

**CASCADE RURAL FIRE PROTECTION DISTRICT
REGULAR COMMISSIONER'S MEETING MINUTES
July 8, 2021**

The commissioner's meeting of the Cascade Rural Fire Protection District was called to order by Commissioner Larry Scarborough at 5:32 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.

A motion was made by Mike Arnold to amend the agenda to include Resolution 21-05 declaring vehicle extrication tools surplus property and granting to Warren Fire Department because this item was posted on the agenda less than forty-eight hours prior to the meeting, and LaDawn Saxton seconded the motion. Motion carried.

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

Keri Rueth reported a last name correction, page 3, paragraph 4. A motion was made by Larry Scarborough to approve the minutes of the June 10, 2021 regular Commissioner's meeting with the above correction, and Mike Arnold seconded the motion. Motion carried.

A motion was made by Mike Arnold to approve the Treasurer's Report and payment of the bills dated July 8, 2021, and LaDawn Saxton seconded the motion. Motion carried.

UNFINISHED BUSINESS:

Steven Hull reported the 2001 American General Fire Truck declared surplus property and sold was picked-up from Clear Creek Fire Sub-Station and taken off insurance. Reported the 1992 Kovatch Fire Truck declared surplus property was purchased by Cambridge Fire Department in the amount of \$,1000.00.

Keri Rueth reported on the scheduled Valley County Emergency Medical Services Administrative Council meeting being cancelled due to lack of a quorum. Reported on the plan to review and update the Bylaws and the annual Operating Plan. Reported the Idaho Emergency Medical Services notification of a grant award will be by July 31st.

NEW BUSINESS:

Steven Hull reported 36 incidents for the month of June 2021 and reported the average is 43 for June. Reported on the District website, cascadruralfire.com. Reported on receipt of a Firehouse Subs Public Safety Foundation grant in the amount of \$16,020.00 for vehicle extrication equipment; a battery-operated cutter / spreader, a combination tool, and a random-access machine.

Keri Rueth presented, reviewed, and compared emergency medical services fees, proposed an increase in the emergency medical services fees, and reported the last increase in the fees was September 2017. Proposed a \$50.00 increase in the Treat and Release fee to \$175.00, a \$100.00 increase in the Basic Life Support fee to \$625.00, a \$100.00 increase in the Advanced Life Support 1 fee to \$775.00, a \$100.00 increase in the Advanced Life Support 2 fee to \$875.00, a \$6.00 increase in the mileage fee for 1 to 17 miles to \$17.00, and a \$1.41 increase in the mileage fee for 18 miles and over to \$11.00. Discussed establishing non-resident emergency medical service fees.

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, 13 hours a month vacation time accrual for 6 to 10 years of employment, 17 hours a month vacation time accrual for 10 or more years of employment, with a maximum accrual of 240 hours. Proposed 6 hours a month sick time accrual with a maximum accrual of 240 hours. Reported on time off requests submitted two weeks in advance. Discussed increasing the proposed 6 hours a month sick time accrual to 8 hours a month and increasing the maximum sick time accrual from 240 hours to 480 hours. Discussed establishing a donation or leave sharing program that allows employees to donate accrued vacation or sick time to a general pool to be used by fellow employees who experience medical emergencies or who are affected by major disasters and have exhausted all paid leave available to them.

Steven Hull presented and reviewed current wages, a three percent increase in wages and a six percent increase in wages and proposed a three percent increase in wages effective October 1, 2021. Discussion followed on wages being a priority in the budget, the increase in wages the last two years, and keeping current employees.

Discussion followed on scheduling a special meeting to present the 2021-2022 budget. A special meeting will be held Thursday, July 22, 2021 for the 2021-2022 budget presentation.

Resolution 21-05 declaring vehicle extrication tools surplus property and donating the vehicle extrication tools to Warren Fire Department in the public interest was reviewed. Steven Hull reported on purchasing new vehicle extrication tools five years ago to replace the vehicle extrication tools requesting to be declared surplus property. A motion was made by Larry Scarborough to approve Resolution 21-05 declaring vehicle extrication tools surplus property and granting the vehicle extrication tools to Warren Fire Department in the public interest, and Mike Arnold seconded the motion. Motion carried.

A motion was made by Mike Arnold to approve the agreement to provide adequate fire protection for real and personal property located at 9596 Packer John Road, for Steven and Angeline Simmons, for the period July 8, 2021 to December 31, 2021, in the amount of \$47.28, and LaDawn Saxton seconded the motion. Motion carried.

A motion was made by Mike Arnold to approve the agreement to provide adequate fire protection for real and personal property located at 9734 Moore Drive, for Jason and Jeanne Wendland, for the period July 8, 2021 to December 31, 2021, in the amount of \$103.20, 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 was adjourned at 6:58 p.m.

Respectfully submitted,



Pamela J. DeChambeau
Secretary/Treasurer

Approved:



Larry V. Scarborough
Chairman