

MINUTES OF THE REGULAR MEETING OF THE WOOD RIVER FIRE PROTECTION DISTRICT

Call Meeting to Order: Commissioner Jay Bailet called the meeting of the Wood River Fire Protection District to order on June 21, 2023, at Wood River Fire District Station 3, 11053 State Hwy 75, Bellevue, Idaho at 3:00 PM.

Attendance: Commissioners Jay Bailet (Virtually via Speaker Phone), Dennis Kavanagh, Steven Garman, Chief Ron Bateman, Operations Chief Bass Sears, Office Manager Stephanie Jaskowski

Open Session for Public Comments: None

Action Item: Approve and Sign Meeting Minutes from the Commissioner Meeting on May 19, 2023. **Commissioner Garman motioned to approve the minutes from May 19, 2023, Commissioner Meeting, Commissioner Bailet seconded the motion. All in favor, motion carried.**

Action Item: Approve and Sign May 2023 Payables. **Commissioner Garman motioned to approve and sign the May 2023 Payables; Commissioner Bailet seconded the motion. All in favor, motion carried.**

Chief Report:

ITEM: FY 2024 Budget (Chief's Report)

DESCRIPTION: It's time that we start finalizing the FY 2024 Budget. The budget has remained largely unchanged since I first presented it to you in February. There are some final adjustments that need to be made; I've highlighted those here:

Health Insurance Costs. Beyond annual increases in health insurance costs, it appears that our newer RFT members will be more costly in this regard than those members that have or may depart. Potentially \$25,000 increase.

Blaine County Emergency Communications. As I shared last month, Dispatch had made us aware of a large funding deficit and the need to share that cost among County agencies. Approximately \$13,000 increase.

PERSI. The state advised us that employer contributions are rising nearly a full percentage point (from 12.28% to 13.26%). Approximately \$13,000 increase.

Technical Rescue Training. We plan to host a swift water rescue class next May. Approximately \$3,000 increase.

TFT costs. I had not increased the number of shifts worked annually for TFT when they increased along with the new CBA this FY. Approximately \$10,000 increase.

BCAD. With some increased costs, and the understanding that the BCAD intends to keep contracts "flat" with last year, I can bump our request up to where it was last year, as I had decreased it 0.66%. Approximately, \$11,000 bump.

It's my intention to present the FY 2024 Budget in depth next month. I will work to get a copy to each commissioner by Friday, July 14th so you can have 4-5 days to review prior to the July 19th meeting.

ACTION PROPOSED: *No formal action necessary.*

The commissioners held discussion with Chief clarifying the increased expenses and ability to cover the costs.

ACTION ITEM: Staffing / Level Of Service (Chief's Report / Action Item)

DESCRIPTION: Two days before our last board meeting, I learned that we would likely lose another RFT FF / Medic in August. ENG Lohrke's courage and transparency are of immeasurable value, the latter allowing us to craft a plan that has the least impact on our people and our operations. It's nearly impossible, though, to explain all the permutations that need to be considered to maintain our current LOS. There are so many moving parts – departures, long-term injuries, employment classifications (RFT v. TFT v. PT / POC), relationships with outside agencies, CBA, financial, etc. – that come into play.

In short, with the clear indication of the BCAD intentions (5/30/23 meeting) for FY 2024, I would like the BoFCs to support *by action* our longstanding plan (to have 12 RFT and 2 TFT on 10/1/23) about seven weeks early. In other words, I would like to make SL Josh Fields a RFT employee effective the pay period that begins July 15, 2023. This action will allow me to react most nimbly to the possible RFT departure. If the aforementioned member elects to remain in Blaine County, we have simply taken good care of another member who will receive full benefits a couple of months earlier than anticipated.

ACTION PROPOSED: I am happy to explain my plan more completely in more detail in an executive session, as this does involve personnel matters (IC 74-206 (1) (a) and (b)). Subject to any discussion and / questions, I would ask for a roll call vote. **Formal action requested.**

The Commissioners held discussion with Chief and felt no need to utilize Executive Session for more details.

Executive Session: Cancelled – no need.

Commissioner Garman motioned to direct Staff to hire Josh Fields as the 12th Regular Full-Time employee effective the Pay Period beginning July 15th, 2023, Commissioner Baillet seconded the motion. **Roll Call Vote, Commissioners Baillet, Garman and Kavanaugh voted all in favor, motion carried.**

ACTION ITEM: MOU w/ KFD (Chief's Report / Action Item)

DESCRIPTION: The document is straightforward. Chief McLaughlin and I (with input from both Local Presidents) have developed this ability to exchange employee. The Ketchum City Council had it on their consent agenda last Monday afternoon. It has been approved.

ACTION PROPOSED: Subject to any conversation, I would ask for a roll call vote, directing signatures upon receipt from KFD. **Formal action requested.**

The commissioners held discussion with Chief clarifying shift staffing/expense details of the MOU. Cpt. Rune Haavik clarified details of payroll disparity between organizations and the recent WRFR/KFD Unions consolidation effort, now awaiting IAFF approval for the joining of the unions to one.

Commissioner Garman motioned to accept the MOU w/KFD and direct Commissioner Kavanaugh to sign the MOU when received signed by KFD, Commissioner Baillet seconded the motion. **Roll Call Vote, Commissioners Baillet, Garman and Kavanaugh voted all in favor, motion carried.**

ITEM: Swearing-In Ceremony – Hannes Thum (Chief’s Report)

DESCRIPTION: I’ve often shared about that first SWOT analyses that I did back in October / November 2019 – sitting down with thirty WRFR members to take the temperature of the organization. I occasionally visit that history – at 40,000 feet. It’s more enjoyable, though, when I get to do it at treetop level like this today. Beyond my query about strengths, weaknesses, opportunities, and threats, I typically ask two other questions – What would be the first thing you would do if you were the fire chief AND what do you hope to accomplish in your personal and professional life? It was that second question that I was truly curious about – was there any inkling in Hannes’ response four years ago that he might choose this pathway full-time sometime in the future. The short answer is NO. His reply was, “fulfilled in part-time (role) doing things in a culture he envisions.”

Hannes’ response, though, to that other question – about what he would do first as fire chief – provides some clarity. He suggested that we get people to, “feel like this is more than a job; grow the environment – it exists in pieces.” Hannes recognized early on that fire / EMS work is more than a job and he has played a big part in crafting the environment at WRFR that he hoped for. He does this all the time - Hannes was the very first person to sit down with me, less than two weeks into my time as the Interim Fire Chief to do that SWOT analysis. He frequently sends me emails of support or gifts me books he thinks I might like or stops by in the wee hours of the morning to shoot the breeze. I’ve learned that anyone that works to buttress the boss is doing it for everyone else, too.

Hannes is kind and inquisitive in all the right ways. It’s evident how and why he was so successful as a teacher. Speaking of...I am not sure how it resonated with your friends and co-workers at Community School when (after much deliberation) you decided to step into some nebulous future. To be clear – today wasn’t a certainty when you made that decision. I bet there was some scratching of heads. I really like when people make BIG life decisions that confuse those around them. I’ve done that myself a couple of times. It’s not (and never) about shock and awe, but rather the unseen and singularly felt pull in another direction. I am glad for us, for that.

ACTION PROPOSED: *No formal action necessary.*

Operations Chief Report:

•We are operating!

- 506 calls in 2023, 2.96 per day on average, 124% of three year moving average projects to ~1,207 calls in 2023. 88% of calls have been EMS.
 - For comparison, YTD calls in 2005 were 242, less than half of 2023.

•Vehicles

- **Backcountry rescue vehicle / utility squad**
 - Now at Hughes Fire to for center console, light bar, siren, radio wiring. Mobile radio deliveries are 4-6 months out (??) so tentative plan is to use vehicle for the summer with portable radios until the mobiles come in.
- **653 STILL in Boise**
 - Repair estimate for E653 is \$43,500. This vehicle is needed for at least another 15 years (ideally only ~5 more as first out and then as a reserve) so the work has to be done to operate safely; this will have to come from Capital.

The Commissioners held discussion with Ops Chief on the needed repairs and clarify future considerations of apparatus’s longevity, safety issues and utilization need for the next 10-15 years.

- **T682 response issue**
 - To emphasize our vehicle maintenance challenges, responding to the Valley Club the ladder truck suffered a semi-infrequent issue where it won't shift into high gear, necessitating pulling over and shutting the rig all the way down then restarting.

- **Stats for ESCI**

- All of our response data, apparatus response data, vehicle and station inventory data were generated and submitted to ESCI.
 - Rough estimate of 35–45-man hours to collect this data with Chief Bateman

- **ISRB**

- Water supply testing in full swing to be ready for ISRB rating this fall.
 - Plan is to flow test all pressurized hydrants and test all cisterns and dry hydrants this summer.
 - Off duty crews tested 85+ hydrants last week, knocking a lot of the pressurized systems off the list.

Commissioners held discussion clarifying locations tested and next locations of pressurized and larger static water sources to be tested.

- Auto Aid with HFD is being revisited with aim of having new agreement in place by the fall.
 - HFD & BFD have new auto aid agreement between them where the other agency will respond directly on all large incidents (same as before) but will be paged for and stand by at a South Woodside location for most other incidents (alarms, spills, MVCs etc.)

- **HFD / WRFR staffing**

- Each department has made available to the other their online daily staffing roster; a small step but step nevertheless in sharing and integrating more closely.

- **Mask fitting**

- Another step towards working together, WRFR borrowed KFD's SCBA mask fitting machine to verify that all members are using the mask that's best sized for their face and verify that they're donning procedures are leaving them with a good tight mask seal.

- **FF Thum**

- Hannes starts fulltime employment on June 27th with July 1st being his first set with B shift (his assigned shift).

Fire Marshal Report:

35 new building applications have come in so far compared to 46 at this time last year. Although we have fewer Building Permit applications this year compared to last year, the buildings that are being proposed are taking considerably more time to review because of difficult building sites. In addition, most of the submitted building permit applications are for much bigger residential buildings than we've seen in this District. Many applications require meetings with the developers and architects to ensure that Fire Code requirements are met before an application is filed for a building permit.

In addition, several subdivision Homeowners Associations have design review committees that require review and approval of building designs before owners can move forward with their applications. The design review committees often require an agency comment letter from me confirming that the proposed design meets Fire Code requirements, especially fire apparatus access requirements. Additionally, I have been reviewing plat amendments and other subdivision plans in our District for the Blaine County Land Use and Building Services Department.

While I am out and about in the District, I have been assessing water supply cisterns and dry hydrant hook-ups for damage from the past winter. Several cisterns have been damaged by snowplows and I have been contacting owners to have them repaired as soon as possible. Additionally, I have been testing some of the cisterns that are way out on the borders of our District so that when our crews start testing cisterns in earnest, they won't have to travel as far from our core areas. We are continuing to prepare for our upcoming rating assessment by the Idaho Survey and Rating Bureau and part of that process will be flow testing all our water supplies.

Commissioners discussed clarification of Marshal Elle's hand pump cistern testing process with Ops Chief.

I continue to work on projects as assigned and take care of Fire Marshal business as efficiently as possible. I have completed the data collection for an update to our website which should be completed soon. As we move into our busiest emergency call season, I look forward to assisting on emergency calls.

Commissioners complimented staff on work well done with the testing of water sources.

Old Business: None

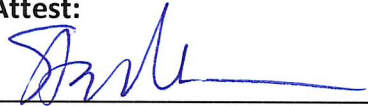
New Business: None

Any Other Business: None

Adjourn: Commissioner Garman motioned to adjourn the regular meeting and Commissioner Bailet seconded the motion for Adjournment at 3:46 pm. **Roll Call Vote, Commissioners Bailet, Garman and Kavanagh voted all in favor, motion carried, meeting adjourned.**

Meeting Adjourned.

Attest:



Stephanie Jaskowski, District Clerk

APPROVED:



Jay Bailet, Chairman



Steven Garman, Commissioner



Dennis Kavanagh, Commissioner

Date: 7/24/2023

Wood River Fire & Rescue – Accounts Payable Report
Register: Mountain West Operations Checking Account & Current Assets
From: 6/1/2023 to 6/30/2023:

Jun 30, 23

ASSETS	
Current Assets	
Checking/Savings	
1100 · Cash & Cash Equivalents	
1100.1 · Mtn West Checking	
1100.11 · Mtn West Sweep	120,886.11
1100.1 · Mtn West Checking - Other	<u>14,048.91</u>
Total 1100.1 · Mtn West Checking	134,935.02
1100.2 · Mtn West Reserve Ckng	6,011.82
1100.3 · LGIP - Operations	2,022,240.95
1100.33 · LGIP - Capital Funds	437,580.45
1100.4 · Petty Cash	<u>120.00</u>
Total 1100 · Cash & Cash Equivalents	<u>2,600,888.24</u>
Total Checking/Savings	2,600,888.24
Accounts Receivable	
1150 · Accounts Receivable	
1151 · Accounts Receivable, net	131,844.81
1152 · Property Taxes Receivable	<u>23,868.63</u>
Total 1150 · Accounts Receivable	<u>155,713.44</u>
Total Accounts Receivable	<u>155,713.44</u>
Total Current Assets	2,756,601.68



Stephanie Jaskowski, District Clerk

APPROVED:



Jay Bailet, Commissioner



Steven Garman, Commissioner



Dennis Kavanagh, Commissioner

DATE: 7/24/2023

WOOD RIVER FIRE & RESCUE

7/19/2023 10:40 AM

Register: 1100 · Cash & Cash Equivalents:1100.1 · Mtn West Checking

From 06/01/2023 through 06/30/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/01/2023	BASE	PERSI	-split-	M040	11,671.45		105,925.20
06/01/2023	CHOICE	PERSI	2400 · Payroll Liabiliti...	M040	2,461.39		103,463.81
06/01/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	15,294.74		88,169.07
06/01/2023	25380	AMAZON.COM	2200 · Accounts Payable		347.20		87,821.87
06/01/2023	25381	BIG WOOD FITNESS	2200 · Accounts Payable		375.00		87,446.87
06/01/2023	25382	BLUE CROSS OF I...	2200 · Accounts Payable		15,173.50		72,273.37
06/01/2023	25383	BOUND TREE ME...	2200 · Accounts Payable		404.95		71,868.42
06/01/2023	25384	CLEARWATER LA...	2200 · Accounts Payable		523.11		71,345.31
06/01/2023	25385	DELTA DENTAL	2200 · Accounts Payable		1,162.10		70,183.21
06/01/2023	25386	HENRY SCHEIN	2200 · Accounts Payable		445.49		69,737.72
06/01/2023	25387	IDAHO DEPARTM...	2200 · Accounts Payable		3,237.84		66,499.88
06/01/2023	25388	MCKESSON	2200 · Accounts Payable		70.08		66,429.80
06/01/2023	25389	NCPERS GROUP LI...	2200 · Accounts Payable		208.00		66,221.80
06/01/2023	25390	PICABO TOWER L...	2200 · Accounts Payable		900.00		65,321.80
06/01/2023	25391	SUN VALLEY AUT...	2200 · Accounts Payable		118.80		65,203.00
06/01/2023	25392	ZOLL MEDICAL C...	2200 · Accounts Payable		509.53		64,693.47
06/01/2023			1100 · Cash & Cash E...	Funds Transfer ...	35,206.79		29,486.68
06/01/2023			1100 · Cash & Cash E...	Funds Transfer ...	8,424.42		21,062.26
06/02/2023	AutoPay3	IDAHO POWER	E · ADMINISTRATIO...		360.90		20,701.36
06/04/2023			-split-	Deposit		130,317.50	151,018.86
06/05/2023			-split-	Deposit		48.10	151,066.96
06/07/2023	ACH	FIRST BANKCARD	2200 · Accounts Payable		1,920.88		149,146.08
06/10/2023	AutoPay1	CENTURY LINK	E · ADMINISTRATIO...	Station 1	240.31		148,905.77
06/13/2023	AutoPay3	INTERMOUNTAIN ...	E · ADMINISTRATIO...		197.09		148,708.68
06/13/2023			1100 · Cash & Cash E...	Funds Transfer...		70,000.00	218,708.68
06/14/2023	AutoPay1	INTERMOUNTAIN ...	E · ADMINISTRATIO...		68.47		218,640.21
06/14/2023	AutoPay2	INTERMOUNTAIN ...	E · ADMINISTRATIO...		106.99		218,533.22
06/15/2023	BASE	PERSI	-split-	M040	11,386.37		207,146.85
06/15/2023	CHOICE	PERSI	2400 · Payroll Liabiliti...	M040	2,483.25		204,663.60
06/15/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	15,229.00		189,434.60
06/15/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	183.20		189,251.40
06/15/2023			1100 · Cash & Cash E...	Funds Transfer...	9,155.99		180,095.41
06/15/2023			1100 · Cash & Cash E...	Funds Transfer...	34,762.15		145,333.26
06/15/2023			1100 · Cash & Cash E...	Funds Transfer ...	824.40		144,508.86
06/16/2023			-split-	Deposit		75,825.51	220,334.37
06/16/2023	ACH	C3 INTEGRATED S...	B · CONTRACTURA...		484.00		219,850.37
06/16/2023	25396	ATKINSON'S MAR...	2200 · Accounts Payable		188.16		219,662.21
06/16/2023	25397	BOUND TREE ME...	2200 · Accounts Payable		26.29		219,635.92
06/16/2023	25398	BUFFALO ELECTR...	2200 · Accounts Payable		874.32		218,761.60
06/16/2023	25399	COX COMMUNICA...	2200 · Accounts Payable		241.79		218,519.81

WOOD RIVER FIRE & RESCUE

7/19/2023 10:40 AM

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From 06/01/2023 through 06/30/2023

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Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/16/2023	25400	ES CHAT	2200 · Accounts Payable		118.82		218,400.99
06/16/2023	25401	FIRSTNET	2200 · Accounts Payable	287320825102	124.61		218,276.38
06/16/2023	25402	GEM STATE WELD...	2200 · Accounts Payable		325.00		217,951.38
06/16/2023	25403	GREAT AMERICA ...	2200 · Accounts Payable		93.00		217,858.38
06/16/2023	25404	LES SCHWAB	2200 · Accounts Payable		3,525.46		214,332.92
06/16/2023	25405	LL GREEN'S HARD...	2200 · Accounts Payable		37.94		214,294.98
06/16/2023	25406	O'REILLY AUTO P...	2200 · Accounts Payable		121.99		214,172.99
06/16/2023	25407	SATELLITE PHON...	2200 · Accounts Payable		67.19		214,105.80
06/16/2023	25408	SILVER CREEK	2200 · Accounts Payable		14.62		214,091.18
06/16/2023	25409	STRYKER MEDICAL	2200 · Accounts Payable		78.00		214,013.18
06/16/2023	25410	VALLEY COUNTR...	2200 · Accounts Payable	123811	620.64		213,392.54
06/16/2023	25411	WSCFF EMPLOYE...	2200 · Accounts Payable		550.00		212,842.54
06/16/2023	25412	ST LUKE'S MEDIC...	2200 · Accounts Payable		402.85		212,439.69
06/16/2023	25413	MICHELE PREUSS	2200 · Accounts Payable		200.00		212,239.69
06/16/2023	25414	UNITED OIL (Christ...	2200 · Accounts Payable		532.95		211,706.74
06/16/2023	25415	STATE FIRE IDAHO	2200 · Accounts Payable		57.00		211,649.74
06/20/2023			-split-	Deposit		48.10	211,697.84
06/21/2023	25416	COSTCO.COM	2200 · Accounts Payable		60.00		211,637.84
06/21/2023	25417	Jake.Chaney	2200 · Accounts Payable		405.90		211,231.94
06/21/2023	25418	JOSH.FIELDS	2200 · Accounts Payable		174.23		211,057.71
06/21/2023	25419	MCKESSON	2200 · Accounts Payable		316.45		210,741.26
06/21/2023	25420	MOUNTAIN FIRE S...	2200 · Accounts Payable		275.00		210,466.26
06/21/2023	25425	SARA.GRESS	2200 · Accounts Payable		203.50		210,262.76
06/22/2023	ACH	CITY OF HAILEY / ...	2200 · Accounts Payable		84.45		210,178.31
06/22/2023	ACH	CITY OF HAILEY / ...	2200 · Accounts Payable		45.31		210,133.00
06/26/2023	AutoPay1	IDAHO POWER	E · ADMINISTRATIO...		225.82		209,907.18
06/26/2023	AutoPay2	IDAHO POWER	E · ADMINISTRATIO...		62.73		209,844.45
06/26/2023	25426	Baillet, Jay T	-split-		319.46		209,524.99
06/29/2023	Base	PERSI	-split-	M040	11,339.80		198,185.19
06/29/2023	Choice	PERSI	2400 · Payroll Liabiliti...	M040	3,161.39		195,023.80
06/29/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	57.38		194,966.42
06/29/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	14,893.88		180,072.54
06/29/2023	AutoPay4	IDAHO POWER	E · ADMINISTRATIO...		16.04		180,056.50
06/29/2023	25428	WOOD RIVER FIR...	2400 · Payroll Liabiliti...	June 2023	1,317.42		178,739.08
06/29/2023	25429	CLEAR CREEK DIS...	2200 · Accounts Payable		113.30		178,625.78
06/29/2023	25430	CLEARWATER PO...	2200 · Accounts Payable		240.76		178,385.02
06/29/2023	25431	ERIN.GRIFFITH	2200 · Accounts Payable		550.28		177,834.74
06/29/2023	25432	IDAHO DEPARTM...	2200 · Accounts Payable		1,187.74		176,647.00
06/29/2023	25433	IDAHO LUMBER	2200 · Accounts Payable	2281	84.66		176,562.34
06/29/2023	25434	INTEGRATED TEC...	2200 · Accounts Payable		362.11		176,200.23

WOOD RIVER FIRE & RESCUE

7/19/2023 10:40 AM

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Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/29/2023			1100 · Cash & Cash E...	FT Payroll	33,113.70		143,086.53
06/29/2023			1100 · Cash & Cash E...	PT Payroll	9,821.51		133,265.02
06/30/2023			-split-	Deposit		1,670.00	134,935.02