

FIRE SERVICE BOARD MINUTES

Wednesday September 13, 2023 @ 1900 |

**LOCATION UPDATE: 130 Kansas City St., Rapid City, SD
Pennington County Administration Bldg., 1st Floor, EOC**

- 1) **MEETING CALLED TO ORDER @ 7:05pm** by C. Dustman
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ROLL CALL**
 - a) Board Members in Attendance: C. Dustman, C. Maude, A. Ferris, T. Kobes, D. Harn, D. Lindblom, E. Chase, B. Povandra, D. Hadcock, J. Harvey, T. Roerick, K. Karley, G. Sortland, A. Kuenkel
 - b) Others in Attendance: V. Newman, P. Dockter, Denny Gorton, D. Hartmann, P. Schlieff, M. Thompson, S. Olson
- 4) **PUBLIC COMMENTS:**
 - a) C. Dustman thanked Eric Chase, Whispering Pines VFD, and the Fire Administration Office for coordinating the dinner for tonight.
 - b) C. Dustman recognized Commissioner Hadcock's birthday.
 - c) Shawn Gab, PennCo SAR discussed and shared information about SARTOPO, also known as CALTOPO. He and J. Harvey are suggesting looking into adding the cost to the Fire Administration Budget so VFD Agencies can use the program.
 - i) There was a discussion about 911 and the programs they use.
 - ii) D. Hadcock requested pricing structure.
 - d) Introduction of new PennCo HR Risk Manager – Not present
- 5) **APPROVE PROPOSED AGENDA – Sept. 13, 2023**
 - a) Motion by D. Lindblom, seconded by A. Ferris: **PASSED**
- 6) **APPROVE DRAFT MINUTES – May 10, 2023**
 - a) Motion by E. Chase, seconded by C. Maude: **PASSED**
 - i) C. Maude and T. Kobes brought forward Terms for Board members are one year off. V. Newman will correct this.
- 7) **APPROVE FINANCIALS –**
 - a) Motion by D. Hadcock, seconded by D. Lindblom: **PASSED**
 - b) 2023 – 2030 Budget – FSB Budget Committee
 - i) D. Hadcock shared the Commission adopted the Fire Budget. She thanked the Budget Committee for their hard work. She shared the Commission is supportive of the FSB and the departments.
 - ii) J. Harvey added there will be costs showing in the next couple of months for the repair of the Tahoe transmission, the Duhamel Flats fire, and the purchase of the new copier being purchased. Fire will be splitting this cost with EM.
- 8) **COMMITTEE REPORTS**
 - a) FSB Training – A. Kuenkel shared the FF1 class is currently happening and will move into a FF2 course in the Spring. They will be offering a Fire Officer and a Driver Operator Course if there is interest. Please look at the county website for information so they can plan accordingly.



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- b) Emergency Management Report – Willett (White – Alternate) – None present
 - i) Emergency Management Users Board – Sortland stated the last meeting was July 14th. D. Willett continues to work on current EM plans and grants. The back up EOC at Camp Rapid is now a mobile unit due to the expansion of Dispatch needing to use the space. The National Guard is working with Willett on a different location.
 - ii) Pennington County Fire Chiefs Association – M. Thompson shared the Chief's Association is working on Muster planning for 2024. He will have information at the November meeting. The Annual Fire Banquet is coming up on October 14th. He offered thanks to Commissioner Hadcock, V. Newman, and E. Ferris for their help with the banquet planning. He is currently working with the Central States Fair office regarding the first aid booth area and making some improvements to the building. They discussed the County-wide pump testing and ladder testing. They are working on getting some information for the November meeting to possibly purchase some equipment for ladder testing. They will also be looking into a regional grant for the pump testing equipment.
 - (1) D. Hadcock requested cost and budgeted information for the banquet. Last year total cost was approximately \$6,000.
 - iii) Black Hills Fire Advisory Board, State Agreement: B. Povandra stated it is in place and they are working on the language in hopes of it being signed. The next meeting is in Nov.
- c) SD Fire Chiefs Association – B. Povandra shared the Chief's conference will be held in Deadwood the first week in December. You do not need to be a chief to attend.
- d) Communications – Karley offered an update regarding the following topics: Creighton Radio Tower; the expansions at Camp Rapid and the Administration building; Prepared 911 and RapidSOS; and the new Operation Manager position.
 - i) P. Dockter added all the equipment is ready for Creighton Tower and they plan to have it completed by the end of Oct. Dockter stated they will be coming around the first part of year to address radios and P25 and preferred sites for departments to improve coverage and communications.
 - ii) Kobes asked P. Dockter about Wall area communication issues.
- e) County Commission Report – Hadcock reiterated that budgets were approved. Department heads did well on budget requests.

9) OLD BUSINESS

- a) 2024 BOPs – 1st Reading: Thorough discussions were had regarding each proposed 2024 BOP updates.
 - i) V. Newman will make updates based on suggestions and recommendations.
 - ii) C. Dustman requested further suggestions and recommendations be submitted to the Fire Administration Office.
 - iii) J. Harvey will meet with T. Kobes regarding several BOPs for his recommendations and suggestions.



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- iv) B. Povandra will share RCFD Administrative Rules wording and RIC SOP with Fire Admin.

10) NEW BUSINESS

- a) Reference/How-To Updates: V. Newman requested binders be returned to the Fire Administration Office by Nov. 8th for updates. Departments can bring them to the next FSB meeting or drop them by the office. Any suggestions and/or recommendations need to be submitted to the office prior to Oct. 15th.
- b) J. Harvey added we would like to stay on a schedule for updates and returning them to departments.

11) REQUESTS TO BE ACTED ON

- a) Instructor Training Reimbursement
 - i) Reimbursement for Stephan Keegan
 - (1) Motion by D. Lindblom, seconded by C. Maude: **PASSED**
 - ii) C. Dustman yielded the floor to vice-chair, C. Maude
 - iii) Reimbursement for C. Dustman
 - (1) Motion by A. Ferris, seconded by D. Lindblom: **PASSED**
 - iv) C. Maude yielded the floor back to C. Dustman

12) OTHER BUSINESS

- a) B. Povandra shared they are starting the process for presumptive cancer initiative with the next Legislative session. They will be looking for support moving forward.

13) NEXT MEETING: November 8th, 2023 @ 7:00pm | Rapid City Fire Department Station 2, 1205 N. Maple Ave., Rapid City, SD – Meal Served

- a) B. Povandra stated there will be parking the church parking lot across the street.

14) ADJOURNMENT @ 9:07 by C. Dustman

2023 FSB MEETING SCHEDULE:

- December 13th – PennCo EOC, 130 Kansas City St., Rapid City, SD – Meal Served
- January 10th - PennCo EOC, 130 Kansas City St., Rapid City, SD – Meal Served

MAILING ADDRESS	EMAIL ADDRESS TELEPHONE NUMBER
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