

Fire District 16 Minutes

Meeting Date- May 7, 2007

Attendance

Commissioners- Sam Wright, Tim Kenyon

Roger Prater (Absent)

Fire Chief- Jim Wheeler (Absent)

Secretary/Treasurer- Ken Thompson

Yvonne Kennedy

6:00 PM As chair, Sam brought the meeting to order.

General discussions-

- There is a meeting scheduled this Tuesday at 2:00 PM with Barbara Engstrom to discuss grants. The meeting will be at the Tonasket fire house.
- The Okanogan County Auditor sent Sam copies of forms for a Fire District Commissioner election. These forms are available to anyone who is interested. A June 4th – June 8th timeline was indicated.
- Minutes from the April 30th meeting were read to the group by Sam.
 - There was a discussion about obtaining two Automatic External Defibrillators for the Fire District rather than one to better cover Aeneas Valley. Later in the meeting it was decided to try to get only one.
 - Sam faxed an article about “Private Property Controlled Burns” to the Chronicle and the Gazette.
 - Sam moved to approve the minutes. Tim seconded the motion.
- Tim read the written comments provided by Fire Chief Jim Wheeler for this meeting. These comments are provided at the end of these minutes.
- Home Depot has not returned Tim’s phone calls for the last three weeks.
- Tim has information for Dan Karrer concerning his fire fighter application. This information will be given to Jim Wheeler.
- Insurance via Jon Hesston of Cities insurance was discussed. A simulator for emergency vehicles may be available.

Aeneas Valley Community Fire Association-

- The association met today (May 7th) at 1:00 PM. A BBQ pot luck dinner is being planned. The BBQ will be held at Cleo Brock’s home. Families of everyone involved with the Fire District are welcome to attend. Everyone should bring their own beverage. Folks should bring a Mexican style food to the potluck.

- The association is planning emergency baskets to distribute if some gets burned out of their home. Emergency accommodations, perhaps a motel room, were also discussed.

General Discussions-

- Sam asked Yvonne about keeping an Automatic External Defibrillator at her home. Yvonne responded that her certification is not yet current under Dr. Craig's umbrella. It may take another two weeks or so for the certification to be completed.
- Only one Automatic External Defibrillator will be sought at the present time.
- Yvonne talked to the EMS folks and determined if she is called via Tonasket EMS she can respond in the Aeneas Valley area as a first responder. Yvonne agreed to provide this valuable service. Yvonne is covered under Tonasket's EMS insurance.
- Budget- No check has been received yet. There is \$4,232 left of the original \$5,000. \$778 has been spent for insurance. Jim's voucher for \$56.60 and Sam's voucher for \$50 have not yet been included in these totals.
- Tim will call Canfield Insurance, the broker for Cities Insurance.
- Yvonne Kennedy is now the EMS liaison for the Aeneas Valley Fire Department and will begin attending EMS board meetings.

Action Items-

- Tim will provide a write up to Sam for the budget process; however this process will change on the first of next year. Sam would like a "how to" description for now and what changes will be needed on the first of next year.
- Tim's contacts with Home Depot are still in progress.
- Sam has sent the newspaper article about "Private Property Controlled Burns" to the Gazette and Chronicle.
- New Action Items- Tim suggested the Fire District meeting schedule should be changed to a less frequent meeting schedule. It was suggested that the next meeting be revised to Monday May 21st. It was suggested that future meetings then be held the first and third Monday of each month. This would set meeting dates of Monday June 4th and Monday June 18th. Sam will notify the newspaper.
- June 9th is the date planned for the Fire District BBQ.
- Tomorrow (May 8th) a meeting has been scheduled with Barbara Engstrom to discuss grants.

6:36 PM- Sam moved the meeting be adjourned. Tim seconded the motion.

Fire Chief Jim Wheeler was unable to attend this meeting but provided the following written comments for the meeting:

COMMUNICATIONS PLAN – This is currently in place with Okanogan County Dispatch and waiting for implementation. Phone tree particulars are still to be worked out but the plan is a working document for the time being.

COMMUNICATION - I have found 4 more pagers which brings our total to 8. This, coupled with the radios from the County with paging capabilities enhances our ability to be notified of a fire or incident. Personnel and what will be issued to each will be completed by weeks end.

RADIOS – We have four (4) Relm radios coming from Okanogan County Emergency Management for sure. Per the above issuance will be based on need and will be carried out by weeks end as part of the Communications Plan. Programming still needs to take place on 3 of the radios but should not hold up the issuance plan. I will keep you informed. I also have found an individual to program 8 of the Motorola radios we obtained thru Molson/Chesaw. This is currently being completed.

600 GALLON TANKS – Parts have been ordered and we are waiting on them. We will be ready to place these tanks by the end of next weekend. I will work on an agreement and have it ready by our next meeting and will email it to all prior so we can place it in the Policies & Procedures without debate at the meeting.

NEXT WORK PARTY DATE – Work party this past weekend with Mike Woelke and myself. Parts, including the pump will be ordered for the tender so we can complete it. I am taking some time write up a list of things that need to be done which will allow individuals to work on them on their own.

REPUBLIC EQUIPMENT – Still waiting on this. I will make a phone call this week to get this resolved. I will let you know when I hear.

GRANTS

Home Depot – Tim should have an answer by now. This will affect where we go on other grants.

AFG (Assistance to Firefighters Grant Program) – This has been submitted and now we wait. The final tally was approximately \$50k “if” we decide on all of it. I will have a total at the next meeting.

RFA (Rural Firefighter Assistance Grant Program) – This program has been canceled. As noted and discussed at our last meeting we have \$10,032 to work with.

Department of Natural Resources RFA Phase 1 – This program too has been canceled.

STRATEGIC PLAN FOR 2007 SUMMER SEASON – I am currently working on this project which includes staging locations for equipment and manpower, radio communication logistics and a Memorandum of Understanding (MOU) with Tonasket Fire spelling out the conditions of response for each district.

STRUCTURAL TRAINING - I have asked for a schedule of Tonasket's training and requested we be involved if possible and have yet to see it.

FIRST AID TRAINING – This is now going to become a winter project.

FIREFIGHTER JOB DESCRIPTIONS – These have been handed out to the volunteers who showed up to the last meeting and we will discuss in the next couple weeks. Any suggestions for changes will be brought forth at the next commissioners meeting.

VOLUNTEERS -

Application process - I still am in need of some of the information to complete all applications although this will not hold up the process of on those who still need information to complete application process

EVAP (Emergency Vehicle Accident Prevention Program) – Am working with Tonasket Fire on getting one of their people (Rusty Clark) to teach it for us. Not sure of the cost, if any, at this point.

