

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

March 8th, 2022

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, March 8th, 2022.**

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: Secretary Mangan moved to accept the minutes as written. Vice-Chairman Hanson seconded the motion. Motion was voted and passed.

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

CLAIMS: Secretary Mangan moved to accept the claims as submitted. Vice-Chairman Hanson seconded the motion. Motion was voted and passed.

COMMUNICATIONS: Raquel Wilkinson reported that the communications included two DFM Reports, an IT Report, a Public Outreach Breakdown, and a Call for Service Report.

TRUSTEE REPORTS: There were no trustee reports.

STAFF REPORTS:

Local 2457: Captain Burgess reported that three members of Local 2457 would attend the Annual Seattle Stairclimb fundraiser for the Leukemia and Lymphoma Society. Captain Burgess also noted that Local 2457 would be hosting their first fundraising hockey game event on March 13th for the Dan Merritt Memorial Benevolent Fund. In addition to the hockey game, the Great Burn Brewery would offer to donate \$1 for every pint of beer sold on that day to the Benevolent Fund.

Battalion Chief (BC): BC Lubke reported that the calls for service were down in February 2022 from February 2021, but there's still almost a 10% increase for overall 2022 calls compared to last year. BC Lubke also reported a significant incident; a motor vehicle accident on Highway 200. There were no major injuries, but several emergency vehicles were stranded on the ice, taking an hour and a half to clear the scene. A snowplow had also hit several vehicles during the incident due to the icy conditions.

Finance and Human Resources (HR): Melissa Schnee reported that new Station 4 expenditures are within the original budget. However, the final numbers are not available since invoices are still coming in. MRFD has begun recruiting for three new career firefighter positions. The Candidate Physical Ability Test date was confirmed for May 13th and 14th. Melissa finished a leadership training series with Chief Finlay and a four-day Fair Labor Standards Act (FLSA) training course with Chief Finlay and Raquel. The paperwork for the sale of the old Station 4 is complete. Melissa noted that she has started the budgeting process for FY23. MRFD is balanced with Missoula County through January 2022.

Assistant Chief of Operations: Chief Finlay reported that he completed the four-day FLSA class and learned beneficial information for the Fire District and the employees. The water tender cab chassis

delivery is due by March 11th, but it will be delayed. Per the contract penalty clause, there will be a penalty of \$250 per day if not delivered by March 11th. MRFD completed an Insurance Services Office (ISO) review with the ISO representative at Station 1, to which Chief Newman will have additional information in his report. Chief Finlay participated in Single Station Alerting meetings in February. As MRFD continues working toward improving call-taking time and turnout time, Single Station Alerting can have a heavy influence on these factors. Chief Finlay also reported that there had been several budgetary and training committee meetings. He continues to work on apparatus specs for additional rigs; Type III and Type I engines are still in play. Chief Finlay also partook in the Active Attack Integrated Response (AAIR) training at the Mount Jumbo School on February 23rd and 24th. Training and tactics were discussed with over 110 responders in the Missoula area. MRFD had planned engine rotations for the AAIR training but could not rotate the engines based on the cold weather. However, those who had never been through the hands-on training portion completed classroom training in the weeks leading up to the hands-on training. Chief Finlay was also involved in a meeting with the Fuel Mitigation team about their plan for the upcoming season.

Fire Chief: Chief Newman reported that he had a positive meeting with the new Missoula City Fire Department Chief, Gordy Hughes. The discussion focused on opening the lines of communication again to continue to work better together through the Auto-Aid and Mutual-Aid Agreements. Chief Newman also discussed the Single Station Alerting meetings with five potential vendors. The committee will narrow down the vendors and then begin working with 911 to find the best option. Chief Newman also noted that there were several budget meetings in February. The ISO meeting went well, and more supporting documentation was requested. Chief Newman stated that MRFD's current ISO rating is 4/10, and the goal is to get to a 3/10 rating, which will save a significant amount of money for the taxpayers. Chief Newman reported that the Accreditation Manager assessment would be on March 9th, with one application submitted. Station 4's open house is scheduled for Saturday, March 26th. The Community Risk Assessment-Standard of Cover document is available upon request. Chief Newman also reported that an agreement was signed with Image Trend, MRFD's new record management system. Chairman Murphy asked what it would take to get the ISO rating from a 4/10 to a 3/10. Chief Newman responded that it's hard to tell, but the things that have been implemented in the past five years will bring MRFD closer to the 3/10 rating.

OLD BUSINESS: No old business.

NEW BUSINESS:

1. **Resolution #2022-4 Motorola Solutions Lease:** Chief Newman explained that the main reason for moving forward with the Motorola lease was due to not enough funds available in the Capital Improvement Plan and was told that the radios would go up by about \$50,000 in the next year, which was significant enough to say it was time to move forward with the new radios now. MRFD's current radios are close to 15 years old and are no longer supported. It has been challenging to find replacement parts when they break, and they're starting to malfunction more often. Radios are critical to MRFD's safety and emergency response. The lease agreement will be for a five-year lease, but MRFD plans to pay it off sooner. Chief Newman noted that MRFD's legal counsel was involved in the process. Secretary Mangan moved to accept the lease as proposed. Vice-Chairman Hanson seconded the motion. Motion was voted and passed.
2. **MOU With Local 2457 – Training Officer:** Chief Newman explained that this MOU is a change from the current contract. Initially, when looking at incentive pay for the Training Officer, it was going to be a long-term position, and the incentives were time-consuming. Now that MRFD is looking at three-year terms for this position, the Training Officer's time would be best spent working within the program and not on the time-consuming certifications that would take up potentially half of their time. Instead of the stepped process, they are looking at a straight incentive of \$6,000. The new MOU was run through the Local 2457 meeting and was approved. Trustee Corti moved to approve the MOU. Trustee Merritt seconded the motion. Motion was voted and passed.

3. **Amendment to Article VII of the Board By-laws regarding the time of regular board meetings:**

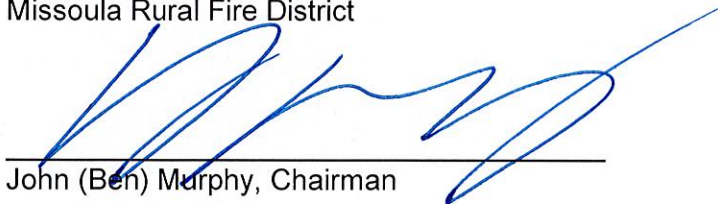
The Board considers changing the time of the monthly board meetings from 7:00 PM to 4:00 PM. By moving the time of the BOT meeting, the Chiefs can attend community council meetings that fall on the same day and time. After the Board discussion, Trustee Corti suggested that they vote to amend the by-laws to meet at 4:00 PM on Tuesday as a trial run. After further Board discussion, Secretary Mangan proposed a 4:00 PM meeting time throughout the summer months and reevaluate in the fall. Trustee Corti motioned that the BOT tries a 4:00 PM meeting time on the second Tuesday each month and will review after six months. Secretary Mangan seconded the motion. 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 19:36 hours.

Respectfully submitted,



Jenn Culp, Administrative Assistant
Missoula Rural Fire District



John (Ben) Murphy, Chairman

4/12/22

Date



Dick Mangan, Secretary

4/14/22

Date