



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

215 Wings Way
Belgrade, MT 59714
406-388-4480
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MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: June 11, 2024

TIME: 5:30 p.m.

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

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

GUESTS/VISITORS: Samantha Mize-Honatke, Mo Holt, Stephen McAdams, Justin Monroe, Kevin Smith

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

Chairman Elliot led the Pledge of Allegiance.

AGENDA: As presented.

MINUTES: Trustee MacLeod moved to approve the **May 14, 2024 minutes** as submitted. Trustee Murray seconded the motion. The motion was unanimously approved.

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

COMMUNICATIONS: None.

PUBLIC COMMENT: **Maureen Holt** expressed thanks on behalf of herself and the Reese Creek Community to the CVFD Volunteer Association for their help purchasing an AED for the Reese Creek Community Center next to Station 4. Staff will work on placement of the AED and listing it with County 911 Dispatch.

FIRE CHIEF REPORT: As submitted.
Chief Jay Wittwer expressed his thanks to the Board for entrusting the leadership of the department to him and his appreciation of what an outstanding organization CVFD is.

OPERATIONS REPORT: As submitted.
Fire Marshal Jake Zlomie reported that applications for the vacant Deputy Chief Position are due on June 28th. He reviewed the call volume including overlapping calls. There is one firefighter/EMT vacancy and a couple of EMS members are almost ready to come online as paramedics.

The new battalion chief truck and the truck for the fire chief are nearly in service. Another F-150 is scheduled to arrive in July along with the ambulance remount.

FIRE PREVENTION REPORT: As submitted.

Fire Marshal Zlomie is helping with the smooth transition of Chief Wittwer into the department. Fire Marshal Zlomie will be attending the National Fire Academy in July so Brandon Yung will remain the Acting Fire Marshal until after his return. The Fire Prevention Team will be reviewing activity in FY24 soon to provide a report regarding permitting numbers and the breakdown. The District received an FM Global grant for fire prevention activities and will use some of that money to purchase a drone which is able to provide thermal images as well as normal video. This can be used for investigation purposes as well as wildland firefighting. Bozeman and Big Sky Fire Departments have drones as well.

The Governor has created a task force on housing and CVFD has been emphasizing the importance of fire service representatives having a seat at the table, especially regarding the enforcement of building codes.

LOCAL 4939 REPORT: None.

TRUSTEE REPORT: **Trustee Rob Holt** reported on efforts to get a traffic control light and signage installed in front of Station 1 at Airway Blvd. The airport is interested in participating in purchasing and placement of a reader board that could provide information regarding airport access as well as alert traffic to exiting fire apparatus.

CITY LIAISON REPORT: **Council Member Jim Simon** reported that the City of Belgrade continues to fill in annexation holes in the City limits. They are finalizing budget items. Their Attorney Rick Ramler and Library Director Gale Bacon are both retiring. Kyla Murray will be the new City Attorney.

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

ORDER OF BUSINESS:

DISCUSSION ITEMS:

Review of Fire Chief Wittwer's Plan for First 100 Days
Chief Jay Wittwer referred to the documents in the Board Packet outlining his goals for his first 100 days with the department. He has met with Chairman Elliot and plans to meet with each member of the Board as well as each member of the department in the coming weeks. Chief Wittwer has been able to spend time having lunch or dinner with each shift at each station and he is excited, even more now than on day one, to be in the position of Fire Chief with this organization.

ACTION ITEMS:

Motion to Move into Executive Session for Discussion of a Personnel Matter, citing MCA 2-3-203(3)

Trustee Murray made a motion to **move into executive session** for discussion of a personnel matter. Trustee Holt seconded the motion. The motion was unanimously approved.

Executive Session Closed.


ANNOUNCEMENTS:

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

ADJOURNMENT:

The meeting was adjourned at 6:15 p.m.


Vice
Ty Elliot, Chairman **Darren Wilkins**


Mark MacLeod, Secretary/Treasurer
Trustee **Ron Murray**

ATTEST: 
Debbie Bloem, Clerk