

YAKIMA COUNTY FIRE DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
May 11th, 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, Admin Director Jenifer Huitt and (via Zoom) Fire Chief Mark Emery. Others present were Cpt Trevor Lenseigne, Cpt Andy Babcock, Lt Sean McDonald, FF Cole Neves, PFF Blake Reeves, and Admin Assistant Christy Olson.

Chairman Ramynke called the meeting to order and conducted the pledge of allegiance.

APPROVAL OF AGENDA

The agenda was amended to add item d. under New Business. The agenda was approved as amended and the meeting continued.

CONSOLIDATION OF REGULAR BUSINESS

a. SECRETARY'S REPORT – April Fund Balances

Fire	\$ 2,236,108.40
EMS	\$ 391,220.15
Apparatus	\$ 940,455.01
Capital Projects	<u>\$ 267,655.09</u>
Total	\$ 3,835,438.65

b. PREVIOUS MINUTES FOR APPROVAL

- April 27th 2020, Regular Meeting Minutes

c. CLAIMS REQUESTS FOR APPROVAL

Claims Requests Fire	\$178,204.72
Claims Requests EMS	<u>\$ 3,452.57</u>
Total Claims	\$181,657.29

d. CORRESPONDENCE

WFCA is offering 2 Webinars with Brian Snure:

- Roles, Personnel, Duties & Finances Class on Saturday May 30th 9am – noon
- Open Public Meetings and Open Public Records Act, Saturday June 6th 9am – 1pm

e. UNFINISHED BUSINESS – None

f. CHIEF'S BRIEF – Attached

Commissioner Riel made a motion to approve items a through f on the consent agenda. Seconded and carried.

NEW BUSINESS

- a.** Resolution 2020-06 Transferring \$161,369.98 from Capital Project Fund 602046 to General Expense Fund 602041

Commissioner Riel made a motion to adopt Resolution 2020-06. Seconded and carried.

- b.** EVFD Big Five 2020 Project Priorities – Strategic Planning

- c.** Mutual Aid Agreement with US Army-JBLM-Yakima Training Center was updated to change the Liabilities, so more falls on the Training Center and less liability is on us.

Commissioner St. Mary made a motion to approve the updated agreement. Seconded and carried.

- d.** The Commissioners requested that Chief Emery amend the policy to increase our PTP staffing levels to 12 per shift so the board can review it by the next regular BOC meeting.

Commissioner Riel made a motion to approve the directive to the Chief. Seconded and carried.

COMMISSIONER'S REPORT

Commissioner Riel reported that the YCFCA meeting for the 3rd Thursday of May has been cancelled.

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

Commissioner Riel stated that the interior paint, fire alarm control box, and mirror installation will be complete soon and inquired about the purchasing of beds and linens for Station 42, as the remodel project is running about 3 weeks ahead of schedule. Also discussed were some staffing ideas for coverage at Station 42. The Board wants to see how interested the PTP volunteers are in helping with the coverage there.

ANNOUNCEMENTS:

The Pancake Feed has been cancelled for June, due to public health concerns. The Board hopes to have an event at Station 42 at a later date.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Tuesday, May 26th, 2020 at 4:00 pm.

ADJOURNMENT

There being no other business Chairman Ramynke adjourned the meeting at 4:38 pm.



Chairman David Ramynke



Commissioner Les Riel



Vice-Chairman Ben St. Mary

Attest:



District Secretary Jenifer S Huitt

Approved unanimously on 6/8/2020
via Open Public Meeting on Zoom.
Signatures will be secured after
Proclamation 20-28 has been lifted.

FIRE CHIEF BRIEF

06 MAY 2020

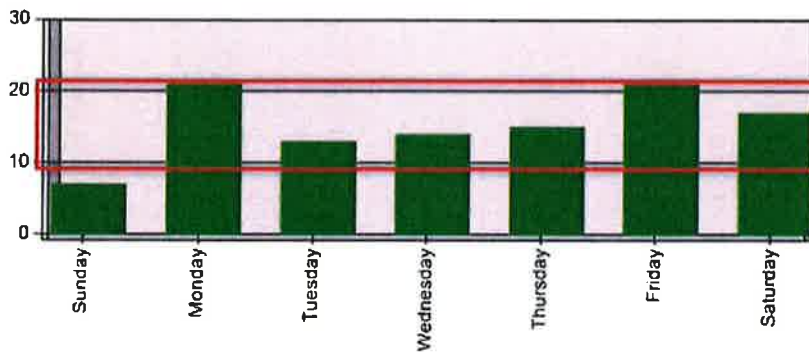
APRIL INCIDENT DATA

- 2020**
- ✓ INCIDENTS: 108
 - ✓ EMS: 57 (53%)
 - ✓ FIRE: 51 (47%)
 - ✓ AVERAGE PER DAY: 3.6
 - ✓ MUTUAL AID: 1 provided; 0 received
 - ✓ **OVERLAPPING: 17 (16%)**
 - ✓ AVE DISTRICT RESPONSE: 9m:10s
 - ✓ AVE DISTRICT TURNOUT: 2m:19s
 - ✓ AVE TIME ON-SCENE: 36:16s
 - ✓ INCIDENTS BY ZONE: 40=22; 41=25; **42=61**
 - ✓ RESPONSES BY STATION: 40=108; 41=0; 42=0
 - ✓ TRAINING: 47 class hrs.; 246 personnel hrs.

- 2019**
- ✓ INCIDENTS: 116
 - ✓ EMS: 71 (61%)
 - ✓ FIRE: 45 (39%)
 - ✓ AVERAGE PER DAY: 3.9
 - ✓ MUTUAL AID: 0 provided; 0 received
 - ✓ **OVERLAPPING: 12 (10%)**
 - ✓ AVE DISTRICT RESPONSE: 7m:42s
 - ✓ AVE DISTRICT TURNOUT: 2m:25s
 - ✓ AVE ON-SCENE TIME: 16m:56s
 - ✓ INCIDENTS BY ZONE: 40=15; 41=46; **42=55**
 - ✓ RESPONSES BY STATION: 40=110; 41=1; 42=4
 - ✓ TRAINING: 78 class hrs.; 394 personnel hrs.

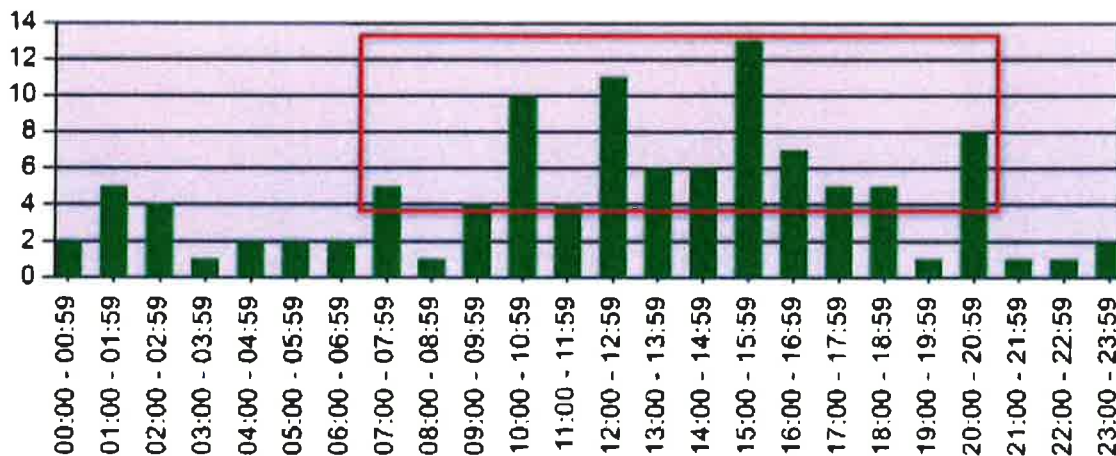
APRIL INCIDENT DISTRIBUTION PROFILE

Incidents by Day of the Week for Date Range
Start Date: 04/01/2020 | End Date: 04/30/2020



EVFD RESPONSE HX		
2020	0,430	
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: 04/01/2020 | End Date: 04/30/2020



EVFD Staffing Options

2020 Fire District Staffing Options

	FIRE STATION 40	FIRE STATION 42	TOTAL ON-DUTY
1	CAPT, FF + PTP	LT, F + PTP	4 + 2 = 6
2	CAPT, ALT, FF + PTP	LT, FF + PTP	5 + 2 = 7
3			

2022 Fire District Staffing Options

	FIRE STATION 40	FIRE STATION 42	TOTAL ON-DUTY
1	CAPT, ALT, FF + PTP	LT, FF + PTP	5 + 2 = 7
2			

2024 Fire District Staffing Options

	FIRE STATION 40	FIRE STATION 42	TOTAL ON-DUTY
1	CAPT, ALT, FF + PTP	LT, FF, FF + PTP	6 + 2 = 8
2			

NFPA 1710 Criteria for Measuring Response Performance

Alarm Answering Time: 15 seconds for 95% of calls; 40 seconds for 99% of calls

Alarm Processing Time: 64 seconds for 90% of calls; 106 seconds for 95% of calls

SunComm
Criteria

Turnout Time: 60 seconds for EMS responses; 80 seconds for fire responses

First Engine Arrive on Scene Time: 240 sec (4 minutes) for 90% of responses with a minimum staffing of 4 personnel

Second Company Arrive on Scene Time: 360 seconds (6 minutes) for 90% of responses with a minimum staffing of 4 personnel

Initial Full Alarm – Low and Medium Hazard Assembly Time: 480 seconds (8 minutes) on 90% of responses

Initial Full Alarm – High Hazard/High-Rise Assembly Time: 610 seconds (10 minutes 10 seconds) on 90% of responses

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

EVFD Standards-Based Staffing Plan Criteria

RCW 52.33.30

- (3) Every fire protection district and regional fire protection service authority, in order to measure the ability to arrive and begin mitigation operations before the critical events of brain death or flash-over, shall establish time objectives for the following measurements:
- a. Turnout time;
 - b. Response time for the arrival of the first arriving engine company at a fire suppression incident and response time for the deployment of a full first alarm assignment at a fire suppression incident;
 - c. Response time for the arrival of a unit with first responder or higher level capability at an emergency medical incident; and
 - d. Response time for the arrival of an advanced life support unit at an emergency medical incident, where this service is provided by the fire department.
- (4) Every fire protection district and regional fire protection service authority shall also establish a performance objective of not less than ninety percent for the achievement of each response time objective established under subsection (3) of this section.

WSRB

DETERMINATION OF COMPANIES REQUIRED

The number of engine and ladder companies must be sufficient to provide effective protection to the community.

In determining the number of companies required, consideration will be given to the number of existing fire stations, the basic fire flow of the community, the response of companies outside the community, and frequency of incidents. The total number of needed engine and ladder companies considering basic fire flow is shown in *Table 3* below.

TABLE 3

Number of Engine and Ladder Companies Needed Considering Basic Fire Flow

Fire Flow	Total	
	Eng. No.	Lad. No.
1,000	2	1*
2,000	2	1*
2,500	2	1*
3,000	3	1*
3,500	3	1*
4,000	4	1
4,500	4	1
5,000	5	2
5,500	5	2
6,000	6	2
6,500	6	2
7,000	7	3
7,500	8	3
8,000	9	3
8,500	9	3
9,000	10	4
10,000	12	5
11,000	14	6
12,000	15	7

WSRB determined that EVFD is a 4,000 gpm fire flow jurisdiction.

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DISTRIBUTION OF COMPANIES

Engine and ladder companies must be distributed to provide effective protection to the community. Structures should be within 1.5 road miles of a first alarm engine company and 2.5 road miles of a ladder company.

An alternative to using the above road-mile analysis, the results for a performance evaluation may be used. This type of evaluation would analyze computer-aided dispatch records of fire incidents to determine the percentage of time an initial engine company arrives within 320 seconds and initial ladder company arriving within 480 seconds.

DEPARTMENT STAFFING {staffing provides more credit than any other WSRB factor}

There must be 6 firefighters on duty for each of the required engine and ladder companies.

Only personnel who participate in actual firefighting operations will be credited.

RESPONSE TO ALARMS

Adequate response to fire incidents must be established.

- a. **Commercial Districts:** At least 1 chief officer and the required number of engine and ladder truck / ladder service companies based on the community basic fire flow and Table 3 are required.
- b. **Residential Districts:** At least 1 chief officer, 2 engine companies and adequate ladder equipment are required.
- c. **Multiple Alarms:** Engine and ladder company response to each additional alarm for the same fire should approximate the number of engine and ladder companies required for the first alarm.

ON-CALL AND VOLUNTEER

In departments having on-call or volunteer firefighters, 3 on-call or volunteer firefighters, on the basis of the average number responding to incidents, may be considered as equivalent to 1 on-duty firefighter, *but the number of such equivalent on-duty firefighters may not exceed half the required strength of required companies.*

On-call or volunteer firefighters working defined shifts at fire stations may be considered as equivalent to on-duty firefighters in determining total department strength. Off-shift career firefighters responding voluntarily on first alarms may be credited on the same basis as call and volunteer firefighters.

Performance Measurements Compliance Guide for a Substantially Career Fire Department, Fire District and Regional Fire Authority in Washington State

Published by WA Fire Chiefs, 2017 ed.

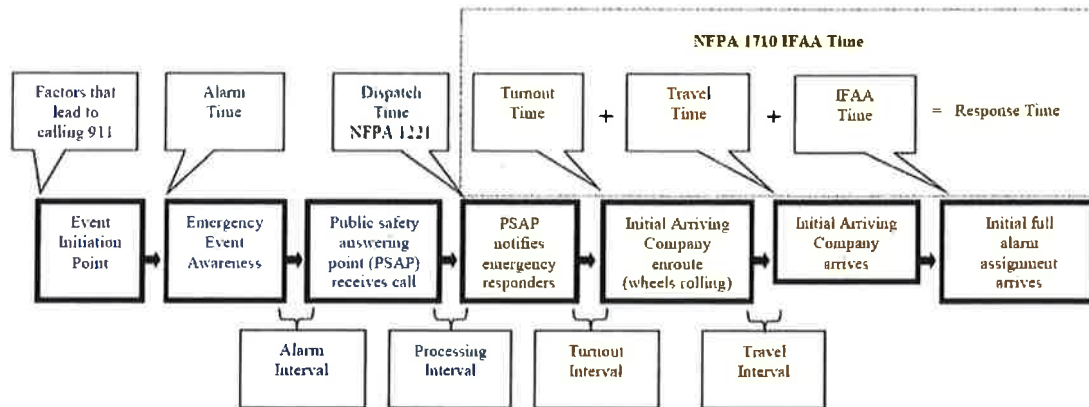
Step 6. Task Analysis:

Fire Example: Single Family Residential House Fire in an area with fire hydrants: three fire engines, one BLS unit or one ALS unit, one command vehicle for a total of 15 people.

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Multi-family Residential or Commercial structure fire in an area with fire hydrants: four fire engines, one ladder truck, one BLS unit, one ALS unit, one command vehicle for a total of 25 people.

Cascade of Events



NFPA 1710

5.2.3.1 Engine Companies. Fire companies whose primary functions are to pump and deliver water and perform basic firefighting at fires, including search and rescue, shall be known as engine companies.

5.2.3.1.1 These companies shall be staffed with a minimum of four on-duty members.

5.2.3.1.2 In first-due response zones with a high number of incidents, geographical restrictions, geographical isolation, or urban areas, as identified by the AHJ, these companies shall be staffed with a minimum of five on-duty members.

Single-Family Dwelling Initial Full Alarm Assignment Capability.

5.2.4.1.1 The initial full alarm assignment to a structure fire in a typical 2000 ft², two-story single-family dwelling without basement and with no exposures shall provide for the following:

9. Total effective response force with a minimum of 16 (17 if an aerial device is used)

Multi-Family Initial Full Alarm Assignment Capability.

5.2.4.3.1 The initial full alarm assignment to a structure fire in a typical 1200 ft² apartment within a three-story, garden-style apartment building shall provide for the following:

10. Total effective response force a minimum of 27 (28 if an aerial device is used)

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EVFD PERPETUAL PLANNING PROCESS

2020 **BIG FIVE** *Final Prioritization*


1	CAPTIAL PROJECTS (3, 4, 16, 17, 27)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2	RESPONSE STANDARDS (2, 7, 17, 20, 22, 27)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3	WSRB CLASS 4 IN 2024 (1, 2, 7, 20, 22, 27)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4	HONORABLE LEADERSHIP (1, 2, 5, 9)	<input type="checkbox"/> On-Hold	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5	WAC & NFPA COMPLIANCE (1, 2, 4, 7, 17, 20, 22)	<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"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
2	Officer Development Program/Academy	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
3	Station 42 Remodel Project	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
4	Command Competency (quarterly exercises)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
5	Honorable Leadership (EVFD culture & legacy)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
6	Lexipol Implementation	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
7	Standardize Certifications (FF, EMT, Officer, Inst.)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
8	WAC 296-305 & NFPA Operational Compliance	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
9	Succession Preparation (all levels)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
10	Pursue Grant opportunities (targeted)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
11	Functional consolidation (Training? Administration?)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
12	State of the Art Radio and Dispatch System	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
13	Reimagined EMS delivery system	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
14	Medic Unit at Station 42	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
15	Annual Regional Firefighter Academy	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
16	Drill tower and burn facility	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
17	WSRB 'Class 4 in 24'	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
18	EVFD Drone Program	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
19	EVFD Incident Support Team Program	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
20	Station 42 Staffing	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
21	Updated Strategic Plan	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
22	Incident Response Standards and Effective Force	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
23	Command Training Center (repurpose Station 41?)	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
24	EVFD Fire Investigator?	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete
25	Company Inspections during Pre-Incident Surveys	<input type="checkbox"/> Future	<input type="checkbox"/> In-Progress	<input type="checkbox"/> Complete

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EVFD DISTRICT CALENDAR

BIRTHDAYS!		MAY 2020				
Andy Babcock, 02 May Kyle Schlotfeldt, 03 May Scott Eier, 07 May Lars Enger, 08 May Keith Schrank, 08 May						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 <i>International Tuba Day</i>	2 <i>National Fitness Day</i>
3 <i>National Paranormal Day</i>	4 <i>National Candied Orange Peel Day</i>	5 	6 <i>National Nurses Day</i>	7 <i>National Prayer Day</i>	8 <i>National Coconut Cream Pie</i>	9 <i>National Lost Sock Day</i>
10 <i>Mother's Day</i>	11	12 ONLINE OTEP 3 & 4	13 ZOOM Exec. Team Meeting 0730	14 <i>National Dance Like a Chicken Day</i>	15 <i>Peace Officer Memorial Day</i>	16 <i>National Sea Monkey Day</i>
17 <i>National Pack Rat Day</i>	18 <i>National Visit Your Relatives Day</i>	19 ZOOM Assoc. Mtg. & Fire Invest. 1900	20 <i>National Quiche Lorraine Day</i>	21 <i>National Quiche Lorraine Day</i>	22 <i>National Don't Fry Day</i>	23 <i>National Taffy Day</i>
24 <i>National Scavenger Hunt Day</i>	25 MEMORIAL DAY	26 <u>BOFC MTG.</u> ZOOM CHIEF	27 <i>National Cellophane Tape Day</i>	28 <i>National Hamburger Day</i>	29 <i>National Paper Clip Day</i>	30 <i>National Mint Julep Day</i>
31 <i>National Speak in Sentences Day</i>	REQUIRED ONLINE TRAINING! Carbon Monoxide Combustible Dust Customer Service for FD Personnel Safe Backing for Emergency Vehicle Drivers NFPA 1500: PTSD in Fire Industry					

Thought for the Month

Impossible is just a big word thrown around by small men who find it easier to live in the world they've been given than to explore the power they have to change it. Impossible is not a fact. Impossible is an opinion. Impossible is not a declaration. Impossible is a dare. Impossible is potential. Impossible is temporary. Impossible is nothing.

Muhammad Ali

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