



**CENTRAL VALLEY FIRE DISTRICT
BOARD OF TRUSTEES MEETING**

215 Wings Way
Belgrade, MT 59714
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MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: March 19, 2024

TIME: 5:30 p.m.

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>	Ty Elliot, Chair	X	
	Mark MacLeod, Sec/Treas.	X	
	Justin Varley		X
	Ron Murray	X	
	Darren Wilkins	X	
<i>Acting Fire Chief:</i>	Jake Zlomie	X	
<i>Acting Fire Marshal:</i>	Brandon Yung	X	
<i>Operations Chief:</i>	Vacant	X	
<i>Acting Clerk:</i>	Debbie Bloem	X	
<i>City Representative:</i>	Jim Simon	X	

NOTICE: ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT BOARD
OF TRUSTEES ARE RECORDED

GUESTS/VISITORS: Samantha Honatke, Ryan Olson, Rob and Mo Holt, and Mitch Davis.

Meeting was called to order at 5:30 p.m.

Chairman Elliot led the Pledge of Allegiance.

AGENDA: As presented.

MINUTES: Trustee Murray moved to approve the **February 13, 2024 minutes** as submitted. Trustee Wilkins seconded the motion. The motion was unanimously approved.

FINANCIAL REPORTS: Trustee Wilkins moved to approve **the financial reports**. Trustee Murray seconded the motion. The motion was unanimously approved.

COMMUNICATIONS: It was noted that the District was notified by the County Election Department that the Trustee Election for Central Valley Fire District was canceled, and the **three trustee positions** will be filled by acclamation.

PUBLIC COMMENT: None.

FIRE CHIEF REPORT: As submitted.

Acting Chief Zlomie reviewed the Fire Chief report. The **CVFD Stair Climb team** was successful in completing the stair climb in Seattle with great times and raising \$4,228 for the Leukemia & Lymphoma Society.

The **Gallatin Airport Authority** has authorized CVFD to use some structures on some of its newly acquired property, which are slated for demolition. These will be utilized in the department's training program.

Financial Manager Samantha Honatke and Acting Chief Zlomie have been working on gathering budget requests and putting together the **FY25 Preliminary Budget**. They are preparing a

budget presentation for each of the three shifts to ensure that there is a clear understanding of this year's budget.

The **County EMS Study** is wrapping up with presentations scheduled for tomorrow. CVFD is the largest fire-based EMS provider for the area, with AMR providing about 50% as a private organization. The Fitch group provided five options for EMS response for the area as a result of the study.

OPERATIONS REPORT:

As submitted. Acting Chief Zlomie reviewed the calls from February, including overlapping calls. Two volunteer members have been hired as career firefighters, filling current **staffing vacancies**. The Fleet Manager will pick up the new ambulance from Osage, Missouri this week. The next ambulance replacement will be a remount of the box from the 2019 Osage ambulance onto a new chassis and this will save the District part of the cost of a new ambulance.

FIRE PREVENTION REPORT:

Acting Fire Marshal Yung attended Fire Marshal training through the State of Montana. The Belgrade School District monthly meeting focused on some details on Active Shooter response. The airport is putting a new trash incinerator in specifically for trash from international flights.

LOCAL 4939 REPORT:

As submitted.

TRUSTEE REPORT:

Chairman Elliot reported that ESCI has received 27 applications for the **position of Fire Chief**. These applicants will be sent additional questions and be reduced to three to five candidates who will be invited for in-person interviews April 15th through the 17th. Three interview panels will be formed, each with a list of questions for the candidates. A community open house will be held the evening of April 15th.

CITY LIAISON REPORT:

Councilman Jim Simon reported that the City's annual retreat is this week.

Trustee MacLeod moved to accept **the reports** as submitted.
Trustee Murray seconded the motion. The motion was
unanimously approved.

ORDER OF BUSINESS:

DISCUSSION ITEMS:

Special Event Policies

Acting Chief Zlomie discussed some of the various events that the department is asked to provide support for. Some of these events are billable to “for profit” organizations and some are provided as a service to the community. Input is appreciated regarding establishing a policy for these events. While the District is eager to provide services to the community, it may be necessary to charge across the board for the expense to the department. The organizations need to be notified well in advance if the decision is made to bill in the future. Staff will look at gathering data, communicating with the organizations and working on a policy for FY25.

CVFD Volunteer Programs

Acting Chief Zlomie provided an overview of the current status of the volunteer program. The Reese Creek Volunteer Program is in the process of being defined and the implementation is close to completion. There is currently a pause on volunteer recruitment for the remainder of this calendar year to focus on training our existing volunteer members. Captain Sorlie will be rotating off his Training Officer position and go back to the line in January of next year so this also provides an opportunity for him to wrap up the current training programs.

Future Funding and SAFER Grant Opportunities

Currently CVFD is relying on non-tax revenue to supplement the revenue designated for personnel expenses.

The application window for the FEMA Staffing for Adequate Fire and Emergency Response Program (SAFER) is open until April 12th. CVFD utilized this grant funding to hire six firefighters back in 2018. The District would apply for a certain number of firefighters and if successful, the grant would provide funding for the wages

for that number of firefighters for 36 months. If the District is able to secure this grant, the announcement would be received in July and the department would have 180 days to hire the new firefighters. After the three years of funding, the department would need to provide the total funding for these hires. The board supported applying for this grant and Chairman Elliot suggested that a grant writing company help with the application if needed.

Trustee MacLeod brought up a concern regarding apparatus exiting Station 1 on emergency calls after witnessing a near collision from traffic on Airway Blvd. He would like to see a signal light installed to stop traffic from both directions. He also suggested a pullout to provide an alternative for momentary parking for vehicles who want to pause before entering the airport in order to discourage them from using the area in front of Station 1 where the emergency vehicles exit.

ACTION ITEMS:

Consideration and Possible Action Regarding Extension of HR Services.

Acting Chief Zlomie explained that TogetHR has been the HR provider for the department over the last couple of years and is proposing that CVFD moves to an agreement for services which will provide ten hours of consulting each month to work on some projects, including an updated personnel manual. He is confident that those hours will be well used.

Trustee Wilkins moved to approve the **extension of HR Services through TogetHR**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

Consideration and Possible Action Regarding Request from IAFF Local 4939.

Acting Chief Zlomie shared the history of the wage benchmarking request, which was initially proposed when Lonnie Rash was the Interim Chief. TogetHR has been engaged to provide wage data for the benchmarking discussions. Lt. Mitch Davis explained the need to address this now in order to deal with it in a timely manner.

Trustee MacLeod moved that the **request from IAFF Local 4939 to open the CBA** be accepted. Trustee Murray seconded the motion. The motion was unanimously approved.

Trustee MacLeod moved that the meeting close to move into **executive session** to discuss personnel issues, citing personal privacy. Trustee Murray seconded the motion. The motion was unanimously approved.

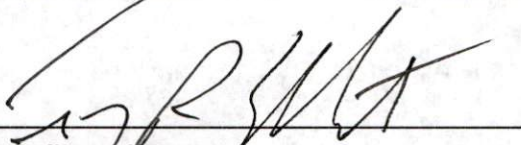
The meeting was reopened by Chairman Elliot.

ANNOUNCEMENTS:

The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **April 9, 2024** immediately following the Quarterly Meeting of the IFC Board of Appeals.

ADJOURNMENT:

The meeting was adjourned at 8:06 p.m.



Ty Elliot, Chairman



Mark MacLeod, Secretary/Treasurer

ATTEST: 

Debbie Bloem, Clerk