



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: Central Valley Fire District Board of Trustees
From: Jay C Wittwer, Fire Chief
Date: October 7, 2025
RE: October 14, 2025, Board of Trustees Meeting

Members of the Board:

The regular meeting of the Central Valley Fire District Board of Trustees will take place on Tuesday, October 14, 2025, immediately following the Quarterly Meeting of the IFC Board of Appeals which begins at 5:30 PM at Fire Station 1, 215 Wings Way, in the Training Classroom.

The regular board meeting will consist of:

- Routine Business and Reports.
- Discussion regarding EMS Division Chief. No approval required.
- Discussion of Community Risk Assessment & Standard of Cover process.
- Resolution and adoption for new Policy regarding Community Partners.

Please let me know if you have any additions or corrections. Thank you for the work that you do for our communities and for our agency.

Respectfully,

Jay C Wittwer

Jay C Wittwer, Fire Chief

Upcoming Events:

Oct 25 & 26: Assist with the Belgrade High School Key Club Annual Haunted House
Oct 31: Main Street, Belgrade Halloween Booth with Chamber of Commerce
Nov 12 and Dec 6: *Far Out & Waiting* First-Aid training held at Reese Creek Community Center
Nov 18-20: Center for Public Safety Excellence (CPSE) CRA & SOC on site processes.
Dec 3: CVFD Christmas Party – hosted by Trustees

CENTRAL VALLEY FIRE DISTRICT
215 Wings Way
Belgrade, MT 59714
Chairman Darren Wilkins
AGENDA: October 14, 2025

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

CVFD Station 1, 215 Wings Way, Belgrade, MT

QUARTERLY MEETING OF
THE INTERNATIONAL FIRE CODE BOARD OF APPEALS: 5:30 p.m.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE

ROLL CALL:

MINUTES APPROVED: July 8, 2025

ORDER OF BUSINESS:

ANNOUNCEMENT: The next Appeals meeting date is January 13, 2026

ADJOURNMENT:

REGULAR MEETING OF THE CENTRAL VALLEY FIRE DISTRICT
BOARD OF TRUSTEES

CALL TO ORDER:

ROLL CALL:

RECOGNITION OF CHIEF OFFICER

MINUTES APPROVED: September 9, 2025

FINANCIAL REVIEW & APPROVAL:

COMMUNICATIONS:

PUBLIC COMMENT: Please state your name and address in an audible tone of voice for the record. This is the time for individuals to comment on matters falling within the purview of the Central Valley Fire District. There will also be an opportunity in conjunction with each agenda item for comments pertaining to that item. Please limit your comments to three minutes.

REPORTS:

Chief Report

Operations Report

Fire Prevention Report

Local 4939 Report

Trustee Report

City Report

Reports approved

ORDER OF BUSINESS:

DISCUSSION ITEMS:

- EMS Division Chief Position
- Community Risk Assessment & Standard of Cover Process

ACTION ITEMS:

- Consideration and Approval of Resolution 252605 to Adopt the Partner Jurisdiction Report Out Policy

ANNOUNCEMENTS: Next regular meeting date is: November 11, 2025

ADJOURNMENT:



**CENTRAL VALLEY FIRE DISTRICT
INTERNATIONAL FIRE CODE
BOARD APPEALS MEETING**

215 Wings Way
Belgrade, MT 59714
406-388-4480
(Fax): 406-388-6270

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

DATE: July 8, 2025

TIME: 5:30 p.m.

ATTENDANCE: (Present) (Absent)

Board Members:	Darren Wilkins, Chairman	X
	Ron Murray, Vice Chairman	X
	Mark MacLeod, Sec/Treas.	X
	Rob Holt	X
	Ramie Blakeman	X
Chief:	Jay Wittwer	X
Fire Marshal:	Jake Zlomie	X
Office Manager:	Deb Bloem	X

NOTICE: **ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT
IFC BOARD OF APPEALS ARE RECORDED**

GUESTS/VISITORS: Samantha Honatke, Stephen McAdams, Gordon Davidson, Collin Brozka, Justin Monroe and Mike Hilbert

Meeting was called to order at 5:30 p.m.
Chairman Wilkins led the Pledge of Allegiance.

AGENDA: As presented.

MINUTES: Trustee Holt moved to approve the **April 8, 2025 minutes** as submitted. Trustee Murray seconded the motion. The motion was unanimously approved.

ORDER OF BUSINESS: None.

DISCUSSION ITEMS: None.

ACTION ITEMS: None.

ANNOUNCEMENTS: The next meeting of the IFC Board of Appeals will be October 14, 2025.

ADJOURNMENT: The meeting was adjourned at 5:32 pm.

Darren Wilkins, Chairman

Mark MacLeod, Secretary/Treasurer

ATTEST: _____
Debbie Bloem, Clerk



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

215 Wings Way
Belgrade, MT 59714
406-388-4480
(Fax): 406-388-6270

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

DATE: September 9, 2025

TIME: 5:30 p.m.

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>	Darren Wilkins, Chairman	X	
	Ron Murray, Vice Chairman	X	
	Mark MacLeod, Sec/Treas.	X	
	Rob Holt	X	
	Ramie Blakeman	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>	Neil Cardwell	X	

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

GUESTS/VISITORS: Brent Poppe (Stockman Bank), Brinn Fiorentino, Stephen McAdams, Nick Stinson, Joe Doidge, Samantha Honatke, Dustin Pitman

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

Chairman Wilkins led the Pledge of Allegiance.

AGENDA: As presented.

OFFICER RECOGNITION Chief Wittwer recognized **Fire Marshal Zlomie** who has completed the accreditation process through the Center for Public Safety Excellence and has received their Fire Marshal credential. He is one of only three in the State of Montana with that credential. Fire Marshal Zlomie was applauded for his accomplishment.

MINUTES: Trustee Murray moved to approve the **August 12, 2025 minutes** as submitted. Trustee Holt seconded the motion. The motion was unanimously approved.

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

COMMUNICATIONS: The District received a thank you note for their wonderful care in response to an **EMS emergency**.

PUBLIC COMMENT: None.

FIRE CHIEF REPORT: As submitted. **Chief Wittwer** provided hiring and staffing updates. The District will have staff in Billings to support the Montana Firefighter Testing Consortium CPAT testing in December along with a CVFD informational booth. Various CPR and First Aid trainings are ongoing and soon Far Out and Waiting sessions will be held at the Reese Creek Community Center.

The Fleet Program is doing better than projected with consistent service requests from neighboring departments. Appropriate grants continue to be identified and pursued.

OPERATIONS REPORT:

As submitted.

Chief Wittwer reviewed the submitted report citing how beneficial the wildland deployments have been and thanking Finance Manager Honatke for her extraordinary efforts in submitting those reimbursements. An additional Brush Truck has been purchased for use on the wildland deployments. Chief Wittwer also noted the progress of the EMS Reserve Program.

FIRE PREVENTION REPORT: As submitted.

Fire Marshal Zlomie reported that thanks to the work of Deputy Fire Marshal Brandon Yung, C Shift and volunteers, the public outreach at Digger Days was a great success. A number of events are planned for “Charge into Fire Safety!” Fire Prevention week, October 5th through the 11th.

LOCAL 4939 REPORT:

Union President Nick Stinson reported on the wildland deployments and the vital experiences that these teams bring back to the department. The Union would also like to express support for the EMS Division Program. They are enthusiastic about the Heavy Rescue Team, as well, and the opportunities that this program provides to train other departments in the skills that the team is mastering. Two members, Firefighter Coulthard and Firefighter Samlowski, have completed their paramedic training and certification. Carol Burroughs has reached out to CVFD commending the peer support response to the incident with Firefighter Anderson.

TRUSTEE REPORT:

Trustee Rob Holt reported that he experienced a notification on a rental car of “emergency vehicle entering roadway” and asked if that is available for the department. Fire Marshal Zlomie said that it may be good to try the program on one of the department’s busier vehicles and it will provide data on how many notifications are sent out. There is no recent update on progress on a traffic control light in front of Station 1 for exiting emergency vehicles.

This project is in the financing/cost research stage. Chief Wittwer said that a ceremony will be held at 7:45 am on the morning of September 11th at the flagpole at Station 1. Trustee Holt asked about call volume being posted on social media to keep the public informed. Chief Wittwer responded that a community outreach committee is being formed to facilitate better messaging to the public.

Trustee Ramie Blakeman called attention to September as Suicide Prevention Month. She is cited concerning statistics for wildland firefighters and has concern for CVFD's firefighters, with everything that is asked of them. Trustee Blakeman noted the need to ensure that members on deployment are adequately supported.

CITY LIAISON REPORT:

City Manager Neil Cardwell reported that the City Manager is replacing Council Member Jim Simon as a representative to the Board as a good resource for the operational stances of the City of Belgrade. A number of streets in Belgrade are being resurfaced. The Fall Festival is this weekend and the Chamber is making food trucks available this year in lieu of the big community feed. The City continues to work on water storage for future water needs. The Main Street grain elevator is in the process of being purchased by the City of Belgrade as an iconic landmark to be part of the downtown redevelopment plan. Responding to a question regarding new developments providing infrastructure and additional support for fire services, City Manager Cardwell said that Cities are limited in what they are able to require developers to provide.

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

ORDER OF BUSINESS:

DISCUSSION ITEMS: **None.**

ACTION ITEMS:

Consideration and Approval for EMS Division Chief Position.

Chief Wittwer presented the documents included in the Board Packet for the EMS Reserve Division Program for inter-facility transports. He emphasized the improvement in service that this program will provide to the District along with the additional revenue that will be realized and the need for the position of EMS Division Chief. There is an ongoing dire need for increased EMS services in this region even as some current providers are stepping back from providing this service. The revenue that will be received will not only fund the additional part time positions and the EMS Chief position but will provide supplemental revenue for operations. Contracts are currently in place with rotary and fixed wing transports along with confirmed active interest from Bozeman Health for inter-facility transports. There is a consistent need for several transports each day.

The District currently has an ambulance to use for this program. Union President Stinson added his support for providing this additional resource for EMS response to help alleviate some of pressure on the on-duty crews. The Union has seen the need for an EMS Division for a few years now. Medical Director Birrer is in full support of this effort as well and has warned of the need to ensure that this demand is met with a solid program.

There was some discussion regarding possibly proceeding without an EMS Chief or making it a less senior position initially, internally recruiting for this position and concern over committing to this expense considering where the District currently is with Operational Revenue. Chairman Wilkins requested that while efforts should continue with this program, he would like more in-depth information outlining the budget for this program to have a firm grasp of the District's full obligation considering the current revenue situation.

Trustee Murray moved to **postpone** the approval for the EMS Division Chief Position until more information is available. Trustee MacLeod seconded the motion. The motion was unanimously approved.

Consideration and Approval for Increases to Liability Coverage with VFIS.

Trustee MacLeod moved to **approve the increase to the District’s VFIS coverage pending the EMS program moving forward.**

Trustee Murray seconded the motion. The motion was unanimously approved.

Consideration and Approval for Selection of a Lender for Heavy Rescue Apparatus and Shop Construction Loans

After discussion of the request for loan RFP process, the board asked that staff ensure that more bids are received in the future. It was confirmed that the 8-year, 4.06 % interest rate is the best available and there is some urgency in securing these loans in order to keep these projects on schedule.

Trustee Murray moved to approve **Stockman Bank as the Lender for both Heavy Rescue Apparatus and Shop Construction Loans.** Trustee Holt 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 **October 14, 2025.**

ADJOURNMENT: The meeting was adjourned at 7:32 p.m.

Darren Wilkins, Chairman

Mark MacLeod, Secretary/Treasurer

ATTEST: _____
Debbie Bloem, Clerk

2:11 PM

10/06/25

Central Valley Fire
Reconciliation Summary
 1100 · CVFD Checking, Period Ending 08/31/2025

		Aug 31, 25
1	Beginning Balance	2,901,175.05
	Cleared Transactions	
	Checks and Payments - 192 items	-1,185,667.13
	Deposits and Credits - 61 items	443,666.27
	Total Cleared Transactions	-742,000.86
2	Cleared Balance	2,159,174.19
	Uncleared Transactions	
	Checks and Payments - 9 items	-15,616.49
	Deposits and Credits - 1 item	2,423.34
	Total Uncleared Transactions	-13,193.15
3	Register Balance as of 08/31/2025	2,145,981.04
	New Transactions	
	Checks and Payments - 273 items	-1,341,301.79
	Deposits and Credits - 36 items	51,984.22
	Total New Transactions	-1,289,317.57
4	Ending Balance	856,663.47

Verified By: Date:
 Wittwer
 Bloem
 Honatke smh 10/7/25

- 1) Beginning Balance: This is the beginning checking account balance according to the County on 8/1/2025.
- 2) Cleared Balance: This is the ending checking account balance according to the County on 8/31/2025.
- 3) Register Balance: This is the ending checking account balance according to QuickBooks on 8/31/2025. This should match the total checking account balance on the Expenditure Detail Report. It is off by \$80,988 due to an additional funds transfer for FY25 made after the bank account was reconciled.
- 4) Ending Balance: This is the ending checking account balance according to QuickBooks at the date the reconciliation was performed on 10/6/2025.

Central Valley Fire Expenditure Detail Report

Accrual Basis				Sept 2025
VERIFIED BY:	DATE:	Check Number	Vendor	Amount
		2134235	Allegiance Benefit Plan Management (HRA Mgmt)	252.00
Wittwer		2134236	Allegiance COBRA Services, Inc.	50.00
Bloem		2134237	Balco Uniform Co., Inc.	913.10
Honatke	<i>SMH</i> 10/7/2025	2134238	Belgrade Ace Hardware, Inc.	390.69
		2134239	Belgrade Auto Parts, Inc.	4,699.40
Prior Month		2134240	Big Sky Fire Equip (Apparatus Maint/Fleet Billable)	8,034.92
Ending Check #	2134234	2134241	Blackfoot Communications (St. 1 Internet)	753.00
		2134242	Blaze Stack (Fire Investigation Software)	4,500.00
Beginning Check #	2134235	2134243	BMB Emergency Medicine, LLC (Medical Officer)	1,000.00
Ending Check #	2134310	2134244	Bozeman Chronicle	44.00
		2134245	Carol Staben-Burroughs, MS, LCPC (Health)	75.00
Voided Checks		2134246	Dept. of Labor & Industry (Boiler Certificate)	188.00
2134287		2134247	Egbert Plumbing, Inc. (Station 4 Remodel)	993.43
2134299		2134248	Fisher's Technology (Copier Maint Plan)	69.10
		2134249	Floyd's Truck Center (Apparatus Repair)	1,180.18
		2134250	Four Corners County W & S District	311.14
		2134251	Ghost Town Coffee Roasters, Inc.	402.90
		2134252	Global Net (Internet)	397.00
		2134253	Hughes Fire Equipment, Inc. (Apparatus Maint)	3,962.53
		2134254	Kruse Enterprises, Inc. (Station 4 Remodel)	47,144.96
		2134255	L&L Site Services, Inc.	490.00
		2134256	LN Curtis - Intermountain Division (SCBA Supply)	222.82
		2134257	MES Service Company, LLC (PPE Helmets)	2,284.35
		2134258	Montana Occupational Health (Physicals)	992.00
		2134259	Montana Oil Supply, Inc.	699.00
		2134260	MSC Industrial Supply Co. (Shop Supplies)	6.12
		2134261	MSU Fire Services Training School (Officer Train)	3,750.00
		2134262	NAPA Auto Parts	36.35
		2134263	Northwest Lift & Equipment, LLC (Shop Lifts)	90,177.96
		2134264	NRS (Water Resecue Equipment)	206.96
		2134265	Peak CMS, LLC (Telephone System)	148.45
		2134266	Pintler Billing Services (EMS Billing)	7,306.01
		2134267	Precision Lawn and Landscape	1,532.44
		2134268	Ready Rebound (Workers Comp - Back to Work)	8,216.25
		2134269	T-Mobile (Cell Phone Service)	1,315.89
		2134270	Tritech Software Systems (IT Supplies)	2,113.08
		2134271	Waterous Company, Inc. (Fleet - Billable)	1,120.08
		2134272	WEX Fleet Universal	7,070.49
		2134273	Montana State Firemens Association (Life Ins.)	3,170.57
		2134274	AirNote, LLC (IT Consultant)	2,500.00
		2134275	Allegiance COBRA Services, Inc.	40.00
		2134276	American Welding & Gas (Medical Supplies)	521.60
		2134277	Balcer Ambulance Sales Corp (Apparatus Maint)	185.25
		2134278	Balco Uniform Co., Inc.	1,208.00

Central Valley Fire Expenditure Detail Report

2134279	Consolidated Electrical Distributors (SCBA Install)	560.07
2134280	Hyalite Engineers, PLLC (Shop Project)	11,677.23
2134281	IIA Lifting Services, Inc. (Ladder Testing)	3,809.83
2134282	Life-Assist, Inc. (Medical Supplies)	3,090.16
2134283	LN Curtis - Intermountain Division (SCBA Machine)	82,312.09
2134284	Montana Linen	223.40
2134285	Montana Occupational Health (Physicals)	100.00
2134286	MSC Industrial Supply Co. (Shop Supplies)	179.81
2134288	NRS (Water Resecue Equipment)	483.02
2134289	Precision Lawn and Landscape	1,159.12
2134290	SAFEbuilt, LLC (Plan Review)	4,140.00
2134291	Tritech Software Systems (FistDue Interface)	1,563.06
2134292	TS Spraying and Snow Removal, LLC (Frank Spray)	300.00
2134293	Tucker Stone (Mowing)	1,550.00
2134294	U S Bancorp	31,808.50
2134295	Alert-All Corp. (Public Outreach Supplies)	2,312.50
2134296	Aranda Psychotherapy, PLLC (Health)	225.00
2134297	Balco Uniform Co., Inc.	10.00
2134298	Belgrade Ace Hardware, Inc.	729.02
2134300	Ghost Town Coffee Roasters, Inc.	127.01
2134301	Interwest Tire Factory	57.65
2134302	LN Curtis - Intermountain Division (Uniforms)	12,088.00
2134303	MSC Industrial Supply Co. (Shop Supplies)	22.76
2134304	NorthWestern Energy, Inc.	4,276.33
2134305	Personalize It (Name Plates)	25.00
2134306	Quill Corporation (Office Supplies)	246.83
2134307	Simplicity CED (Shop Project)	17,700.00
2134308	T-Mobile (Cell Phone Service)	1,315.89
2134309	VFIS (Insurance)	178.00
2134310	Big Sky Fire Equip	954.48
ACH	Navitas (Phone System)	372.95
ACH	Blanton Contracting (Shop General - test ACH)	24.00
ACH	MT Dept of Revenue (Contractors Gross Tax)	116.92
ACH	Blanton Contracting (Shop General)	11,551.20
ACH	New River Gear (Water Rescue Equip)	1,111.90
	Total	407,076.75

Central Valley Fire Expenditure Detail Report

9/5/25	Disbursed to Employees	150,842.96
	IRS	31,521.50
	St of MT	9,074.00
	MPERA	2,979.70
	FURS	40,194.02
	Mission Square	12,901.13
	Union	2,295.36
	AFLAC	3,079.06
		<u>252,887.73</u>
9/19/2025	Disbursed to Employees	137,881.62
	IRS	26,347.30
	St of MT	7,956.00
	MPERA	2,908.10
	FURS	40,489.57
	Mission Square	12,957.67
	Mission Square - FY25 Volunteer	32,050.00
	Cigna	94,432.40
		<u>355,022.66</u>
	Operating Funds Account Balance 7/31/25*	\$ 3,108,862.15
	Aug Revenue Deposited w/ Co. Treasurer	\$ 129,985.70
	Aug Expenditures	<u>\$ 1,011,878.81</u>
3	Operating Funds Account Balance 8/31/25**	<u>\$ 2,226,969.04</u>

Approved for Payment

Darren Wilkins, Chairman

Date

*The 7/31/25 balance is off, from last month, by \$397,091.91 which is all due to FY25 YE fund balance adjustment transfers.

**See Bank Reconciliation for discrepancy explanation

Central Valley Fire
Payroll Summary
 September 2025

	<u>Sep 25</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Base Wage	295,950.63
Holiday Pay (2)	4,624.70
Kelly Time	21,968.73
Sick Leave	3,007.79
Vacation Leave	19,208.17
Acting Additional Pay	574.43
Acting Captain	591.82
Acting Engineer	945.79
Acting FLSA OT	44.70
Additional Preceptor	63.36
Additional Time	52,218.43
ALS Preceptor	844.80
BC Acting Pay	1,071.60
BLS Preceptor	84.24
Hourly - Wildland	4,320.00
Hourly Overtime	6,112.15
Longevity Pay	3,617.28
OT - FLSA	2,252.00
Preceptor OT	8.80
Total Gross Pay	<u>417,509.42</u>
Deductions from Gross Pay	
457(b)	-11,759.98
AFLAC	-2,327.14
FURS Employee	-34,449.95
MPERA Employee	-2,740.93
Roth 457b Plan Emp.	-2,434.32
Total Deductions from Gross Pay	<u>-53,712.32</u>
Adjusted Gross Pay	363,797.10
Taxes Withheld	
Federal Withholding	-45,761.00
Medicare Employee	-6,053.90
MT - Withholding	-17,030.00
Total Taxes Withheld	<u>-68,844.90</u>
Deductions from Net Pay	
AFLAC.1	-751.92
MSFA Employee	-3,052.82
Union Dues	-2,295.36
UnionBenevolence	-127.52
Total Deductions from Net Pay	<u>-6,227.62</u>
Net Pay	<u>288,724.58</u>
Employer Taxes and Contributions	
Medicare Company	6,053.90
457(b) Company	11,664.50
FURS Employer	46,233.64
MPERA Employer	3,146.87
Unemployment - St of MT	1,043.83
Total Employer Taxes and Contributions	<u>68,142.74</u>

Central Valley Fire Budget vs. Actual July through September 2025

	Amount Utilized Jul - Sep 25	Budget	\$ Over Budget	% of Budget Utilized
Operating Income/Expense				
Income				
4000 · INCOME				
Tax Income (through 8/31/25)				
4600 · 20.30 Mills Base Levy	79,373.43	3,874,567.00	-3,795,193.57	2.0%
4601 · 10.000 Mills Voted Levy	39,100.96	1,908,127.00	-1,869,026.04	2.0%
4602 · 4.56 Mills Group Benefits	18,839.91	919,229.00	-900,389.09	2.1%
Total Tax Income	137,314.30	6,701,923.00	-6,564,608.70	2.0%
Non-Tax Income				
4203 · EMS Transport	201,365.10	850,000.00	-648,634.90	23.7%
4220 · Burn Permits	0.00	500.00	-500.00	0.0%
4235 · Entitlement Payment	0.00	169,556.00	-169,556.00	0.0%
4300 · Investment Interest	42,993.31	157,000.00	-114,006.69	27.4%
4310 · Miscellaneous	279.57	1,500.00	-1,220.43	18.6%
4315 · Penalty and Interest	7,036.56	8,000.00	-963.44	88.0%
4320 · Deployment/Standby Fees	298,532.02	250,000.00	48,532.02	119.4%
4325 · Subd. Review/ Inspection Fees	3,315.00	5,000.00	-1,685.00	66.3%
4326 · Impact Fees	586.00	100.00	486.00	586.0%
4328 · CPR Training	0.00	2,500.00	-2,500.00	0.0%
4329 · Fleet Services	38,905.04	100,000.00	-61,094.96	38.9%
4400 · Sale of Assets	37.00	2,500.00	-2,463.00	1.5%
4012 · Donations	1,000.00	500.00	500.00	200.0%
4500 · Grants	0.00	100.00	-100.00	0.0%
Total Non-Tax Income	594,049.60	1,547,256.00	-953,206.40	38.4%
Total 4000 · INCOME	731,363.90	8,249,179.00	-7,517,815.10	8.9%
Total Income	731,363.90	8,249,179.00	-7,517,815.10	8.9%
Gross Profit	731,363.90	8,249,179.00	-7,517,815.10	8.9%
Expense				
5200 · PERSONNEL				
5210 · PAID STAFF				
5211 · Payroll Expenses				
5213 · FURS/PERS/457b	180,797.86	766,467.00	-585,669.14	23.59%
5214 · Health Insurance	301,400.63	1,403,390.00	-1,101,989.37	21.48%
5215 · HRA disbursements to employees	0.00	128,800.00	-128,800.00	0.0%
5216 · Medicare	19,687.14	77,359.00	-57,671.86	25.45%
5218 · MT St Unemployment Insurance	3,394.42	13,338.00	-9,943.58	25.45%
5231 · Career Workers Comp	0.00	290,000.00	-290,000.00	0.0%
Total 5211 · Payroll Expenses	505,280.05	2,679,354.00	-2,174,073.95	18.86%
5220 · Salary & Wages	1,051,067.94	4,567,169.00	-3,516,101.06	23.01%
5224 · Longevity Pay	10,816.84	48,651.00	-37,834.16	22.23%
5229 · Acting Pay	9,285.31	44,285.00	-34,999.69	20.97%

Central Valley Fire Budget vs. Actual July through September 2025

	Amount Utilized Jul - Sep 25	Budget	\$ Over Budget	% of Budget Utilized
5225 · Overtime	285,013.95	675,000.00	-389,986.05	42.22%
5233 · Recruitment & Retention	0.00	5,000.00	-5,000.00	0.0%
5235 · HIRING EXPENSES	67.00	10,000.00	-9,933.00	0.67%
Total 5210 · PAID STAFF	1,861,531.09	8,029,459.00	-6,167,927.91	23.18%
5250 · VOLUNTEER STAFF				
5251 · Volunteer Reimbursements	0.00	7,000.00	-7,000.00	0.0%
5252 · Volunteer Staffing Retirement	0.00	40,000.00	-40,000.00	0.0%
5253 · Volunteer Shift Meals	375.00	4,000.00	-3,625.00	9.38%
Total 5250 · VOLUNTEER STAFF	375.00	51,000.00	-50,625.00	0.74%
5270 · HEALTH & WELLNESS/OSHA				
5271 · Fitness	450.00	3,500.00	-3,050.00	12.86%
5272 · Physicals	-3,563.00	20,000.00	-23,563.00	-17.82%
5273 · Health & Safety	8,392.40	13,791.00	-5,398.60	60.85%
Total 5270 · HEALTH & WELLNESS/OSHA	5,279.40	37,291.00	-32,011.60	14.16%
Total 5200 · PERSONNEL	1,867,185.49	8,117,750.00	-6,250,564.51	23.0%
5300 · OPERATIONS				
5301 · Customer Credit Card Usage Fee	700.02	3,500.00	-2,799.98	20.0%
5310 · ELECTIONS	0.00	30,000.00	-30,000.00	0.0%
5320 · INSURANCE	59,601.00	67,800.00	-8,199.00	87.91%
5400 · APPARATUS				
5411 · Fuel & Oil	18,899.16	80,000.00	-61,100.84	23.62%
5412 · Fleet Services - Billable	14,303.47	33,000.00	-18,696.53	43.34%
5420 · Apparatus R & M	27,201.54	105,000.00	-77,798.46	25.91%
5460 · Apparatus R & M Labor	9.87	3,000.00	-2,990.13	0.33%
5455 · Equipment Annual Testing	3,809.83	25,000.00	-21,190.17	15.24%
5456 · Equipment R & M	85.28	13,600.00	-13,514.72	0.63%
5457 · Shop Tools	1,035.03	5,000.00	-3,964.97	20.7%
Total 5400 · APPARATUS	65,344.18	264,600.00	-199,255.82	24.7%
5500 · FACILITIES R & M				
5510 · Buildings & Grounds	14,929.92	91,000.00	-76,070.08	16.41%
5520 · Communication				
5521 · Cell Phone Service	3,962.67	16,200.00	-12,237.33	24.46%
5522 · Equipment	0.00	100.00	-100.00	0.0%
5525 · Telephone Lines	1,191.25	6,300.00	-5,108.75	18.91%
5526 · Internet/Cable	4,030.48	17,000.00	-12,969.52	23.71%
Total 5520 · Communication	9,184.40	39,600.00	-30,415.60	23.19%
5530 · Leases	7,434.36	30,781.00	-23,346.64	24.15%
5541 · Electricity/Natural Gas/Propane	13,524.13	82,500.00	-68,975.87	16.39%
5542 · Garbage/Water/Sewer	2,927.62	15,500.00	-12,572.38	18.89%
Total 5500 · FACILITIES R & M	48,000.43	259,381.00	-211,380.57	18.51%

Central Valley Fire Budget vs. Actual July through September 2025

	Amount Utilized Jul - Sep 25	Budget	\$ Over Budget	% of Budget Utilized
5600 · PROFESSIONAL SERVICES				
5601 · Attorney	200.00	12,000.00	-11,800.00	1.67%
5603 · Auditor	0.00	25,000.00	-25,000.00	0.0%
5605 · Business Subscript/Memberships	345.00	7,500.00	-7,155.00	4.6%
5606 · Billing Services Med. Transport	21,509.09	68,000.00	-46,490.91	31.63%
5609 · HR Consultant	0.00	10,000.00	-10,000.00	0.0%
5611 · IT Consultant	5,000.00	30,000.00	-25,000.00	16.67%
5613 · Medical Control Officer	3,000.00	12,000.00	-9,000.00	25.0%
5616 · Accreditation	3,800.00	53,800.00	-50,000.00	7.06%
5614 · Other Professional Consultants	8,190.00	100,350.00	-92,160.00	8.16%
Total 5600 · PROFESSIONAL SERVICES	42,044.09	318,650.00	-276,605.91	13.19%
5630 · PUBLIC OUTREACH				
5631 · Advert/Notices/Public Rel.	836.98	5,000.00	-4,163.02	16.74%
5632 · Meetings	2,050.14	5,500.00	-3,449.86	37.28%
5633 · Fire Prevention/Education	2,912.30	15,000.00	-12,087.70	19.42%
5635 · Awards, Ceremonies, Gifts	0.00	12,000.00	-12,000.00	0.0%
Total 5630 · PUBLIC OUTREACH	5,799.42	37,500.00	-31,700.58	15.47%
5650 · SUPPLIES				
5651 · IT Supplies	17,088.09	95,000.00	-77,911.91	17.99%
5652 · Medical Supplies	7,902.72	82,000.00	-74,097.28	9.64%
5653 · Office Supplies	1,468.91	10,000.00	-8,531.09	14.69%
5654 · Operating Supplies(consumables)	2,697.39	25,500.00	-22,802.61	10.58%
5656 · PPE consumables	6,680.42	15,000.00	-8,319.58	44.54%
5659 · Uniforms	15,681.80	45,000.00	-29,318.20	34.85%
5660 · Hazmat Supplies	49.38	5,500.00	-5,450.62	0.9%
5661 · Deployment expenses to be reimb	38,643.17	0.00	38,643.17	100.0%
Total 5650 · SUPPLIES	90,211.88	278,000.00	-187,788.12	32.45%
5670 · TRAINING/EDUCATION				
5671 · Education - Out of District	-744.02	32,550.00	-33,294.02	-2.29%
5672 · Employee Education Reimbmnt	0.00	16,000.00	-16,000.00	0.0%
5673 · Supplies	0.00	13,125.00	-13,125.00	0.0%
5674 · Training - In District	4,779.97	39,375.00	-34,595.03	12.14%
5675 · Training - Administration	1,209.31	14,000.00	-12,790.69	8.64%
5677 · GVFA	230.00	13,000.00	-12,770.00	1.77%
5678 · Paramedic Assistance Program	8,163.03	120,575.00	-112,411.97	6.77%
Total 5670 · TRAINING/EDUCATION	13,638.29	248,625.00	-234,986.71	5.49%
5700 · NON-CAPITAL EQUIPMENT				
5701 · Fire Hose	0.00	10,000.00	-10,000.00	0.0%
5702 · IT/Communications	0.00	17,500.00	-17,500.00	0.0%
5704 · SCBA	910.00	3,175.00	-2,265.00	28.66%
5705 · Tools & Equipment	449.97	16,000.00	-15,550.03	2.81%

Central Valley Fire Budget vs. Actual July through September 2025

	Amount Utilized Jul - Sep 25	Budget	\$ Over Budget	% of Budget Utilized
5706 · EMS Equipment				
5706.1 · EMS Annual Maintenance Contract	30,350.00	30,350.00	0.00	100.0%
5706.2 · EMS R & M parts and accessories	6,435.18	26,650.00	-20,214.82	24.15%
Total 5706 · EMS Equipment	36,785.18	57,000.00	-20,214.82	64.54%
5707 · Wildland Tools & Equipment	4,013.93	12,000.00	-7,986.07	33.45%
Total 5700 · NON-CAPITAL EQUIPMENT	42,159.08	115,675.00	-73,515.92	36.45%
9998 · void	13,599.88	0.00	13,599.88	100.0%
Total 5300 · OPERATIONS	381,098.27	1,623,731.00	-1,242,632.73	23.47%
Total Expense	2,248,283.76	9,741,481.00	-7,493,197.24	23.08%
Net Operating Income	-1,516,919.86	-1,492,302.00	-24,617.86	101.65%
Reserve Income/Expense				
Reserve Income (through 8/31/25)				
4603 · 14 Mills Voted Levy	54,733.67	2,671,053.00	-2,616,319.33	2.05%
Total Reserve Income (through 8/31/25)	54,733.67	2,671,053.00	-2,616,319.33	2.05%
Reserve Expense				
5000 · CAPITAL IMPROVEMENT				
5120 · CAPITAL RESERVE				
5121 · Apparatus	148,463.39	1,552,500.00	-1,404,036.61	9.56%
5122 · Facilities	246,646.93	572,875.00	-326,228.07	43.05%
5123 · Equipment	88,074.54	280,003.00	-191,928.46	31.46%
Total 5120 · CAPITAL RESERVE	483,184.86	2,405,378.00	-1,922,193.14	20.09%
Total 5000 · CAPITAL IMPROVEMENT	483,184.86	2,405,378.00	-1,922,193.14	20.09%
5100 · LOANS				
5110 · Stockman Bank	424,304.77	424,305.00	-0.23	100.0%
Total 5100 · LOANS	424,304.77	424,305.00	-0.23	100.0%
Total Reserve Expense	907,489.63	2,829,683.00	-1,922,193.37	32.07%
Net Reserve Income	-852,755.96	-158,630.00	-694,125.96	537.58%
Net Income	-2,369,675.82	-1,650,932.00	-718,743.82	143.54%

Reserve Balances as of 8/31/25


Apparatus Reserves	\$1,010,298.86
Facility Reserves	\$1,856,805.61
Equipment Reserves	\$27,597.66
Undesignated Reserves	\$867,973.62
Total	\$3,762,675.75

Operating Cash Balance as of 9/30/25 \$2,312,471.49

9/9/2022

Dear Paramedics and all the EMT's
and responders that helped save my life 3
yrs ago. I was suffering cardiac arrest and
you converted me to ALIVE!

Eddie

Dear Paramedics
and all the EMTs
and responders that
helped save my life
3 yrs ago. I was
suffering cardiac arrest
and you converted
me to ALIVE! 
Eddie



Designed Artfully. Made Thoughtfully.



Designed in USA. Printed in China with soy inks on chlorine-free paper.
This product is recyclable. © Compendium, Inc. All rights reserved. green-inspired.com

A GOOD
PERSON IS A
GIFT TO THE
WHOLE WORLD.

Heidi Willis

September 19, 2025

Sirs,

I had the pleasure of working with your engine and crew (McAdams, Strickler, Rodoni) on the Windy Rock fire earlier this month. I wanted to send both of you a copy of the evaluation I gave to the crew. They were a valuable part of my task force on our division. They were my 'go to' engine, and I cannot speak highly enough about them in the relatively short time I got to know and work with them. I would not hesitate to work with them again. They have represented themselves and your organization well!

With gratitude,

Matt Gold

TFLD, Division Q, Windy Rock Fire

Aug/Sept 2025



Matt Gold
Battalion Chief
7903 Allison Way Arvada, CO 80005
www.ArvidaFireCO.gov



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Matt Gold
Battalion Chief
7903 Allison Way Arvada, CO 80005
www.ArvidaFireCO.gov



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CREW PERFORMANCE RATING (instructions on back)

1. Crew Name and Designator	2. Incident Name and Number	3. Location of Incident		
4. Crew Home Unit and Address	5. Dates Assigned to Incident	6. Number of Operational Periods (Shifts) _____ No. of Shifts Constructing Hotline _____		
7. Evaluation Criteria				
Crew Type: (check one) IHC/T1___ T2IA___ T2___ Engine___ Helitack___ Other___ Agency Crew ___ Contract Crew ___ Contract Number _____ <p style="text-align: center;">Rating Factors (not all criteria apply to all crews)</p>	Superior	Satisfactory	Needs Improvement	Not Applicable
LEADERSHIP (CREW OVERHEAD) PERFORMANCE				
Communications (Inter- and Intra-crew)				
Coordination, Supervision, and Finance/Administration				
Risk Management and Decision Making				
Training and Mentoring				
Crew Conduct (Fireline / Camp or Off Fireline)	/	/	/	/
Work and Tasks Completed as Assigned (Quantity and Quality of Work)				
TACTICS				
Safety Practices				
Line Construction / Hotline Construction or Direct Attack	/	/	/	/
Lookouts and Scouting				
Fire Weather and Fire Behavior Observations				
Chainsaw Operations and Felling Trees Operations				
Spot Fire Attack				
Mop Up				
Spot Grid Organization				
Portable Pump and Hose Lay Setup and Operations				
SPECIALIZED OPERATIONS				
Initial Attack Organization				
Firing and Holding Organization				
Wildland Urban Interface (WUI) Operations				
Map, Compass, and GPS Navigation				
Incident Within an Incident				
AVIATION OPERATIONS				
Safe Operations Around Aviation Assets				
Helispot Specifications and Construction				
Directing Aviation Assets and Drops by Radio				
Longline and Sling Load Operations				
Coordination with Aerial Supervision and Air Resources				
MISCELLANEOUS				
Physical Condition				
Other (specify)				
All Hazard Incident (specify incident type and assignment in Remarks section)				
Remarks (use separate sheet if necessary and attach)				
8. Crew Supervisor (printed name)	Crew Supervisor (signature)	<input type="checkbox"/> This rating has been discussed with me.		Date
9. Rated by (printed name)		Rated by (signature)		Date
Position on Incident		Home Unit Identifier and Phone Number		

CREW PERFORMANCE RATING FORM KEY AND INSTRUCTIONS

Rating crew performance is an important task for all fireline supervisors. When completed correctly and thoroughly, the ICS-224 form will provide useful information for determining crew effectiveness and efficiency and document incident performance. The form allows the fireline supervisor to rate crews in four primary areas: Leadership (Crew Overhead) Performance, Tactics, Specialized Operations, and Aviation Operations. Other factors can be rated in the Miscellaneous category. Below is a key for filling out the form along with the primary rating factors. Together, they define satisfactory performance by a crew. Ratings of other than satisfactory, either higher or lower, must be explained in the Remarks section. The completed rating will be given to the Planning Section before the rater leaves the incident.

LEADERSHIP (CREW OVERHEAD) PERFORMANCE:

Communications (Inter- and Intra-crew) – Uses radio properly; communicates leaders intent; information transfer is timely.

Coordination, Supervision, and Finance/Administration – Takes charge; motivates crew; coordinates with other crews, DIVS, STLD, and TFLD; is prompt (on time); crew is equipped and ready to work (per contract, mob guide, IIBMH); adheres to operational and business management protocols; provides copy of contract/ROSS order; fills out daily CTRs properly; leads crew to completion of assigned tasks.

Risk Management and Decision Making – Identifies hazards and communicates to subordinates; identifies safety zones and routes and communicates to crew; decisions are timely; instructions to crew are understood; understands ICS system; positive interactions with others.

Training and Mentoring – Uses CRWB(T) and squad bosses; sets up for success.

Crew Conduct (Fireline / Camp or Off Fireline) – Crew camaraderie and cohesion; interaction with other crews or resources; deals appropriately with conduct issues. Rate both fireline, and camp or off fireline.

Work and Tasks Completed as Assigned (Quantity and Quality of Work) – Crew completes work assignments within given timeframes and to the expected standards.

TACTICS:

Safety Practices – Uses LCES; uses PPE properly for all operations; uses proper spacing on line; uses hand tools safely.

Line Construction / Hotline Construction or Direct Attack – Uses proper type of berm and cup trench; production rate meets standard for fuel and crew type; tools and equipment are maintained; hotline and direct attack methods proper for fire behavior and fuel type. Rate both line construction, and hotline construction or direct attack.

Lookouts and Scouting – Lookouts are properly spaced and posted; hazards are identified; crew watches for spot fires and reports them.

Fire Weather and Fire Behavior Observations – Personnel are kept informed; updates are passed along to crew and squads.

Chainsaw Operations and Felling Trees Operations – Personnel qualified; conducts safe cutting/falling operations; maintains equipment.

Spot Fire Attack – Crew structure is adapted to spot fire attack needs; suppresses spot fires quickly and effectively.

Mop Up – Most threatening areas are prioritized; searches for hotspots; uses water properly.

Spot Grid Organization – Sets up grid properly for area and fuel type; conducts thorough searches for hotspots.

Portable Pump and Hose Lay Setup and Operations – Sets up and operates pump properly; checks fuel system; maintains pump; acquires and sets up appropriate hose and hardware; pumps and spacing are adequate for length and terrain; uses water properly.

SPECIALIZED OPERATIONS:

Initial Attack Organization – Follows LCES; sizeup and briefing are adequate.

Firing and Holding Organization – Firing methods and device are appropriate for fuel type; holding crew understands assignment.

Wildland Urban Interface Operations – Accomplishes assigned WUI tasks safely and effectively; crew is aware of WUI hazards and procedures.

Map, Compass, and GPS Navigation – Crew is able to navigate using tools provided; relays GPS coordinates accurately and timely.

Incident Within an Incident – Medical and injury response; hazardous materials; shelter deployment; burn victim.

AVIATION OPERATIONS:

Safe Operations Around Aviation Assets – Organizational preparedness; takes direction from the Air Attack, Helitack, or Pilot.

Helispot Specifications and Construction – Approach and departure paths are adequate; landing pads are adequate.

Directing Aviation Assets and Drops by Radio – Uses panel markers properly; verbal descriptions identify needs.

Longline and Sling Load Operations – Cargo loads are properly weighed, marked, manifested, and directed following procedures.

Coordination with Aerial Supervision and Air Resources – Uses appropriate air/ground frequencies; properly clears fireline for drops.

MISCELLANEOUS:

Physical Condition – Overall crew fitness allows for completion of assigned tasks; if fitness is an issue, explain in Remarks.

Other (specify) – Complexity of assignment; steep terrain; high winds; equipment issues; business management issues.

All Hazard Incident – If All Hazard Incident, specify incident type and assignment in Remarks.

REMARKS:

Focus on tasks and jobs the crew spent the majority of their time on and/or any issues related to job performance, timeliness, and contract requirements. Cite specific examples that support the performance rating. The rater should take into account the capabilities of the entire crew (not just those of the crew leadership), and the complexity of the assignment (fuel type, terrain, environmental factors, etc.). Any rating of “Needs Improvement” requires explanation and recommendations for correction in Remarks. Issues related to business management must be explained.

RATINGS:

Superior – Performance level is significantly in excess of expectations and is an example for others. Rating must be explained in Remarks.

Satisfactory – Meets all standards, quality of work, timeliness, and production, or administrative issues did not affect overall Performance.

Needs Improvement – Crew did not fully meet standards in one or more of the above measures. Outline recommended corrective actions needed. Rating must be explained in Remarks.

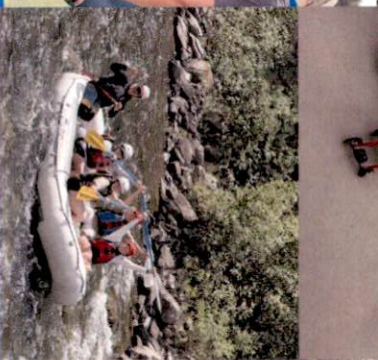
Dear Central Valley Fire:

Thank you so very much for hosting our Big Sky Kids group at your beautiful fire station on July 18, and for your involvement and engagement with campers and families that day. It was truly the ideal way to kick off our camp week!

We are again so grateful for your partnership with us and look forward to collaborating more in the future.

Very best wishes,

Oliver Cole and Kevin Sylvester
Eagle Mount Big Sky Kids Team

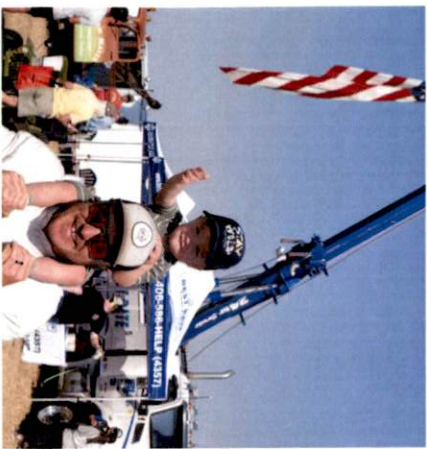


**Thank you for your support of Big Sky Adventure Camp
2025!**

Central Valley Fire District,

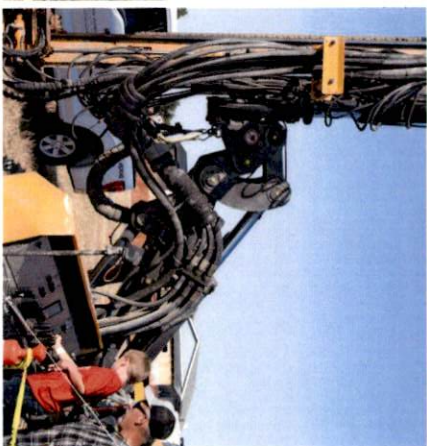
Thank you so much for being
part of Digger Days and for supporting
Eagle Mount! We appreciate everything
you did to make this such a
memorable event for all who attended.

Nichole



THANK YOU!

This event could not have been possible without you. We appreciate your support of Eagle Mount.



Our 5th grade English class spent Thursday learning about and reflecting on the events of September 11, 2001. We wanted to show our appreciation for our local emergency responders and all that you do, thanklessly, for our community. We can't thank you enough for your service to Belgrade and surrounding areas.

**Mrs. Cron's 5th Grade Class
Belgrade Middle School**

(Note - these thank you notes are on display on the wall in the Training Classroom Hallway at Station 1)



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: CVFD Board of Trustees

From: Jay C Wittwer, Fire Chief

Date: October 9, 2025

RE: September 2025 – Fire Chief's Report

Hiring and Employee Updates

- a. State Fire Consortium CPAT testing will take place on Dec 8-11. CVFD is part of this program; three members will attend. Fire Chief will meet and greet candidates.
- b. One Chief Officer will be recognized at this Board Meeting.
- c. Operations, Administration, Fire Prevention and Fleet Services remain fully staffed with no indications of vacancies in 2026.

Other Updates

Community Evolvement & Education

- a. Ongoing CPR and First Aid Classes continue to be held at CVFD and the Belgrade Library. Also, deliveries of same programs to outside agencies.
- b. Montana's Farmers Union - "Far Out & Waiting" medical training to take place early Winter, at Reese Creek Community Center. Nov 12 and Dec 6 are projected delivery dates of this community training.

Revenue Enhancement Process

Our Fire Administration Team continues to explore options regarding revenue enhancements for the agency. The EMS Division hiring processes have moved forward in September.

Grants

Focus is placed on sustainable funding for our budget and enhancing delivery of services to the communities CVFD covers. Possible State-wide funding to flow into CVFD for Rural EMS through a grant.

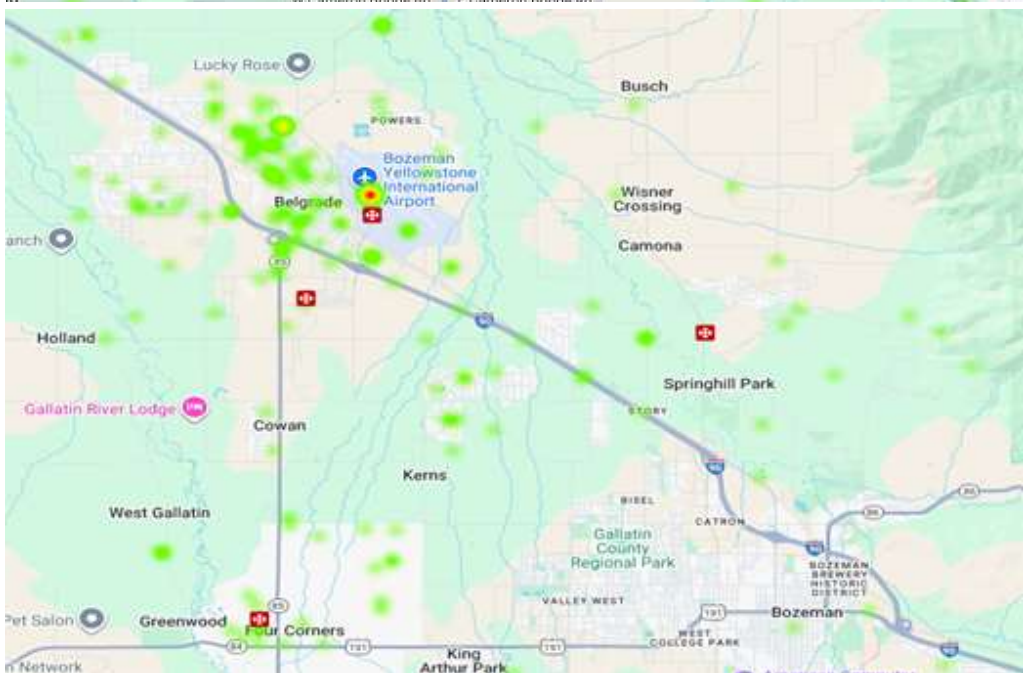
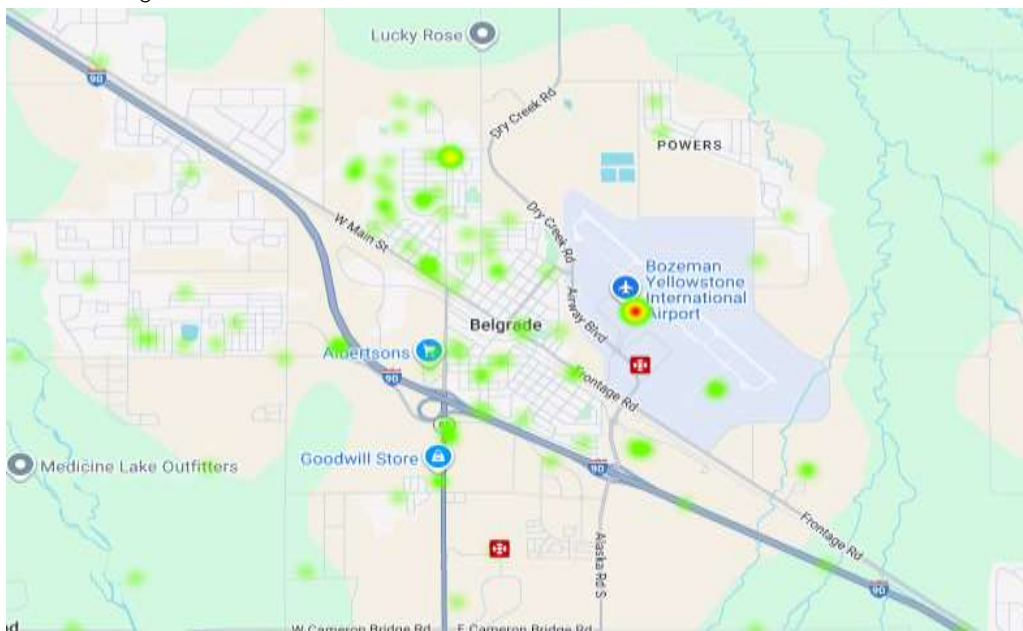


Central Valley Fire District

September 2025 Operations Report
Jeff Hurley, Deputy Chief of Operations

Incident Response

- **Total Incidents:** 246
 - 2% decrease from August
- **Overlapping Calls:** 101 incidents (42% of total)



Wildland Deployments

- Successfully completed the **seventh wildland deployment** of the year (Windy Rock fire)
 - Deployments continue to provide operational experience and supplemental revenue
-

EMS Reserve Program

- Conducted 13 interviews: Great applicants that will help build a solid foundation for the program
 - Several community partners are interested, or are in the process of signing contracts with CVFD
-

Station 2 Staffing Strategy

- Funding needs: Multi-phase process vs all at once funding
- Alternative staffing options: Base the EMS Reserves at the station
- Cross Staffing a Quick response vehicle/Engine/Ambulance



CENTRAL VALLEY FIRE DISTRICT

215 Wings Way Belgrade, MT 59714
Phone: 406-388-4480 Fax: 406-388-6270

To: CVFD Board of Trustees

From: Jake Zlomie, Fire Marshal

Date: October 14th, 2025

RE: September 2025 – Fire Marshal Report

Recent Outreach Activities:

- September 13th – Belgrade Fall Festival
- October 5th – 11th – Fire Prevention Week – “Charge into Fire Safety!”
- Tuesday 10/7 - Ridgeview Assembly - Ambulance & Engine - 10 - 11 AM
- Tuesday 10/7 - Station Tour - 1 - 2 PM
- Wednesday 10/8 - Station Tour - 10 - 11 AM
- Thursday - 10/9 Library Storytime - 10:15 AM - 11:15 AM
- Friday 10/10 - Library Station Tour - 3 PM - 4 PM
- Tuesday 10/14 - Girl Scout Station Tour - 4:15 - 5 PM
- October 18th – Blazing Pumpkins – Halloween Paint Party.

HAAS Vehicle Alerting:

Staff is continuing to evaluate the feasibility of the HAAS In-Vehicle alerting system on our apparatus. This can be integrated into our frontline vehicles. Costs of \$399 annually. One time activation cost of \$100.



Board Member Questions & Responses

for Board of Trustee meeting 10.14.2025

1. Why does CVFD need an EMS Chief at this time?

Response:

Gallatin County is one of the fastest-growing regions in Montana, with increasing EMS call volumes and higher expectations for patient care. By creating a dedicated EMS Chief role, CVFD ensures leadership bandwidth to manage EMS operations, expand partnerships with hospitals, and implement quality improvement programs. Without this role, the District risks stagnating its EMS capabilities and missing projected revenue growth of \$1.2–\$1.8M annually.

2. How will this position be funded, and will it create a financial burden on the District?

Response:

This role is strategically designed to be self-sustaining. With projected EMS division revenues of \$1.2–\$1.8 million annually, the salary and benefits for the EMS Chief—approximately \$133,000 plus benefits (\$180k)—represent less than 12% of the revenue stream. The remaining revenue will support staffing, equipment, and capital reinvestment, ensuring no burden on the general fire levy. Conservative estimates of net revenue back to operations are between \$400,000 to \$800,000 per year.

Grant and foundational funding are being explored to fully or partially fund the EMS Chief's position. This effort is underway by board members and CVFD Administration to address the concerns that the Board of Trustees have shared regarding the first year of operations.

3. Can the current leadership team absorb these responsibilities instead of hiring a new position?

Response:

While our fire leadership team is strong, EMS operations require specialized oversight—clinical quality, compliance, training, and interagency medical partnerships. These responsibilities cannot be fully absorbed without diminishing attention to fire suppression and prevention. The EMS Chief allows both divisions to excel without competing for leadership bandwidth. The new EMS Chief will be fully vetted by our County EMS Medical Director and will work closely with

that office to ensure success of the program. The current EMS Director is encouraging CVFD to set up this EMS Division lead by an EMS Chief.

4. What measurable outcomes will demonstrate the success of this position?

Response:

Success will be tracked by:

- Maintaining EMS revenue at or above projections.
 - Improved patient outcomes (e.g., cardiac arrest survival rates, response times).
 - Workforce retention and recruitment of EMS staff.
 - Compliance with local, state, and federal standards.
 - Expanded partnerships with Bozeman Deaconess, air ambulance providers, and regional EMS councils.
 - This position will ensure success of the new regional efforts to improve EMS delivery outcomes for Gallatin County and our greater regional partners.
-

5. How does this position improve community outcomes?

Response:

A dedicated EMS Chief means stronger oversight of training, equipment, and care standards. This translates into faster response times, better patient care, and stronger coordination with hospitals and transport providers. For the community, this directly improves survival rates and quality of care during emergencies. The sustainability of the program is one of the best outcomes.

6. What are the risks if we don't approve this position?

Response:

The District risks:

- Losing potential \$1.2–\$1.8M in sustainable gross annual revenue.

- Stretching existing leadership too thin, which could reduce effectiveness in both fire and EMS operations. That could lead to failure of the program.
- Missing opportunities for continued regional leadership in EMS innovation.
- The possible failure of new regional efforts being made to improve EMS services to the area. “Future EMS System in Gallatin County”
- Lower morale and retention challenges among EMS personnel without dedicated leadership.

Threats and mitigation strategies listed below

- Variable Transport Demand – Risk of insufficient IFT/contract volume.
 - Mitigation: Secure long-term MOUs with hospitals and air providers; expand to rural communities.
- Staffing Availability – Difficulty recruiting/retaining EMTs/paramedics.
 - Mitigation: Competitive pay, career pathways into full-time EMS and Fire roles, robust training.
- Financial Sustainability – Revenues may lag initial costs.
 - Mitigation: Stagger implementation, pursue state and GEMT reimbursements, apply for state/federal EMS grants.
- Regulatory Compliance – State/federal standards change.
 - Mitigation: EMS Chief oversight, quality assurance programs, compliance training.
- Interagency Coordination – Potential delays with out-of-district transports.
 - Mitigation: Formalize agreements with rural partners and establish clear protocols.

7. How does this position align with CVFD’s Strategic Plan?

Response:

The EMS Chief position directly aligns with the strategic goals of growth, innovation, and community-driven service delivery. It institutionalizes EMS as a cornerstone of the District, ensuring we meet the highest expectation outlined by community stakeholders during our strategic planning process.

8. Why is the compensation package so competitive?

Response:

Recruiting a top-tier EMS Chief requires competitive compensation. The \$133,320 salary plus benefits (\$180k) is aligned with Division Chief positions across Montana and the region. In addition, EMS leaders with both administrative and paramedic expertise are highly sought after nationwide. This investment secures the leadership talent needed to guarantee program success and financial returns.

9. What will the EMS Chief's role look like day-to-day?

Response:

Daily responsibilities will include:

- Overseeing EMS crews and operations.
- Collaborate with CVFD Leadership Team.
- Managing budgets tied to EMS revenue.
- Partnering with local hospitals, air ambulance providers, and the medical director.
- Implementing quality assurance and compliance programs.
- Leading recruitment, retention, and training initiatives.

This is a hands-on leadership role that ensures EMS growth is directly managed.

10. How will EMS revenues be reinvested into the District?

Response:

Revenue will be used for:

- Covering EMS operational costs and infusing revenue back to general CVFD operations.
- Funding training and equipment upgrades.
- Supporting recruitment and retention of EMS providers.
- Reducing reliance on general levy funds for EMS-related expenses.

This ensures CVFD's long-term sustainability and strengthens both fire and EMS services.

11. How does this role strengthen regional partnerships?

Response:

The EMS Chief will act as a dedicated liaison with Bozeman Deaconess Hospital, Gallatin County EMS providers, and state EMS associations. This role positions CVFD as a regional leader, ensuring our protocols, training, and partnerships are aligned with best practices. Stronger partnerships bring consistency in care across the county and state.

12. What is the long-term vision for EMS at CVFD under this leadership?

Response:

The long-term vision includes:

- Establishing CVFD as the regional leader in EMS innovation and supporting new efforts in the County to enhance EMS services.
- Growing EMS call volume and revenue sustainably.
- Building a workforce that continues to be highly trained, motivated, and supported.
- Creating a replicable model for rural-urban EMS integration in Montana.
- Grant funding that should be available with this EMS Division model.

The EMS Chief is the cornerstone leadership role that makes this vision achievable.

CENTRAL VALLEY FIRE DISTRICT

BOARD OF TRUSTEES POLICY

Policy Title: Partner Jurisdiction Report Out

Policy Number: [Assign by Clerk]

Adopted: [Date]

Revised: [Future Date if Applicable]

I. Purpose

With this policy Central Valley Fire District formally establishes a process for quarterly Report Outs by Representatives of Partner Jurisdictions during the Central Valley Fire District (CVFD) Board of Trustees' regular agenda cycle. These individuals will be representatives officially approved by the jurisdictions that they are representing. The purpose of this policy is to invite transparency, representation, and communication between CVFD and its Partner Jurisdictions, ensuring that shared resources, common interests, and mutual responsibilities are clearly articulated and discussed.

II. Policy Statement

It is the policy of the Central Valley Fire District Board of Trustees to provide Partner Jurisdictions with a distinct, recurring, and structured opportunity to present their unique policy views, legislative priorities, shared resources and mutual interests. Presentations will be made preferably, by elected officials of the respective Partner Jurisdictions, to enhance mutual understanding and to provide alignment with CVFD's Strategic Plan and Board of Trustee Policy decision making. In addition to these scheduled opportunities, our Partner Jurisdictions are welcome and encouraged to attend any and all Board of Trustee meetings and share their viewpoints during the Public Comment period(s) offered during these meetings.

III. Applicability

This policy applies to the following list of Partner Jurisdictions, with additional Partners as identified via the CVFD Executive Team, invited at the discretion of the Board and Executive Team:

- Belgrade City Council
- Gallatin County Commission
- Local School Boards (as applicable)

- Gallatin Airport Authority
- Belgrade Chamber of Commerce
- Belgrade Coalition
- Local Water Jurisdictions
- Gallatin County Emergency Management
- Rotating Homeowners Associations
- Other recognized Partners as identified by the Board of Trustees or Executive Team

IV. Procedures

1. Frequency and Agenda Placement

- Partner Jurisdiction Report Outs shall occur once per calendar quarter, as part of the regularly scheduled March, June, September and December CVFD Board of Trustees meetings, which are the last scheduled meetings of each quarter or as requested by the Partner Jurisdiction.
- The Report Out will be placed as a standing item on the Quarterly Agenda, titled: *“Partner Jurisdiction Report Out.”*

2. Participants

- Each Partner Jurisdiction shall designate an elected Trustee, Officer, or other duly elected official (highly preferred) or other approved representative to present to the CVFD Board
- It is hoped that additional staff, administrators, or appointed representatives will attend in support but not serve as the presenting participant.

3. Presentation Format

Each Report Out shall follow a uniform format to ensure that the goals of this policy are met, including:

- **Compliance with CVFD “Standards of Behavior for Board of Trustees Meetings” noting that the presenter will address only the Board**
- **Introduction of Elector and Partner Jurisdiction**

- **Current Priorities or Policy Issues**
- **Mutual Resources & Interests**
- **Opportunities for Collaboration / Anticipated Needs**
- **Closing Statement**
- **Total Time: approximately 5-10 minutes**

4. Coordination

- Partner Jurisdictions will coordinate with the CVFD Board Clerk to confirm agenda placement at least 30 days prior to the scheduled Report Out.
- Presentation materials, if any, should be submitted to the Clerk no later than 10 days prior to the meeting for inclusion in the Board packet.

V. Responsibilities

- **Board of Trustees:** Ensure compliance with this policy and actively engage in discussion following Report Outs.
- **Partner Jurisdictions:** Provide elected representatives prepared to present in the established format and timeline.
- **CVFD Clerk/Staff:** Manage scheduling, agenda placement, and distribution of presentation materials.

VI. Value and Rationale

The Partner Jurisdiction Report Out process adds value by:

- Improving transparency and inclusivity in governance.
- Strengthening relationships between CVFD and Partner Jurisdictions.
- Providing clarity on policy impacts, shared resources, and shared priorities.
- Ensuring the voices of Partner Jurisdictions are formally incorporated into CVFD's legislative and policy considerations.

- Aligning with CVFD’s Strategic Plan by building sustainable, collaborative relationships that enhance service delivery to the community.

VII. Review

This policy shall be reviewed at least every three years by the Board of Trustees in their annual organizational meeting to ensure continued relevance and effectiveness in supporting CVFD’s mission and Strategic Plan.

CENTRAL VALLEY FIRE DISTRICT

“The Central Valley Fire District serves our communities with excellence through the delivery of services to preserve life and property.”

Partner Jurisdiction Ex Officio Report Out Template

Partner Jurisdiction: _____

Elector / Elected Official Presenter: _____

Date of Report Out: _____

Key Reminders for Presenters

- Please keep within the **5-10 minute total time allotment if possible**.
- Submit any presentation materials to the CVFD Clerk **10 days prior** to the scheduled Report Out.
- This Report Out is designed to improve transparency, inclusivity, and collaboration between CVFD and Partner Jurisdictions.
- The presentation framework is meant as a suggestion to facilitate the report out and is not a requisite.

Suggested Framework for Report Out Presentation

(5-10 minutes total; Ensure compliance with the CVFD “Standards of Behavior for Board of Trustees Meetings” during presentation and address all comments only to the Board)

1. Introduction

- Name, title, and Partner Jurisdiction represented.
- Brief context for your jurisdiction’s role in the community.

2. Current Priorities or Policy Issues

- What are the top one to two current priorities for your jurisdiction?
- Are there policy decisions or projects underway that may affect or interest CVFD?

3. Shared Resources & Shared Interests

- In what ways does your jurisdiction currently partner with CVFD?
- What joint responsibilities, services, or overlapping areas of concern exist?

4. Opportunities for Collaboration / Anticipated Needs

- Are there areas where CVFD support or coordination could add value?
- What future challenges or opportunities do you foresee where partnership will be important?

5. Closing Statement

- Summarize key points.
- Restate commitment to partnership and mutual service.

CENTRAL VALLEY FIRE DISTRICT
RESOLUTION NO. 252605

A RESOLUTION OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ADOPTING THE PARTNER JURISDICTIONS REPORT OUT POLICY.

WHEREAS, the Board of Trustees of the Central Valley Fire District is established under Montana law in accordance with Title 7, Chapter 33, Part 21 of the MCA.

WHEREAS, the Board of Trustees has the powers and duties provided in 7-33-2105 of the MCA, including managing the affairs of the District and in their role of governing will establish policy and guidelines for the District.

WHEREAS, one of the five goals in the Central Valley Fire District Strategic Plan, adopted by the Board of Trustees, is to enhance communications to improve trust and transparency, positively impacting community relationships.

NOW, THEREFORE, be it resolved that the Board of Trustees of the Central Valley Fire District adopts the Partner Jurisdictions Report Out Policy for its Board Meetings.

Adopted this 14th day of October, 2025 by the Central Valley Fire District Board of Trustees.

Darren Wilkins, Chairman

Ron Murray, Vice Chairman

Mark MacLeod, Secretary/Treasurer

Rob Holt, Trustee

Ramie Blakeman, Trustee

