

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
March 9th, 2020**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner David Ramynke, Commissioner Ben St. Mary, Commissioner Les Riel, Fire Chief Mark Emery and District Secretary Jenifer Huitt. Others present were Cpt Keith Schrank, Cpt Andy Babcock, Lt CJ Erickson, FF Lars Enger, FF Garrett Riley, Admin Assistant Christy Olson, and community member Mike Riel.

Chairman Ramynke called the meeting to order and conducted the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Riel made a motion to amend the agenda to add item 6a and correct item 10d. Seconded and 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 one stood to speak and the meeting continued.

SECRETARY'S REPORT

Secretary Huitt submitted March 10th payroll and Feb 29th Fund Balances. Total funds on hand \$3,314,182.86.

PREVIOUS MINUTES

a. February 24, 2020 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 \$138,610.15 – Approved

b. Claims Request EMS \$1,326.10 – Approved

Commissioner Riel made a motion to approve the Claims Requests in the total amount of \$139,936.25. Seconded and carried.

CORRESPONDENCE

a. Thank you from the WFCFA for 2020 dues and support.

Commissioner Riel noted that this was the last year we would receive a hard copy of the Pamphlets & Helps Flash Drive, as everything is available on the WFCFA website going forward.

UNFINISHED BUSINESS – None

NEW BUSINESS

a. Review Prothman's Drafted Fire Chief Profile & Salary Range

This item was tabled for review by the HR committee.

b. EVFD Matters March 2020 Update

c. Army Training Center Mutual Aid Agreement

After discussion Commission Riel made a motion to approve the Mutual Aid Agreement as submitted. Seconded and carried.

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
March 9th, 2020**

- d. Operations Procedure Size Up & Risk Assessment Draft
- e. Operations Procedure Structure Fire Rules of Engagement
- f. Operational Procedure Incident Communications

During discussion it was noted that all of the Captains had had the opportunity to review items d, e, and f, and Commissioner Riel made a motion to approve the three Procedures as submitted. Seconded and carried.

- g. 12% Grade Allowance Information & Recommendation

This item was tabled for review by the Board at the next meeting.

- h. Training Request for FF Riley HazMat Ops May 8, 2020 at EVFD, est. cost \$118.34
- i. Training Request for AD Huitt CBA & Arbitration Conference April 16th & 17th in Seattle, est. cost \$965.32

Commissioner Riel made a motion to approve the two trainings as submitted. Seconded and carried.

- j. ST42 projected costs for change orders \$63,529.85

Commissioner Riel discussed the change orders were due to finding asbestos and foundation issues during demolition and added \$29,783 for paving changes in the west parking area, some cabinet modifications, and adding a lawn area pole light. Commissioner Riel made a motion to approve the change orders for a total of \$93,312.85. Seconded and carried.

- k. Resolution 2020-02 Transferring \$124,972.99 from Capital Project Fund 602046 to General Expense Fund 602041

Commissioner St. Mary made a motion to adopt Resolution 2020-02 as submitted. Seconded and carried.

COMMISSIONER'S REPORT – None

CHIEF'S BRIEF – Attached

ANNOUNCEMENTS

Captain Babcock announced the district will be participating in the Emily Shuffle to benefit the YWCA and Domestic Violence Awareness. Moxee PD challenged EVFD and Captain Evers has set up the Shuffle for March 10th at 7pm for all EVFD members.

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

There was no general discussion and the meeting continued.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Monday, March 23rd, 2020 at 4:00 pm.

ADJOURNMENT

There being no other business Commissioner Riel made a motion to adjourn. Seconded and carried. Chairman Ramynke adjourned the meeting at 4:49 pm.

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
March 9th, 2020**

excused absence
Chairman David Ramynke

[Signature]
Vice-Chairman Ben St. Mary

[Signature]
Commissioner Les Riel

Attest:

[Signature]
District Secretary Jenifer S Huitt

FIRE CHIEF BRIEF

04 MARCH 2020

FEBRUARY INCIDENT DATA

2020

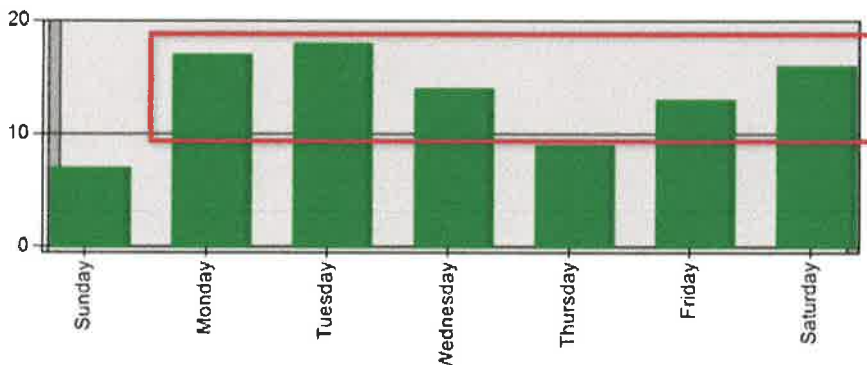
- ✓ INCIDENTS: 94
- ✓ EMS: 69 (73%)
- ✓ FIRE: 25 (27%)
- ✓ AVERAGE PER DAY: 3.24
- ✓ MUTUAL AID: 0 provided; 0 received
- ✓ **OVERLAPPING: 8 (8.5%)**
- ✓ AVE DISTRICT RESPONSE: 8m:22s
- ✓ AVE DISTRICT TURNOUT: 1m:58s
- ✓ AVE TIME ON-SCENE: 15:35s
- ✓ INCIDENTS BY ZONE: 40=19; 41=32; 42=43
- ✓ RESPONSES BY STATION: 40=94; 41=0; 42=0
- ✓ TRAINING: 75 class hrs.; 681 personnel hrs.

2019

- ✓ INCIDENTS: 94
- ✓ EMS: 57 (61%)
- ✓ FIRE: 37 (39%)
- ✓ AVERAGE PER DAY: 3.35
- ✓ MUTUAL AID: 0 provided; 0 received
- ✓ **OVERLAPPING: 20 (21.3%)**
- ✓ AVE DISTRICT RESPONSE: 9m:49s
- ✓ AVE DISTRICT TURNOUT: 2m:36s
- ✓ AVE ON-SCENE TIME: 16m:52s
- ✓ INCIDENTS BY ZONE: 40=11; 41=29; 42=54
- ✓ RESPONSES BY STATION: 40=88; 41=1; 42=5
- ✓ TRAINING: 87 class hrs.; 381 personnel hrs.

FEBRUARY INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 02/01/2020 | End Date: 02/29/2020

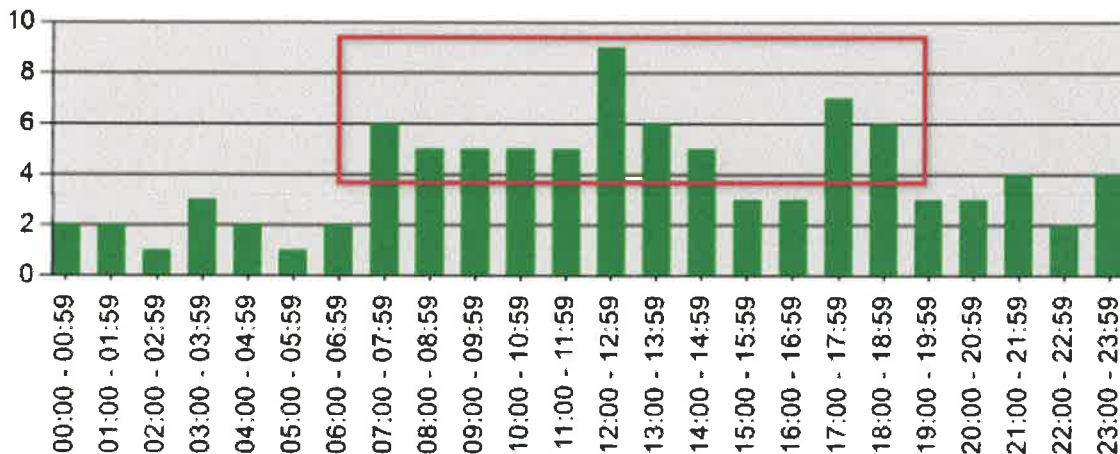


EVFD RESPONSE HX

Year	Count	Percentage
2020	0,198	
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%

Incidents by Hour for Date Range

Start Date: 02/01/2020 | End Date: 02/29/2020



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

EVFD STATUS REPORT

- 1) **BANQUET AWARDS:** With 222 responses during 2019, EVFD members selected Rich Abhold as *Responder of the Year*; members also selected Rich Abhold *Contributor of the Year*; posting 776 total hours, EVFD members selected Jeff Taylor as *Employee of the Year*; 2019 *Bulldog* Brittney Silvestri chose Jeff Taylor as our 2020 *Bulldog*. The *Leadership Award* went to Keith Schrank. Four categories listed below are the top-ten PTP member hours for 2019:

TOP-TEN RESPONDERS	
PTP MEMBER	NUMBER
<u>Rich Abhold</u>	222
Tyler Ireton	211
<u>Jeff Taylor</u>	175
Brian Ireton	161
Steven Feeney	87
Joanna Hoon	79
Monty Stingley	78
Aaron Livingston	78
Jerry Simons	76
Brittney Silvestri	64

TOP-TEN FIRE STATION STANDBY			
PTP MEMBER	DAY	NIGHT	HOURS
<u>Jeff Taylor</u>	6.5	444.0	450.5
Mike McDowell		354.5	354.5
Trevor Fink	42.0	264.5	306.5
Collyn Stafford	124.0	181.0	305.0
Chris Foster	18.5	266.0	284.5
Monty Stingley	124.0	146.5	270.5
Shay Holmes	2.0	254.5	256.5
Brittney Silvestri	115.5	35.0	150.5
Tyler Ireton	15.0	134.0	149.0
Joanna Hoon	83.0	36.0	119.0

TOP-TEN TRAINING	
PTP MEMBER	HRS
Chris Foster	109
<u>Rich Abhold</u>	101
Trevor Fink	97
Joey Walberg	93
Monty Stingley	92
<u>Jeff Taylor</u>	90
Brian Ireton	86
Shay Holmes	85
Tyler Ireton	84
Joanna Hoon	79

TOP TEN TOTAL HOURS	
PTP MEMBER	HRS
<u>Jeff Taylor</u>	776
Collyn Stafford	578
Tyler Ireton	485
Mike McDowell	456
Trevor Fink	460
Chris Foster	447
Monty Stingley	429
Shay Holmes	418
<u>Rich Abhold</u>	363
Brian Ireton	342

- 2) **PROCEDURE ACTION/DECISIONS:** Three high-risk procedures have been in draft form a month. All members were provided opportunity to provide feedback. Training will begin soon after approval.
- 2020-02, Size-Up and Risk Assessment
 - 2020-03, Rules of Engagement
 - 2020-04, Incident Communications
- All three procedures have been entered into *Lexipol* and will be released after approval.
- 3) **12% Road Grade Request Update:** Refer to accompanying information PDF.
- 4) **2020 FIREFIGHTER ACADEMY:** The 2020 Firefighter Academy continues to progress nicely with the original eight dedicated recruits; *Target Solutions* continues to receive positive user ratings and remains a valid alternative for weekday evening classroom sessions.
- 5) **STATION 42:** Thanks to great weather, construction is proceeding quickly. Weekly construction meetings provide informative updates, proposed changes are discussed and decisions made.
- EVFD Matters newsletter has photos taken 03 March.

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

EVFD PERPETUAL STRATEGIC PLAN

2020 BIG FIVE *Final Prioritization*



1	CAPTIAL PROJECTS	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2	RESPONSE STANDARDS	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3	WSRB CLASS 4 IN 2024	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4	HONORABLE LEADERSHIP INTEGRATION	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5	WAC & NFPA COMPLIANCE	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

25 ASPIRATIONAL GOALS *NOT Prioritized*

1	Rock Solid Fundamentals (role and responsibility RSF)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2	Officer Development Program/Academy	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3	Station 42 Remodel Project	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4	Command Competency (quarterly exercises)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5	Honorable Leadership (EVFD culture & legacy)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
6	Lexipol Implementation	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
7	Standardize Certifications (FF, EMT, Officer, Inst.)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
8	WAC 296-305 Operational Compliance	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
9	Succession Preparation (all levels)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
10	Pursue Grant opportunities (targeted)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
11	Functional consolidation (Training? Administration?)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
12	State of the Art Radio and Dispatch System	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
13	Reimagined EMS delivery system	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
14	Medic Unit at Station 42	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
15	Annual Regional Firefighter Academy	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
16	Drill tower and burn facility	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
17	WSRB 'Class 4 in 24'	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
18	EVFD Drone Program	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
19	EVFD Incident Support Team Program	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
20	Station 42 Staffing	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
21	Updated Strategic Plan	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
22	Incident Response Standards and Effective Force	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
23	Command Training Center (repurpose Station 41?)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
24	EVFD Fire Investigator?	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
25	Company Inspections during Pre-Incident Surveys	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

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

EVFD DISTRICT CALENDAR

MARCH 2020						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 <i>National Pig Day</i>	2 <i>Old Stuff Day</i>	3 PTP DRILL Rock Solid Fundamentals	4 <i>Hug a G.I. Day</i>	5 <i>Multiple Personality Day</i>	6 <i>National Frozen Food Day</i>	7 FF ACADEMY Ventilation
8 	9 BOFC Meeting 1600	10 PTP DRILL Assoc. Meeting; Support Teams; EVIP Roadeo	11 <i>Worship of Tools Day</i>	12 <i>National Popcorn Lovers Day</i>	13 <i>Blame Someone Else Day</i>	14 FF ACADEMY Hose Streams Water Supply
15 <i>Ides of March</i>	16 <i>Giant Panda Bear Day</i>	17 PTP DRILL OTEP Modules 1 & 2	18 Executive Team Mtg.	19 YC Fire Chiefs Mtg.	20 	21 FF ACADEMY Vehicle Extrication
22 <i>National Goof-Off Day</i>	23 <i>National Puppy Day</i>	24 PTP DRILL Safety Committee	25 <i>Waffle Day</i>	26 <i>National Spinach Day</i>	27 <i>National "Joe" Day</i>	28 FF ACADEMY Vehicle Live Fire
29 <i>Smoke and Mirrors Day</i>	30 BOFC Meeting 1600	31 PTP DRILL Chief Session: Fire Behavior Research			BIRTHDAYS! Ryan Evers, 11 March Albert Einstein, 14 March Cole Neves, 27 March Brian Ireton, 28 March [cash preferred to gift]	

23 MARCH MEETING
Strategic Plan Report
and Presentation!

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