

**SEELEY LAKE RURAL FIRE DISTRICT**  
**REGULAR BOARD MEETING 6:00PM FIRE HALL**  
**MEETING DATE:** December 18, 2018  
**MINUTES FOR:** November 20, 2018

**MINUTES OF THE BOARD MEETING**

**PRESENT**

Scott Kennedy, Chair

Connie Clark

Rita Rossi

Dave Lane, Fire Chief

Lynn Richards, District Administrator

**ABSENT**

Gary Lewis, Vice Chair

Rachel Jennings, Secretary

**I. REGULAR MEETING CALL TO ORDER/ROLL CALL:**

Scott Kennedy called the meeting to order at 6:00 p.m. Three trustees were present along with the Fire Chief and District Administrator.

**II. MINUTES:**

Connie Clark made a motion to approve the September 18, 2018 board minutes. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

There were no October 16, 2018 minutes as that meeting was cancelled due to not having a quorum.

**III. VISIT WITH GUESTS/PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA/CORRESPONDENCE:**

Department volunteer present was Michael Richards; community member present was Shirley Goudzwaard and Andi Bourne with the *Pathfinder*.

There was no public comment made at this time.

**IV. FINANCIAL REPORT AND APPROVAL OF WARRANTS:**

Rita Rossi made a motion to approve the September 2018 financial report in the amount of \$29,992.78. Connie Clark seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

Connie Clark made a motion to approve the October 2018 financial report in the amount of \$46,132.80. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

**V. REPORTS:**

- 1. Call Volume** – Chief Lane reported there were 31 calls in September 2018 compared to 25 in September 2017. There were 23 calls in October 2018, compared to 28 in October 2017. Total calls for 2018 through October is 221 compared to 278 in 2017.
- 2. Recruitment** – Chief Lane stated a past member turned in their application to join the auxiliary. There are several applications out which have not yet been returned.
- 3. Grants** – Chief Lane reported he applied for a grant through the Rural Hospital Preparedness Group to be reimbursed for educational EMT courses but was denied as they stated the department didn't meet the requirements. Also applied, in mid-October, for the Assistance to Firefighters Grant for \$75,000 to have an exhaust system installed in the apparatus bays. Recently, the department responded to a structure fire which was a learning experience as far as policies, procedures, practices and equipment needed. In the after action review, it was

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suggested to have a more formalized rehab station during the fire which will require some additional equipment, so Chief Lane is working on a grant with the Firefighters Support Foundation for \$6,000 to get a pulse oximetry unit (RAD57) which will not only monitor the oxygen levels in one's body but also the carbon monoxide levels as well. The department was also awarded a Mobile Data Terminal Tough Book for the ambulance through the State EMS Grant.

**4. SCBA Update** – Chief Lane reported the project is 98% complete; still need five more bottles switched out. The cost has been \$7,500 to date where the original project was budgeted for approximately \$30,000. The cost for the remaining bottles should be approximately \$2,300.00.

**5. Updates /Actions** – Chief Lane reported on the following:

- At the last meeting there was discussion where Chief Lane felt the district was being taken advantage off. Since then, Chief Lane has met with several vendors and discussed misunderstandings, hurt feelings etc. A billing process through the district's billing company has been added which allows the district, by the Fire Recovery Act, a Federal program, for insurance companies to reimburse fire departments for fire department responses (other than medical). It's part of one's homeowner's insurance where there is no deductible for it. The insurance company will be billed not the homeowner and this last structure fire will test the new billing process.
- Also from the structure fire after action review, there have been some requests for some equipment which the members felt was needed and have since been acquired like simple tools etc.
- Through the district's good relationship with Bozeman Fire Department, who was going through some changes, gave the department approximately 30 rolls or 1500 feet of hose (1-3/4") which was tested and certified this past spring along with several nozzles, adapters and other appliances that went along with the hose. Feel very fortunate for their donation which saved the district approximately \$4,000.00.
- Also identified through the after action review some training opportunities. The department's training officer has a good program in place where he and the Chief talk every month to facilitate using the department's experiences into the monthly trainings to keep moving forward and help the department grow and is working well.

**6. Membership Report** – Volunteer member Michael Richards stated there was nothing new to report on.

#### **VI. OLD BUSINESS:**

**1. District Operations Manual/SOPs** – Chief Lane submitted for review the Infection Control and Safe Haven SOPs. A lot of these different programs such as the Infection Control, Respiratory Protection and Fitness programs play into receiving grant funding. Up for approval from the September meeting is EMS 3 Treat at Scene, EMS 4 Billing Treat at Scene Medical Calls and EMS 5 EMS Ride-Along Program. Rita Rossi made a motion to approve EMS3, 4 &5. Connie Clark seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

#### **VII. NEW BUSINESS:**

**1. (No New Business Was Discussed)**

#### **III. NEXT MONTH AGENDA ITEMS:**

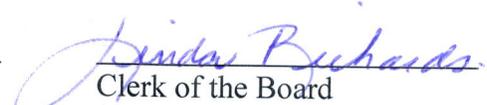
Reports; District Operations Manual/SOPs Approval

#### **VIX. ADJOURNMENT/NEXT MEETING:**

Upon motion duly seconded, the meeting adjourned at approximately 6:18 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, December 18, 2018.

Approved:

  
Chair of the Board

  
Clerk of the Board

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