

SEELEY LAKE RURAL FIRE DISTRICT
REGULAR BOARD MEETING 6:00PM FIRE HALL
MEETING DATE: March 19, 2019
MINUTES FOR: January 15, 2019

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 6:02 p.m. Three trustees were present along with the Fire Chief and District Administrator.

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

II. MINUTES:

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

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

There was no public comments nor any correspondence to report on.

IV. FINANCIAL REPORT AND APPROVAL OF WARRANTS:

Connie Clark made a motion to approve the December 2018 financial report in the amount of \$19,554.40. 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 22 calls in December 2018 compared to 30 in December 2017. Total calls for 2018 through December is 261 compared to 332 in 2017.
2. **Recruitment** – Chief Lane stated he speaks with people daily; there are several applications that haven't been returned. One new application was turned in a couple of days ago and will be interviewing this applicant in the next couple of days. Inactive members have been removed from the roster.
3. **Grants** – Chief Lane reported he's still waiting to hear if the AFG Grant was awarded to the district; may be a few more months before we find out.
4. **Updates /Actions** – Scott Kennedy stated he's granting Chief Lane as an authorized user for the Capital One Credit Card Account with a limit of \$500 as Lynn is the only user on the account. There was no objections from the trustees.

Chief Lane reported on the following:

- The foundation and the district shared a purchase to obtain an identification card printer as a lot of businesses carry promotions to give first responders discounts and the membership had no proof of being on our department so it was agreed to share the expense which was approximately \$200 each.

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- There's been some IT issues; the conference room computer had to be replaced and has been updated with different security and access which the new policy for tonight's approval addresses.
- Chief Lane will be attending in February a legislative meeting regarding the Federal Heart/Lung Bill which many states are including this in their work comp policy. Montana is one of six states which does not participate. This bill protects the police and fire department's members from heart & lung illnesses and injuries which benefits the families. If a firefighter has a heart attack and dies while on duty, the spouse will receive a large federal benefit. Since Montana doesn't participate, the unions have gotten together to create this legislative argument that the state should become a participant in this bill. It's been brought before legislation before but died early because it didn't have enough information. Chief Lane came from a state which does participate so he has a lot of information.

5. Membership Report – Volunteer member Michael Richards stated there was nothing new to report on except there's been increased turnouts for trainings.

VI. OLD BUSINESS:

1. District Operations Manual/SOPs – Chief Lane submitted one SOP, ADMIN 15 – Drug & Alcohol Free Workplace for review and approval for next month's meeting.

The two SOPs for approval tonight are OPS Training 11 – Gym Membership and ADMIN 14 – Information Technology. Connie Clark asked for more information on the gym membership. Chief Lane stated he budgeted for this and it's part of the Heart/Lung bill where a requirement is for a department member to make the attempt to be fit. There are gym and district requirements for the members to meet in order for the district to pay for the membership. This will coincide with yearly physicals as well which Chief Lane is working with the medical center to provide. In applying for the AFG Grant, one of the questions were if the department had a wellness program, so it's important to implement these policies. We want our members to be healthy and we want our department to set the standard for the state. Chief Lane stated while attending the Montana State Fire Chief's Association conference, one of the questions asked was how many departments had a respiratory protection program and our department along with another were the only ones in the state that has one.

After further discussion, Rita Rossi made a motion to approve OPS Training 11 & ADMIN 14 SOPs. Scott Kennedy seconded the motion. Voting by voice, motion passed with Connie Clark abstaining as she was absent at the last meeting and hasn't reviewed them.

VII. NEW BUSINESS:

1. (No New Business Was Discussed)

III. NEXT MONTH AGENDA ITEMS:

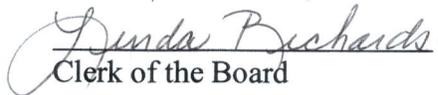
Reports; District Operations Manual/SOPs Approval

VIX. ADJOURNMENT/NEXT MEETING:

Upon motion duly seconded, the meeting adjourned at approximately 6:20 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, February 19, 2019.

Approved:


Chair of the Board


Clerk of the Board