

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
November 13, 2017**

The meeting convened at 4:04 pm at East Valley Fire Station 40. Those present were Chairman Les Riel, Vice Chairman Dan McNulty, Commissioner David Ramynke, Chief Mark Emery and Secretary Jenifer Huitt. Others present were Ben St. Mary and Mark Rogstad. Chairman Riel called the meeting to order.

**APPROVAL OF AGENDA**

The agenda was approved as amended.

**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 comments and the meeting continued.

**APPROVAL OF PREVIOUS MINUTES - None**

**CLAIMS REQUEST APPROVAL**

Vice Chairman Dan McNulty made a motion to approve the Fire claims request in the amount of \$14,198.30 and EMS for \$22,914.43 for a total of \$37,112.73. Seconded and carried.

**SECRETARY'S REPORT**

Secretary Huitt stated the public notice was not printed in the paper. The Yakima Herald will be able to post it on the 15<sup>th</sup> or after. Notice was posted on the website and at the stations. The Board decided to have the Public Hearing on the 16<sup>th</sup> at 4:00 pm so the notice could be published in the local paper and items 9-14 and 16 were removed from the agenda. The RSVP has been sent for the Chief and Commissioners for the YCFCA meeting on the 16<sup>th</sup>. A date will be set at the next regular meeting for the annual evaluations for all 3 career lieutenants.

**REVIEW OF 2018 PRELIMINARY BUDGET**

Chairman Riel confirmed agreement from the Board that \$12,023.99 will be pulled from the General Reserve Fund to balance the 2018 budget and that budget will be presented at the public hearing on the 16<sup>th</sup>. All were in favor.

**UNFINISHED BUSINESS - None**

**NEW BUSINESS - None**

**COMMISSIONER'S REPORT**

The EMS formula and ambulance dispatch fees will be discussed at the next YCFCA meeting on the 16<sup>th</sup>. Chairman Riel attended a WFCA Special meeting in Olympia. The Health Care Director Jim Lux is on leave and will officially retire on December 31, 2017 and so they will be looking for a new director in January.

**CHIEF'S REPORT**

Chief Emery reviewed October's incidents and activity. There have been 45 more incidents this year compared to 2016, average response time is down 20 seconds, and we

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have had 60 more overlapping calls so far this year. See attached Chief's Brief. We are looking at remodeling the kitchen and adding a bedroom in the future. Mark Rogstad spoke with the chief and secretary about generalities, filing for the proposed levy lid lift, and set up a meeting with another community member to talk about how the process works. The Board would like to have a study session set up and a timeline put together regarding the process.

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

**SIGNING OF DISTRICT DOCUMENTS**

The documents were signed by the Board.

**NEXT REGULAR MEETING** – Monday, November 27<sup>th</sup>, 2017 at 4:00 pm.

**ADJOURNMENT**

Vice Chairman Dan McNulty made a motion to adjourn. Seconded and carried. There being no other business the meeting was adjourned at 4:42 pm.



Chairman Les Riel



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Vice-Chairman Dan McNulty



Commissioner David Ramynke

ATTEST:



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District Secretary Jenifer S Huitt

# CHIEF BRIEF

13 November 2017

## OCTOBER SNAPSHOT:

### 2017

- ✓ INCIDENTS: 111
- ✓ FIRE: 34
- ✓ EMS: 77
- ✓ AVERAGE: 3.5 per day
- ✓ OVERLAPPING: 16 (14.4%)
- ✓ RESPONSE AREAS: 40 = 19; 41 = 36; 42 = 56
- ✓ STATION RESPONDING: 40 = 100; 41 = 3; 42 = 8
- ✓ AVE TURNOUT: 40 = 2:50; 41 = 6:59; 42 = 3:53
- ✓ AVE DISTRICT TURNOUT: 4m:34s
- ✓ AVE RESPONSE: 9m:26s
- ✓ AVE ON-SCENE TIME: 29m:55s
- ✓ MUTUAL AID: 2 provided; 2 received
- ✓ TRAINING: 135 events; 373 personnel hours

### 2016

- ✓ INCIDENTS: 102
- ✓ FIRE: 30
- ✓ EMS: 72
- ✓ AVERAGE: 3.2 per day
- ✓ OVERLAPPING: 16 (15.69%)
- ✓ RESPONSE AREAS: 40 = 23; 41 = 32; 42 = 47
- ✓ STATION RESPONDING: 40 = 80; 41 = 7; 42 = 15
- ✓ AVE TURNOUT: 40 = 3:12; 41 = 2:57; 42 = 3:11
- ✓ AVE DISTRICT TURNOUT: 3m:07s
- ✓ AVE RESPONSE: 9m:33s
- ✓ AVE ON-SCENE TIME: 18m:32s
- ✓ MUTUAL AID: 0 provided; 0 received
- ✓ TRAINING: 109 events; 202 personnel hours

## INCIDENTS: 01 JANUARY to 31 OCTOBER

### 2017

- ✓ SUB-TOTAL: 1045
- ✓ FIRE: 342
- ✓ EMS: 703
- ✓ STATIONS: 40 = 866; 41 = 62; 42 = 117
- ✓ OVERLAPPING: 196 (18.76%)
- ✓ AVE TURNOUT: 3m:46s
- ✓ AVE RESPONSE: 10m:32s
- ✓ ON-SCENE: 45m:54s

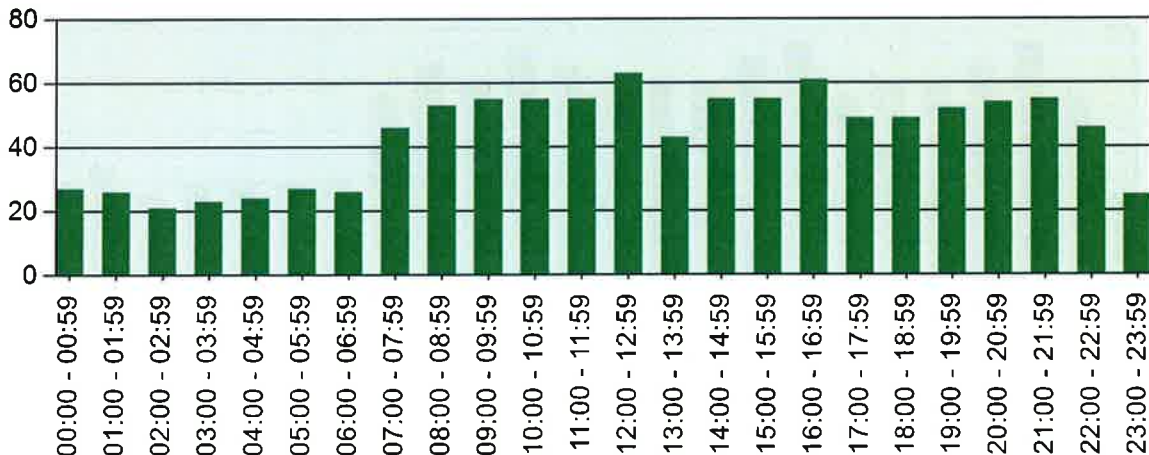
### 2016

- ✓ SUB-TOTAL: 996
- ✓ FIRE: 326
- ✓ EMS: 670
- ✓ STATIONS: 40 = 444; 41 = 247; 42 = 304
- ✓ OVERLAPPING: 136 (13.65%)
- ✓ AVE TURNOUT: 03m:43s
- ✓ AVE RESPONSE: 10m:52s
- ✓ ON-SCENE: 32m:41s

### Incidents by Hour for Date Range

#### HOURLY # of CALLS

Start Date: 01/01/2017 | End Date: 10/31/2017



## OCTOBER ACTIVITY SNAPSHOT:

1. Big Water Extravaganza: Short presentation .
2. Stations 41 and 42 Roofs: Waiting for work start-dates (Lenseigne).
3. Mobilization Participation: DNR mobilization agreement, recommend District sign and participate.
4. YFC Collaboration: Meeting with Chief Stewart, DC Soptich, and new DC .
5. 509 Officer Development Academy (ODA): Will propose concept to YCFCA at Thursday, 16 November, meeting.   
Chiefs

## NEAR FUTURE:

1. Management Team Meetings: myself, Jenifer, and career Lieutenants; third Thursday of each month.
2. New Fire Commissioner Training: EVFD4-specific, not repackaging of Snure information. By resolution, require new Commissioner training. (Recommend: within first quarter attend EVFD4 *Fire Commissioner Academy*; within two-years attend Snure *New Commissioner Seminar (Ocean Shores)*; and other training deemed appropriate by the current Board of Fire Commissioners.
3. Continue to Establish a Standards-Based Organization: assure compliance with applicable WAC, RCW, WSRB, and NFPA. It is the right thing for us to do and will ensure that we're doing things right (risk management).
4. Standards of Response Coverage: for staffing and operational effectiveness, develop *Standards of Response Coverage* that are standards-based, address the needs of the East Valley community and comply with RCW 52.33. Should the District choose to pursue CFAI Accreditation, *Standards of Response Coverage* is the most important component.