

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
April 9, 2018**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Chairman Les Riel, Vice Chairman David Ramynke, Commissioner Ben St. Mary, Chief Mark Emery, and District Secretary Jenifer Huitt. Others present were Ken Gormley and Mark Merritt.

Commissioner Riel called the meeting to order, conducted the Pledge of Allegiance, and asked that the position of the US Flag display be checked.

**APPROVAL OF AGENDA**

The agenda was approved as amended and the meeting continued.

**NEW BUSINESS**

**a. Action/Decision Request 2018-06 Engine Purchase & Awarding of Bid**

Chairman Riel requested Action Request 2018-06 be read aloud and attached to the minutes. Commissioner Ramynke made a motion to approve Action Request 2018-06 for the purchase of the KME Engine from Cascade Fire. The Board requested the full amount be paid to receive the maximum discount. Seconded and carried. Ken Gormley thanked the Board for the opportunity to bid. The action request and contract were presented to the Board for their signature. Mark Merritt discussed with the board the possibility of attaching a Quint to the Engine Purchase for a further discount.

**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 there was no audience to speak and the meeting continued.

**APPROVAL OF PREVIOUS MINUTES**

Commissioner Ramynke made a motion to approve the minutes as submitted from the March 26<sup>th</sup> special and regular meeting. Seconded and carried.

**CLAIMS REQUEST APPROVAL**

**a. Claims Request Fire \$62,057.30 - Approved**

**b. Claims Request EMS \$ 4,690.75 - Approved**

Vice Chairman Ramynke made a motion to approve the Claims Request in the amount of \$66,748.05. Seconded and carried.

**SECRETARY'S REPORT**

Secretary Huitt provided updated fund and payroll reports to the Board and the District received the annual invoice for Yakima Sportsman State Park which the Board needs to sign.

**CORRESPONDENCE**

The district received two thank you letters for funeral coverage in the last month.

**UNFINISHED BUSINESS**

**a. Discuss drafted Levy projections, Resolution 2018-04, and information from Snure**

After discussion the Board requested the changes be sent to Attorney Brian Snure for review. Final documents will be submitted for review at the next regular meeting. The Board requested that a copy of Snure's memorandum regarding the Restrictions on Commissioners and Personnel in Campaigns be distributed to all District personnel.

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**COMMISSIONER'S REPORT**

Chairman Riel announced the WFCA Executive Board met to discuss the Fall Conference.

- WFCA, Nicholson & Associates, and Cascade Fire will co-host the welcome room Wednesday night and split the costs. The cost has doubled this year moving it to the Red Lion.
- Still working on speakers, bag pipes, and color guard.
- Commissioner Rex Reed from Selah is putting together gift baskets so if anyone has anything to donate please let him know.

**CHIEF'S REPORT**

Chief Emery provided the report to the Commissioners and it is attached to the minutes.

**ANNOUNCEMENTS - None**

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

FF Nelson has a meeting scheduled with Yakima County (zoning, planning, building) to discuss the possibility of putting a training facility behind Station 40. Chairman Riel continued the meeting.

**SIGNING OF DISTRICT DOCUMENTS**

The documents were presented to the Board for their signature.

**NEXT REGULAR MEETING – Monday, April 23<sup>rd</sup>, 2018 at 4:00 pm.**

**ADJOURNMENT**

There being no other business the meeting was adjourned at 5:10 pm.

  
\_\_\_\_\_  
Chairman Les Riel

  
\_\_\_\_\_  
Vice-Chairman David Ramynke

ATTEST:

  
\_\_\_\_\_  
Commissioner Ben St. Mary

  
\_\_\_\_\_  
District Secretary Jenifer S Huitt

**DECISION/ACTION REQUEST**  
**Board of Fire Commissioners**  
**East Valley Fire Department**  
**Yakima County Fire District #4**

**MEETING DATE:** April 9, 2018  
**DATE PREPARED:** April 6, 2018  
**FROM:** Lt. Trevor Lenseigne  
**NUMBER/Title:** #2018-06 Engine Purchase

**BACKGROUND:**

The Apparatus Committee has projected a twenty-year long-range apparatus replacement schedule for Yakima County Fire District # 4.

East Valley maintains an adequate apparatus replacement fund within the general budget, and the master plan has recognized the importance of keeping on track with the replacement schedule so the District will stay in compliance with the Standards.

With the replacement of the aging units, Yakima County Fire District # 4 strives for the best possible protection and care for the citizens of our district. These dependable units will be on call twenty-four hours a day, seven days a week.

This purchase will replace the current E-40 and be housed at St-40. The current E-40 will then be placed in reserve status at St-40 to meet the requirements of WSRB. With this purchase we will continue the replacement schedule in the coming years as the district grows.

**COST/BENEFITS:**

*Benefits:*

1. Safety of our personnel.
2. Dependability of a new vehicle with warranty, and up to date technology.
3. Meeting the WSRB with a reserve engine at the station location.
4. Local purchase keeping tax dollars here.
5. Local service department on maintenance and warranty repairs.


*Cost:*

Purchase price of 2018 Custom KME Engine per EVFD specifications is \$593,430.58 with sales tax. Monies will be pulled from Apparatus Reserve Fund 602042.

**Decision/Action Requested:**

It is requested from the Apparatus Committee that the Board of Commissioners approve the request of #2018-05<sup>CP</sup> for Yakima County Fire District # 4 to purchase the 2018 Custom **KME** Engine from **Cascade Fire** per EVFD specifications in the amount of \$593,430.58 for St-40's front line engine. 8/1.918

**BUDGETED COST: Apparatus Reserve Fund 602042 – 2018 balance is \$903,234.45**  
**Estimated Cost per built \$593,430.58**

Approved By  Disapproved: \_\_\_\_\_  
For Yakima County Fire District # 4

# CHIEF BRIEF

09 April 2018

## MARCH INCIDENT DATA:

### 2018

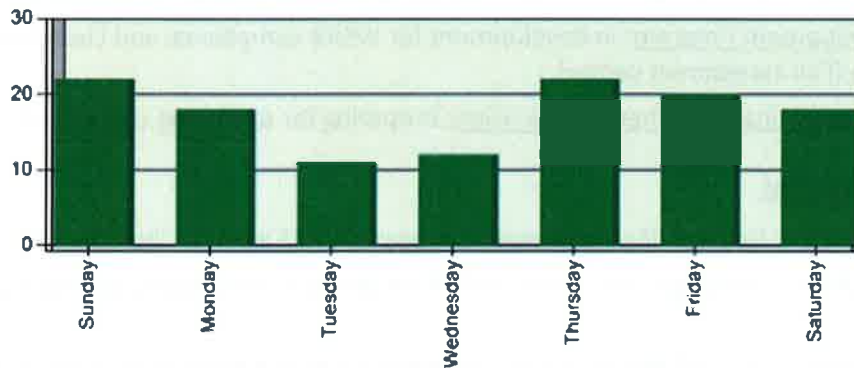
- ✓ INCIDENTS: 123
- ✓ EMS: 87
- ✓ FIRE: 36
- ✓ AVERAGE PER DAY: 3.97
- ✓ MUTUAL AID: 5 provided; 0 received
- ✓ OVERLAPPING: 13 (10.57%)
- ✓ AVE DISTRICT RESPONSE: 7m:55s
- ✓ AVE TIME ON-SCENE: 17m:25s
- ✓ AVE STA TURNOUT: 40=2:18; 41=2:23; 42=2:55
- ✓ AVE DISTRICT TURNOUT: 2m:32s
- ✓ RESPONSE BY ZONE: 40= 24; 41= 43; 42= 56
- ✓ RESPONSE BY STATION: 40 = 117; 41 = 2; 42 = 4
- ✓ TRAINING: 116 class hrs.; 404 personnel hrs.

### 2017

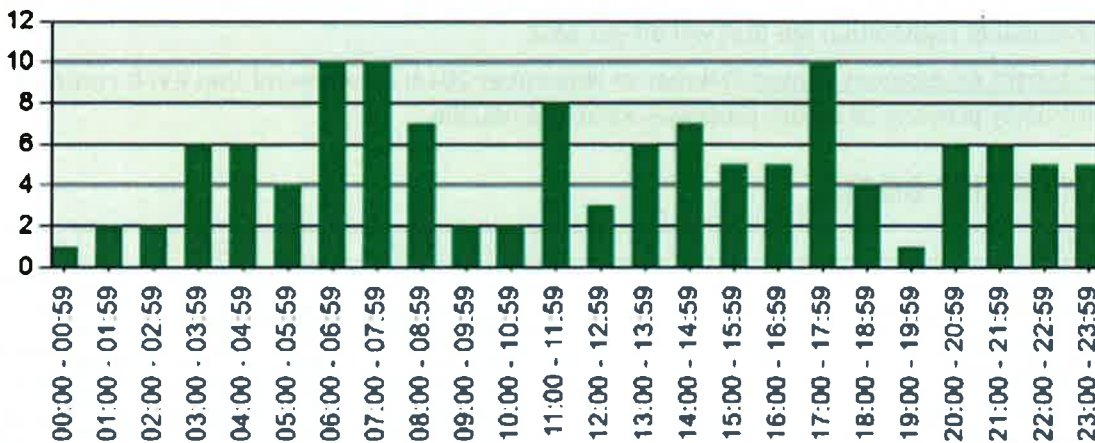
- ✓ INCIDENTS: 99
- ✓ EMS: 73
- ✓ FIRE: 26
- ✓ AVERAGE PER DAY: 3.19
- ✓ MUTUAL AID: 0 provided; 2 received
- ✓ OVERLAPPING: 4 (4.88%)
- ✓ AVE DISTRICT RESPONSE: 9m:14s
- ✓ AVE ON-SCENE TIME: 40m:24s
- ✓ AVE STA TURNOUT: 40=5:28; 41=3:22; 42=4:27
- ✓ AVE DISTRICT TURNOUT: 4m:26s
- ✓ RESPONSE BY ZONE: 40= 17; 41= 34; 42= 48
- ✓ RESPONSE BY STATION: 40= 73; 41= 8; 42= 18
- ✓ TRAINING: 114 class hrs.; 332 personnel hrs.

## MARCH 2018 INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range  
Start Date: 03/01/2018 | End Date: 03/31/2018



Incidents by Hour for Date Range  
Start Date: 03/01/2018 | End Date: 03/31/2018



## MARCH 2018 ACTIVITY SNAPSHOT

1. Projects and Assignments: Currently working on Update 7 (working draft, *always* in progress).
2. Levy Preparation: Multiple information committee meetings to establish appropriate levy rate; began developing promotional materials. First Forum 20 June (see draft card for mailing)?
3. Honorable Leadership: Classes continue for each shift and at volunteer drill (4<sup>th</sup> Tuesday night drill = class delivered by Fire Chief).
4. FDSOA Incident Safety Officer Certification Academy: Academy is confirmed; EVFD has six personnel registered (including me). On-duty crew will attend and (if prepared) take exam for small fee.
5. Terrace Heights Community Association Meeting: Thursday, 19 April
6. Terrace Heights Annual Clean-Up: Saturday, 19 May.
7. NEW PROGRAM: Recruit and Probationary Volunteers Assigned to Shifts:  
A-Shift: Tyler Ireton, Collyn Stafford  
B-Shift: Chris Robillard, Brittney Silvesrtri  
C-Shift: Jeff Taylor, Amy Lee, Joanna Hoon, Shay Holmes
8. New 'RSF' Volunteer Drill Format: See DRILL 01 example; will facilitate more participation and reduce standing around. Tomorrow night will be first trial. (RSF = Rock Solid Fundamentals)
9. ITAC Fundamentals Clinic: EVFD will host a two-day and one-night command competency clinic June 7, 8, and 9. See flyer. To offset cost will charge small fee for outside agency participation.
10. Cultural and Position Expectations: Drafts being reviewed by Shift Commanders; job descriptions will also be modified. Also operation changes, including medical emergency response.
11. Officer Development Program: In development for WSRB compliance and Lieutenant test preparation (Fall assessment center).
12. Collective Bargaining Agreement Preparation: Preparing for upcoming collective bargaining.

## ON THE HORIZON

1. Seasonal Position: Need to fill second position; possible RFF Hoon or 'Bombero' from Valdivia, Chile.
2. Beaudry/Bittner Connection: Meet with Matt Peitrusiewicz, new Yakima County Engineer, 17 April at 1300.
3. Mission, Vision, Values: Management Team development will begin soon; periodic submittal to BOFC for review.
4. ITAC Command Competency Clinic and Fire Service Instructor I Class: ITAC Clinic June 8 and 9; Instructor I September 8 and 9; both programs at Station 40. Attendees from outside will be charged a reasonable registration fee that will off-set cost.
5. Lieutenant Assessment Center: October or November 2018; recommend that EVFD contract with third-party provider to assure process is valid and reliable.

## BOFC DISTRICT GOALS

SCBA Grant	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
New Engines	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Yakima County Fire Marshall Performance	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Lexipol Implementation	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Station 42 Project	<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

# CHIEF BRIEF

09 April 2018

August Levy Strategy	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
WSRB: Retain Class 5; later improve to Class 4	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Update Mission, Vision, and Values	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Succession Preparation Program	<input type="checkbox"/> On-Hold	<input checked="" 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
Collective Bargaining Agreement Negotiations	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Strategic Plan Update	<input checked="" type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
Risk Management	<input type="checkbox"/> On-Hold	<input checked="" type="checkbox"/> In-Progress	<input type="checkbox"/> Complete