

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

January 10th, 2023

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, January 10th, 2023.

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, 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 inquired about the \$11,000 to Gomers. Chief Newman said it was for the old 306 that had engine and transmission issues. Secretary Mangan also wanted to know what Target Solutions was. Chief Newman responded that it was MRFD's training platform, evaluations, narcotic safes, and Check-It program. Secretary Mangan moved to accept the claims as submitted. Trustee Merritt seconded the motion. The motion was voted on and passed.

COMMUNICATIONS: Raquel Wilkinson conveyed that the communications consisted of two thank-you letters, an IT Report, two DFM Reports, a Public Relations Outreach Breakdown, and a Call for Service Report.

TRUSTEE REPORTS: Chairman Murphy reported that he ran a call while working for Missoula Emergency Services with MRFD's 311's crew, Captain Huleatt, Firefighter Rossier, and Engineer Lapinski. The emergency room doctor passed along that they did a great job.

STAFF REPORTS:

Volunteer's Association: Vice President Kevin McGuire reported that the Volunteer's Association would be putting together a picnic this summer at the Highlander. More information on that will be available in the coming weeks.

Local 2457: Lieutenant Kottwitz reported that he reached out to the state lobbyists group and will have more information in February and March on new legislation that will impact MRFD. He also researched and found that the Regional Fire Authority bill will be back on the floor along with Community Paramedicine, which could affect MRFD operations. Over the holidays, a member experienced a family emergency. Much help was offered by supporting members to cover shifts and donate sick time. Local 271 newly retired member, BC Kip Knapstad, passed away a few weeks ago. His memorial will happen in the next couple of weeks, and MRFD will be involved operationally. Chief Newman added that MRFD would cover two Missoula City Fire Department stations during that time.

Battalion Chief (BC): BC Bowman reported that December 2022 calls were 310, up 5% from December 2021. The total calls for 2022 were 3,439, which was a 7.13% increase compared to 2021's 3,210 calls. BC Bowman added to the Local report that the family emergency that Engineer Kottwitz spoke of was a

head-on collision in Bonner. One of the patients in the accident was severely critical and would not have survived without the quick actions of Firefighter Fulbright, who used a tourniquet. BC Bowman commended all of the MRFD crew members on their excellent work.

Finance and Human Resources (HR): Melissa Schnee reported that MRFD was balanced with Missoula County through November 2022. She worked on the calendar year-end. W2s were completed but still needed to submit to the State as Black Mountain was having software issues. Melissa continues to work with the auditor for FY21. The retro pay and retro pay adjustments have been completed. Melissa also reported that she's preparing for the new fiscal year budget. Lastly, the date for the banquet will be April 29th, and invitations will be sent out shortly.

Assistant Chief of Operations: Chief Finlay was absent for his report.

Fire Chief: Chief Newman reported that the accreditation work is ongoing. MRFD was assigned a mentor through the Center for Public Safety Excellence. The mentor will look at MRFD's work and ensure that the things provided to him are acceptable. He will be the one who says MRFD is ready for the peer visit. Chief Newman and Chief Finlay attended the Missoula County Sheriff's Office retirement recognition for TJ McDermott, Rich Maricelli, and Rob Taylor. Chief Newman reported that they are continuing to work on the logistics of the potential move of the ladder truck from Station 1 to Station 2. Chief Newman met with Chris Lounsbury, Missoula County Chief Administrative Officer, regarding Marshal Mountain and which department will cover that area. Chief Newman stated they are updating the apparatus replacement plan and the 318 moving to Station 2. More will come on that in the coming months. The Station Alerting order was placed, and installation will begin on January 16th. Lieutenant Hollenbeck was very instrumental in this project. Station Alerting will benefit the community from a response standpoint and MRFD crews regarding health and wellness. The cost of the system from US Digital Designs was \$191,000. MRFD did not have to go to bid on this project because it was purchased under a cooperative purchase agreement. On top of this was another \$34,000 for the installation, which also falls under the bid requirement.

OLD BUSINESS:

NEW BUSINESS:

- 1. Request for a Leave of Absence:** Chief Newman stated that Lieutenant Hollenbeck requested a leave of absence for approximately one year. Lieutenant Hollenbeck noted that it would be an excellent opportunity for him and his family and give his wife a chance to pursue her career. Chief Newman added that he does not have an issue with it from an administrative standpoint. There are a couple of potential retirements coming up around the same time. They have yet to receive an official letter, but that would determine the route they would go as far as hiring. MRFD is at full staffing minus one military deployment, who will be back in June 2023. Chairman Murphy asked if anything would be different regarding seniority, rank, and schedule retention. Chief Newman responded that nothing would change. Trustee Merritt made a motion to approve the leave of absence. Vice-Chairman Hanson seconded the motion. The motion was voted on and passed.
- 2. Donation for Hysham Volunteer Fire Department:** Chief Newman stated that MRFD would like to donate turnouts, both pants, and coats. This gear is no longer being used because it is below the standards that MRFD maintains and is older than ten years old. Lieutenant Paulsen confirmed that they are all 2005 and older. Secretary Mangan asked why it didn't meet MRFD's standards, but it was acceptable for Hysham. Chief Newman responded that the National Fire Protection Association's standard on turnout gear is a ten-year lifespan. These items will be great for a small volunteer department that cannot afford new equipment. Lieutenant Paulsen added that this gear is in excellent shape, and any damaged gear is destroyed. Trustee Merritt moved to approve the donation of gear. Vice-Chairman seconded the motion. The motion was voted on and passed.

EXECUTIVE SESSION: Chairman Murphy determined the next matter to be a matter of individual 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.

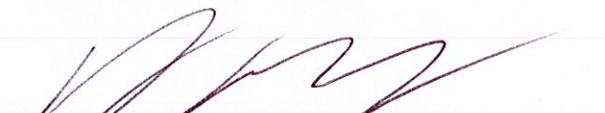
Chairman Murphy closed the Executive Session and opened the public meeting.

ADJOURNMENT: Secretary Mangan made a motion to adjourn. Trustee Merritt seconded the motion. Chairman Murphy adjourned the meeting at 16:49 hours.

Respectfully submitted,



Jenn Culp, Administrative Assistant
Missoula Rural Fire District



John (Ben) Murphy, Chairman

2/14/23

Date



Dick Mangan, Secretary

2/15/23

Date