

FIRE COMMISSION MINUTES Thursday July 16, 2015 LETA VAUGHN

Call to order 7:07

Attending: All Commissioners, Chief Ron Drake, Jazmine Duncan, Greg Halliday, Ron Mengel

-Approval of Minutes Leta motions, Bob R. seconds, unanimously approved.

-Public Comment: Ron Mengel: Bob Lippman has served on the committee and has been the defacto lawyer. Is wondering who will consult with us after he leaves. Commission should have that conversation. We need to mitigate that loss before it happens.

-Fire Chief's Report: Ron Drake

5 ton is here! 2010 model 23000 miles on it looks new. Easy to drive power brakes and steering and is an automatic. Each wheel has its own generator. Could easily cross a creek in it. Take time and get it set up nicely for next 30 years. Ron would like to get a 2000 gal poly tank and take pump off of deuce and put it on this. Refit the water cannon for this truck leave room for tools. Generator is still on order. Ron checked egress road on day of storm not damaged and not a lot of damage anywhere. Ron heard a lot of static on the radio and heard the radio channels to the sheriff office were down Ron called them and told them if there is an emergency to call him direct. Lightning keeps setting of the gfc circuit off at station 2, so check when you come in. Fire restriction by blm and forest service are still in place. We are at moderate fire danger. Bob L.: last training do we have a print out of new vehicle assignments Ron will print out of new vehicle assignments and update our member roster. Possible new member will visit us next week's training.

Would like to stick to 6 meetings before they would be considered a member.

-Treasurer's Report: Bob Russell

--Financial accounting update (ongoing)

--Discussion and possible action on policies/procedures for department/district purchasing, accounting, reporting and record-keeping (ongoing)

--Discussion and possible action on budget approval process, amendments, and reporting (ongoing)

Required to send account balances twice a year. Bob did that. We won't get the grant from the state this year. Total taxes at 42% which what we should be. Over budget on training and office expenses but total won't be over on total budget. Ron M. are we going to pursue any capital projects. Just fixing up the new truck and possibly the replacement truck for the hummer. Ron D. will get a grant to paint the new truck. Ron M. are we planning to still expand station 1. Ron d dropped that because we found a garage at sorrel for an engine.

-State/County/Town Hazard Mitigation Planning update: Jazmine Duncan/Bob Russell

Working on public input and going through State's check list. Some things have come up: Miles from blm wants our input on the roads they may want to close now that they own the SITLA land. The Town will have a meeting with community next month to get public input. Jaz would like us each to go through the map of these roads and make comments on them. Also they talked about the firebreak at the boundary line if we want it they will make it only accessible to us with gate and lock. We need to ask them officially now.

Jaz would like one of us to join Bob L. motions to designate a commissioner to circulate a draft letter to the blm contact regarding right of way for fence line firebreak access. Bob R. seconds it. Unanimously passes and Bob L. volunteers to do it. Will circulate a draft letter to us. Bob R. can we do a tour to look at some of these roads? Get our hands on better maps first. Jaz will keep us updated about town's open house. Ron Mengel doesn't think blm will keep any of the roads open that we ask. Jaz we might want to be considering mou's with the blm to fight fires on blm land and

get paid. Ron D. we don't have anything official with them but we are getting paid. We even get paid for working with them and private land.

Ron M. says if he is in town he will go out with us on a road tour. Ron Mengel we should consult Dave Vaughn because he has a lot of knowledge of the roads. Plan a day for this after we get the maps. Bob L. start circulating among ourselves. Jaz says RMP is going to restring the rattlesnake line into the valley.

At Town Council meeting a group came that wants to start a volunteer aging in place program for elderly or sick residents. How can we work that into the Haz. Mit. discussion?

-Emergency Medical Responder Report: Bob Russell Discussion of having another class for EMR's in Castle Valley not just daystar students maybe in October will need \$300/person

-Firewise update: Completion of Community Fire Plan; CV crew work and budget (FFSL): Bob Lippman none

-Discussion and possible action on formally appointing a Chief Administrative Officer and/ or A Chief Administrative Designee: Leta Vaughn Voted to make Leta Chief Administrative Officer and Current Chair (Bob Lippman) to be Chief Administrator Designee. Leta motions Bob Russell seconds, unanimously passes.

-Discussion and possible action of recent board training on new meeting requirements and financial requirements. Creating a written records retention policy. Creating a policy for GRAMA requests: Leta Vaughn and Bob Russell

State will start requiring posting recordings of meetings so Leta will start posting recordings online from now on.

Bob Russell wrote a grama request procedure (5.01) for our use that meet the states requirements. Bob Russell motions, Bob Lippman seconds, approved unanimously 5.01 grama request procedure.

-Discussion and possible action on certification of new tax rate: Bob Russell

Bob Russell motions to certify our new tax rate with county clerk's office, Bob Lippman seconds, unanimously passes. Leta will send approval notice to clerks office.

-Discussion and possible action creating a mission statement: Bob Russell Nothing new

-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: development of standard operating guidelines, policies and procedures

Ron D. OIC shouldn't wear ppe because they shouldn't get involved. Leta motions that we pass PPE SOG as amended, Bob Russell seconds, unanimously passes. Leta will circulate the amended version. How to enforce this new rule. Leta recommends having each member sign a copy of the SOG saying they have read and understand the new requirement. Ron M. suggested having a training on PPE's that everyone must pass or fail. Leta will look into the requirements.

-Discussion and possible action on creating a community project with publicity and inclusion of some non-fire department people on a committee to replace engine 33

Bob Russell Plan to replace hummer sometime next year. Bob R. proposes a committee to write exactly what we want and consider using some non fire dept. people but mechanically inclined.. After a lot of discussion everyone agreed to no non Fire member committee.

-Special topics for Closed Session (if necessary): personnel matters, award & recognition program, etc. None

Adjourn Leta motions, Bob Russell seconds, unanimous @ 9:20