

EPLFD Meeting Agenda January 9, 2021 - 9:00AM  
48 East Lake Trout Lane, Coolin, ID 83821

Attendance: Commissioners Tom Clevenger, Jennifer Seaman, Ann McKinstry, Fire Chief Tom Renzi, Assist. Chief Dave Tewel, Secretary Candace Mumm, residents Mark Houk, Scott Beck. Some members joined virtually by Zoom.

1. Chair Clevenger opened the meeting with a welcome and declared a quorum.
2. Comm. McKinstry moved to approve the minutes of December 12<sup>th</sup>, 2020. Comm. Seaman seconded. Passes 3-0.
3. Contract for Services-Chief Renzi/Comm. McKinstry
  - A. Following a meeting earlier this month with West Priest Lake Fire District, WPLFD Chief Tim Ventress has drafted an annual agreement for a per call fee for their fire boat which is closest by water to most structures in the EPLF. Rates proposed are: Cancelled call- \$100, Fire other than structure \$200, Structure \$400. Commissioners discussed and would like final draft to go to an attorney prior to approval.
  - B. CCBFD Update- Comm. McKinstry met with Chief Smith. They are pleased and thankful for our volunteer turnout. Cordial meeting. Communicated CCBFD is not able to offer a fee-based pay agreement for fire services at this time for staffing, gear and communication reasons. Could entertain an annual lump sum payment or they would prefer applying their levy rate to our district users to arrive at that sum. CCBFD has an extra engine our volunteers could use until CCBFD backup arrives (estimating it would take 1 hour for a staffed CCBFD rig to get to EPLFD)
  - C. NNFD—Fire Chief Teal Sutherland is open to and eager to work with us. Andrew is assistant chief. Collaboratively wrote up a beginning draft for automatic aid. Automatic aid means if our district gets the call for help in our district, NNFD would automatically be substituted, as it is under contract. Definition of auto-aid is assistance that is dispatched by a contractual agreement between two fire departments. Contracts should look the same. Sec. Mumm to get boilerplate from a Spokane area district to assist with template contract language. Comm. McKinstry attended the NNFD meeting. All three NNFD commissioners, the Chief, and Assist. Chief were in attendance and reviewed the document at the meeting. Lots of questions. Insurance liability for structure fire truck/pumper out of district was one. Discussed time out of district on calls. For instance, a house fires can be 4-10 hours and then a recheck the next day. Chiefs Renzi, Tewel and Comm. Clevenger are to attend NNFD training later in the day and will discuss with these issues NNFD staff to get clarity. Need to pursue full coverage if possible.
4. Treasurer's Report- Chair Clevenger

Received the loan for \$7,500 from PLCOA and a check from an individual for \$100 which brings our total current balance to \$14,835.91. No distribution of expenses for the month. This brings the total of \$10,000 that is subject to being repaid as

loans by Dec. 31 2022. Thank you notes are needed and Sec. Mumm will work with the Chair to get those sent out.

5. Newsletter Update- Comm McKinstry  
Working on second draft. Estimating it will go out in late Winter/Early Spring. Comm. Seaman and Sec. Mumm working on draft language on evacuation and fundraising sections. Needs a photo from each of us for the About Us section with possible biographies/features in the future for our EPLFD Newsletter, future Website and Facebook. Please send to Sec. Mumm or Comm. McKinstry individually.
6. Fire Chief's Report- Chief Renzi
  - A. Fire- A chimney fire occurred at the maintenance area at Indian Creek State Park. One of three cabins on site. Fire in the wood stove from blockage in a pipe. Smoke came inside and park worker called 911. It toned out CCBFD and NNFD. Dispatch tones out District that is closest, hoping that somebody would be willing to respond. Our volunteers and David Van Ness responded. Dep. Chief NNFD, Andrew volunteered. Discovered Park radios don't have Sundance on their frequency. Need to add to the Park radios. Temporary numbering system being used. New numbering system coming on. Dispatch is revamping ID numbers.
  - B. Training- CCBFD Cancelled this month. As mentioned previously Chiefs and Comm. Clevenger attending NNFD training later in the day on size-up tactics.
7. Evacuation Plan- Comm. Seaman  
An evacuation plan with phone numbers has been worked up with an internal staff version and an external public version. This has become vitally apparent after last year's windstorm and the past threat of wildfire. More work may be necessary on a regional basis for a fuller plan and there will be a need to share the information with the public so they are familiar with the plans. Comm. Seaman is managing this and needed to be excused from the rest of the meeting for work duties.
8. Logo-Comm. McKinstry  
Close to finalizing. Now has Pantone colors from the artist for use on a variety of materials. Will be included in the newsletter. Shows images of the lake, forest, cabins, a fire boat and fire apparatus.
9. Open Meeting training- All  
The attorney general held online training about how to hold public meetings during the pandemic. Many watched from EPLFD. Suggested we add the mask requirement to our notice, the 10-person restriction in the meeting room and our zoom link to attend virtually. Suggested having a contingency plan for terminating a meeting when we have technological interruptions. It was agreed to endeavor our minutes be in draft form 7 days after our meetings for review before finalization/vote at our subsequent meeting.

10. New business—

A. Idaho State Fire Commissioner Association (ISFCA) offers some personal benefits if Commissioners would like to pursue. Information has been shared with commissioners via email. Along with joining the association, the district is to receive one hour of legal advice for free with association, worth \$180/hourly. Comm. Clevenger will complete forms to join with the assistance of Comm. McKinstry who will fill out the form and send to Sec. Mumm to send on.

B. Consider contracts review- Commissioners wants to contact ISFCA to give guidance on legal help to keep attorney's fees down.

C. Some EPLFD staff and district members attended the Bonner County Priest Lake Sub Area planning committee meeting in early January. Sec. Mumm testified and offered future assistance. The PL Sub Area Planning group is to wrap up its work by April 1. Realtor Steve Mumm will ask to join the Priest Lake Sub Area planning group as a volunteer to assist.

D. Comm. McKinstry has been in conversation with North Bannock Fire District near Pocatello. Comm. Roy Allen and Chief J.R. Farnsworth have been very helpful and have experience in bonds and levy requests. She is interested in inviting Chief Farnsworth of them to come to our next meeting and talk for 15 minutes and plans to do so.

E. Chief Renzi announced EPLFD Volunteers need to contact Chief Smith at to make sure they are on CCBFD roster for insurance reasons.

F. Chief Renzi announced he estimates we need to buy half a dozen portable radios by April. Assist. Chief Tewel is to get prices and research.

G. Discussion of moving the regular meeting from Saturdays to a T-W-Th weeknight at 7pm, especially when summer time hits. Preference by chiefs is not Saturdays. Location is an issue in the summertime. Until pandemic is over using the park is problematic. No decision at this time.

H. Hydrant flow has been checked at Indian Creek Park. NNFD has checked it. Excellent flow. Two hydrants, 38,000 gallons of water.

I. Discussion about getting pandemic vaccine shots as Idaho first responders at Newport Hospital. CCCBFD Chief Smith is coordinating with Chief Renzi who will follow up.

J. In the ISFCA accidental death insurance policy per employee and volunteer in the district. ADD insurance is \$30 per employee or volunteer in the district for coverage. Volunteers could benefit from the coverage: \$25,000 accidental death and \$50,000 line of duty. Comm. Clevenger will contact the ISFCA and/or the company providing. Questions about who is named in the liability policy. Staff may not be included. Comm. McKinstry believes our volunteers are covered under CCBFD ADD protection. Need to pursue. She will check with CCBFD.

K. Chair Clevenger moved to adjourn. Comm. McKinstry seconded. Passes 2-0.

Next meeting is Feb 13<sup>th</sup>, 2021. Same time. Same location.