

**MINUTES OF THE SPIRIT LAKE FIRE COMMISSIONERS**  
**Regular Meeting**

December 21, 2011

32168 N. 6<sup>th</sup> Avenue, Spirit Lake, Idaho at 4:00 PM (PST)

**CALL TO ORDER:**

**COMMISSIONER MILLER** called the meeting to order at 4:00 PM

**COMMISSIONERS PRESENT:** Commissioners: Mark Miller, Chuck Hodge, and Tom Russell.

**OTHERS PRESENT:** Fire Chief DeBernardi, Fire Marshal Nowacki, Firefighters: John Bartholomew, Jamie Adams, & Mike Avilla; Bookkeeper Brandy Browning.

**Pledge of Allegiance** was led by Chief DeBernardi.

**1. Approval of Minutes (4:00 0 PM):**

**COMMISSIONER MILLER** motioned to approve the minutes from 11/16/11 and 12/7/11 as written; seconded by **COMMISSIONER HODGE** and a vote of aye by all.

**Motion Carried**

**2. Oath of Office (4:05 PM):**

Newly hired FF/EMT Michael Avilla took his Oath of Office. He was sworn in by Commissioner Miller.

**3. Firefighter Report (5:10 PM):**

The Commission reviewed the Firefighter's Report for November:

15 medical calls (45 year to date), 26 fire calls (39 year to date), and 6 motor vehicle calls (10 year to date).

Training for the month of November included: Trauma Assessment, Hypothermia, Avalanche, Responding to growing operations, Altered LOC, Behavioral, Chimney Fires.

Stand-by and Community Events for October included: Football Standby

The Commission and Firefighter Bartholomew discussed changing the reports and separating out Fire from EMS. Brandy and John will work together to redesign the reports.

#### **4. Fire Marshal Report (4:20 PM):**

- a. Fire Marshal Nowacki reported that:

Neither Kootenai nor Bonner County had any building activity.

- b. The District's 700 Gateway has been moved from Station 1 to Station 2. The Gateway is working well at this time.
- c. The Fire Marshal and Fire Chief have both been subpoenaed to testify at the Jaquoet Trail in San Diego the first week of January.

#### **5. Fire Chief Checklist (4:30 PM):**

- a. The Chief is currently working on RIT training with the crews. He is also involved in new hire training with Mike.
- b. Pagers are having a 90% success rate at this time. There are still a few run card issues but Chief is coordinating with Kootenai County 9-1-1 to correct the deficiencies.
- c. Chief reported a few issues with the 700MHz radios but he and the Fire Marshal are trying to figure out if the issues are with the system or radio specific at this time. The Gateway at Blanchard should help with these issues if they are system related.
- d. Chief and Brandy have been working on a map book project. The map binders will be placed in each of the District's apparatus. The books have been well received by the crews. The project will be completed as soon as J.P. Stravens emails all of the small size maps to Chief.

#### **6. Hiring List (4:45 PM):**

Brandy presented her plan to implement the District's FF/EMT Hiring List:

1/8/12 a advertisement for the list will be ran in all the local papers, posted on the District's website and sent to local Fire Departments.

Recruitment will close 3/1/12.

Physical ability testing will be held in late March or April, Chief will schedule the tower.

Written testing will follow within a week or two for all candidates that pass the physical ability test.

The list will then be compiled.

Commissioner Hodge has requested that will also initiate a Paramedic Hiring List. The advertisement for this list will open 1/5/12 and close 3/1/12.

**7. Executive Session- Idaho Code §§ 67-2345 Sub Sections A-F (5:00 PM):**

**COMMISSIONER HODGE** motioned to enter executive session pursuant to provisions of Idaho Code 67-2345, subsection 1(b), seconded by **COMMISSIONER MILLER**.

**Executive Session entered at 5:00 PM.**

**COMMISSIONER MILLER** made a motion to exit the Executive Session and return to the Regular Meeting, seconded by **COMMISSIONER RUSELL**.

**Motion carried.**

Executive session ended at 6:00PM.

**8. Cell Phone Contract (6:00 PM):**

**COMMISSIONER HODGE** motioned to purchase 2 Apple iPhones 4s with 16GB at 199.99 each with a Share Plan w/ 400 minutes/data per line; which would be 101.94 monthly. **COMMISSIONER MILLER** seconded the motion with a vote of aye by all.

**Motion carried.**

**9. IDL Lease (6:40 PM):**

**COMMISSIONER MILLER** motioned to sign the IDL Land Lease  
**COMMISSIONER HODGE** seconded the motion with a roll call vote of aye by all.

**Motion carried.**

The IDL Lease was signed by all of the Commissioners.

**10. ADJOURNMENT (7:00 PM):**

There being no further business to be brought before the Board, the Regular Meeting was adjourned upon the motion of **COMMISSIONER HODGE** and as seconded by **COMMISSIONER RUSSELL** at 7:00 PM.

**COMMISSIONER MILLER** called for the vote and all were in agreement to the motion.

**Motion carried.**

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**Spirit Lake Fire Protection District, Fire Commissioners**

**Attest:**

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**Brandy Browning, Bookkeeper**