

ROCKVILLE/SPRINGDALE FIRE PROTECTION DISTRICT

P.O. Box 159

Springdale, UT 84767

November 27, 2013

Firehouse

1. **CALL TO ORDER AND ROLL CALL** – Chair Bob Orton called the meeting to order at 6:30 p.m. with the following members of the Rockville/Springdale Fire Protection District Board present: Michael Plyler, Linda Brinkley and Barry Rhodes. Nancy Sanchez was excused. Also present was Chief Joe Barker and Utah Fire and Rescue Academy Coordinator Chuck Tandy. Elaine Harris recording.
2. **APPROVAL OF AGENDA** – Michael Plyler moved the agenda be approved. Linda Brinkley seconded the motion and a roll call vote indicated all those present voted in favor of the motion.
3. **PUBLIC COMMENT AND QUESTIONS** – There were no comments from the public.
4. **DISCUSSION AND APPROVAL FOR ADDITIONAL EXPENDITURES FOR 2013 FOR FIREFIGHTER CERTIFICATION CLASSES, FIREFIGHTER TURNOUTS AND UNIFORMS FOR FIRE AND EMS PERSONNEL** – Chief Barker has pursued the Fire One and Two certifications for the District. In conjunction with that, textbooks will be required for the class and as the District begins participating in some of the opportunities that become available with these certifications (grants, etc.), reporting our fire calls will have to be accomplished through the National or Utah Fire Incident Reporting System (NFIRS, UFIRS). Currently, EMS is utilizing the Polaris program for their reporting, which is provided by the State Bureau of Emergency Services. They will also be required to report into the NFIRS for call volume count. In order to accomplish these requirements, it is necessary to add some budget expenditures. Chief Barker outlined these expenditures in an earlier e-mail to the Board.

Chief Barker clarified for Michael Plyler that the uniform he described in the e-mail is a button-up shirt and pants. Chief Barker also stated they have been recruiting and have added nine new applicants. This is a plus for having personnel, but will also require them to be outfitted in gear.

We currently have seven firefighters on the roster; five to six of them have mismatched gear, which, for the most part, has expired. The proposal for 2013 is to outfit the existing personnel with new gear and assign the expired gear to the new personnel for training. For the 2014 budget, after they have obtained their certification gear would be provided for them also.

The State provides the certification training at no cost but the District has to provide the textbooks at \$110/ea. for nine personnel. We have also added seven personnel by utilizing EMS staff that already have Fire One and Two certifications, which will allow them to do the paid, on-call shifts when they are not on the EMS schedule.

Chief Barker introduced Chuck Tandy, Regional Coordinator for the Utah Fire and Rescue Academy, and Mr. Tandy stated that the Academy's mission is to train firefighters. The Fire One and Two certifications are basic firefighter skills that teaches them how to understand the behavior of a fire, how it works and understand building construction types so they can estimate time in involvement and safe entry, etc., and all the skills associated with that. It is a 120-hr. course and it will take four to five months to accomplish through training on a couple nights during the week and Saturdays. There is a slight fee for the certification test if they fail the first round.

Mr. Tandy explained that the business of firefighting has changed dramatically over the years. Fire service is very much a paramilitary organization with the reason being the safety and well-being of primarily the fire crews. Training is geared toward working together so if our department was to be in a mutual aid situation with another department, everyone is playing on the same sheet of paper, which is a critical component of firefighting today.

Additional training also includes operating and maintaining the fire apparatus, how do drive it safely, pump operations, Hazmat and more. There are 20 classes in all.

Mr. Tandy related the importance of turnout gear. The cost has risen significantly over the years but that is due to the improvement of the protection they provide through the utilization of high-tech materials.

The reporting system program provides the data needed for applying for grants and other available funding. This data bank will justify the need for assistance for turnout gear and equipment.

Mr. Tandy commended the Chief on taking the service to a new level and bringing it up to a level of functionality, if you will, but that is safe and productive.

In answer to Michael Plyler's question that if the District has to have a track record of previous years with the new reporting system in order to qualify for funding, Mr. Tandy stated that, depending on the grant, at least the previous year. Some grants want three years to show trends.

In answer to a question by Linda Brinkley, Mr. Tandy responded that there are grant seminars available for training on writing grants. The Academy has one person that is assigned to grant writing. All he does is research grants and help the fire departments know how to write, what to write, what is available, and what to ask for.

An amendment to the 2013 budget needs to be made to include the training books for 15 firefighters, and nine sets of turnouts. NFPA regulations and State Code rules state turnout gear (jacket and pants) is good for ten years as well as helmets and boots range from seven to ten years. These projections are based on a department that responds to many calls. Naturally, anything that was damaged would be replaced immediately. Where we do not experience structure fires often, we have gear that was manufactured in 1997 that appears to be relatively new. That has and is currently working for us. The issue is the problem that in the case of an injury, that would be a devastating thing for the District, because we were not providing adequate gear. We have been operating as we have for many years due to budgetary constraints, average fire calls, things of that nature.

Chief Barker's plan, if approved, was to provide nine sets of turnouts for 2013 and the \$16,800 requested for 2014 will provide an additional six. Theoretically, by January of 2015, our entire staffed fire department would be current year gear and new recruits would be outfitted in the older gear and not be allowed to participate until certified. Once they are certified and are on call, new gear for them would be purchased at that time. That gives the District some level of confidence with their commitment level and also a standardized policy for when people are issued gear. In addition, with the new reporting system, we will be able to see immediately the status of our gear.

In response to a question by Michael Plyler if we have any commitment from new people to justify purchasing gear for them, Chief Barker responded that he has implemented an unwritten, verbal policy since this is new and we started just last week, where the new applicants understand that

when they are hired and receive the one and two certification training, there is a minimum requirement until they are issued new gear. Hurricane's current policy is a year. The issue is where our firefighters would currently be a paid, on call at night rather than a volunteer living within the District who can leave town at any time, we may have people willing to sign to come up here for a year. Chief Barker is comfortable with the requirement of committing to four hours of training per week for a year. He feels that six months of the certification training and then the weekly training is a good indication of commitment.

Barry Rhodes has been through Firefighter One training and you cannot put a trainee into the state-run course because the scenarios involve live fire access and he is not comfortable putting anyone, whether a trainee or a full-time firefighter with years of experience, into a live fire situation without appropriate gear. Barry stated they used to run on a rotational basis for the replacement of turnouts. Policy and procedure within the department should be the Chief's decision, but Barry did not see any way we can budget all this at this point in time. Maybe that will change when we decide how we can fund everything. It seems to Barry to be more advantageous to try and rotate this through in phases, if at all possible. He still has a problem with the numbers, because there appears to be different ones for different trainings and different levels of equipment.

Chief Barker stated the numbers stated at this meeting are not necessarily conflicting numbers; every number is based on how many people we are providing for. That number, in the last two weeks, has fluctuated greatly. That is why he broke it down by the number of personnel, not a total figure.

Barry clarified that Chief Barker has requested new turnout gear for nine firefighters; there are also 13 he would like to get up and running with the final goal of 15 firefighters at this point in time but these 15 would be people who would be in training for Firefighter One and Two. Barry asked how many sets of turnout gear we currently have that can be added to the nine to give us an amount that we need – do we have anything that is currently certifiable that the trainees can use. The academy recommends that when they do the live fire trailer training, they provide a used helmet so the trainee doesn't ruin his own gear. They recommend you don't use your new gear; you use something older because it is possibly going to get ruined. Hildale and Hurricane have both offered the use of gear for our training. Hildale has received grants for flashover trailers and offered the loan of them for us to use.

We are not in need of gear for training; Chief Barker's request was for an opportunity to outfit our personnel that have been here for many years with the newer gear and give our used gear to the personnel who are working towards fulfilling their commitment.

Chief Barker reported that we have six full sets of turnout gear, but with a mixture of years, that were issued.

Chair Orton felt the District needs to move forward with the plan that we will increase our revenues. Whether we amend the 2013 budget to purchase the needed items now, or whether we wait another six weeks and purchase it out of the 2014 budget, it will ultimately come out of the same reserves.

Michael Plyler stated we have, at the present time, \$250,000 in unrestricted cash. Despite the fact we have determined that the firefighters don't absolutely need the new gear to enter into the training, as an ex-firefighter, he felt we have an obligation to put whoever we have into a fire situation with gear that will protect their lives and, therefore, moved we purchase nine sets of new turnout gear and we will worry about it on the other end and also approve the certification classes. Linda Brinkley

seconded the motion and all those present voted in favor of the motion excepting Barry Rhodes who voted no.

Chief Barker stated he would do his absolute best at providing the minimum amount of gear needed; there will not be a purchase of a set of new gear just because. He has already cataloged everything that everyone has and what is in the storage room and noted what has expired; that is what will be purchased.

5. **APPROVE A SEVEN-YEAR MAINTENANCE CONTRACT FOR THE STRYKER GURNEY UNIT IN THE AMBULANCE** – Barry Rhodes moved the maintenance agreement for the Stryker unit be approved. Linda Brinkley seconded the motion and all those present voted in favor of the motion.
6. **DISCUSSION AND ACTION ON A RESOLUTION FOR APPROVAL OF THE TENTATIVE BUDGET FOR THE YEAR 2014** – After some discussion and clarification of figures, Linda Brinkley moved to approve Resolution No. 13-1127-1, A Resolution to Approve the 2014 Tentative Budget. Michael Plyler seconded the motion and all those present voted in favor of the motion.
7. **SET A DATE FOR A PUBLIC HEARING ON THE BUDGET FOR THE YEAR 2014 AND TO OPEN AND AMEND THE BUDGET FOR THE CURRENT YEAR 2013** – The Public Hearing was set for December 18 during our regular meeting and a special meeting be held on December 30 to approve the final budget.
8. **APPROVAL OF THE MEETING SCHEDULE FOR 2013** – Michael Plyler moved the proposed meeting schedule for 2013 be approved. Linda Brinkley seconded the motion and all those present voted in favor of the motion.
9. **FIRE CHIEF'S REPORT – FIRE SERVICE**
 - a. **Report on fire activity since the last Board meeting** – Chief Barker reported that since the Board's last meeting, there had been one call that was a false alarm.
 - b. **Consideration and possible approval of applicants for the Fire service** – Chief Barker presented the names of Kevin Riehle, George Geoken, Damon Spellman and Donovan Stythem. They have all been attending weekly training. Two applicants are local residents.

Michael Plyler moved the Board approve the four applicants for fire service. Barry Rhodes seconded the motion and all those present voted in favor of the motion.
 - c. **Training update** – A CPR/First Aid class that was held at the firehouse for eight individuals and all passed. On January 12 and 13 there will be a winter fire school in St. George but none of our personnel will be able to attend; however, some representatives from L.N. Curtis will be here January 14 and 15 to provide an in-depth two day extrication class for us and the Park. The Hazmat Awareness course is part of the Firefighter certification is available on line and personnel have begun the training.
 - d. **New business to include requests for budgeted expenditures** – Chief Barker and the Board have received comments regarding the firehouse landscaping. Chief Barker felt consideration should be given to getting rid of the remainder of the grass. We have no means of irrigating

it due to the main irrigation line that runs under the drives has broken and we have no means of repairing it. It was turned off years ago. Chief Barker proposed decorate gravel and requested to incorporate a community service project. It would not only save on labor costs, it would involve the community in the firehouse and its function. He suggested Mrs. Anderson, since she has taken an interest in our operations, may want to head up that project. Mrs. Anderson stated she would be glad to do it and Chief Barker stated the District would provide the gravel at a cost of approximately \$500, which would provide 4-5 tons.

Chief Barker has been approached about the possibility of either staging or providing either a bin or a dumpster for cardboard recycling. There is currently recycling available in the area for other items, but not cardboard. One of our local firefighters would like to head that operation in conjunction with others in the area that work with the program in Zion.

- e. Fire Marshal's Report – Marshal Barker announced the Town of Springdale has lost their plan reviewer and are now looking at outsourcing their plan reviews and incorporating the fire review. New regulations for certification require extensive training that involves traveling out of state. It is not feasible for the District to invest in this training and certification for the small number of reviews done annually.

10. FIRE CHIEF'S REPORT – AMBULANCE SERVICE

- a. Report on EMS activity since the last board meeting – Chief Barker reported there were six calls, three of which were transports.
- b. Consideration and possible approval of applicants for the EMS service – Chief Barker presented four applicants. The service has lost three EMTs, due to cut in hours and/or they have joined with other departments. Two of the new applicants are certified in Firefighter One and Two and after their six-month probationary period, they would then be able to be added to the pool of on-call for fire.

Chief Baker presented the names of Joe McNatt, Aaron Little, Bill Little, and Nick Mees. Joe McNatt and Nick Mees are in the Paramedic course with Captain Wood. Michael Plyler moved the four applicants be approved. Linda Brinkley seconded the motion and all those present voted in favor of the motion.

- c. Training update – There has been two trainings since the last meeting. It is difficult to arrange training since most of our personnel receive training from the other agencies where they are employed and those training nights conflict with ours.
- d. New business to include requests for budgeted expenditures – There were no new budget requests other than the need for computers.

11. STANDBY FEE BILLING REPORT TO INCLUDE UPDATE AND POSSIBLE ACTION ON DELINQUENT ACCOUNTS

– As of the end of October, there was \$7,211.49 which was 120 days past due, a decrease of \$75.42. The total past due as of the end of October is down by \$3,000.

12. CLERK'S REPORT

- a. Account balances – There were no questions.

- b. Ambulance accounts receivable report to include action on any requests for an adjustment in charges – As of the end of October, the accounts receivable was \$68,779.93, an increase of \$971.57.
- c. Action on a request from JCI Billing regarding write-off of ambulance disposable supplies as a result of the Affordable Care Act's impact on allowable Medicate payments – Michael Plyler moved we allow this write-off as part of the Affordable Care Act impact on our operation. Linda Brinkley seconded the motion and all those present voted in favor of the motion.
- d. Approval of expenditures for October 2013 – Linda Brinkley moved the expenditures for the month of October be approved. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

13. APPROVAL OF THE MINUTES OF THE OCTOBER 23, 2013 REGULAR MEETING – Michael Plyler moved the minutes for the October 23, 2013 regular meeting be approved. Barry Rhodes seconded the motion and a roll call vote indicated all those present voted in favor of the motion.

14. GENERAL BOARD DISCUSSION – Chief Barker reported on the electrical bids for the partitions for added rooms. He has received two written bids from Pioneer Home Maintenance (\$2,660) and D. Blake (\$2,800) and one text message from B&W Electric (\$1,400). Chief Barker will utilize Pioneer Home Maintenance as the lowest submitted written bid.

Michael Plyler reported that he had been invited to a Mayor's Meeting which was attended by the outgoing Mayors and the outgoing Park Superintendent. He addressed Traci Dutson, who is the newly elected Mayor for Rockville and was present in the audience, and stated that if this tradition of the Mayor's Meeting was to continue, he would prefer to meet with the new people rather than the old.

Chief Barker stated that he also had been invited to the meeting and did attend. He had an opportunity to discuss with the newly elected officials as well as the outgoing to include the Park Superintendent as to what has transpired and in what direction the District is headed. The finances of the District were briefly discussed and what will need to happen relevant to the needed increase in revenues. As a whole, those in attendance gave the impression that they were all in agreeance; there really isn't two options, only one and that the only option is that we need the fire department and there is the necessity to explain to the general public and business owners why it is we need the increase. They all felt as the heads of their communities that, for the most part, they really don't see a lot of problems with that.

15. IDENTIFICATION OF ISSUES FOR FUTURE AGENDAS – Chief Barker asked if it was assumed that since the 2014 tentative budget that was just approved allowed for the paid, on call shifts for the firefighters and for him to remain as the Chief for 2014. Chair Orton stated the chief issue will probably be addressed at the regular meeting on December 18 as an agenda item.

16. ADJOURN – Michael Plyler moved the meeting be adjourned. Linda Brinkley seconded the motion. A roll call vote indicated all those present voted in favor of the motion.

Meeting adjourned at 8:15 p.m.

Minutes typed by:

Elaine M. Harris
District Clerk

APPROVED:

Robert W. Orton
Robert W. Orton, Chairman