



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

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

DATE: December 10, 2024

TIME: 5:30 p.m.

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>	Ty Elliot, Chair	X	
	Darren Wilkins, Vice Chair	X	
	Mark MacLeod, Sec/Treas.	X	
	Ron Murray	X	
	Rob Holt	X	
<i>Fire Chief:</i>	Jay Wittwer	X	
<i>Operations Chief:</i>	Jeff Hurley	X	
<i>Fire Marshal:</i>	Jake Zlomie	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: John Hinkle, Samantha Honatke, Justin Monroe, Stephen McAdams, John Dyas, Nick Stinson, Tim Martindale, Michael Hilbert, Deanna Yung, Michael Liebmann, Gabriel McManus

The 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 **November 12, 2024 minutes** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

The County Finance Department was not able to provide reports for this month, so the financial reports should be available at next month's meeting.

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

COMMUNICATIONS: The District received **thank you notes** for its response to several false alarms at a new residence as well as a mutual aid response to a structure fire in Manhattan. Murdoch's in Four Corners donated its **Round Up funds** to the department. The funds of almost \$3,000 will be put towards the AED program through the Volunteer Firefighter Association. The **wreath making team** received a thank you for that event along with the kitchen fire and fire extinguisher lesson. Gallatin County Election Department sent information on the upcoming **Trustee Election** for Trustee Elliot's position. The Trustee positions are up for re-election in a staggered schedule every three years.

PUBLIC COMMENT: None.

FIRE CHIEF REPORT: As submitted.

Chief Wittwer reported that there are currently no new needs for firefighter hires. Central Valley Fire District has entered into an agreement with **National Testing Network** to provide the written exam for new hires. The next **Gallatin Valley Fire Academy** will tentatively take place in May of 2025. Bozeman Fire received a grant to hire 12 firefighters and may need to have them all participate in the academy along with 3 hires from Big Sky Fire Department.

The District has made a conditional offer for an individual for the **Fleet Manager** position and hopes to finalize the filling of this position soon.

The paramedics students are making good progress through their clinicals and staff continues to work to save on the costs where possible.

An AFG grant is being applied for by Bozeman Fire Department to obtain funds for equipment to be used in the Gallatin Valley Fire Academy. CVFD plans to apply for a SAFER Grant during the next grant period opening. Chairman Elliot requested that a grant writer be hired.

All First Responders will be required to successfully complete an annual firefighter physical.

OPERATIONS REPORT:

As submitted.

Deputy Chief Hurley reviewed the call volume including overlapping calls and reported on progress on the apparatus plan. DC Hurley, with his leadership staff, has worked on finalizing an Incident Command Manual, a Tactics Manual, a Succession Plan, assessment of Turnouts and creating a Volunteer Coordinator Position.

FIRE PREVENTION REPORT: As submitted.

Fire Marshal Zlomie commended Fire Inspector Dyas upon receiving his **Fire Inspector II Certification**.

Fire Prevention spent a day making goals and a plan to accomplish those, including reaching out to other organizations in the area.

Public events like the recent wreath making have gone very well.

LOCAL 4939 REPORT: **Captain McAdams** reported that the Union is pleased with the process of working with management on the Administrative Training Captain position. The Union has appreciated the firefighters' level of involvement in the decision-making process.

TRUSTEE REPORT: None.

CITY LIAISON REPORT: **Council Member Simon** reported that the City of Belgrade is looking for a good location for a water tower to meet the expanding needs of the residents.

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

ORDER OF BUSINESS:

DISCUSSION ITEMS: **Call Processing Times for the 911 Dispatch Center; Tim Martindale, Gallatin 911 Director**

Director Martindale reported that when he was hired in 2019, the main concern was call processing times and the quality of the dispatch information. He presented a PowerPoint going over the history of their efforts to improve and establish a standard. As they explored other organizations, they discovered that a lot of protocols caused the processing time to be too long, but without the protocols, the quality of the dispatch information was not good. He reviewed the NFPA requirements and another organization called APCO's standards. Director Martindale presented a draft of a proposed policy to balance quality with speed to establish realistic standards focusing on quality. In answer to the Board's questions, experienced staff is the biggest challenge, but they are making progress. They receive about 400 calls per day.

Traffic Control for Emergency Response from Station 1; Chief Wittwer and Trustee Holt.

There has been no change in traffic control due to the striping on the road in front of Station 1. Chief Wittwer has consulted with the engineer at the airport about traffic control options including

lights or a reader board and costs. Prices range from \$180,000 to \$350,000. Trustee Holt and Chief Wittwer continue to meet with MDT, the Airport and other officials to explore funding options.

ACTION ITEMS:

Consideration and Approval of Updated EMS Fee Schedule.

Financial Manager Samantha Honatke presented the need to update the EMS Fee Schedule. Currently, billing procedures have changed since CVFD began transporting, so Pintler Billing has found it necessary to make some adjustments to the way fees are collected to accommodate some of those changes. 65% of the payers for the District's transports are Medicare/Medicaid and will not be affected by this fee schedule due to their limits. These fees are a proposed 75% increase down the list to ALS supplies, using comparables and maximums. If implemented, these updates should add approximately over \$200,000 in revenue. Currently CVFD does not bill for treatment without transport and there may be certain charges that are appropriate to bill the patient for. This option is addressed in items A0998 and A0999. There is concern that the fees be clarified if applied to non-transports so that there is not a perception of overcharging and concern that the threshold to make the decision to charge needs to be consistent. Pintler also proposed a 10% upcharge for patients who reside out of District since they do not pay taxes supporting the District. The difficulty with that is there is no way to easily identify who is out of District since several zip codes are partially in the District. The simplest way is to include all the represented zip codes as if they are in District. Ideally, but more complicated, any address within the Central Valley Fire District should be excluded from the upcharge but any not residing in the District should be identified using the additional 4 digits in the 9 digit zip code or some other method.

There was also discussion about the possibility of billing property insurance or auto insurance in the case of a fire or an MVA for cleanup of debris. This discussion will be addressed in the future. The need to update this annually was emphasized.

Trustee Holt made a motion to adopt **Resolution 242506 to Approve the Updated EMS Fee Schedule with adjustment to items A0998 and A0999**. Trustee Wilkins seconded the motion. The motion was unanimously approved.

ANNOUNCEMENTS:

The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for January 14, 2025, immediately following the Quarterly Meeting of the IFC Board of Appeals.

ADJOURNMENT:

The meeting was adjourned at 7:19 p.m.



Ty Elliot, Chairman



Mark MacLeod, Secretary/Treasurer

ATTEST: 

Debbie Bloem, Clerk