

FIRE SERVICE BOARD AGENDA

Wednesday March 8, 2023 @ 1900 | Doty VFD

- 1) **MEETING CALLED TO ORDER @ 7:04 pm** by C. Dustman
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ROLL CALL**
 - a) Board Members in Attendance: C. Dustman, C. Maude, A. Ferris, D. Harn, D. Lindblom, B. Povandra, E. Chase
 - b) Others in Attendance: J. Harvey, V. Newman, J. Evans, D. Hartmann, K. Klunder, A. Kuenkel, P. Schlieff, H. Schrier, J. White, C. Gleason, T. Daly
- 4) **PUBLIC COMMENTS:** none
- 5) **APPROVE PROPOSED AGENDA – Mar. 8, 2023**
 - a) Motion by D. Harn, seconded by C. Maude: **PASSED**
- 6) **APPROVE DRAFT MINUTES – Jan. 11, 2023**
 - a) Motion by D. Lindblom, seconded by B. Povandra: **PASSED**
- 7) **APPROVE FINANCIALS –**
 - a) Motion by E. Chase, seconded by D. Lindblom: **PASSED**
 - b) 2023 – 2030 Budget – FSB Budget Committee
 - I. D. Lindblom shared members from the Budget Committee who attended the Feb. meeting. V. Newman has streamlined the documents for each member to aide in the budget process. The salary line-item will see an increase with the move to two full-time positions. Additional increases will be seen with the foam purchase, Hawk Draw and Duhamel Flatts costs, as well as a stipend to V. Newman for her phone. HR has updated V. Newman’s job description. The position is correctly titled as “Fire Administration Coordinator” through HR’s grading process. The next meeting Budget Committee meeting has been scheduled for Mar. 16 to wrap up numbers for the 2024. D. Lindblom encouraged everyone to contact any Budget Committee member if they have any suggestions and/or recommendations they would like considered. The 2024 Budget will be brought to the Board in May for approval.
- 8) **COMMITTEE REPORTS**
 - a) FSB Training – A. Kuenkel stated the Structure Class is going well with seventeen people. The FF1 group will test at end of month, they will then move into the FF2 course. J. Evans has been coordinating the efforts. During the Chief’s meeting they discussed offering a driver operator course. Please talk to A. Kuenkel if anyone is interested. They would like to get the roster built and then finish Apr/May with condensed schedule.
 - I. Tamara Dierks, SDWLF Training Program Manager, introduced herself. The Fort Pierre Academy and Muster are coming up. The SE Academy in April and is being held outside of Rapid City. A RCF 212 class will be held in the Spring by Eric O’Connor from Rapid City Fire. Please reach out if you have any trainings coming up. Trainings are being added to the Pennington County Events and Training Calendar. The NVFC Regional Wildland Symposium is coming up next weekend as well and it is sold out.
 - II. C. Dustman added the RT130 season is coming up. Make sure you get dates to V. Newman for the calendar.



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b) Emergency Management Report – Willett: not present.

I. Emergency Management Users Board – Sortland sent his report via email, and it was shared by C. Dustman. The last EM meeting was held Jan. 13th. The yearly election was held. Chief Culberson was reelected as Chair and G. Sortland was elected as Vice-Chair. The Federal Declaration for COVID disaster across the US remains in effect. No end date had been determined at the time of the meeting. The EM team continues to work on various projects in an effort to maintain community readiness and education. The next meeting will be held in April.

c) Pennington County Fire Chiefs Association – P. Schlieff shared the discussion they had about the current P25 towers and radios status. Black Hawk has been working with other entities regarding dead spots. They spoke about the County's purchase of response software. They hope to have guidelines set and sent out regarding the annual banquet before the next meeting. They would like a County focused awards banquet with the addition of a couple "person specific" awards. The Alarm Levels are being looked at by each Chief. Stephanie Olson from ESCC is looking at National standards. They discussed County wide pump testing. They are looking for a vendor with possible dates and locations. B. Povandra attended the Burn Permit meeting and updated the Chiefs on the information from that meeting.

I. Black Hills Fire Advisory Board, State Agreement: K. Klunder, as well as others from Sturgis, Hot Springs, and Eastern state representatives attended a meeting with Jay Wickham to look at a contract. They offered recommendations and discussed different rate amounts. K. Klunder also stated they discussed the difficulty in finding 215 classes so they may be looking at pulling this requirement. The next meeting will be held Friday at 1:00. After, they will share the Agreement for people to review and make suggestions.

d) SD Fire Chiefs Association – Walla: not present.

e) Communications – Karley: not present.

9) **OLD BUSINESS**

a) City | County Meetings:

I. Custer County Fire Adv Board – Lindblom: The Fire District on the Westside of Custer County is a work in progress. The next meeting will be held in April.

II. Jackson County – McClure: not present.

III. Lawrence County Fire Chiefs Association – Harn: no report

IV. Meade County Fire Association – Hartmann: They continue working with the \$315,000 grant for some radios. They are working through how many to order, currently the order is at 15 which have not been received yet. They are looking to seek assistance from the County to help with PPE. They are still considering a HazMat trailer for the Eastern part of county as well.

b) County Commission Report – Hadcock: not present.



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- c) 5-Year Plan Letters with updated procedure sent to 2023 eligible departments: Whispering Pines, Rapid Valley, Rockerville.
 - 5-Year Plan requests are due to the County Fire Office by August 25, 2023.
 - A draft of the new BOP will be presented at the next meeting for approval at the Sept. meeting.
- d) Reference/How-To Binder: J. Harvey shared this new resource with each department and explained the purpose of the resources. The information and documents will be helpful guides as to how to operate and maintain a FD. He is expecting, and look forward to, feedback and suggestions. This is a living document that will be continually updated. Each department will turn their binder back in to Fire Admin in Nov. for updates.
 - I. V. Newman explained two new pages on the Pennington County Fire Admin webpages. She has added a “Current Job Openings” page and a page to house the Reference / How-To resources that are open to the public. The office will be working with IT to eventually add the entire resource on the site for departments to access.
- e) Recruitment/Retention Update: J. Harvey explained the website inquiry form. The office can individualize the Recruitment/Retention flyer for each of the departments. Contact V. Newman if you need a flyer made.
 - C. Dustman requested V. Newman send the flyer to departments again.

10)NEW BUSINESS

- a) none

11)REQUESTS TO BE ACTED ON

- a) none

12)OTHER BUSINESS

- a) none

13)NEXT MEETING: **May 10th, 2023 · 1900 |Rochford VFD, 11696 Rochford Rd., Hill City, SD– Meal Served**

14)ADJOURNMENT –

- a) Motion by C. Maude, seconded by A. Ferris: **PASSED @ 7:45 pm.**



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2023 FSB MEETING SCHEDULE:

- May 10th – Rochford VFD – Meal Served
- September 13th – Whispering Pines VFD – Meal Served
- November 8th – RCFD #1 – Meal Served
- December 13th – PennCo EOC – Meal Served

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Pennington County fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and need special accommodations, please notify the Fire Administrator at 605-394-5367 so that appropriate auxiliary aids and/or services are available.

