

# RED, WHITE & BLUE FIRE DISTRICT

## Regular Meeting

### of the BOARD OF DIRECTORS

Time: 3:00 pm

Date: Thursday, July 23, 2020

#### 1.0 **Call to Order**

The regular meeting of the Board Directors was called to order at 3:00 p.m. by Board President Jim Brook.

#### 2.0 **Roll Call**

Jim Brook X (phone\*)

Dean Lippert X

Rich Rafferty X (phone\*)

Ken Wiegand X (phone\*)

Dr. Randy Nations X

District Attendees – Fire Chief Keating, Deputy Chiefs Nelson and Hoehn, EMS Chief Levi, Finance Officer Johnson, Human Resources Seidler, Capt. Caldwell. Jessica Johnson served as recording secretary.

Citizens Attending – Arch Gothard, Deb Keating (phone), Teresa Perkins (phone), Kelly Owen (phone)

\*Due to COVID these directors were present through video conference.

#### 3.0 **Approval of Changes to the Agenda**

No changes were made.

#### 4.0 **Citizens Comments**

Kelly Owen commented on the pedestrian Main Street and inquired about our observations regarding the rate of mask usage in town. Chief Keating reported that we have observed a very strong percentage of mask usage in the town core.

#### 5.0 **Approval of Minutes**

- June 25, 2020 Regular Meeting Minutes

M/S Directors Rafferty/Wiegand to approve minutes from the Regular Meeting of the Board of Directors on June 25, 2020. Voice vote, unanimous. Motion carried.

#### 6.0 **Review and Approval of Financial and Budgetary Reports**

- Approval of Claims Detail for June 2020
- Review of Variance Report
- Review of Income Statement

M/S Directors Rafferty/Lippert to approve the Claims Detail Report for June 2020, except for claim #8141 to Dean Lippert. Voice vote, unanimous. Motion carried.

M/S Directors Nations/Wiegand to approve claim #8141 to Dean Lippert. Director Lippert abstains from vote. Roll call vote, unanimous. Motion carried.

#### 7.0 **Staff Reports**

- *Finance Division Updates –L. Johnson*

Finance Officer Johnson provided a written update to the BOD on various items which occurred during the month of June, which was included in the board packet.

- *Human Resources Updates – Seidler*

HR Officer Seidler provided a written update to the BOD on various items and activities which occurred during the month of June, which was included in the board packet. HR

Officer Seidler discussed her role as the District's Public Information Officer (P.I.O.) with the board.

- *Fire Chief Report and Updates – Keating*

Chief Keating provided a written update to the BOD on various items which occurred during the month of June, which was included in the board packet. The BOD discussed Chief Keating's report. Director Wiegand inquired about the next ladder truck acquisition. Chief Keating responded that purchase is slated for 2023, as we are scheduled to purchase a Type 1 Engine in 2021. Chief Keating, DC Hoehn, and the Board discussed the proposed long-range apparatus succession plan for the District.

M/S Directors Lippert/Rafferty to approve, for budgetary planning, the future purchase of a New Type 1 Engine in 2021. Roll call vote, unanimous. Motion carried.

- *Operational Division Updates – Hoehn*

DC Hoehn provided a written update to the BOD on various items and activities which occurred during the month of June, which was included in the board packet. The BOD discussed DC Hoehn's report.

- *Administrative Division Updates – Nelson*

DC Nelson provided a written update to the BOD on various items and activities which occurred during the month of June, which was included in the board packet. Director Wiegand inquired about the upcoming Open House event. DC Nelson and the Board discussed planning a virtual open house, as sizeable gatherings will likely not be permitted in early October. The sand catch basin is now installed in the Station 7 bay to collect debris falling from the fire engine, resulting in a clogged drain, and we are compliant with EPA standards.

- *EMS Division Updates – Levi*

DC Levi provided a written update to the BOD regarding EMS events that occurred during the month of June. In the absence of EMS Chief Levi, DC Hoehn provided the Board with an overview of our aerial (drone) training program. DC Hoehn also discussed our PPE inventory process, our supplies and forecasted needs.

- *Accreditation Report – Report Only*

A written report was prepared by Accreditation manager Ryan Roberts and was included in the board packet.

- *Local 4325 Updated – Caldwell*

A written report was provided by Captain Caldwell and included in the board packet.

## **8.0 Board Action, Extension of Resolution 2020-05 Declaration of Local Disaster Emergency**

M/S Directors Rafferty/Nations to approve the extension of Resolution 2020-05, Declaration of Local Disaster Emergency. Roll call vote, unanimous. Motion carried.

## **9.0 Review and Update of Board of Director Bylaws**

Chief Keating stated that the Bylaws have been reviewed by Kathryn Winn of the law offices of Collins, Cockrel, and Cole with changes suggested. The BOD discussed the Bylaws and are to offer additional comments.

## **10.0 Establishment of Board Member Annual Board Meeting Attendance Standards**

The Board discussed meeting attendance requirements. DC Nelson explained that per Special District law, since board members are elected officials, there are limited ways to remove a board member from the board. One way is if a member has 3 consecutive unexcused absences.

**11.0 Review of Emergency Notification and District Evacuation Plans and Procedures**

DC Nelson highlighted the Emergency Alerting system, which is managed through the 911 Center. This system enables pre-scripted messages to be pushed to all cellular devices within a particular triangulated area. DC Hoehn mentioned that we train regularly on determining when evacuation procedures for the public are necessary to implement and our crews conduct simulations in our neighborhoods. We also utilize these practices first hand when they are on wildland deployments.

**12.0 Citizens Comments**

No comments were made.

**13.0 Other Business**

No other business was discussed.

**14.0 Adjournment**

M/S Directors Rafferty/Wiegand to adjourn the meeting at 4:58 p.m. Voice vote, unanimous. Motion carried.

