

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING
February 28, 2017 6:00 PM**

PRESENT:

Pro-Tiem – Mike Carlson
Commissioner Hauser – gretchensub2mki@frontier.com
Pro-Tiem – Lee Toedter
Chief Lackey - chief@mkifire.com
Deputy Chief Riske - deputychief@mkifire.com
Exec. Asst. Saranto - admin@mkifire.com
Treasurer Swendig – micameadows@frontier.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

SWEAR IN PRO-TIEM COMMISSIONERS

COMMISSIONER HAUSER: Commissioner Mundt which is Mr. Toedter we're going to have to swear you in; we're going to do it the easy way I'm going to ask you to raise your right hand and read this. PRO-TIEM TOEDTER: I do solemnly swear (or affirm, as the case may be) that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of TEMPORARY INTERIM SUCCESSOR FOR FIRE DISTRICT COMMISSIONER SUB-DISTRICT # 3 at the February 28, 2017 BOC meeting according to the best of my ability.

COMMISSIONER HAUSER: Now for Commissioner Arhutick I'm going to ask you to raise your right hand and read this. PRO-TIEM CARLSON: I do solemnly swear (or affirm, as the case may be) that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of TEMPORARY INTERIM SUCCESSOR FOR FIRE DISTRICT COMMISSIONER SUB-DISTRICT # 1 at the February 28, 2017 BOC meeting according to the best of my ability.

PUBLIC COMMENTARY

None

APPROVAL OF MINUTES FROM THE PRIOR MEETING (S)

a. Regular Monthly Meeting of December 20, 2016.

COMMISSIONER HAUSER: I don't how we can do that since they weren't there. Can we table that? EXEC. ASST. SARANTO: I was wondering about that. COMMISSIONER HAUSER: Yes I think we need to table this since I was the only one that was there and I can't vote by myself. PRO-TIEM CARLSON: There is one thing in there that I noticed; we don't have a September 31st. COMMISSIONER HAUSER: I just noticed that Riske was spelled with a Y. PRO-TIEM TOEDTER: There are a few typos in there. EXEC. ASST. SARANTO: That would be my dragon software. COMMISSIONER HAUSER: Yes she has a dragon. But the Risky is definitely... page 5 I think he's spelled with a Y. PRO-TIEM TOEDTER: I noticed a couple of typos, I'll just hand them to you after the meeting.

TREASURER'S REPORT

Check Detail Report:

COMMISSIONER HAUSER: Where's Nan? EXEC. ASST. SARANTO: She's running a little bit late. COMMISSIONER HAUSER: OK I'm going to have to spend a few minutes looking this over. PRO-TIEM CARLSON: I looked at the check detail and I did have one question because it looked like there was on the first page January 30 Idaho State Fire Marshal dues and subscriptions and then on the back page there was another North Idaho Fire Chief. It looked like there were two North Idaho Chief's Fire. So is there a

difference between KC membership and North Idaho Fire Chief's? EXEC. ASST. SARANTO: Yes the one on the back page KCFC is Kootenai County Fire Chief's; it is a membership for them but the North Idaho Fire Chief's is doing the accounting for them. PRO-TIEM CARLSON: Okay that was the only question I had. COMMISSIONER HAUSER: One of my questions was the Worker's Comp, is that based on last year? Is that how they do it? EXEC. ASST. SARANTO: Yes. COMMISSIONER HAUSER: So because it's going to be more next year... EXEC. ASST. SARANTO: We just need to remember that at budget time. COMMISSIONER HAUSER: Right. Do they do an audit also? I know that's what we do. We have an audit based on at the end of the year and then they increase or decrease; do an adjustment. EXEC. ASST. SARANTO: Yes I believe they do. PRO-TIEM TOEDTER: The only question that I noted was the Motorola equipment and that's on the second page. That takes care of the matter of the Motorola radio that was in the discussion in the minutes so you now have the one radio which was discussed and that's all set up and operable. CHIEF LACKEY: It is not set up and operable as of yet. Um I'm going to ensure that the grant goes through before I put it in service so that way if we don't get the funding um we're able to return it without any problems. COMMISSIONER HAUSER: Are you going to talk about that? CHIEF LACKEY: Yes it's on the agenda. PRO-TIEM TOEDTER: Now is this new vehicle 262 that's all insured and squared away? EXEC. ASST. SARANTO: Yes we do. PRO-TIEM TOEDTER: Just for my edification how much have we added to the purchase price to make that operable? Just in rough numbers. EXEC. ASST. SARANTO: I think we're about \$56,000. COMMISSIONER HAUSER: On top of the \$7,500? EXEC. ASST. SARANTO: That includes the purchase price. COMMISSIONER HAUSER: You only spent \$48 on the lawyer? EXEC. ASST. SARANTO: Yes that was for the BOC Meeting that had three executive sessions. COMMISSIONER HAUSER: So this check detail is in the budget vs actual report? EXEC. ASST. SARANTO: Correct. PRO-TIEM TOEDTER: What is the spark plug ext equipment? EXEC. ASST. SARANTO: Extrication equipment. CHIEF LACKEY: It's for our hydraulic pump for the extrication equipment. PRO-TIEM TOEDTER: So you're not buying a spark plug extractor? Those are the spark plugs for a piece of equipment? CHIEF LACKEY: Correct. COMMISSIONER HAUSER: And the background checks? Is that with the outfit through insurance? EXEC. ASST. SARANTO: Yes it is. COMMISSIONER HAUSER: Isn't that less than one use to be? EXEC. ASST. SARANTO: Like way less, yes. COMMISSIONER HAUSER: I mean the three of them together are less than one used to be. EXEC. ASST. SARANTO: Yes we used to pay about \$104 per. COMMISSIONER HAUSER: What account number are the turnouts? They're not under uniforms. EXEC. ASST. SARANTO: Minor equipment. COMMISSIONER HAUSER: Okay.

PRO-TIEM CARLSON made a motion to pay the bills, PRO-TIEM TOEDTER 2nd the motion: **Motion Carried.**

Profit and Loss Budget vs. Actual:

PRO-TIEM CARLSON: So the glaring thing to me is the \$27,116.00 for minor equipment that's over budget already five months into the fiscal year. So that is the turnouts? EXEC. ASST. SARANTO: It is the turnouts. PRO-TIEM CARLSON: I figured that was probably the case. DEPUTY CHIEF RISKE: I don't know if you read the previous months in there is a \$20,000 bill for Viking gear because we got 10 sets of turnouts. PRO-TIEM CARLSON: Right, the last month's minutes I read, I didn't go back any further. I read January's minutes. So without that we'd be 7 out of 19 budgeted so we would be in good shape. TREASURER SWENDIG: Overall five months into the year most of our percentages are okay. PRO-TIEM CARLSON: Everything else looked pretty normal. Nan is there anything in here that you want to call our attention to otherwise? TREASURER SWENDIG: No everything looks copacetic to me. I would have included something in my notes if I saw anything weird. PRO-TIEM CARLSON: Ok. TREASURER SWENDIG: Mike you haven't been here but we have discussed the things that are over 100% in the last two meetings because they've been over 100% for a while. The advertising expense is over and that was advertising necessary for the chief. If you want explanations I can tell you why we're over on everything that we're over on. PRO-TIEM CARLSON: I'm fine.

PRO-TIEM TOEDTER made a motion to approve the report as submitted. COMMISSIONER HAUSER 2nd the motion. **Motion Carried.**

Balance Sheet:

COMMISSIONER HAUSER: We receive one payment from property taxes? TREASURER SWENDIG: We received our December payment which was \$185,000. COMMISSIONER HAUSER: I read that somewhere so that was in the LGIP email. TREASURER SWENDIG: Yes. PRO-TIEM CARLSON: I think in order to

make any comments about this I would need to compare it to past ones which I have not done. Is there a reason for us to do that or are we good with this? There was a point in time that I use to do that; we did it for a while and I don't remember where we stopped. EXEC. ASST. SARANTO: It's not been done since I've been here but it's easy enough to do. TREASURER SWENDIG: We can easily run the report year to date vs this same period last year.

PRO-TIEM TOEDTER made a motion to approve the Balance Sheet as submitted, PRO-TIEM CARLSON 2nd the motion: **Motion Carried.**

CHIEF'S REPORT

CHIEF LACKEY: Since the last BOC meeting we've had one EMS standby, 4 actual EMS calls, 1 good intent call, 2 mutual aids for structure fires. One we took action on and one we were canceled in route. We had another MVA non-injury and a fire alarm. The County Commissioners have voted to pay for our 911 subscription fees. Um for all the agencies out of the E911 fee revenue. It's going to save us \$2,360 this year. Um I do believe that's going to be done in the future as well. COMMISSIONER HAUSER: Who are they doing it for? Us? CHIEF LACKEY: All the county emergency agencies. TREASURER SWENDIG: Is that out of the tax that they charge on your phone bill? The 911 tax on your phone bill. CHIEF LACKEY: Yes. COMMISSIONER HAUSER: Have they done this before? CHIEF LACKEY: No this is a new thing; it just started this year. It's happened in the last month that the County Commissioners approved it. COMMISSIONER HAUSER: Well that's a good thing. Where would that fee have come out of? TREASURER SWENDIG: Professional Services Other would be my guess. At one point it came out of our communications fees but we have consolidated those numbers. COMMISSIONER HAUSER: So it was a monthly fee? EXEC. ASST. SARANTO: No it was an annual fee. COMMISSIONER HAUSER: Ok, so I'm trying to figure out how it's going to affect this line item. TREASURER SWENDIG: It's \$2,300 less. PRO-TIEM CARLSON: I'm sorry Nan what was the number? TREASURER SWENDIG: 6240. COMMISSIONER HAUSER: I understand that it would be \$2300 less I'm just saying where in the year? When do we pay it? EXEC. ASST. SARANTO: I don't remember when that came do. COMMISSIONER HAUSER: Ok. So did we already pay it? EXEC. ASST. SARANTO: No. COMMISSIONER HAUSER: Okay actually this is a really big help because we don't have that much left. CHIEF LACKEY: KCFR has remodeled the station. Out of that station they have some surplus equipment. Um one of them is a washer extractor. What that does is it allows us to um wash fire gear and decontaminate fire gear and bloody clothing. Um they have offered it to us and I'm going to look at it and determine if it will work and what it would cost to install and operate and so forth. Find out if it is going to be feasible for us. It would be literally no cost to obtain the item um the concern would be the actual installation and updating to get it installed. Um... PRO-TIEM CARLSON: Is our water source good enough for that? CHIEF LACKEY: It is. COMMISSIONER HAUSER: The septic has always been a concern. CHIEF LACKEY: I have spoken with Kevin about it at Worley Highly District and his response was we'll try it. Um what we spoke about was if we are concerned about the system we'll shut down the operations of it. He doesn't know the true capacity of it but he thinks that we would be okay. And if we do have any concerns we'll pump the septic tank prior to winter. Um so it should work and that's part of what I'm going to look at to see if this is the best option or if there's a better option that may require less water. PRO-TIEM CARLSON: This would be like in here somewhere I'm assuming. CHIEF LACKEY: Yeah I'm not sure where we would put it. It would certainly help to protect our people. PRO-TIEM TOEDTER: Would that then be shared with Worley? CHIEF LACKEY: With the highway department? PRO-TIEM TOEDTER: Yes. CHIEF LACKEY: If they want to use it more than happy to let them use it. The reason I was talking with Worley Highway Department is because our septic system is shared with them. They grant us the ability to use their septic system. PRO-TIEM CARLSON: As is our water. COMMISSIONER HAUSER: So when you said we'll see if there's any concern is that like by trial and error kind of thing? CHIEF LACKEY: I'm going to look at the amount of water use per load and go from there. If we're using 40 gallons per load and we do one load a day over the course of a year; I don't know we'll have to look and see I don't really know how to gauge that. PRO-TIEM TOEDTER: What is our current way of accommodating that requirement? CHIEF LACKEY: We drive 15 miles south and somebody has to sit and watch it. COMMISSIONER HAUSER: At Worley Fire. DEPUTY CHIEF RISKE: Or there are options to go into town as well. COMMISSIONER HAUSER: I was just wondering I know you said you could get it for free but then you're going to have to install it so that's going to cost something and not just in money but in effort to figure it out. I just didn't know if you are talking about installing it and then seeing if there were going to be problems. CHIEF LACKEY: And that's a concern um the septic system has never been put to the test.

Worley Highway District has never pumped that tank. COMMISSIONER HAUSER: Sounds like the Grange. 1970. CHIEF LACKEY: So um with that if they've never had to pump the tank I'm under the impression that there would be some capacity and that we would probably... We spoke about this because we've been getting it for free for so long we would work out probably us pumping their tank prior to winter setting in to build the capacity during the worst time. COMMISSIONER HAUSER: Ok so you're going to work on checking all this out? CHIEF LACKEY: I'm not going to just walk into this, throw it in and cross my fingers we're going to do our due diligence to the best of our ability. COMMISSIONER HAUSER: It would be a great thing to have I totally agree with that. PRO-TIEM CARLSON: This goes back to my day. We thought it was a really good idea years ago so I'm really glad that you are pursuing this thing. My concern is that; from back in the day when I was volunteering you just wouldn't do it. If you had to go someplace to do it; it just wouldn't get done. The guys would be much better off if they would get that contamination off. So I think this is a really good idea. COMMISSIONER HAUSER: Ok, keep us posted. CHIEF LACKEY: Absolutely, I'm going to look at other options um a washer extractor or a commercial one is not the only option. We could probably go with a commercial washer; I just spoke to Worley Fire Chief's about that; so there are other options I'm going to go and make sure we're doing the right thing for our district. COMMISSIONER HAUSER: What is an extractor vs a commercial machine? CHIEF LACKEY: A fancy name. It heats it up hotter. For a new extractor it's around \$12,000 to \$15,000. For a commercial machine it's \$1,500 to \$2,000. The commercial extractor uses a lot more water; um a commercial washer would obviously use less. TREASURER SWENDIG: The capacity of the commercial extractor is probably bigger than the commercial washer. CHIEF LACKEY: Much. TREASURER SWENDIG: Because turnouts are big and you need a big capacity machine to get them clean. CHIEF LACKEY: The one we would be getting from KCFR isn't perfect and there would be some costs associated with getting it up to speed and getting it set and getting it up to standards. Um so that's all part of the factor of what I'm looking at when we're doing this project. COMMISSIONER HAUSER: Ok. CHIEF LACKEY: They are also surplus a vehicle exhaust system. One big concern in the fire service is the amount of time that our people spend in the bays getting the exhausting contaminants that come out of the exhaust of these trucks. I'm not sure what system they're using but often they hook directly to the tailpipe of the vehicle and pull the exhaust straight out and into the atmosphere. Um and that's also something I want to look at; the viability for us as well. Um, similar reasons for wanting an extractor is to keep the contaminants off of our equipment, keep the contaminants off of our people. Cancer is one of the bigger killers and is starting to become very prevalent in the fire service. Um, and this is all aimed at helping to reduce that. COMMISSIONER HAUSER: Is this something that... When you first started talking about it I envisioned just clearing the air sort of thing but then you say attaching it to a vehicle. Is the purpose of it to attach to a single vehicle and run that vehicle inside? CHIEF LACKEY: No it is for when you're pulling out or backing in depending on the system it to keep as much contaminant out of the bays as possible. It's typically a hose and vacuum system. COMMISSIONER HAUSER: Ok and it attaches to a vehicle as you're moving it in or out. CHIEF LACKEY: When you're pulling out is typically when it's used; backing in is less of a concern because the vehicles been running and the contaminants aren't as heavy. PRO-TIEM TOEDTER: How does this affect your heating system in your bays? CHIEF LACKEY: This type will have a limited effect it doesn't constantly run; it runs when necessary. Um, again I'm not sure what system it is; I don't have all the information for you at this time. Um, we brought on three new volunteers and we are um we've completed interviews on two more and we will be checking with them to determine their viability and doing background checks within the next week or so. So there's two more. COMMISSIONER HAUSER: So their scheduled you said? CHIEF LACKEY: Two more scheduled to meet with me; I want to talk with them before we bring them on. And I'm still working on finding the missing bunker gear. I'm talking with Mike Lyons trying to get the actual serial numbers so that we can positively identify any bunker gear that we were loaned. COMMISSIONER HAUSER: Where does that stand? I wasn't here when it was first brought up and some of it came back. The new stuff came back or the loaner stuff came back? What's still missing? CHIEF LACKEY: Loaner stuff. COMMISSIONER HAUSER: The stuff that was loaned in lieu of where they sent the wrong stuff. CHIEF LACKEY: Yes, I believe its four pair of pants and two jackets at this point. PRO-TIEM CARLSON: Is that 10 sets? CHIEF LACKEY: Yes. COMMISSIONER HAUSER: And we did receive the stuff that we were supposed to receive? CHIEF LACKEY: Yes. We received all the Viking gear. COMMISSIONER HAUSER: Ok. CHIEF LACKEY: Yes we received the stuff that we ordered. COMMISSIONER HAUSER: Ok so the only problem left is the missing gear and if we can't find it we're going to have to pay for it. CHIEF LACKEY: Eventually. COMMISSIONER HAUSER: Ok. So you said four pants? CHIEF LACKEY: Four pants and two jackets I believe. COMMISSIONER HAUSER: Old business tender 262. PRO-TIEM CARLSON: Do we have a Deputy Chief report? COMMISSIONER

HAUSER: Actually you're right because Larry had asked that before and maybe we should put that on next month's agenda.

DEPUTY CHIEF'S REPORT

DEPUTY CHIEF RISKE: I have just been formulating a couple of reports that was requested by one of our commissioners. I think that will come to light in a meeting or two. We've been going through all of our volunteers, Ray has been meeting with them and we've been checking their gear or getting gear back. So we've been busy this last month with that. We're trying to outfit the new people as best we can with stuff that we have. Things that I have been working on that is not in this is Engine 221 went back into the shop again last week and had its warranty work completed. COMMISSIONER HAUSER: That was the trip that we were told about? DEPUTY CHIEF RISKE: Yes. And it is now functioning again to what the warranty wanted it to do. It has some new parts on it and locking hubs in the front now; it is now back in service. We're working with KCEMSS on getting all of our gear bags for all of our medical supplies back up to snuff. Talked with them today about getting some actual instructors in here to help teach some of our EMS classes so that the EMTs that we have get some instructor time; things that they need for their recertification. Ray and I have been working with a couple of our current volunteers, mentoring them and working on some advancement things. We've appointed Jerry Green to help oversee some of our medical supplies; help me out on that side of it. He is creating a spreadsheet with all of our expiration dates so that it's a lot easier than going through seven different bags. That way we kind of have an idea of what's coming up. PRO-TIEM CARLSON: Who is Jerry Green? DEPUTY CHIEF RISKE: Jerry Green has been with us since 2013. PRO-TIEM CARLSON: So he's one of our volunteers? DEPUTY CHIEF RISKE: Yes, he loves the EMS side of fire service; it's nice to have him working on those things for us. COMMISSIONER HAUSER: Good. PRO-TIEM CARLSON: So how many EMTs do we have? DEPUTY CHIEF RISKE: Currently we have six. PRO-TIEM CARLSON: So we have five combined Fire/EMTs and Nan; would that be correct? DEPUTY CHIEF RISKE: Yes. PRO-TIEM CARLSON: So how many responding volunteers do we have altogether? DEPUTY CHIEF RISKE: 32 with the new ones. In talking with the volunteers over the last two months since Ray started we're trying to see what their involvement level is going to be with us. What they would like to get from MKI and some of them said I don't have time anymore. Some of them have moved on to paid departments so in turn we got some gear back that was desperately needed and it got turned around and went back out again. We did lose three EMTs that way. PRO-TIEM CARLSON: So you told me yesterday I think that you had seven people that want to take the EMT course that's out of the 32. DEPUTY CHIEF RISKE: Yes, Mike Dawson being one of them. He's interested in taking the course. I'm pretty sure two of our new people if they want to stay with us for a while and can prove themselves will offer that up to them. TREASURER SWENDIG: If it's offered I will take it, my EMT course was how many years ago. PRO-TIEM CARLSON: You are the grandmother. When was your first CFR class? TREASURER SWENDIG: I started in 1994. PRO-TIEM CARLSON: And then EMTs were probably in 2000 something. TREASURER SWENDIG: I've been involved in the medical and the really long time. DEPUTY CHIEF RISKE: Those are some things that I've been working on and Ray as well getting to meet everybody. COMMISSIONER HAUSER: Thank you.

OLD BUSINESS

a. Tender 262

DEPUTY CHIEF RISKE: It is in service; last week I sent off an email to Val Soumas who is part of our paging and dispatch system and added it to our box cards. I got confirmation again today. Carmen sent off our information showing that now that vehicle is "in service" and we have met our deadline. There are some things that we would like to finish with it but they're not items that were critical to getting it in service. It is full of water and fully operational right now. Bill Turner has been working on mounting some things on there that we needed. We're going to look at the pump it needs to still be repacked a little bit. Other than that it's operational and ready to go. COMMISSIONER HAUSER: How do you like it? BILL TURNER: Don't trip getting out of it. DEPUTY CHIEF RISKE: It's definitely an elevation change. It's a great tool that will be added to our arsenal. COMMISSIONER HAUSER: Good I want a ride someday. TREASURER SWENDIG: Do we have a ladder tall enough to get you in it?

b. IDL Grant - Radio

CHIEF LACKEY: We have purchased the radio, we have submitted the invoice and written the check and I'm waiting for a receipt or a canceled check in order to submit. We did receive an extension due to the lateness of working on this grant. Um, I'm doing it to... We did receive a one-month extension in order to give us enough time to obtain and process the paperwork with IDL. COMMISSIONER HAUSER: Ok, it was due February 28. CHIEF LACKEY: Yes it was due today and as a result of coming into this late and working through the process of ordering the radio. The ordering was delayed because of the requirement to go through Motorola directly instead of our local companies so I would have to speak with a local company to get prices who would then go to Motorola and get prices and come back to me. So it's a real convoluted process. In addition the lateness of me finding this grant information; we're in a situation where the timeframe is a lot narrower than it should be. It's in the process; we are going to get the grant. COMMISSIONER HAUSER: Now why haven't we sent the check yet? Because I signed the check. CHIEF LACKEY: We have sent the check. COMMISSIONER HAUSER: Oh ok but you said we were waiting for... PRO-TIEM TOEDTER: The canceled check. COMMISSIONER HAUSER: The canceled check or a receipt. CHIEF LACKEY: We can't send it to our local organization we had to send it back to Motorola. So it's a slower process. COMMISSIONER HAUSER: Ok red tape? But it's all going to work out? CHIEF LACKEY: Yes. COMMISSIONER HAUSER: You said something about in case we don't keep it we could send it back. Would we not keep it because we would not get the grant? CHIEF LACKEY: That would be my only concern. Is something very strange happens and we do not get the grant I'm prepared to send it back for a refund; simply to protect the district. COMMISSIONER HAUSER: And that's been discussed with the people who sent us a radio? CHIEF LACKEY: Not explicitly. I have simply held everything in the packaging. It would be like if you bought a shirt and you're not sure if you like it or not so you leave the tag on it. That's what I'm doing. COMMISSIONER HAUSER: Okay was the return policy? Do they have one? They must. CHIEF LACKEY: I do not know exactly what it is. COMMISSIONER HAUSER: Could you find out? CHIEF LACKEY: I would be glad to. COMMISSIONER HAUSER: Okay, I would like to know if you're concerned that we might not get the grant. CHIEF LACKEY: I am not concerned that we will not get the grant. COMMISSIONER HAUSER: Ok well I hope we do and I hope that we can keep the radio I mean if it's a concern I'd like to have that information. CHIEF LACKEY: I have zero doubt that we will get the grant and we will get to keep the radio. COMMISSIONER HAUSER: Okay that would be great.

b. Surplus Equipment Resolution

DEPUTY CHIEF RISKE: In your packets; basically we have old pants, shirts and turnout jackets. The gear is not going to go anywhere. The gear is just going to come off of our asset list. Terry and Bill don't know this yet but they're going to be spray painting a lot tomorrow. They are going to stenciled "training" on the old turnout gear. We are trying to do something that still looks nice because the gear is getting used. When we're putting the guys through FF1 we will have them in that gear until they can prove themselves or their here long enough that we can purchase them new gear. That's the idea behind all of this. The three that I outfitted last week have a mixture of the new stuff and some of the old stuff. Some of the stuff I didn't even have for them so we're going to have to purchase. We are trying to outfit with what we have. The idea behind putting training on it is this gear is out of service by manufacturers date so if they were going into a live fire there is the potential of getting burnt and we don't want that to happen. By also writing training on it if they do pass a certain level of our FF1 they're allowed to go on calls and at this point to it would be an observation thing. We don't want them going into something that they shouldn't so the training on their would help make them very visible for the most part as well they will have yellow helmets and that's a big indicator that their probationary status. So that's what we're doing with that. The resolution is just to get that equipment off our asset list for accounting purposes. COMMISSIONER HAUSER: Is this the exact same list that you gave us last month? DEPUTY CHIEF RISKE: Yes. COMMISSIONER HAUSER: Ok, as I recall you were going to get rid of some of it? DEPUTY CHIEF RISKE: And I'm not anymore none of this stuff will leave the property; I may put some of the small wildland pants into a bin so I have more hanging space. They will not leave the premises. COMMISSIONER HAUSER: Ok, it was if they needed repair or I believe we talked about throwing away gloves or something like that. DEPUTY CHIEF RISKE: The gloves were I believe from the last meeting under the threshold level. TREASURER SWENDIG: They're not a capitol item. COMMISSIONER HAUSER: Ok so none of this is going then? DEPUTY CHIEF RISKE: It's not going away from here. COMMISSIONER HAUSER: Ok I understand. DEPUTY CHIEF RISKE: Last month I came into the meeting with that list with the

intention of surplusing it or getting a rid of it so we didn't have it anymore. After our discussion that we had last month your 100% right we can use that gear to crawl around on the ground and these guys can use it for FF1 until they prove themselves that will purchase them better gear. This will help also if the guys not that serious and he gets through FF1 and he says I'm out of here we're not essentially out \$4,000 because the gear is specific for that person; we're all different sizes. COMMISSIONER HAUSER: How many sizes are there? Is it like going to a tailor and he measures you and make it for you? CHIEF LACKEY: Yes, but no. We can get custom gear that would be measured and tailored for the individual. At this time we're purchasing rack gear. It would be the difference between buying a suit from a tailor or a suit from JC Penny's. The gear that we're currently purchasing comes in for the pants waist and length and the coats are similar to a suit jacket in that they're going to be like a 36 x 58 long. A 50 coat will fit on somebody who should be wearing a 48 um. TREASURER SWENDIG: The one thing that I discovered when I tried to get a turnout coat for winter gear is there is not a coat there that has sleeves anywhere short enough for me. My fingers fully extended came to the elbow of the shortest sleeves on any of the turnouts. COMMISSIONER HAUSER: Well that makes even more sense why we should keep the stuff for training. PRO-TIEM CARLSON: There are three pages of numbers on here. Each one of these little boxes is something up there? 2nd question this resolution is dated January 24 (last month) but it says that it gives you the ability to do what you darn well please. Last month you were going to get a rid of it, this month you're just going to put it in a different pile so does this thing work for us now? DEPUTY CHIEF RISKE: This was just the wording that was on the resolution that we had in the computer from previous and giving me the power to do it was what the wording was before; and again the power was just to move it off of our asset list. PRO-TIEM TOEDTER: Is that the same as surplus? TREASURER SWENDIG: Surplusing it is actually getting arid of it isn't it? PRO-TIEM TOEDTER: To me if you want to remove it from your capital list and retain for training purposes or whatever that's what you just described. Surplus would say that I'm getting it out of the house; giving it to others. DEPUTY CHIEF RISKE: We can change that wording. TREASURER SWENDIG: Let me think of the word. There's a good word to move it from active gear to training gear. PRO-TIEM TOEDTER: What you're recommending is entirely appropriate; I would say superior to what's written here. If gloves or pants have holes in them at that point you might say "to the extent it's not usable for training" then it would be destroyed because you would surplus to anyone else. DEPUTY CHIEF RISKE: At that point again I think we would come back to you and say.... I would not get rid of anything without talking to the Board first. PRO-TIEM TOEDTER: Especially since it's an inventory item. PRO-TIEM CARLSON: So all these different boxes here on your list these are things that are out of date but serviceable as opposed to those that have holes? Everything is on their? DEPUTY CHIEF RISKE: Yes, some of those green pants are from 1983. It was when Bill was Chief they offered up a ton of pants and he took him because they were free. PRO-TIEM CARLSON: When you're talking about giving them away to somebody else; we wouldn't do that. MKI survived a lot of years on things that were hand-me-downs from other department because they wanted something fancier and we thought it'll work it'll protect us so we took everything we could get. PRO-TIEM TOEDTER: I would be nervous about passing them on even from a liability point of view. If it's a 1983 item and it has sunburn protection capability or something as an upgraded and now according to current code is no longer recognized as adequate you give it to somebody else a lawyer going to try that down and say words you get it and how much did you pay for it. I don't think you want to go there. TREASURER SWENDIG: Can we say we "provided as is" I mean we're not providing warranty to used equipment. COMMISSIONER HAUSER: Well we're not providing it anywhere. PRO-TIEM TOEDTER: I would say keep it for training purposes and if it is no longer usable for training purposes then go back to the board and ask to destroy it. PRO-TIEM CARLSON: Okay so did you come up with a word that you wanted to use on this resolution Nan? TREASURER SWENDIG: It's in my brain. COMMISSIONER HAUSER: Okay cause this says authorize Deputy Chief to surplus. What does surplus mean? Okay who has a fancy phone? What does dictionary.com say? TREASURER SWENDIG: It's not dictionary.com it's the government statute. PRO-TIEM TOEDTER: Surplus is not what we're talking about here. COMMISSIONER HAUSER: Ok because it is hereby attached inventory list and it says in the manner that is deemed appropriate. PRO-TIEM CARLSON: If we just spelled that out what we are really trying to do. TREASURER SWENDIG: we're moving it from active surplus gear and putting it into our training reserves. PRO-TIEM CARLSON: Yes so can we just say that? COMMISSIONER HAUSER: Removing it from active response gear. CHIEF LACKEY: Let me ask this "is the purpose of doing this resolution to get it off of the assets list"? Is that for financial purposes? Or are we simply making a resolution in order to deal with an internal issue? PRO-TIEM TOEDTER: I don't think you want to combine or have it even available as your response gear if it's outdated. But at the same time you're preserving it so that you're not using your response gear when you're doing training. CHIEF LACKEY: That's

not the question I'm sorry if I didn't word it well. PRO-TIEM CARLSON: I'm wondering from what you said are you thinking "do we actually need a resolution or do we just need a board motion that says "yes" do what you said". CHIEF LACKEY: I don't think we even need a board motion to take it out of active response gear because we have um industry standards that we're trying to follow. And if we simply follow industry standards by taking it out of active gear without surplusizing it the purpose of the resolution was to actually get rid of it. COMMISSIONER HAUSER: It's my understanding that if we get rid of anything in any way shape or form whether it's for financial purposes or the purpose of making more room up there we need a resolution. EXEC. ASST. SARANTO: That is what our attorney recommended. PRO-TIEM TOEDTER: This is a matter of accountability. EXEC. ASST. SARANTO: Even if it's damaged gear and we're throwing it away you need a resolution. CHIEF LACKEY: We're not throwing it away. EXEC. ASST. SARANTO: Even if it is. COMMISSIONER HAUSER: Right you still need a resolution PRO-TIEM TOEDTER: You're moving it from active response account which theoretically that's what that is if it's on your capital asset list to a passive account where it is used for a non-response passive activity. PRO-TIEM CARLSON: So you're saying that the attorneys says if we're moving if from stack A to stack B it takes a resolution. EXEC. ASST. SARANTO: That was his recommendation. If it has holes in it and we're throwing it away we still need to take it off our asset list through a resolution and board motion because it was purchased by taxpayer dollars. CHIEF LACKEY: That is a different question than what we're trying to do. We're not throwing this away. COMMISSIONER HAUSER: Now that you're removing it from our asset list and Larry said this last month that he thinks it needs a resolution but it needs to be as we had talked about but now you changed it to where we're going to keep it all. So we are removing it from one line item and putting it into another one. We're moving it from an asset. CHIEF LACKEY: And that's what I'm trying to clarify. TREASURER SWENDIG: Well what we're dealing with here are auditors again. When its active equipment that we're using on the fire line it's on the balance sheet once we can't legally use it on the fire line anymore it shouldn't be on the balance sheet. It is not an active asset of the department. COMMISSIONER HAUSER: And we need a resolution to remove it from the active.... PRO-TIEM TOEDTER: Your problem is its accountable property by a virtual number. TREASURER SWENDIG: It's part of the inventory of the department. It's been depreciated out but we need to get it off the balance sheet. COMMISSIONER HAUSER: Right. CHIEF LACKEY: Even if we get it off the balance sheet it's still going to be an inventory piece of property because we're not surplusizing it. We do not have the ability to get rid of it we're moving it from one status to another. It's a training asset now, so I'm trying to clarify what we need to do to make this work. EXEC. ASST. SARANTO: Just keep it in our inventory list. PRO-TIEM TOEDTER: Can't you just have two different inventories one response gear and one training gear? CHIEF LACKEY: Well apparently not. PRO-TIEM CARLSON: S it sounds like to me if I'm taking this in right if you want it off the balance sheet that needs a resolution if you just want to move it over there that does not. What is the financial gain to the district? TREASURER SWENDIG: I'm looking at the balance sheet and looking at the dollars on the balance sheet some of this stuff.... The PPE is \$4,400 we know for a fact it's worth more than that? PRO-TIEM CARLSON: So if we make this move where is the benefit financially to the district by having shuffled this from one list to another? Do we pay less insurance? What do we get? TREASURER SWENDIG: Basically it's just our accountability to the public because we're a government entity. PRO-TIEM CARLSON: So there's no financial incentive? EXEC. ASST. SARANTO: We do report that to our insurance; they have a current list of our assets and they probably use it in calculating our policy premium. PRO-TIEM CARLSON: So if you had a piece of equipment that depreciates; they have a depreciation schedule. EXEC. ASST. SARANTO: Correct. PRO-TIEM CARLSON: And in some cases you may decide X, Y & Z have happened to this piece of equipment and now it's not worth \$70,000 it's worth so many hundred dollars and so you make an adjustment in the balance sheet. It's still there it's just not worth as much money. PRO-TIEM TOEDTER: Is there an accountability threshold? I think that's a fair question? TREASURER SWENDIG: Our capitalization budget is \$1,000. If it's more than \$1,000 we capitalize it if it's less than \$1,000 it's not capitalized. PRO-TIEM TOEDTER: What one of these pair of gloves worth? DEPUTY CHIEF RISKE: The new ones that I am buying are \$75 apiece. TREASURER SWENDIG: So they are not going to be capitalized. It's the turnouts. DEPUTY CHIEF RISKE: The turnouts are; the Morning Prides that we've been wearing are \$3,500 a set. PRO-TIEM CARLSON: Helmet, boots the works? DEPUTY CHIEF RISKE: No just a pair pants and a jacket. The helmets are \$326, boots are \$645 and the flashlight is \$75. PRO-TIEM CARLSON: So you were talking \$4,000 a little bit ago? DEPUTY CHIEF RISKE: I'm saying \$4,000 for radio, pager, helmet, gloves, boots and wildland stuff. You're about \$4,000. PRO-TIEM TOEDTER: In the military normally when you decide to get rid of it you're going to burn up the gloves and the old pants. As long as your bean counter list had it on their and it was destroyed or put in the dump and as long as there were witnesses in the method of disposal that took care of

the accountability side. I can't speak for this group but I witnessed a lot of that in the military. PRO-TIEM CARLSON: It seems like we have 2 things here. 1. We want to say go ahead and do your stuff up here; spray paint your turnouts just get it done and 2. There's a paper trail to do. COMMISSIONER HAUSER: Right and that's what we need. PRO-TIEM CARLSON: So it seems like you can do what you want to do regardless of what we do with this. Is that correct? DEPUTY CHIEF RISKE: I will do whatever you... PRO-TIEM CARLSON: If we're just saying yes we just want you to put it in whatever category, yes we want you to do that so we could say that. That's what we want you to do and this is something you're saying the lawyer says we have to do but we don't have the time frame on this is that correct? COMMISSIONER HAUSER: Well no we just can't move it from our assets. PRO-TIEM CARLSON: We're not moving it from our assets we're not doing that. CHIEF LACKEY: We're not going to be removing it from our assets because we're going to retain it in our possession. It has been devalued to a point that is no longer serviceable for calls. We are not destroying it or getting rid of it at this point we're simply moving it from active category to in-active category. And I think setting the precedents where we're required to do that through a board vote, resolution or action will set a precedent where we're coming to the board continually. COMMISSIONER HAUSER: We need to table this! Because that's not what we discussed. PRO-TIEM CARLSON: Just a second. CHIEF LACKEY: We didn't discuss it but it has come up. I'm not saying we don't do this I'm not saying this is the wrong action. I'm not trying to stop this process; I'm trying to bring up an additional point. If every year gear is going to go out of service due to aging out. Each year that gear gets a year older. At 10 years it is no longer compliant with industry standards; it is no longer compliant with manufacturer recommendation therefore it needs to be no longer used on calls as bunker gear. If we set a precedence where in order to take that gear from a responder and move it to the reserve pile; if we set the precedents that it takes a board action to do that even though I'm not destroying it then it gets to the point where I can quickly see that becoming an issue where it continually needs to occur. If we can set a standard and a policy regarding um; and it can even be an administrative procedure or an administrative rule versus a policy. It would be a workable process. PRO-TIEM TOEDTER: I don't see a need for a resolution if you're retaining it. Moving it from an active to an in-active category where it's still a numbered accountable item should not require any board action. Board action should be required anytime you are disposing or transferring out of the activity a certain piece of accountable property. CHIEF LACKEY: Transferring out of the care of the district? PRO-TIEM TOEDTER: Yes out of the activity, your activity MKI. CHIEF LACKEY: Ok, thank you I was trying to express that. PRO-TIEM TOEDTER: Whether it's from that end of the hanger or that end as long as you can put your finger on it; it's up to you in accordance with OSHA. CHIEF LACKEY: Unless we get a rid of it it's still an inventory item. PRO-TIEM TOEDTER: Exactly and how within your discretion in accordance with your job standards you decide to use that property. If you need new property because property has become outdated you should be coming to the board and asking for new property and explained that yes certain items of inventory are still in our possession but they are outdated and cannot be used because of OSHA or whatever. DEPUTY CHIEF RISKE: Didn't we talk about this earlier and you were telling me that we had to remove it because of grant purposes? We had to get it off of our assets. CHIEF LACKEY: There's a grant out there with one of the fire equipment manufacturers; one of the questions they ask is how many sets of gear do you have available to your people and how many sets of gear is within standards. How many of it is serviceable. So what they're asking is how much gear do you have and how much of it is available for use on fires. Now I don't know how that is weighed. PRO-TIEM TOEDTER: That's a finite question. And if it will's serviceable and up-to-date that's a finite question. CHIEF LACKEY: Right. PRO-TIEM TOEDTER: You could be the curator and have a museum of old equipment and that would be that manufactures business. CHIEF LACKEY: It's one of the questions that they ask and if we're applying for a grant I will do my due diligence and be as honest and accurate as possible. Any time I'm doing anything. That's one of the questions and I don't know how that portion is weighted. PRO-TIEM TOEDTER: Even then there should be some discretion involved for instance if your training involves risk then you would certainly want to use up-to-date equipment. Because if you get a trainee hurt; there's no difference in a person getting hurt in training or getting hurt on an actual fire. CHIEF LACKEY: Right. PRO-TIEM TOEDTER: So but if you're trying to fit somebody and if you're trying to show them how to crawl on the floor in their equipment they shouldn't need... I don't see the risk that they would need up-to-date equipment. CHIEF LACKEY: Right, and that's the purpose of... I think what we're trying to do is create a means to allow us to do that. I think that the methods we have been attempting have not been as appropriate as they could be. The purpose of surplusung this equipment would be to get it completely out of here. At some point that will become appropriate when we no longer have room to hang all this old gear. The idea of getting this gear off the asset list was brought up in order to appease auditors. I don't know how that impacts our financial. TREASURER

SWENDIG: As for the audit just looking at this it appears to me that what we have for turnouts has been depreciated out or something. I don't see any evidence in our current fixed asset list that there are turnouts in there. I think maybe we need to talk to Chris and clarify this through him for audit purposes. EXEC. ASST. SARANTO: Our new gear has not been added. PRO-TIEM CARLSON: The other thing about this resolution; this resolution is a one-time thing. It sounds like what you want is a resolution that is an ongoing thing. When you're talking about this year, next year and so on. You don't want to have to come back to the commissioners to say "yes it's okay that you continue to do this getting a rid of the old stuff or downgrading it whatever it is." You want an ongoing resolution not a one-time thing; if you do a resolution at all. CHIEF LACKEY: I don't believe we need a resolution I think this can be an administrative rule. This could be something done at the administration level. This falls within the purview of the operations of the district. If we are requesting Commissioner action every time we want to change the status of a piece of equipment um then we're not doing ourselves or the commissioners or the citizens any favors by taking up time that could be spent elsewhere. By allowing Devon and I to make the discretionary decisions based on industry standards, manufacture recommendations and so on about the serviceability of the equipment. Insofar as we are not destroying or disposing of said equipment would be the appropriate way to handle this. If we want to destroy or dispose of taxpayer-funded equipment it absolutely needs a resolution. Um up to if it is above a certain amount and last meeting I believe it was discussed that it would be anything over \$100 would need a resolution. Therefore we can throw away gloves with holes in them but an inventoried item such as a bunker coat would require a resolution to get a rid of it. The discussion I believe stems from an attempt to get rid of bunker gear and the desire to keep that bunker gear for training purposes and that I believe is how we have gotten to this point. Utilizing the bunker gear for training versus active calls should not necessarily fall to the commissioners to decide. Devon and I are the subject matter experts (supposed to be anyhow) as to what is appropriate insofar as utilizing the gear in its age and serviceability. PRO-TIEM CARLSON: Okay it seems like we do not need to do this resolution and you will come back to the Commissioners at some point with a policy that needs to be revised, if it needs to be revised, a policy that says just what you said which I think is exactly what the commissioners will want I'm guessing. It's what I think they will want to do, just what you said take care of this regular business as usual. If you want to downgrade 21 well then we have to talk about it but if you want to downgrade a 30-year-old pair of bunker pants we don't need to talk about it. CHIEF LACKEY: Is that something that would need a policy to allow to happen? Or would that simply fall under... In my mind that would fall under administrative action. TREASURER SWENDIG: Or is it part of the SOP's? I don't have the SOP's memorized. CHIEF LACKEY: It's not. As far as I can tell this is a discussion that has not gone to completion. PRO-TIEM TOEDTER: There should be an SOP on property accountability. CHIEF LACKEY: There is a policy on property accountability that the use of said property is not defined in there. What I'm trying to avoid here is a situation where every time we move a piece of equipment let's say a hose fitting. We have six widgets on brush 255 we decide we need an additional widget on 262 we should be able to take that widget from 262 and put it on the tender. Its two different types of trucks, it's doing similar jobs but it's doing it at different times. That should be an operational issue. Same with bunker gear if we decide that bunker gear based on current accepted laws is no longer serviceable for response we should build a downgraded without commissioner action. That would be following pretty standard practice for most organizations similar to ours. PRO-TIEM CARLSON: Ok so to move this along. Can we just say not doing; done? Can we leave it on the agenda for next time for the "A team". Because there's this outstanding thing about the audit and all that, just leave it on the agenda. COMMISSIONER HAUSER: Let's table it. PRO-TIEM CARLSON: For now we are not acting on it. PRO-TIEM TOEDTER: I would recommend we consider it in the future as a policy as part of property management, equipment or whatever and my recommendation would be to have administrative discretion to manage the existing inventory and use it and that there's any disposal then there either needs to be a disposal policy with witnesses where that policy is followed. Again I'm talking about the accountability and that shouldn't require board action for disposal or surplus thing it out to a third-party as long as it was the witnessed and in accordance with your property management procedures. PRO-TIEM CARLSON: But I think we all support what you want to do. I don't think there's any question that we want you just to take care of this thing and not bother us. PRO-TIEM TOEDTER: That's your job. CHIEF LACKEY: And that's my job. DEPUTY CHIEF RISKE: I apologize this was more than what I intended. PRO-TIEM CARLSON: Not your fault. DEPUTY CHIEF RISKE: I know it was just requested last month that we add this again to the agenda so that's what I was doing. PRO-TIEM CARLSON: I appreciate you were doing exactly what you are supposed to do. DEPUTY CHIEF RISKE: So we'll table this until we get some more information but they're still spray

painting tomorrow. PRO-TIEM CARLSON: Yes because as long as he says it's okay we're good. If you can get these guys to do it.

NEW BUSINESS

a. Approval of PO for Brush 255's Turbo Repair

CHIEF LACKEY: The reason behind this is because it exceeds my spending limit and instead of holding a special meeting to get an "out of service" vehicle repaired it with close enough to the BOC meeting that we decided to go this route. It's the brush truck and I don't think we're worried about a grass fire tomorrow so this is simply to get the turbo repaired. COMMISSIONER HAUSER: Okay so this is an estimate? DEPUTY CHIEF RISKE: That's what it will cost; they didn't list every single part.

PRO-TIEM CARLSON made a motion to authorize Deputy Chief Riske to have Brush 255 repaired for this price, COMMISSIONER HAUSER 2nd the motion:

COMMISSIONER HAUSER called for discussion:

PRO-TIEM TOEDTER: Did we get other quotes for this or is this a single vendor? DEPUTY CHIEF RISKE: No this is a single. We took it to Parker Ford because we have taken all our ford's there. The ford's being Rescue 281 and Brush 255. When we had the warranty work done on the engine (when it blew up) the turbo was not damaged at that time that's why it was not covered under the warranty. PRO-TIEM TOEDTER: So you're comfortable that this is a competitive bid? Or competitive price shall we say. DEPUTY CHIEF RISKE: The only other one I could take it to if you'd like me to is Reliable Auto who services all our brush trucks in the summer. We could take it up there and have them check it out. CHIEF LACKEY: Devon where is that? PRO-TIEM TOEDTER: Which vendor? DEPUTY CHIEF RISKE: Reliable Towing. TREASURER SWENDIG: We've had a long-term relationship with them. DEPUTY CHIEF RISKE: Joe Andrews he used to be a volunteer here. TREASURER SWENDIG: Joe has always taken good care of us; he has the districts good in mind. PRO-TIEM TOEDTER: I'd feel more comfortable if we got a 2nd price. And I'm looking at it from a government taxpayer. COMMISSIONER HAUSER: Especially since you don't think there's any grass fires happening tomorrow. PRO-TIEM CARLSON: Okay let me modify my motion.

PRO-TIEM CARLSON moved to authorize Deputy Chief Riske to have Brush 255 repaired; the cost not to exceed \$2,800.00, COMMISSIONER HAUSER 2nd the motion. **Motion Carried**

b. EMT Training

DEPUTY CHIEF RISKE: This was a request to talk about it at this meeting. In the front of you is a quote that I received from Adam Knight and he's doing it at a discounted rate \$1,500 per person and reading this again it's over eight students so we would have to have a minimum of eight students. You have to complete a certain amount of online training maintaining an 80% or above. He will come out and do the modules that we'll need. It looks like there's five different weekends that they will have to spend going through the scenarios and the testing that you need to complete it all. TREASURER SWENDIG: So a minimum of eight students? We're looking at \$12,000. DEPUTY CHIEF RISKE: Yes \$1,500 per person. PRO-TIEM TOEDTER: What time frame are we talking about? DEPUTY CHIEF RISKE: I would have to figure that out. From what I'm gathering with the online portion of it is that it can go faster than going to NIC. NIC is \$995 right now; they're a year and a half out on anything open and they do that over a semester. We could cut it down to a month and a half to two months. CHIEF LACKEY: So if we went through NIC we wouldn't produce any EMTs for two years at a minimum. If we go through this route we can produce eight EMTs um probably within six months based on getting through the class, testing and getting certification. DEPUTY CHIEF RISKE: At the state level right now they are behind on processing; they're about 90 days out processing EMT's. That's just getting the final paperwork. CHIEF LACKEY: So nine months. DEPUTY CHIEF RISKE: There are provisions in there I believe; we could still have that person do skills but I need to check on it because they'll also have to take the National Registry test. PRO-TIEM CARLSON: Ok do I understand from what Nan said before that she is the only EMT living in the district as of now and I'm assuming that the 7 you already have interested in some of

those people live in district. DEPUTY CHIEF RISKE: About 4 of them for sure live in district. PRO-TIEM CARLSON: Okay so are you just kind of reporting on progress or do you want action? DEPUTY CHIEF RISKE: It was asked in the last meeting to bring it back out. It's something to think about it's not budgeted right now and hence that's where I have apprehension asking for \$12,000. COMMISSIONER HAUSER: More if you get more interested. PRO-TIEM CARLSON: Can you find \$12,000 in your budget? CHIEF LACKEY: If we pull out of the Capital Outlay we could find \$12,000 in there pretty quickly. COMMISSIONER HAUSER: Let me ask you a question since you are already an EMT correct? TREASURER SWENDIG: Yes, I'm not going to spend \$1,500 of the districts money. COMMISSIONER HAUSER: No, no what I'm asking is the 7 that you are talking about that want to take this are not EMT's now and they want to become EMT's; you are an EMT and you would take the course as a refresher? TREASURER SWENDIG: Right. DEPUTY CHIEF RISKE: We actually could get her in a refresher course. PRO-TIEM CARLSON: That's a separate issue. COMMISSIONER HAUSER: Well she was saying that she would take it so I was just trying to understand. TREASURER SWENDIG: At one point we thought it was going to be offered in-house and if it was offered in-house with an instructor that was affordable but since it's not I'm the treasurer I'm not going to spend \$1,500 repeating information that I already know. COMMISSIONER HAUSER: Well and that's what I was trying to understand our any of these other 7 the same as you or are we looking at providing the district with new EMTs. DEPUTY CHIEF RISKE: These are brand-new. COMMISSIONER HAUSER: Okay so you have 7 so far are you included in that 7? DEPUTY CHIEF RISKE: No. COMMISSIONER HAUSER: Okay so you would need one more has Randy Opp talk to you about that at all because he had mentioned he might be interested. TREASURER SWENDIG: One other thing that I have heard from other departments and different people that do this were training volunteers okay so it's not unheard of that a volunteer is going to have to pay part of the cost of that and we will reimburse him after he provides us with two years of service or something along those lines. We're getting to the point if we have volunteers and maybe I'm off-base but if they're not in district do we train them and then they go get a job in Spokane? PRO-TIEM TOEDTER: What's the ROI on this? We pay to train them you said what three or four were in the district. COMMISSIONER HAUSER: Hold on what's ROI? PRO-TIEM TOEDTER: Return on investment. PRO-TIEM CARLSON: What you're talking about here in terms of that issue. That issue extends beyond the EMT class. That issue extends to the \$4,000 it takes to equip these guys there's a whole lot of those things that fit into a separate overlapping issue. TREASURER SWENDIG: And if we're not going to equip those guys until they've been here for two years and we know their reliable responders that protect us there. If we pay upfront for these EMT classes with no guarantee that we're going have EMT services. PRO-TIEM CARLSON: So we do want to work out some process where that happens. TREASURER SWENDIG: Yes, people who are seriously interested in doing it and are seriously interested in doing it for the department; I mean maybe we split it with them 50-50 they pay half the cost and we pay half the cost and if they're still with us in two years we reimburse them the balance. CHIEF LACKEY: I think that that's something that we need to work on um... PRO-TIEM TOEDTER: How do we make them on call even? TREASURER SWENDIG: Right now I have calls that I can't go on I'm in the middle of tax season and I have bubblegum for brain. PRO-TIEM TOEDTER: But if they're living in Spokane and they have a job and there's a crisis out here how are they going to work? CHIEF LACKEY: What's going on right now is we have one of these volunteers that may be coming on, it's a similar situation he's living in Spokane um and he wants to come out here. I'm willing to entertain that if he comes out and pulls shifts in the station and hangs out with us a certain number of times, a certain number of hours a week a month whatever. We don't currently have a policy in place about out of district volunteers. Devon has been working on developing a spreadsheet so that we can understand where our volunteers live; in district, out of district and how often they respond as well as training they come and do with us. We don't have a means for them to come out and hang out overnight. In my communication with our volunteers I've been speaking to them to determine what they're willing to do particularly the ones that are not in district and I have... Well I don't have a solid commitment, they haven't signed a contract and they haven't stated I would absolutely do so many nights a month. I have a number of volunteers that live in town stating that they would be glad to come out spend shifts out here if we had the facilities to accommodate them. Um that being a bed, shower, a place to hang out, a place to cook and a lot of them would like a place to work out. So it's a much bigger issue than simply this single individual wanting to take the EMT class. We need to find ways to incentivize our out of district volunteers to come out here and just hang out. And I don't know what those are. PRO-TIEM TOEDTER: How does this square with our interactive agency or cooperative arrangements? What do we get out of that that's missing that this program would give us? CHIEF LACKEY: The... I'm sorry which part? PRO-TIEM TOEDTER: Mutual aid. DEPUTY CHIEF RISKE: This would help fulfill our QRU response. QRU is quick response unit. Because we

are a non-transport agency so that means we're getting an ambulance depending on the call from Worley or Coeur d Alene. If we had more in district volunteers it would allow us to get people there to fulfill that requirement faster and they would definitely appreciate that from us. CHIEF LACKEY: And when we say more in district volunteers; more volunteers that are in the district versus that live in the district. I'm not advocating one way or the other it's something that we need to explore. COMMISSIONER HAUSER: But that's not this. CHIEF LACKEY: That's not that; this is part of the bigger.... PRO-TIEM CARLSON: Here's my opinion you've been here a couple of months and you inherited this situation and you need time to deal with that so I don't think there's anything that we can really offer here that this whole issue about out of district people is going to do anything. The EMT thing it's my opinion that I think that we want you to pursue this thing. See if we get more volunteers to do that, see if you can get more in district volunteers to do that. Are we going to wait two years to send people to NIC which we probably don't need a quote for right? We could do 1, 2 or 30 it doesn't matter so what my opinion is and you're not asking for a decision but my opinion is I really want you to pursue this and see what you can do and come back if you get the eight people and we had the so the thing resolved I realize it's complicated but I think pursuing the thing to get people in the district to take this class is a good thing and waiting for NICs next time is not optimal. DEPUTY CHIEF RISKE: Right now just quick math and looking at stuff, Dawson being one of them I'll have six in district people that have expressed interest. PRO-TIEM CARLSON: The one thing we talked about yesterday, in the old days we use to hire an instructor to come out here. I don't know if we can still do that. COMMISSIONER HAUSER: That's what this guy does. PRO-TIEM CARLSON: No this is an online thing. We would hire somebody to come and do the whole thing and that person would actually need; depending on how many... there was a certain ratio how many instructors per student that you would have to have but we would basically hire one state certified instructor to come here and teach. So I would want you to look into that possibility too. It seems like that hasn't been done for a while. It seems like we just send everybody to NIC because then we could do a few at a time. That would be another option that I would like you to pursue. COMMISSIONER HAUSER: That would be fabulous. MIKE DAWSON: Does it have to be eight people from MKI or could it be like 4 from here and 4 from their? DEPUTY CHIEF RISKE: I wouldn't give them our discounted rate. PRO-TIEM CARLSON: In the past it was very common for us to share classes. Hauser was one of them it was common some of our people would go out there some of their people would come here. Very common to do that because all us small guys would end up with 2, 3 or 4 people but not enough for a whole class. And they would go okay I have to drive two nights a week whatever it was to come here but it got done in a reasonable period of time. MIKE DAWSON: NIC has a requirement that out of that six-month term you can only miss two classes and then you're out. And me for work I travel so the online part is appealing because I can do it on nights and weekends after the kids go to bed. COMMISSIONER HAUSER: It's on your own time kind of thing? MIKE DAWSON: The online part is. CHIEF LACKEY: The online version is a lot more conducive for gentlemen like him and even if we do it in-house there is likely a standard similar to that they can only miss X number of classes and that would rule out Mike in that case. MIKE DAWSON: Chad and I we've got crazy hours. COMMISSIONER HAUSER: Is Chad another one? Does he want to do it to? That would be cool. DEPUTY CHIEF RISKE: By what Adam sent me if you miss one of the courses that he comes and teaches here you don't pass. You don't even get to miss one. TREASURER SWENDIG: The hands on stuff you gotta do. COMMISSIONER HAUSER: So can you schedule though? How is the scheduling? Is that flexible? DEPUTY CHIEF RISKE: I haven't gone any further than that. COMMISSIONER HAUSER: That's something that's important especially for somebody like Mike who is talking about; is it something where everybody could look at their schedule and come up with a date. MIKE DAWSON: Will he do days or weekends? DEPUTY CHIEF RISKE: He's also a shift employee with KCFR so he will have restrictions as well. COMMISSIONER HAUSER: That's an important question to find out if there's a way to work it. PRO-TIEM CARLSON: Do you need anything further from us other than yes we want you to keep looking into this; sooner than later. DEPUTY CHIEF RISKE: I would love to do that. PRO-TIEM CARLSON: You don't need anything else from us? DEPUTY CHIEF RISKE: No. By the end of it we will... by next meeting if you would like to have me discuss this again... PRO-TIEM CARLSON: We're going to hear about this because these people have thing to do, some of us old retired guys it doesn't matter if there meeting goes for 4, 5 or 6 hours.

c. Amend Public Records Request Form

COMMISSIONER HAUSER: I am the one who requested this to be on here; I am requesting that we table it because I did not get to look at any of the stuff that was sent to me and I don't like being rushed. CHIEF

LACKEY: I think that is a good idea because I went beyond expectations in revamping it. COMMISSIONER HAUSER: You went beyond what we discussed; yes you did and I am not prepared to move forward with that. CHIEF LACKEY: And I would like to apologize for that I got excited in my pursuit of creating a good usable form that made sense and I am sorry that that occurred like that that was not my intention. PRO-TIEM CARLSON: I do have a question about it. The commissioners now have their own fire email accounts that through MKI. COMMISSIONER HAUSER: None of them are through MKI because there was a whole bunch of computer upheaval. We have our own designated that we have designated as our fire or MKI emails. PRO-TIEM CARLSON: Because in years past there were things going on in the district that I thought was harassment against the commissioners and I was concerned that you aren't going to get you people to sit on this board if there subject to... COMMISSIONER HAUSER: We're not going to get harassed? PRO-TIEM CARLSON: Verbal harassment from each other that's part of the deal. But there are things that we wanted it so that somebody wasn't going to be stuck with untold number of hours doing something. It was going to be something that the clerk would do and get paid for. Now is this process that you guys have been working on does that adequately deal with this problem that we used to have? Or is it still a potential problem? COMMISSIONER HAUSER: Okay you're talking about... Okay I know what you're talking about. Yes it definitely is trying to deal with that. PRO-TIEM CARLSON: If you have to put up the money that will stop a lot of it and if you have an email account that an independent person has access to and you don't have to separate your personal stuff from your fire stuff. I just want to make sure that the people who sit at this table are protected. EXEC. ASST. SARANTO: Because they each individually have their own MKI fire email accounts if a public records request came through for those they would have to then supply them to me. PRO-TIEM CARLSON: The whole thing? EXEC. ASST. SARANTO: Right because MKI does not control those emails I can't do that work until it comes to me. So if they were owned by MKI I could actually have access to those and do all that for them. PRO-TIEM CARLSON: Is that something that will happen in the future sometime? COMMISSIONER HAUSER: Actually that is not part of the resolution. PRO-TIEM CARLSON: Got that part I understand that. COMMISSIONER HAUSER: Okay but it was not up and running when we became commissioners that way we all wanted to have a designated email so that we could do business only on that email and that's what I have done and any request I have forwarded. I think it would be a great idea, Mike that's a great idea. EXEC. ASST. SARANTO: That might be something you want to put on the agenda and pursue. We can purchase three more email addresses. COMMISSIONER HAUSER: Right and do it that way because none of us are trying to hide anything it's just that we needed to have; I didn't want to use my personal and Larry's always had his and Michael's was new, he's got a Gmail account or something mine is a Frontier account that says MKI. PRO-TIEM CARLSON: How many accounts do we have now? EXEC. ASST. SARANTO: We have three; for us three. Nan doesn't even have one. TREASURER SWENDIG: Mine went to Devon when he was added so we might need 4 because if they want Treas. information; I'm not going through all my stuff. PRO-TIEM CARLSON: Okay so since you had asked this to be on the agenda and you have removed it from the agenda. COMMISSIONER HAUSER: We'll move on but can we place on the agenda for next month email accounts.

d. New Volunteer Gear

DEPUTY CHIEF RISKE: This is doom and gloom purchase order if I can't put them in anything that we have this is just what it would roughly cost. COMMISSIONER HAUSER: For the three new volunteers? DEPUTY CHIEF RISKE: If we take on two more. COMMISSIONER HAUSER: so it would be for five volunteers? DEPUTY CHIEF RISKE: I have those three outfitted minus a set of boots and turnout pants. COMMISSIONER HAUSER: Okay you have them outfitted in what? DEPUTY CHIEF RISKE: All their structural gear. Now I do not know; I haven't even seen these two new volunteers that he needs to finish with. I don't know if any of the remaining stuff that I have will fit them. This was just here so that we don't have to call another special meeting because it will be over my spending limit again to purchase more gear. It's also 60 days out if I do have to purchase gear. COMMISSIONER HAUSER: Okay but is this training gear or is this... PRO-TIEM CARLSON: No this is a response gear. DEPUTY CHIEF RISKE: This is where this is going to be difficult because I would like to have training gear for them but that's not realistic because if none of that stuff fits then I won't be able to. The district will have to purchase them new gear if that's what we decide, to get them through... CHIEF LACKEY: What we may do is take gear from one of the existing members transfer it to the new member and get the existing member who has already proved themselves new gear. Put the new member in old gear. What's happening is even with all this gear because of the sizes that we spoke about

earlier we don't necessarily have the ability to outfit any given individual. Because it takes two months to get any structure gear we need to be prepared for that if it does occur. We are starting a FF1 class soon and they will need gear at that point. It's a means to ensure that we can provide gear in a timely fashion. PRO-TIEM TOEDTER: What sizes are involved in this? CHIEF LACKEY: That's the question we don't know if we can get people into the gear that we've got. And that's where the problem lies we're not sure at this point; this is a new problem for us we're not sure how to pursue this. This was an attempt to fill the needs and desires of the district, getting approval and still taking care of our people in a timely fashion. I don't know of a better way to do this if you guys have a good idea let us know. DEPUTY CHIEF RISKE: Part of the FF1 class when we put them through it is what we call donning and doffing gear. That's learning to put your turnouts on properly and taking it off properly and doing that in a timely fashion; there's a standard that you have to be in your gear in less than 90 seconds from when you hit the door putting it on and getting into a truck and going. So if they don't have gear to do that it will be very difficult to teach them and get them to learn to put their stuff on because it's a muscle memory thing if you don't do it often enough you don't know how to get into it fast. I know that I don't get into my gear as fast as I used to get into it because I don't do it as often; so that's part of this. We get them into learning how to get into their SCBA's on top of all their gear and learning how to walk and move around stuff like that. If they don't have gear than it's really hard; I'm trying my best to put them in all the old stuff. Quite frankly we don't know what's going to happen; I like to not put the district out a ton of money. PRO-TIEM CARLSON: At this point because this class is coming up you need us to approve this tonight rather than next month? Is that right? DEPUTY CHIEF RISKE: The potential to spend it I don't want to spend it. PRO-TIEM CARLSON: Okay so if one of us were to move for example that we authorize you to spend up to X amount of money if necessary to outfitted these things that would cover you? DEPUTY CHIEF RISKE: Yes.

PRO-TIEM CARLSON moved that we approve expenditure for turnout gear up to \$8,000 to outfit our new volunteers if they cannot be outfitted with existing gear, COMMISSIONER HAUSER 2nd the motion:

COMMISSIONER HAUSER called for discussion.

PRO-TIEM TOEDTER: I'm still curious, if you got to put 20 pounds in a 10 pound bag. I appreciate the problem that these people have to have the gear but I would like to see... if you have three people lined up obviously it's a crapshoot on whether they show up and go through the training and complete the training or whatever but at least for the purposes of this I would say that I would modify the resolution to say to equip these people whatever size they are. I'm just trying to be more specific. CHIEF LACKEY: And that's part of the problem we don't know what size these people are. COMMISSIONER HAUSER: And we don't even know if they're going to accept them so what he's saying is that he doesn't necessarily have to spend this money if they come and they are both a bust then he would be able to spend a lot less just to fill in the holes with the three you've got. PRO-TIEM TOEDTER: What is the timeframe? If we authorize you to spend it for this what is the lead time that's involved? Is this stuff available in a week? DEPUTY CHIEF RISKE: No it's two months. PRO-TIEM TOEDTER: So when is their training scheduled for? DEPUTY CHIEF RISKE: I plan on starting them next month. I apologize the following month. CHIEF LACKEY: We're planning on starting the FF1 in April so if we don't have the gear for them they would be out eight classes at that point. DEPUTY CHIEF RISKE: If we ordered it when we started the class? CHIEF LACKEY: If we ordered it when they start the class we would be out eight weeks. DEPUTY CHIEF RISKE: So if he brings them in; you're meeting with them this week? CHIEF LACKEY: Sometime this week. DEPUTY CHIEF RISKE: So next week if he says to me you have two new guys to outfit I'll take them upstairs and try to put them in everything that I have right now. If that doesn't happen I will measure them, I'll send the stuff over to Mike Lyons who is our Rep. and he'll order it. From that point it will take two months to get it to us. But the first three weeks of the FF1 program is background it's learning what fire service is, why we do what we do. CHIEF LACKEY: We can fudge it for a little while but trying to fudge it for two months would be really difficult. We can fudge it for a month pretty easy. Trying to fudge it for two months would really be putting these folks at a disadvantage. PRO-TIEM TOEDTER: When would you first know what you're ordering for these individuals? This next week when they show up you measure them? CHIEF LACKEY: Probably by... I going to do my best to get them on board and here two weeks from tomorrow would be my best guess. EXEC. ASST. SARANTO: But I thought you were talking about not getting them new gear and using old gear. PRO-TIEM TOEDTER: Assuming the old gear will fit. CHIEF LACKEY: I'm not going to take gear from an active member and give it to a new person... EXEC.

ASST. SARANTO: So you would be measuring our current volunteers? CHIEF LACKEY: We would be measuring our current volunteers if we can find one that's compatible; give them new gear and move that stuff down when new gear comes in. MIKE DAWSON: Three people we interviewed are in similar size and stature as some of our volunteers. They're not my size because I'm bigger; the three people we interviewed recently couldn't they borrow Chad's gear for a night couldn't they borrow Ryan's gear for night when you do the donning/doffing. DEPUTY CHIEF RISKE: Those guys are already outfitted. MIKE DAWSON: Okay, if they are similar stature take my gear off the rack and use it for half a training class. If I remember from our training we didn't need full gear until month 5 when we did live fire; everything else was donning/doffing. Could we accomplish it that way without having to buy stuff the first month? To your point that gives us five months to see if they're going to hang out or not. Is that a way to cover that gap? CHIEF LACKEY: Eww! No um that's not a bad thought. COMMISSIONER HAUSER: What did you just say? EXEC. ASST. SARANTO: Eww! MIKE DAWSON: It's mainly the jacket, coat and boots. CHIEF LACKEY: We don't wash this stuff enough and it gets nasty and as much as I like you Mike I would not want to run around in your sweaty gear. TREASURER SWENDIG: Get that washing machine. DEPUTY CHIEF RISKE: The whole point of this... (I'm going to be a Mike Carlson) the whole point of this; rain you all back in. I just wanted to be able to ask for permission before I had to ask for forgiveness because I spent more than I was supposed to. PRO-TIEM CARLSON: So would my motion work for you? DEPUTY CHIEF RISKE: Yes.

COMMISSIONER HAUSER called for roll call vote:

ROLL CALL VOTE:

Pro-Tiem Toedter: Yes

Commissioner Hauser: Yes

Pro-Tiem Carlson: Yes

Motion Carried

PUBLIC INPUT

TERRY MONTANYE: Policy # 210 Personal Protective Equipment and Protective Clothing; I couldn't believe all the talk about turnouts anyway the purpose of this procedure is to document the responsibility for the furnishings, utilization, inspection, maintenance, repair and retirement of personal protective equipment and clothing and then it goes on to talk about the district's responsibility and the member's responsibility and as Devon said learning to don/doff, care and inspection of there's even a form you're supposed to fill out when you inspect this stuff, which I have never seen. Here's my point the district shall provide and maintain at no cost to the member the appropriate protective ensemble with access to me is just what the chief said there's a standard and that's laid out on the very first page of this policy that he has to live by and although standards are written down and I can tell you when I was responding to calls my coat was good my pants would've flunked they were old, they were not in good repair. That's just the way it is; he's trying to reach a standard and I think the department is doing the right thing trying to maintain the standards with this clothing and all this equipment and using terms like "appropriate" that takes care of that and "retirement" it has old folks home down here with the stuff you can use in training. He has the responsibility as the chief to live by the policy. That's his job.

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE

PRO-TIEM CARLSON: I have two comments. 1. I happen to be at a house in my end of the district where there was a call a week or two ago that three of the people here responded to that call. It was a death. Not really unanticipated but it was a sudden death and as you know I was the medical director out here for a couple of decades or more and I reviewed all the calls and I was on scene for the vast majority of them and I can say that the MKI response was very good, it was timely it was bad we had ice up the driveway and I think that the MKI group that came approached it very professionally and did a really good job. I'm supposed to be minding my own business the best I can. I'm standing back there watching; our guys show up and then Coeur d'Alene showed up and then KCFR. So there's a big crowd in this nice large house and everything went I thought really really well. It isn't very often you have somebody who is just an innocent member of the public that can see something with some understanding of it and I was very impressed because there's a lot of people that came the sheriff came, the chaplain came and whatever. I thought things were really really well

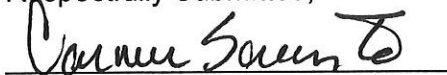
done. Are you an EMT? Are you going to be? DEPUTY CHIEF RISKE: It's a long story. PRO-TIEM CARLSON: Well I couldn't see what you were doing but I was right behind Mike and he was being really helpful I mean it's really helpful to have people that are not EMTs who are paying attention and able to help and pass things and do all that kind of stuff. It's really helpful to have somebody who has got their head in the business and so I was favorably impressed. 2. Yesterday I came by and had a chance to meet with the new Chief and the fairly near Deputy Chief and we were able to discuss things like maybe some of the things that used to happen around here and haven't for a while and some of the things that I have actually had my neighbors ask about which was like an AED in the east district over there. That particular guy, if that guy had been an arrhythmia death; he's toast, no chance as it turned out it was a different kind of thing but to have one there the possibility of having EMTs that were actually in district and being there and having EMTs that were not Fire/EMT's but were EMT only like Nan. Our history is that's the way the whole thing started and then grew having both; we discussed that and we discussed rehab. We used to have a really good rehab and then it hasn't had a rehab for a while. We discussed several things which I thought were um... nothing promised, nothing asked to be promised but a really good discussion I was very pleased with how things are going and I have to tell you that after having a few years of feeling unwelcome around here I kind of felt like my term of exile had been rescinded and that I could actually be welcomed in the building once again. I really appreciate that for those of you who don't know I was a volunteer for 27 years. So I have a lot of my heart in this building and the people who had been with us all this time. So I was quite pleased. COMMISSIONER HAUSER: Cool that's great; I love hearing that stuff. You know I've heard it from other people who have had call but not as knowledgeable and you. MIKE DAWSON: We didn't know who Mike was until after the call. COMMISSIONER HAUSER: So it was just an opportune thing. PRO-TIEM CARLSON: My wife... COMMISSIONER HAUSER: I know your wife. PRO-TIEM CARLSON: Who is a friend of the widow and so she called and said her husband just died and can you come so we went up there and then my wife said "did you call 911"? Call 911. My wife was an EMT around here for quite a few years and a fire responder for a little while so she had her call 911. TREASURER SWENDIG: She was back in the day when there were two women in the department. PRO-TIEM CARLSON: Yup. TREASURER SWENDIG: It's down to one. COMMISSIONER HAUSER: Well I'm real glad to hear how you felt...

MOTION TO ADJOURN

COMMISSIONER HAUSER: Can I have a motion to adjourn? Would you like to motion to adjourn? Move it along. PRO-TIEM CARLSON: No, I've had my quota of motions. Somebody else has to do it.

PRO-TIEM TOEDTER moved to adjourn the meeting, COMMISSIONER HAUSER 2nd the motion: **Motion carried 8:15 P.M.**

Respectfully Submitted,



Exec. Asst. Saranto

Approved,



Pro-Tiem Mike Carlson/Commissioner Arhutick

Approved,



Commissioner Gretchen Hauser

Approved,



Pro-Tiem Lee Toedter/Commissioner Mundt