

Spirit Lake Fire Commissioner Meeting Minutes	06/16/2021
	9:00 AM
	SLFPD Station 1 Training Room

Meeting called by	Commissioner Michael Sexsmith
Type of meeting	Regular Meeting
Facilitator	Commissioner Michael Sexsmith
Note taker	District Secretary Tammy May
Attendees	Commissioners: Dave Esterly and Mike Sexsmith. Commissioner Mark Miller was absent. Fire Chief John DeBernardi. District Secretary/Treasurer Tammy May
Pledge of Allegiance:	Commissioner Dave Esterly
Public comments:	There were no members of public in attendance.
Agenda change:	None.

Agenda Topic:	Additions/Deletions/Corrections/Approval of Minutes – June 9, 2021
Presenter:	N/A
<p>COMMISSIONER SEXSMITH made a motion to approve and sign the minutes for June 9, 2021. COMMISSIONER ESTERLY seconded. Roll call was taken:</p> <p>Commissioner Esterly – Yes Commissioner Miller – Absent Commissioner Sexsmith – Yes</p> <p>The motion carried.</p>	
Conclusion:	<i>The minutes for June 9, 2021 were approved and signed.</i>

Agenda Topic:	Fire Chief Report
Presenter:	Fire Chief John DeBernardi
<ol style="list-style-type: none"> 1. <i>Vehicle Updates:</i> Transmission on 862 is still leaking and the vehicle needs to be taken back. All other vehicles are in service. 2. <i>Hiring List Update:</i> The new hire, Elijah Hoisington, has initiated training with FIRE CHIEF DEBERNARDI. 3. <i>Mock DUI:</i> The event was held and went well. Timberlake Fire participated. The Spokane Sheriff's office had a flyover with their helicopter. The crews performed extrication with the new extrication equipment and that went well. 4. <i>Inspection/Planning Reviews:</i> FIRE CHIEF DEBERNARDI stated he did not have numbers for Bonner or Kootenai County, but the growth has continued. He has had multiple kickbacks from at least 6 to 8 projects he has given recommendations on. The counties seem to be overwhelmed. 5. <i>Quail Ridge:</i> FIRE CHIEF DEBERNARDI did a review on a project and stated that the District did not want splits of 10 acre lots to 5 acre lots as this is over the density stated in the 2018 Fire Code. 	

He has spoken with the State Fire Marshal about this issue. He will write a letter to the planning department stating this is out of compliance with the fire code and that he will not be signing off on these subdivisions. Quail Ridge is at a critical level and the county must assume the responsibility.

6. *New Subdivision:* There is a new subdivision in Hoodoo on Cricket Loop. The developers did take FIRE CHIEF DEBERNARDI's recommendations and has nice paving with proper access/egress.
7. *Blanchard:* Daum has punched in a big road, but it is still single access/egress. FIRE CHIEF DEBERNARDI did flag this to the planning office, but his comments were ignored.
8. *Kerr Oil Project:* This project is moving forward. There is logging on the property and the water line extension has started.
9. *Food Truck:* The Taylor Food Truck on 5th and Rhode Island is moving forward. They will extend the water line from 6th to Hwy 41 and will put another fire hydrant at Hwy 41.
10. *Industrial Park:* Inland Paving will put in a paving facility, there is no further information on exactly what this will be. There will also be a 10,000 square foot steel structure that will be manufacturing high performance truck parts.

Conclusion:	<i>None.</i>
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Agenda Topic:	Firefighter Report
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Presenter:	N/A
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Discussion: The Board reviewed the Firefighter Report for May. There were 56 medical calls, 32 fire calls, 7 motor vehicle calls, and 9 calls for service for a total of 104 calls. FIRE CHIEF DEBERNARDI informed the Board the call volume has increased, there have not been any report kickbacks, and the crews have received good feedback. Chief Geilenfeldt from KCEMSS provided mandatory training on the new protocols for all EMTs. The crews liked the format, and this will continue. The officers have been tasked with developing annual training plans and training is done on shift.

Conclusion:	<i>None.</i>
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Agenda Topic:	New Business – Discussion about Commissioner Position #2
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Presenter:	n/a
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Discussion: There have been no further updates, and this will be discussed at the July 14, 2021 meeting.

Conclusion:	<i>None.</i>
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Agenda Topic:	Old Business – Discussion about Rank Consolidation
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Presenter:	n/a
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Discussion: We will have a draft job description and draft MOU at the July 14, 2021 meeting.

Conclusion:	<i>None.</i>
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Agenda Topic:	New Business – Discussion about Fire Chief position
Presenter:	n/a
Discussion: CHIEF DEBERNARDI presented a draft job announcement for the Board to review. The deadline for applications will be August 31, 2021, and the position will remain open until filled. The Board approved the job announcement. The job description and application will be presented at the July 14, 2021 Board meeting.	
Conclusion:	<i>None.</i>

Agenda Topic:	Announcements
Presenter:	N/A
<ul style="list-style-type: none"> • None 	
Conclusion:	<i>None.</i>

Executive Session	
<p>COMMISSIONER SEXSMITH made a motion, seconded by COMMISSIONER ESTERLY, to enter executive session pursuant to provisions of Idaho Code 74-206 Sub Section 1 (a) to discuss the annual employee evaluation for Tammy May.</p> <p>COMMISSIONER SEXSMITH called for a roll call vote:</p> <p>Commissioner Esterly – Yes Commissioner Miller – Absent Commissioner Sexsmith – Yes</p> <p>Motion carried. Executive Session entered at 10:30 AM.</p> <p>COMMISSIONER SEXSMITH made a motion, seconded by COMMISSIONER ESTERLY, to exit Executive Session and reconvene the Regular Meeting.</p> <p>Motion carried. Executive Session ended at 10:40 AM. There was a discussion about Tammy May’s employee evaluation. No decisions were made.</p>	

Adjournment

The Meeting was adjourned upon the motion of COMMISSIONER ESTERLY and as seconded by COMMISSIONER SEXSMITH at 10:40 AM. COMMISSIONER SEXSMITH called for a roll call vote:
ROLL CALL VOTE:

Commissioner Esterly – Yes
Commissioner Miller – Absent
Commissioner Sexsmith – Yes

Motion carried.

Spirit Lake Fire Protection District, Fire Commissioners

Attest: Tammy May, District Secretary



Approved:

Chairman, Commissioner District #2 Mark Miller _____

Commissioner District #1 Dave Esterly Dave Esterly

Commissioner District #3 Mike Sexsmith Mike Sexsmith

BOARD ACTION:

- *The minutes for June 9, 2021 were approved and signed.*

FOLLOW UP:

- *None*