

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
September 9th, 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, 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 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 public was present and the meeting continued.

**SECRETARY'S REPORT**

Secretary Huitt reported the three PFF's passed probation and will receive certificates at the next meeting. Training Director Andy Babcock began September 3<sup>rd</sup> and will be pinned at the next meeting. PFF Reeves should be began by 9/20/2019, his background check has gone well and we are awaiting physical results.

**PREVIOUS MINUTES**

a. Aug 26, 2019 Regular Meeting Minutes

Vice Chairman Ramynke made a motion to approve the meeting minutes as submitted. Seconded and carried.

**CLAIMS REQUEST APPROVAL**

a. Claims Request Fire \$6,868.62 – Approved

b. Claims Request EMS \$8,257.50 – Approved

Vice Chairman Ramynke made a motion to approve the Claims Request in the amount of \$15,126.12. Seconded and carried.

**CORRESPONDENCE**

a. Confirmation received from WFCA on Fall Conference registrations.

**UNFINISHED BUSINESS- none**

**EXECUTIVE SESSION – RCW 42.30.110(1)(g)** To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Chairman Riel announced at 4:07 pm that Chief Emery and Secretary Huitt along with the board would go into Executive Session until 4:22 pm. At 4:22 pm Secretary Huitt announced Executive Session was extended to 4:32 pm. The meeting reconvened at 4:32 pm. No action was taken.

**NEW BUSINESS**

a. Action Request 2019-13 Incident Hazard Control Zones with Policy Draft

After discussion, the Board requested this be tabled until the next meeting. Chief Emery will present the drafted Lexipol policy for review.

b. Resolution 2019-05 Voiding Warrant 3838 from EMS Fund 602044 \$7.38

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Chairman Riel made a motion to adopt resolution 2019-05 voiding warrant 3838. Seconded and carried.

c. Resolution 2019-06 Voiding Warrant 3997 from EMS Fund 602044 \$39.32

Vice Chairman Ramynke made a motion to adopt resolution 2019-06 voiding warrant 3997. Seconded and carried.

**COMMISSIONER'S REPORT**

Chairman Riel reported District #5 will be hosting the next YCFCA Meeting.

**CHIEF'S BRIEF - Attached**

**ANNOUNCEMENTS – None**

**GENERAL DISCUSSION – None**

**NEXT REGULAR MEETING – Monday, September 23<sup>rd</sup>, 2019 at 3:30 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 5:10 pm.



Chairman Les Riel

*Excused Absence*  
Vice-Chairman David Ramynke



Commissioner Ben St. Mary

Attest:

  
District Secretary Jenifer S Huitt

# AUGUST INCIDENT DATA:

04 September 2019

## 2019

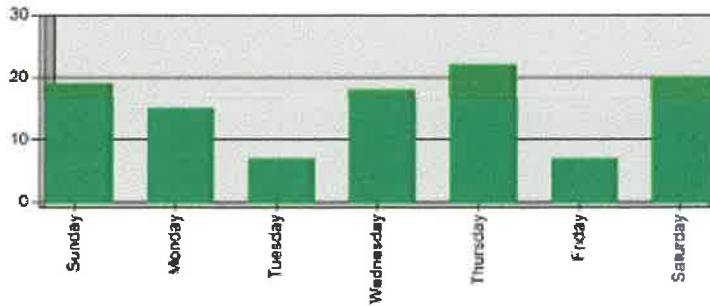
- ✓ INCIDENTS: 108
- ✓ EMS: 65
- ✓ FIRE: 43
- ✓ AVERAGE PER DAY: 3.4
- ✓ MUTUAL AID: 1 provided; 2 received
- ✓ OVERLAPPING: 14 (13%)
- ✓ AVE DISTRICT RESPONSE: 8m:20s
- ✓ AVE DISTRICT TURNOUT: 2m:54s
- ✓ AVE TIME ON-SCENE: 35m:00s
- ✓ INCIDENTS BY ZONE: 40=108; 41=0; 42=0
- ✓ RESPONSES BY STATION: 40=106; 41=1; 42=1
- ✓ TRAINING: 58 class hrs.; 333 personnel hrs.

## 2018

- ✓ INCIDENTS: 106
- ✓ EMS: 67
- ✓ FIRE: 39
- ✓ AVERAGE PER DAY: 3.4
- ✓ MUTUAL AID: 6 provided; 3 received
- ✓ OVERLAPPING: 15 (14%)
- ✓ AVE DISTRICT RESPONSE: 10m:32s
- ✓ AVE DISTRICT TURNOUT: 3m:54s
- ✓ AVE ON-SCENE TIME: 49m:00s
- ✓ INCIDENTS BY ZONE: 40=106; 41=0; 42=0
- ✓ RESPONSES BY STATION: 40=101; 41=1; 42=4
- ✓ TRAINING: 87 class hrs.; 303 personnel hrs.

## AUGUST INCIDENT DISTRIBUTION PROFILE

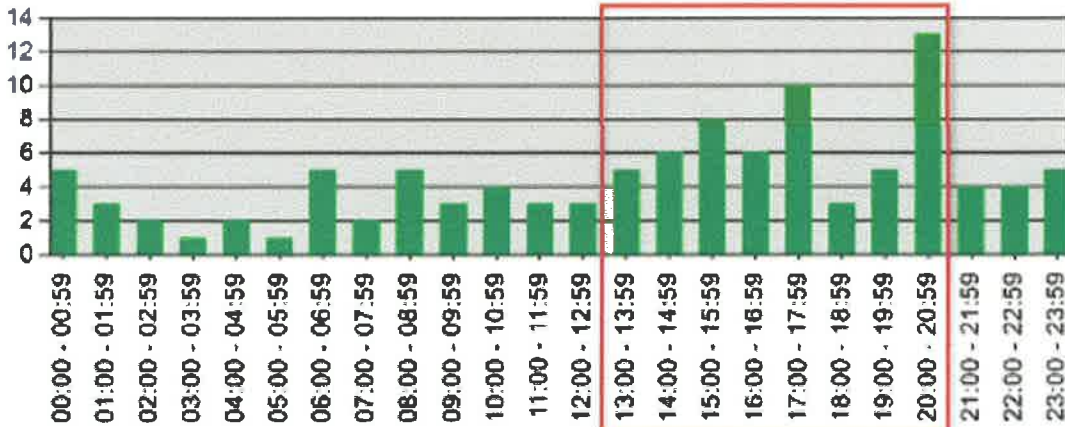
Incidents by Day of the Week for Date Range  
Start Date: 08/01/2019 | End Date: 08/31/2019



EVFD RESPONSE HX

2019	0,807	( % )
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%
2006	849	12.7%
2005	753	

Incidents by Hour for Date Range  
Start Date: 08/01/2019 | End Date: 08/31/2019



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

# EVFD STATUS REPORT

STATION 42: County permit should be issued today (09 September). Out to bid by 01 October, award the bid 01 November, and (depending on mother nature) break ground in January.

DIRECTOR OF TRAINING: Began work Tuesday, 03 September. This week is orientation, picked up local PPE, computer ordered, review of NFPA standards and the WAC. Introduced Captain Babcock at Tuesday evening drill. Captain Babcock will plan and coordinate drill on Tuesday, 10 September. Once his desk arrives, he'll need a day or two of office 'nesting.'

SCHOOL EVACUATION DRILLS: Captain Schrank met with each school and scheduled monthly fire evacuation drills and lockdown drills. Monthly drills are mandated by the State.

NEW ENGINES UPDATE: Should be in-service the week of 09 September.

AUGUST EVFD MATTERS DISTRIBUTED: The monthly *internal* Fire District update, which includes news and opportunities.

## ACTION/DECISION

**LEXIPOL REVIEW & APPROVAL PROCESS FOR iPad COMING SOON!!**

INCIDENT HAZARD CONTROL ZONES: Draft issued at 02 July meeting, approval postponed to 09 September meeting. Policy assures EVFD compliance with WAC 296-305-05000 (07), (a) through (g) and NFPA 1500, A.8.4.2.1, A.8.4.3. (Reference citations at end of policy.) Reviewed by Shift Captains without additions or changes.

## ON THE HORIZON

- 1) AMTRAK DERAILMENT MCI PROGRAM: Was Saturday, 07 September at Station 40. *Attended.*
- 2) STRATEGIC PLAN UPDATE TEAM: Including review of current Strategic Plan (a 2016 draft) and revisiting EVFD mission, vision, and values. The Team is comprised of myself, Jenifer Captains Evers and Babcock, Lt. Henle, and a PTP member tba. Team goals will be established at first meeting on 12 September.
- 3) STANDARDS OF RESPONSE UPDATE TEAM: The Team will ensure Standards of Response are aligned with RCW, WAC, and NFPA. The CFAI manual will be used as a guide. The Team is comprised of myself, Captain Lenseigne, Lt. McDonald, and a PTP member tba. Goals and timelines will be established at the first meeting on 15 October.
- 4) SATURDAY MORNING FIREFIGHTER PREPARATION: Eight PTP members have expressed interest in a bi-monthly (twice each month) IFSAC Firefighter I test preparation program. The program would be two Saturdays each month, from 0900 to 1200. Very little classroom, emphasis on skills. Send students home with a chapter review exam. Cognitive learning supported by *Target Solutions*.

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## BOFC DISTRICT GOALS

Training Director Orientation and Guidance.	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Standards of Response Coverage	<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
Update Mission, Vision, Values, Leadership Model	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Yakima County Fire Marshall Investigation Performance	<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
Lexipol Implementation & Policy Updates	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Risk Management Plan: Organizational & Operational	<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 checked="" 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
Collective Bargaining Agreement	<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; position mentoring	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Staffing and Deployment Plan	<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
Officer Development Task Books (ALT and ACAPT)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" 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
Solid, Realistic, Ongoing, Verifiable Training (SROVT)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
EVFD Incident Support Teams	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Station 42 Medic Unit	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Seasonal Crew/Exercise Hydrants	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input checked="" type="checkbox"/> Complete
Response Boss Task Book (PPT and Career)	<input type="checkbox"/> On-Hold	<input checked="" 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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