FIRE SERVICE BOARD MEETING MINUTES
Wednesday 11 March 2020 ~ Doty VFD

1) Meeting called to order at 1903 by Chair Cliff McClure.

   Board Members and Representatives in attendance: Ray Bubb, Nick Carlson, Craig Comer, Gabe Doney, Caleb Dustman, Deb Haddock, *Jerome Harvey, Tim Kobes, Dave Lindblom, Charles Maude, Cliff McClure, Gary Sortland, Dustin Willett

   Guests in attendance: Jim Burk, SD Wildland Fire; Jack Dustman, New Underwood VFD; J. Marc Fritzler, Doty VFD; Chris Gleason, Box Elder VFD; Denny Gorton, North Haines VFD; Dan Harn, Rochford VFD; Damon Hartmann, Doty VFD; Duane Hofer, North Haines VFD; Rob Holso, Whispering Pines VFD; Bruce Jensen, Whispering Pines VFD; **Adam Kuenkel, Box Elder VFD; Pepper Massey, PennCo Fire; Phil Schlieff, Silver City VFD; Gail Schmidt, Rockerville VFD; Richard Small, North Haines VFD; Chase Strand, Interior VFD; Marty Strand, Interior VFD; Matt Thompson, North Haines VFD; Joe Tjaden, Rapid Valley 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 forth.

5) APPROVE PROPOSED AGENDA: Motion to approve 11 March agenda by Sortland, Doney second. Motion carried.

6) APPROVE DRAFT MINUTES: Motion to approve 12 February 2020 minutes by Sortland, Dustman second. Motion carried.

7) APPROVE FINANCIALS: Motion to approve February financials by Willett, Doney second. Motion carried.

   A) 2020 – 2026 Budget – Tobin began by thanking Damon Hartmann and the Doty VFD members for hosting the FSB and providing a delicious meal. Also, recognized the Budget Committee (comprised of Dustman, Harvey, Lindblom, Maude, McClure, Tobin, Walla) for their dedication to the task and hard work. During regular meetings the Committee is focused on what has not been addressed in the past, such as securing funding for Administrator PTO, vehicle replacement, equipment replacement, etc., and how we will secure funding for these items going forward. We are thankful that the Commission is currently supportive of our efforts. However, it is the FSB’s responsibility to inform Commissioners and help them understand what we do, the duties we perform and what the requested budget funds will be used for. A draft budget will be presented to the FSB for review and feedback before it is submitted to the Commission. The goal is to establish a realistic five (5) year budget that accommodates current and short-term FSB funding requirements that assist the BOC in their overall funding decisions. Some current expenditures may be repurposed, revised, expanded, or eliminated to reflect the current FSB needs – e.g. five (5) year plan funding for departments, pump and ladder testing reimbursements, class A foam cache, etc.

   Lindblom stated that in reviewing the budget the Committee is looking at what is working and not working. Our current budget does not fully cover significant incident costs like wildland airtanker support that could expend all our reserves in a single day.
The same is true for capital assets such as replacement vehicles and tower/communications repairs/replacement. We are working with the Auditor’s Office on how best to address these future funding requirements.

Commissioner Haddock reiterated that she advocates for more funding for the FSB, however it is also the responsibility of the FSB to explain to the Commission why reserve funds need to be increased and will be used for. It would be helpful to the Commission to see how much (how little) funding each District is currently receiving so that they can see the shortfall. Schmidt said that data could help inform citizens as well as help with grants.

Willett recommended using the “fixed income” analogy to help everyone understand that the FSB is on a fixed budget and if/when presented with an emergency or a large unexpected expense we do not have adequate “savings” to cover the shortfall. Bubb said there is value in creating a defined plan with priorities that address the likely funding needs that are normal during those years of active wildland fire behavior that requires extensive firefighting activities.

Gorton recommended budget discussions during Commission meetings need to detail and funding commitments, as past Board of Commissioners actions removed budget appropriations that have left the FSB in the financial predicament it is in today. It would be important to have these discussions documented in meeting minutes to educate incoming Commissioners to help prevent this from happening in the future.

8) COMMITTEE REPORTS
A) FSB Training – Kuenkel reported the Structure training finished on the 25th and they are planning to offer another. Bubb reported that Wildland training began on the 10th with 20+ students, the largest class he can remember in recent memory. White said the Muster had 240 students registered and typically more show up to register at the door. Schmidt reminded attendees that BH Wildland Interagency Training is scheduled Saturday 9 May. Kuenkel invited VFDs/firefighters who have specific training needs to contact him with requests.

B) EM USERS BOARD – Sortland said the HLS Grant Prioritization meeting was scheduled tomorrow, 12 March. Next EMUB meeting scheduled 10 April.

C) BH Fire Advisory Board – Nothing to report.

D) Pennington County Fire Chiefs Association – Schmidt welcomed Thompson as PCFCA Vice-President. Still seeking someone to fill the Treasurer position. They have purchased a printer for accountability tags. Tags will be purchased in the next few weeks. Due to an amendment from FEMA, mobile radios have been temporarily put on hold. Upcoming PCFCA meetings will be held in May, September and November prior to FSB meetings. New map books are available, see Carlson.

E) SD Public Safety Communications Council – Carlson stated the request was approved for $5.1 million in the state budget to be utilized for the state radio backbone.

9) OLD BUSINESS
A) City | County Meetings:
   i) Meade County Fire Association – Bubb reported they continue to work hard on the Assistance to Firefighters Grant, which is focused on P-25 radio compliance. They plan to submit an HLS grant for white scene work lights.
ii) Custer County Fire Advisory Board – Next meeting scheduled 12 March at CSP.

iii) Lawrence County Fire Chiefs Association – Harn reported they are working on a Auto-Mutual Aid agreement, structure only. They are currently working on a grant from BLM. New 9-1-1 map books will be available in June/July.

B) Legislative Update – Report from McClure attached. Hadcock thanked McClure, Harvey and others that were in Pierre on multiple trips for the 2020 Legislative Session. She received good reports and reiterated how important it is to have representation from Pennington County firefighters testifying and educating legislators. The stall barn project at the Fairgrounds will be completed in June. County budget hearings begin in May. She concluded by commending the FSB for the teamwork and commitment.

10) NEW BUSINESS

A) Commissioners Report – Hadcock stated the Commission continues to work on the Gallagher wage study. She will continue to work with the Commission to intensify and encourage support for the FSB and increase the annual budget.

B) Emergency Management Report – Willett thanked everyone for the assistance getting the word out to fill the TEEX, Wide Area Search class for the Muster. It was the most attended class at the Muster.

EM will bring a 4-day Integrated Response to Active Threat training to the EOC. The training will probably occur in June and is free of charge for participants.

EM is reviewing how it collects data for Public Warning messaging. Currently, there are two ways to collect, a) individuals sign up to receive the messages and/or b) utilize data from White Pages, which is generally only landlines/home telephones. Both options enroll about 1% of the population. We are looking into a new, third option which would provide 60-80% of mobile numbers in the County.

EM working with GIS on road closure notification system. Currently, law enforcement, state, city and county highway divisions ID and close roads. Barricades may or may not be placed or removed and intermittent updates are available indicating when roads will open. This happened during 2019 spring flooding and could occur again in Spring 2020. The new system using GPS, indicating agency making the request, reason for request, when the road will re-open, etc. The public would have access to this information as well.

The July 3rd Mount Rushmore Fireworks event scope and scale is still being discussed.

The COVID-19 virus is a pathogen and a disease of concern worthy of our due diligence. We will take our position based on information from the CDC and passing along guidance from subject matter experts. Harvey noted a pallet of N95 masks, size small are available at Federal Surplus (held under Fire Service Board) for anyone interested.

11) NEW REQUESTS

A) County Fire Fund Request – Cascade Trailer Repairs, Whispering Pines VFD – Jensen stated request is to check/repair brakes and preventative chassis maintenance. Motion to approve funding up to $1,000.00 for maintenance on the Cascade trailer by Sortland, Willett second. Carlson said the City of Rapid City’s mechanic would do the repair work at cost and the County would be responsible for parts. Revised motion to partner with the City of Rapid City for the cost to install new brakes on Cascade trailer.

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and the preventative chassis maintenance, and Pennington County FSB purchasing parts by Sortland, Doney second. Motion carried.

B) County Fire Fund Request – Cascade Trailer Equipment, Whispering Pines VFD – Jensen stated request is for purchase of two (2) MSA GI face masks. Kobes said face masks were included in the initial purchase of SCBA packs. Request was not acted on.

12) REQUESTS TO BE ACTED ON

13) OTHER BUSINESS

A) McClure and the FSB recognized Jim Burk and thanked him for his years of service and all his assistance throughout the years. Burk retires from SD Wildland Fire on June 8th.

14) NEXT MEETING: 8 April 2020, 1900 | Interior Volunteer Fire Department, Interior

15) ADJOURNMENT: Motion to adjourn at 2047 by Willett, Bubb second. Motion carried.