

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
February 12, 2018**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Chairman Les Riel, Vice Chairman David Ramynke, Commissioner Ben StMary, Chief Mark Emery, and District Secretary Jenifer Huitt. Others present were BC Woodall and Lt Goldsmith. 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.

UNFINISHED BUSINESS

a. Review DNR Forest Land Response & Federal Grant Agreement
BC Woodall presented and discussed the agreement with the Board.

b. Review Action Request 2018-03 Signing DNR Agreement

Chief Emery recommended that the DNR agreement be signed as it could provide our personnel with more experience, has potential for expense reimbursement, and serving our community first will remain our priority. Vice-Chairman Ramynke made a motion to approve Action Request 2018-03 as submitted. Seconded and carried.

c. Review Standard Operating Guideline for BLM/DNR/State Mobe

Chairman Riel made a motion to approve the revised SOG's as submitted by BC Woodall. Seconded and carried.

d. Dozer Presentation

At 4:18 pm the meeting was moved to the west training room for the presentation by Lt Goldsmith. After the presentation the Board requested more information on the costs/maintenance/repairs involved, possibly utilizing personnel or equipment from other districts, and concerns of limited personnel resources. At 4:48 the meeting was moved back to the east training room.

APPROVAL OF PREVIOUS MINUTES

Vice Chairman Ramynke made a motion to approve the minutes as submitted from the January 8th regular meeting. Seconded and carried.

CLAIMS REQUEST APPROVAL

a. Claims Request Fire \$73,090.27 - Approved

b. Claims Request EMS \$ 32,575.95 - Approved

Commissioner Ramynke made a motion to approve the Claims Request in the amount of \$105,666.22. Seconded and carried.

SECRETARY'S REPORT

Secretary Huitt submitted February's payroll report to the Board.

CORRESPONDENCE

a. Leadership Command Training by WSRMG on June 1, 2018 in Chelan

Chief Emery would like to attend this, the Commissioners cannot commit at this time. Secretary Huitt will send out a reminder in May.

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NEW BUSINESS

a. Review of Action Request 2018-04 Kitchen Appliances

Lt Schrank stated the existing refrigerator will be moved to the bay for rehab supplies. The stove and dishwasher will be kept incase they are needed at station 41 or 42. One gas range with vent hood, 3 refrigerators, and 2 microwaves will replace the old 2004 appliances. Prices were checked at Bemis, Home Depot, and Lowes. Chairman Riel made a motion to approve Action Request 2018-04 for Kitchen Appliances from Bemis totaling \$14,631 plus tax. Seconded and carried.

COMMISSIONER'S REPORT

Chairman Riel reported he will not attend the YCFCA Dinner Meeting. There are several positions that need to be filled on the communications committee and executive board.

CHIEF'S REPORT

Chief Emery provided January's incident data, activities, and status on district goals which are all attached.

ANNOUNCEMENTS - None

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

Chairman Riel continued the meeting.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Monday, February 26th, 2018 at 4:00 pm.

ADJOURNMENT

Commissioner StMary made a motion to adjourn. Vice-Chairman Ramynke seconded the motion. There being no other business the meeting was adjourned at 5:14 pm.



Chairman Les Riel



Vice-Chairman David Ramynke

ATTEST:



Commissioner Ben StMary



District Secretary Jenifer S Huitt

CHIEF BRIEF

12 February 2018

JANUARY INCIDENT DATA:

2018

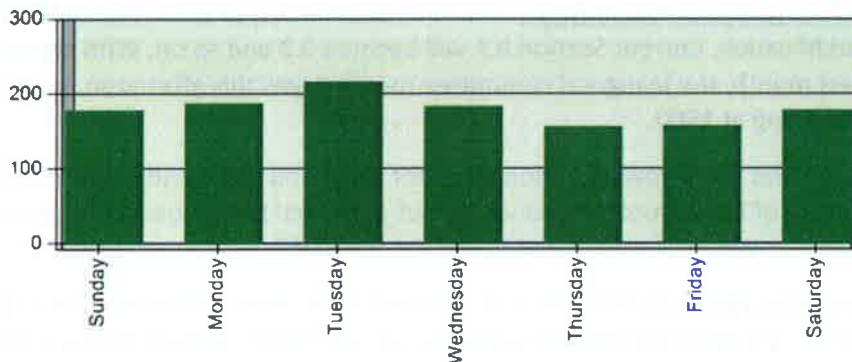
- ✓ INCIDENTS: 86
- ✓ EMS: 61
- ✓ FIRE: 25
- ✓ AVERAGE: 2.77 per day
- ✓ MUTUAL AID: 2 provided; 0 received
- ✓ OVERLAPPING: 9 (10.47%)
- ✓ AVE DIST RESPONSE: 8m:35s
- ✓ AVE DISTRICT TURNOUT: 2m:30s
- ✓ AVE ON-SCENE TIME: 17m:33s
- ✓ RESPONSE BY ZONE: 40 = 12; 41 = 20; 42 = 54
- ✓ RESPONSE BY STATION: 40 = 78; 41 = 3; 42 = 5
- ✓ AVE STA TURNOUT: 4 = 2:33; 41 = 1:55; 42 = 1:55
- ✓ TRAINING: 61.5 class hrs.; 236 personnel hrs.

2017

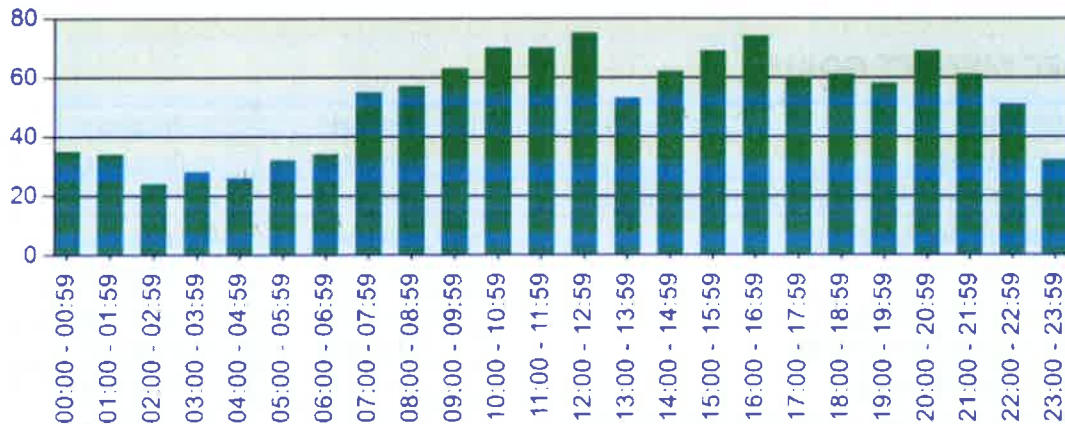
- ✓ INCIDENTS: 95
- ✓ EMS: 66
- ✓ FIRE: 29
- ✓ AVERAGE: 2.9 per day
- ✓ MUTUAL AID: 0 provided; 1 received
- ✓ OVERLAPPING: 16 (16.84%)
- ✓ AVE RESPONSE: 11m:17s
- ✓ AVE DISTRICT TURNOUT: 4m:22s
- ✓ AVE ON-SCENE TIME: 45m:00s
- ✓ RESPONSE BY ZONE: 40 = 22; 41 = 33; 42 = 40
- ✓ RESPONSE BY STATION: 40 = 72; 41 = 5; 42 = 18
- ✓ AVE STA TURNOUT: 40 = 3:53; 41 = 3:27; 42 = 5:48
- ✓ TRAINING: 96 class hrs.; 298 personnel hrs.

2017 DAY & TIME INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 01/01/2017 | End Date: 12/31/2017



Incidents by Hour for Date Range
Start Date: 01/01/2017 | End Date: 12/31/2017



JANUARY ACTIVITY SNAPSHOT

1. Projects and Assignments: Currently working on Update 7 (working draft, *always* in progress).
2. Rattlesnake Ridge Situation: Static; back to 'could take years' status of early January.
3. Honorable Leadership: Classes continue for each shift and at volunteer drill (4th Tuesday = Chief)
4. Airlift Northwest: Airlift Northwest presentation during 09 January volunteer drill.
5. East Valley School District: Levey presentation and high school remodel update at 16 January drill night.
6. Bureau of Reclamation Tour: Met with Bureau officials and toured the Terrace Heights facility. Provided suggestions for evacuation and technical rescue for permit confined spaces.
7. ITAC Classes: *Integrated Tactical Accountability* classes will begin this month.
8. Expectations: Developing Expectations in preparation for restructure of career staffing with Shift Commander and Lieutenant. Job descriptions will also need to be modified. Also operation changes, including medical emergency response.

ON THE HORIZON

1. Career Firefighter Candidate List: January testing of career candidates complete; second group of candidates will be tested this weekend, February 16 and 17.
2. BOFC District Performance Committees: Article 9, Section 9.1, of *BOFC Standard Operating Policies* proposed modification. Current Section 9.1 will become 9.2 and so on. With committee members appointed last month, the inaugural committee meeting was this afternoon, with an *Operations Committee* meeting at 1500.
3. Byron Borton: Meet tomorrow at station 40. After meet and greet and station tour will discuss WSRB and future of EVFD (recommend we do not approach for retroactive impact fee.) Commissioner Ramynke will attend and represent the BOFC.
4. Yakima County Fire Marshall: Still have not received three-year (minimum) fire code inspection report for EVFD; will email satisfaction survey to YC Fire Chiefs; update during a March meeting.
5. FDSOA Incident Safety Officer (ISO) Academy: Two-day ISO Academy at Station 40; includes Pro Board ISO Certification Test; Saturday and Sunday, April 28 and 29. Hope to send six to eight (including me).

BOFC DISTRICT GOALS

SCBA Grant	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
New Engines	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input 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 checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Station 42 Project	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Beaudry-Wendt Project	<input checked="" type="checkbox"/> On-Hold	<input 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; later improve to Class 4	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

CHIEF BRIEF

12 February 2018

Update Mission, Vision, and Values	<input checked="" type="checkbox"/> On-Hold	<input 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	<input checked="" type="checkbox"/> On-Hold	<input 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
Risk Management	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete