

# SMITH VALLEY FIRE DISTRICT BOARD OF TRUSTEES

JANUARY 8, 2018 4:00 pm

## AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

READING OF PREVIOUS MINUTES/CORRECTIONS:

PUBLIC COMMENT

CLAIMS

7208 - Moved by \_\_\_\_\_ to pay bills of \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

7257 – Moved by \_\_\_\_\_ to pay bills of \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

TRUSTEE REPORTS/COMMENTS /COMMUNICATIONS

CHIEF'S REPORT: CHIEF BEICK

E.M.S. REPORT: CHIEF BEICK

OLD BUSINESS:

NEW BUSINESS:

STATION T.V. AND SERVICE (ROBERTS)

AUDIT PREPARATIONS (BERG)

INTERCAP FUND (BERG)

TRAINING REQUESTS:

ADJORNMENT:

# SMITH VALLEY FIRE DISTRICT BOARD OF TRUSTEES

# JANUARY 8, 2018 4:00 pm

## MEETING MINUTES

CALL TO ORDER: At 4:00 PM

PLEDGE OF ALLEGIANCE: All Participated

ROLL CALL: Chair Gillman, Sec. Berg, Trustees Roberts, Rupp and Saylor

READING OF PREVIOUS MINUTES/CORRECTIONS: Moved by Saylor to accept the minutes as written and posted. @nd by Roberts. Passed 5 to 0.

PUBLIC COMMENT : None

### CLAIMS

Fund 7208. Moved by Roberts to pay bills in the amount of 14,808.33. 2nd by Saylor. Passed 5 to 0

Fund 7257. Moved by Berg to pay bills in the amount of 10,911.39 2nd by Roberts. Passed 5 to 0.

TRUSTEE REPORTS/COMMENTS /COMMUNICATIONS: Berg commented on his conversation with the District Engineer for MDOT on the installation of a street light at Wettington Way and US 2. More to follow.

Gillman informed the Board of Trustee training sessions to be presented by the County on Feb.28. One session at 2:00PM and another at 6:00PM. He also reported that the District received 2 Thank You cards from citizens expressing the gratitude for fire responses to their property.

CHIEF'S REPORT: See Attached

E.M.S. REPORT: See Attached

OLD BUSINESS: None

### NEW BUSINESS:

STATION T.V. AND SERVICE: Roberts moved to spend up to 1,500.00 for a TV and up to 100.00 per month of satellite service for 4 years. 2nd by Rupp. Berg offered an amendment to limit the satellite service to 2 years. Rupp accepted the amendment. Passed 5 to 0

AUDIT PREPARATIONS: Berg explained the during FY 2017 the District's revenue was above the trigger point for an Audit as required by State Law. The Audit is to be performed by an Independent Auditor approved by the State. The Montana State Department of Administration - Local Government Services

Bureau provided a list of approved Auditors. Quotes will be sought to determine the Auditor that will be selected.

INTERCAP FUND: Berg moved to approve Resolution 2018 - 1 authorizing the County Treasurer to make the payment of 13,061.89 for the InterCap loan on the Fire Engine.

TRAINING REQUESTS: None

ADJORNMENT: 5:50PM

## **Chiefs Report: December 2017 Summary**

**Submitted: January 8, 2018 at 4:00 pm**

### **Calls for December 2017:**

NIFRS Incident Type Comparison Report:

- 1 MVA ALS
- 11 MVA BLS Red
- 4 MVA Non-Injury
- 2 Structure Fires
- 2 Chimney Fires
- 5 Automatic Fire Alarm
- 1 Grass/Brush Wildland
- 1 Traffic Control
- 1 Ice Rescue

**28 Total**

**Total fire related calls for 2017: 331**

34 calls in December 2016

Total fire related calls for 2016: 302

### **Narrative/Discussion:**

1. We have received \$1,940.20 for the Kenwood portable radio damaged on a fire. I am looking at ordering a different model of Kenwood portable radio. This model is smaller than the current Kenwood model that we are using but still allows for the programming that we need. The price also includes a belt clip, antenna, battery, and charger for each radio.

a) Price break down is as follows:

I. Order up to 5 radios = \$350.00 each or \$1,750.00

II. Order up to 6 radios = \$245.00 each or \$ 1,470.00

2. We received our Summary Report back from ISO. Our Community Classification is a 6/10. We previously were a 5/10. We are 2.7 points from being a 5/10 and we will be implementing an improvement plan within the next 12 months to retain our 5/10. I have spoken with Amanda from ISO and our biggest deficit in points comes from the water supply portion of the survey (flow testing and inspections of hydrants). We will be establishing a SOG for flow testing and inspections of the hydrant systems. I am also looking into how much purchasing the equipment will cost, and if we can contract with the home owner's associations to help cover the costs.

Other areas that we will be implementing improvements to are:

- a. New recruit training hours and tracking.
  - b. New and existing driver operator training and tracking
  - c. Fire Investigator Certifications for current Officers
  - d. Fire Prevention Training and implementing a program
  - e. Public Safety Programs and Community outreach programs
  - f. Pre-Incident Planning for our commercial/school buildings
3. Costco Card: Citi requires a primary officer on the account. This individual is responsible for any outstanding charges if the District were to go under. Rod is looking into alternatives.
  4. I would like to enclose in the upstairs above the hose room and set it up as training room for second story search and rescue, second story entry, and victim removal. Quote for materials to complete the project is: \$2500.00-\$3000.00.

**Station 91:**

Nothing new to report.

**Station 92:**

Nothing new to report.

**Apparatus and equipment needs:**

933:

Nothing new to report. Still researching a new 4-gas monitor.

981:

Will need to have the batteries replaced.

Appliances:

Composing a list of needed essential equipment for both wildland and structure. There are several items that we should purchase that will help with improving our ISO points as well.

### **Staffing and Recruitment:**

We have 2 new recruits that will be joining our membership this month:

Robert Paulsen  
Ryan Hargrave

Bryce Hull has rejoined our membership effective 1.2.18. He now has a degree in Fire Science, obtained his EMT license, FF II, Advanced Wildland FF, and has Hazmat Operations.

Our website and face book page are continuously updated to reflect that we are always looking for volunteers.

### **Training Summary for December 2017:**

12.5.2017      Structure Fire Initial Attack, hose deployments, engine/tender operations –  
                    Captain Brower, FF Hinkley, and Chief Beick

12.7.2017      Task Book Training – Driver Operator - Captain Brower

12.12.2017     No Training – Holiday Dinner

12.15.2017     Task Book Training – Apparatus/Equipment Familiarization – Captain Brower

12.19.2017     4 Gas Monitor/Toxic Gasses - KFD Chief Jon Campbell

12.26.2017     No Training – Holidays

### **Training Requests:**

None at this time.

Submitted: Amy Beick, Fire Chief

**EMS Report: December 2017 Summary**

**Submitted: January 8, 2018 at 4:00 pm**

### **Calls for December 2017:**

NIFRS Incident Type Comparison Report:

- 10 Medical ALS
- 11 Medical BLS Red
- 7 Medical BLS Yellow

- 1 MVA ALS
- 11 MVA BLS Red
- 2 Structure Fire
- 1 Ice Rescue

**43 total Calls**

36 calls December 2016

13 Transports and 1 Intercept December 2017      10 Transports and 0 Intercepts December 2016

**2017 Year Totals:**

383 Total medical related      156 Transports      8 ALS Intercepts      1 Interfacility

**Narrative/Discussion:**

1. We have received a total of \$12,101.87 from payments through Pintler Billing during December. This total includes insurance, Medicare, Medicaid, and patient payments. Patient adjustments were \$14,772.35 for December. We billed \$13,596.80 during the month of December. We currently have \$56,343.44 in A/R. This includes insurance, Medicare, Medicaid, and patient responsibilities. This amount does not include our patient accounts that have been sent to collections.
2. Calendar year end totals: Jan. – Dec. 2017.
  - a) Charges: \$259,570.05
  - b) Adjustments/Bad Debt: \$114,917.31
  - c) Total Payments: \$80,143.68
  - d) Average Charge/Transport: \$1,577.34
  - e) Average Revenue/Transport: \$492.78
3. We have \$17,240.63 currently active in collections.
4. We have no past due patient accounts from Pintler asking if we want to pursue with collections or write off.

5. We will be receiving \$12,649.00 from the county EMS distribution this month.

6. Benefits for staff:

- a) Retirement – PERS – Continuing to work on a questionnaire to see if we qualify.
- b) Medical benefits went into effect January 1, 2018
- c) The rough draft for the Annual Leave for Salary Employees was emailed out for everyone to review. The medication paragraph was added to the Medical Clearance section of the sick leave SOP.

7. We had an ALS Intercept with Bigfork Fire in December. The ALS Intercept agreement is already signed by Bigfork.

**Staffing and Recruitment:**

Bryce is currently taking some orientation shifts. Depending on call volume, I am hoping to have him on the schedule by March as a PRN on call FF/EMT.

Still working on more on call Paramedics and EMTs.

Our website and face book page are continuously updated to reflect that we are always looking for volunteers.

**Apparatus and equipment needs:**

Nothing new to report.

**Training Summary for December 2017:**

12.11.2017 KRMCM Run Reviews (Stop the Bleed) – On of our trauma cases was used as the example for the Stop the Bleed class that KRMCM held.

**Training Requests:**

None at this time.

Submitted: Amy Beick, Fire Chief