

Pennington County Fire Service Board Meeting

December 09, 2009

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Chair person Gail Schmidt called the Pennington County Fire Service Board meeting to order at 7:00 PM in the EOC Room in the basement of the County Courthouse. Members present were: Gail Schmidt, Ray Bubb, Paul Johnson, Anthony Carbajal, Leah Thibeau and Dennis Mallow. Given that a quorum of voting members was not present; this was not an official PCFSB meeting.

Guests included Paul Smith, Rockerville VFD; Duane Hofer, North Haines VFD; Rob Lehmann, North Haines VFD; Mark Enright, Western Dakota Tech; Tim Kobes, Rapid Valley VFD; Gary Sortland, Rockerville VFD; Craig Comer, Hill City VFD; Casey Warren, Rapid Valley VFD; Sheri Fox, Great Plains Dispatch; Matt Thompson, North Haines VFD; Rob Lehman, North Haines VFD; Tammy Stadel, Search and Rescue; Cody Griffee, SDWFS; Gary Jennings, Search and Rescue; Jason White, North Haines VFD and Mark Enright, Western Dakota Tech.

PAST MEETINGS MINUTES: November minutes to be approved at the January 13th meeting. Due to the lack of a quorum no official business was transacted.

BUDGET REPORTS: November budget reports to be approved at the January 13th meeting.

COMMITTEE REPORTS:

Pro-Active: (Tjaden, Chair; Stephens, Carbajal)

a. Recruitment and Retention-

- (i) Training Committee – Johnson, Chair; Bubb, Stadel, Barrows- The basic training outline is set up for the introductory fire fighter class, and was provided. This will be a flexible training that can either be taught to the new recruits by the departments or hosted by the County for a group of new recruits within various departments.
- (ii) Marketing/Recruitment Committee – Gorton, Chair; Smith, Sortland, Venable- Smith said that the new web site is up and running. The only item that is not on there is the New Firefighter form. Stadel said she is still waiting on Gorton to send it to her. Smith also said that the slides were sent to epic to be run on the digital billboards.
- (iii) Retention Committee- Hofer, Chair; Schmidt, Hodge, Mantei – Hofer reported that his group has put together a letter to be sent to the departments as soon as it's approved. The content of the letter includes guidelines and recommendations for each chief and department as a whole to consider.

b. Regional Fire Training Site Long Term Plans- Enright said Joe has put together a plan for the board to review once it is finished.

Accident Review: (Schmidt- Chair, Light, Johnson)

- a. Committee Report – Nothing at this time.

OLD BUSINESS:

Regional AFG Communications: Nothing at this time.

Vehicle Maintenance Contracting: Mallow told the board that he has two drafts to be reviewed. One is a detailed draft and the other is very basic. Mallow will email both drafts out to the members for review at the January meeting.

Cell Phone Texting: Schmidt said that IT is still working out a few issues on the system. Schmidt said that IT is able to enter names and telephone numbers however they are unsure of how to update the current information. Kobes said he is receiving pages with no delay and seems to be pleased with the system. It was said by the board that they would like to move forward with the system and get the departments added as soon as possible and worry about the changes at a later time. They stated no more testing was needed and would accept any issues that need to still be worked out.

Residential Sprinkler Demo Progress Report: Cost to date sheet is in your packets.

Paging upgrades: There was open discussion about which system the board would like to see used for paging. The recommendation of the board is that they stick with the sequential paging system due to the cost. The board would also like to see Adam return to the January meeting to discuss once again the difference between the simulcast and the sequential systems.

Mobile & Portable Radios Request: It was recommended by the board that we honor the requests that were submitted by the due date on the form. Those departments that still desire to submit a request may submit to the board for consideration at the January meeting. Approval will be made for the remaining radios not obtained from the first round of requests.

Five Year Plan Departments: Scenic and Box Elder still have not submitted any request

Other: Fox asked the board for some direction to help improve communications between County and Wildland fire calls. There was open discussion and it was said that if Wildland dispatch wants departments to call them in route to a fire they need to provide something in writing or in a memo to the Chiefs stating specifically what they would like to see happen.

NEW BUSINESS:

Commissioners Report: Nothing at this time.

Emergency Management Report: Carbajal wanted to thank those departments that submitted their NIMS numbers to the office. For those of you departments that are still outstanding please get us your numbers as soon as possible. Federal funding and grants dollars are being help up until we get all the information gathered from each department. State audits are taking place so please get your training completed.

Representative Elections: To be seated at New Business Jan 2010 meeting.

Fire Admin in Los Angeles December 17th – 21st.

Other: Black Hills life flight is asking for permission to be dispatched on the Pennington County alpha numeric paging system currently being used by most Pennington County fire and EMS agencies. Lehmann suggested that a cost should be set in place for the use of the system. The board recommends that Life Flight will be allowed to use the system but a yearly fee or charge needs to be set in place. This fee can be assigned based on their usage of the system via a pro-rated charge. This needs to be voted on at the January meeting.

Minimum requirements for each of the departments on the Mutual Aid Agreement were discussed. The board recommended that the County By-Laws be updated, along with the Mutual Aid Agreements, to specify a minimum set of requirements for County fire fighters and those fire fighters responding to mutual aid requests. Those minimum requirements are State certified structural fire fighter for structural and car fires and State certified wildland fire S130/S190, along with NIMS compliant ICS-100, ICS-200, and IS-700. This needs to be voted on at the January meeting.

Schmidt recommended that the PCFSB have oversight and approval/disapproval of how Title III funds are spent. Discussion by the board followed and the following was their recommendation. PCFSB will approve/disapprove of all Title III requests for funds. The Pennington County Fire Coordinator will be the final signature for use of those funds, with approval of the State Auditor. The board will take a recommendation from the PCFFA for an initial training plan for each year. They will then work with all training requests that come in and approve accordingly to avoid duplication of courses in the training plan. The PCFFA will no longer write checks to cover training costs until Title III funds are available. PC Fire can either write intermediate checks or simply wait and allow the State Auditor to pay the funds directly. The MOU for S300+ classes needed with the Rocky Mountain Region will be signed

directly with the PCFSB. And the board should consider hiring the training coordinator to report to the PCFSB instead of that position going through the PCFFA. This needs to be voted on at the January meeting.

Inforad access is requested for all departments to use. Some departments do not have access. Also, can we do something to make sure Inforad is up and available a majority of the time? It often requires admin access to login and initialize the system.

NEW REQUESTS:

Two new requests for Title III funds were provided by Search and Rescue. One request for high-angle and wilderness rescue equipment and one request for a monitor, four Intellislate boards, and a portable repeater. These requests were discussed and will be acted on at the January meeting. It was requested that Search and Rescue provide relevant percentage of calls upon which their high-angle and wilderness rescue equipment is used within the Forest boundaries.

REQUESTS TO BE ACTED ON:

ADJOURNMENT: There being no further business discussion meeting ended.