

AGENDA

REGULAR MEETING
MISSOULA RURAL FIRE DISTRICT

BOARD OF TRUSTEES

PURSUANT TO RESOLUTION 20-10, adopted April 14, 2020 the Board of Trustees is limiting in person participation to its meetings in accordance with the Governor's Directive and Opinion of the Attorney General.

DATE: Tuesday, May 12th, 2020
TIME: 7:00 P.M.
PLACE: Station #1, 2521 South Avenue West, Missoula

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

READING OF MINUTES

CLAIMS

April Claims (\$815,909.41)

COMMUNICATIONS

TRUSTEE REPORTS

STAFF REPORTS

OLD BUSINESS

NEW BUSINESS

1. Interlocal Agreement for Creating MT Firefighters Testing Consortium
2. Financial Institution Recommendation

ADJOURNMENT

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

April 15, 2020

PURSUANT TO RESOLUTION 20-10, adopted April 14, 2020, the Board of Trustees is limiting in-person participation to its meetings, in accordance with the Governor's Directive and Opinion of the Attorney General.

The Missoula Rural Fire District (MRFD) Board of Trustees met in regular session via a "Zoom" video conference on **Tuesday, 4/14/2020**.

CALL TO ORDER: Vice Chair Ben Murphy called the meeting to order at 19:00 hours.

EMERGENCY RESOLUTION 20-10: Trustee Dick Mangan moved to adopt the resolution as proposed in the packet. Secretary Chuck Beagle seconded the motion. Motion voted and passed.

Fire Chief Chris Newman also requested for a motion by the Board to temporarily approve allowing the Fire Chief to sign the resolution on behalf of the Board since they could not be physically present, until the next opportunity when the Board can sign it. Trustee Dan Corti moved to accept the Fire Chief's recommendation to temporarily sign on the Board's behalf. Secretary Chuck Beagle seconded the motion. Motion voted and passed.

PLEDGE OF ALLEGIANCE: *per Chief Newman's recommendation, the consensus of the Board was to skip the pledge of allegiance for the video conference call.*

ROLL CALL: Present: Ben Murphy, Vice Chair; Chuck Beagle, Secretary; Dick Mangan, Trustee; and Dan Corti, Trustee. Absent: Larry Hanson, Chair

READING OF THE MINUTES: Trustee Dick Mangan highlighted that there needed to be a correction regarding the "Adjournment" section of the March minutes, as he was accidentally referenced there. After further discussion, Trustee Dick Mangan moved to approve the March minutes as amended. Secretary Chuck Beagle seconded the motion. Motion voted and passed.

CLAIMS: Trustee Dick Mangan moved to approve the claims as submitted. Secretary Chuck Beagle seconded the motion. Motion voted and passed.

COMMUNICATIONS: *Administrative Assistant (AA) Heidi Sather reported:* In the packet, we received a "Notice of Public Hearing" from the Clerk and Treasurer's Office regarding the seven properties that the MRFD Fire Board had recently approved for annexation. These properties were now approaching the final step of approval by the Board of County Commissioners. Vice Chair Ben Murphy had some questions regarding the status of these property annexations. Chief Newman clarified that he would follow-up on these since they might be considered as "non-essential" business for the commissioners' virtual meeting.

In addition, the packet also contained the public relations outreach breakdown, which showed 14 total documented events for the month of March, which were itemized along with the corresponding graph; as well as the March I.T. (Information Technology) Report from I.T. Manager Joe Ford, which highlighted his current computer work for the District.

TRUSTEE REPORTS: None.

LOCAL 2457: *Battalion Chief (BC) Ron Lubke reported:* President Ballard currently remains as the President for Local 2457: the April union meeting would have been the election time, and he was planning on stepping down. However, the meeting was canceled because of the situation currently, so, he will extend his presidency for at least one more month. Most of the union functions have been either postponed or canceled. We have the Young Members Conference, which is tentatively still scheduled for May, but it is likely to be delayed until the fall. Especially with all of our newer folks, this conference is a great

opportunity to learn about unions and how labor-management works. They call it the "young members conference," but it is truly open to anyone who has only been on the job for less than five years.

Through our officers and members who are state officers with the 7th District, we have gotten a lot of useful information about the pandemic and our response. Especially since Washington is a member of the 7th District. They have been like the ground-zero for this whole thing for the U.S, and they have provided a lot of good information. It has been interesting to observe what has been going on with labor-management in other places, where labor and management are arguing about protecting employees, personal protective equipment, and items in the contract. At MRFD, we have such a good relationship right now that we find it hard to believe that other departments are having those kinds of problems between labor and management during a crisis like this. We have certainly tackled many of those same topics, but they have all been handled fairly quickly and smoothly in our process.

The last thing that President Ballard asked to have passed along was that the Local 2457 had submitted their letter of intent to open negotiations again. Chief Newman added that the letter did not make it into the Board packet; however, all of the Board members should have received the e-mail, which meets the intent of the contract. The request to open negotiations had to be 90-days out, and they wanted to be sure that the letter got out in time. At the end of the last negotiations, we discussed starting the process in August of this year, instead of waiting until later, as we were in November last time. So, that was the goal.

BC'S OPERATIONS REPORT: BC Lubke reported: We had 218 calls in March. The breakdown for incidents by calls for service was included in the packet, with the majority of them being medical-related. We did have a significant increase in fire calls: up to March, we only had 10 for the entire year, then we had 14 in March. There were no structure fires, but we responded to three vehicle fires, and a number of grass fires and escaped controlled burns, some of them fairly sizable. Fortunately, none of these did any significant damage, and most of them were handled pretty quickly by our crews.

Of course, we have had a lot of adjustments in operations right now regarding our training, as we are avoiding bringing the engine companies together to participate in social distancing as much as possible. We have been training as best as we can through Skype and video conferences, and at the company level. However, this has brought an opportunity to get some other things done. Specifically, our hose testing is almost complete for the year; last year, we were into July before we got that finished.

Something new that we are doing, along with several other fire departments, is called "birthday drive-bys." We are getting requests through Facebook, or from families who call into Station 1, especially for kids who are stuck in their house and cannot have birthday parties right now. When we get these requests, we take an engine or two if we have the manpower available, and drive-by with the lights and sirens on, and then call out "Happy Birthday!" over the PA system to them. Our community has really appreciated these, and in fact, we did three just today: one in Lolo, one in Bonner, and one in the Mullan Road area.

In addition, we have all of our PPE (Personal Protective Equipment) kits in place now on our front-line engines, as well as on our second-out engines. Our crews are really doing a good job; it has been a little bit stressful, but they are stepping up to the challenge here and answering the bell once again.

STAFF REPORTS:

Assistant Chief Paul Finlay reported: COVID-19 and all the preparations were taking a significant amount of time during the last month. A lot of meetings have switched to a Zoom-type of a setting, which seems to require more side conversations and e-mails, but we are making the process work as well as we can. As an example, we just completed our final aerial inspection via a Zoom video conference, which was an unusual way to crawl underneath and on top of a fire truck. They have done what looks to be a real nice job for the aerial that will be coming here soon. We are just working within all the restrictions, in trying to determine what we can do for upcoming training from Rosenbauer to accommodate the current situation as well.

We are also ramping up for the possible flooding that may come as the snow melts. So, there have been several meetings and discussions regarding that, as well.

Trustee Dan Corti asked Chief Finlay to clarify if a unified command had been set up for the COVID-19 response for Missoula. Chief Finlay explained that the Health Department is running its own command structure, and the IMT (Incident Management Team) has been set up with the same structure. Communication has not been as smooth as it could be between the two groups, and there has been a lot of duplicated work. Trustee Corti asked if there was any move to try to unify this or correct it. Chief Finlay replied that there had been a pretty significant push towards attempting to unify from different agencies, ours included. But the Health Department has been fairly standoffish about doing so. Chief Newman added that we, as a department, have been very vocal on the need for unified command, and this started probably three to four weeks ago when this topic first came up. Chief Newman has been promoting this idea for a while, but it has not happened yet. However, it is something that we definitely believe should be happening. If this continues unchecked, it may need to be brought to the attention of the County Commissioners and the City Council. Chief Finlay added that he is keeping notes on the situation and will push for an after-action review when this is over.

Vice Chair Ben Murphy asked if the Health Department group was an actual ICS (Incident Command System) organization, or if it was a separate group of people. Chief Finlay replied that the Health Department considers itself an ICS organization, and they do have some training that goes on within ICS. However, they have taken their own interpretation as far as their roles go and their ability to work outside of that organization as well. Vice Chair Murphy asked if they have activated any of the things in NIMS (National Incident Management System), like an emergency operations center. Chief Newman explained that this is occurring on the IMT side through the OEM (Office of Emergency Management), and they are essentially running parallel right now. We are hoping at some point in the very near future that they will come together. Chief Finlay added that he did not want to suggest that there is no collaboration, but it is not at the level that it should be.

Trustee Dan Corti asked if Randy Okon was the Operations Chief for the IMT group or the Health Department; Chief Finlay replied that it would probably be the IMT group if he is in that position. Chief Newman added that we had Captain Jake Fuller as the initial liaison officer during the start of this. We also have someone in finance, and we have two other people that have worked as a liaison for us in two-week stints. Also, BC Greg Orr has been working on a temporary basis as one of the branch managers, and he is in charge of the response to the schools. So, we have been very active, especially on the OEM side of the ICS system. Chief Finlay added that our medical director has had a very significant part in this entire situation, as well, and provided a lot of useful input and represented us very well. Trustee Corti noted that during his conversations with other officials that there are some misconceptions out there. Chief Finlay added that there is undoubtedly a lack of understanding of the expandable system that the ICS allows for. Chief Newman added that as he has been promoting the goal of unified command, he has communicated that no one wants to take the health part away from the Health Department; we just want it to run smoothly. The Health Department can still take the lead for all of the health issues that need to be addressed. So, we shall see how this develops.

Fire Chief Chris Newman reported: We have formed an internal task force about a month ago regarding this COVID-19 situation. The members are Chief Newman, Chief Finlay, Battalion Chief Blaine Cowan, Captain Jason Dufner, and Dr. Gildea, our medical director. Our main focus has been to take the plethora of information that is out there and to pare it down to the most accurate information as possible. Dr. Gildea, as our medical director, has been so involved in going through the information that is coming out and tailoring it to our department. He really understands our department and our needs and capabilities as first responders, because much of the information that is coming out is more hospital oriented. Early on in this process, BC Cowan put together an IAP (Incident Action Plan), and the task force has been updating it so that our members here have one trusted reference point that is particular to our department. This seems to be working well, and the feedback from our members has been positive about it. The task force is meeting two to three days a week, via video conference calls.

We have continued with our planning for the new Station 4 and had three meetings regarding the schematic design of the new station, so that is moving along well. As mentioned earlier, the Union has sent its letter requesting to open negotiations in August. Also, we are in the process of implementing a new pre-plan software that Assistant Chief Brent Christopherson and our Deputy Fire Marshals have been working on, and we are looking forward to that in the coming weeks. We have also been doing a lot of budget work in getting ready for the preliminary budget to be published to the Board.

In the packet was a document entitled "Worker's Comp Documentation for COVID-19," which covers several of the questions that our members had asked. There was a lot of information coming from the feds about the FMLA (Family and Medical Leave Act) Care Act that was passed and how that was going to affect our folks. As an example, we went to modified schedules for the positions that could do that, along with telecommuting, and so we decided to put it all into one document. This was a document to clarify a lot of the things that we were receiving questions on.

OLD BUSINESS: None.

NEW BUSINESS:

1. **MMW Architectural Contract:** Trustee Dan Corti asked Chief Newman for a quick summary of how we were planning to cover the high cost for this new station. Chief Newman explained that over the last few years, we have been watching the budget and looking at what we believe we could afford out of our annual budget to be able to finance a project like this. After talking with a few lending institutions and finding out what we would be looking at for particular construction costs, we are very confident that we can afford to finance this project over a term of probably 30-years. There were a lot of discussions early on in this process about a potential bond, and this was at the time when we were also looking at the staffing and going to the taxpayers for a mill levy increase. We all felt that staffing was the number one thing that we needed, but we also understood that we must address our infrastructure needs. This is not only about having a new building, but it is about increasing our ability to serve our public, which includes having the quarters necessary to be able to add more Residents. At this point, we have done what we feel we can do with career staffing, which guarantees us a minimum of two firefighters on every engine now. We are very happy about this, but Chief Newman's ultimate goal as the fire chief is to get four firefighters on every engine and reach the standard of National Fire Protection Association (NFPA) 1710. So, the only way we can do that is with Resident and Volunteer Firefighters, and we need to be able to have adequate housing so that we can get to that four-person staffing on every call. So, when we look at the annual cost of a new station that is going to add room for additional firefighters to get us to that four-person engine company, it becomes, in the Chief's opinion, a very good use of taxpayer dollars. Chief Newman also added that this contract had been carefully reviewed by MRFD's legal counsel, and both the attorney and Chief Newman are very comfortable with it. After a brief discussion, Trustee Dan Corti moved to approve the contract. Trustee Dick Mangan seconded the motion. Motion voted and passed.

After a brief discussion, Trustee Dick Mangan made a motion to allow Chief Newman to sign the contract on behalf of the Board. Secretary Chuck Beagle seconded the motion. Motion voted and passed.

2. **Annexation of 15155 Miller Creek Road:** Chief Newman stated that in the packet, Chief Christopherson had added an annexation request. The 14 miles distance is further than what we like; however, if there were an incident at this location, MRFD would be the fire department responding to it. The homeowners that have turned in this annexation request are aware of their location and the distance from the nearest fire station and have signed their acknowledgment of this on our Annexation Criteria Form. After further discussion, Trustee Dick Mangan made a motion to approve the annexation. Secretary Chuck Beagle seconded the motion. Motion voted and passed.

ADJOURNMENT: Trustee Dan Corti made a motion to adjourn. Secretary Chuck Beagle seconded the motion. Vice Chair Ben Murphy adjourned the meeting at 19:45 hours. Chief Newman also expressed his thanks to the Board for being flexible and agreeing to meet via the Zoom video conference. This was much appreciated.

Respectfully submitted,



Heidi Sather, Administrative Assistant
Missoula Rural Fire District

<Absent: 4/14/2010 Board Meeting>

Larry Hanson, MRFD Board Chair

Date

Ben Murphy, MRFD Vice Chair

Date

Chuck Beagle, MRFD Board Secretary

Date

05/07/20
10:16:16

MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 4/20

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39641	77670S	7 ALL AMERICAN TROPHY	36.00					
1	78787 04/20/20 ID Tags		36.00			1000 50 420460	224	101000
		Total for Vendor:	36.00					
39625	77655S	1681 AT&T MOBILITY	715.10					
1	04112020 04/03/20 Hazmat		47.15			1000 10 410510	345	101000
2	04112020 04/03/20 Smartphones		667.95			1000 10 410510	345	101000
		Total for Vendor:	715.10					
39642	77671S	26 AXMEN	1,744.61					
1	73892-01 04/29/20 Structure boots-Steyee		400.00			1000 50 420460	224	101000
2	73732-01 03/25/20 hose and nozzles		7.12			1000 50 420460	236	101000
3	396934 03/23/20 Shop		31.99			1000 20 420460	270	101000
4	72732-02 04/02/20 hose and nozzles		1,305.50			1000 50 420460	236	101000
39692	77699S	26 AXMEN	304.15					
1	74075-01 04/22/20 Hose		243.17			1000 50 420460	236	101000
2	73732-01 03/25/20 Hose		50.00			1000 50 420460	236	101000
3	399079 04/29/20 325		10.98			1000 20 420460	272	101000
		Total for Vendor:	2,048.76					
39644	77672S	764 BATTERIES PLUS - 252	32.00					
1	P25885561 04/14/20 EMS Supplies		32.00			1000 80 420480	222	101000
		Total for Vendor:	32.00					
39622	77646S	819 BLACKFOOT COMMUNICATIONS	485.70					
1	166467 04/01/20 Sta 2		485.70			1000 10 410510	345	101000
		Total for Vendor:	485.70					
39630	77656S	73 BLAINE COWAN	25.05					
1	Cowan 04/28/20 PPE Buckets		25.05			1000 50 420460	224	101000
		Total for Vendor:	25.05					

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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39643	77673S	658 BROWN'S SEPTIC SERVICE	320.00					
1	12047 04/23/20 Sta 5		320.00			1000 50 420460	365	101000
		Total for Vendor:	320.00					
39617	77647S	1687 CDW Government	383.70					
1	XFH9820 03/11/20 Server Memory		383.70			1000 10 410510	368	101000
39629	77657S	1687 CDW Government	177.10					
1	XKK7555 03/30/20 MDT Batteries		177.10			1000 10 410510	368	101000
39684	77700S	1687 CDW Government	186.70					
1	XQG2043 04/22/20 File Server Backup		186.70			1000 10 410510	368	101000
		Total for Vendor:	747.50					
39633	77658S	1426 CHARTRON	1,130.21					
1	0096052 04/11/20 Sta 1-0096052		8.50			1000 10 410510	345	101000
2	0937511041 04/12/20 Sta 1-0937511		540.00			1000 10 410510	345	101000
3	0122687042 04/20/20 Sta 5-0122687		215.11			1000 10 410510	345	101000
4	0215411041 04/16/20 Sta 6-0215411		231.76			1000 10 410510	345	101000
5	0104251042 04/26/20 Sta 4-0104251		134.84			1000 10 410510	345	101000
		Total for Vendor:	1,130.21					
39681	77701S	1583 CTTI CARDS	2,521.35					
1	5334 03/19/20 Western Chiefs-Christopherson		497.68			1000 40 420410	380	101000
2	5334 03/19/20 Logo Formatting		20.00			1000 10 410510	220	101000
3	5334 03/19/20 EMS Recert		70.00			1000 40 420410	380	101000
4	5334 03/19/20 Prevention Supplies		64.27			1000 40 420410	220	101000
5	5334 03/19/20 CPSEH		1,635.16			1000 10 410510	379	101000
6	5334 03/19/20 CPSEH		715.52			1000 30 420430	379	101000
7	5334 03/19/20 Nautic Box Supplies		25.92			1000 80 420480	222	101000
8	5334 03/19/20 310 Supplies		52.57			1000 50 420460	379	101000
9	5334 03/19/20 Hazmat 349 Rangitsch Bros		345.59			1000 90 420420	534	101000

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39682	77701S	1583 CITI CARDS	638.26					
1	5334 04/20/20 Zoom		14.99			1000 10 410510	333	101000
2	5334 04/20/20 EMS Report Orr		100.00			1000 50 420460	360	101000
3	5334 04/20/20 Fees		70.62			1000 10 410510	356	101000
4	5334 04/20/20 Medical Supplies		185.25			1000 80 420480	222	101000
5	5334 04/20/20 Sta 6		66.11			1000 50 420460	366	101000
6	5334 04/20/20 EMS supplies		102.75			1000 80 420480	222	101000
7	5334 04/20/20 Shop		23.70			1000 20 420440	270	101000
8	5334 04/20/20 361		66.84			1000 20 420440	272	101000
Total for Vendor:			3,159.61					
39627	77659S	1299 CITY OF MISSOULA-FINANCE	11.20					
1	187950 04/01/20 Storm Water Sta 1		11.20			1000 10 410510	341	101000
Total for Vendor:			11.20					
39680	77702S	216 Clearwater Credit Union	11,505.17					
1	1244600 04/22/20 EMS ReCert		350.00			1000 50 420460	380	101000
2	1244600 04/22/20 Paramedic-Kotwitz		7,900.00			1000 50 420460	380	101000
3	1244600 04/22/20 Urban Interface-ABrown		-450.00			1000 50 420460	380	101000
4	1244600 04/22/20 WRI-McGuire		-335.00			1000 60 420490	380	101000
5	1244600 04/22/20 Peer Support-DeVos		-135.00			1000 50 420460	380	101000
6	1244600 04/22/20 Blue Card-Bowman		385.00			1000 50 420460	380	101000
7	1244600 04/22/20 Blue Card-Mediate		365.75			1000 50 420460	380	101000
8	1244600 04/22/20 Sta 6		110.95			1000 50 420460	366	101000
9	1244600 04/22/20 Sta 5		275.50			1000 50 420460	365	101000
10	1244600 04/22/20 Sta 1		224.48*			1000 50 420460	361	101000
11	1244600 04/22/20 MRFD Hazmat		1,122.25			1000 70 420450	221	101000
12	1244600 04/22/20 Computer Licenses		355.00			1000 10 410510	321	101000
13	1244600 04/22/20 MRFD Hazmat		1,273.00			1000 70 420450	220	101000
14	1244600 04/22/20 Supplies		59.91			1000 50 420460	236	101000
15	1244600 04/22/20 Fees		3.33			1000 10 410510	356	101000
Total for Vendor:			11,505.17					

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39645	776745	1671 CONTRACT DESIGN ASSOCIATES	2,189.95					
1	46693	04/18/20 Fire Safe File cabinet	2,189.95			1000 10 410510	943	101000
		Total for Vendor:	2,189.95					
39674	777035	75 CULLIGAN WATER CONDITIONING	181.00					
1	607138	04/28/20 All Stations	181.00			1000 10 410510	341	101000
		Total for Vendor:	181.00					
39635	776605	743 DODD McDERMOTT	29.98					
1	McDermott	04/21/20 DFM Supplies	29.98			1000 40 420410	220	101000
		Total for Vendor:	29.98					
39620	776485	840 FIRST CALL COMPUTER SOLUTIONS	68.95					
1	66159	04/01/20 Web Maint	68.95			1000 10 410510	368	101000
		Total for Vendor:	68.95					
39672	777045	1415 GECKO FENCE & LANDSCAPE, LLC	55.00					
1	22322	04/30/20 Sta 1	55.00*			1000 50 420460	361	101000
		Total for Vendor:	55.00					
39647	776755	1400 GRANIMASTERS, INC	2,300.00					
1	043020	04/30/20 New Safer Recruitment/Retentio	2,300.00			1000 10 410510	356	101000
		Total for Vendor:	2,300.00					
39649	776765	1506 HARLOW'S TRUCK CENTER	772.26					
1	915894	03/26/20 361	576.24			1000 20 420440	272	101000
2	915981	04/08/20 327	196.02			1000 20 420440	272	101000
		Total for Vendor:	772.26					
39618	776495	1110 HEIDI SATHER	139.95					
1	Sather	04/05/20 Grammarly	139.95			1000 10 410510	333	101000
		Total for Vendor:	139.95					

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39625	77661S	650 HOME DEPOT CREDIT SERVICES	1,227.51					
1	09189220 04/21/20	Admin Fees	56.84			1000 10 410510	356	101000
2	09189220 04/21/20	Sta 2	761.32			1000 50 420460	362	101000
3	09189220 04/21/20	Sta 6	409.35			1000 50 420460	366	101000
		Total for Vendor:	1,227.51					
39648	77705S	1286 HOUSE OF CLEAN	1,549.34					
1	077480 04/07/20	Sta 1	167.16*			1000 50 420460	361	101000
2	077481 04/07/20	Sta 2	159.66			1000 50 420460	362	101000
3	077481A 04/17/20	Sta 2	33.65			1000 50 420460	362	101000
4	077481B 04/28/20	Sta 2	195.92			1000 50 420460	362	101000
5	077483 04/07/20	Sta 4	191.18			1000 50 420460	364	101000
6	077483A 04/28/20	Sta 4	97.96			1000 50 420460	364	101000
7	077484 04/07/20	Sta 5	67.71			1000 50 420460	365	101000
8	077484A 04/17/20	Sta 5	17.13			1000 50 420460	365	101000
9	077486 04/07/20	Sta 6	499.36			1000 50 420460	366	101000
10	077486A 04/28/20	Sta 6	97.96			1000 50 420460	366	101000
11	077487 04/17/20	SCBA	21.65			1000 20 420440	204	101000
		Total for Vendor:	1,549.34					
39651	77677S	1195 KENT D. BRUCE CO., LLC	1,988.54					
1	6423 04/16/20	351	1,988.54			1000 20 420440	272	101000
		Total for Vendor:	1,988.54					
39650	77678S	1114 KENWORTH SALES MISSOULA	101.64					
1	3967305 04/09/20	341	101.64			1000 20 420440	272	101000
		Total for Vendor:	101.64					
39638	77662S	418 KEPRO/APS	753.66					
1	0016000 04/01/20	Admin	47.70			1000 10 410510	147	101000
2	0016000 04/01/20	RM	9.54			1000 20 420460	147	101000
3	0016000 04/01/20	TR	9.54			1000 30 420430	147	101000
4	0016000 04/01/20	FP	28.62			1000 40 420410	147	101000
5	0016000 04/01/20	Sup	448.38			1000 50 420460	147	101000
6	0016000 04/01/20	Vol	209.88			1000 60 420490	147	101000
		Total for Vendor:	753.66					

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 4/20

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39685	777068	1282 LIFE-ASSIST, INC	2,450.00					
1	59804RFD 04/30/20	Medical Supplies	2,450.00			1000 80 420450	222	101000
		Total for Vendor:	2,450.00					
39664	776795	1708 METRO EXPRESS CAR WASH-MISSOULA	14.00					
1	033120 03/31/20	301	7.00			1000 20 420440	272	101000
2	033120 03/31/20	302	7.00			1000 20 420440	272	101000
		Total for Vendor:	14.00					
39669	776805	208 MISSOULA COUNTY MEDICAL BENEFITS	83,484.20					
1	8608 04/20/20	Admin	6,444.80			1000 10 410510	143	101000
2	8608 04/20/20	RM	1,731.10			1000 20 420440	143	101000
3	8608 04/20/20	TR	1,731.10			1000 30 420430	143	101000
4	8608 04/20/20	FP	4,134.70			1000 40 420410	143	101000
5	8608 04/20/20	Sup	69,442.50			1000 50 420460	143	101000
		Total for Vendor:	83,484.20					
39616	777075	211 MISSOULA COUNTY WORKERS COMP	1,059.39					
1	March 2020 03/31/20	Vol WC	1,059.39			1000 60 420490	146	101000
39689	777075	211 MISSOULA COUNTY WORKERS COMP	1,038.61					
1	April 2020 04/30/20	VOL WC	1,038.61			1000 60 420490	146	101000
		Total for Vendor:	2,098.00					
39673	777085	230 MISSOULA ELECTRIC COOPERATIVE	610.74					
1	223950 04/30/20	Sta 2	295.27			1000 10 410510	341	101000
2	223950 04/30/20	Sta 6	315.47			1000 10 410510	341	101000
		Total for Vendor:	610.74					
59678	777095	235 MISSOULA MOTOR PARTS	717.05					
1	258191 04/03/20	Shop	10.35			1000 20 420440	270	101000
2	258963 04/06/20	326	25.75			1000 20 420440	272	101000
3	262450 04/16/20	Sta 2	4.71			1000 50 420460	362	101000
4	263965 04/20/20	367	532.57			1000 20 420440	272	101000
5	264008 04/21/20	315	60.97			1000 20 420440	272	101000
6	603507 04/23/20	Shop	16.14			1000 20 420440	270	101000

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 4/20

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7	266547 04/27/20	Sta 6	66.56			1000 50 420460	366	101000
		Total for Vendor:	717.05					
39653	777105 1285 MOUNTAIN INK & TONER		111.98					
1	125792 04/06/20	Office Supplies	111.98			1000 10 410510	220	101000
		Total for Vendor:	111.98					
39655	776815 247 MOUNTAIN SUPPLY		11.25					
1	9158071 04/30/20	325	11.25			1000 20 420440	272	101000
		Total for Vendor:	11.25					
39687	777115 259 MSUES FIRE TRAINING SCHOOL		3,515.00					
1	26-120 04/30/20	Certifications	3,515.00			1000 50 420460	380	101000
		Total for Vendor:	3,515.00					
39677	777125 205 MT ACE HARDWARE		42.95					
1	217840828 04/26/20	325	10.98			1000 20 420440	272	101000
2	217840828 04/26/20	UTV	14.99			1000 20 420440	272	101000
3	217840828 04/26/20	Sta 1	16.98			1000 50 420460	366	101000
		Total for Vendor:	42.95					
39676	777135 1542 MT COFFEE EXPRESS		90.00					
1	800355 04/30/20	Machine Rental	90.00			1000 10 410510	356	101000
		Total for Vendor:	90.00					
39668	776825 698 NEPA INTERNATIONAL		175.00					
1	7703064X 04/30/20	Christopherson Membership	175.00			1000 40 420410	333	101000
		Total for Vendor:	175.00					
39667	776835 295 NORCO		28.92					
1	29027664 04/13/20	Medical Supplies	14.04			1000 80 420480	222	101000
2	29030595 04/13/20	Medical Supplies	14.88			1000 80 420480	222	101000
		Total for Vendor:	28.92					

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MISSOULA RURAL FIRE DISTRICT
Claim Details
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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39656	776848	1686 NORTH RIDGE FIRE EQUIPMENT	184.30					
1	3587 04/10/20 Sta 5		184.30			1000 50 420460	365	101000
		Total for Vendor:	184.30					
39631	776635	547 NORTHWESTERN ENERGY	2,441.13					
1	04777413 04/17/20 Sta 1		1,047.96			1000 10 410510	341	101000
2	14891253 04/17/20 Sta 1		304.73			1000 10 410510	341	101000
3	05360854 04/21/20 Sta 2		184.52			1000 10 410510	341	101000
4	05205802 04/15/20 Sta 4		703.04			1000 10 410510	341	101000
5	05205910 04/15/20 Sta 4		12.77			1000 10 410510	341	101000
6	05273154 04/16/20 Sta 6		188.11			1000 10 410510	341	101000
		Total for Vendor:	2,441.13					
39658	776850	312 PACIFIC STEEL	9.00					
1	7179670 04/01/20 361		9.00			1000 20 420440	272	101000
		Total for Vendor:	9.00					
39637	776648	1725 PIERCE LEASING	590.00					
1	0036830 04/28/20 Job Trailer		590.00			1000 10 410510	943	101000
		Total for Vendor:	590.00					
39628	776638	855 PITNEY BOWES	31.00					
1	01422575 04/06/20 Postage		31.00			1000 10 410510	311	101000
		Total for Vendor:	31.00					
39657	776865	322 PITNEY BOWES	56.52					
1	1015411535 04/10/20 Postage Ink		56.52			1000 10 410510	311	101000
		Total for Vendor:	56.52					
39621	776518	927 PITNEY BOWES, INC	85.98					
1	331095937 04/02/20 Meter Lease		85.98			1000 10 410510	356	101000
		Total for Vendor:	85.98					

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MISSOULA RURAL FIRE DISTRICT
Claim Details
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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39666	776878	735 KANGITSCH BROTHERS LLC	310.00					
1	1415377 04/21/20 341		310.00			1000 20 420440	272	101000
		Total for Vendor:	310.00					
39688	777148	31 REPUBLIC SERVICES #889	582.96					
1	002609163 04/28/20 Sta 1		179.44			1000 10 410510	342	101000
2	002609163 04/28/20 Sta 2		127.79			1000 10 410510	342	101000
3	002611109 04/28/20 Sta 4		124.08			1000 10 410510	342	101000
4	002611639 04/28/20 Sta 5		198.70			1000 10 410510	342	101000
5	002611388 04/28/20 Sta 6		42.95			1000 10 410510	342	101000
		Total for Vendor:	582.96					
39636	776663	139 RICHARD CEBHARDT	1,837.50					
1	041720 04/17/20 Legal Fees		1,837.50			1000 10 410510	352	101000
		Total for Vendor:	1,837.50					
39623	776539	1735 ROSENBAUER SOUTH DAKOTA, LLC	673,834.00					
1	85650 04/28/20 Aerial Truck		673,834.00*			1000 20 420440	945	101000
		Total for Vendor:	673,834.00					
39665	776885	344 ROTO ROOTER PLUMBING	325.00					
1	41184 02/11/20 Sta 4		325.00			1000 50 420460	364	101000
		Total for Vendor:	325.00					
39652	777155	1746 SAVVOR DRUG #1, INC	370.51					
1	033120 04/03/20 Medical Supplies		370.51			1000 80 420480	222	101000
		Total for Vendor:	370.51					
39675	777165	360 SHIPPING DEPOT	187.89					
1	1042 04/30/20 Postage		187.89			1000 10 410510	311	101000
		Total for Vendor:	187.89					
39653	776905	1409 SKYHOOK RESCUE SYSTEMS, INC.	368.16					
1	1973 04/23/20 Rescue Supplies		368.16			1000 30 420430	394	101000
		Total for Vendor:	368.16					

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 4/20

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39654	77691S	1540 SNAP ON INDUSTRIAL	30.12					
1	43484480 06/11/20 Small Tools		30.12			1000 20 420440	270	101000
		Total for Vendor:	30.12					
39659	77692S	1419 SOLESTONE REIMBURSEMENT SERVICES	748.72					
1	11211 04/15/20 Medical Supplies		748.72			1000 89 420480	222	101000
		Total for Vendor:	748.72					
39632	77667S	369 STAPLES	208.17					
1	20384237 04/05/20 Office Supplies		208.17			1000 10 410510	220	101000
		Total for Vendor:	208.17					
39686	77717S	375 STINE ELECTRONICS	730.00					
1	24186 04/15/20 Radios		730.00*			1000 20 420440	271	101000
		Total for Vendor:	730.00					
39660	77693S	1714 STRYKER SALES CORP	4,217.50					
1	3008868 04/24/20 4S Modem		4,217.50			1000 10 410510	368	101000
		Total for Vendor:	4,217.50					
39670	77694S	1747 TARGET SOLUTIONS LEARNING LLC	938.00					
1	3460 04/17/20 Check HL Drug Safes		938.00			1000 10 410510	321	101000
		Total for Vendor:	938.00					
39679	77718S	87 TIM DEVOS	8.76					
1	DeVos 04/30/20 325		8.76			1000 20 420440	272	101000
		Total for Vendor:	8.76					
39661	77695S	463 TRI ARC, INC.	31.00					
1	15349 04/30/20 Cylyner Rent		31.00			1000 10 410510	356	101000
		Total for Vendor:	31.00					
39619	77652S	1628 Univision	1,180.00					
1	229171 04/01/20 Comp Support		207.00			1000 10 410510	368	101000
2	229038 04/01/20 HS 365		973.00			1000 10 410510	321	101000
		Total for Vendor:	1,180.00					

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 4/20

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39624	77668S	408 VERIZON WIRELESS	288.98					
1	9852407591 04/11/20	MDT's/smartphone	288.98			1000 10 410510	345	101000
		Total for Vendor:	288.98					
39662	77696S	712 WATEROUS COMPANY	212.04					
1	P2P3831001 04/08/20	326	212.04			1000 20 420440	272	101000
		Total for Vendor:	212.04					
39646	77697S	1382 WPCA: THE DAILY DISPATCH	235.00					
1	600719 04/29/20	Quint Ad	235.00			1000 10 410510	337	101000
		Total for Vendor:	235.00					
39663	77698S	756 WHALEN TIRE	944.00					
1	744980 03/31/20	341	804.00			1000 20 420440	272	101000
2	745497 04/15/20	328	140.00			1000 20 420440	272	101000
		Total for Vendor:	944.00					
		# of Claims	71	Total:				815,909.41

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MISSOULA RURAL FIRE DISTRICT
Fund Summary for Claims
For the Accounting Period: 4/20

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Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH ON DEPOSIT - COUNTY TREASURER	\$815,909.41
Total:	\$815,909.41

Claims reviewed and approved for payment at the Regular scheduled Missoula Rural Fire District Board of Trustee Meeting held Tuesday, May 12th, 2020 at 7:00 PM.



_____ Melissa Schnee, Office Manager

_____ Larry Hanson, Chairman

_____ Chuck Beagle, Secretary



6902 SE Lake Rd, Suite 300,
Milwaukie, OR 97267
teenchallengepnw.com
971-255-0658

To Missoula's
hard working first responders:

Rev'd 5/4/2020



I want to say thank you from the bottom of our hearts for being there for those who need it and we want you to know that you all are appreciated. You all are doing amazing things and God Bless you all. Thank you for risking your lives every day to save those in need. We love you all. We pray for a hedge of protection over all of you and your families and thank you to them as well. God Bless

From the Missoula Campus of
the Adult and Teen Challenge

April 2020 IT Report

Highlights:

- System for reserving vehicles – will use Outlook resource scheduling
- Use MS Bookings to schedule child seat installations
- Set up more Skypes for work-from-home and trailer
- Set up more Remote Desktop Connections for work-from-home
- Continued virtualization, reorganization, and backup of servers – new file server, new terminal server, old FireZone computer,
- MS Teams Meetings for daily station meeting
- Fix postage printer with Pittny Bowers
- Update some phones to “SIP” facilitating installing “soft phone” app on computer which allows user to answer desk phone from any location
- S: organization with jfuller
- .mil web access for blaforest
- Investigate Zoom vulnerabilities – DHS advises using an alternative if possible
- Clean up Office 365 (now Microsoft 365) settings, user accounts, and licensing
- Computer stn1-crew1 not booting up – fixed bios error
- County permit system access for Deputy Fire Marshals

And, as usually the day to day misc. problems such as printers not printing, missing files, computer settings, etc.



Call for Service Report

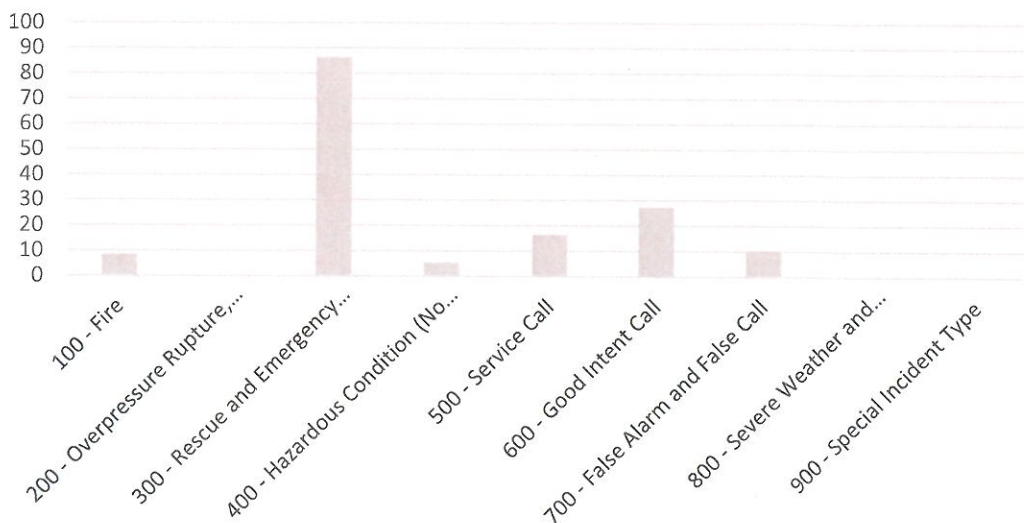
April 2020

In April of 2020, Missoula Rural Fire District (MRFD) answered 165 calls for service. MRFD responded to 152 of these incidents. The other 13 incidents were responded to solely by mutual aid partners. MRFD provided mutual aid on 47 incidents and received mutual aid on 12 incidents, overall working side by side with 8 neighboring agencies.

Incident Type Data

NFIRS Incident Type Series	April 2020	2020 YTD	2020 YTD Percentage
100 - Fire	8	32	4.27 %
200 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0.00%
300 - Rescue and Emergency Medical Service (EMS) Incidents	86	438	58.48%
400 - Hazardous Condition (No Fire)	5	38	5.07%
500 - Service Call	16	59	7.88%
600 - Good Intent Call	27	149	19.89%
700 - False Alarm and False Call	10	33	4.41%
800 - Severe Weather and Natural Disaster	0	0	0.00%
900 - Special Incident Type	0	0	0.00%

April 2020 Incident Types



Public Relations Outreach Breakdown

April 2020

- 15 total documented events
 - 4 social media posts (Facebook/Instagram/Twitter)
 - 0 scheduled media appearance (Newspaper/Radio/TV)
 - 0 in station event (Car Seat Event/Station Tour)
 - 1 impromptu media appearance (Newspaper/Radio/TV)
 - 10 other (Fundraiser/Parade/Etc.)

Date

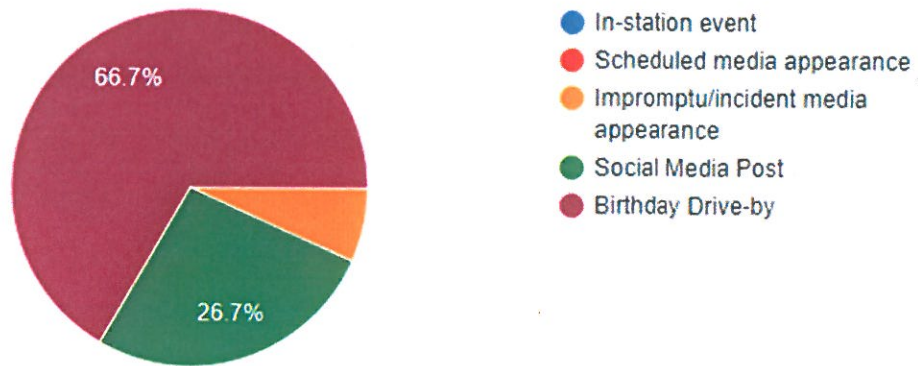
15 responses

Apr 2020

5 6 3 14 2 15 2 17 18 22 23 3 28

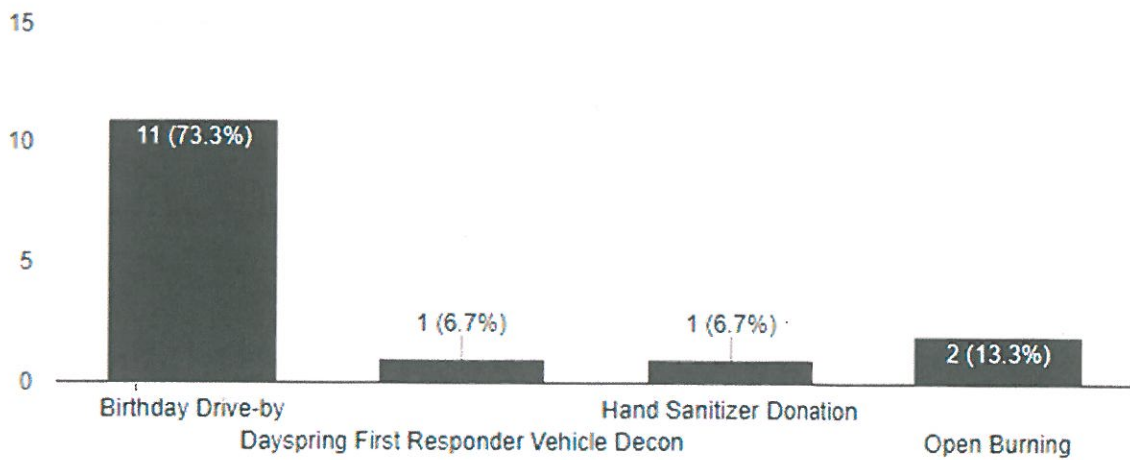
Type

15 responses



Topic Being Discussed

15 responses





TYLER R. GERNANT
CLERK & TREASURER
200 WEST BROADWAY
MISSOULA MT 59802-4292
(406) 258-4752

Missoula Rural Fire District
2521 South Avenue West
Missoula, Montana 59804

April 15th, 2020

To Whom It May Concern;

The Missoula County Commissioners have approved a request to annex the properties listed below into the Missoula Rural Fire District.

- Tract 1B of COS 6461, located in S18 T12N R22W, Missoula County, MT
Parcel #415327001, located at Graves Creek Road, Lolo MT. 59847
- Tract 1C of COS 6461, located in S18 T12N R22W, Missoula County, MT
Parcel #4584698, located at 7850 Graves Creek Road, Lolo MT. 59847
- Tract B1 of COS 6017, located in S10 T12N R20W, Missoula County, MT
Parcel #5860620, located at 5810 Wilderness Trail, Missoula MT. 59804
- SW1/4 NE1/4 NE1/4 of S18 T12N R22W, Missoula County, MT
Parcel #1312304, located at 7000 Graves Creek Road, Lolo MT. 59847
- Tract 3C1 of COS 3351, located in S3 T12N R19W, Missoula County, MT
Parcel #5847477, located at 5075 Arnica Road, Missoula MT. 59803
- Tract 1C of COS 2795, located in S2 T11N R21W, Missoula County, MT
Parcel #5848979, located at 13254 Lolo Creek Drive, Lolo MT. 59847
- Tract 8B of COS 2242, located in S6 T12N R18W, Missoula County, MT
Parcel #5836505, located at 3368 Deer Creek Road, Missoula MT. 59803

Please let me know if I may be of additional assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "SDS", is written over a horizontal line.

Samuel D. Scott
Deputy Clerk & Recorder
Missoula County
(406) 258-3231

CHECKLIST FOR

Coronavirus Aid, Relief, and Economic Security ("CARES") Act

Instructions

We have developed a checklist to document your intention to amend your plan(s) to include options made available in the CARES Act signed March 27, 2020 ("Enactment Date"), to address the COVID-19 emergency and its impact on employees and employers.

When must plans be amended?

Employers who signed this Checklist to elect provisions of the CARES Act (the "CARES Act" or "Act") must adopt an amendment on or before the last day of the first plan year beginning on or after January 1, 2022 (or January 1, 2024 for governmental plans). We will use your elections authorized below to operate your plan now and to create the amendment required to be adopted before that deadline.

Can I modify the Employer Elections below?

Yes. The default Employer Elections below provide for the maximum relief available under the CARES Act. If you do not desire to utilize the maximum provisions of the Act, check the Opt-out box below.

Must I sign and return this Checklist to CUNA Mutual Retirement Solutions?

Yes. Whether you are adopting the default Employer Elections or you are opting out of the Employer Elections, you must sign and return this checklist.

ARTICLE I
PREAMBLE

- 1.1 **Adoption and effective date of Checklist.** The Employer authorizes the actions below to implement provisions of the **Coronavirus Aid, Relief, and Economic Security Act** affecting the Plan and/or the Plan's loan program or policy to implement provisions of the Plan effective as of the Enactment Date.
- 1.2 **Superseding of inconsistent provisions.** This Checklist supersedes the provisions of the Plan (and if applicable, the Plan's loan program or policy) to the extent those provisions are inconsistent with the provisions of options chosen in this Checklist.
- 1.3 **Construction.** Except as otherwise provided in this Checklist, any "Section" reference in this Checklist refers only to this Checklist and is not a reference to the Plan (or loan program or policy). The Article and Section numbering in this Checklist is solely for purposes of this Checklist and does not relate to the Plan (or loan program or policy) article, section, or other numbering designations.

ARTICLE II
EMPLOYER ELECTIONS

- 2.1 **CARES Act Relief (if elected, must select at least one of a. – d.).** The Employer elects to use the following "Act" provisions effective as of the Enactment Date.

- (a) The distribution relief described in Section 3.1 *

1. The repayment of Coronavirus-related distributions described in Section 3.1.1

Applicable only if the plan currently allows for loans**:

- (b) The increased loan limit (\$100,000) and increased loan percent (100%) described in Section 3.2
(c) The loan repayment extension described in Section 3.3

* If your plan currently requires spousal consent for distribution purposes and you wish to remove it from non-pension assets in an effort to make it easier for participants to complete the distribution/loan forms, please contact your consultant. Spousal consent cannot be removed from pension plan assets that may have been transferred (other than through a rollover) to your plan from a former money purchase, target benefit or defined benefit pension plan.

** If your plan currently does not allow for loans or you wish to modify your loan provisions to permit sources not otherwise available in your loan policy or increase the number of loans available, please contact your plan consultant.

- (d) Required Minimum Distributions (RMDs) for 2020 are suspended unless a Participant or Beneficiary elects to receive such distributions or take any other distribution in 2020. A direct rollover will be offered only for distributions that would be eligible rollover distributions without regard to Code §401(a)(9)(I). If you choose to opt out of the default and treat 2020 RMDs as eligible rollover distributions in 2020, please contact us.

ARTICLE III
CARES Act Relief

- 3.1 **CARES Act Distribution(s).** If the Employer elects Section 2.1.a., a Participant may take a Coronavirus-related Distribution provided the aggregate amount of Coronavirus-related Distributions received by a Participant for any taxable year (from all plans maintained by the Employer, including any member of a group treated as a single employer under Code §414(b), (c), (m), (n) or (o) that includes the Employer) does not exceed \$100,000.

Coronavirus-related Distributions will not be permitted from amounts that have been transferred directly or indirectly (other than by a rollover) to this plan from a defined benefit plan, money purchase pension plan, or a target benefit plan. The CARES Act does not change the requirements for when plan distributions are permitted to be made from employer retirement plan. A qualified plan that is a pension plan (e.g. a money purchase plan) is not permitted to make in-service distributions because the distribution, if made, would qualify as a Coronavirus-related Distribution. A pension plan is not permitted to make a distribution under a distribution form that is not a qualified joint and survivor annuity without spousal consent because the distribution, if made, could be treated as a Coronavirus-related Distribution.

- 3.1.1 **Repayment of distribution.** If the Employer elects Section 2.1.a.1. and the Plan permits rollover contributions, then a Participant who receives a Coronavirus-related Distribution (from this Plan or another eligible retirement plan as defined in Code §402(c)(8)(B)), at any time during the 3-year period beginning on the day after receipt of the distribution, may make one or more contributions to the Plan, as rollover contributions, in an aggregate amount not to exceed the amount of such distribution.
- 3.2 **Increased loan limit and repayment extension.** If the Employer elects Section 2.1.b, then notwithstanding the loan limitation that otherwise would apply, the Plan will determine the loan limit under Code §72(p)(2)(A) for a loan to a Qualified Individual made during the Applicable Period by substituting "\$100,000" for "\$50,000," and by substituting "the present value of the nonforfeitable accrued benefit (i.e. 100%) of the employee under the Plan (or loan program or policy)" for "one-half of the present value (i.e. 50%) of the nonforfeitable accrued benefit of the employee under the Plan." These loans would be available to a Qualified Individual during the 180-day period beginning on the Enactment Date.
- 3.3 **Extension of certain repayments.** If the Employer elects Section 2.1.c. and a Qualified Individual has an outstanding loan from the Plan on or after the Enactment Date of the CARES Act, then: (i) if the date for any repayment of such loan occurs during the period beginning on or after the Enactment Date and ending on December 31, 2020, the due date is extended for one year; (ii) the Plan will adjust any subsequent repayments with respect to any such loan to reflect the extension of the due date under (i) and any interest accrued during the extension; and (iii) the Plan will disregard the period of extension described in (i) in determining the 5-year period and the loan term under Code §72(p)(2)(B) or (C).
- 3.4 **Suspension of RMDs unless otherwise elected by Participant.** If the Employer elects Section 2.1.d., notwithstanding the provisions of the Plan relating to required minimum distributions under Code §401(a)(9), a Participant or Beneficiary who would have been required to receive required minimum distributions for 2020 but for the enactment of Act and who would have satisfied that requirement by receiving distributions that are (1) equal to the 2020 RMDs or (2) one or more payments in a series of substantially equal distributions (that include the 2020 RMDs) made at least annually and expected to last for the life (or life expectancy) of the Participant, the joint lives (or joint life expectancy) of the Participant and the Participant's designated Beneficiary, or for a period of at least 5 years ("Extended 2020 RMDs"), will not receive those distributions for 2020 unless the Participant or Beneficiary chooses to receive such distributions. Participants and Beneficiaries described in the preceding sentence will be given the opportunity to elect to receive the distributions described in the preceding sentence.

ARTICLE IV
DEFINITIONS

- 4.1 **Definition of Coronavirus-related Distribution.** A "Coronavirus-related Distribution" means a distribution defined in the CARES Act made on or after January 1, 2020 and before December 31, 2020, to a "Qualified Individual" which does not exceed \$100,000.
- 4.2 **Definition of Qualified Individual.** A "Qualified Individual" is defined as an individual (I) who is diagnosed with the virus SARS-CoV-2 or with coronavirus disease 2019 (COVID-19) by a test approved by the Centers for Disease Control and Prevention; (II) whose spouse or dependent (as defined in section 152 of the Internal Revenue Code of 1986) is diagnosed with such virus or disease by such test, or (III) who experiences adverse financial consequences as a result of being quarantined, being furloughed or laid off or having work hours reduced due to such virus or disease, being unable to work due to lack of child care due to such virus or disease, closing or reducing hours of a business owned or operated by the individual due to such virus or disease or other factors as determined by the Secretary of the Treasury (or the Secretary's delegate).

* * * * *


Any services provided as a result of the CARES Act shall be provided pursuant to your current Services Agreement (including the Fee Schedule and Disclosure).

CARES Act Relief Opt Out – Check this box only if you do not want to adopt the CARES Act Employer Elections above.

This Checklist has been executed this 1st day of May, 2020.

Name of Plan* (Print): MRFD Deferred Compensation Plan # 702214

Name of Employer (Print): Missoula Rural Fire District (MRFD)

By: 
EMPLOYER

Print Name: Chris Newman

*Please complete a separate Checklist for each of your Plans

PLEASE EMAIL THIS FORM TO: CMGPensionCompliance@cunamutual.com

Thank you for your prompt attention. If you have any questions, please call us at 844.999.2677.

**ARTICLE I
PREAMBLE**

- 1.1 **Adoption and effective date of Checklist.** The Employer authorizes the actions below to implement provisions of the **Coronavirus Aid, Relief, and Economic Security Act** affecting the Plan and/or the Plan's loan program or policy to implement provisions of the Plan effective as of the Enactment Date.
- 1.2 **Superseding of inconsistent provisions.** This Checklist supersedes the provisions of the Plan (and if applicable, the Plan's loan program or policy) to the extent those provisions are inconsistent with the provisions of options chosen in this Checklist.
- 1.3 **Construction.** Except as otherwise provided in this Checklist, any "Section" reference in this Checklist refers only to this Checklist and is not a reference to the Plan (or loan program or policy). The Article and Section numbering in this Checklist is solely for purposes of this Checklist and does not relate to the Plan (or loan program or policy) article, section, or other numbering designations.

**ARTICLE II
EMPLOYER ELECTIONS**

- 2.1 **CARES Act Relief (if elected, must select at least one of a. – d.).** The Employer elects to use the following "Act" provisions effective as of the Enactment Date.
- (a) The distribution relief described in Section 3.1*
1. The repayment of Coronavirus-related distributions described in Section 3.1.1
- Applicable only if the plan currently allows for loans**:
- (b) The increased loan limit (\$100,000) and increased loan percent (100%) described in Section 3.2
- (c) The loan repayment extension described in Section 3.3

* If your plan currently requires spousal consent for distribution purposes and you wish to remove it from non-pension assets in an effort to make it easier for participants to complete the distribution/loan forms, please contact your consultant. Spousal consent cannot be removed from pension plan assets that may have been transferred (other than through a rollover) to your plan from a former money purchase, target benefit or defined benefit pension plan.

** If your plan currently does not allow for loans or you wish to modify your loan provisions to permit sources not otherwise available in your loan policy or increase the number of loans available, please contact your plan consultant.

- (d) Required Minimum Distributions (RMDs) for 2020 are suspended unless a Participant or Beneficiary elects to receive such distributions or take any other distribution in 2020. A direct rollover will be offered only for distributions that would be eligible rollover distributions without regard to Code §401(a)(9)(I). If you choose to opt out of the default and treat 2020 RMDs as eligible rollover distributions in 2020, please contact us.

**ARTICLE III
CARES Act Relief**

- 3.1 **CARES Act Distribution(s).** If the Employer elects Section 2.1 a., a Participant may take a Coronavirus-related Distribution provided the aggregate amount of Coronavirus-related Distributions received by a Participant for any taxable year (from all plans maintained by the Employer, including any member of a group treated as a single employer under Code §414(b), (c), (m), (n) or (o) that includes the Employer) does not exceed \$100,000.

Coronavirus-related Distributions will not be permitted from amounts that have been transferred directly or indirectly (other than by a rollover) to this plan from a defined benefit plan, money purchase pension plan, or a target benefit plan. The CARES Act does not change the requirements for when plan distributions are permitted to be made from employer retirement plan. A qualified plan that is a pension plan (e.g. a money purchase plan) is not permitted to make in-service distributions because the distribution, if made, would qualify as a Coronavirus-related Distribution. A pension plan is not permitted to make a distribution under a distribution form that is not a qualified joint and survivor annuity without spousal consent because the distribution, if made, could be treated as a Coronavirus-related Distribution.

- 3.1.1 **Repayment of distribution.** If the Employer elects Section 2.1.a.1. and the Plan permits rollover contributions, then a Participant who receives a Coronavirus-related Distribution (from this Plan or another eligible retirement plan as defined in Code §402(c)(8)(B)), at any time during the 3-year period beginning on the day after receipt of the distribution, may make one or more contributions to the Plan, as rollover contributions, in an aggregate amount not to exceed the amount of such distribution.
- 3.2 **Increased loan limit and repayment extension.** If the Employer elects Section 2.1.b, then notwithstanding the loan limitation that otherwise would apply, the Plan will determine the loan limit under Code §72(p)(2)(A) for a loan to a Qualified Individual made during the Applicable Period by substituting "\$100,000" for "\$50,000," and by substituting "the present value of the nonforfeitable accrued benefit (i.e. 100%) of the employee under the Plan (or loan program or policy)" for "one-half of the present value (i.e. 50%) of the nonforfeitable accrued benefit of the employee under the Plan." These loans would be available to a Qualified Individual during the 180-day period beginning on the Enactment Date.
- 3.3 **Extension of certain repayments.** If the Employer elects Section 2.1.c. and a Qualified Individual has an outstanding loan from the Plan on or after the Enactment Date of the CARES Act, then: (i) if the date for any repayment of such loan occurs during the period beginning on or after the Enactment Date and ending on December 31, 2020, the due date is extended for one year; (ii) the Plan will adjust any subsequent repayments with respect to any such loan to reflect the extension of the due date under (i) and any interest accrued during the extension; and (iii) the Plan will disregard the period of extension described in (i) in determining the 5-year period and the loan term under Code §72(p)(2)(B) or (C).
- 3.4 **Suspension of RMDs unless otherwise elected by Participant.** If the Employer elects Section 2.1.d., notwithstanding the provisions of the Plan relating to required minimum distributions under Code §401(a)(9), a Participant or Beneficiary who would have been required to receive required minimum distributions for 2020 but for the enactment of Act and who would have satisfied that requirement by receiving distributions that are (1) equal to the 2020 RMDs or (2) one or more payments in a series of substantially equal distributions (that include the 2020 RMDs) made at least annually and expected to last for the life (or life expectancy) of the Participant, the joint lives (or joint life expectancy) of the Participant and the Participant's designated Beneficiary, or for a period of at least 5 years ("Extended 2020 RMDs"), will not receive those distributions for 2020 unless the Participant or Beneficiary chooses to receive such distributions. Participants and Beneficiaries described in the preceding sentence will be given the opportunity to elect to receive the distributions described in the preceding sentence.

ARTICLE IV
DEFINITIONS

- 4.1 **Definition of Coronavirus-related Distribution.** A "Coronavirus-related Distribution" means a distribution defined in the CARES Act made on or after January 1, 2020 and before December 31, 2020, to a "Qualified Individual" which does not exceed \$100,000.
- 4.2 **Definition of Qualified Individual.** A "Qualified Individual" is defined as an individual (I) who is diagnosed with the virus SARS-CoV-2 or with coronavirus disease 2019 (COVID-19) by a test approved by the Centers for Disease Control and Prevention; (II) whose spouse or dependent (as defined in section 152 of the Internal Revenue Code of 1986) is diagnosed with such virus or disease by such test, or (III) who experiences adverse financial consequences as a result of being quarantined, being furloughed or laid off or having work hours reduced due to such virus or disease, being unable to work due to lack of child care due to such virus or disease, closing or reducing hours of a business owned or operated by the individual due to such virus or disease or other factors as determined by the Secretary of the Treasury (or the Secretary's delegate).

* * * * *


Any services provided as a result of the CARES Act shall be provided pursuant to your current Services Agreement (including the Fee Schedule and Disclosure).

CARES Act Relief Opt Out – Check this box **only if you do not want to adopt the CARES Act Employer Elections above.**

This Checklist has been executed this 15th day of May, 2020.

Name of Plan* (Print): MRFD 401A Plan #702215

Name of Employer (Print): Missoula Rural Fire District (MRFD)

By: 
EMPLOYER

Print Name: Chris Newman

*Please complete a separate Checklist for each of your Plans

PLEASE EMAIL THIS FORM TO: CMGPensionCompliance@cunamutual.com

Thank you for your prompt attention. If you have any questions, please call us at 844.999.2677.

**INTERLOCAL AGREEMENT
FOR CREATING
MONTANA FIREFIGHTERS TESTING CONSORTIUM
Amended and Restated**

This Amended and Restated Interlocal Agreement ("Agreement") is made in the state of Montana by public agencies organized and existing under the laws of the state of Montana and which are signatories to this Agreement ("Members").

RECITALS

WHEREAS, Article VII, Section 7 of the Montana Constitution provides that a local government unit may: (a) cooperate with the exercise of any function, power, or responsibility with, (b) share the services of any officer or facilities with, (c) transfer or delegate any function, power, responsibility, or duty of any officer to one or more other local government units, school districts, the state, or the United States.

WHEREAS, Montana's Interlocal Cooperation Act provides that its purpose is to permit local governmental units to make the most efficient use of their powers by enabling them to cooperate with other local governmental units on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with the geographic, economic, population, and other factors influencing the needs and development of local communities (Montana Code Annotated § 7-11-102).

WHEREAS, a public agency is any political subdivision, including municipalities, counties, and fire districts (Montana Code Annotated §7-11-103).

WHEREAS, the Members each provide fire protection services and each is responsible for hiring qualified firefighters.

WHEREAS, each Member has its own recruiting and hiring processes, and would otherwise at various times have to conduct expensive and tie-consuming testing.

WHEREAS, the duties of firefighter for each Member, as determined by task analysis, are similar.

WHEREAS, the Members would all benefit in terms of efficiency and economy by consolidating their recruiting and testing efforts for firefighter candidates by establishing a pool of qualified firefighter candidates for consideration in hiring.

NOW THEREFORE, in consideration of the covenants and mutual benefits described herein, the Members agree as follows:

I. DEFINITIONS

- A. **Board of Directors (the Board)**: The whole created by all of the sets of two Member Representatives of each Member; see also Section III (B).
- B. **Candidate**: Any person who has timely paid the application fee and submitted a complete application to take the Test.
- C. **Consortium**: The Montana Firefighters Testing Consortium.

- D. **Test:** The combined physical and written test offered annually by the Consortium.
- E. **Member:** Any public agency, as defined by Montana Code Annotated §7-11-103, including a municipality, fire district, fire service area, local government, or other political subdivision which is both (1) a signatory of this Agreement, or any amended versions thereof, and (2) in compliance with the terms of this Agreement, or any amended versions thereof, and with the membership requirements set forth in the Consortium's bylaws or any subsequent amendments thereof.
- F. **Member Representative:** One of two individuals designated by a Member to represent the Member's interests at meetings of the Consortium.

II. DURATION

The duration of this Agreement shall be perpetual unless terminated by the Members in accord with Section VII (E) below.

III. CREATION OF THE AUTHORITY

- A. Pursuant to the Interlocal Cooperation Act, a public entity, separate and distinct from the parties hereto, is hereby created and shall henceforth be known as the *Montana Firefighters Testing Consortium* ("the Consortium").
- B. The Consortium shall be administered by a joint board of two representatives from each Member ("Member Representatives"). This joint board shall be called the Board of Directors ("the Board"), which shall be responsible for effectuating this Agreement.

IV. PURPOSE

The purpose of this Agreement is to set forth the general and statutorily required term of operation and financing the Consortium, which shall be responsible for the Members' undertaking of a joint testing program for the identification of qualified candidates for consideration in hiring for the position of entry-level firefighter.

V. GOALS

The goals of the Consortium are as follows:

- A. To develop, establish, and modify, as the Board deems necessary, operational policies, protocols, and procedures to achieve the purpose of this Agreement;
- B. To implement and coordinate the financial, operational, and procedural aspects of the Test application and testing processes, procedures, and protocols;
- C. To share in the costs of administering this Agreement and achieving its purpose;
- D. To provide for the consistency of administration of the application and testing processes; and
- E. To create a list of qualified candidates after each testing cycle from which each Member may select candidates to interview and possibly hire for the position of entry-level firefighter.

VI. FINANCING

- A. The Members shall be responsible to share equally in the costs related to this Agreement, including administering and coordinating the Test application and testing processes.
- B. The Board shall be responsible for establishing a budget each fiscal year, which shall run from July 1 through June 30 of the following year.
- C. Sources of funding may include the following:
 - 1. **Dues:** Each Member, as a condition of membership, must pay its initial membership dues and its annual dues.
 - a. The amount each new Member shall be required to pay as its initial membership dues, as well as the amount of the annual dues any Member shall be required to pay, shall be as set from time to time by a simple majority vote of the Board.
 - b. The Board may set reduced initial membership dues and reduced annual dues for Members whose financial circumstances, in the Board's sole discretion, warrant such a reduction.
 - 2. **Fees:** Additional funding of the Consortium is also derived from the Test application fees received from Candidates.
 - 3. The Consortium may also from time to time apply for and receive other sources of revenue, such as grant funds.

VII. TERMINATION

- A. A Member may withdraw from the Consortium and this Agreement by giving the Board 60 days' written notice of the intent to withdraw.
- B. Any Member whose withdrawal would otherwise become effective 30 days or less before the scheduled Test shall not be permitted to withdraw until after the Test is completed, including tear down, and shall be required to participate, assist, and staff the testing in the same manner and effect as if the Member had not submitted notice of the intent to withdraw.
- C. When a Member withdraws, this Agreement shall remain in full force and effect with regard to the remaining Members.
- D. So long as at least two Members remain parties to this Agreement, the Consortium shall continue to operate.
- E. This Agreement may be completely terminated at any time upon the vote of 100% of the Members' governing bodies.
- F. The Consortium shall continue to exist and operate after complete termination, however, for the purpose of retiring any debt, including paying any remaining bills for operational expenses, disposing of all claims, selling all real and personal property in accord with Section VIII (B) herein, and distributing all assets equally, including cash accounts, and performing all other functions necessary to conclude the affairs of the Consortium.
- G. Following complete termination of this Agreement, Members who were Members on the date the vote in favor of terminating the Agreement was made may be required to pay an assessment to the

Consortium, as determined by the Board, to enable final disposition of all remaining balances due for operational expenses and other minor costs of doing business.

VIII. PROPERTY

- A. The real or personal property owned by the Consortium shall be owned proportionally by the Members, regardless of when they become Members. A Member which withdraws from the Consortium foregoes all interest it has in the Consortium's real or personal property so long as the Consortium continues to operate.
- B. In the case of the complete termination of this Agreement in accord with Section VII (E), any real or personal property owned by the Consortium shall be sold at fair market value and the proceeds, if any remain after disposition of all remaining balances due for operational expenses and the other minor costs of doing business, shall be divided equally, distributed, and deposited to the general funds of each of the Members who were Members on the date of the vote in favor of terminating this Agreement was made.

IX. PARTIES TO THIS AGREEMENT

- A. Each Member, as a party to this Agreement, certifies that it intends to and does contract with, for the purposes and to the extent as herein provided, all other parties who are signatories of this Agreement, or may later become signatories of this Agreement.
- B. The addition of any new Member to this Agreement shall constitute an Amendment subject to the requirements of Section XIII.
- C. Each Member further certifies that a Member's voluntary termination of this Agreement as to its own participation as a Member, as well as a Member's involuntary removal as party to this Agreement for failure to meet the Member's Responsibilities, as set forth in Section XI herein, shall not affect this Agreement nor the remaining Members' intentions to work cooperatively to achieve the goals and objectives set forth herein.

X. CONSORTIUM RESPONSIBILITIES AND OBLIGATIONS

- A. The Board will hire an independent consultant to ensure compliance with all requirements of chosen physical abilities test.
- B. The Board will ensure that the written test selected for the Consortium test has been validated for the position of entry level firefighter.
- C. The Board shall purchase and maintain liability insurance with liability limits of \$1,500,000 per occurrence and \$3,000,000 aggregate per policy year. The insurance shall name each Member as an additional insured and shall cover the Board of Directors, Members and their employees, and volunteers. The Board Chairperson shall provide a copy of the current insurance policy to each Member at the beginning of each policy year.
- D. The Board shall adopt bylaws, which shall be consistent with this Agreement and the law, and shall set forth the operational and procedural policies, protocols, and guidelines necessary to implement the Agreement's terms and achieve the Consortium's purpose and goals, including the creation of an Executive Committee, which shall handle the day-to-day business of the Consortium and which

shall have powers as more particularly described in the bylaws. At a minimum, the bylaws shall provide as follows:

1. The Officers of the Consortium shall be a chairperson, a vice-chairperson, a secretary, and a treasurer. The latter two officer positions may be combined and the offices filled by one Member Representative.
2. Officers shall be selected from the Member Representatives, except that the secretary position or the combined secretary-treasurer position may be filled by an independent contractor selected by the Board.
3. A quorum exists when a simple majority of the Member Representatives are present, either in person, by telephonic or other electronic means, such that they can hear, be heard, and meaningfully participate.
4. A vote of a simple majority at a meeting where a quorum is present shall constitute the action of the Board.
5. Minutes shall be taken at all meetings.
6. The treasurer shall provide all necessary administrative and accounting functions for the Board and shall have the custody of and disburse funds. The treasurer may delegate disbursing authority to such persons as may be authorized by the Board to perform the disbursement function.
7. As a deliberative body, the Consortium will follow basic standards of parliamentary procedure in the conduct of all its meetings, and *Robert's Rules of Order* and *Mason's Manual of Legislative Procedure* may be used for general guidance at any meeting.
8. All Board meetings shall be noticed, held, and conducted in compliance with the Open Meeting and Notice statutes of the state of Montana
9. The adoption of the bylaws and any amendments to the bylaws shall be consistent with this Agreement and the law and shall be accomplished by an affirmative written ballot of a simple majority or more of the Member Representatives.
10. Each Member and Member Representative shall receive a copy of the bylaws or any amendments thereof.
11. The Consortium shall abide by all applicable local, state, and federal laws and regulations.

XI. MEMBER RESPONSIBILITIES

Members have the following responsibilities:

- A. To share equally in the cost of accomplishing the Consortium's purpose and goals, including the costs of coordinating and administering the Test.
- B. To provide, at their own expense, personnel to assist in coordinating and administering the Test, including providing personnel to staff both components of the Test.
- C. To confirm that the testing process is locally valid for the position of entry level firefighter.
 1. A confirmation must be completed prior to each test
 2. Each member agency will pay their own costs of this validation.
- D. To promptly pay their annual dues as the board shall set from time to time.
- E. To regularly attend and meaningfully participate in all meetings and every testing event.

- F. Each new Member shall:
 - 1. Undergo a Candidate Physical Ability Test Transportability Study conducted by the Consortium's Human Resources Consultant; and
 - 2. Promptly pay the initial membership fee, as shall be established by the Board.

XII. CONSORTIUM RIGHTS

- A. The Board, in its sole discretion, shall determine the type of testing it will use to identify qualified candidates for consideration for hiring for the position of entry-level firefighter, including the testing processes, procedures, protocols, instruments, and equipment to be used.
- B. The Board, in its sole discretion, shall determine the intervals at which the testing will be offered, the location at which the testing will take place, and the number of candidates it will allow to take part in the testing.
- C. The Board, in its sole discretion, shall determine the number of meetings which are necessary, as well as the date, time, and location of all meetings.
- D. The Board, in its sole discretion, shall determine the amount of annual dues which shall be paid by each Member and the date when due.
- E. The Board shall have the power to contract as needed to carry out the purpose of the Consortium and this Agreement.

XIII. AMENDMENTS

This Agreement may be amended at any time by a vote of a simple majority of the Members. Amendments become effective when the Board receives written confirmation from a simple majority of the Members, through their Member Representatives, that the proper authority within their jurisdiction has approved an amendment.

XIV. EFFECTIVE DATE

This Agreement shall be effective and binding upon a Member when its governing body becomes a signatory hereto.

XV. FILING

- A. In accord with Montana Code Annotated § 7-11-107, this Agreement shall be filed with the county clerk and recorder of the county or counties wherein each Member is situated and with the secretary of state. Upon the amendment of this Agreement, the amended version shall then be recorded as provided herein.
- B. The Board shall designate the person or persons who shall be responsible for the filing of this Agreement and any subsequent amended versions hereof.

XVI. ASSIGNMENT

Members may not assign any right, claim, or interest it may have as a consequence of being a party to this Agreement, and no creditor, assignee, or third party beneficiary of any Member shall have a right, claim, or title to any fund or asset of the Consortium

XVII. EXECUTION

This Agreement shall be executed on behalf of the Member by its chief executive officer or chairperson and attested by its clerk or secretary, as appropriate, upon approval of the Agreement by the Member's governing body. This Agreement may be executed in multiple counterparts, each of which shall constitute one and the same document.

IN WITNESS WHEREOF, the undersigned have executed this Agreement on the date subscribed hereto:

DATE: _____

BIG SKY FIRE DISTRICT:

By: _____
Signature of Approving Authority

Printed Name of Approving Authority

Its: _____
Title of Approving Authority

Attest:

Signature of Clerk/Secretary

Printed Name of Clerk/Secretary

Its: _____
Title of Clerk/Secretary

DATE: _____

MISSOULA RURAL FIRE DISTRICT:

By: _____
Signature of Approving Authority

Printed Name of Approving Authority

Its: _____
Title of Approving Authority

Attest:

Signature of Clerk/Secretary

Printed Name of Clerk/Secretary

Its: _____
Title of Clerk/Secretary