



Teton County Fire Protection District

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

Tuesday April 28th, 2020 - Teleconferenced

In Attendance:

Jason Letham, Fire Commissioner
Bob Foster, Fire Commissioner
Bret Campbell, Fire Chief
Earle Giles III, Deputy Fire Chief/Fire Marshal
Ed Schauster, Deputy Fire Chief
Tate Hoyle, Battalion Chief of Logistics
Monica Hoth, Board Secretary
Bart Birch, Legal Counsel
Charis Schreiber, Local 4667 President
Guests: Aaron Williamson, Chad Blackburn and Amy Manning

On March 13, Governor Brad Little issued a proclamation ([attached](#)) declaring a state of emergency in the State of Idaho due to the occurrence and imminent threat to public health and safety arising from the effects of the 2019 novel coronavirus (COVID-19). For the duration of the emergency declaration related to COVID-19, the Governor has suspended the portion of the Open Meetings Law that requires public agencies to have at least one member of the library board or the library director physically present at the meeting location designated in the meeting notice. All other requirements of the Open Meetings Law remain in place, including providing the public with the ability to attend public meetings by telecommunication devices.

Meeting began @ 1530 hours

Minutes: Commissioner Letham asked if there were question or comments on the prepared minutes from the March 24th, 2020, March 31st, April 7th, April 14th, and April 21st meetings.

No questions or comments were made.

Commissioner Foster made a motion to approve the minutes as presented.

Commissioner Letham seconded the motion.

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

Claims: Commissioner Letham asked for any questions or comments on the claims presented for the period **March 1st, 2020 through April 23rd, 2020.**

No questions or comments were made.

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

Commissioner Foster seconded the motion.

Commissioner Letham asked for all in favor. Both replied “aye”, and the claims were approved as presented.

Budget Statement:

Commissioner Letham asked for any questions or comments on the March 2020 Budget Statement presented.

Commissioner Foster discussed the Overtime, Training and Communications line items in the budget.

No further questions or discussion.

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

Commissioner Foster seconded the motion.

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

Idaho Independent Intergovernmental Authority (III-A) Annual Report:

Amy Manning, Executive Director with III-A, presented and discussed with Fire Commissioners the III-A Annual Report. Items highlighted, included:

- April 1st will begin a new program which offers our members an “Elite Team” with BC of Idaho to help process our Insurance needs.
- Benefit Enhancements
- 16 new agencies added
- Working to expand mental health and wellness initiatives

1st Quarter Review of Key Private Bank portfolio:

Aaron Williamson reintroduced himself to Fire Commissioners after having left and returned to work at Key Private. He handed the presentation of the 1st Quarter over to Chad Blackburn who reviewed the portfolio and what they have done to protect the assets held by the Fire District in the time that the US markets have seen plenty of turbulence. They discussed one energy sector bond that they are watching closely, but that overall, they are happy with the performance.

Fire Commissioners asked and discussed multiple investment questions and future needs. Fire Commissioners asked that a quarterly review be presented by them on a regular basis. This means we will ask them out for the July meeting, and this will be for 2nd Quarter 2020.

COVID-19 Pandemic Emergency Update:

Chief Campbell presented a graphic showing the state cases and trends.

Chief Campbell also discussed plans for May 1st as portions of the State begin to ease restrictions on movement. The plan is to remain closed to the public through May, however, allow for movement of personnel between stations again, as well as allowing Reserve Firefighters and Fire

Commissioners to reenter Stations after a health screening. All staff will continue to monitor and record vitals.

EMS Quarterly Report:

Chief Campbell presented Fire Commissioners with two excel slides which showed EMS Billing for 6 months of FY2020 and breakdown of Account Receivable, as well as Collections Statistics for 2019 from Systems Design (main billing company), Pay Assist (2nd stage billing company) and Armada who handles the last collections stage of EMS billing.

In gathering this information, Chief Campbell discovered and discussed with Fire Commissioners an area he will be reviewing further with the billing companies to find out why some accounts had not been transferred over from Pay Assist to Armada.

Chief Campbell believes our collection rate among them, is around 76%. Fire Commissioner Foster would like to improve on this by reaching 85-90% collection rate.

Chief Campbell will focus more on run data in his next EMS Quarterly Report.

Chief's Report:

Fire Chief

Chief Campbell reported to Commissioners that he has started to receive the information needed to submit the L2 to the County. He requested pushing back the meeting with Local 4667 representatives to better gauge new constructions numbers from the County. This will help him craft the beginnings of a draft budget and aide in the discussion.

Chief Campbell also reported that planning around this summers fuel crew have begun and plans for the Wildland Fire season are also beginning. The annual Coordinators mtg is coming up, likely via zoom, and to stay tuned.

Dep Fire Chief Giles

Chief Giles reported on building permits he has received from the County planning department.

Executive Session

Commissioner Letham made a motion to enter executive session per IC 74-206(1)(d) Waiver Application #20200428

Commissioner Foster Seconded the motion.

Roll Call:

Jason Letham, aye

Bob Foster, aye

The board moved into Executive session at 1717 hours

The board came out of Executive session at 1734 hours

Commissioner Letham made a motion to discount the outstanding balance 50%, for Waiver Application #20200128. The remaining balance will be the patient's responsibility.

Commissioner Foster Seconded the motion.

Commissioner Letham asked for all in favor. Both replied “aye”, and the motion passed.

Recess

Adjourn

Commissioner Letham made a motion to adjourn at 1737 hours.

Commissioner Foster seconded the motion.

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

