

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

October 11th, 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, October 11th, 2022.**

CALL TO ORDER: Chairman Murphy called the meeting to order at 16:00 hours.

PLEDGE OF ALLEGIANCE

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

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

COMMUNICATIONS: Raquel Wilkinson conveyed that the communications consisted of a condolence card for the passing of Casey Gunter and a Record of Exceptional Performance for Lt. Kottwitz, Lt. Riley, and resident firefighter Maddie Nelson. Also included were two DFM Reports, a Public Relations Outreach Breakdown, a Calls for Service Report, and a Contractor Performance Rating Sheet for Lt. Reed and resident firefighter Caleb Qualls.

TRUSTEE REPORTS: Chairman Murphy reported that the Board recently worked with Labor/Management. This process made him realize that they needed to establish a way of standardizing processes as a board. He proposed they establish a committee or working group that would include Melissa as Human Resources and at least two Board members. Chairman Murphy mentioned that he had discussed this with MRFD's legal counsel, and she agreed it was a good idea. Trustee Merritt and Melissa said they would like to participate in the group.

STAFF REPORTS:

Local 2457: On behalf of Local 2457, Lt. Harris thanked the Board for participating in the Union negotiations. He also reported that the Coats for Kids program started up again. Union members have already begun reaching out to the schools, asking about their needs.

Battalion Chief (BC): BC Orr reported that September's Call's for Service was up 10% from last year. There were several significant incidents: a structure fire on Mullan Road where they saved a cat, a difficult vehicle extrication, a car went into a river that became a river rescue, a structure fire off Trotting Horse Lane that quickly turned into a wildland fire, and a significant car accident near Station 2 on Highway 10 that resulted in five fatalities. BC Orr commended the firefighters for their exceptional work on the difficult calls.

Finance and Human Resources (HR): Melissa Schnee communicated that the administration is wrapping up the Fuel Mitigation and Fire Billing. The Staffing for Adequate Fire and Emergency Response Grant's final payment request was submitted last week, which marks the end of that Grant payout. Melissa

attended Candidate Physical Aptitude Testing (CPAT) with Chief Finlay in Billings, where they had 40 candidates. While there, they sat in on the meetings and discussed future meeting schedules. The next event will be in May 2023. MRFD is balanced with the County through August.

Assistant Chief of Operations: Chief Finlay reported attending CPAT with Melissa even though MRFD wasn't actively hiring. They participated to see the venue and to attend the meetings. While there, they discovered that several candidates had heard about MRFD's resident program and showed interest. Chief Finlay commended Resident/Volunteer Coordinator Lt. Kirk Paulsen on doing a great job getting the word out about the program. Chief Finlay attended the Local Emergency Planning Committee meeting discussing grant updates and additional wildland-urban interface fuel mitigation programs. Chief Finlay was asked to participate in a joint planning committee for a mobile incident command vehicle that will benefit multiple agencies in the area. A \$472,170.70 grant was approved for this unit. Chairman Murphy asked if MRFD takes on residents that go through CPAT. Chief Finlay and Chief Newman said they would, and most residents go through the CPAT by their residency's end. Chairman Murphy also asked if MRFD has a history of recruiting residents through the CPAT. Chief Finlay replied that they haven't in the past, but it was an interesting idea to use CPAT to recruit or make that information available to the attendees. Chief Newman stated that they have been looking into expanding MRFD's resident program by building new stations in the coming years.

Fire Chief: Chief Newman reported that the four new firefighters would graduate from the academy in the first week of November. All reports from the Training Officers about the new hires have been positive. Also reported, the 911 center hired a new IT replacement to help MRFD update their Run Cards into the New World system. MRFD reassembled the Internal Safety Committee, which consists of Chief Newman, three career firefighters, and three resident firefighters, and plans to meet quarterly. Chief Newman also reported that they are getting close to the end of the fire safety presentations. These new and improved presentations are done by the Forest Service, the Department of Natural Resources and Conservation, and all the local fire departments. The new program has been received well in the schools. Lastly, Chief Newman attended the Montana Fire Trustee's Conference and had an opportunity to present on district growth.

OLD BUSINESS:

NEW BUSINESS:

1. **Resolution #2022-11 Resolution – Surplus Sale:** With the purchase of the new department vehicles, some items were taken out to make room for necessary equipment. Since MRFD does not have a place to store these items, a surplus sale is needed. Trustee Merrit moved to approve the resolution. Vice-Chairman Hanson seconded the motion. The motion was voted on and passed.
2. **Annexation: 8350 Racetrack Lane, Missoula, MT 59808:** Chief Newman said the property was initially two lots in two fire districts: Frenchtown and MRFD. Through discussions between MRFD's DFMs and Frenchtown's Chief, it was realized that the property would be within MRFD's jurisdiction. Trustee Merrit made a motion to annex the property. Vice-Chairman Hanson seconded the motion. The motion was voted on and passed.
3. **FY23 Collective Bargaining Agreement from Local 2457:** Chairman Murphy said it was a lengthy negotiation with good discussion, and he feels it's a solid contract for the following year. Trustee Merrit moved to accept the agreement. Vice Chairman Hanson seconded the motion. The motion was voted on and passed.

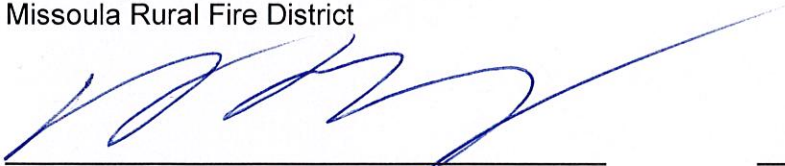
EXECUTIVE SESSION: Chairman Murphy determined the next matter to be a matter of individual personnel privacy, and the individual's privacy considerably outweighs the public's right to know. Chairman Murphy closed the meeting to the public for an Executive Session.

ADJOURNMENT: Trustee Merritt made a motion to adjourn. Secretary Mangan seconded the motion. The motion was voted on and passed. Chairman Murphy adjourned the meeting at 16:54 hours.

Respectfully submitted,



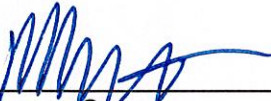
Jenn Culp, Administrative Assistant
Missoula Rural Fire District



John (Ben) Murphy, Chairman

11/19/22

Date



Dick Mangan, Secretary

11/14/22

Date