



**EAST PRIEST LAKE FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
December 19, 2024 at 6:30 P.M.
48 E Trout Lane, Coolin ID 83821
In Person or Join Meeting by Zoom**

MEETING MINUTES

Welcome - (Commissioner Clevenger) The meeting was called to order by Commissioner Clevenger at 6:32 P.M. Commissioner Tom Clevenger (zoom), Commissioner Ann McKinstry (phone), Commissioner Keith Hanson, Chief Tom Renzi, Secretary Jaime Yob, and Auditor Dave Decoria (zoom).

Declaration of Quorum - (Commissioner Clevenger) quorum present

ACTION ITEM

Approval of October 17, 2024 Meeting Minutes - (Commissioner Clevenger) Minutes reviewed by Commissioners. Motion by Commissioner Hanson: move to approve minutes for Oct 17, 2024 meeting. Seconded by Commissioner McKinstry. Minutes approved.

REPORTS

Financial Report ACTION ITEM - (Secretary) Before the meeting all Commissioners, Chief and Assistant Chief were provided with a to-date Balance Sheet, Check Registers and Oct & Nov STCU & ICCU Statements. Secretary gave a financial report for Oct & Nov to include total assets, income received and bills paid. All questions answered. STCU account is not used and Seaman credit card needs to be closed. Recommendation to close both accounts. All commissioners agreed. Commissioner Clevenger will take care of the changes. Motion by Commissioner McKinstry: move to approve statements, bills and reports as presented for Oct & Nov 2024. Commissioner Hanson seconded. Financial report approved.

Next discussion was under Audit.

Fire Chief's Report - (Chief Renzi)

REPORTS: Chief requests that all incidents and training be documented in detail if he is not present or delegates said task.

RECENT INCIDENT: Discussed response to call 10/28/24. Extraction equipment was needed that was not available for this call. New or improved equipment to be assessed and obtained, as needed. Assistant Chief Twel to review two possible grants and he will report out his findings.

TRAINING: Totals for 2024- 386 hours.

MISC: Roster updated & emailed out to the group. Assistant Chief Twel is researching apparatus necessary to draft water straight out of the lake for refilling equipment. Discussed cisterns placed in different areas in CCBFPD which EPLFD can look into also doing in the future.

OLD BUSINESS

Fire Boat Update Trays for the attack line are complete. Chief to confirm production timeline.

Land Update Commissioner Clevenger gave an update. PPOA is still discussing proposed lease agreement. Next it will be sent to IDL to review and after that sent to EPLFD for review.

NEW BUSINESS

Audit Auditor Dave Decoria went over FY23 audit. All questions answered.

Dave left after this part in the agenda around 7 P.M.

ISRB Newsletter Recommendations Prior to the meeting everyone was forwarded a copy of the most recent newsletter. Commissioner McKinstry discussed the newsletter. Two things EPLFD should be working on: records in digital format [examples include: training, apparatus, equipment maintenance/testing, building inspections, public safety education] and SOPs developed and updated every 5 years [examples include: response on apparatus, apparatus inspection/maintenance, automatic/mutual aid operation, personnel response]. These recommendations should be taken into consideration as EPLFD moves toward a fire rating review.

ISFCA Membership Discussed 2025 membership packet received. All commissioners agreed to renew membership.

Kudos/Comments/Concerns Next annual Idaho Chief's meeting is in Sun Valley, ID. Chief will not attend this year. Extended the invitation to Assistant Chief Tewel.

Adjourn Motion by Commissioner Hanson: move made to end the meeting at 7:25 P.M. Commissioner McKinstry seconded and the meeting was ended.

Next Regular Meeting February 20, 2025 6:30 P.M. at 48 East Lake Trout Lane, Coolin, ID 83821
Come to our convenient Fire Training in Coolin 1st Saturdays 9 A.M. and 3rd Wednesdays 6 P.M.
Contact Chief Tom Renzi at (509) 638-9388 for more info!