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Description automatically generatedEAST SIDE FIRE DISTRICT

BOARD OF FIRE COMMISSIONERS

**REGULAR MEETING AGENDA**

November 10, 2020 | 10:30AM

20338 S. Hwy 97, Harrison, ID 83833

Present:

Chief Jerry Lynn

Deputy Chief Charlotte Pegoraro

Commissioners: Fred Fricke, Loren Nelson & Akos Ador

District Clerk: Amber Loewe

Auxiliary: Deb Stone, Captain Norb Twillmann

Commissioner Fricke called the meeting to order at 1030 hours. Commissioner Ador moved to approve the November 10, 2020 agenda as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.

# **APPROVAL ACTION ITEMS**

1. **Minutes:** Commissioner Ador moved to approve the minutes of October 13, 2020. Commissioner Nelson seconded the motion, which carried by unanimous vote.
2. **Financials and Bills/Expense Reports:** Commissioner Ador moved to approve the financials and expense reports as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.

# **CHIEFS’ REPORTS**

1. **Equipmen**t:
   1. **Work Lights:** All of our apparatus have had the new work lights mounted except for 1431. We will be having a plate fabricated to help mount the lights for the vehicle.
   2. **Pump Testing and Certification:** The testing on our fireboat and engines was completed on 10/31 and all passed with great marks. This report will go to us and then onto our insurance. We will do this testing every two years. Discussion ensued. Commissioner Fricke asked how often we test brush trucks as they are not called out very often. Chief Lynn confirmed that they are tested every two weeks during Preventative Maintenance checks.
   3. **Engine 1432:** During an incident, an air purge valve failed on 1432. It was repaired by Western States immediately following the incident and is back in service.
   4. **Fireboat Radio:** We have had issues off and on with the radio on the fireboat. KCFR technicians looked it over and discovered the potential cause is a pinched wire. KCFR technicians will be sending a new wire and are hopeful that this will solve the problem.

1. **Operations:** 
   1. **October Notables:** Incidents in October is up to 22 which is a bit higher than normal.
      1. There was a major structure fire off Lexington Road. Chief commended the firefighters for their teamwork, professionalism and skills. He also thanked the Auxiliary for their support during this time. Discussion ensued.
      2. Chief Lynn discussed another incident where there was a powerline down at 10pm. He wanted to note that we have people on our team that came out to help at 10pm through 5:30am. He extended his sincerest gratitude to Captain Twillmann, Lieutenant Woodhead, volunteer Carlene Cada, Captain Moncrief and Deputy Chief Pegoraro for their exemplary efforts.
   2. **Station 2 Lieutenant:** Chief Lynn extended a heartfelt welcome to Lieutenant Bill Woodhead. Bill will fill his old role as Lieutenant and will bring good ESFD experience to the leadership team. He’s been volunteering for about 4 years now and is a great addition.
   3. **Carlin Bay Sewer Easement:** Chief Lynn spoke with Marty and will be on the meeting on Thursday to move forward with the sewer repairs. He will have more specifics on Friday, Nov 13th. Carlin Bay Sewer will not do any work until the surveying is done. Commissioners expressed concern about having the same surveyor for the lines. Chief Lynn said he will look into that.
   4. **Recruiting:** ESFD 2020 mailing campaign is underway. We scheduled an Open House on December 2nd at 6pm. We have 6 volunteers currently and possibly 7 but we would like to recruit 10 volunteers. Deputy Chief Pegoraro and Captain Moncrief will train with Chief Lynn which would give Chief Lynn the credits to become an official Essentials Instructor.
      1. Commissioner Fricke asked how Chief Lynn’s EMS course is going. Chief Lynn stated that its going well and is hoping to test mid-January.
2. **Building and Facilities:**
   1. **Station 1 –** Air compressor that is used to keep air brakes charged on apparatus has failed and needed replaced. The air compressor was the original air compressor that was installed when the station was built and has exhibited problems in the past. We were able to replace for a new cost less than $500. Normally would be closer to $2,000.
   2. **Testing of all station emergency generators** – This was an annual testing of emergency generators and will be completed this week.
      1. Commissioner Ador questioned if Station 4 emergency generator has enough capacity to let it run or if it is too small capacity. Captain Twillmann said that it runs a few hours so a generator with a larger tank might be better. Chief Lynn would like to look at ideas to increase the capacity. Discussion ensued.
   3. **Station #2 –** Chief Lynn mentioned that there is the main light in the front of the station that is not functioning. We have an opportunity to have the fixture replaced with a new LED fixture that will be donated. Captain Harns will be donating the light to install. Commissioner Fricke asked if KCFR will be responsible for costs for the light. Chief Lynn will be addressing that.
   4. Chief Lynn mentioned that we have suspended training for tomorrow for CPR due to COVID increase.
3. **EMS Report: Pegoraro**
   1. Last month’s **BLS Meeting** was held on October 9th. The daily number of COVID cases over the weekend was 309 positive cases. There is a facility in St Marie’s that is taking non-emergency patients currently who do not need intensive care. Currently, 19-29 age group is the group with the highest infection rate. Most of the counties in the panhandle have moved back to the red risk level. The next BLS meeting is scheduled for November 13th.
   2. **Kootenai County EMS:** KCEMSS reports the county PPE supply is still holding at an approximate 30-day supply. KCEMSS ended their fiscal year on Sep 30th. We took full advantage of our training and supply funds. Our 2021 training and supply budget has increased 3% from last year to $3462.60.
   3. We are continuing to use full PPE on every medical call and cloth/disposable masks during any station activity and in the vehicles with each other. Our new AeroClave machine has been placed into service as is working extremely well. It was exceptionally useful to decontaminate the office and classroom areas after the building was open to the public for voting.
   4. Due to the increase in COVID hospitalizations, the MAC (Multi Agency Coordination) group has been reactivated and is meeting via Zoom every Wednesday. These meetings include Chiefs from area Fire/EMS agencies, Panhandle Health and The Office of Emergency Management. Chief Lynn and I will continue to attend these meetings.
   5. This month’s high-performance CPR training has been postponed until after the first of the year. It would be impossible for us to hold a close-quarter training like this while maintaining proper distancing. The EMS Connect topic for November is hypothermia.

# **BUSINESS**

1. **ESFD Auxiliary Report: Stone**
   1. Deb Stone has ordered additional clothing for the Apparel Sales including children clothing. It is now at ECI and will ask Connie Goucher to confirm the completion date.
   2. A decorating committee has met to discuss award ceremony. Deb thanks for the help with arranging that.

a. The Auxiliary will be paying for cookies for awards ceremony

* 1. Deb Stone asked if the training for November 21st will continue due to COVID. Chief Lynn confirmed that we were still having training.
  2. Current count for Auxiliary members: 26
  3. Auxiliary Balance of October 31st is $14,346 as of Oct. There was $262.50 paid for food for firefighter relief on a Structure Fire. They gained $51.01 income in sales and donations.
  4. Auxiliary is looking into getting rehab protocols in place to ensure firefighters can get support when needed.

1. **ESFD Awards Banquet: Jerry**
   1. Chief Lynn confirmed that we will have awards during at the beginning of December 9th training. At that time, we will hand out incentive checks and give awards to volunteers. Pizza will be served from Costco and cookies are donated from the Auxiliary.
2. **Apparel Program: Amber**
   1. Amber Loewe commented that the apparel program is well underway. The clothing order has been placed and we had great turnout this year.
3. **Website Update: Amber** 
   1. Amber is in discussion with a website designer to redesign and update our current website. We have decided to go with Up Down Creative and will be reviewing the contract. The designer has given us a significant discount due to the nature of our business and we look forward to working with him.
4. **Giving Tree: Amber**
   1. Amber will be constructing a Giving Tree to help the volunteers give back to the community. It is strictly a volunteer donation drive that will benefit a few families in need during the holidays. Harrison School District has been looking into students who are in need as well as the Harrison Food Bank. There are a few shelters that we can donate to as well and will put those options on the Giving Tree. It will be located at Station 2 and we ask that all donations be dropped off before December 15th.
5. **Firefighters Remembered: Jerry**
   1. Chief Lynn stated that tragedy struck this past month, and we would like to remember our lost brothers Dave Wardsworth and Howard “Skip” Lytle. They were essential to our department and will forever be a part of East Side Fire.

**IV. UPCOMING WORK AND CONSIDERATIONS**

1. Next ESFD Commissioner Meeting Date will be on Tuesday, December 8, 2020 at 10:30am.

**V. CORRESPONDENCE & ANNOUNCEMENTS**

**A**. We received a thank you from the Wardsworths for responding to an incident.

**B.** In response to Veteran’s Day tomorrow, the Commissioners would like to extend a sincere thank you to all volunteers and staff who served in the Military.

# **VI. PUBLIC COMMENT none**

**VII. ACTION ITEM: CLOSE MEETING**

Commissioner Ador moved to close the Meeting. Commissioner Nelson seconded, which carried by unanimous vote.

Commissioner Fricke closed the meeting at 1130 hours.