FIRE SERVICE BOARD MEETING MINUTES
Wednesday 11 December 2019 ~ Pennington County EOC

1) Meeting called to order at 1901 by Vice-Chair Gary Sortland.

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

Guests in attendance: Gabe Doney, Whispering Pines VFD; Chris Gleason, Box Elder VFD; Denny Gorton, North Haines VFD; Damon Hartmann, Doty VFD; **Duane Hofer, North Haines VFD; Bruce Jensen, Whispering Pines VFD; **Adam Kuenkel, Box Elder VFD; Pepper Massey, Pennington County Fire Administration; Phil Schlief, Silver City VFD; Gail Schmidt, Rockerville VFD; Adam Scott, Pennington County Radio Shop; Richard Small, North Haines VFD; Chase Strand, Interior 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: n/a

5) APPROVE AGENDA: Motion to approve 11 December 2019 agenda by Bubb, Willett second. Motion carried.

6) APPROVE MINUTES: Motion to approve 13 November 2019 minutes by McClure, Maude second. Motion carried.

7) APPROVE FINANCIALS: Motion to approve November financials by Johnson, McClure second. Motion carried.

   A) 2020 – 2026 Budget – Harvey reported that we will finish the year in the black, and expenses for projects such as Catron Boulevard tower move, radios and pagers, etc. will all be covered. Comer asked why vehicle insurance line item was over budget. Harvey said he would research and respond.

8) FIRST RESPONDER TASK FORCE: Matt Bachelder provided information on the First Responder Task Force mission and insurance options they offer.

9) COMMITTEE REPORTS

   A) FSB Training – Kuenkel said the Firefighter Certification Class Unit 1 test is 15 December and Unit 2 begins 12 January 2020. Schmidt reaffirmed the Black Hills Interagency Training is scheduled 16 May 2020 in Custer State Park.

   B) EM USERS BOARD – Sortland reported the next EMUB meeting is scheduled 10 January.

   C) BH Fire Advisory Board – Nothing to report.

   D) Pennington County Fire Chiefs Association – White noted there was no meeting due to the Pager training throughout the day preceding tonight’s meeting. White also noted he was hopeful the Muster schedule would be available in the next few weeks.

   E) SD Public Safety Communications Council – Carlson stated the State is considering moving the timeline to up, but the County is reluctant due to the work involved in switching so many departments to the new system in a shorter amount of time.

10) OLD BUSINESS
A) City | County Meetings:
   i) Meade County Fire Association – Hofer reported there was no meeting in December, the next meeting is at the end of January. He understands Meade County’s priority is their communication systems.
   ii) Custer County Fire Advisory Board – Johnson is relocating, will step down from the Board, and be replaced by Dave Lindblom. Custer County gave $500K to the Fire Advisory Board to be used to maintain structure protection, accountability and operations. There are 8-9 departments in Custer County, and each department will receive $25K to pay for assessments.
   iii) Lawrence County Fire Chiefs Association – Nothing to report.

11) NEW BUSINESS

A) Commissioners Report – Hadcock read a letter of appreciation from Ron Rossknecht, who was unable to attend due to a prior commitment, thanking the FSB, VFDs and firefighters for their hard work, time and commitment to the County in 2019.

B) Emergency Management Report – Willett said the year was ending well and he is working on finalizing items for the Back-up EOC. In the new year his focus will be to meet with each jurisdiction to discuss SIMS, MetWarn, THIRA and PDM.

C) District Representatives Election Report –
   East – Charles Maude, 1/1/2020 – 12/31/2021 (additional term)
   East Central – Caleb Dustman, 1/1/2020 – 12/31/2021 (additional term)
   West – Craig Comer, 1/1/2020 – 12/31/2020 (1-year term adjustment)
   West – Dave Lindblom, 1/1/2020 – 12/31/2021
   West Central – Gabe Doney, 1/1/2020 – 12/31/2021

D) Accountability BOP – Motion to approve the Personnel Accountability BOP to include adding SUBJECT: PERSONNEL ACCOUNTABILITY, BOP#, Page number and Date across all pages by Maude, Dustman second. Motion carried.

E) Annual Bylaws Review, FIRST READING – Motion to approve the first reading of FSB Bylaws as amended by Johnson, Carlson second. Motion carried.

12) NEW REQUESTS

A) County Fire Fund Request, 5-Year Plan, Wasta VFD – Motion to approve the Wasta VFD 5-Year Plan $4,000.00 funding request by Kobes, Johnson second. Motion carried.

B) County Fire Fund Request, 5-Year Plan, Box Elder VFD – Motion to approve the Box Elder VFD 5-Year Plan $4,000.00 funding request by Kobes, Comer second. Motion carried.

C) County Fire Fund Request, SD Fire Service Instructors Conference – Motion to approve expenses up to $300.00 for Jerome Harvey to attend 2020 SD Fire Service Instructors Conference in Pierre, SD by McClure, Bubb second. Motion carried.

13) REQUESTS TO BE ACTED ON

A) County Fire Fund Request, Catron Tower, SECOND READING – Motion to approve moving the Catron Tower from Kick Tower to S. Highway 16, at a cost not to exceed $10,000.00, by Kobes, Johnson second. Motion carried.
14) OTHER BUSINESS

A) Comer thanked Johnson for his service to the Fire Service Board and Pennington County and stated, on behalf of the entire FSB, that he would be missed.

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B) Hartmann advised an EMT Refresher Course would be offered at Doty VFD on January 25 & 26, 2020.

15) NEXT MEETING: 8 January 2020, 1900 | Pennington County EOC, Rapid City

16) ADJOURNMENT: Motion to adjourn at 2117 by Carlson, Bubb second. Motion carried.