

**MINUTES  
BOARD OF FIRE COMMISSIONERS  
DOUGLAS COUNTY FIRE DISTRICT NO. 2**

September 8, 2021  
East Wenatchee, WA

The regular meeting was called to order at 5:00 p.m. by Chairman Dave Fennell, with Commissioners Dan Johnson and Chief Brian Brett in attendance. Also, in attendance candidates for Open Board Position #1 Ettore Castellente, Mike Mackey, and Frank Zenk. David Young withdrew interest in the position via electronic message.

District personnel in attendance: Division Chief Ron Roy and District Secretary Terri Woods.

**ADDITIONS/DELETIONS TO THE AGENDA**

- Chairman Fennell moved unfinished business item #1 – Candidates for Open Board Position to follow the approval of the minutes and added Executive Session 42.30.110 (1)(h) – candidate for appointment of elected office to the agenda.

**APPROVAL OF MINUTES**

- **Commissioner Johnson moved to approve the Minutes of August 11, 2021, with CBA changed to CBU – Collected Bargaining Unit. The motion was seconded by Chairman Fennell. All in favor.**

**UNFINISHED BUSINESS**

- 1. Candidates for Open Board position – Candidates Castellente, Mackey, and Zenk all participated in the verbal interview process, fielding the same questions presented by the Board.

**EXECUTIVE SESSION**

At 17:55 Chairman Fennell closed the meeting to discuss the candidates for appointment to Commissioner Position #1 vacated in July by past Commissioner Rick McBride as allowed in RCW 42.30.110(1)(h). The open meeting reconvened at 18:10. Chairman Fennell announced the decision to bring on Ettore Castellente to fill Position #1 for the remainder of the term through December 2023.

**FINANCIAL REPORT (August 2021)**

- Treasurer's Report-Fund Totals indicated a balance of \$9,837,496.01
- Receipt Register indicated receipts totaled \$283,168.36.
- Budget Position Report reflected account activities in all funds.

**CORRESPONDENCE**

- Commissioners, Chief, Secretary Woods, and Administrative Assistant Whaley have been signed up for the WFCA conference and the Snure Laws Seminar at the Tulalip Resort October 20 – 23. Chief Brett has prior training commitments for Oct 20 and will miss Snure.
- Chief Brett relayed Communities' outpouring of thanks & wishes of wellbeing to the District and Firefighters thru multiple cards received following the wildfire activity in the area.

### **STAFF REPORT**

- Operations:
  - The Fall newsletter is at the print shop, ready for distribution.
  - Chief Ron Roy updated the Board on progress of the Volunteer Association including his disappointment of the low response to the Cancer Cohort Prevention opportunity and the cancellation of the October Open House due to the uprise of the Delta variant of the Covid-19 virus. Moving forward, Chief Roy expressed his excitement with widespread exposure to volunteerism in the fire service with programs like the NVFC “Make Me A Firefighter” website, Backwoods Breweries sponsorship, and the collective training already happening with CCFD1 and DCFD2 volunteer associations. Discussion by all on ways to emphasize the help available for PTSD as line of duty deaths numbers remain high in the fire service. Reminder of Rock Island’s Red Neck Days next week to promote recruiting and forward movement of construction of Station 3.
  - Chief Brett recognized Secretary Woods for her hard work and dedication with all the current changes. Woods praised DCFD2’s teamwork including Admin Assistant Whaley ability to adapt so quickly to her new position and her familiarity with District business.
  - Chief Brett affirmed his ability to provide additional backup coverage for the Fire Marshal duties as development and construction are still at high levels in the area. Captain White has also taken on additional responsibilities as Chief Blanchard is recovering but still out on sick leave.
  - DCFD2 personnel reported to doing well at the Fire Academy.

### **UNFINISHED BUSINESS**

1. Candidates for Open Board position
  - Chairman Fennell made a motion to select Ettore Castellente to fill Position #1 for the remainder of the term thru December 2023. Commissioner Johnson seconded. All in favor.
2. Consolidation of Services /RFA
  - RFA comparability was discussed, including completion of the CCFD1 budget and draft form of the DCFD2 budget. Newsletter complete and contract negotiations with the Union nearing completion.
  - After discussion, Commissioner Johnson made a motion to provide District Credit Cards for the three Operational Chiefs from CCFD1. Chief Rick McBride and Chief Andy Davidson with \$2,500 limits and Chief Kelly Lindemann with a limit of \$5,000. Motion seconded by Chairman Fennell. All in favor.
  - Chief Brett presented to the Board Resolution 09-08-2021A establishing a fire suppression fund and related investment fund for enhanced emergency operations financial tracking for the 2022 Budget period. Chairman Fennell motioned to pass with Commissioner Johnson seconded. All in favor.
  - With approval from our labor management committee, Commissioner Johnson motioned to move forward with approval of policy 207 Mandatory Overtime Hiring replacing 207 Minimum Staffing Levels issued 8/12/2020. Chairman Fennell seconded. All in favor.

**UNFINISHED BUSINESS** continued

- Chief Brett spoke to Emergency Management Specialist at Chelan County Sheriff Rich Magnussen to extend the Interlocal Agreement with CCFD1 to include DCFD2 for use of the Zodiac at Station 11 for training, water rescues, and transportation of persons in medical emergencies when the Zodiac is not in active use by the County. Chairman Fennel motioned to move forward with the ILA and approve. Commissioner Johnson seconded. All in favor.
3. Facilities:
- Commissioner Johnson directed Chief Brett to speak with Chelan Douglas Regional Port Authority to add mention and/or an amendment to the contract with mention of a future fire station build timeline to set language and or documentation as a benchmark for future staff and facilities as discussed verbally. Tabled for the October meeting.
  - Chairman Fennell motioned and Commissioner Johnson seconded to approve the Interlocal agreement for Fleet Service Operations and Facilities with Chelan County Fire District 1. All in favor.
  - The Board discussed the Station 3 (RI) draft Notice of Call for Bids document including when to go out to bid, duration, revised cost, and the desire to include language to spare the District from being financially responsible for additional equipment storage costs if delayed by weather. Commissioner Johnson motioned to move forward, seconded by Chairman Fennell. All in favor.
4. Performance Standards:
- Labor Management has 60 days to review the revised 306 Response Time Standards IE Delivery Standards Policy. Board will wait for CBU to review and make recommendations.

**NEW BUSINESS**

1. Covid:
- Chairman Fennell affirmed he will not take part in forcing vaccination. Table discussion on policy and resolution advised by legal concerning proclamation 20-25.16 by State Governor till new commissioner is sworn into office. Viewed as legal requirement by State of Washington.
  - Open House and Halloween gathering cancelled with upswing of Covid cases and Hospitals at capacity.
2. Personnel:
- Union contract nearing completion reported by Chief Brett to the Board.
  - The following Payroll changes were approved by the Board including:
    - Resident Kameron Kissel's resignation August 14, 2021.
    - EMT certification pay increase for FF Stone September 1, 2021
    - Temporary Firefighter Bertram's position extended through September 30, 2021
    - FF Joshua Barnes and FF William Turner to Acting Captain through November 30, 2021. Barnes began July 1, Turner August 24, 2021
    - Resident Elijah Weber completed his contract. He will move into part-time paid status as a volunteer FF2 with EMT September 1, 2021

**PAYROLL & VOUCHERS**

Expenses were submitted as follows:

**General Expense Fund:**

- Claims totaled \$82,349.81 Voucher Nos.210805001-210805037 and \$102,525.94 for 210902001-210902037
- Payroll totaled \$364,333.17 Vouchers 210901001- 210901053 and \$21,771.80 draws.

**Special Projects Fund:**

- Claims totaled \$36,239.90 for Voucher Nos. 210804001 - 210804003 and \$44,467.03 for Voucher 210903001 - 210903007

**Chairman Fennell moved to approve August payroll and vouchers in the amount of \$651,687.65. The motion was seconded by Commissioner Johnson. Motion passed.**

**GOOD OF THE ORDER**

Chief Brett and Chief Roy shared their excitement on being a part of the process as CCFD1 and DCFD2 join together with operations. Chief Roy will be in Arizona for the next 6 months but is available electronically if needed. Chief Brett and the Board thanked him for all his hard work as he celebrates his 21 years of service with CCFD1.

**Commissioner Johnson moved to adjourn at 7:54 p.m. The motion was seconded by Chairman Fennell. Motion passed.**