

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
May 14, 2018**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner Les Riel, Commissioner David Ramynke, Commissioner Ben St. Mary, Chief Mark Emery, and District Secretary Jenifer Huitt.

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

APPROVAL OF PREVIOUS MINUTES

Vice Chairman Ramynke made a motion to approve the minutes as submitted from the April 23rd regular meeting. Seconded and carried.

CLAIMS REQUEST APPROVAL

a. Claims Request Fire \$41,174.33 – Approved

b. Claims Request EMS \$ 9,663.83 - Approved

Commissioner St. Mary made a motion to approve the Claims Request in the amount of \$50,838.16. Seconded and carried.

SECRETARY'S REPORT

Secretary Huitt requested the Board Members sign the acknowledgement that Snure's memo was received on Restrictions on Commissioners and Personnel in Campaigns and will be abided by.

CORRESPONDENCE

Attendance for the YCFCA Dinner was confirmed for May 17th in Glead.

UNFINISHED BUSINESS

a. Discuss ordering a second new engine

Chief Emery provided Action Request 2018-07 to the Board for review. This morning we were down to one Engine. Engine 40 was out for repairs. Engine 41 responded to mutual aid for West Valley, broke down (shift pad or transmission), and had to be towed. After review the Board was all in favor of negotiating with Cascade Fire & Safety for a pricing discount on a second identical engine.

NEW BUSINESS

a. Revised District Policy 5.16 Chaplain

Vice Chairman Ramynke suggested reviewing the policy with VFIS to see if we need additional insurance. After discussion Chairman Riel made a motion to have Policy 5.16 be sent to Brian Snure for approval and move forward with the Chaplain position and any necessary PPE's. Seconded and carried.

b. Review Engagement Letter for Employment Negotiations

Chief Emery spoke with Summit Law Group about representing the District in the upcoming Labor negotiations with Union 469 and clarification on a few things before we start the negotiations. The Board requested the time spent with Summit Law Group be kept to a minimum. No dates have been set yet for negotiations. Vice Chairman Ramynke made a motion

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to approve the Engagement Letter for Employment Negotiations with Sofia Mabee at Summit Law Group to the limitations as Commissioner Riel stated. Seconded and carried.

c. Review Spring Newsletter

Chairman Riel noted it looked excellent. Secretary Huitt reported that all of the requested edits by Vice Chair Ramynke were finished. Vice Chair Ramynke made a motion to approve the Spring Newsletter as submitted. Seconded and carried.

d. Review City of Yakima ILA for Seasonal Hydrant Maintenance

Chief Emery stated Snure has already reviewed the agreement and the attorney for the county is reviewing the agreement. One change the county would like is changing reimbursed wages from hourly to piece work. Tabled until the next meeting.

e. Review WSRB final report

Chief Emery has been assured our rating will be a 5 for Moxee and the District. Tabled awaiting reports from WSRB. The rating dropped from a 6 to a 5 due to added firefighters, training, and ordering a new engine which also gives us points for a reserve engine.

COMMISSIONER'S REPORT

Chairman Riel noted Secretary Huitt requested Driving Record Release of Interest and Personal Vehicle Insurance for all members and sent out a copy of District Policy 3303 & 4.5. These items are reviewed periodically for our members.

CHIEF'S BRIEF

Chief Emery provided the report to the Commissioners and it is attached to the minutes. Chairman Riel requested Secretary Huitt confirm limits for small works projects.

ANNOUNCEMENTS - None

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

Chairman Riel congratulated Lt Goldsmith on his new position with the Training Center and their new wild fire program. The meeting continued.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Tuesday, May 29th, 2018 at 4:00 pm.

ADJOURNMENT

There being no other business Chairman Riel adjourned the meeting at 4:42 pm.



Chairman Les Riel

excused

Vice-Chairman David Ramynke

ATTEST:



Commissioner Ben StMary



District Secretary Jenifer S Huitt

CHIEF BRIEF

10 May 2018

APRIL INCIDENT DATA:

2018

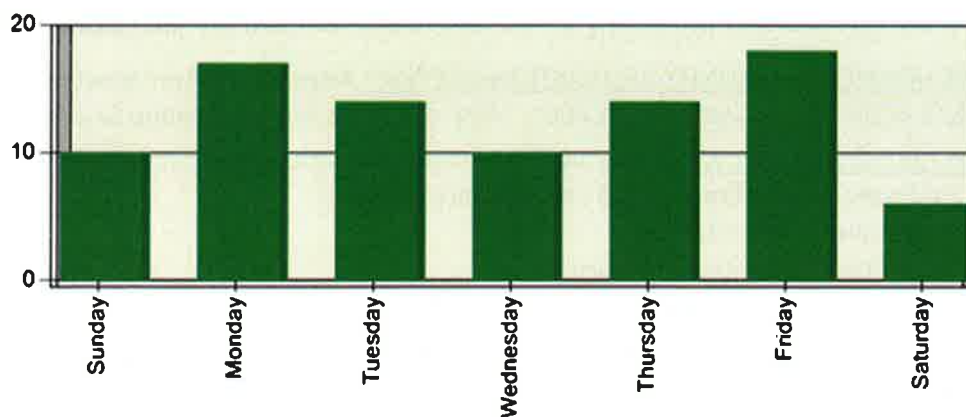
- ✓ INCIDENTS: 89
- ✓ EMS: 65
- ✓ FIRE: 24
- ✓ AVERAGE PER DAY: 2.9
- ✓ MUTUAL AID: 1 provided; 0 received
- ✓ OVERLAPPING: 8 (8.99%)
- ✓ AVE DISTRICT RESPONSE: 8m:49s
- ✓ AVE TIME ON-SCENE: 20m:46s
- ✓ AVE STA TURNOUT: 40=2:50; 41=2:15; 42=2:45
- ✓ AVE DISTRICT TURNOUT: 2m:37s
- ✓ RESPONSE BY ZONE: 40= 14; 41= 5; 42= 6
- ✓ RESPONSE BY STATION: 40 = 78; 41 = 2; 42 = 4
- ✓ TRAINING: 126 class hrs.; 571 personnel hrs.

2017

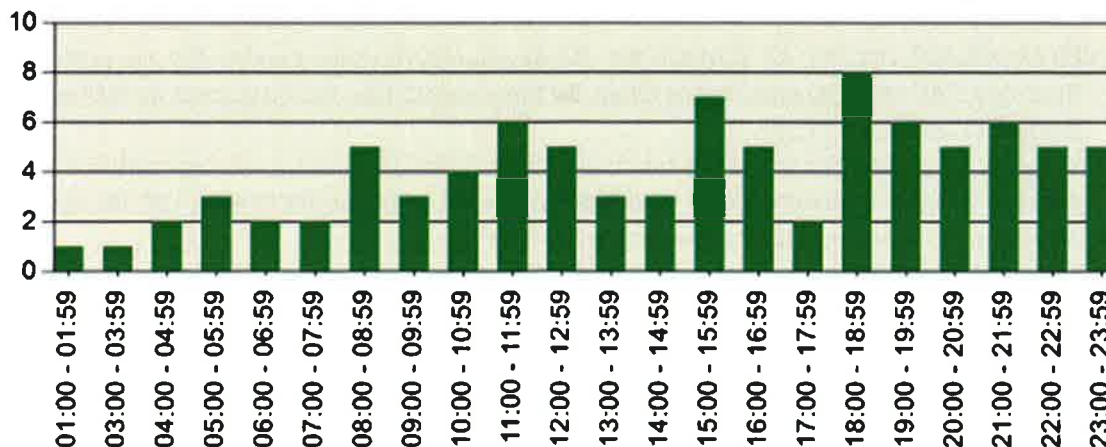
- ✓ INCIDENTS: 94
- ✓ EMS: 65
- ✓ FIRE: 29
- ✓ AVERAGE PER DAY: 3.13
- ✓ MUTUAL AID: 0 provided; 0 received
- ✓ OVERLAPPING: 11 (11.7%)
- ✓ AVE DISTRICT RESPONSE: 9m:43s
- ✓ AVE ON-SCENE TIME: 19m:40s
- ✓ AVE STA TURNOUT: 40=2:42; 41=3:22; 42=3:14
- ✓ AVE DISTRICT TURNOUT: 3m:06s
- ✓ RESPONSE BY ZONE: 40= 29; 41= 36; 42= 29
- ✓ RESPONSE BY STATION: 40= 72; 41= 13; 42= 9
- ✓ TRAINING: 105 class hrs.; 338 personnel hrs.

APRIL 2018 INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 04/01/2018 | End Date: 04/30/2018



Incidents by Hour for Date Range
Start Date: 04/01/2018 | End Date: 04/30/2018



APRIL 2018 ACTIVITY SNAPSHOT

1. SEASONAL POSITION(S): Began work 01 May; will met with County Utilities Supervisor Bill Trout on 03 May. Still pursuing a second crew-member from Chile. Hydrant maintenance ILA being reviewed by Snure, waiting for County attorney comments. (Single Seasonal Member required implementation plan modification.)
2. AMR MEDIC UNIT AT STATION 42: Good news! AMR has offered to position a Medic Unit at Fire Station 42 on a *trial-basis* beginning 01 June. The Medic Unit will be staffed with one Paramedic and one EMT on 'voluntary overtime' (AMR will not staff the Medic Unit by forcing overtime.) The trial will be seven days a week, from 1030 to 2230, will be an East Valley resource, and will use *iSpy* for quicker response. They are still *very interested* in a public/private partnership with EVFD providing an EMT sometime in the future.
3. LEVY PREPARATION: Newsletter in progress; multiple information committee meetings to establish appropriate levy rate; development of promotional materials continues. First Forum 20 June, additional forums and neighborhood meetings will be scheduled soon.
4. LIVE FIRE EVOLUTIONS: At the Army Training Center burn building last Tuesday, 08 May. Good turnout and good experience, including an introduction to the Staging Area Team concept.
5. WILDLAND PRESCRIBED TRAINING BURN: Tuesday, 15 May, in Terrace Heights; coordinated and instructed by BC Woodall and LT Goldsmith. (Great multi-faceted event: prevention, training, and public relations.)
6. FDSOA Incident Safety Officer Certification Academy: April 28 and 29, nine EVFD personnel attended; if all pass the cognitive and skill testing we will have nine Pro-Board Certified *Incident Safety Officers*.
7. TERRACE HEIGHTS COMMUNITY ASSOCIATION MEETING: Attended 19 April meeting and presented brief 'state of the Fire District' presentation. Terrace Heights Annual Cleanup Saturday, 19 May.
8. NEW PROGRAM WORKING WELL: Recruit and Probationary Volunteer Shift Assignments has accelerated completion of recruit and probationary process.
A-Shift: Tyler Ireton, Collyn Stafford
B-Shift: Chris Robillard, Brittney Silvesrtri
C-Shift: Jeff Taylor, Amy Lee, Joanna Hoon, Shay Holmes
9. OFFICER DEVELOPMENT PROGRAM: On-going for WSRB compliance and Lieutenant test preparation (Fall assessment center).
10. CBA PREPARATION: In-progress; awaiting Local 469 to confirm date/time for initial meeting.

ON THE HORIZON

1. EVFD PROGRAMS HOSTED 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 Supervisory Practices: September 15 and 16; instructed by Bob Shannon of *Assured Performance 360, LLC*.
2. LIEUTENANT ASSESSMENT CENTER: November 14 and 15, 2018; recommend that EVFD contract with third-party provider (Ergometrics?) to assure a valid and reliable process, including a cognitive exam.

CHIEF BRIEF

10 May 2018

BOFC DISTRICT GOALS

SCBA Grant	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
New Engines	<input type="checkbox"/> On-Hold	<input checked="" 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 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; later improve to Class 4	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input 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
Risk Management	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete