ACADEMY:** EVFD Firefighter Academy began Saturday, 04 January will finish with IFSAC Firefighter-I testing on May 23 and 24. All Saturdays are dedicated to developing and improving FF-I skills (and some knowledge). The majority of cognitive education will be completed using *Target Solutions* online modules. Eight members are attending the Academy: Jay Cruz, Scott Eier, Trevor Fink, Chris Foster, Shay Holmes, Aaron Livingston, James Scherchlight, and Travis Young. Thank you Captain Babcock for making the Academy happen! Mark your calendar: Graduation will be Friday, 12 June.

- 5) **STANDBY SHIFT BONUS:** A efficient way to obtain standby and response credit is to work shift-hours: day, night, weekend, holiday, anytime. Remember that a 'shift' is 4-consecutive hours in a fire station either working with the Station 40 on-duty crew or staffing Station 42 ready for immediate response.

4 + 1: FOUR-hours of shift stand-by provides ONE response credit. EIGHT-hours of shift standby provides a TWO response credits. Shift standby is an efficient way to earn participation credits. The 4 + 1 standby/ response credit also counts toward your State pension participation requirement. 'Standby' = minimum of four-hours in a fire station ready to respond.
{For more information see WAC 491-03-030.}

Thank you
for your
service to
East Valley
Fire & to the
East Valley
community!

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ON THE EVFD HORIZON

1) 2020 NORTHBEND ACADEMY TRAINING OPPORTUNITIES:

Instructor I: 06, 07, 08 January; IFSAC testing 09 January

Instructor I: 04, 05, 06 May; IFSAC testing 07 May

Instructor I: 17, 18, 24 October; IFSAC testing 25 October

Fire Officer I: 27-31 January; IFSAC testing 01 February


Fire Officer I:: 14-18 September; IFSAC testing 19 September

Fire Officer II: 24-28 February; IFSAC testing 29 February

Fire Officer II: November 16-20; IFSAC testing 21 November

Fire Control I: 18 April (sponsored by Kittitas 1).

Search & Rescue I: 07 March, (sponsored by South Sound Fire Academy).

 THE SMALL PRINT: If interested complete a training request form and submit to your Shift Commander. Training Director Babcock will assist with WSP registration. EVFD will pay your registration, pay the IFSAC testing fees, and provide a vehicle (or mileage) for the commute.

5) IFSAC CERTIFICATION TEST PREREQUISITES:

Firefighter I: none

Firefighter II: Firefighter I, HazMat Awareness, HazMat Operations

Instructor I: none

Fire Officer I: Firefighter-II and Instructor-I

Fire Officer II: One-year as Fire Officer I

Instructor II: Instructor I

6) IFSAC OPEN ENROLLMENT TESTING (North Bend):

Firefighter II: 26 July

Instructor I: 07 May or 25 October

Fire Officer I: February 01 or 19 September

Fire Officer II: 29 February or 21 November

CONFIDENT?

You can test for *any* IFSAC Certification without attending *any* of the classes.

7) IFSAC EVALUATOR CLASSES: Prerequisite: IFSAC Instructor I Certification

06 February, 1800 to 2200 hours, Skagit County Fire District 6

27 February, 0800 to 1200, Spokane County Fire District 9

8) SUNNYSIDE INSTRUCTOR I CLASS: 24 to 26 February; IFSAC testing 27 February. Submit training request to Captain Babcock. EVFD will pay for your registration and IFSAC testing.

9) AHA CPR/FIRST AID INSTRUCTOR(S): EVFD would like to provide AHA CPR/First Aid classes to new members and to the public. We are still seeking one or two EMTs to be endorsed as AHA Instructors. Contact Chief Emery if interested. (AHA = American Heart Association)

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Thought for the Month

Success means doing the best we can with what we have. Success is the doing, not the getting; in the trying, not the triumph. Success is a personal standard, reaching for the highest that is in us, becoming all that we can be.

Ziq Ziqlar

Interesting New Year Facts

It's been widely reported that the month was named for the Roman god Janus, but it's actually rooted in the Latin word *ianua*, which means door. The name was selected to symbolize the opening of a new door that happens when the new year begins.

Although things were friskier back then, ancient Romans are credited with the kissing tradition because of their *Saturnalia* festival. It was a celebration honoring Saturn, the god of time, where all social norms went out the window. Many of the celebrations influenced the Christmas and New Year's festivities that became commonplace as Christianity grew and the Roman empire collapsed.

Brain Teaser

A man stands on one side of a river, his dog on the other. The man calls his dog, which immediately crosses the river without getting wet and without using a bridge, floatation device, or boat.

How did the dog do it? (answer below)

JANUARY 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1A  New Year's Day	2B	3B	4C Recruit Class: Orientation 8am @ St.40
5C	6A	7A SCBA Quarterlies / Fit Testing / Proficiency / PPE Inspection & Inventory	8B Management Committee 0730	9B	10C	11C Recruit Class: PPE & Utilities 8am @ St.40
12A	13A Comissioner Meeting 1600	14B Association Meeting / Incident Management Teams / EVIP 1 & 2	15B	16C	17C	18A Recruit Class: First Aid 8am @ St.40
19A	20B  Martin Luther King Jr's Birthday	21B EMS & Risk Reduction: Cascade Natural Gas	22C	23C	24A	25A
26B	27B LT Sean McDonald Birthday	28C 1900 Chief's Drill	29C	30A	31A	

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