

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
June 26, 2019 6:00 PM
6891 W Kidd Island Rd, Coeur d Alene, ID 83814**

PRESENT:

Commissioner Hanson - dansub1mki@gmail.com
Commissioner Hauser - gretchensub2mki@frontier.com
Chairman Mundt - larrysub3mki@aol.com
Chief Sneve - dsneve@worleyfire.com
Deputy Chief Templeton - rtempleton@worleyfire.com
Admin Asst. Saranto - admin@mkifire.com

CALL TO ORDER

CHAIRMAN MUNDT called the meeting to order at 6:00 pm.

PLEDGE OF ALLEGIANCE

AMEND AGENDA

CHAIRMAN MUNDT moved to amend the agenda by moving Old Business Item a. Building Construction to next on the agenda. COMMISSIONER HAUSER 2nd motion. **Motion Carried.**

OLD BUSINESS

a. Building Construction - Discussion/Action Item

Kol Nelson presented some building options. The septic was approved in the northern part. CHAIRMAN MUNDT inquired about the Kootenai Electric easement, could it be used as the required buffer zone? Ken Butcher stated that it could not be used as the buffer zone that Kootenai Electric needs to be able to drive on it. The plans presented were a rough idea of what might be needed for lot size. They can also be used to present to Mr. Arrotta as an idea for lot size for the project. Once we have obtained the land then we'll go out to bid for an architect and the actual drawings for the building will be done. CHAIRMAN MUNDT inquired about the parking. Kol Nelson stated we only needed four parking spaces according to the county. We will still need to have a well agreement with Worley Highway.

CHAIRMAN MUNDT moved to accept the plans as submitted COMMISSIONER HAUSER 2nd. **Motion carried.**

CHAIRMAN MUNDT will take the drawings to Mr. Arrotta and see what he has to say. COMMISSIONERS HANSON inquired if our next step would be to get a well agreement with Worley Highway. Ken Butcher stated that once the land was obtained a well agreement would be needed. CHAIRMAN MUNDT asked about whether sprinklers for the building would be required. Ken Butcher stated that the County does not require us to install sprinklers but it might be a good idea anyway. CHIEF SNEVE stated that since we are a fire district, we should sprinker the building even if it's not required. Doing so would require us to put in a water reservoir tank that could also be used to fill our trucks. Your sprinkler contractor will be able to tell you how large a tank you will need.

CONSENT AGAENDA

The consent agenda was presented for review as follows:

- a. Approval of Regular Monthly Meeting of May 22, 2019 as presented
- b. Approval of Special Meeting of May 30, 2019 as presented
- c. Approval of Paid Bills Lists
- d. Review of April Financial Reports

CHAIRMAN MUNDT moved to approve the June 26, 2019 Consent Agenda as presented.
COMMISSIONER HANSON 2nd. **Motion Carried.**

CHAIRMAN MUNDT called for roll call vote:

ROLL CALL VOTE:

Chairman Mundt:	Yes
Commissioner Hanson:	Yes
Commissioner Hauser:	Yes

Motion Carried

CHIEF'S REPORT

See attached

DEPUTY CHIEF REPORT

See attached

NEW BUSINESS

a. Tattoos - Discussion - ACTION ITEM

CHIEF SNEVE put this on the agenda, we are in the process of reviewing our policies. Our current policy states that if the tattoo is deemed offensive by the district then it must be covered at all times.

COMMISSIONER HANSON has done a little research on this; being from the fire service. Tattoos have gained more popularity. There seems to be two tracks in the fire service. There is the no visible track and then there's nothing above the shoulders. Anything that is visible is unoffensive. The big question is what is considered to be offensive. The commons were no nudity, no violence, no sexually explicit or vulgar art, phrases, language, discriminatory, drugs, gangs and symbols likely to elicit a negative reaction in the workplace or public. We would be wise to get ahead of this and put something in a policy or employee handbook.

COMMISSIONER HANSON requested that we add body modifications to that policy as well. DEPUTY CHIEF TEMPLETON stated that the NFPA guidelines cover most body modifications but we'll add it to the policy and present something to the board for their approval.

COMMISSIONER HANSON requested this be put on next month's agenda.

PUBLIC INPUT

CHAD MASTIN stated the tattoos did not bother him and he would think that the public would be more interested in us helping them with their problem than what we look like.

BRANDON WELCH shared that he had worked for Costco for seven years as a cashier dealing with the public and in his experience the days of criminals and outlaws being associated with tattoos is gone.

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE

COMMISSIONER HANSON stated we're about halfway through the MOU with Worley Fire. I recall a discussion prior to the MOU about forming a JPA. I was wondering if there's still interest in doing that because I'm very interested in it. COMMISSIONER HAUSER stated that it was the lawyer that didn't want the JPA. CHIEF SNEVE stated that if there was a JPA in place it would give the chiefs more management ability. Our attorney Chuck Lempesis went down with cancer and was unable to finish the JPA agreement so he turned it over to John Cafferty. Chuck thought that John Cafferty had experience doing JPA's but apparently, he doesn't. With the JPA in place it gives the chiefs more management rights. Our intent is to meet with both legals and start moving forward with a Joint Powers Agreement; we want to get that in place soon.

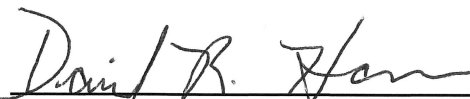
ADMIN ASST SARANTO stated we need to schedule a budget workshop sometime in July. After a brief discussion it was decided on Wednesday July 17, 2019 at 6pm.

ADJOURNMENT

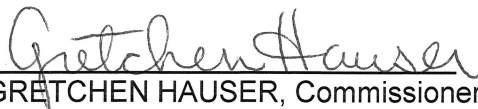
COMMISSIONER MUNDT moved to adjourn the meeting; COMMISSIONER HAUSER 2nd. **Motion carried 7:29 P.M.**



LARRY MUNDT, Chairman



DAN HANSON, Commissioner



GRETCHEN HAUSER, Commissioner

ATTEST BY:



Carmen Saranto, District Secretary



Chiefs Report

June 2019

- Installed new Carburetor on B452 pump 05/29
- Worked on 492 Fuel Filters 05/29
- Deputy Chief Maines last day 05/30
- Deputy Chief Templeton's first day 06/03
- 492 to Elephant Boy's in Spokane for motor issues 06/04
- Assisted with Yard Sale starting 06/05. Yard Sale completed 06/08
- Performed on-site road and cistern inspection for residence off of Conklin Rd. 06/06
- Rockford Auto installed new Brakes on 496 06/12
- Serviced 498 06/13
- Attended Funeral service for Chief Welch 06/15
- Mr. Maines met with Deputy Chief Templeton at Sta. #1 06/17
- Picked-Up 492 from Elephant Boys. Crew placed 492 at Fire Boat dock 06/18
- Ordered Propeller for 492 06/19
- Picked-Up District files from Lempeis office 06/19
- Performed misc. repairs to apparatus and Equipment
- Signed a few Building Permit Apps., C/O sign-offs, and conducted 3 On-Site Road inspections

Next Month

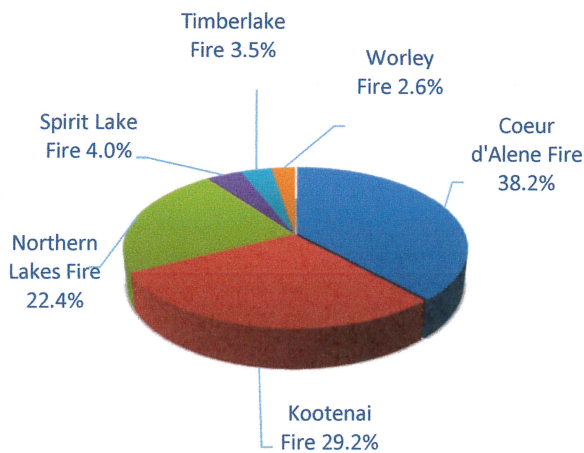
- Install Propeller on 492
- Start preparing for Budget Workshop
- Attend Fourth of July Celebration at Sun-Up 07/03

KCEMSS - FY 2019 Billable Call Information By District

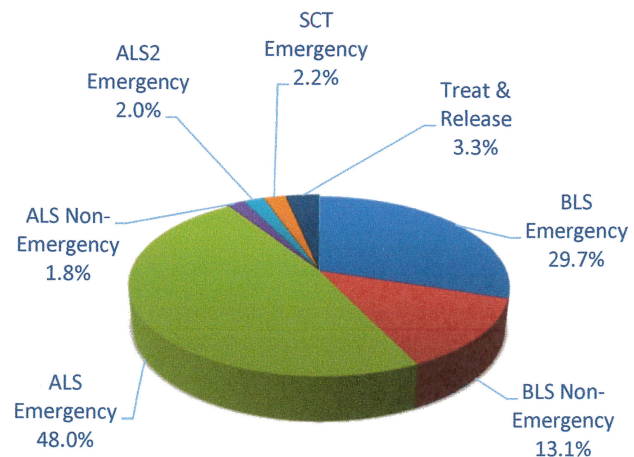
Note: This is gross revenue before contractual adjustments and bad debt writeoffs. For average collected revenue multiply by 51%.

District:	First 6 Months		APRIL 2019		MAY 2019		YTD					
	Oct'18 - Mar'19		Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	FY2019 YTD Calls	FY2019 YTD Gross Charges	Avg. Gross Billing	% of Calls
M31	876	\$ 674,570										
A32	1,296	\$ 972,234	226	\$ 168,531	237	\$ 177,676	1759	\$ 1,318,441				
A33	38	\$ 30,022	9	\$ 8,624	3	\$ 639	50	\$ 39,285				
Coeur d'Alene:	2210	\$ 1,676,826	374	\$ 284,116	392	\$ 296,587	2976	\$ 2,257,529	\$ 759	42.2%	38.2%	
M11	719	\$ 617,301	131	\$ 110,636	125	\$ 105,655	975	\$ 833,592				
A12	44	\$ 12,161	8	\$ 2,542	11	\$ 2,449	63	\$ 17,152				
M13	775	\$ 649,346	133	\$ 113,305	133	\$ 114,408	1041	\$ 877,059				
Kootenai:	1,538	\$ 1,278,808	272	\$ 226,483	269	\$ 222,512	2079	\$ 1,727,803	\$ 831	29.5%	29.2%	
M51	640	\$ 524,735	115	\$ 94,064	105	\$ 86,031	860	\$ 704,830				
A53	9	\$ 4,782	1	\$ 611	4	\$ 1,356	14	\$ 6,749				
M52	444	\$ 468,988	56	\$ 59,172	68	\$ 85,205	568	\$ 613,365				
Northern Lakes:	1,093	\$ 998,506	172	\$ 153,847	177	\$ 172,592	1442	\$ 1,324,945	\$ 919	20.5%	22.4%	
EMS 81	168	\$ 189,005	32	\$ 34,093	14	\$ 14,844	214	\$ 237,943				
EMS 82	-	\$ -	0	\$ -	0	\$ -	0	\$ -				
Spirit Lake:	168	\$ 189,005	32	\$ 34,093	14	\$ 14,844	214	\$ 237,943	\$ 1,112	3.0%	4.0%	
EMS 61	147	\$ 152,274	15	\$ 15,149	33	\$ 33,564	195	\$ 200,986				
EMS 63	5	\$ 4,993	0	\$ -	0	\$ -	5	\$ 4,993				
Timberlake:	152	\$ 157,267	15	\$ 15,149	33	\$ 33,564	200	\$ 205,979	\$ 1,030	2.8%	3.5%	
EMS 41	103	\$ 114,218	16	\$ 18,133	18	\$ 20,202	137	\$ 152,552				
EMS 42	-	\$ -	0	\$ -	0	\$ -	0	\$ -				
Worley Fire:	103	\$ 114,218	16	\$ 18,133	18	\$ 20,202	137	\$ 152,552	\$ 1,114	1.9%	2.6%	
Hauser Lake:	1	\$ 925	0	\$ -	0	\$ -	1	\$ 925	\$ 925	0.0%	0.0%	
SYSTEM TOTAL:	5264	\$ 4,415,554	881	\$ 731,821	903	\$ 760,301	7049	\$ 5,907,676	\$ 838	100%	100%	

% OF GROSS REVENUE GENERATED BY DISTRICT



TYPES OF CALLS



KCEMSS - Emergency 9-1-1 Calls vs. Non-Emergent Facility to Facility Calls - FY2019 + Prior Year Comparison

(*Note - this is gross revenue. After contractual adjustments and bad debt write off - approximately 51% of this will be collected)

DESCRIPTION	FY2015			FY2016			FY2017			FY2018			FY2019		
	Calls	Gross Rev.	% of Calls:	Calls	Gross Rev.	% of Calls:	Calls	Gross Rev.	% of Calls:	Calls	Gross Rev.	% of Calls:	Calls	Gross Rev.	% of Calls:
	Oct - May			Oct - May			Oct - May			Oct - May			Oct - May		
Emergency:															
BLS EMERG BASE RATE	2,218	\$ 1,305,714	37%	1,854	\$ 1,129,467.00	29%	2,459	\$ 1,483,652	36%	2,713	\$ 1,632,087	38%	2,091	\$ 1,293,493	30%
ALS EMERG BASE RATE	2,349	\$ 1,781,577	39%	3,192	\$ 2,492,857.00	50%	2,885	\$ 2,249,325	42%	2,886	\$ 2,252,533	40%	3,380	\$ 2,720,676	48%
ALS2 EMERG BASE RATE	173	\$ 149,050	3%	165	\$ 146,613.00	3%	191	\$ 170,714	3%	171	\$ 150,723	2%	142	\$ 129,392	2%
TREAT - NO TRANSPORT	141	\$ 29,300	2%	174	\$ 40,025.50	3%	177	\$ 42,106	3%	226	\$ 48,540	3%	234	\$ 53,253	3%
Mileage & Drug Split:		\$ 561,031			\$ 675,475.91			\$ 707,518			\$ 730,139			\$ 719,546	
	4,881	\$ 3,826,671	82%	5,385	\$ 4,484,438.41	84%	5,712	\$ 4,653,314	84%	5,996	\$ 4,814,022	84%	5,847	\$ 4,916,359	83%
Non-Emergent & CCT:															
BLS NON EMERG BASE RATE	798	\$ 443,950	13%	802	\$ 453,365.00	12%	875	\$ 493,970	13%	848	\$ 477,926	12%	923	\$ 532,994	13%
ALS NON EMERG BASE RATE	93	\$ 68,500	2%	95	\$ 71,997.00	1%	100	\$ 75,808	1%	137	\$ 102,588	2%	127	\$ 98,813	2%
SCT EMERG BASE RATE	185	\$ 194,300	3%	142	\$ 151,377.00	2%	137	\$ 148,885	2%	184	\$ 194,052	3%	152	\$ 166,148	2%
Mileage & Drug Split:		\$ 217,617			\$ 167,231.89			\$ 185,603			\$ 185,811.86			\$ 193,362	
	1,076	\$ 924,367	18%	1,039	\$ 843,970.89	16%	1,112	\$ 904,267	16%	1,169	\$ 960,378	16%	1,202	\$ 991,317	17%
total to date:	5,957	\$ 4,751,039		6,424	\$ 5,328,409.30		6,824	\$ 5,557,581		7,165	\$ 5,774,399		7,049	\$ 5,907,676	

Emergency Calls: (149) Down from previous year
Non Emergency Calls: 65 Up from previous year
CCT Calls: (32) Down from previous year

Billable Call Increase (Decrease) Total: (116) Down from previous year
Billable Call Increase (Decrease) %: -1.6% Down from previous year

Gross Revenue Increase (Decrease): \$ 133,277 Up from previous year
Revenue Increase (Decrease) %: 2.3% Up from previous year

(Note: This is a comparison to prior year and does not take the budget into account)

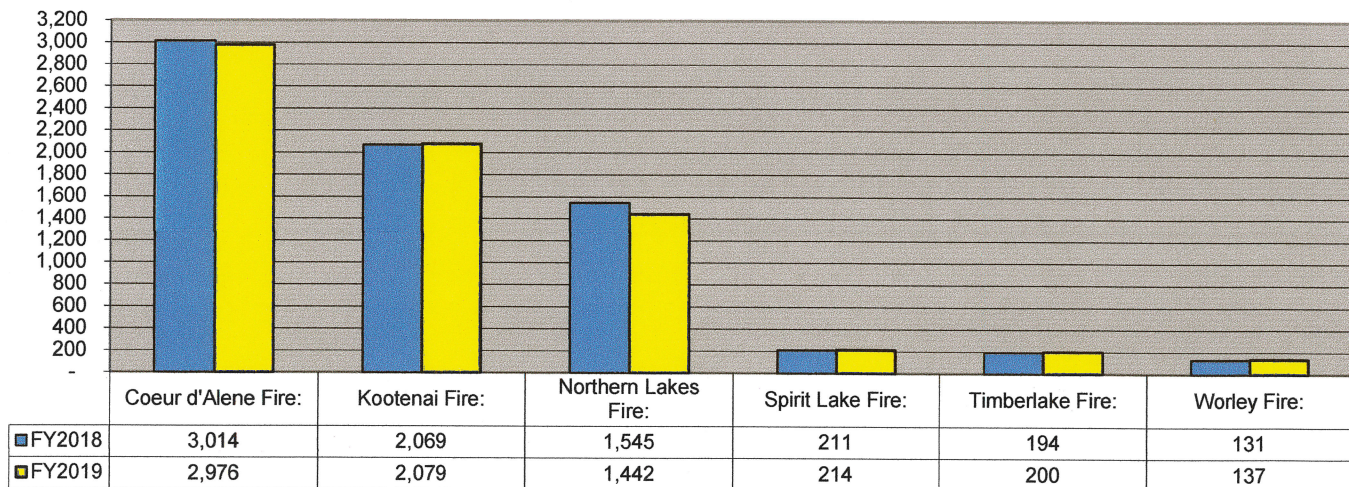
Revenue Increase due to Rate Increase: \$ 175,209 3.0%
Revenue Increase (Decrease) due to Call Volume Increase (Decrease): \$ (93,486) -1.6%
Revenue Increase (Decrease) due to Level of Service Shifts: \$ 51,554 0.9%
\$ 133,277 2.3%

Year to Date Deficit in Gross Revenue compared to Budget: \$ (334,450)

KCEMSS - Billed Calls & Gross Revenue - 8 Month Comparison

Agency / Unit:	FY2018			FY2019			Increase (Decrease) in # of Billed Calls:	%	Increase (Decrease) in Gross Amb. Revenue:	%
	Oct - May			Oct - May						
	Calls Billed	Charges	Avg Bill	Calls Billed	Charges	Avg Bill				
M31	1,186	\$ 880,305		1,167	\$ 899,804					
A32	1,780	\$ 1,259,760		1,759	\$ 1,318,441					
A33	48	\$ 17,228		50	\$ 39,285					
Coeur d'Alene Fire:	3,014	\$ 2,157,293	\$ 716	2,976	\$ 2,257,529	\$ 759	-38	-1.3%	100,236	4.6%
M11	977	\$ 815,658		975	\$ 833,592					
A12	47	\$ 21,111		63	\$ 17,152					
M13	1,045	\$ 848,201		1,041	\$ 877,059					
Kootenai Fire:	2,069	\$ 1,684,969	\$ 814	2,079	\$ 1,727,803	\$ 831	10	0.5%	42,834	2.5%
M51	893	\$ 700,044		860	\$ 704,830					
A53	11	\$ 29,265		14	\$ 6,749					
M52	641	\$ 633,800		568	\$ 613,365					
Northern Lakes Fire:	1,545	\$ 1,363,110	\$ 882	1,442	\$ 1,324,945	\$ 919	-103	-6.7%	(38,165)	-2.8%
EMS 81	209	\$ 230,941		214	\$ 237,943					
EMS 83	2	\$ 2,152								
Spirit Lake Fire:	211	\$ 233,092	\$ 1,105	214	\$ 237,943	\$ 1,112	3	1.4%	4,851	2.1%
EMS 61	191	\$ 189,636		195	\$ 200,986					
EMS 63	3	\$ 2,688		5	\$ 4,993					
Timberlake Fire:	194	\$ 192,324	\$ 991	200	\$ 205,979	\$ 1,030	6	3.1%	13,655	7.1%
EMS 41	131	\$ 142,342		137	\$ 152,552					
EMS 42	-	\$ -								
Worley Fire:	131	\$ 142,342	\$ 1,087	137	\$ 152,552	\$ 1,114	6	4.6%	10,210	7.2%
Hauser Lake Fire:	1	\$ 1,269		1	\$ 925		0		(344)	
System Total:	7,165	\$ 5,774,399	\$ 806	7,049	\$ 5,907,676	\$ 838	-116	-1.6%	133,277	2.3%

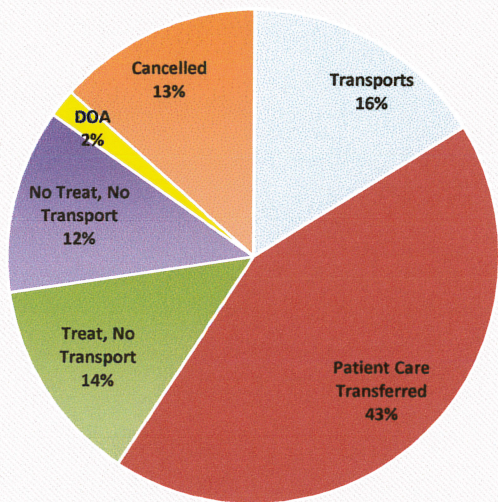
Billed Calls By District - Comparison FY18 vs. FY19



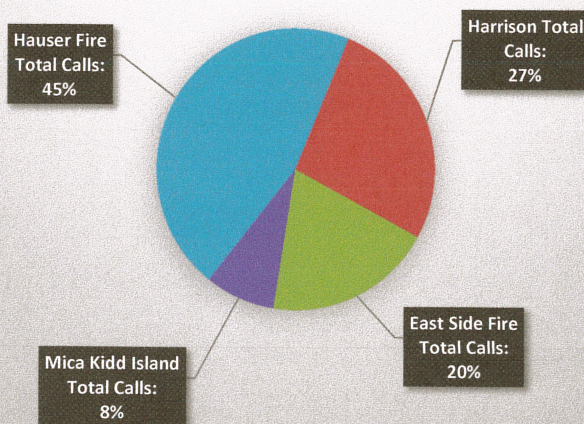
FY2019 - KCEMSS OUTLYING AGENCY RESPONSE DATA

Agency	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Year to Date
Harrison Total Calls:	9	6	8	5	6	8	8	9	0	0	0	0	59
East Side Fire Total Calls:	5	6	8	3	6	3	3	9	0	0	0	0	43
Mica Kidd Island Total Calls:	1	4	2	2	4	5	0	0	0	0	0	0	18
Hauser Fire Total Calls:	12	18	14	13	11	10	11	11	0	0	0	0	100
Totals:	27	34	32	23	27	26	22	29	0	0	0	0	220

Disposition Breakdown



FY2019 - CALLS YEAR TO DATE BY AGENCY





Worley Fire Protection District

Dedicated to the Protection of Life and Property

31541 S Highway 95, Worley, ID 83876
Office: 208.686.1718 *** Fax: 208.686.1191

Deputy Chief
Ron Templeton
rtempleton@worleyfire.com

Monthly Report

1. Responses:

- a. Fire: We responded to 4 non EMS related calls as of 6/20/19
- b. EMS: We have responded to 20 EMS related calls as of 6/20/2019
- c. Calls to Date: 2018-195; 2019-206...5.64% increase from last year at this time.

2. Operations:

- a. Fire Boat 493: Was not running properly and sent to shop for repairs. Upon return lost prop on test run, Chief Sneve is working with Elephant Boys on repair/replacement.
- b. Hydrant testing MOU: Attempted to enter into an MOU with City of Worley for them to test and maintain their own hydrants but failed vote at City Council. We will continue the testing with their assistance.
- c. Hose testing: Hose testing is complete. Tower is empty and hose rolled. Hose back on engines.
- d. Hydrant testing: Currently finishing up Forest Hills which only leaves City of Worley. Estimated approx. 2 weeks till all hydrant testing is completed.
- e. Ladder Testing: Chief Sneve is working with Diversified Testing to get our ladders and Ladder truck test so they are compliant. Date TBD but should be fall-ish timeframe.
- f. Pump Testing: Larson Pump Testing will be testing pumps later this summer. Awaiting tentative test dates.
- g. FF Walker: FF Jessica Walker passed probation and is a full member.

3. Training:

- a. Training Calendar: A training calendar has been created and is in beta testing. As soon as I know it works without any glitches I will be sharing with all members of the department.
- b. Monthly Trainings: Monthly trainings have been created and are on the calendar thru December 2019.
 - i. We will be working 1410 drills for the next couple of months.

- ii. Need to up the frequency of EMS training for EMT qualified members.
Will

4. Projects:

- a. Burn Control Room: No forward progress has been made on the burn control room. I will be upping its completion on our priority list.
- b. Fire Programs: We are currently in the process of updating our Fire Programs database to the most recent version..."WildFire" We are building the test database now and should be able to go live in by the 1st of September.

5. Budget:

- a. Operating Budget:
 - i. Payroll: We are at 73.9 % of projected coming into the 4th quarter of the year. We are slightly over allotted OT budget but will within total payroll budget. There are not projected long term OT projections between now and the end of fiscal.
 - ii. Bunker Gear: We will need to address the lack of bunker gear. We may need to dip into savings to procure some additional gear for new members.
 - iii. Infrastructure: We will need to outline facility capability and needs for the resident program anticipated beginning in fall of 2020.
 - iv. FY20 Budget Planning: We will begin FY20 budget planning within the next 30 days.