

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

August 8th, 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, August 8th, 2023.**

CALL TO ORDER: Chairman Murphy called the meeting to order at 16:07 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. The motion was voted on and passed.

PUBLIC COMMENT: A member of the public was present but didn't have any comments.

CLAIMS: Chairman Murphy asked about the claim for Grow Your Captains. Chief Newman explained it was for the leadership training with James Rowan. Trustee Merritt 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 few thank you letters, a letter of approval for two annexations, a flyer for the Montana Fire Trustee's Conference, an updated organizational chart, two DFM Reports, an IT Report, a Volunteer's Association Report, a Public Relations Outreach Breakdown, a June Calls for Service Report, and a July Calls for Service Report.

TRUSTEE REPORTS: Vice Chairman Hanson acknowledged the significant amount of cooperation during the Lolo fire. Chief Newman mentioned that it was a collaborative effort between various organizations such as the Forest Service, Department of Natural Resources and Conservation, Florence Rural Fire District, East Missoula Rural Fire Department, Missoula Fire Department, and MRFD. There were over 50 firefighters and numerous engines. They lost multiple sheds, barns, camping trailers, and vehicles. There was also one home destroyed, three minor injuries to the public, and one to a firefighter, but there was no loss of life.

STAFF REPORTS:

Volunteer's Association: Craig Martynn introduced himself as the new Vice President of the Volunteer's Association. The newly elected board also includes Braeden Williams as President, Meagan Bunnell as Secretary, and Bo Lubke as Treasurer. The individuals will serve for one year with the possibility of extending for a second year. They are working under newly established bylaws developed by the previous board. These bylaws grant them more flexibility in their decision-making. Earlier this year, they held a picnic at Highlander Brewery with a good turnout. Volunteers in good standing received a \$200 boot stipend. Craig reported that the Volunteer's Association had not filed taxes in a couple of years and is currently working to correct the issue. The Volunteer's Association aims to support its members by offering another stipend and encouraging them to undergo CPAT annually. Additionally, the association is exploring fundraising ideas to generate funds beyond the annual allowance given by the District. All funds the Volunteer's Association raises are reinvested in supporting and enhancing its membership.

Finance and Human Resources (HR): Melissa Schnee reported that the front office did an excellent job processing payroll and claims in her absence. MRFD is balanced with Missoula County through July. Melissa has also been working on the budget and compiling agency comparison numbers for negotiations.

Assistant Chief of Operations: Chief Finlay devoted a fair amount of time to work as we continue to meet the newly proposed timeframes. MRFD responded to a significant, wind-driven grass fire in the Lolo area. An Active Attack Integrated Response and National Fire Incident Reporting System report will be produced, detailing the monetary loss of all burned structures, vehicles, and trailers. During the Lolo fire, many things were saved thanks to the efforts of crews and outside responding agencies. Their actions lessened the damage caused by the fire and helped protect against loss of life. However, there was one minor injury sustained by a firefighter during the incident.

Deputy Fire Marshal (DFM):DFM Giardino shared that he focused a significant amount of time on the completed investigation of the Lolo fire. He also completed a walk-through of the new Lolo school.

Fire Chief: Chief Newman stated that it's been a busy budget season, but they are close to finalizing the FY24 budget. As part of the leadership training, James Rowan from Grow Your Captains has conducted well-received BC/Chief's meetings and shift workshops. There were a few important meetings that took place recently, including the Safety Committee and the Missoula County Fire Protection Association. Additionally, the Chief has been busy with accreditation work, and they recently held the Assistant Resource Manager Assessment. In the coming month, the Chief, along with Chief Finlay and Accreditation Manager Cory Horsens, will travel to Snohomish, Washington, to explore Auto Vehicle Locating as a potential dispatch process for the Missoula Valley. So, instead of having station location specific, it's pulling the GPS location of the units. Chairman Murphy inquired if this would eliminate the necessity for a call for service for move-ups. Chief Newman responded that it would not, as a move-up is considered a National Fire Incident Reporting System response, but they would still be dispatched from the location they were moved up to. Chairman Murphy stated that the Grow Your Captains leadership training was valuable and aligned with MRFD's recent emphasis on fresh perspectives and impartial opinions.

OLD BUSINESS:

NEW BUSINESS:

1. **Opening of Responses to Requests for Proposals for Station 6 Roof Replacement and Selection of Evaluation Committee:** Chief Newman stated they received two bids for the roof replacement. Chairman Murphy said he had a note recommending Chief Finlay, Chief Newman, and the architect for the Evaluation Committee. Two bids came in for the station 6 roof replacement: Tricon Commercial Construction, \$234,656.80, located in Kalispell, and Sirius Construction and Development, \$114,064, located in Missoula. Eric Burns was present to represent Sirius Construction and Development. Trustee Merritt motioned to select Chief Finlay, Chief Newman, and the architect for the Evaluation Committee. Vice Chairman Hanson seconded the motion. The motion was voted on and passed.
2. **Medical Director Dr. Jon Gildea FY24 Contract:** MRFD would like to renew Dr. Jon Gildea's contract for Medical Director. Trustee Merritt made a motion to accept the contract for Medical Director. Vice Chairman Hanson seconded the motion. The motion was voted on and passed.

EXECUTIVE MEETING: 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. He closed the meeting to the public to hold an executive session.

Chairman Murphy closed the executive session and opened the public meeting.

ADJOURNMENT: Trustee Merritt made a motion to adjourn. Vice Chairman Hanson seconded the motion. Chairman Murphy adjourned the meeting at 17:56 hours.

Respectfully submitted,



Jenn Culp, Administrative Assistant
Missoula Rural Fire District



John (Ben) Murphy, Chairman

9/12/23

Date



Dick Mangan, Secretary

9/17/23

Date