

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
May 13th, 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.

APPROVAL OF AGENDA

Chairman Riel added Discussion of the Union Contract under Unfinished Business 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.

SECRETARY'S REPORT

Secretary Huitt submitted the April 30th fund balances and May Payroll to the board. Lt. Goldsmith has been inactive and Chief Emery is working on contacting him. An airfare reimbursement request has been requested due to the cancellation of the Training Director Interview process. The board requested only the cost for the flight be reimbursed after a receipt is received.

PREVIOUS MINUTES

a. April 22nd, 2019 Regular Meeting Minutes

Vice Chairman Ramynke made a motion to approve the April 8th meeting minutes as submitted. Seconded and carried.

CLAIMS REQUEST APPROVAL

a. Claims Request Fire \$30,390.82 – Approved

b. Claims Request EMS \$4,368.01 – Approved

Ramynke made a motion to approve the Claims Request in the amount of \$34,758.83. Seconded and carried.

CORRESPONDENCE - None

UNFINISHED BUSINESS

a. Discussion of the Union Contract

Chief Emery stated there was another negotiation meeting this morning and will meet again on the 31st we are no where near ratifying the agreement. The union reps are asking for more in longevity, VEBA, vacation time, etc. The union reps will check with their attorney since we have not agreed to go above the 30% increase. The next step could be mediation. The board requested a closed meeting to discuss options on Thursday May 23rd at 3 pm.

NEW BUSINESS

a. Review Policy 3.24 3-Month Average Response Requirements

Chairman Riel made a motion to approve Policy 3.24 3-Month Average Response Requirements as presented. Seconded and carried.

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COMMISSIONER'S REPORT

Chairman Riel attended the Board of Director's Meeting on April 27th and a full report with be given at the YCFCA meeting this Thursday. The WFCA Fall Conference cost will be \$340 per person and WFCA is donating \$500 for the Washington State Fallen Firefighters memorial service.

CHIEF'S BRIEF - Attached

ANNOUNCEMENTS - None

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

Secretary Huitt asked for any information the commissioners would like added to the newsletter as ALT Erickson is already working on the summer edition. Chairman Riel would like to thank the community for their continued support, brush fire season is upon us, and be safe out there. Chief Emery will write an update with the Station 42 remodel.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Tuesday, May 28th, 2019 at 4:00 pm.

ADJOURNMENT

There being no other business Chairman Riel adjourned the meeting at 4:35 pm.

Excused Absence

Chairman Les Riel



Vice-Chairman David Ramynke



Commissioner Ben St. Mary

Attest:


District Secretary Jenifer S Huitt

APRIL INCIDENT DATA:

13 May 2019

2019

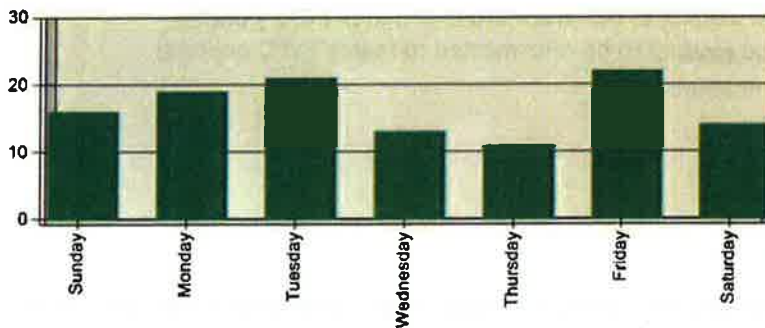
- ✓ INCIDENTS: 116
- ✓ EMS: 71
- ✓ FIRE: 45
- ✓ AVERAGE PER DAY: 3.9
- ✓ MUTUAL AID: 0 provided; 0 received
- ✓ OVERLAPPING: 14 (12%)
- ✓ AVE DISTRICT RESPONSE: 7m:58s
- ✓ AVE DISTRICT TURNOUT: 2m:38s
- ✓ AVE TIME ON-SCENE: 16m:56s
- ✓ INCIDENT BY ZONE: 40=15; 41=46; 42=55
- ✓ RESPONSE BY STATION: 40=110; 41=2; 42=4
- ✓ TRAINING: 75 class hrs.; 386 personnel hrs.

2018

- ✓ INCIDENTS: 90
- ✓ EMS: 65
- ✓ FIRE: 25
- ✓ AVERAGE PER DAY: 3.0
- ✓ MUTUAL AID: 1 provided; 0 received
- ✓ OVERLAPPING: 8 (8.9%)
- ✓ AVE DISTRICT RESPONSE: 8m:49s
- ✓ AVE DISTRICT TURNOUT: 3m:37s
- ✓ AVE ON-SCENE TIME: 20m:40s
- ✓ INCIDENT BY ZONE: *data not available*
- ✓ RESPONSE BY STATION: 40=79; 41=5; 42=6
- ✓ TRAINING: 134 class hrs.; 588 personnel hrs.

INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 04/01/2019 | End Date: 04/30/2019

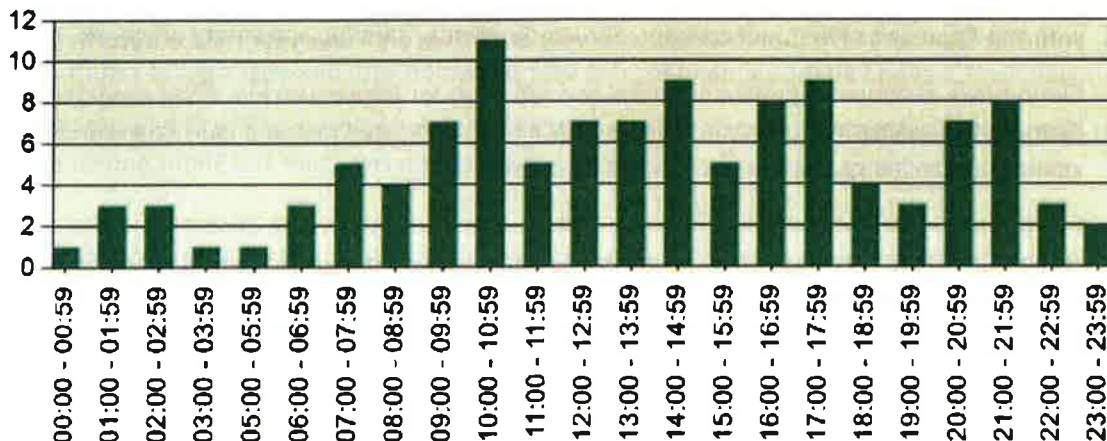


EVFD RESPONSE HX

2019	0,370	
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: 04/01/2019 | End Date: 04/30/2019



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

EVFD STATUS REPORT

COLLECTIVE BARGAINING: May meetings on 13th and 31st.

INTERVIEWS: Three seasonal candidates and five admin support candidates interview on 09 May.

STATION 42: Team met with Howard on 16 April and 07 May, down to fine-tuning plans. Hopefully available for bids in July. Construction could start before end of the year.

EVSD COMMUNITY RESOURCE FAIR: Fire District represented by on-duty crew/ part-time-paid members, and Fire Chief on 10 April.

COMMUNITY ASSOCIATION STATUS REPORTS: Chief Emery provide brief Fire District status reports on 09 April for *East Valley Enhancement Association*, on 11 April for *Terrace Heights Community Association*, and for *The Villas* neighborhood at their annual Board Meeting on 08 May.

IFSAC EVALUATOR CLASS: Lt. Lenseigne and Chief Emery attended a one-day IFSAC *Certification Test Evaluator* endorsement class on 17 April in Wenatchee. This will contribute to providing periodic in-house Firefighter, Instructor, and Officer certification testing. We can evaluate EVFD personnel if we did not teach the skill being evaluated. We will still need a *Test Control Officer* and a *Senior Evaluator* for testing. Part of the value is quid-pro-quo sharing of Certification test resources with other departments.

ACTION/DECISION REQUESTS:

- 1) DRAFT Policy 1001, 40.0 & 41.0 (coding to be reformatted to match EVFD policies)
- 2) DRAFT ITAC Incident Communications

ON THE HORIZON

FIRE CHIEF SUCCESSION OPTIONS

- 1) Continue with Training Director selection process; initiate a traditional search and selection process when Fire Chief departure announced; possible entry/departure overlap for orientation; one-year probation.
- 2) Select from internal candidates with one-year probation and one-year right of return.
- 3) Internal Apprentice Fire Chief concept. Share operations, training, and safety officer responsibilities with Fire Chief and Shift Commanders; one year probation with one-year right of return.
- 4) Competitive assessment process (internal and external) for Apprentice Fire Chief candidates; share operations, training, and safety officer responsibilities with Fire Chief and Shift Commanders; one-year probation, no right of return for internal candidates.
- 5) Competitive assessment process (internal and external) for Deputy Fire Chief candidates; responsible for operations and safety; share training responsibility with Fire Chief and Shift Commanders; one-year probation, no right of return for internal candidates.
- 6) _____ (additional options)

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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
Policy Updates: PPT positions, PPT pay, & more	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input checked="" 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	<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
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
Officer Development Academy	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Seasonal Crew/Hydrant Maintenance IIA	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Member IFSAC Certifications (Career and PPT)	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Yakima County Fire Marshall Inspections	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Improve to WSRB Class 4	<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
Training Tower and Burn Building	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
EVFD Command Support Team	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
EVFD Water Supply Team	<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
EVFD Staging Area Team	<input 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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