

**CASCADE RURAL FIRE PROTECTION DISTRICT  
REGULAR COMMISSIONER'S MEETING MINUTES  
October 14, 2021**

Commissioner Larry Scarborough called the commissioner's meeting of the Cascade Rural Fire Protection District to order at 5:35 p.m. at the 109 East Pine Street Fire Station.

The following Cascade Rural Fire Protection District officials were present: Commissioner Larry Scarborough, Commissioner LaDawn Saxton, Commissioner Mike Arnold, Fire Chief Steven Hull, Emergency Medical Services Director Keri Rueth and Secretary / Treasurer Pam DeChambeau.

Larry Scarborough made a motion to amend the agenda to add approval of a fire protection services agreement, and Mike Arnold seconded the motion. Motion carried.

Mike Arnold made a motion to approve the agenda as amended, and LaDawn Saxton seconded the motion. Motion carried.

LaDawn Saxton made a motion to approve the minutes of the September 9, 2021 regular Commissioner's meeting, and Larry Scarborough seconded the motion. Motion carried.

Larry Scarborough made a motion to approve the Treasurer's Report and payment of the bills dated October 14, 2021, and LaDawn Saxton seconded the motion. Motion carried.

**UNFINISHED BUSINESS:**

Steve Hull reported Valley County Commissioners approved to establish a Development Impact Fee Advisory Committee and reported the City of Cascade Development Impact Fee Advisory Committee will begin meeting in November. Reported the asphalt paving project at the 109 East Pine Street fire station will be completed in the next couple of weeks. Reported on receipt of an Idaho Fire Chiefs Association Fire Fighter License Plate grant in the amount of \$1,224.00 to purchase a laptop computer for training. Reported on researching the process to increase the fire district tax levy and reported on the success of North Idaho County's tax levy override election. Reported on the time needed to inform voters of the reasons and plan for an increase in the fire district tax levy.

Keri Rueth reported on attending the prebuild meeting for the new ambulance in Chehalis Washington in September. Reported on reviewing the specifications and on making modifications and reported a completion date of July 2022. Reported on submitting the emergency medical services fees approved September 9 to the billing agency, Cammack Medical Billing and reported the fees are being charged effective October 1, 2021.

**NEW BUSINESS:**

Steven Hull reported forty-four (44) incidents for the month of September 2021 and reported the average is forty (40). Reported Highway 55 traffic was heavy in September and reported nine (9) motor vehicle accidents in September. Reported on a meeting scheduled for Monday to review the fire plan for a subdivision on the west side of Herrick Hills Subdivision. Reported the woody debris container is at the 109 East Pine Street fire station October 8 to 19. Reported burn season inside the city limits opens October 20. Reported on new hire Patrick Willis, a Paramedic/Firefighter that started September 30, 2021.

Keri Rueth reported on attending the Valley County Emergency Medical Services Administration Council meeting and discussed workplace operations during the COVID-19 pandemic. Reported the Cascade Medical Center's Healthy Aging Population Network committee hired Boise State University to assess the aging population and the estimated completion date for the aging population survey is March 2022. Reported on and requested to hire a new Medical Director and discussed hiring Ron Ellsworth, MD as Medical Director. Discussion followed on the 1991 Ford ambulance declared surplus property September 9.

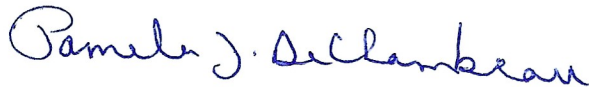
Keri Rueth requested approval to renew the Contract for Use of Services and Equipment, to provide ambulance and emergency medical services, with the Valley County Emergency Medical Services District for the term October 1, 2021 through September 30, 2022, in the amount of \$395,000.00, with no changes to the contract from last year's contract except the amount increasing to \$395,000.00. Reported Valley County is currently reviewing, renewing, and updating the contract. Larry Scarborough made a motion to enter into the Contract for Use of Services and Equipment, to provide ambulance and emergency medical services, with the Valley County Emergency Medical Services District for the term October 1, 2021 through September 30, 2022, in the amount of \$395,000.00, and LaDawn Saxton seconded the motion. Motion carried.

Steven Hull and Keri Rueth presented, reviewed, and compared the employee monthly vacation time and sick time accruals and maximum accruals, and proposed an increase in the monthly and maximum accruals. Proposed 10 hours a month vacation time accrual for 1 to 5 years of employment with a maximum accrual of 200 hours; 13 hours a month vacation time accrual for 6 to 10 years of employment with a maximum accrual of 250 hours; 17 hours a month vacation time accrual for 10 or more years of employment with a maximum accrual of 300 hours. Reported vacation leave will be allowed at a maximum of four (4) consecutive 24-hour shifts. Proposed 8 hours a month sick time accrual with a maximum accrual of 480 hours. Larry Scarborough made a motion to approve the above proposed changes to vacation time and sick time accruals effective October 1, 2021, and LaDawn Saxton seconded the motion. Motion carried. Steven Hull reported on his balance of accrued vacation time and requested to be paid two hundred (200) vacation hours from last year's budget (2020-2021). A motion was made by LaDawn Saxton to approve to payout two hundred (200) vacation hours from the 2020-2021 budget to Steven Hull, and Larry Scarborough seconded the motion. Motion carried.

The fire protection services agreement for 300 and 310 Fairview Lane was presented and reviewed. Mike Arnold made a motion to approve the agreement to provide adequate fire protection for real and personal property located at 300 and 310 Fairview Lane, for Manuel and Claudia Dominguez, for the period October 14, 2021 to December 31, 2021, in the amount of \$67.83, and LaDawn Saxton seconded the motion. Motion carried.

There being no further business, the regular commissioner's meeting of the Cascade Rural Fire Protection District adjourned at 6:22 p.m.

Respectfully submitted,



Pamela J. DeChambeau  
Secretary/Treasurer

Approved:



Larry V. Scarborough  
Chairperson