

# Fire District 16 Minutes

Meeting Date- July30, 2007

## Attendance

Commissioners- Sam Wright, Tim Kenyon  
Roger Prater  
Fire Chief- Jim Wheeler  
Secretary/Treasurer- Ken Thompson  
George Warter, Mike Woelke

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

### General Discussions-

- Sam read the agenda for this meeting.
- Sam read the minutes of our last meeting and made a motion to accept the minutes. Tim seconded the motion.

### Fires-

- Tim- Little Chopaka Fire- Two trucks and four people responded.
- George- First Timer Fire-Lighting strike fire about 400 sq. ft. Aeneas Valley Fire District, DNR, and the Forest Service responded.
- Tim- Tunk Grade Fire- Two engines, a tender responded.

Sam- DNR called requesting a W-9 to allow monies to be sent to the Fire District for fire response. Sam faxed a completed W-9 to DNR.

Jim- (from handout provided at meeting)

- Maps
  - Map Books- Thanks to Mike for putting these together. This is a work in progress and a good start.
  - Maps- Thanks to Skip and Sharon for their action on this. We have numerous copies, one laminated for our use. I am also working on a map which adds structures to the map.
- North West Coordinating Group (NWCG) Handbooks and IRPG's- Need to buy a few additional copies for those who did not go thru the wild land training at the start of the year.
- Washington State Ratings Bureau (WSRB)- Talked with Patrick Conroy today regarding lowering our rating to a Class 9. After over an hour of questions and answers he feels that we should be able to move to that end. His schedule does not afford him to leave until sometime in October. I impressed upon him the importance of this move and he will see if he can adjust his schedule to make his visit earlier. I will be contacting Canfield again and meeting with John and Shane Heston for their assistance in making the reduction easier.

I Talked with John Heston with Canfield & Assoc. regarding training. He will get together with Shane and will get back to me. I see using them, for the short term, for driver training although we will also need to get Emergency Vehicle Accident Prevention training as required by the State. John can also come out and look at what we have and help us stay within the limits of L&I and also assist us in reducing our WSRB rating to a 9. The meeting will be set up as soon as possible as it is a long process.

- Truck Licensing- We need to get the new Forest Service engine licensed and do we want to license the International? Maybe Sharon McKenzie can do it for us while in Okanogan where she works.
- Truck Logos- I have samples of a couple simple logos for the trucks. They will run about \$60 per truck which will do both doors. There will be an additional expense to add truck number (ie Brush 1611, Tender 1611, etc.).
- Engine needs- (for Forest Service Truck)
  - 2 hose for hose reels on truck 1 @ \$176.22 and 1 @ \$124.00.
  - 1 ea. (¾, 1, 1 ½) nozzles approx \$14 each.
  - 24 ft of 1 ½ suction hose with camlock ends approx \$300.
  - 1 mobile radio with antenna
  - 2 complete sets of fire tools.
  - 1 pre-connect hose
  - 1 First Aid Kit
  - 1 Fire Extinguisher
- Computer Grant- through the WSP for this grant. We have to use their fire reporting system for 5 years. We have to use one anyway, and this one is free and not too bad to work with. The computer does not need to be used for this project.
- Fires-
  - Little Chopaka- see handout
  - First Timer- a small lighting strike fire out Warwich Road, outside the district. A good learning experience for all.
  - Tunk Grade- see handout
- Radios- Give away to volunteers and/or Aeneas Valley Community Fire Association top three.
- Restructured grant from 2006 for radios- I have spoken with Bob Bannon at length and he has agreed in principle to removing the application for our own frequency and replacing that request with added radios to the same grant. This is a 50% match grant and we can use our labor as in-kind for our match for installing the radios.
- Chain of Command- I have decided that with our limited number of staff to go too deep in the chain of command would not be feasible. With that in mind I have affixed titles and job responsibilities to the appointments which were made in my absence. Skip McKenzie will be Captain in the valley area and in charge of developing and operating a structural training program to help us in our Class 9 attempt. Mike Woelke will be a Captain at the Cape Labelle end of the district and will be in charge of mapping and will also assist me in the duties of researching and writing grants for the district and I hope to turn over these duties to Mike. One or both of these individuals will take my place at meetings that I cannot

attend and will be my voice at these meetings. I look at these appointments to be permanent.

#### General Discussions-

- Jim discussed the possibility of a free computer as part of the National Information Response System. Tim move to accept the offer and Roger seconded the motion.
- The Aeneas Valley Community Fire Association needs to renew their P.O. box.
- A motion was made to make Tim “Assistant Fire Chief” when Jim is absent.
- Emergency Vehicle Accident Prevention training was discussed.

#### Tim- Budget Discussion-

- Tim brought the group up-to-date on the status of Fire District’s budget. Tim suggested only limited spending until expected income for the Fire District is actually received.

#### Action Items-

- Tim- Insurance and license for the white ford F-450.
- Tim- A budget write-up for Sam’s policy and procedures document.
- Home Depot- Still no response.
- Roger- Is continuing to investigate a Dell computer for the Fire District.
- Tim- Will address the need for a contract for Mike’s truck when it is appropriate.
- Maps- DONE!
- Notebooks- DONE!
- Automatic External Defibulator (AED) - Jim has reviewed grants however cautioned everyone a plan for use of an AED is needed first.
- Tim- Contacted Steve Bonner in Wauconda about training, however it is uncertain if he can provide the training. Jim reminded everyone he could conduct the training.
- Roger is continuing to investigate the well drilling costs.
- Tim is working on obtaining a file cabinet for the Fire District. (DONE!)
- Jim will provide a prioritized list of equipment needs for the Fire District.
- Tim will transfer the title of fire trucks to the Fire District.

The next meetings will be August 6<sup>th</sup> and August 20<sup>th</sup> at Sam’s.

The meeting was adjourned at 8:20 PM.