

FEBRUARY 12, 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:

AUDIT PREPARATIONS (BERG)

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS (GILLMAN/CHIEF BEICK)

TRAINING REQUESTS:

ADJORNMENT:

SMITH VALLEY FIRE DISTRICT BOARD OF TRUSTEES

FEBRUARY 12, 2018 4:00 pm

MEETING MINUTES

CALL TO ORDER: At 4:00 pm

PLEDGE OF ALLEGIANCE: All Participated

ROLL CALL: Vice Chairperson Roberts, Sec. Berg, Trustee Saylor

READING OF PREVIOUS MINUTES/CORRECTIONS: Moved by Berg to approve the Minutes of 1/8/2018 as posted. 2nd by Saylor Passed 3 to 0.

Moved by Saylor 2nd by Berg to approve the minutes of the special meeting of 2/8/2018.

PUBLIC COMMENT None

CLAIMS

7208 - Moved by Berg to pays bill of 17,042.44. 2nd by Saylor. Passed 3 to 0

7257 – Moved by Saylor to pay bills of 8,965.75. 2nd by Berg. Passed 3 to 0

Trustee Rupp arrived.

TRUSTEE REPORTS/COMMENTS /COMMUNICATIONS: Four Thank You letters were received along with donation checks for services provided.

CHIEF'S REPORT: See Attached

E.M.S. REPORT: See Attached

During the E.M.S. report the decision was to forward 4 invoices to a collection agency as per SVFD Policy.

OLD BUSINESS: None

NEW BUSINESS:

AUDIT PREPARATIONS: Sec Berg introduced Tony Vanorny, CPA. Who is the director of Audit ad Accounting for JCCS of Kalispell.

He presented a over view of the audit process and confirmed the timeline for the project to proceed and gathered some basic information for preparing the contract for submittal to the State. As well as an engagement letter with the Fire District.

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS: At 5:30PM an executive session was called to discuss two personnel problems. Returned from the executive session at 5:55 PM

TRAINING REQUESTS: None

ADJORNMENT: at 6:00PM.

**Chiefs Report: January 2018 Summary**  
**Submitted: February 12, 2018 at 4:00 pm**

**Calls for January 2017:**

NIFRS Incident Type Comparison Report:

- 6 MVA BLS Red
- 1 MVA Non-Injury
- 1 Structure Fire (Mutual Aid)
- 1 Automatic Fire Alarm
- 1 CO Alarm
- 1 Gas Oder
- 1 Animal Rescue
- 1 Illegal Burn

**13 Total**

20 calls in January 2017

**Narrative/Discussion:**

1. Kenwood portable radios have been purchased and prograded.
2. We are ready to order the building supplies for the training room project. We were able to get a discount through WBC for the siding. Requesting a check for the initial delivery of supplies.
3. Our improvement plan for ISO has been submitted and approved. We have until 12.18 to make the proposed improvements and submit in the required documents. Our biggest hit in points comes from the water supply portion of the survey (flow testing and inspections of hydrants). The estimate cost to purchase the equipment to perform the flow testing is \$850.00. I would like to purchase the equipment and begin flow testing this spring/early summer.
4. Robin has been moved into the spare desk in the Officer's office. We will continue to keep the checks that need to be signed, board member documents, and any communications in the small room off of the training room.
5. 6 month budget update: 7208 at 64%, 7257 at 62%.

**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:

Holding off on composing a list of needed essential equipment for both wildland and structure until after the audit.

**Staffing and Recruitment:**

Nothing new to report.

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

**Training Summary for January 2018:**

- 1.9.2018      Structure Fire Engine Pump Operations/Small Engine Operations – Captain Brower, FF Peine, and Chief Beick
- 1.16.2018    Scene Size Up/Radio Communications – Chief Campbell
- 1.20.2018    Task Book Training – Apparatus/Equipment Familiarization
- 1.23.2018    Cold Weather Pump Operations/Chain Applications - Lieutenant Flickinger, FF Peine
- 1.30.2018    CAD Updates and New Responses – Chief Beick

**Training Requests:**

None at this time.

Submitted: Amy Beick, Fire Chief

**EMS Report: January 2018 Summary**

**Submitted: February 12, 2018 at 4:00 pm**

**Calls for January 2018:**

NIFRS Incident Type Comparison Report:

- 5 Medical ALS
- 17 Medical BLS Red
- 3 Medical BLS Yellow
- 6 MVA BLS Red

**31 total Calls**

20 calls January 2017

9 Transports and 1 Intercept January 2018      8 transports and 0 Intercepts January 2017

**Narrative/Discussion:**

1. We have received a total of \$7,596.98 from payments through Pintler Billing during January. This total includes insurance, Medicare, Medicaid, and patient payments. Patient adjustments were \$9,365.35 for January. We billed \$17,348.60 during the month of January. We currently have \$56,979.71 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. We have \$17,240.63 currently active in collections.
3. We have 5 past due patient accounts from Pintler asking if we want to pursue with collections or write off.
4. We will be receiving \$12,649.00 from the county EMS distribution in February.

5. The ALS Intercept agreement has been returned from Libby Ambulance as well as the payment.

**Staffing and Recruitment:**

Nothing new to report.

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:**

921:

Replaced a broken sway bar bracket and batteries.

**Training Summary for January 2018:**

No Training

**Training Requests:**

None at this time.

Submitted: Amy Beick, Fire Chief