



Teton County Fire Protection District

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

Monday August 3rd, 2020 - Teleconferenced

In Attendance:

Jason Letham, Fire Commissioner
Scott Golden, Fire Commissioner
Bob Foster, Fire Commissioner
Bret Campbell, Fire Chief
Monica Hoth, Board Secretary
Bart Birch, Legal Counsel, via zoom
Rebecca Parkinson, Local 4667, on duty

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 @ 1635 hours

Minutes: Commissioner Letham asked if there were question or comments on the prepared minutes presented.

No questions or comments were made.

Commissioner Foster made a motion to approve the minutes as presented for – June 19th, 2020, June 23rd, 2020, June 30th, 2020, and July 7th, 2020.

Commissioner Golden seconded the motion.

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

Commissioner Golden made a motion to approve the minutes as presented for – July 10th, 2020, July 17th, 2020, July 23rd, 2020, and July 29th, 2020.

Commissioner Foster 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 **June 1st, 2020 through July 31st, 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. All replied “aye”, and the claims were approved as presented.

Budget Statement:

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

Commissioner Golden asked Chief Campbell about the line items for Driggs Maintenance, and the Training items. Chief Campbell began a discussion on each.

No further questions or comments were made.

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

Commissioner Golden seconded the motion.

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

Job Descriptions:

Fire Commissioners briefly discussed the Job Descriptions which were presented for their review at the June 23rd meeting.

Commissioner Golden made a motion to accept the Job Descriptions for Probationary Firefighter, Firefighter, Senior Firefighter, Driver/Operator Firefighter, Fire Captain, Division Chief of Training, Division Chief of EMS, Division Chief of Logistics, Administrative Assistant, Deputy Fire Chief of Prevention, Deputy Fire Chief of Administration and Fire Chief.

Commissioner Foster seconded the motion.

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

Commissioner Foster made a motion to recognize the Division Chief positions as managers, therefore exempt.

Commissioner Golden seconded to the motion.

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

Feasibility & Needs Analysis – Headwaters Construction:

Chief Campbell gave Fire Commissioners each a copy of the analysis as submitted for their review. Discussion began on additional ways to save on plan for remodeling Station 1, including modifying the work proposed to the east end of the building.

Commissioner Golden expressed interest in deciding the next step after the budget process is complete.

Chief Campbell stated that the Tetonia Station 3 would still need to be ready during remodel so work there would not be wasted as it will need to be outfitted eventually.

Chief's Report:

Fire Chief

Chief Campbell reported to Fire Commissioners the status of COVID-19 cases in Idaho as well as in Teton County. Discussion began on the number of COVID positive cases our staff have been in contact with.

Work Session:

Commissioner Foster made a motion to move into work session at 1742 hours.

Commissioner Golden seconded the motion.

Chief Campbell presented Fire Commissioners with a Draft Budget after adjusting Shift Personnel wages who have agreed tentatively to a negotiated wage increase of 3%.

Discussion began on each area in the budget for review.

Chief Campbell reiterated the changes to be made as directed through discussion.

- A-Budget (Salaries)
 - Adjusted plus 2% for Fire Chief, Deputy Fire Chiefs, and the Division Chiefs.
 - Adjusted plus 3% for Administrative Assistant
- D-Budget (Taxes & Benefits)
 - Small adjustment with changes reflected from A-Budget changes
- C-Budget (Capital Improvements)
 - Proceed with \$110,000 for chassis
 - Add \$50,000 for Fire/EMS Cap Equipment
- B-Budget (M & O)
 - Nothing changed from what was presented in draft

Commissioner Foster made a motion to proceed with publishing the discussed draft budget in preparation for the Public Budget Hearing on August 25th.

Commissioner Letham seconded to the motion.

Commissioner Letham asked for all in favor. All replied "aye", and the motion passed.

Recess

Adjourn

Commissioner Golden made a motion to adjourn at 1913 hours.

Commissioner Letham seconded the motion.

Commissioner Letham asked for all in favor. All replied "aye", and the Board of Fire Commissioners were adjourned.