



# Teton County Fire Protection District

P.O. Box 474  
911 N. Hwy 33  
Driggs, ID 83422

Tuesday February 25<sup>th</sup>, 2020

## **In Attendance:**

Jason Letham, Fire Commissioner  
Scott Golden, Fire Commissioner  
Bob Foster, Fire Commissioner  
Bret Campbell, Fire Chief  
Earle Giles III, Deputy Fire Chief/Fire Marshal  
Ed Schauster, Deputy Fire Chief  
Monica Hoth, Board Secretary  
Bart Birch, Legal Counsel  
Chris Plennes, on duty Captain

## **Meeting began @ 1530 hours**

**Minutes:** Commissioner Letham asked if there were question or comments on the prepared minutes from the January 28<sup>th</sup>, 2020 meeting.

No questions or comments were made.

**Commissioner Letham made a motion to approve the minutes as presented.**

**Commissioner Golden seconded the motion.**

**Commissioner Letham asked for all in favor. All replied "aye", and the minutes were approved.**

**Claims:** Commissioner Letham asked for any questions or comments on the claims presented for the period **January 1<sup>st</sup>, 2020 through February 21<sup>st</sup>, 2020.**

Commissioner Foster discussed the Ada County Radio charge. Also asked Chief Campbell if the new learning system will be an annual charge, which Chief Campbell believed would be. Finally, Commissioner Foster began a discussion on the AR report for ambulance billing. Specifically, he has requested a quarterly update from Chief Campbell, which Chief Campbell will provide.

**Commissioner Letham made a motion to approve the claims as presented.**

**Commissioner Foster seconded the motion.**

**Commissioner Letham asked for all in favor. All replied "aye", and the claims were approved as presented.**

**Budget Statement:**

Commissioner Letham asked for any questions or comments on the January 2020 Budget Statements presented.

Commissioner Golden asked about the Driggs Maintenance line item, and why it was over budget. Chief Campbell explained the boiler work which had been performed and how that was unexpected.

Commissioner Foster asked Chief Campbell began a discussion on the current process for handling over budget line items in the budget statement.

Chief Campbell discussed where in the January budget statement presented, they will see the reimbursements for the 2019 Wildland Fire Season.

No further questions or discussion.

**Commissioner Golden made a motion to approve the Budget Statement as presented.**

**Commissioner Letham seconded the motion.**

**Commissioner Letham asked for all in favor. All replied “aye”, and the Budget Statement were approved as presented.**

**Driggs Fire Station Feasibility Study:**

Chief Campbell gave Commissioners the letter from Brent Douglas with Headwaters Construction. It outlined the cost for a Facility Needs Assessment and a Feasibility Study. Commissioners asked Chief Campbell to reach out to others for additional quotes for the same services to compare.

**FY 19 Audit Update:**

Chief Campbell let Commissioner know that the annual audit with our new Auditors, Wipfli, LLC, would begin tomorrow. He also explained that we recently had to ask them for additional help when a W2 error was found in the reporting of retirement contributions was detected. They were very well suited to offer payroll specific support from a satellite office in MT. The issues had been resolved and they were confident with the adjustments made to better report W2 information.

**Chief's Report:****Fire Chief**

Chief Campbell briefed Fire Commissioners on the start of the Reserve EMT class. Also, that they are also about to start a small Fire I class. He also reported that Chief Schauster is filling in on B-Shift for the BC of Logistics for the time being.

Chief Campbell also informed Commissioner that they have received a notice to retire from one of the Driver/Operators and through interviews conducted from the short list, selected a new Firefighter to begin working on 3/1/2020. This Firefighter began in the last Recruit class.

### **Fire Marshal**

Chief Giles began his update to Fire Commissioner by reporting that his office has received 6 new residential permits and that both THS & TMS are performing flow tests in preparation for final sign offs soon.

He hopes to finish the set up with the new company for safety inspections and have it online by next week.

Chief Campbell and Chief Giles both reported they will meet with the City of Driggs to confirm when they will be able to finish the set-up of the Inspection and Plan Review Fee Schedule. It is already installed with the County. They will also be meeting with the City of Victor now that they have new planning staff in place.

### **EMS**

Chief Campbell let Commissioners know there is upcoming training with Medical Directors that they are trying to keep bi-monthly going forward.

Discussion also began on upcoming training around lawful order blood draws for ISP.

### **Logistics**

Chief Campbell talked to Commissioners about a heating issue with Ambulance 1 which they are working on. Also, they have been battling an electrical issue in the Red Rescue 1 truck.

### **Executive Session**

**Commissioner Letham made a motion to enter executive session per IC 74-206(1)(b) Personnel & Commissioner Golden Seconded the motion. All in favor.**

Roll Call:

Jason Letham, aye

Bob Foster, aye

Scott Golden, aye

The board moved into Executive session at 1635 hours

The board came out of Executive session at 1730 hours

**Recess**

**Adjourn**

**Commissioner Golden made a motion to adjourn at 1733 hours.**

**Commissioner Letham seconded the motion.**

**Commissioner Letham asked for all in favor. All replied “aye”, and the Board of Fire Commissioners was adjourned.**