

SEELEY LAKE RURAL FIRE DISTRICT
REGULAR BOARD MEETING 6:00PM FIRE HALL
MEETING DATE: September 17, 2019
MINUTES FOR: July 16, 2019

MINUTES OF THE BOARD MEETING

PRESENT

Scott Kennedy, Chair
Gary Lewis, Vice Chair
Connie Clark
Rita Rossi
Dave Lane, Fire Chief
Lynn Richards, District Administrator

ABSENT

I. PLEDGE OF ALEGIANCE:

Chief Lane led everyone in the Pledge of Allegiance.

II. REGULAR MEETING CALL TO ORDER/ROLL CALL:

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

Also in attendance was fire department member Michael Richards. Community member Shirley Goudzwaard and Andi Bourne with the *Pathfinder* arrived at approximately 6:03 p.m.

III. MINUTES:

Gary Lewis made a motion to approve the June 18, 2019 board minutes. Connie Clark seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

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

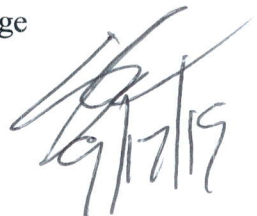
There was no public comment made at this time. Correspondence included an email from Sarah Bell, Community Engagement Coordinator, Board of County Commissioners and Communications & Projects stating all open positions within the county districts.

V. FINANCIAL REPORT AND APPROVAL OF WARRANTS:

Connie Clark made a motion to approve the June 2019 financial report in the amount of \$24,439.89. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

VI. REPORTS:

- 1. Call Volume** – Chief Lane reported there were 25 calls in June 2019 compared to 19 in June 2018. Total calls for 2019 is 132 compared to 104 in 2018. Volume for 2019 is up 26%.
- 2. Recruitment** – Chief Lane reported the department has a new cadet, John Homen's daughter, Beth. John will be one of the program leaders. Cadet policy and procedures have been established to run this program with great accountability. The department was at Camp Paxson today visiting campers with the Law Enforcement Youth Camp where it was conveyed that joining fire services opens a lot of doors and talked about recruitment. Chief Lane also designed a new recruitment flyer which will be published in the "Pathfinder."
- 3. Grants** – Chief Lane reported that according to the AFG website, the results of the AFG Grant will be coming soon. Still waiting on the results on the next VFA grant cycle along with the Assistance to Firefighters grant for the \$6,000 pulse oximetry unit; this grant is a rolling grant and could take up to a year for results.



4. Updates /Actions – Chief Lane stated he would like to make the meeting packets available a week earlier so meeting material can be reviewed ahead of time. Board members agreed.

5. Membership Report – There was nothing new reported.

VII. OLD BUSINESS:

1. District Operations Manual/SOPs – Gary Lewis made a motion to approve ADMIN 20 Administrative Fees; ADMIN 21 Request for Incident Reports and ADMIN 22 Release of Medical Information. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

2. Final Budget Approval – Gary Lewis requested that employee pay raises be put on next month's agenda. Gary Lewis made a motion to approve the budget with corrections made. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

VIII. NEW BUSINESS:

1. Board Officer Election – Rita Rossi made a motion to nominate Scott Kennedy as Board Chair. Gary seconded the motion. Voting by voice, motion carried with none opposed or abstaining. Connie Clark made a motion to nominate Gary Lewis as Board Vice-Chair. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposed or abstaining. Connie Clark made a motion to nominate Rita Rossi as Board Secretary. Gary Lewis seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

2. Fire Billing Resolution – Chief Lane reported the district is preparing to transition to a different billing company. The first thing needed is a public statement or resolution for just fire billing which is in the packet. The district will officially be billing insurance companies to recover services provided for fire rescue type incidents which every department is entitled to. EMS billing rates have already been established and published so there are no changes. Exhibit A of the resolution explains the mitigation rates for different fire/rescue type incidents which are based on national averages. The department will also be receiving training from the new billing company regarding narrative writing. Communications are expected to be much better and more transparent.

Gary Lewis questioned what services were provided by tax revenues. Chief Lane stated tax revenue covers maintenance on the fire hall, equipment, wages & benefits but not for the on-scene services rendered.

Shirley Goudzwaard questioned if the district has thought about having paid EMTs on-call so there would always be an EMT available to respond. Chief Lane stated the district is thinking about doing that but it will take substantial funding along with a minimum of three people to provide 24/7 care. The district is pursuing other avenues to increase revenue to provide more service but it's going to take time and the district doesn't want to burden the community with a higher tax burden. So much of the call volume is from visiting guests and it's not fair for the community to pay for them.

At 18:36, Trustee Gary Lewis asked to be excused as he was late to attend another commitment.

After further discussion of different kinds of fire & EMS scenarios, Rita Rossi made a motion to approve Resolution Number One-2019. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

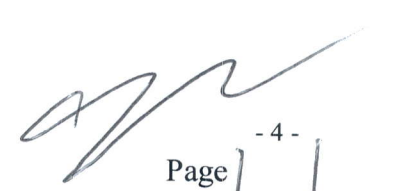
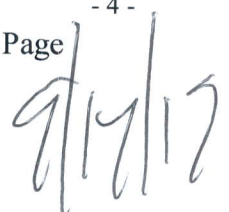
IX. NEXT MONTH AGENDA ITEMS:

Reports; District Operations Manual/SOPs, Employee Pay Raises

X. ADJOURNMENT/NEXT MEETING:

Upon motion duly seconded, the meeting adjourned at approximately 6:44 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, August 20, 2019.

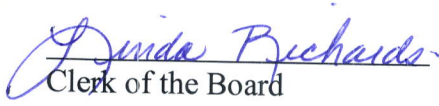
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Approved:



Chair of the Board



Clerk of the Board



9/17/19