

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
July 8th, 2019**

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, Fire Chief Mark Emery, and Admin Director Huitt.

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

APPROVAL OF AGENDA

The agenda was approved as distributed 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 public was present and the meeting continued.

SECRETARY'S REPORT

Secretary Huitt submitted the June 30th fund balances and July Payroll to the board. After discussing PLT Goldsmith's status the Board requested Cpt Evers call Goldsmith one last time and turn in the necessary documentation regarding his employment status.

PREVIOUS MINUTES

- a. June 24th, 2019 Regular Meeting Minutes

Commissioner St. Mary made a motion to approve the meeting minutes as submitted. Seconded and carried.

CLAIMS REQUEST APPROVAL

- a. Claims Request Fire \$5,305.92 – Approved
- b. Claims Request EMS \$10,200.11 – Approved

Vice Chairman Ramynke made a motion to approve the Claims Request in the amount of \$15,506.03. Seconded and carried.

CORRESPONDENCE - None

UNFINISHED BUSINESS - None

NEW BUSINESS - None

COMMISSIONER'S REPORT

Chairman Riel attended the WFCFA Education Committee and the curriculum for the WFCFA Fall Conference will be reported at the next meeting.

CHIEF'S BRIEF - Attached

ANNOUNCEMENTS – None

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

Vice Chairman Ramynke asked where we are at with step 1 or step 2 pay for the Captains and Lieutenants. Cpt Evers stated there was a conversation during an Executive Team Meeting (ETM) that the captains would begin at step 2 and the lieutenants would begin at step 1 as of January 1, 2019. Chief Emery does not recall that conversation and changing wages, hours, and working conditions can only occur during contract negotiations not at an ETM. Sec Huitt

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stated that the pay increase for the captains is insignificant (held to 2%) for 2019 due to the fact that their pay in the previous CBA was so far above the firefighters and lieutenants. Probations and promotions should be started July 1, 2019 and the one year would be finished June 30, 2020 due to the CBA being ratified on June 25, 2019. After discussion the Board agreed that all the promotions and probationary period would be retroactive to January 1, 2019.

NEXT REGULAR MEETING – Monday, July 22nd, 2019 at 4:00 pm.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

ADJOURNMENT

There being no other business Chairman Riel adjourned the meeting at 4:39 pm.



Chairman Les Riel



Vice-Chairman David Ramynke



Commissioner Ben St. Mary

Attest:



District Secretary Jenifer S Huitt

JUNE INCIDENT DATA:

02 July 2019

2019

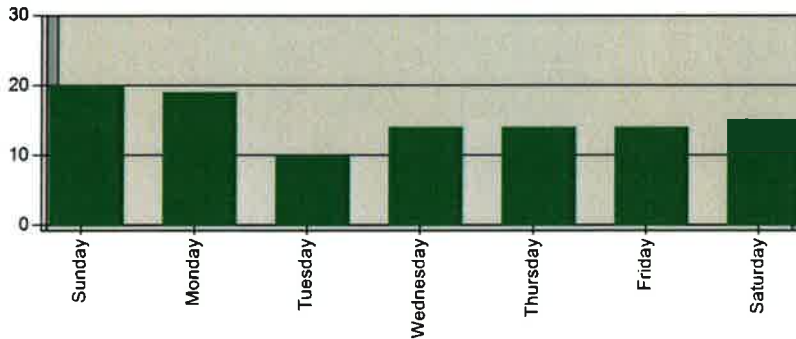
- ✓ INCIDENTS: 106
- ✓ EMS: 75
- ✓ FIRE: 31
- ✓ AVERAGE PER DAY: 3.5
- ✓ MUTUAL AID: 4 provided; 0 received
- ✓ **OVERLAPPING: 23 (22%)**
- ✓ AVE DISTRICT RESPONSE: 8m:37s
- ✓ AVE DISTRICT TURNOUT: 2m:52s
- ✓ AVE TIME ON-SCENE: 27:25s
- ✓ INCIDENTS BY ZONE: 40=21; 41=39; 42=46
- ✓ RESPONSES BY STATION: 40=99; 41=4; 42=3
- ✓ TRAINING: 47 class hrs.; 349 personnel hrs.

2018

- ✓ INCIDENTS: 87
- ✓ EMS: 50
- ✓ FIRE: 37
- ✓ AVERAGE PER DAY: 2.9
- ✓ MUTUAL AID: 4 provided; 0 received
- ✓ OVERLAPPING: 15 (17%)
- ✓ AVE DISTRICT RESPONSE: 10m:22s
- ✓ AVE DISTRICT TURNOUT: 3m:13s
- ✓ AVE ON-SCENE TIME: 340m:52s
- ✓ INCIDENTS BY ZONE: 40=14; 41=33; 42=40
- ✓ RESPONSES BY STATION: 40=84; 41=0; 42=3
- ✓ TRAINING: 77 class hrs.; 257 personnel hrs.

JUNE INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 06/01/2019 | End Date: 06/30/2019

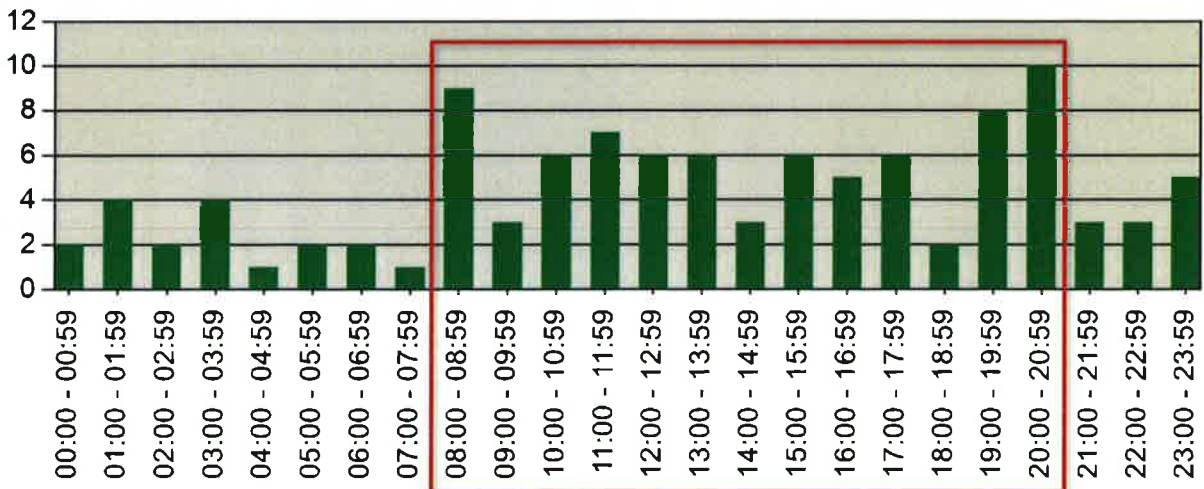


EVFD RESPONSE HX

Year	Count	%
2019	0,609	(%)
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%

Incidents by Hour for Date Range

Start Date: 06/01/2019 | End Date: 06/30/2019



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

EVFD STATUS REPORT

FOURTH OF JULY: Seven PTP personnel signed-up for the afternoon barbeque and evening pyrotechnic extravaganza. They will staff three Brush rigs and a Rescue.

DIRECTOR OF TRAINING PROGRESS: A single candidate has been invited to participate in the final selection phase on 18 July. The 'test' will consist of a lesson presentation and oral board. If all goes well the position will be offered and entry screening will commence.

YAKIMA RIDGE, PHASE THREE: With SEPA approval, *Hayden Homes* will add 46 single-family homes to Terrace Heights with a projected population increase of 127 residents. The SEPA proposal cites "probable increased demand for fire and police protection." (Phase Three will be located west of N 57th Ave and south of proposed East/West corridor.)

OPERATIONS PROCEDURE DRAFT: Please review the draft *Incident Hazard Identification* operational procedure. The compliance references are cited on the document.

NEW ENGINES UPDATE: Acting Captain Lenseigne and Acting Lieutenant McDonald departed early Sunday to Nesquehoning, PA, to conduct the final inspection of our two KME Engines. They return 10 July; if the inspection goes well, KME will drive the rigs west and deliver them to Cascade Fire Equipment mid-July. After delivery to EVFD, four training sessions will be scheduled: a Tuesday drill and a session for each shift.

STATION 42: Request for permits submitted and paid for; construction should begin mid-summer or early fall. The remodel should be complete in time for Pancake Breakfast #45.

ON THE HORIZON

- 1) CAPTAIN BADGE PINNING: 22 July at regular BOFC meeting.
- 2) LIEUTENANT BADGE PINNING: 12 August at regular BOFC meeting.
- 3) Amtrak Derailment MCI presentation by DuPont Fire Department Assistant Fire Chief Larry Creekmore. Chief Creekmore was the incident commander. The final NTSB report was release late May. See flyer or information. The venue will be the PNWU auditorium.
- 4) *Response Boss* Task Book nearing completion. Training will begin when completed. Currently have two candidates ready to go.
- 5) Additional Task Books will begin soon: Acting *Lieutenant*, Acting *Shift Captain*, and (future) *Fire Chief*. All task-books linked to WAC 296-305, applicable NFPA standards, EVFD Policy, and Job Description criteria.
- 6) *Strategic Plan* update, including revisiting EVFD mission, vision, and values.
- 7) *Standard of Response Cover* update, to include addressing applicable NFPA, RCW, and WAC criteria.

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BOFC DISTRICT GOALS

Succession Preparation: Lt, Capt, Admin Dir, Fire Chief	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Job Description Updates: Career and Volunteer	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Collective Bargaining Agreement	<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
Strategic Plan Update ('Perpetual Planning')	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Lexipol Implementation & Policy Updates	<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
Risk Management: Organizational & Operational	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Policy Updates: PTP positions, PTP pay, & more	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Update Mission, Vision, Values, Leadership Model	<input checked="" type="checkbox"/> On-Hold	<input 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
Yakima County Fire Marshall Performance	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Update Organizational Chart	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Annual Performance Evaluations (vol. and career)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
SCBA Grant	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Order New Engine(s)	<input type="checkbox"/> On-Hold	<input 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
WSRB: Retain Class-5	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
2019 Budget	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
August Levy Education Strategy	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete

ADDITIONAL DISTRICT PROJECTS

Director of Training & Compliance	<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
Response Boss Task Book	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Member IFSAC Certifications (Career and PTP)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
EVFD Incident Support Teams	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Officer Development Task Books	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Seasonal Crew/ Hydrant Maintenance ILA	<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
Improve to WSRB Class 4	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Training Tower and Burn Building	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Station 42 Medic Unit	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
April & October: PTP members applications & selection	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete

MEMBER PRIORITIES *Italics = EVFD Culture*

1) High-Level of Training & Proficiency	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
2) <i>Passion and Enthusiasm</i>	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
3) <i>Teamwork</i>	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
4) <i>Foster Positive Culture</i>	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
5) <i>Accountability (Organizational)</i>	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
6) <i>Develop Cohesive Team</i>	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
7) Staffing and Deployment Plan	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
8) Clear Direction and Goals	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
9) <i>Mutual Support, Respect, and Trust</i>	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
10) Clear Definable Goals for all Personnel	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete
11) Long-Term Comprehensive Planning	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> On-Going	<input type="checkbox"/> Complete

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