

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
7:07 A.M. April 8, 2020

Present: Commissioner Noah, Commissioner Olson, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian

Commissioner Noah called the meeting to order at 7:12 A.M. With public attendance option via go-to-meeting secured.

**Under authority of Governor's Partial Open Meeting Law Suspension Proclamation March 13, 2020:
Commission Meeting Room Occupancy Restrictions:**

No Public allowed in the firehouse due to health and safety concerns of our first responders.

"The suspension of section 74-203(5), Idaho Code, applies only to the requirement of allowing the public to attend a meeting in person. All governing bodies of public agencies continue to be subject to the Open Meeting Law's requirements to allow public attendance using telecommunication devices at meeting subject to Open Meeting Act."

Public Attendance Options:

From your computer, tablet, or smartphone:

<https://global.gotomeeting.com/join/528460893>

From your phone, dial:

1-872-240-3311 Access Code: **528-460-893**

Action Item: Approval of Board Meeting Agenda and Posting with COVID-19 Notice.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: March 4, 2020 Meeting Minutes were read and approved.

No objections

Agenda and posting approved by consensus

Public Input: No Public Input

Treasurers Report: Chief de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: By consensus the disbursement of funds to pay the bills in the amount of \$177,243.40 was approved.

OLD BUSINESS: None

REPORTS:

Fire Chief Report: Chief de Jong stated that Bill Gigray is tentatively scheduled for May 1st. Wildland Fire Preparedness Day on May 5th has been cancelled. The EMS services delivery study being done county wide put out a technical review number two last week. This study has been slowed down due to the COVID-19 outbreak but will continue to meet via conference call for now. There has been no resolution by the Donnelly Rural Fire District on the annexation of Jug Mountain Ranch.

Deputy Chief Report: Deputy Chief Smith reported on the following.

EMS:

1. COVID
 - a. 2 patients transported as mutual aid response, ~10 suspected w/o positives in community
 - b. Implementing/ed CDC, CDH, Valley County, McCall City requirements and recommendation where practical and applicable
 - c. Training focus for EID and COVID-19
 - d. Trying to stay abreast of the changes daily
 - e. McCall Branch of Valley EOC
 - f. Daily reporting to IRTS
 - g. Tracking COVID-Exposures and cost associated
 - h. Cancelled meetings or training that bring unnecessary persons into station
2. ESO reporting will be implemented in the next few weeks.
3. Heather Robertson took over completely for billing QA and Clinical QA

Training:

1. Focus on EID this month
2. Driver Operator program started, working towards negotiated certifications
3. Continue to develop platform for proficiency-based training
4. Drills cancelled due to COVID until further notice
5. Long term training plan submitted, monthly training plans are submitted from this plan

APPARATUS/EQUIPMENT:

1. Apparatus spec pre-build will be via conference call April 10th.
2. Extrication tool purchase on hold until COVID restrictions are lifted
3. Chief 1 in service
4. New commercial dryer for PPE, fire and bio-contamination

Personnel:

1. Hiring for vacancy has began
 - a. Resumes narrowed to 7 competitive candidates
 - b. Phone interviews with 7 candidates, narrow to 4 and 1 dropped out for personal reasons
 - c. 3 remaining are interviewing April 15th. Should have them on shift no later than May 1.

ADMINISTRATION: Jan stated that the audit with Jordan Zwygart was cancelled due to the COVID-19 outbreak. Jordan is going to email a list of items for Jan to scan and email to him so he can work on the audit remotely.

Executive Session under Idaho Code 74-206 (1) (a) (b) (c) (d) (e) (f) (i) & (j)

No Executive Session Held

NEW BUSINESS:

Action Item: Consideration of Resolution 2020-2 (Authorizing two errata's corrections to the McCall Fire Protection District Policy.) Policy Code Corrections were discussed.

Motion made to adopt the Policy Code Change

Motion seconded

No Objections

Motion carried on adopting Resolution 2020-2

Meeting Schedule: The board discussed the monthly meeting schedule and unanimously decided to change the monthly meetings to the second Tuesday of the month at 5 p.m. Chief de Jong will notify the Star News and make the update to our website.

The next Board Meeting is Tuesday, May 12, 2020 at 5:00 P.M.

Commissioner Noah called the meeting to close at 7:56 A.M.

Approved:



Jeremy Olson, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
12:11 P.M., Friday, May 1, 2020

Present: Commissioner Noah, Commissioner Olson, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian, Firefighter Peterson, Attorney Bill Gigray

Commissioner Noah called the meeting to order at 12:11 P.M. With public attendance option via go-to-meeting secured.

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Commission Meeting Room Occupancy Restrictions:**

No Public allowed in the firehouse due to health and safety concerns of our first responders.

"The suspension of section 74-203(5), Idaho Code, applies only to the requirement of allowing the public to attend a meeting in person. All governing bodies of public agencies continue to be subject to the Open Meeting Law's requirements to allow public attendance using telecommunication devices at meeting subject to Open Meeting Act."

Public Attendance Options:

From your computer, tablet, or smartphone:

<https://soom.us/j/96475356284?pwd=Q1pJV3JuMFdMejAvS2FUOVBtOUZZQT09>

Meeting ID: **964 7535 6284**

From your phone, dial:

1-312-626-6766 Meeting ID: 964 7535 6248

Action Item: Work Session with District Legal Council

1. Commission and Administrative Staff work session to discuss district policy code, district processes, meetings, roles and responsibilities, question and answer, etc. No district business action took place.

The next Board Meeting is Tuesday, May 12, 2020 at 5:00 P.M.

Commissioner Noah called the meeting to close at 2:35 P.M.

Approved:

Jeremy Olson, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:21 P.M. May 12, 2020

Present: Commissioner Noah, Commissioner Olson
(Via Conference Call), Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith,
Administrator Jan Julian

Commissioner Noah called the meeting to order at 5:21 P.M. With public attendance option via go-to-meeting secured.

**Under authority of Governor's Partial Open Meeting Law Suspension Proclamation March 13, 2020:
Commission Meeting Room Occupancy Restrictions:**

No Public allowed in the firehouse due to health and safety concerns of our first responders.

"The suspension of section 74-203(5), Idaho Code, applies only to the requirement of allowing the public to attend a meeting in person. All governing bodies of public agencies continue to be subject to the Open Meeting Law's requirements to allow public attendance using telecommunication devices at meeting subject to Open Meeting Act."

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From your computer, tablet, or smartphone:

<https://global.gotomeeting.com/join/528460893>

From your phone, dial:

1-872-240-3311 Access Code: **528-460-893**

Action Item: Approval of Board Meeting Agenda and Posting with COVID-19 Notice.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: April 8, 2020 and May 1, 2020 Meeting Minutes were read and approved.

No objections

Agenda and posting approved by consensus

Public Input: No Public Input

Treasurers Report: Chief de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$190,608.65. No objections. Motion approved.

OLD BUSINESS: None

REPORTS:

Fire Chief Report: SOP adoptions, effective May 4, 2020: Schedule Routines 20/.0.5.2 McCall SCBA Use 206.02, Including appendix A, B & C. Chief de Jong stated that the SOP adoptions discussed with Attorney Gigray have been added to the Policy.

Chief de Jong stated Budget Hearing is set for August 26, 2020 at 7:00 A.M.

Deputy Chief Report: Deputy Chief Smith reported on the following.

1. Apparatus
 - a. Prebuild via teleconference
 - b. Services completed for T11 and E11
 - i. E11 @ Star for some large repairs that were overdue or caught
2. Equipment
 - a. Extrication tools on hold until we can gather again.
 - b. Commercial dryer installed
3. Programming
4. Policy and Procedures
 - a. 208.5.2 Daily, Weekly, Monthly routine
 - b. 206.2 SCBA Emergency Procedures
5. Training
 - a. Wildland Refresher begins
 - b. Apparatus Operator Course in progress, testing in June
 - c. EMS Drills took place for each shift, High performance CPR as part of competency-based training and evaluation plan. F
6. COVID-19 preparation
 - a. Doing good so far
 - b. Grant funds

Deputy Chief Smith also reported that our new hire Michael Bertrand has now started, and the Department is excited to have him.

ADMINISTRATION: Jan stated that the audit with Jordan Zwygart is moving along and almost all the data has been turned in to complete the audit.

Executive Session under Idaho Code 74-206 (1) (a) (b) (c) (d) (e) (f) (i) & (j)

No Executive Session Held

NEW BUSINESS:

Action Item:

1. Budget Advisory Standing Committee appointment (Title 10). It was discussed to put this on the agenda for the June 9th, 2020 meeting and to appoint Jan as the Secretary/Treasurer as per the conversation with Bill Gigray. It will also be determined who will be appointed on the Budget Advisory Committee.
2. Surplus Medic 51. After discussion by the Board a motion was made to approve the sale of Medic 51. No objections. Motion approved.
3. Board appointment discussion will be address at the June 9, 2020 Commission Meeting.
4. Fire Chief 2019 annual evaluation/employment agreement § 74-206 (1) (b). The Board agreed to go into Executive Session at the June 9, 2020 meeting to discuss the Fire Chief 2019 annual evaluation/employment agreement § 74-206 (1) (b).

The next Board Meeting is on Tuesday, June 9th, 2020 at 5: P.M.

Commissioner Noah called the meeting to close at 6:45 P.M.

Approved:

A handwritten signature in black ink, appearing to read "J. Olson". The signature is written in a cursive style with a large initial "J" and a distinct "O".

Jeremy Olson, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:06 P.M. June 9, 2020

Present: Commissioner Noah, Commissioner Olson, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian, Firefighter McMahan, Firefighter Bertrum, Firefighter Lawhorn, Firefighter Desmond

Commissioner Noah called the meeting to order at 5:06 P.M. With public attendance option via go-to-meeting secured.

Under authority of Governor's Partial Open Meeting Law Suspension Proclamation March 13, 2020, the Meeting Room Occupancy Capacity because of social distancing protocol is 15 people. Social Distancing will be enforced. The first 5 persons who appear, in addition to Commissioners and staff, will be allowed in the meeting location. All other persons may access the meeting via Teleconference

Public Attendance Options:

From your computer, tablet, or smartphone:

<https://zoom.us/j/4842638007> - Meeting ID:484 263 8007

From your phone, dial:

1-312-626-6766 Meeting ID: 484 263 8007

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: May 12th, 2020 Meeting Minutes were read and approved.

No objections

Agenda and posting approved by consensus

Public Input: No Public Input

Treasurers Report: Chief de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$219,901.10. No objections. Motion approved.

OLD BUSINESS: Budget Committee- Commissioner Noah discussed adding language to the Policy to add additional members to the Budget Committee as needed at the Boards discretion. The Base Committee is made up of the Chief, Deputy Chief, Treasurer and a Commissioner. There will be a Budget Work Group Meeting Thursday, June 18th at 2:00 P.M. A Public Notice of the meeting will be posted.

REPORTS:

Fire Chief Report:

1. Chief de Jong stated that the Station is still on lockdown mode due to COVID-19 until further notice.
2. Chief de Jong also stated the propane ordinance has raised a lot of questions especially on swap outs. There have been some discrepancies on how the departments interpret the ordinance and we are working through this. Our Department has been completing several propane inspections.

Deputy Chief Report: Deputy Chief Smith reported on the following.

1. Apparatus
 - a. All is well
 - b. No update on new pumper
 - c. Put snow machines away and got boat/UTV out
 - d. Sold Medic 51 for \$10k
2. Equipment
 - a. Purchased a new TIC
 - b. Purchased individual SA TICs
 - c. Applying for a Lucas CPR device grant from IDEMS
3. Programming
 - a. Common Operating calendar created
4. Policy and Procedures
 - a. Submitted Captain and ADO task books for review
 - b. Submitted step-up/WOOC task books
 - c. Updated/reviewed 1st year firefighter task book
5. Training
 - a. Completed
 - b. Apparatus Operator testing this week June
6. COVID-19 preparation
 - a. Doing good so far

ADMINISTRATION: Jan stated that the auditors are still requesting information but the audit it is moving along. Jan has also been trying to familiarize herself with the Crew Sense Program. Quick Books reports are still a work in progress and Jan will be working with Jordan Zwygart on how to properly run the reports needed.

Executive Session under Idaho Code 74-206 (1) (a) (b) (c) (d) (e) (f) (i) & (j)

No Executive Session Held

NEW BUSINESS:

1. Resolution 2020-3, Amending Policy Code § 8.2.6 to comply with House Bill 354

Motion Made by Commissioner Erekson to Approve Resolution 2020-3

Motion Seconded by Commissioner Olson

No Objections

Motion Carries

2. Resolution 2020-4, Amending Policy Code § 12.2.3.1 to comply with House Bill 601

Motion Made by Commissioner Olson to approve Resolution 2020-4

Motion Seconded by Commissioner Erekson

No Objections

Motion Carries

3. Resolution 2020-5, Amending Policy Code § 13.2.2.6 to comply with Senate Bill 1338a

Motion Made by Commissioner Erekson to Approve Resolution 2020-5

Motion Seconded by Commissioner Olson

No Objections

Motion Carries

4. Accept the resignation of Jeremy Olson as Secretary/Treasurer of the District conditioned on the appointment of Jan Julian as Secretary/ Treasurer.

Commissioner Olson Submitted his resignation as Secretary/Treasurer of the District with the stipulation that Jan Julian is appointed the Secretary/Treasurer of the District.

Commissioner Erekson moved to accept the resignation of Jeremy Olson as the Secretary/Treasurer of the District with the stipulation that Jan Julian is appointed the Secretary/Treasurer of the District.

No Objections

Motion Carries

5. Accept the consent from the CPA Firm at the request of the Board of their replacement conditions on the appointment of Jan Julian as Treasurer of the District. A copy of the meeting minutes and a copy of the Certificate of Appointment will be sent to Zwygart and Associates.

6. Motion to appoint Jan Julian as District Secretary/Treasurer of the Fire District to serve as such officer until the first regular meeting of the Board of Commissioners to be held in January of the following calendar year or until a successor has been so appointed, whichever first occurs. Issue Certificate of Appointment.

Motion made by Commissioner Olson to appoint Jan Julian as the Secretary/Treasurer of the District

Motion seconded by Commissioner Erekson

No objections

Motion Carries

Certificate of Appointment signed

7. Cooperative Agreement with Boise and Payette National Forest.

Chief de Jong is having a meeting with Bill Gigray on Monday, June 15th regarding this agreement.

8. Fire Chief extra hours Oct 19' – May 20'

Motion made by Commissioner Olson to approve Fire Chief's extra hours October 19'-May20'

Motion Seconded by Commissioner Erikson

No objections

Motion Carries

9. Fire Chief 2019 annual evaluation/ employment agreement § 74-206 (1) (b) To consider the evaluation, dismissal, or discipling of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Entered into Executive Session under **Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)**

Executive Session under Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)

• [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.

• The Action item is also the voice vote to come out of executive session and resume regular session.

[No action will be taken in executive session.]

The next Board Meeting is on Tuesday, July 14th, 2020 at 5: P.M.

Commissioner Noah called the meeting to close at 7:50 P.M.

Approved:


Jan Julian, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:09 P.M. July 14, 2020

Present: Commissioner Noah, Commissioner Olson, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian

Commissioner Noah called the meeting to order at 5:09 P.M. With public attendance option via go-to-meeting secured.

**Under authority of Governor's Partial Open Meeting Law Suspension
Proclamation March 13, 2020:**

Commission Meeting Room Occupancy Restrictions:

No Public allowed in the firehouse due to health and safety concerns of our first responders.

"The suspension of section 74-203(5), Idaho Code, applies only to the requirement of allowing the public to attend a meeting in person. All governing bodies of public agencies continue to be subject to the Open Meeting Law's requirements to allow public attendance using telecommunication devices at meeting subject to Open Meeting Act."

Public Attendance Options:

From your computer, tablet, or smartphone:

<https://zoom.us/j/93230324584?pwd=WnZUZU5kcEJFK21WQ3ZBZnVGcHQ5UT0>

9 Meeting ID: 932 3032 4584

From your phone, dial:

1-312-626-6799 Meeting ID: 932 3032 4584

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: June 9, 2020 Meeting Minutes were read and approved.

No objections

Agenda and posting approved by consensus

Public Input: No Public Input

Treasurers Report: Chief de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$233,705.41. No objections. Motion approved.

OLD BUSINESS: Budget Report: Chief de Jong presented the 2021 Budget Report to the Commission for review and discussion.

Motion made to approve and the 2021 draft budget to be published.

No objections

Approval of 2021 draft budget to be published and approved by consensus

REPORTS:

Fire Chief Report: Chief de Jong reported on the following

1. Chief de Jong stated that there is an opening on the State's LPG Board which is a Governor appointed position and he has applied for the opening.

Deputy Chief Report: Deputy Chief Smith reported on the following.

1. Apparatus
 - a. All is well
2. Equipment
 - a. E-tool selected and check needs signed
3. Programming
 - a. Moved time cards to Crewsense, hoping to have digital cards by end of year
 - b. CAD changes on the horizon
4. Policy and Procedures
 - a. Submitted
 - i. Hazmat response SOP/SOG
 - ii. Rescue SOP/SOG
 1. Lock out tag out
 2. Confined space rescue
 3. Trench rescue
 4. Structural collapse
 - iii. RSI performance standard
5. Training
 - a. Mass causality TTX drills
 - b. EMS Training
6. COVID-19
 - a. 1 - 2 shift quarantine for a patient encounter with a PPE breach

ADMINISTRATION: Jan stated that the auditors should be completed with the audit by the end of July.

NEW BUSINESS:

1. Resolution 2020-6, Amending Policy Code § 10.1.1.2 to add members to the district's standing budget committee.

Motion Made by Commissioner Olson to Adopt Resolution 2020-6

Motion Seconded by Commissioner Erekson

No Objections
Motion Carried

2. Resolution 2020-7, Amending Policy Code Title 8 to establish a "Fire District Major Equipment and Real Property Acquisition Fund".

Motion Made by Commissioner Erekson to Adopt Resolution 2020-7

Motion Seconded by Commissioner Olson

No Objections

Motion Carried

3. Discussion on district tax levy on unimproved real property.

4. Pumper Tender Tire Purchase. Chief de Jong stated that the tires on the Pumper Tender are from 2007. The new tire low bid was \$8000.

5. Surplus Miscellaneous Equipment with a total estimated value of less than \$10,000.

Chief de Jong presented the Commissioners with a list of all the Surplus Miscellaneous Equipment that he would like to get rid of. Deputy Chief Smith suggested putting these items in an auction and sell most of these items in a lot and then selling some of the bigger items separately.

Commissioner Erekson made a motion to declare these items as surplus to be sold

Commissioner Olson seconded the motion

No Objections

Motion Carried

6. Fire Chief employment agreement § 74-206 (1) (b) To consider the evaluation, dismissal, or discipling of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.

- [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.

- The Action item is also the voice vote to come out of executive session and resume regular session.

[No action will be taken in executive session.]

Executive Session under Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)

- [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.

- The Action item is also the voice vote to come out of executive session and resume regular session.

[No action will be taken in executive session.]

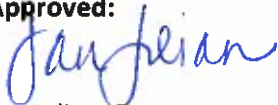
Entered Executive Session at 6:42 P.M.

Came out of Executive Session at 6:55 P.M.

The next Board Meeting is on Tuesday, August 11th, 2020 at 5: P.M.

Commissioner Noah called the meeting to close at 6:57 P.M.

Approved:



Jan Julian, Secretary



McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:08 P.M. August 11, 2020

Present: Commissioner Noah, Commissioner Olson, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian

Commissioner Noah called the meeting to order at 5:08 P.M.

Commission Meeting Room Occupancy Restrictions:

The Meeting Room Occupancy Capacity subject to the 6-foot distancing recommendation of Centers for Disease Control and Prevention in addition to the Commissioners and staff who are anticipated to be in attendance is 14.

Social Distancing will be enforced.

The first three persons who appear will be allowed to be present in the meeting location. All other persons may be in attendance virtually via Teleconference.

Public Attendance Teleconference Options:

From your phone, dial:
1-208-315-7154

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: July 14, 2020 Meeting Minutes were read and approved.

No objections

Agenda and posting approved by consensus

Public Input: No Public Input

Treasurers Report: Chief de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$264,313.39.

No objections

Motion approved

OLD BUSINESS:

1. Budget Report: Chief de Jong stated that the 2021 budget will be posted in the Star News for the next two weeks as well as on the McCall Fire website.
2. Cooperative Agreement with Boise and Payette National Forest: Nothing new has happened with this since the last meeting.
3. Valley County EMS Study update: Nothing new has happened with this since the last meeting.

Fire Chief Report: Chief de Jong reported on the following:

1. Chief de Jong stated that Bill Gigray is working on amending our policy code for destroying audio on Commission Meeting minutes once they have been approved.
2. Chief de Jong congratulated Deputy Chief Smith on completing his bachelor's degree in Fire Administration.

Deputy Chief Report: Deputy Chief Smith reported on the following:

1. Statistic and Data
 - a. Call trends
 - b. Training numbers
2. Apparatus
 - a. Pump and ladder testing completed
 - b. No update on new pumper
3. Equipment
 - a. New extrication tools arrived/in service
 - b. Applying for a Lucas CPR device grant from IDEMS
4. Programming
 - a. Nothing new to report
5. Policy and Procedures
 - a. Adopted task books per July report
6. Training
 - a. Certification testing scheduled for the end of September
 - b. Great success in the last test, 7/10 certified for ADO and 4 near complete, 1 new FO1
7. COVID-19
 - a. 1 member was isolated for a high-risk exposure
 - b. Staying the course

ADMINISTRATION: Nothing New to discuss.

NEW BUSINESS:

1. FY 2019, 2019 Last Quarter, Audit Report-Jordan Zwygart, at 5:30 PM (Conference Call) Jordan Zwygart went over the Audit for FY2019 and 2019 Last Quarter and reported that everything looked good to their office and the Audit was completed with no issues.

Motion made to accept the Auditor's Reports

Motion seconded

No Objections

Motion Approved

2. Resolution 2020-8, Employment Agreement-Fire Chief: Resolution 2020-8 reviewed and signed.

Motion made to adopt Resolution 2020-8

Motion Seconded

No objections

Adoption of Resolution 2020-8 approved

4. Body Armor Quote/Purchase: Chief de Jong had Firefighter Mike Bertrum bring in some demo gear and get a quote on the gear for six sets of body armor and helmets. The quote came in at \$6,641.46 which is considerably lower than previous quotes the Department has gotten. Chief de Jong stated that later in the year we can do a budget amendment to include this purchase. Commissioners agreed to fund the equipment request.

5. Ladder Truck Operations-Discussion: Chief de Jong is still working on this. He has talked to a couple of insurance agents to discuss the effects of protection class codes changing and how this would affect the ESO rating. Chief de Jong will keep the Commission updated on this topic.

Executive Session under Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)

- [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.

- The Action item is also the voice vote to come out of executive session and resume regular session.

[No action will be taken in executive session.]

No Executive Session was held

The next Board Meeting is on Tuesday, September 8th, 2020 at 5:00 P.M. and there will be a Budget Hearing Meeting on Wednesday, September 26th at 7:00 A.M.

Commissioner Noah called the meeting to close at 6:12 P.M.

Approved: .



Jan Julian, Secretary



McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
7:07 A.M. August 26, 2020

Present: Commissioner Noah, Commissioner Olson, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian

Commissioner Noah called the meeting to order at 7:07 A.M.

Commission Meeting Room Occupancy Restrictions:

The Meeting Room Occupancy Capacity subject to the 6-foot distancing recommendation of Centers for Disease Control and Prevention in addition to the Commissioners and staff who are anticipated to be in attendance is 14.

Social Distancing will be enforced.

The first three persons who appear will be allowed to be present in the meeting location. All other persons may be in attendance virtually via Teleconference.

Public Attendance Teleconference Options:

From your phone, dial:
1-208-315-7154

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: Public Hearing – Budget Fiscal Year 2021

Motion Made to Open the Hearing

Motion Seconded

Commissioner Noah called the Public Hearing to open at 7:08 A.M.

Discussion

Public Input-No Public Input

Motion to Close Hearing

Motion Seconded

Commissioner Noah called the Public Hearing to close at 7:12 A.M.

Action Item: Discuss and consider approving the regular meeting minutes for August 11, 2020.

Motion Made to approve the regular meeting minutes for August 11, 2020

Motion Seconded

Motion Carried

Public Input: No Public Input

NEW BUSINESS:

Action Item: Discuss and consider approving the FY 2021 Budget as presented, Chairman Noah to sign Valley County Budget L2 Form.

Motion Made to approve FY 2021 Budget as presented and Chairman Noah to sign Valley County Budget L2 form.

Motion seconded

FY 2021 Budget signed by Chairman Noah

Action Item: MOU-Probation Exemption

Motion made to sign 4564 MOU-Probation Exemption to remove Firefighter Mike Bertrand from probation.

Motion Seconded


No objections

Motion carried

The next Board Meeting is on Tuesday, September 8th, 2020 at 5:00 P.M.

Commissioner Noah called the meeting to close at 7:22 A.M.

Approved:



Jan Julian, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:14 P.M., Tuesday, September 8, 2020

Present: Commissioner Noah, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith, Administrator Jan Julian

Commissioner Noah called the meeting to order at 5:14 P.M.

Commission Meeting Room Occupancy Restrictions:

The Meeting Room Occupancy Capacity subject to the 6-foot distancing recommendation of Centers for Disease Control and Prevention in addition to the Commissioners and staff who are anticipated to be in attendance is 14.

Social Distancing will be enforced.

The first three persons who appear will be allowed to be present in the meeting location. All other persons may be in attendance virtually via Teleconference.

Public Attendance Teleconference Options:

From your phone, dial:

1-208-315-7154

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: Discuss and consider approving the regular meeting minutes for August 26, 2020.

Meeting Minutes approved by consensus

Public Input: No Public Input

Treasurers Report: Secretary Jan Julian presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$158,704.89

No objections

Approved by consensus

Old Business:

1. Valley County EMS Study Update Chief de Jong stated that ESCI has finished their report and they are presenting it to the Valley County Board of Commissioners on September 28th at 1:00 P.M. if anyone would like to attend.

2. Ladder Truck Operations-Discussion: Chief de Jong would like to have this discussion when Commissioner Olson is present at the October 13, 2020 Commission Meeting.

Fire Chief Report: Chief de Jong reported on the following:

1. Chief de Jong stated that two of our Firefighters have received above standard Tenzinga reports from their peers. Deputy Chief Smith went into detail on both occasions in which these employees received these reports and expressed how great it is to see employee's going above and beyond.
2. Chief de Jong stated that his Tenzinga performance account is set up and ready for the Commissioners to start using when they have time to go over how it works.

Deputy Chief Report: Deputy Chief Smith reported on the following:

Reports

1. Statistic and Data
 - a. Call trends
 - b. Training numbers
 - c. Structure fire report
2. Apparatus
 - a. Pics of new apparatus in production
3. Equipment
 - a. Tactical gear ordered
4. Programming
 - a. Nothing new to report
 - b. Moving forward with Spillman CAD, working with Dispatch on set up
5. Policy and Procedures
 - a. SOP out for review by members and Union
 - i. 201.01 Command Procedures
 - ii. 201.01.01 Initial Report, Incident Size Up and Assuming Command 2
 - iii. 201.02 Incident Accountability
 - iv. 201.03 Safety officer
 - v. 206.04.01 Mayday
6. Training
 - a. Certification testing scheduled for the end of September 21
7. COVID-19
 - a. Nothing new to report

ADMINISTRATION: Nothing new to discuss.

NEW BUSINESS:

Action Item: Resolution 2020-9, Amending Subsection 7 of section 2 of Chapter 5 of Title 12 of the District Policy Code- To authorize the destruction of audio recordings of the commissioner meetings after approval of the meeting minutes.

No Objections

Approved by consensus and signed

Action Item: Resolution 2020-10, Valley County 2020-2021 EMS Services Agreement

No objections

Approved by consensus and signed

The next Board Meeting is on Tuesday, October 13, 2020 at 5:00 P.M.

Commissioner Noah called the meeting to close at 6:03 P.M.

Approved:



Jan Julian, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:00 P.M., Tuesday, October 13, 2020

Present: Commissioner Noah, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith (via conference call)

Commissioner Noah called the meeting to order at 5:08 P.M.

Commission Meeting Room Occupancy Restrictions:

The Meeting Room Occupancy Capacity subject to the 6-foot distancing recommendation of Centers for Disease Control and Prevention in addition to the Commissioners and staff who are anticipated to be in attendance is 14.

Social Distancing will be enforced.

The first three persons who appear will be allowed to be present in the meeting location. All other persons may be in attendance virtually via Teleconference.

Public Attendance Teleconference Options:

From your phone, dial:
1-208-315-7154

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: Discuss and consider approving the regular meeting minutes for September 8, 2020.

Motion was made to approve the minutes

No objections

Approved by consensus

Public Input: No Public Input

Treasurers Report: Chief Garrett de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$176,715.40

No objections

Approved by consensus

Old Business:

1. Valley County EMS Study Update: Chief de Jong stated that ESCI has finished their report and presented it at a public meeting on September 28th at 1:00 P.M. There will be a follow up meeting on Monday, October 19th at 1:00 P.M.
2. Ladder Truck Operations-Discussion: Chief de Jong stated that we are no longer using the ladder truck. Our ISO rating is based on having it and using it and since we have not used it the rating will not include it. Chief de Jong recommended selling it based on its age, lack of response, and lack of staffing for using it. It was discussed to keep this in a five-year plan for the department to get a newer, more reliable one and be able to have staffing for it. Not having a ladder truck will bump our ISO rating from a three to a four. The commissioners agreed.
3. New Fire Engine Update: Chief de Jong said the final inspection will be November 21-23. Chief de Jong, Caption Class and Fire Fighter Frick will be traveling and present for this inspection and the Department should have the Engine sometime early December.

Fire Chief Report: Chief de Jong reported on the following:

1. Chief de Jong stated that he has been busy with fire code items. There has been several propane tank sets and issues. Firefighter Garber has been coming in on his day's off and doing inspections.
2. Commissioner Olson nominated Firefighters Jason Beck and Jon Metz for the Fire House Medal of Valor and they were the Grand Prize recipients. Congratulations to the two of them.
3. Chief de Jong stated that the code save patient that we treated in August put an article on a website about the incident. Drew, from the Star News, is meeting with her next week to do a story on her and we have been invited to be there.

Deputy Chief Report: Deputy Chief Smith reported on the following:

Reports

1. Statistic and Data
 - a. Call trends
 - b. Training numbers
2. Apparatus
 - a. Pics of new apparatus in production
 - b. Final inspection mid-November with delivery expected first of December
3. Equipment
 - a. Nothing to report
 - b.
4. Programming
 - a. Investigating cooperating our ESO program with other
 - b. Continuing Spillman CAD, working with Dispatch on set up
 - c.
5. Policy and Procedures
 - a. SOP out for review by members and Union

- i. 201.01 Command Procedures
- ii. 201.01.01 Initial Report, Incident Size Up and Assuming Command 2
- iii. 201.02 Incident Accountability
- iv. 201.03 Safety officer
- v. 206.04.01 Mayday

6. Training

- a. Certification testing was on September 21
- b. Over 20 IFSAC Certifications received since April!

7. COVID-19

- a. Nothing new to report

ADMINISTRATION: Administrator Jan Julian was not present for the meeting.

NEW BUSINESS:

Action Item: Valley County-Trauma Intervention Program (TIPS). Chief de Jong said that TIPS is a national program that gets volunteers and trains them in a 55-hour program with continuing education training them to be grief and trauma counselors. The Treasure Valley has TIPS. If Fire, Law Enforcement or EMS gets on scene and there is a fatality or a traumatic scene then they can call dispatch to get a TIPS volunteer there to help the family with the emotional aspects. The National Program contracts with cities and counties at \$1.22/per person of population. The funding is for the training and insurance and anything that goes along with it. Valley county does not have a high enough population for this to pencil out. The program director had an idea of creating a satellite TIPS in Treasure Valley for Valley County which would be \$2500/year for Fire and Police or \$3000/year for all of Valley County. Garrett reached out to the other agencies in Valley County and they are all on board with this. The director needs to get approval from her board and once approved she will do a newspaper article explaining the need for the program and solicit volunteers for the program.

Action Item: Purchase Order Request for New Engine Equipment. Chief de Jong said that there are several items that we need to purchase before next year since the engine will arrive before then. Officer Class and Firefighter Frick put together a purchase request in the amount of \$7,600.00 for these items
Motion made to approve the purchase request

Motion seconded

Approved by consensus

The next Board Meeting is on Tuesday, November 10, 2020 at 5:00 P.M.

Commissioner Noah called the meeting to close at 6:16 P.M.

Approved:


Jan Julian, Secretary



McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:00 P.M., Tuesday, November 10, 2020

Present: Commissioner Noah, Commissioner Erekson, Fire Chief de Jong, Deputy Chief Travis Smith,
Administrator Jan Julian

Commissioner Noah called the meeting to order at 5:12 P.M.

Commission Meeting Room Occupancy Restrictions:

The Meeting Room Occupancy Capacity subject to the 6-foot distancing recommendation of Centers for Disease Control and Prevention in addition to the Commissioners and staff who are anticipated to be in attendance is 14.

Social Distancing will be enforced.

The first three persons who appear will be allowed to be present in the meeting location. All other persons may be in attendance virtually via Teleconference.

Public Attendance Teleconference Options:

From your phone, dial:
1-208-315-7154

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: Discuss and consider approving the regular meeting minutes for October 13, 2020.

Motion was made to approve the minutes

No objections

Approved by consensus

Public Input: No Public Input

Treasurers Report: Chief Garrett de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$224,384.39

No objections

Approved by consensus

Old Business:

1. Valley County EMS Study Update: Chief de Jong stated that there will be a conference call on November 16th with the Valley County Commissioners and a Consultant Ann Westcott to discuss Valley County Impact Fee's.
2. New Fire Engine Update: Chief de Jong said the final inspection will be November 21-23. Chief de Jong, Caption Class and Fire Fighter Frick will be traveling and present for this inspection and the Department should have the Engine sometime early December.
3. Valley County-Trauma Intervention Program (TIPS) Chief de Jong stated that there was a meeting with the TIPS Director from the Treasure Valley on Friday, November 6th. The next step is to try to recruit volunteers for their training that will begin in February and launch the program in March 2021. Twelve active volunteers are needed for the program to be able to be present in Valley County. Chief de Jong is going to put a post on McCall Fire's Face Book page explaining the program and try to get some volunteer's recruited.

Fire Chief Report: Chief de Jong reported on the following:

1. Chief de Jong stated that propane tank permits and inspections have been extremely busy for himself, Deputy Chief Smith, and Firefighter Garber.

Deputy Chief Report: Deputy Chief Smith reported on the following:

Reports

1. Statistic and Data
 - a. Call trends
 - b. Training numbers
 - c. Wildland deployment to Tamarack Fire, 4-day medic
2. Personnel
 - a. Submitting for CARES Act funding reimbursed for staffing cost encumbrances due to COVID
 - b. COVID-19
3. Apparatus
 - a. Pumper final inspection 2 week out
 - b. Switch over from water to snow happening
4. Equipment
 - a. Trying to secure remaining CARES Act grant monies for new radios
5. Programming
 - a. Continuing Spillman CAD, working with Dispatch on set up
 - b. Will leverage a Priority dispatch that will better leverage resource
 - c. Ha mobile app with route guidance
6. Policy and Procedures
 - a. No Report

7. Training

- a. Nothing to report

ADMINISTRATION:

Administrator Jan Julian reported that she is starting to work on the Out of District Contracts for 2021.

NEW BUSINESS:

No New Business to report on.

Executive Session under Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)

- [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.
- The Action item is also the voice vote to come out of executive session and resume regular session. [No action will be taken in executive session.]

Entered Executive Session at 5:49 P.M., per Idaho s§ 74-206 (1) (b) To consider the evaluation, dismissal, or discipling of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.

The Board, fire chief, and deputy chief were present for executive session to discuss the annual performance review for the deputy chief. No action was taken.

Came out of Executive Session at 6:15 P.M.

The next Board Meeting is on Tuesday, December 8, 2020 at 5:00 P.M.

Commissioner Noah called the meeting to close at 6:15 P.M.

Approved:



Jan Julian, Secretary

McCall FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS MEETING
201 Deinhard Lane, McCall, ID
5:00 P.M., Tuesday, December 10, 2020

Present: Commissioner Noah, Commissioner Erekson (Via Phone), Fire Chief de Jong, Deputy Chief Travis Smith

Commissioner Noah called the meeting to order at 5:07 P.M.

Commission Meeting Room Occupancy Restrictions:

The Meeting Room Occupancy Capacity subject to the 6-foot distancing recommendation of Centers for Disease Control and Prevention in addition to the Commissioners and staff who are anticipated to be in attendance is 14.

Social Distancing will be enforced.

The first three persons who appear will be allowed to be present in the meeting location. All other persons may be in attendance virtually via Teleconference.

Public Attendance Teleconference Options:

From your phone, dial:
1-208-315-7154

Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.

No objections

Agenda and posting for meeting approved by consensus.

Action Item: Discuss and consider approving the regular meeting minutes for November 10, 2020.

Motion was made to approve the minutes

No objections

Approved by consensus

Public Input: No Public Input

Treasurers Report: Chief Garrett de Jong presented financial reports.

Action Item: The financial report was approved with no objections.

Action Item: A motion was made for the disbursement of funds to pay the bills in the amount of \$261,599.36

No Objections

Approved by consensus

Old Business:

1. Valley County EMS Study Update: Nothing new to report.
2. New Fire Engine Update: Chief de Jong, Captain Class and Firefighter Frick were present for the final inspection at the factory. The engine should be delivered to the Station sometime next week. There will be a couple of weeks of training and upfitting and then it will be added to the line.
3. Valley County-Trauma Intervention Program (TIPS) Chief de Jong stated that there we are still soliciting for volunteers. The program is now live for tele help and dispatch is set up that if we call for TIPS our first responders will get a TIPS volunteer over the phone.

Fire Chief Report: Chief de Jong reported on the following:

1. Chief de Jong stated that we are working with Valley County on the new CAD Integration System and part of that is them having a remote access policy agreement with the Fire District. We have had a standing agreement for the last five years so this is just an updated agreement for remote access.

Deputy Chief Report: Deputy Chief Smith reported on the following:

Reports

1. Statistic and Data
 - a. Call trends
 - b. Training numbers
2. Personnel
 - a. Cares ACT
 1. Discuss mutual aid response and backcountry rescue funding, decision for future meeting- **Discussion item**
 2. **Discuss and decide on execution of cares act funding- Action Item**
 1. Reimbursement for personnel cost associated with COVID-19, ~ \$39.7k – indications are that this was approved and going forward
 2. Reimbursement for consumables cost associated with COVID-19, ~\$3k- approved and in the waiting for the funds to arrive
 3. Preapproval for Aeroclave associated with COVID-19, ~\$16k. We need to purchase and submit for reimbursement-Action Item
 4. Preapproval for new radios associated with COVID-19, ~95k. Has not been approved yet, there is some confusion as to how much they will allow us to request considering the cap and the previous approvals. This will need to prefund also, if approved. Worst case scenario we are looking at ~\$62k. Action Item
 - b. COVID-19
 1. Still dodging the bullet

3. Apparatus
 - a. Delivery next week
 1. Outlined a plan for up-fit, equipment swap, training, and placed in-service by 12/23
 2. T11 will get decommissioned and placed in storage until sold
 3. Sleds are in-serviced
4. Equipment
 - a. Surplus taken to auction as discussed several months ago
 - b. Tactical gear arrived and will be doing training in future
5. Programming
 - a. Continuing Spillman CAD, working with Dispatch on set up
 1. With leverage a priority dispatch that will better leverage resource
 2. Has mobile app with route guidance
6. Policy and Procedures
 - a. No Report
7. Training
 - a. Backcountry rescue safety is a large focus

ADMINISTRATION:

Nothing to report

New Business

1. Mutual Aid Response Out of Country-Executive Summary Discussion
2. Cares Act Funding-Reimbursement and Fund Expenditures:
 - a. Reimbursement for personnel cost associated with COVID-19. ~\$39.7k-indications are that this was approved and going forward – Commissioners approve by consensus
 - b. Reimbursement for consumables cost associated with COVID-19, ~ \$3k – Commissioners approve by consensus
 - c. Preapproval for Aeroclave associated with COVID-19, ~\$16k – Commissioners approve by consensus
 - d. Preapproval for new radios associated with COVID-19, ~ \$62k-\$95k – Commissioners approve by consensus

Executive Session under Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)

- [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.
- The Action item is also the voice vote to come out of executive session and resume regular session. [No action will be taken in executive session.]
- **574-206 (1)(b)** To consider the evaluation, dismissal, or discipling of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.

Annual Performance Evaluations - Administration


No Executive Session was entered.

Special Board Meeting scheduled for Monday, January 4, 2021 at 5:00 P.M. for annual performance evaluations for fire chief and deputy chief.

The next regular Board Meeting is on Tuesday, January 12, 2021 at 5:00 P.M.

Commissioner Noah called the meeting to close at 6:09 P.M.

Approved:



Jan Julian, Secretary