

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

Phone (208) 922-1144 Fax (208) 922-1135

Minutes of Commissioners Regular Meeting September 9, 2020

APPROVED: _____ **REVISED:** _____ (see revised version)

Chairman Bud Beatty called the meeting to order at 1:00 pm in the meeting room of Kuna Fire Station #1.

Present were Commissioners: Bud Beatty, Greg McPherson, Tim Crawford and Randall Feaster. Commissioner Mike Smith arrived at 1:06pm. Also present were Fire Chief Phil Roberts, White Peterson Attorney William Gigray, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

Comm. Crawford moved to accept the agenda as printed and posted. Comm. McPherson seconded the motion, motion passed with a unanimous voice vote.

Approval of Minutes: Comm. McPherson moved to approve the Regular Meeting Minutes of August 12, 2020. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: VFIS Annual Renewal – Brad Verigan

Mr. Verigan went over our policy with VFIS. The board asked to increase our Kenworth Tanker from \$200,000 to \$300,000. The initial renewal for 2021 will be \$13,763, however, that will increase with the Tanker value change.

Financial Reports Presented by Hinkle: Comm. Smith moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of \$211,973.56 for the District for payment of bills and payroll as presented. A disbursement of \$0 for the Association for payment of bills. Comm. McPherson seconded the motion, motion passed with a unanimous voice vote.

Purchase Orders over \$1,000:

Purchase Order 2020-03 – Chief is requesting \$2,500 for (16) high angle/water rescue helmets and new flotation vests, rope bags and life preservers.

Comm. Smith made a motion to approve Purchase Order 2020-03 for \$2,500. Comm. McPherson seconded the motion, motion passed with a unanimous voice vote.

Purchase Order 2020-04 – Chief is requesting \$6,100 for workout equipment from the CS Beef Donation. Matt Coffelt has provided the Chief with a list of items. The equipment will be in the bay once it is cleaned out. The large items would be an air bike and a rowing machine. The full list was not sent to the board with the PO.

Commissioner Crawford stated we need to be careful with free weights and needing an approved work out plan. We are held liable if someone is injured during a workout. Maybe more cardio instead of heavy weights.

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Chief agreed 100% because he has seen a lot of knee and shoulder injuries from working out. They will not be throwing up weights, they will only be used for carrying and won't exceed 50lbs.

Commissioner Crawford stated that it will take the crews also continuing their fitness outside of that station because 2 days will not get them in shape. They are required to have a level of fitness to do their job. It should be about maintaining at the station and not building due to the liability.

There is not anything in their CLA that states they have to workout or have a minimum requirement for fitness.

Commissioner Crawford suggested that Matt Coffelt comes up with a program and it is double checked by Dr. Hilvers so it takes the liability off of Matt.

Commissioner Smith suggested that we put an annual program in place.

Chief stated that he has had physical fitness trainers, not cross fit in previous departments he was at. It would take some additional upfront cost, but we could potentially use the money in our training budget to get one person trained per shift.

Commissioner Smith stated that he is in favor of workout equipment, but we need to have a program in place. We do not need another crew member out for 8 months because he blew out a shoulder because he flipped a ladder.

Commissioner Smith made a motion approving 2020-04 for \$6,100, however, all heavy/free weights cannot be used until a program has been approved and in place. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Summary of Correspondence: The items were emailed to the board. The board had no comments or questions.

Staff Reports:

Chief Report – by Phil Roberts: Chief Roberts reported that we are 57.2% expended in our budget. 1172 incidents as of today, with 727 EMS calls. The department was slow during COVID, with no significant changes. We finished a 14-day deployment and they asked the district to stay another 14 days. Full time employees will be given the opportunity to go before our part-time and volunteers. The district will receive \$78 per hour for our Brush Truck, so we should get around \$65,520 for a 35-day deployment. There have been a couple of repairs, but they repair it on scene, we just pay for the parts. TJ is being requested to be a Task Force Leader in California. He will be doing training while down there and the district will send a 4th person down to replace TJ. Asphalt repair was completed.

Local 4165 - Full Time Firefighter Report: Matt Coffelt attended but nothing to report.

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Association Report: None

Attorney Report: Gigray reported the Impact Fee Agreements were sent to Ada Co. and Canyon Co. He has also continued to work with the Chief on language for the remodel.

Officer of Administration Report by Krystal Hinkle: Hinkle reported everything is on the agenda.

Administrator of Impact Fees by Krystal Hinkle: Hinkle reported that the current fund totals \$1,252,085.63 thru July.

Old Business:

State Fire Commissioners Report: Nothing to report.

Ada County City EMS System (ACCESS) Update:

Board to Authorize the Chief to Approve and Implement the ACCESS Policy for Patient Transport – Chief reported there was a meeting, but he was not able to attend.

RFP for Station 1 Design: Chief indicated White Peterson put language together for the RFQ. The Chief failed to provide a copy to the Board and the Officer of Administration due to a miscommunication.

The RFQ allows us to choose qualified contractors to bid on our project.

Commissioner Smith made a motion to approve the RFQ Publication, with a deadline of 1:00pm on 10/14/2020 and directing the Secretary to publish it on 9/16 and 9/23.

Commissioner Feaster seconded the motion, motion passed with a unanimous voice vote.

New Business:

Discuss and Consider the Proposal for an Ambulance Analysis: Chairman Beatty allowed this item on the agenda because we have two new board members. Chairman Beatty indicated that the district's plan was to continue the ambulance since it is already in our budget and 10-year plan. We were able to hire 3 new personnel this year and our commitment was to never have lay offs and we need the extra revenue from the ambulance to keep that commitment. Commissioner Smith stated that everyone who is hired knows that we have an ambulance, but they want to change things when they come here. If also stated that if he is to have a heart attack, he wants an ambulance to show up. If he has a hay fire, he does not care if it burns. Commissioner Crawford agrees that we need to keep the ambulance.

Chairman Beatty stated that he has had informal discussions with Ada Co. personnel, and they are not willing to commit a full-time station until the population is over 50k. The district is providing a benefit that Ada Co. cannot provide at this time and it is extra revenue for our district.

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Chairman Beatty said he is willing to have more discussions if anyone sales had anything to say. Nothing was said and the topic was dropped.

MOU – Local 4165 – Comp Leave - Mobilization: Chief would like clarification for the Mobilization Comp Leave in the current CLA. Currently, the union members can convert OT to Comp Time. However, when mobilized/deployed, they will not reimburse the district if we allow them to convert OT to Comp time. That is for those covering at the station and those on deployment.

Union President Coffelt agreed with the changes.

Commissioner Smith made a motion approving the Chairman to sign the MOU related to Comp Time Mobilization. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Amending District Policy Code Title 4 – Fire District

Chief: Commissioner Smith made a motion approving Resolution 2020-29 modifying Title 4. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Amending District Policy Code Title 7– Wages/Benefits:

Commissioner Smith made a motion approving Resolution 2020-30 modifying Title 7. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Amending Title 23 – Annexation Application:

The district encountered an issue with Ada County with our last annexations. The statute states that the hearing must take place within 30 days of receiving the petition or get approval from the petitioner to allow up to 180 days. Our current application indicates 30 and not 180 days. Since the board only meets once per month, the application will now state it could take up to 180 days so we are in compliance with the statute.

Commissioner Smith made a motion approving Resolution 2020-31 modifying the application in Title 23. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Workforce Innovation and Opportunity Act with DOL:

The DOL contacted the district asking if we would participate in their Workforce Innovation program. The program is for minors that are going through the GED process but need on the job training for their career. The DOL pays their wages and Work Comp.

The Chief does not want a minor at the station. There are needles and minimal narcotics laying around. We do not have anyone who can watch the individual if they crews are out on a call.

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Commissioner Smith made a motion declining participation in their Workforce Innovation and Opportunity Program. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Mutual Aid Renewal with Ada Co. EMS District, Agreement 13088-2-20:

Commissioner Smith made a motion approving the renewal of Agreement 13088-2-20 with Ada Co. Commissioner Crawford seconded the motion, motion passed with a unanimous voice vote.

Executive Session of the Board of Commissioners: Chairman Beatty made a motion to go into executive session. Commissioner McPherson seconded the motion. The Commissioners, upon a unanimous roll call vote, went into the Executive Session, pursuant to Idaho Code Section 74-206 (1) (b) and (f) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and to communicate with legal counsel for the Fire District to discuss the legal ramifications of and legal options for pending litigation. The executive session commenced at 2:40 p.m. In attendance were all the members of the Board of Commissioners, legal counsel Wm. F. Gigray, III, Chief Roberts and Sec. Hinkle. Information was then exchanged among the Commissioners in attendance, Wm. F. Gigray, III, Chief Roberts and Sec. Hinkle regarding the subject matters of the executive session. At 3:10 p.m. a motion was then made by Commissioner Crawford and seconded by Commissioner McPherson, to come out of executive session which motion passed unanimously.

Open session resumed at 3:10 p.m, and Chairman Beatty reported that information was received in relation to the announced purposes for going into executive session and no action was taken by the Commissioners.

New Business Continued:

Discuss and Consider Chief Wages and Benefits – The board asked the Chief and Sec. Hinkle to bring forward their proposals and resolutions in November for 2021 changes.

Commissioner Open Discussion – Chief reported that an employee backed into an awning and the quote came in at \$2700.00. The Chief will be contacting VFIS to file a claim.

Commissioner McPherson moved to adjourn the meeting. Commissioner Crawford seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 3:20 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman