

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

December 14th, 2021

The Missoula Rural Fire District (MRFD) Board of Trustees (BOT) met in regular session at the Station 1 Headquarters meeting room and via a "Zoom" video conference on **Tuesday, December 14th, 2021.**

CALL TO ORDER: Chairman Murphy called the meeting to order at 19:00 hours.

PLEDGE OF ALLEGIANCE

ROLL CALL: Present: Chairman Ben Murphy, Vice-Chairman Larry Hanson, Secretary Dick Mangan, Trustee Jeff Merritt, and Trustee Dan Corti.

READING OF THE MINUTES: Trustee Merritt moved to accept the minutes as written. Vice-Chairman Hanson seconded the motion. Motion voted and passed.

PUBLIC COMMENT: No one from the public was present for comment.

CLAIMS: Secretary Mangan asked about the Harlow's claim, and Trustee Merritt asked about the Iron Horse Towing claim. Melissa Schnee and Chief Finlay explained that engine 361 had a high-pressure oil pump failure and had to be towed by Iron Horse Towing to Harlow's for maintenance.

COMMUNICATIONS: Melissa Schnee reported that the communications included an annexation resolution, five thank-you letters, two exceptional performance records, IT Report, DFM Report, Public Relations Breakdown, and a Call for Service Report.

TRUSTEE REPORTS: Secretary Mangan asked about the new Federal money that may be available to MRFD. Chief Newman reported that he has not yet been made aware of a way to apply for or to access those funds because the bill is so new. Chief Newman stated that the recent Infrastructure Bill that passed included \$3.3 billion for wildland and money to upgrade 911 centers. Chief Newman has also been watching HR 3728, a bill that would provide funding for fire station construction. This bill has been referred to the subcommittee.

STAFF REPORTS:

Local 2457: No one was present to give the Local 2457 report.

Finance and Human Resources (HR): Melissa Schnee reported that MRFD is balanced with the County through November. She also noted that the audit that was expected to be done in December has moved to January.

Battalion Chief (BC): BC Greg Orr reviewed the November Call for Service Report. From that report, there were three significant events that he noted. There was a chicken coop fire off Mullan Road, a major wind event that dropped many power lines within the district, and a wildland fire on Highway 12 that grew to almost 10 acres.

Assistant Chief of Operations: Chief Finlay reported that he met with Rosenbauer and the General Fire Apparatus Representatives for a builders meeting of the water tender, Type III, and Type I engine in the build process. Each has been impacted by substantial difficulties in gathering raw and finished materials that go into the build. Chief Finlay has also continued work as the Ad-Hoc Chair of the Missoula

County Active Attack Integrated Response team. MRFD is making strides toward training and planning countywide. Chief Finlay reported that he assisted in a "punch list" walkthrough of the new Station 4. Chief Finlay also said that he has been participating in Health Emergency Advisory Team meetings as they are scheduled for updates on COVID-19 and other illnesses impacting or potentially impacting the district. MRFD is currently upgrading the personnel evaluations system to a single platform called Target Solutions from a lengthy paper evaluation that was developed years ago. This new process will be time-saving and beneficial for the evaluators and the person being evaluated alike. Over the last month, Chief Finlay took part in several online leadership and employee seminars. He also completed a disk profile for an upcoming seminar.

Fire Chief: Chief Newman reported that he would be attending a meeting to discuss ambulance transport contingencies should there ever be an issue with Missoula Emergency Services not being able to transport. Chief Newman also reported that MRFD sent a Type 1 engine and an overhead position to the Denton Fire near Great Falls. Assistant Chief Christopherson's retirement breakfast was held on December 13th, his last day in the office. MRFD is looking into a new Records Management System called Image Trend. The new Station 4 completion date has been pushed back because of supply and labor shortages. The Community Risk Assessment/Standard of Cover is nearing completion. MRFD will continue to prepare for the Insurance Services Office rerate, which will happen towards the end of February.

OLD BUSINESS:

1. **MRFD Rebranding:** Chief Newman stated that per the email regarding Local 2457s involvement, he was ok with this being removed from the agenda. All BOT members agreed.

NEW BUSINESS:

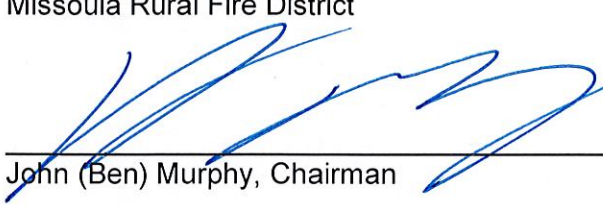
1. **Annexation for 3852 Galbavy Drive, Missoula 59804:** Secretary Mangan made the motion for annexation. Vice-Chairman Hanson seconded the motion. The motion was voted and passed.
2. **FY22 1st Quarter Budget vs Actual:** Chief Newman reported that the ^{first} quarter budget versus the actual budget looks good, and there are no concerns.
3. **MRFD FY21 Annual Financial Report:** Melissa Schnee presented the Annual Financial Report that gets submitted to the Montana Department of Administration Local Government Services.
4. **Current Board Member Roster:** Melissa Schnee verified the current board member roster and notified Secretary Mangan and Trustee Corti that their position will be up for reelection.
5. **Resolution #2021-10 Voluntary Employees' Beneficiary Association (VEBA):** Melissa Schnee gave a brief explanation of VEBA. Trustee Merritt made the motion for VEBA. Secretary Mangan seconded the motion. Motion was voted and passed.
6. **Resident/Volunteer Coordinator Position Memorandum of Understanding (MOU):** Trustee Merritt motioned to accept the MOU. Secretary Mangan seconded the motion. The motion was voted and passed.

ADJOURNMENT: Secretary Mangan made a motion to adjourn. Vice-Chairman Hanson seconded the motion. Chairman Murphy adjourned the meeting at 19:54 hours.

Respectfully submitted,



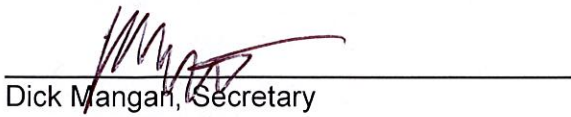
Jenn Culp, Administrative Assistant
Missoula Rural Fire District



John (Ben) Murphy, Chairman

1/11/22

Date



Dick Mangan, Secretary

1/12/22

Date