

APPROVED MINUTES\* OF ADMINISTRATIVE CONTROL BOARD MEETING DAMMERON VALLEY FIRE SPECIAL SERVICE DISTRICT BOARD 7:00 p.m. December 15th, 2022 Board Members: Chair: Mack Sorensen Vice-Chair: Larry Carlon Treasurer: Curt Shelley Clerk: Ryan Andersen Member at Large: Rick Johnson Call to order/roll call conducted by Mack Sorensen, Chairman. Other Board Members present were Larry Carlon, Ryan Anderson, and Curt Shelley. Rick Johnson was excused. Approval of Agenda: Ryan Anderson made a motion to approve the agenda as presented. The motion was seconded by Larry Carlon and all were in favor. The motion passed unanimously. Approval of Past Meeting Notes: Ryan Anderson made a motion to approve the minutes of the November 17th, 2022, Budget Hearing and Board Meeting. The motion was seconded by Curt Shelley all were in favor. The motion passed unanimously.

Consent Expenditure Agenda presented by Ryan Anderson, Clerk: Date Vendor/Merchant/Payee - Description Amount  
11/18/2022 Amazon - Station supplies; nozzle, toner, 715.63  
11/23/2022 Bound Tree - Supplies & Equipment 8,277.54  
11/23/2022 Bound Tree - Supplies & Equipment 1,000.32  
11/23/2022 Bound Tree - SAMHSA Oxygen masks & Needles 39.19  
11/28/2022 National Council for Mental Wellbeing - Public Adult MHFA Instructor Training EST - New Instructor Tuition 2,200.00  
11/28/2022 Bound Tree - NIO Intraosseous Device - Adult 1EA 12EA/BX 276.92  
11/28/2022 Bound Tree - Supplies 52.98  
11/28/2022 Bound Tree - STRETCHER SCOOP NO RESTRAINTS 589.99  
11/28/2022 Bound Tree - CARRY CASE SOFT FULL COVERING FOR LAERDAL SUCTION 107.98  
11/30/2022 Verizon Wireless 121.97  
12/01/2022 Employ/Ease - Hennessy 12/1/22 (1,566.98 - 21.25 payroll fees) 1,545.73  
12/01/2022 Employ/Ease - D'Ambrosio 12/1/22 (2,174.67 - 29.93 payroll fees) 2,144.74  
12/01/2022 Utah State Retirement 93.85  
12/01/2022 3149744 - (CAM) Community Association Management - Management Fees 833.33  
12/01/2022 Utah State Retirement - Homer - December 830.72  
12/01/2022 Employ/Ease - Homer - 12/1/22 SAMHSA Administration 2,756.05  
12/01/2022 Employ/Ease (99.80-37.37 SAMHSA payroll fee) 62.43  
12/01/2022 Employ/Ease - Skinner - 12/1/22 (761.25 - 11.25 payroll fees) 750.00  
12/02/2022 Skyler Skinner - EVS: Radio Parts Cable/Plug 193.00  
12/02/2022 Hunter Wolfe - GSJJ - Item: custom Antique Belt Buckles 118.80  
12/05/2022 Rocky Mountain Power - Comm Center 127.04  
12/05/2022 Rocky Mountain Power - Comm Center - Deposit Refund (126.00)  
12/05/2022 WIFiCoNext - Community Center Monthly Internet Service 95.00  
12/05/2022 Rocky Mountain Power - Station 255.78  
12/07/2022 National Council for Mental Wellbeing - Kim Doster's Mental Health First Aid 2,219.95  
12/07/2022 GT Simulators - Supplies 7,505.00  
12/07/2022 Bound Tree - Gauze Roll, Dermacea Low Ply 56.64  
12/07/2022 Lattitude Marketing - Next Level Unisex Cotton Tees 300.75  
12/08/2022 12/08/2022-November Reserve Stipend - Garrett Gleed 600.00  
12/08/2022 12/08/2022-November Reserve Stipend - Cameron Pizzo 650.00  
12/08/2022 12/08/2022-November Reserve Stipend - Stephen Williams 300.00  
12/08/2022 12/08/2022-November Reserve Stipend - Wyatt Bendall 400.00  
12/08/2022 12/08/2022-November Reserve Stipend - Samuel Howard 200.00  
12/08/2022 12/08/2022-November Reserve Stipend - Deklyn Strong 300.00  
12/08/2022 12/08/2022-November Reserve Stipend - Colby Gisseman 300.00  
12/08/2022 12/08/2022-November Reserve Stipend - Jared Fleming 300.00  
12/08/2022 12/08/2022- November Executive Assistant - Naivasha Skidmore 105.00  
12/08/2022 12/08/2022-November Reserve Stipend - Brandon Redd 300.00  
5 2 12/08/2022 12/08/2022-November Reserve Stipend - Benjamin Stewart 300.00  
12/08/2022 Montella Enterprises -Brush 13-2 Maintenance 189.92  
12/08/2022 Montella Enterprises -Brush 13-1 Fuel Heater and Maintenance 769.88  
12/12/2022 Costco - Academy Graduation Event Supplies 51.34  
12/12/2022 UDOH - EMT Course 300.00  
12/12/2022 Tinks - Brush Apparatus Engine Maintenance 110.40  
12/13/2022 UTAH VALLEY UNIVERSITY - ADO/FFII/Hazmat Training Grace Utto-Galarneau 140.00  
12/13/2022 Empire Waste Services -

Dammeron- 1261 Dammeron Valley Rd.-TRAINING 70.00 12/13/2022 Empire Waste Services - Dammeron- 1261 Dammeron Valley Rd.-Station 146.83 12/13/2022 WorldPoint - SAMHSA Course Supplies 586.46 12/14/2022 Medically Sound PLLC - Medical Director - December 500.00 12/15/2022 Employ/Ease - Hennessy 12/15/22 (1,566.98 - 21.25 payroll fees) 1,545.73 12/15/2022 Employ/Ease - D'Ambrosio 12/15/22 (2,174.67 - 29.93 payroll fees) 2,144.74 12/15/2022 EMS Director- Homer - 12/15/22 500.00 12/15/2022 Utah State Retirement 93.85 12/15/2022 Utah State Retirement - Homer - December 830.72 12/15/2022 Employ/Ease - Homer - 12/15/22 SAMHSA Administration 2,756.05 12/15/2022 Employ/Ease (99.80-37.37 SAMHSA payroll fee) 62.43 12/15/2022 Employ/Ease - Skinner - 12/15/22 (761.25 - 11.25 payroll fees) 750.00 12/15/2022 WorldPoint - SAMHSA Course Supplies 196.25 N/A Wex Fuel (0.00 due on December Statement) TOTAL 47,929.30 Mack Sorensen noted that a significant amount of the total expenses are related to and paid for by the SAMHSA grant. A motion was made by Larry Carlon to approve the expenditures as presented. Curt Shelley seconded the motion and all were favor. The motion passed unanimously.

Treasurer's report: Financials as of November 30th, 2022, as presented by Curt Shelley, Treasurer. → Operating account balance: \$51,303.03 → Reserve account balance: \$10,037.98 → Assigned Funds (Grants): \$10,000 → Capital Project account balance: \$79,652.81 → BY 2022 Operating Income YTD (Fees, MOU's, Grants, Donations, Misc.): \$345,120.45 → BY 2022 Operating Expenses YTD: \$407,411.36 → MOU and Grant income YTD total: \$141,169.46 Curt Shelley thanked the Chief and everyone else who has worked so hard to generate the stated amount of income for the Department. Mack Sorensen noted that 10 years ago the budget was set at less than \$100,000. Next year it is at around \$563,000.00 without an increase in SSD fees over three years, with less than half that amount being paid for by the citizens of Dammeron Valley, which would not have been possible without Chief Hennessey and the grant committee.

Fire Chief Report presented by John Hennessey, Fire Chief. Response times are at 8 minutes and 25 seconds which is below 1710, the NFPA standard for career fire departments. The ISO process was explained in which a new rating will be provided on January 1. The ISO rating has a direct impact on property insurance rates and the ability to ensure a piece of property. Last month Dammeron Valley was at a 2 ISO rating which is unexpected as a 4 or 5 is more realistic. However, it would not make sense for the Valley to have an increased rating from the prior classification when so many major and significant improvements have been made to fire protection in the area since that time. In January, the new wildland captain position starts with a budget of \$16,000 to cover the position from January to June. Substantial deployments are intended which could provide two apparatus. Adequate maturing capability in terms of Medical Operations. The SAMHSA Grant continues to we continue to be utilized. Chief Homer and Hunter Wolfe work to ensure the funds are expensed and collected properly. Once the EMT classes and academies start next year, a lot more detail will be provided regarding the mental health and wellness program within the department and within the district. As far as Gold Cross is concerned, at the end of December they were supposed to have a bus up, however, that has changed. Chief Hennessey expressed that those working for Gold Cross in the ambulances are doing a great job, with the only issue being response time. The new engine is up and running with no issues so far. The Ram has had no issues since having the fuel pump replaced. The training center academy graduation was Tuesday night with 25 graduates. with over 8,000 hours of 6 3 training completed by DVFR members at this point. The department is actively looking for an additional new captain to hire. From an inventory perspective, EMS materials are being compiled stuff and some hand tools are being waited on.

The cars used for training have now been returned which were a great resource for realistic training. The department really needs a storage facility or some other sort of storage such as connexes or Lifetime containers so the station can be cleared out. Additionally, the compressor keeps going in and out. It was repaired; however, it continues to have issues. A quote will be received for a new part as well as a used replacement machine. That is currently the only compressor along the corridor and a new machine would cost around \$80,000.00. Therefore, the cost really should be shared among the districts along the corridor. The wildland program strategy is being reviewed with changes needing to be made followed by finalization and publication. A retraining schedule is already in place with class dates and process to have all new members obtain their red cards. A Mass Casualty Incident was conducted about a week and a half ago with a multi car accident with multiple patients. The event required a lot of work from all of the agencies that were there. The department has been busy with some serious calls with two major incidents in the last couple of weeks in which DVFR took command which went really well. Mack Sorensen stressed that DVFR is saving lives through their training and the job they are doing. He expressed appreciation that all the departments are doing excellent job without any jurisdictional disputes.

Discussion and vote, update Policies and Procedures presented by Curt Shelley, Treasurer. The District's Policies and Procedures manual was last updated on September 8th, 2021. A link to report suspected fraud was added to the DVFSSD Board page of the DVFR website in December of 2021 that takes the user to the Utah State Auditor website. The State Auditor telephone number is also included. A Fraud and Abuse Policy as templated by the Utah State Auditor's Office was discussed to be added to the District Policies and Procedures. Ryan Anderson made a motion to approve the policy as presented. Larry Carlon seconded the motion and all were in favor. The motion passed unanimously.

Park Report, Pickleball courts: Discussion presented by Mack Sorensen. Progress on the pickleball courts was presented in which the concrete was postponed due to low temperatures. It is hoped that the concrete can be poured between Christmas and New Year's Eve. A report from a concerned citizen was received regarding the cars and the height of the swings, etc. Those items will be taken care of. \$2000 will need to be spent along with possible donations to refill the wood chips to the top of the railroad ties. The chips will be ordered in March or April and it is possible to apply for another RAP grant to cover it along with asphalt for the dirt parking area.

Dammeron Valley Helping Hands Update presented by Ryan Anderson. There have been four or five different service opportunities recently. There are really great volunteers looking for opportunities, therefore, the public was reminded to reach out to the organization if they are aware of anyone in need of service.

Public Comment opened by Mack Sorensen. No comments made.

Mack Sorensen acknowledged the work of the staff on the fire department and expressed gratitude for the fire truck making an appearance with Santa Claus at the preschool. The department graduation last Tuesday was noted as an amazing event with 25 people graduating and nearly 100 people in attendance. There were representatives from Kane County, Iron county, Beaver, Garfield County, and Clark County in Nevada. Out of all of the representation in attendance, Washington County did not have representation at the event, which was disappointing. The head of UFRA as well as the Firefighters Association. The keynote speaker was from the Utah Fire Rescue Academy, Bradley Wardle, who is responsible for all firefighter service training certifications in the State of Utah. He was grateful to be

here and could not thank Chief Hennessy enough for putting it together. Several local Fire Chiefs were also in attendance to support DVFR.

Adjournment: Ryan Anderson made a motion to adjourn the meeting. The motion was seconded by Larry Carlon and all were in favor. The motion passed unanimously and the meeting was adjourned.