FIRE SERVICE BOARD MEETING MINUTES
Wednesday 8 July 2020 ~ Pennington County Commission Chambers/Video Conference

1) Meeting called to order at 1905 by Vice-Chair Caleb Dustman.
   
   Board Members and Representatives in attendance (Roll Call to verify quorum): Ray Bubb, Nick Carlson, Caleb Dustman, Deb Haddock, *Jerome Harvey, Tim Kobes, Dave Lindblom, Charles Maude, Gary Sortland, Dustin Willett (*non-voting)
   
   Others in attendance: Denny Gorton, North Haines VFD; Damon Hartmann, Doty VFD; Duane Hofer, North Haines VFD; Bruce Jensen, Whispering Pines VFD; **Adam Kuenkel, Box Elder VFD; Richard Small, North Haines VFD; Matt Thompson, North Haines VFD; **Todd Tobin, Johnson Siding VFD; Jason White, North Haines VFD (**non-voting appointee/coordinator)

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL: (See above)

4) PUBLIC COMMENTS: Nothing brought forward.

5) APPROVE PROPOSED AGENDA: Motion to approve 8 July agenda by Sortland, Bubb second. Roll Call vote passed. (pursuant to SDCL 1-25-1.2, all votes taken by roll call)

6) APPROVE DRAFT MINUTES: Motion to approve 10 June 2020 minutes as amended by Kobes, Maude second. Roll Call vote passed. (pursuant to SDCL 1-25-1.2, all votes taken by roll call)

7) APROVE FINANCIALS: Motion to approve May financials by Kobes, Sortland second. Roll Call vote passed. (pursuant to SDCL 1-25-1.2, all votes taken by roll call)

   A) 2020-2026 Budget Committee Update – Tobin gave a report from the June 18th hearing with Commissioners. Commission was given a packet that included FSB history and reason we exist. The Commissioners completed our budget request and added $100,000 to the proposed budget. Kobes asked about the additional money the Commissioners added, if this money is to be placed in the Reserve Fund. Answer is yes, and more money over the next five (5) years to build up the Reserves for vehicle replacement, tower replacements, and other Capitol project costs. Ideally, we are working on building Fund up to $290,000 per year, over next five (5) years. It is estimated 1.5 million dollars are needed in the 2025-2030 timeframe.

8) COMMITTEE REPORTS

   A) FSB Training – Monitor your email accounts and the county training calendar for training updates.

   B) EM User Board – Sortland reported nothing new. Next meeting July 10th.

   C) BH Fire Advisory Board – No report, next meeting July 29th at North Haines VFD.

   D) Pennington County Fire Chiefs Association – Thompson reported next meeting is the 29th at North Haines VFD. AFG Grant was approved for mobile phones, speaker mics, battery chargers, etc., and invoices have been sent to each department. PAT Tags ordered and cost was slightly higher than expected so difference was covered by the Chiefs Association. Banquet is still being planned. Next Chiefs meeting is in September. (Email report from Chief Schmidt included on Page 4.)
E) SD Public Safety Communications Council – Carlson reported the upgrade of system contract is on the Governor’s desk which came in $600,000 less than expected. Next meeting September 16th or 17th.

F) SD Fire Chiefs Association – Carlson reported nothing new.

9) OLD BUSINESS

A) City | County Meetings:
   i) Meade County Fire Association – Bubb said they are working on a radio grant.
   ii) Custer County Fire Advisory Board – Lindblom stated next meeting is Thursday the 10th and they are looking at a possible Fire Administrator position. Also looking at getting radios for the 2020 swap over.
   iii) Lawrence County Fire Chiefs Association – No report.
   iv) Jackson County – No report.

10) NEW BUSINESS

A) Commissioners Report – Hadcock reported the Fair Board is moving forward with Central States Fair. County department budgets are complete with 20% of reserves due to the department heads hard work in cutting their budgets. Thanked all the departments for their assistance with the 3 July Mount Rushmore event. They are looking at getting CARES Act funds from the state for VFDs due to COVID costs.

B) Emergency Management Report – Willett reported the EOC activation level was lowered after 100 days of activation. We demobilized the 100-bed Civic Center operation and transitioned to a smaller facility at 725 N. Lacrosse - current operation is only working with homeless individuals with a documented COVID-19 positive test. The Civic Center is being disinfected. Special thanks to Chris Brubaker from RCFD for his tremendous help and hope’s this springboards to a City | County All Hazard Team going forward. CARES Act funds are available to counties and municipalities on a per capita allocation. All requests for reimbursements must be for un-budgeted expenses directly related to the COVID-19 response (there are some pre-defined exclusions). The reimbursement requests are vetted by a technical review committee in Pierre to ensure adherence to federal CARES Act and SD Governor’s guidance. Looking into the reason tornado sirens did not activate in Wall Tuesday night with the vendor. Thanks goes out to the Fire Departments that offered up the light towers even though DOT decided to go a different route with lights. Nemo bridge meeting set for 530pm at Nemo Community Hall to cover medical and fire issues while bridge is closed. Bridge parts are ordered and the earliest to arrive is August with completion in October. Nemo citizens and business owners are hoping for a single lane to open on the bridge, but engineer stated bridge is failing so will remain closed.

C) Fairburn VFD Mutual Aid Agreement – Harvey discussed the request from Fairburn to sign Pennington County Mutual Aid Agreement, explained that there are no funds available for them if they sign the agreement. Battle Creek FD is in favor of them signing. Kobes asked what needs to be done so they can sign, no issues. **Motion to have Fairburn VFD sign the Mutual Aid Agreement by Kobes, Willett second.** Willett asked about communications with them being dispatched out of Custer County. Harvey said that should not be an issue as it is done with other departments now. **Roll Call vote - passed.** (pursuant to SDCL 1-25-1.2, all votes taken by roll call)
11) NEW REQUESTS: Harvey said the five-year money may be distributed after looking at the second tax deadline in September or October if available funds.

12) REQUESTS TO BE ACTED ON – Harvey reported capital money was spent for radios to update paging network after one of the two radios failed. Additionally, AFG radios for County Dispatch have been ordered. Pump and ladder testing will be available the week of September 14th. Reminder to everyone that when County does open there will be a single point of entry to the building, the main entrance on the Kansas City side. If you need Fire Administrator or Emergency Management, you should call first so they can assist with your access to the building.

13) OTHER BUSINESS
A) Carlson asked with City’s appointment of interim Chief if a new letter is required stating Carlson is the City’s representative on the FSB. It was agreed that it would be best to help keep documentation correct. Carlson also added that the bridge by Steele/E. Main North has a load limit of seven (7) tons and a notice needs to be sent to the departments who help at Central States Fair notifying them of the reduced load limit.

B) Hadcock asked if Chief Culberson is the new Chief or interim, if so how long? 60 days as City goes through the process to fill the position. She also thanked the Budget Committee and especially Tobin for all his work on the presentation to the County Commissioners.

C) Kobes expressed appreciation from Rapid Valley VFD for the assistance they received over the July 4th Holiday.

D) Bubb reminded everyone the Rally Stake Holders meeting scheduled August 16th.

14) NEXT MEETING: 12 August 2020, 1900 | Willett stated CDC guidelines need to be followed and Hadcock stated the County is looking at what Rapid City is doing. Harvey recommended the FSB continue utilizing video conferencing through the State of Emergency declaration.

15) ADJOURNMENT: Motion to adjourn at 1930 by Sortland, Hadcock second. Roll Call vote passed. (pursuant to SDCL 1-25-1.2, all votes taken by roll call)
Hi guys. RKVFD is covering the Hart Ranch Rodeo on Wednesday nights in July and August, and I'm on the list for tonight. I won't be able to attend the PCFSB meeting. Here is the info from the Pennington County Fire Chiefs Association. Matt, if you are at the meeting, do you mind giving the update? Otherwise maybe Cliff or Jerome can handle this for us. Thanks!

1. The amendment for the AFG communications grant was submitted and approved. Therefore we are able to purchase all the mobile radios we had originally requested, since we have the funds to make it happen. In addition, we are able to purchase the accessories for the handheld radios (speaker mics, batteries, 6-bank chargers, etc.) under the grant. Therefore these accessories will be purchased at a cost of 10% per agency (90% from the grant) vs. 100% cost. Each agency should have received an invoice from RKVFD by email (Gail Schmidt) for their mobile radios and portable accessories. Please remit ASAP. The official orders have been placed with Motorola and Kenwood. No delivery date has been provided yet.

2. Personnel Accountability Tags as well as the clasps have been ordered. The expected delivery is about 3 weeks. Once they arrive, we will get these tags to each agency. From there we will work out the specifics on how to get the labels printed for our tags, using the new printer. The tags ended up being a bit more per tag than originally quoted ($1.73/tag vs. $1.55/tag), so Pennington County Fire Chiefs Association covered that difference of $223.38, plus the cost of shipping.

3. No progress has been made on the Banquet yet, but it's on the list of things to get done.

4. Next PCFCA meeting is in September.

Thank you,

-gail