

FIRE SERVICE BOARD MINUTES

Wednesday May 10, 2023 @ 1900 | Rochford VFD

1) **MEETING CALLED TO ORDER @ 7:01pm** by C. Dustman

2) **PLEDGE OF ALLEGIANCE**

3) **ROLL CALL**

- A) Board Members in Attendance: C. Dustman, C. Maude, T. Kobes, D. Harn, D. Lindblom, E. Chase, B. Povandra, D. Hadcock, D. Willett
- B) Others in Attendance: J. Harvey, V. Newman, J. Dustman, D. Hartmann, P. Schlieff, M. Thompson, Adam Scott, Howard Schrier

4) **PUBLIC COMMENTS:**

- a) C. Dustman thanked Rochford VFD and Chief Harn for hosting and providing dinner.
- b) J. Harvey asked the board to recognize the following from the Pennington County Sheriff's Office (PCSO):
 - i) Fallen deputy Kaitlin Leising, former member of PCSO.
 - ii) Fallen Correctional Officer David Henry's name being etched on the National Law Enforcement Officers Memorial in Washington D.C.
 - iii) The board expressed its overall appreciation and support of PCSO and wished PCSO a great Law Enforcement week 2023.

5) **APPROVE PROPOSED AGENDA – May 10, 2023**

- a) Motion by D. Willett, seconded by D. Hadcock: **PASSED**

6) **APPROVE DRAFT MINUTES – Mar. 8, 2023**

- a) Motion by E. Chase, seconded by C. Maude: **PASSED**

7) **APPROVE FINANCIALS –**

- a) Motion by D. Lindblom, seconded by D. Willett: **PASSED**
 - i) D. Lindblom asked to receive clarification for the \$1,469.77 credit on the budget report. V. Newman clarified this was for a journal entry to move one invoice received for the Creighton / North County Radio Tower project to a specific line-item and budget established by the Auditor's Office for the North County project.
- b) 2023 – 2030 Budget – FSB Budget Committee
 - i) D. Lindblom shared committee members present at the March. 16th FSB Budget Committee meeting. It was decided to align line-items and make the budget more efficient. V. Newman was assigned this tasking. Wages are a large number line-item. We are preparing for two employees step increases as well as the County COLA 4% increase. The Committee will also square up the Chart of Accounts. D. Hadcock clarified that the new system looks good and will work for the Commission's needs. The 0422 additional amount will allow for Fire to not have to use all of their Reserves to cover emergency fire costs. The current 5-Year Plan BOP changes were discussed. During the April 27th meeting they continued working on descriptors and clarifications within the budget and the realigning/assigning of costs to be more efficient, while meeting County and State Auditor requirement, discussions regarding Work Comp numbers, BOP formatting for 2024 updates, and there was a Creighton/North County Radio Tower and communications update, the project is now shared with County Highway.



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- ii) J. Harvey thanked the Budget Committee for all the work they have been doing. He also thanked V. Newman for her extensive work in the refinement and formatting of the BOPs and the Budget, thank you Vall!
- iii) 2024 Budget –
 - (1) D. Lindblom reported the main drivers are Wage and Salary with a 13% increase, as directed by the Pennington County Board of Commissioners. The next major item to affect the Fire budget is the 0422 Service & Fees which helps in preparing for fire suppression costs that are County responsibility, a 65% increase. Overall with the challenges the FSB and the County Fire Service are facing, the 2024 budget request is only a 20% increase from the 2023 Budget.
 - (2) Motion by E. Chase, seconded by C. Maude: **PASSED**

8) COMMITTEE REPORTS

- a) FSB Training – D. Hartmann shared the FF1 and 2 class is complete that started in Jan. 18 people were in the class, 2 need to finish. They are looking at doing a FADO in August. If anyone is interested in a Fire Officer course, please let them know.
- b) Emergency Management Report – Willett explained they are working with BH Energy, and Rapid City for potentially taking ownerships of tower sites at Bear Mountain and Dinosaur Hill, the US forest service is also involved in the discussions. The Oct/Nov, Motorola order for the new EOC consolettes have shipped. M. Enright has provided Fire Extinguisher and Stop the Bleed training for every employee in the City of Box Elder. After the current CERT course is completed, well over 300+ people will have completed the training. M. Enright is the primary instructor. The Black Hills Muster classes for EM are doing well with 30+ signed up for each offering. Per FEMA, the COVID-19 State of Emergency is over. The EM/County Fire office remodel is close to completion. Becky Henry has been hired as the new Staff Assistant. She will be answering the phone for both Fire and EM and will pass on messages, please stop in and say hello. The M. Enright has been assigned to reestablish the CISM Team. When the right people are identified to be on the team, EM will fund the Basic Training. Many presentations being completed by Director Willett both locally and nationally. The LEPC commodity flow study, being funded by grant monies, is being pushed out 5/12/2023. Fire departments who are interested in this scope of work, and making additional funds, please submit a quote. Budget wise, salaries are the biggest driver of increase for EM. They are looking at standardizing outdoor Public Safety Warning Siren installation moving forward. They received increases this year for both Water Rescue and HazMat. They have a new EM Alert System in place with help from A. Scott, P. Dockter and IT. Meetings have started focusing on public outreach for flood plain ordinances with designated flood insurance programs and FEMA. The new AV system in EOC has not been working as well as anticipated with Crestron, so they are switching vendors due to supply chain issues. Lastly, EM participated in state-wide Regional EM EOC exercise and Pennington County EM were leaders in the success of the exercise.
 - i) Emergency Management Users Board – None present.



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- c) Pennington County Fire Chiefs Association – M. Thompson shared they are working on finalizing the annual banquet details. It will be held on Oct. 14th in the GenPro building at the fairgrounds. They are looking forward to this change. He will be getting information out and doing something different with awards this year for the selection process. He will be collecting information for pump ladder testing and pricing between vendors, and possible collaboration with departments outside of Pennington County to save costs. He is looking at a Sept. timeframe.
- i) Black Hills Fire Advisory Board, State Agreement – B. Povandra stated they were here for the Fire Chief's meeting and it is at State Legal. Once it has gone through this process, and signed, information will be sent out. The new rates AD rates are out on the SDWL website. There are currently one or two lawsuits in CA regarding air tankers using retardant. There is a possibility moving forward they will only be able to use water until this is resolved, more to come if this is the case.
- d) SD Fire Chiefs Association – None present.
- e) Communications – A. Scott shared latest schedule for P25 from Motorola. Phase 2 has been completed in Western SD Mountain Time Zone; Phase 3 will start May 16.
- Phase 3 Build Out of 9 ASR Sites – Travel on 5/15/23
- April – BIT will start to install states backhaul eq
 - In Progress,
 - BIT monitoring circuits
 - May - BIT & ST on site, plan on 3 days per site
 - Slim Buttes scheduled for upgrading starting on 5/16 – 5/18/23
 - CCGW
 - Shadehill scheduled for upgrading starting on 5/19 – 5/21/23
 - Isabel scheduled for upgrading starting on 5/22 – 5/24/23
 - Ridgeview scheduled for upgrading starting on 5/31 – 6/2/23
 - Off 5/25 – 5/29/23 for Memorial Day
 - Travel 5/30/23
 - Billsburg scheduled for upgrading starting on 6/3 – 6/5/23
 - CCGW
 - Murdo scheduled for upgrading starting on 6/6 – 6/8/23
 - The State will be doing an upgrade planned for 4:00 am, upgrade will be
 - completed before the Murdo upgrade starts
 - Reliance scheduled for upgrading starting on 6/9 – 6/11/23
 - Pierre scheduled for upgrading starting on 6/12 – 6/14/23
 - Willow Creek scheduled for upgrading starting on 6/15 – 6/17/23
 - CCGW
- i) Phase 4 will probably have Bear Mountain if they can get a digging permit. East River; Phase 6 will be Sioux Falls end of 2023.
- ii) They will begin taking the old radios end of 2023/beginning of 2024.



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- f) County Commission Report – Hadcock shared they have finished with the Equalization hearings. 1300 were scheduled. She gave recognition for Fire Administrator J. Harvey regarding the naming of the Lead/Deadwood Training Facility. C. Dustman spoke with Williams from Lead, and in honor of J. Harvey, his long-time support and fostering training mentality, they named their training facility after him. Budget hearings are coming up end of June.

9) OLD BUSINESS- None

10) NEW BUSINESS

- a) Updated 2024 BOP – C. Dustman explained there is a Table of Contents for the proposed updated the BOPs. The schedule is as follows: They are presented today, giving one paper copy to each department, suggestions/edits are due to the Fire Admin Office by July 15th, first review will be Sept. 13th, Final Approval will be at the Nov.8th mtg. V. Newman will send a Google Drive link for an on-line version to the chiefs.
 - i) 3-Year Grant Agreement – C. Dustman shared this will take the place of the current 5-Year Plan.
- b) D. Hadcock asked about Fire Tax District funding. There was discussion and clarification on how departments support themselves and whether or not they have fire tax funds.

11) REQUESTS TO BE ACTED ON

- a) 5-Year Fund Requests: Rapid Valley, Rockerville, Whispering Pines
 - i) 5-Year Fund Requests: Rapid Valley
 - (1) Motion by D. Lindblom, seconded by D. Willett: **PASSED**
 - ii) 5-Year Fund Requests: Rockerville
 - (1) Motion by T. Kobes, seconded by E. Chase: **PASSED**
 - iii) 5-Year Fund Requests: Whispering Pines
 - (1) Motion by C. Maude, seconded by T. Kobes: **PASSED**
- b) Scenic Insurance Reimbursement – Maude
 - i) Motion by E. Chase, seconded by D. Hadcock: **PASSED**

12) OTHER BUSINESS

- a) D. Hadcock recommended having a potluck style BBQ in the summer for FSB members and their families. She will work with V. Newman to solidify a date and send out flyer invites.
- b) B. Povandra added they have added channel designations:
 - i) Chief 1 - Culberson
 - (1) Division Chief 1 - Povandra
 - (2) Division Chief 2 - Long
 - (3) Division Chief 3 – Premus
 - ii) Designations have been created for the Fire Investigators also.
 - (1) Fire Investigator 2 = Brad Staton
 - (2) Fire Investigator 3 = Brain Staton
 - (3) Fire Investigator 4 = Justin Perkins
 - (4) Fire Investigator 5 = Steve McCollar



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- iii) Lastly the designation FUELS1 has been created for Eric O'Connor.
- c) D. Hartmann shared the BH District class in Whitewood had about 12 participants each day. They are looking to do another class in the Fall, possibly in Lead.

13)NEXT MEETING: September 13th, 2023 @ 7:00pm | Whispering Pines VFD, 7980 Clarkson Rd., Rapid City, SD – Meal Served

14)ADJOURNMENT

- a) Motion by Willett, seconded by Maude: **PASSED @ 8:28 pm**

2023 FSB MEETING SCHEDULE:

- November 8th – RCFD Station #2, 1205 N. Maple Ave., Rapid City, SD – Meal Served
- December 13th – PennCo EOC, 130 Kansas City St., Rapid City, SD – Meal Served

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