

Plummer Gateway Fire Protection District general commissioner meeting minutes for
January 11th, 2023

1. Roll Call and Call to Order***Action Item**- The General Fire Commissioner Meeting called to order at 18:00 by Chairman James Tim Bonnell-Hall

Present: Fire Commissioner Rodney Willard, here
Vice Chairman Thomas Grundin, absent
Chairman, James Tim Bonnell-Hall, here

Also, Present: Secretary Shawna Morris, Fire Chief Greg McFadden, EMS Director Daedra Chapman, EMS Captain and Fire Captain Larry Troyer, Fire Lieutenant Marcus Troyer, Paid EMT Marilyn Troyer, Chris Smith from Umpqua Bank

2. Umpqua Bank and CDs and Credit Card-***Action Item**-

Discussion between the board of fire commissioners and Chris Smith from Umpqua Bank about CDs and Credit Card

3. Board Elections***Action Item**
 - a. President/Chairman***Action Item**
 - b. Vice President/Vice Chairman***Action Item**

Fire Commissioner Rodney Willard made a motion to have Fire Commissioner Thomas Grundin be Chairman for 2023 starting next commissioners meeting. Chairman James Tim Bonnell-Hall seconded the motion. Motion passed. Fire Commissioner Thomas Grundin will be Chairman for 2023 starting next commissioner's meeting. Chairman James Tim Bonnell-Hall made a motion to have Fire Commissioner Rodney Willard Vice Chairman for 2023 starting next commissioner's meeting. Fire Commissioner Rodney Willard seconded the motion. Motion passed. Fire Commissioner Rodney Willard is Vice Chairman for 2023 starting next commissioners meeting.

4. Logistical Administrator-***Action Item**

Discussion between the board of fire commissioners and Paid EMT Marilyn Troyer, EMS Captain and Fire Captain Larry Troyer, Fire Lieutenant Marcus Troyer, Fire Chief Greg McFadden and EMT Director Daedra Chapman about the Logistical Administrator.

5. Fire Report-***Action Item**-

Fire Chief Greg McFadden said that 1781 is going on January 19th, 2023, at 7 am to get the air conditioning fixed Fire Commissioner Rodney Willard is taking it up. Fire Chief Greg McFadden said 1752 has the new batteries in it on February 9th, 2023, its going up to get fixed. Fire Chief Greg McFadden said he found six more sets of turn outs to wash, and they are all washed not put away yet. Fire Chief Greg McFadden said after the fire the other night have already three out of the four of us that were in the fire have our turn outs done. Fire Chief Greg McFadden mentioned to the board of fire commissioners that there is ice rescue training coming up in Worley, Idaho February 21st and 22nd its during the week. Discussion between the board of fire commissioners and Fire Chief Greg McFadden about the structure house fire that happened in Plummer, ID January 6th, 2023, Friday night. Discussion between the board of fire commissioners and Fire Chief Greg McFadden about the firefighting one and two training. Discussion between the board of fire commissioners and staff about purchasing two batteries jump boxes. Discussion between the board of fire commissioners and staff about the truck and ambulance maintenance records in the sign-up room.

6. EMS Report-***Action Item-**

EMT Director Daedra Chapman mentioned there was thirty-six calls no life flight calls and one medic call for December 2022. EMT Director Daedra Chapman said we ended 2022 with a total of 379 EMS Calls. EMT Director Daedra Chapman mentioned this our data collection year so we were going need to track everything and on fire as well. EMT Director Daedra Chapman mentioned that she is going to need every month some data collection information from EMS and Fire like how many hours do you work at the station when you are not out on a call. EMT Director Daedra Chapman mentioned that next month going to bring up the topic of raising EMS rates again. EMT Daedra Chapman mentioned that EMS Captain Larry Troyer was able to fix the heater to the box of 1782 after we got the new parts and working well. EMT Director Daedra Chapman mentioned that she had to purchase a couple of batteries for 1783 to replace them. EMT Director Daedra Chapman mentioned she been working with System Design West LLC on the Medicare validation and had to pay \$631.00 for the revalidation fee that is every five years. EMT Director Daedra Chapman mentioned that Medicare wants to do their site visit in person. EMT Director Daedra Chapman mentioned the board approved Paid EMT Marilyn Troyer to be move up to forty hours a week and she was happy to do so, and we need the extra help. EMT Director Daedra Chapman mentioned that there are still weekday hours that needs to be cover particularly driving. EMT Director Daedra Chapman mentioned that having the Paid EMT Marilyn Troyer here during the day with her has helped. EMT Director Daedra Chapman mentioned that a couple of guys going to be out a couple of months to three or four months for church work so going to be shorthanded on weeknights and weekends as well. EMT Director Daedra Chapman mentioned that she would do online course for one person that lived in the district and work well with us but do not have any prospects right now. EMT Director Daedra Chapman said she got majority of our crew updated CPR certified. EMT Director Daedra Chapmans mentioned right now she is working on her continuing education of her instruction certification. EMT Director Daedra Chapman mentioned the EMS Grangeville training is the first week of March 4th, 2023, only one day event eight continuing education available. Fire Commissioner Rodney Willard said that we pay instructor five thousand dollars to teach an EMS class and only got one or two EMTs. Fire Chief Greg McFadden mentioned that Daedra Chapman taught one EMT Class.

7. Secretary/Treasurer Report* **Action Item-**

Board of fire commissioners directed Secretary Shawna Morris to check with Dana Floch from the Plummer Gateway Highway District about the pool fund they can invest funds and earned interest. Discussion between the board of fire commissioners and staff about the Idaho State Fire Association Conference in Coeur d' Alene the first week of March 2023.

8. Consent Agenda- ***Action Item-** The Consent agenda include routine items. Board Members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.
- a. Minutes December 8th, 2022- general commissioner meeting minutes and December 21st, 2022, special commissioners meeting minutes-***Action Item**
 - b. Financial Reports December 2022- **Action Item**
 - c. Disbursements- December 2022-***Action Item**
 - d. Payables-December 2022-***Action Item**

Fire Commissioner Rodney Willard made a motion to accept the Consent Agenda. Chairman James Tim Bonnell-Hall seconded the motion. Motion passed. Consent Agenda- approved.

9. Motion to adjourn-***Action Item** Fire Commissioner Rodney Willard made a motion to adjourn the meeting. Chairman James Tim Bonnell-Hall seconded the motion. Motion Passed. Meeting adjourned at 19:45

Plummer Gateway Fire Protection District general commissioner meeting minutes for
February 8th, 2023

1. Roll Call and Call to Order***Action Item**- The General Fire Commissioner Meeting called to order at 18:00 by Chairman James Tim Bonnell-Hall

Present: Vice Chairman Rodney Willard, here
Chairman Thomas Grundin, here
Fire Commissioner, James Tim Bonnell-Hall, here

Also, Present: Secretary Shawna Morris, Fire Chief Greg McFadden, EMS Director Daedra Chapman,

2. Umpqua Bank and CDs and Credit Card-***Action Item**-Secretary Shawna Morris mentioned that she and Vice Chairman Rodney Willard have a community credit card, but each card has a credit limit up to \$500 and currently checking with Umpqua Bank to increase the credit card limits on those two community credit cards. Secretary Shawna Morris mentioned that other than that she doesn't have any more updated information from Umpqua Bank about CDs.
3. Fire Report-***Action Item**- Fire Chief Greg McFadden mentioned that 1781 ac got fixed and picking it up tomorrow. Fire Chief Greg McFadden mentioned that Vice Chairman Rodney Willard is brining 1750 up to get the recall computer programmed issue fixed doesn't tell you when you are low on def. Fire Chief Greg McFadden mentioned that the turnout washing policy is already taking effective all the turnouts have been washed from the structure fire as well the car accident from the other night. Fire Chief Greg McFadden mentioned that the washing turnout policy is working. Fire Chief Greg McFadden mentioned that boots and helmets also have a ten-year limit along with the turn outs and must replace every ten years. Fire Chief Greg McFadden mentioned he did order some stuff to everyone current he did have that line item in the budget for up to \$10,000 for turn out stuff and I spent about half that to everyone outfitted. Fire Chief Greg McFadden mentioned we got the last four people that needed boots their boots, all new helmets, new structure gloves, and new exaction tools. Fire Chief Greg McFadden mentioned that is for everyone that we have. Discussion between the Board of Fire Commissioners and Fire Chief Greg McFadden about disposal of the old turn outs, boots, etc. because they have a value of zero. Fire Chief Greg McFadden mentioned back when we gave Tensed Fire District what we called back then 1722 the green pumper; Fire Chief Jody Cuthbert did that and Vice Chairman Rodney Willard and Fire Commissioner James Tim Bonnell-Hall was on the board at that time we gave them all the hoses and everything on it. Fire Chief Greg McFadden mentioned that Tensed Fire District has no use for that six inch hose so we are getting it back and we are actually short of what we are suppose to carry. Fire Chief Greg McFadden mentioned long time ago one of six-inch hoses got burnt up and never got replaced and we suppose to carry at least six hundred feet of it and we only have five hundred. Fire Chief Greg McFadden mentioned that when he met up with them last Saturday they brought four one hundreds and a twenty- five and working on getting eight more from them that I have to go pick up then we will have more then we will have more than what we are supposed to. Discussion between the Board of Fire Commissioners and Fire Chief Greg McFadden about the different types of hoses and if they need to be tested and what they are used for and what we can hook up to what. Fire Chief Greg McFadden said most of all the supply lines are quick locks.

4. Storage Building -**Action Item**-

Fire Chief Greg McFadden mentioned to the Board of Fire Commissioners that he would like to purchase another storage building, like the one that was previously purchased. Discussion between the Board of Fire Commissioners and Fire Chief Greg McFadden about the Storage Building. Discussion between the Board of Fire Commissioners and Fire Chief Greg McFadden about having the district electrician coming down and wire in some plugs ins and purchase led lights so the storage building has lights. Board of Fire Commissioners, Fire Chief Greg McFadden, EMT Director Daedra Chapman and Secretary Shawna Morris went outside to look at the storage building that the district previously purchased. EMT Director Daedra Chapman and one of the Board of Fire Commissioners measured the previous existing storage building. Board of Fire Commissioners directed Fire Chief Greg McFadden to an inventory of items in the storage building and in the gold room and see if there are any items that Fire Chief Greg McFadden needs to get rid of. Chairman Thomas Grundin directed Fire Chief Greg McFadden to get a written proposal for the storage building for next meeting and direct the Board of Fire Commissioners of what is going to fit and not going to fix and what needs to be getting rid of. Discussion between the Board of Fire Commissioners and Fire Chief Greg McFadden about possibly adding shelving and possibly a coat rack to the existing storage building and reorganize the items in the storage building and gold room.

5. EMS Report-**Action Item**- EMT Director Daedra Chapman said there was 38 calls for the month of January 2023, 36 patients, zero Life Flight calls and two medic calls. EMT Director Daedra Chapman mentioned to the Board of Fire Commissioners that we received the \$15,000 from Benewah County but no funds from the Coeur d' Alene Tribe but did sign the agreement and sent it back to us. EMT Director Daedra Chapman said we started having troubles losing battery power on 1783 again so I called the ambulance service warranty people, and they sent a tech up and turns out it was the inverter that was bad they got it fixed and it was under warranty so cost to us. EMT Director Daedra Chapman mentioned the pig tail cord had a couple loose wires and EMS Captain Larry Troyer fixed it. EMT Director Daedra Chapman mentioned that a tablet in one of the ambulances quit working. Discussion between the Board of Fire Commissioners and EMT Director about what tablet is needed to replace the tablet that quit working. EMT Director Daedra Chapman said the EMS grant is up and we are going apply for it priority one is AEDs for the ambulances and they cost around \$1700.00 each and we need three of them and the second priority is tablets and third priority is a laptop for myself. EMT Director Daedra Chapman mentioned to the Board of Fire Commissioners the process of when you purchase the AED you have to register them and then if we have troubles with them we called their phone number and they tell us how to fixed them and if they need a new battery pack or etc. EMT Director Daedra Chapman said EMT Brenda Morris was generous and donated a two chrome books that we can use in the meantime they just can't do the signatures because they are not touch screen so we will be taking signatures on paper if needed and scanning and in putting them on the image trend website. EMT Director Daedra Chapman mentioned that one tablet is still working but in rough shape. Discussion between the Board of Fire Commissioners and EMT Director about the prices on touch screen tablets with keyboards and what type, model, sizes, and software that is needed for the ambulances. Discussion between the Board of Fire Commissioners and EMT Director Daedra Chapman about the availability of the tablets, AEDs, and computer. EMT Director Daedra Chapman mentioned that Medicare site visit will bet tomorrow between 930 and 1030 am. EMT Director Daedra Chapman mentioned that we are all good to go for the Fireman Dinner Saturday she spoke with Misty from Gateway Café and she received the payment ahead so they could purchase what they needed for the meal and they will little before six to set up. EMT Director Daedra Chapman mentioned the Spring Fling in Grangeville March 4th 2023 Marilyn Troyer and herself are going and EMT Marcus Troyer and EMT Brenda Morris might just one day event this time. EMT Director Daedra Chapman mentioned that if EMT Marcus Troyer and Paid EMT Marilyn Troyer go they don't want a hotel they want to drive straight down and straight back, and I will probably just ride with them in 1790. EMT Director Daedra Chapman mentioned that she has a hotel reserved for EMT Brenda Morris in case she wants to go. EMT Director Daedra Chapman mentioned that she will cancel the hotel if they don't use it. EMT Director Daedra Chapman said we should have about 45

people for the Fireman Dinner this Saturday 6 pm here at the station in the bay. Discussion between the Board of Fire Commissioners and staff about showing up early to help set up tables and chairs.

6. Ambulance Billing Rate Increase-***Action Item-**

EMT Director Daedra Chapman presented the Ambulance Billing Rate Increases to the Board of Fire Commissioners. Secretary Shawna Morris said we need to do publications and a public hearing and highly suggest it got ran by the district attorney. Board of Fire Commissioners and EMT Director Daedra Chapman discussed the Ambulance Billing Rate Increase presented by EMT Director Daedra Chapman. Discussion between the Board of Fire Commissioners and EMT Director Daedra Chapman about the standby rates. Board of Fire Commissioners discussed with EMT Director Daedra Chapman about the cost of material has gone up. Board of Fire Commissioners and EMT Director Daedra Chapman discussed that fuel prices have gone up. Vice Chairman Rodney Willard made a motion to approve the EMS rates presented by EMT Director Daedra Chapman, direct Secretary Shawna Morris to do all the publication for the Ambulance Billing Rate Increase and give Chairman Thomas Grundin authority to approve the publication. Fire Commissioner James Tim Bonnell-Hall seconded the motion. Motion passed. Ambulance Billing Rate Increase approved by the Board of Fire Commissioners.

7. Secretary/Treasurer Report* **Action Item-**

Mentioned that everyone needs to let Secretary Shawna Morris know if they are going and t shirt details by no later than 9 am Monday February 13th, 2023. Secretary Shawna Morris mentioned to the Board of Fire Commissioners that Scott Hoover, CPA Engagement Letter for fiscal year ending in 09/30/2022 audit will be on the next commissioner meeting if they want a copy of it to let her know.

8. Consent Agenda- ***Action Item-** The Consent agenda include routine items. Board Members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

- a. Minutes December 8th, 2022- general commissioner meeting minutes and December 21st, 2022, special commissioners meeting minutes-***Action Item**
- b. Financial Reports December 2022- **Action Item**
- c. Disbursements- December 2022-***Action Item**
- d. Payables-December 2022-***Action Item**

Vice Chairman Rodney Willard made a motion to accept the Consent Agenda with amendment to minutes on number 4 add Fire Chief Greg McFadden name. Fire Commissioner James Tim Bonnell-Hall seconded the motion. Motion passed. Consent Agenda- approved.

9. Idaho Code 74-206 (1)(b) Personnel- To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; **-*Action Item**

Vice Chairman Rodney Willard made a motion to go into executive session per Idaho Code 74-206 (1)(b)— To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student Fire Commissioner Fire Commissioner James Tim Bonnell-Hall seconded the motion. All in favor, aye, by roll call vote, Vice Chairman Rodney Willard, aye, Chairman Thomas Grundin aye, Fire Commissioner James Tim Bonnell-Hall, aye. Motion Passed. Entered in executive session per Idaho Code 74-206 (1) (b) at 19:12. Fire Commissioner James Tim Bonnell-Hall made a motion to come out of executive session per Idaho Code 74-206 (1) (b). Vice Chairman Rodney Willard seconded the motion. All in favor, aye, by roll call vote, Fire Commissioner James Tim Bonnell-Hall, aye, Chairman Thomas Grundin, aye, Vice Chairman Rodney Willard, aye. Motion Passed. Came out of executive session at 21:04

10. Logistical Administrator-**Action Item**

Board of Fire Commissioners directed Secretary Shawna Morris to email the volunteers see if anyone interested in a full-time FIRE, EMS & Maintenance position and to contact EMT Director Daedra Chapman and Fire Chief Greg McFadden asap. Also directed Shawna Morris to email the Chairman Thomas Grundin a copy of the email and have him approve it before sending it out to all the volunteers.

11. Motion to adjourn-**Action Item** Vice Chairman Rodney Willard made a motion to adjourn the meeting. Fire Commissioner James Tim Bonnell-Hall seconded the motion. Motion Passed. Meeting adjourned at 21:08

MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
THE GATEWAY FIRE PROTECTION DISTRICT
HELD AT THE DISTRICT FIRE STATION

March 8, 2023 – 6:00 P.M.

Chairman Grundin called the meeting to order with the following Commissioners present upon call of the roll:

Tim Bonnell-Hall, Commissioner
Rod Willard, Vice Chairman
Thomas Grundin, Chairman.

Also present:
Daedra Chapman, EMS Director
Greg McFadden, Fire Chief

Fire Report

McFadden said Unit #1762 was recently serviced and in good order; Unit #81 battery charging issue resolved with shut down charging sticker procedure placed on dashboard to alert drivers; new turn out equipment has been received and will be placed into service after identification stickers installed on the various items.

Storage Building

McFadden reported he had met with his fire staff and came up with a plan to revamp the existing storage building located outside of the station, and would not be pursuing the need for another storage building. Likely the work will be done on an upcoming weekend with volunteers assisting.

EMS Report

Chapman submitted a brief financial statement for the district as of today's date; reviewed February calls for service; said she ordered & received new laptop computers and had them setup & prepared for service; Grangeville EMS training event was attended by Chapman & Marilyn Troyer, and, one benefit of attending was contact was made with the coordinator of the Safe Sleep program, who will be presenting the information at an upcoming District EMS training meeting. Chapman reviewed the low revenue issue from Idaho Medicaid, as no payments had been received since November, 2022. The correction she requested from the state will bring in \$20,000 to \$30,000 of past revenue due to the district. Two new ambulance drivers are in training and should be online in the near future; EMT Brenda Morris has retired from the District and would like to continue on as a backup if possible. Currently the District has 5 active EMT's and 6 drivers available, which is of concern as a low staffing issue.

Public Hearing: Ambulance Billing Rate Increase (Action Item)

Vice Chairman Willard moved to convene a Public Hearing for the proposed Ambulance Billing Rate Increase, pursuant to Idaho Code 63-1311A & 63-1311. Seconded by

Commissioner Hall. Roll Call vote: Voting aye: Grundin, Willard, Hall. Motion passed unanimously.

As no members of the public were present to address the Board, Chairman Grundin closed the Public Hearing.

Resolution #2023-01 Ambulance Billing Rate Increase (Action Item)

Vice Chairman Willard motioned to approve Resolution #2023-01, Resolution for Proposed Fee Schedule for the Plummer Gateway Fire Protection District Emergency Medical Services as authorized by Idaho Code 31-3904 and 63-1311, seconded by Commissioner Hall. Vice Chairman Willard read into the record Resolution# 23-01, highlighting the new rates compared to the previous rates established in 2018. Chairman Grundin thanked EMS Director Chapman for her efforts in getting the new rates established. Chairman Grundin said the Resolution & Public Hearing legal notice was published in the St. Maries Gazette on February 22 and March 1, 2023 as required. Roll Call vote: Voting aye: Grundin, Willard, Hall. Motion passed unanimously.

Proposal for Audit Services for FY ended 9/30, 2022 (Action Item)

Chairman Grundin presented the proposal from Hoover Certified Public Accountant firm (Scott Hoover) for the Audit of the fiscal year 2022, in the amount of \$6,000. After a discussion, Commissioner Hall made a motion, seconded by Vice Chairman Willard, to approve the proposal and have Chairman Grundin execute it. Roll Call vote: Voting aye: Grundin, Willard, Hall. Motion passed unanimously.

Consent Agenda (Action Item)

Commissioner Hall made a motion, seconded by Vice Chairman Willard to approve the following Consent Agenda items:

- a. Approval of Board Minutes for the February 8, 2023 regular monthly meeting, the February 23, 2023 special meeting, and the March 3, 2023 special meeting.
- b. Approval of February, 2023 disbursements
- c. Approval of February, 2023 payables

Roll Call vote: Voting aye: Grundin, Willard, Hall. Motion passed unanimously.

Executive Session (Action item)

Vice Chairman Willard made a motion to enter into Executive Session per Idaho Code 74-206 (1)(b) Personnel- to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public-school student at 6:26 p.m., with the following Commissioners present upon call of the roll:

Thomas Grundin, Chairman
Rod Willard, Vice Chairman
Tim Bonnell-Hall, Commissioner

Commissioner Hall made a motion, seconded by Vice President Willard to reconvene into regular open session at 7:35 p.m. Motion passed unanimously.

Vice Chairman Willard made a motion, seconded by Commissioner Hall, to approve payment of 202 hours of Paid-Time-Off to Shawna Morris, per her submittal of time records to the District, with the payment to be made and mailed as soon as possible. Roll Call vote: Voting aye: Grundin, Willard, Hall. Motion passed unanimously.

There being no further business before the Board, Vice Chairman Willard motioned to adjourn the meeting, seconded by Commissioner Hall, at 7:38 p.m. The motion passed unanimously

Thomas Grundin, Chairman

DRAFT

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
April 12, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order*Action Item

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Chairman Thomas Grundin. Vice Chairman Rodney Willard, Commissioner James T Bonnell-Hall, Fire Chief Greg McFadden, EMS Director Daedra Chapman, and Clerk Danae Floch were also present.

Umpqua Bank Signature Cards*Action Item

Floch presented the Commissioners with the updated signature cards for all accounts at Umpqua Bank, adding Floch and omitting Morris.

Motion was made by Willard, seconded by Bonnell-Hall. Motion passed unanimously.

Umpqua Bank Accounts – Investment Accounts*Action Item

Floch asked the Commissioners for permission to condense checking accounts, specifically the one (1) EMS checking account ending in 4286 into the other since it had had no activity for the last six (6) months. Or perhaps move the money in to an interest-bearing CD with Idaho Central Credit Union.

Willard moved to transfer \$50,000.00 EMS monies; \$150,000.00 fire money into 4-\$50,000.00 CDs. Bonnell-Hall seconded. The motion passed unanimously.

Medical Director Agreement*Action Item

Chapman presented the new medical director agreement to the Commissioners. The new agreement will expire April 2025. Commissioners signed the agreement. \$2040.00 annually, \$170.00 monthly.

Motion was made by Willard, seconded by Bonnell-Hall. Motion passed unanimously.

Fire Report*Action Item

Recall on new rescue truck; it is a fire hazard. The new part has not even been manufactured-looking at 8 months at least. Willard suggested to Dishman Dodge put a master disconnect on the truck; Dishman will not add the master disconnect. Willard will investigate a vendor who will add the master disconnect.

McFadden is applying for a Department of Lands grant for wildland fire gear. Grant will be awarded toward the end of June.

McFadden will be purchasing hero wipes. Hero wipes clean carcinogens off hands.

EMS Report*Action Item

35 EMS calls; 1 DOA
29 patients; 23 transports

Assisted life flight for one transport at the clinic.

Liz Montgomery presented safe sleep and car seat review on April 5, 2023. She asked that the District location be used for car seat checks throughout the year; Chapman agreed.

New volunteers are off training and into the swing of things. EMTs are short staffed, especially on the weekends.

Idaho Medicaid payments are behind, 51 runs have been billed but have not been paid.

EMS grant is complete but waiting on the SAM paperwork. Priority purchases written into the grant are as follow: 1) AED for ambulances 2) radios 3) 1780 radio.

Clerk's Report

Floch asked to discontinue use of the PO system.

Willard MOVED to discontinue use of the Purchase Order Request Form. Hall SECONDED. The motion passed unanimously.

Floch asked to discontinue recording the meetings. Permission was granted.

Floch presented an engagement letter from Scott Hoover. An engagement letter was signed by Chairman Grundin.

Floch asked what the rate was for personal use of a vehicle for District use. The Commissioners told Floch that the District adopts the IRS rate.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

- a) Minutes March 8, 2023*Action Item
- b) Financial Reports March 2023*Action Item
- c) Disbursements March 2023*Action Item
- d) Payables March 2023*Action Item

Willard made a motion to accept the consent agenda. Bonnell-Hall seconded the motion. Motion passed. Consent agenda approved.

Idaho Code 74-206 (1)(b) Personnel

Willard made a motion to go into executive session per Idaho Code 74-206 (1)(b) – to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agenda, or public school student. Bonnell-Hall seconded the motion. All in favor, aye, by roll call vote, Willard, aye, Grundin, aye, Bonnell-Hall, aye. Motion passed. Entered into executive session per Idaho Code 74-206(1)(b) at 7:11pm. Bonnell-Hall made a motion to

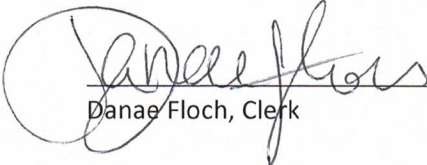
Gateway Fire Protection District – Regular Meeting
April 12, 2023

come out of executive session per Idaho Code 74-206(1)(b) at 8:10pm. Willard seconded the motion. All in favor, aye, by roll call vote, Bonnell-Hall, aye, Grundin, aye, Willard, aye. Motion passed unanimously.

Motion to Adjournment*Action Item

Willard MOVED to adjourn the meeting. Bonnell-Hall SECONDED the motion. The meeting was adjourned at 8:14pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

Thomas Grundin, Chairman

Date

not a draft;
accepted copy

**PLUMMER-GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
May 10, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Chairman Thomas Grundin. Vice Chairman Rodney Willard, Commissioner Tim Bonnell-Hall, Fire Chief Greg McFadden, and Clerk Danae Floch were also present.

Acceptance of Hoover Audit Draft*Action Item

The Commissioners were presented with the FY22 audit draft from Scott Hoover. Discussion was held.

Willard moved to accept the draft as presented. Bonnell-Hall seconded. The motion passed unanimously.

Streamline of Accounts – Closing of Umpqua Bank Accounts ending in 4286 & 9593*Action Item

Floch asked the Commissioners for permission to condense checking accounts into one account so long as the monies for both EMS and fire could be tracked independently. Willard instructed Floch to keep the accounts under FDIC limits.

Willard moved to close Umpqua accounts 4286 and 9593. Bonnell-Hall seconded. The motion passed unanimously.

Update Quickbooks Administrator*Action Item

Floch asked that Chairman Grundin sign a letter removing Morris from the Quickbooks account and adding Danae Floch (danae.gatewayfire@yahoo.com) as the primary authorized user.

Motion was made by Willard, seconded by Bonnell-Hall. Motion passed unanimously.

Fire Report

Meeting Saturday with Tensed Fire; all 6" hose from Tensed is now at the District.

1781 battery issue is being dealt with. McFadden and Troyer, Marilyn are making sure it gets started as least once per week.

IDL grant is complete and will be mailed end of this week. It is for hoses, fittings, and shovels.

Mutual aid call Sunday in St Maries was a roll over; 11 mile marker St Maries River Road. McFadden was underwhelmed with St Maries new fire chief as he was not helpful and complained about St Maries' gear.

McFadden and Troyer, Marcus were ropes men. McFadden told his crew that when they were on mutual aid calls, the PGFPD Incident Commander answered to the mutual aid Incident Commander; if the PGFPD Incident Commander felt that instructions were too risky, stand down.

EMS Report

Chapman was absent but Willard read her report.

38 calls; 4 stood down

34 patients; 29 transports – 3 medic intercepts; 1 lifeflight

1782 had a wheel bearing replaced and axel work done.

Medicaid bills – 32/51 have been paid.

SAM system update is still in progress. Floch and Chapman are working with a sub-contractor with SAM.

Stryker was here yesterday 5/9 to service the power loads, tracks, gurneys, and charging units.

May 20, 2023, 8am-1pm dual training EMS/Fire on extrication.

Chapman ordered goodies for the EMS for EMS appreciation week this month.

Clerk's Report

June 15, 2023 tentative date for budget workshop. If the 15th does not work, 22nd will be the next date.

PERSI rates will increase to 13.26% from 12.28% for the public safety members.

The clerk will be out of the office May 24-31.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

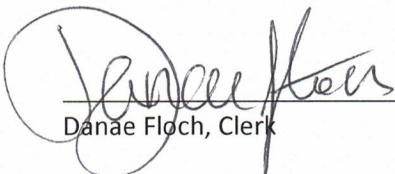
- a) Minutes April 12, 2023
- b) Disbursements Presented for Approval

Bonnell-Hall made a motion to accept the consent agenda. Willard seconded the motion. Motion passed. Consent agenda approved.

Adjournment*Action Item

Willard MOVED to adjourn the meeting. Bonnell-Hall SECONDED the motion. The meeting was adjourned at 6:45pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

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**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
June 14, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Chairman Thomas Grundin. Vice Chairman Rodney Willard, Commissioner Tim Bonnell-Hall, Fire Chief Greg McFadden, EMS Administrator Daedra Chapman, and Clerk Danae Floch were also present.

Public present:

Daniel Troyer, Volunteer, Lovell Valley Road

Volunteer Benefits through Provident Insurance*Action Item

Discussion was held regarding the quote from Provident Insurance. The District can double our insurance for volunteer AD&D for the same price as the District is paying for their dues in ISFCA.

Willard MOVED the District drop membership with ISFCA and begin a policy with Provident Insurance; Plan 2 for Class A & B volunteers and employees. Bonnell-Hall SECONDED the motion. The motion PASSED UNANIMOUSLY.

Fire Report

Wildland season is here.

McFadden attended the Benewah County Chief's Meeting. Last year in Benewah County 900 fire calls were serviced with 40 volunteers across the County.

Seven burn permits were issued and closed.

NFIRS Fire reports are up to date.

McFadden attended the board meeting in SM yesterday. Mutual aid is still in place with SM.

Willard and McFadden asked Floch to investigate MOU and Mutual-Aid agreements, especially one that is for the Five Northern Counties.

IDL grant was denied because the Benewah County Mitigation Plan was not in place.

Grundin commended McFadden for his extrication class.

EMS Report

29 calls; 4 stood down

24 patients - 20 transports; 2 medic intercepts; 1 DOA

Sundays are still hard to find EMTs for. All shifts are being covered through some schedule juggling.

Only 1 Medicaid payment is outstanding.

SAM registration is done.

EMS grant was submitted. Award letters should come out before the end of July.

Chapman and Willard attended a meeting with STEMI coordinator, sepsis coordinator, and stroke coordinator from KEC, several nurses from Marimn Health, and James Young from Life Flight. The coordinators from KEC would like to hold a class for the District; Chapman is scheduling them for an EMS training night.

EMS is not considered an essential service in Idaho.

Chapman and Troyer, Marilyn met with ISU regarding CHEMS. Chapman and Troyer, Marilyn could potentially be doing some house calls regarding community health.

GFPD was involved in the last day of school activities with fire trucks and ambulances.

NFIRS EMS reports are caught up.

Dr Ross has expressed interest in being more involved. He has asked to hold an EMS class.

Chapman will be on vacation for two weeks in August.

Clerk's Report

GFPD is holding a coloring contest for community children to win bikes and helmets.

Floch asked for permission to look into security cameras for the outside doors. Permission was granted.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

- a) Minutes May 10, 2023
- b) Disbursements Presented for Approval

Willard made a motion to accept the consent agenda. Bonnell-Hall seconded the motion. Motion passed. Consent agenda approved.

Adjournment*Action Item

Willard MOVED to adjourn the meeting. Bonnell-Hall SECONDED the motion. The meeting was adjourned at 7:08pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

Draft

not a draft;
accepted copy
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**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
July 12, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Vice Chairman Rodney Willard. Commissioner Tim Bonnell-Hall, Fire Chief Greg McFadden, EMS Administrator Daedra Chapman, and Clerk Danae Floch were also present.

Executive Session 74-206(b)

Executive Session was not held.

Hoover Engagement Letter for FY 23* Action Item

Floch presented the commissioners with the Engagement Letter from Scott Hoover, CPA. The cost of the audit for FY23 will be approximately 6250.00.

The engagement letter was accepted and signed by Willard. Floch was instructed to get it back to Hoover.

Fire Report

Run reports were completed through the month of June. To date there have been 11 mutual aid calls.

McFadden met with Fairfield Fire regarding a mutual aid agreement. Floch and McFadden were asked to look into the legality of the mutual aid agreements.

EMS Report

38 calls; stood down 3

35 patients; 22 transports (1 medic; 2 life flight); 1 DOA

Medicaid payments are caught up.

Grundin entered the meeting at 6:09pm.

Dr Ross held the EMS class this month.

Ambulance shifts are getting harder to fill during the summer months.

Chapman will be gone August 14-25.

Clerk's Report

Coloring contest was a success with 10 applicants. Winners were awarded their bikes on 7/11/2023.

Floch asked for permission to begin a fire district website. Discussion was held. Permission was granted.

Reception chairs and tv for the training room were ordered and will be here next week.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

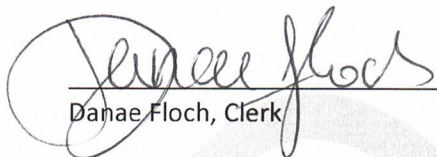
- a) Minutes June 14, 2023
- b) Disbursements Presented for Approval

Grundin made a motion to accept the consent agenda. Bonnell-Hall seconded the motion. Motion passed. Consent agenda approved.

Adjournment*Action Item

Willard MOVED to adjourn the meeting. Bonnell-Hall SECONDED the motion. The meeting was adjourned at 6:27pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
 BOARD OF COMMISSIONERS
 REGULAR MEETING
 August 9, 2023
 6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Vice Chairman Rodney Willard. Commissioner Tim Bonnell-Hall, Fire Chief Greg McFadden, EMS Administrator Daedra Chapman, and Clerk Danae Floch were also present.

Budget Hearing FY 2024*Action Item

The hearing was opened at 6:01 pm.

ANTICIPATED REVENUE:		
Property Tax	\$	228,399.00
EMS funds from Benewah County	\$	15,000.00
EMS funds from CDA tribe	\$	15,000.00
EMS billing revenue	\$	215,611.00
TOTAL ANTICIPATED REVENUE		\$ 474,010.00
ANTICIPATED EXPENDITURES:		
Fire Expenditures:		
Administration	\$	60,643
Commissioners Per Diem	\$	4,200
Contingency	\$	9,500
Equipment	\$	26,000
ICRMP	\$	5,284
Staff Training	\$	8,000
Station	\$	11,300
Trucks	\$	52,889
Utilities	\$	10,801
Volunteer Benefits	\$	1,200
Wages	\$	38,582
		\$ 228,399
EMS Expenditures:		
Administration	\$	31,500
Equipment	\$	15,000
ICRMP	\$	5,284
Staff Training	\$	7,000
Station	\$	10,600
Trucks	\$	20,000
Utilities	\$	6,400
Volunteer Benefits	\$	2,100
Wages	\$	147,727
		\$ 245,611
TOTAL ANTICIPATED EXPENDITURES		\$ 474,010

No audience was in attendance to comment on the proposed budget and no written comments were received.

Gateway Fire Protection District Regular Meeting
August 9, 2023

Bonnell-Hall MOVED that the proposed budget for fiscal year 2024 be approved as presented. Willard SECONDED the motion. Clerk Floch called the roll with commissioners voting as follows: Chairman Willard: aye; Vice-Chairman Bonnell-Hall: aye. The motion PASSED UNANIMOUSLY.

Willard closed the hearing at 6:03.

Declaration of Vacancy – sub district 2*Action Item

Notice is hereby given that due to the resignation of Thomas Grundin, effective August 5, 2023, the Board of Commissioners of the Gateway Fire Protection District shall meet, on Wednesday, September 20, 2023 at the hour of 6:00 p.m., to vote to fill such vacancy pursuant to Idaho Code Section 31-1409(2).

Bonnell-Hall MOVED that the vacancy be published with the fulfillment scheduled for September 20, 2023 at 6:00pm. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY.

Reorganization of the Board

Vice Chairman Rodney Willard became the Chairman. Bonnell-Hall became the Vice-Chairman. At the request of Floch, the incoming commissioner of sub district two will not be added to the checking accounts and will act as treasurer/secretary, looking over the reconciliations and financials with Floch.

Update signer on Umpqua Bank Accounts*Action Item

Floch requested Grundin be taken off the bank accounts at Umpqua Bank.

Bonnell-Hall MOVED that Thomas Grundin be removed from the Umpqua Bank accounts. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY.

Fire Report

Toetly Road fire presented issues but they seem to be solved. McFadden talked through the issues with Tribal Wildland

Whitetail Draw fire was hard to get water to but was small and lined quickly.

McFadden met with Fairfield chief last month at the District. He is headed to Fairfield Saturday to meet their personnel. McFadden would like to draw boundaries and begin an auto aid.

EMS Report

33 calls; stood down 4

29 transports (1 life flight);

All ambulances are up to date for the inspection.

EMS grant was awarded monies for 3 AEDs in the ambulance.

1782 dual head radio was not awarded in the grant. Ra-Com stopped today and looked things over. \$3300 was the old quote.

Gateway Fire Protection District Regular Meeting
August 9, 2023

Sirens have not been working in 1790. Crew has asked for the lights to be removed and a light bar put on top. Permission was granted to get the lights and radios in tip-top shape and functioning adequately.

Shifts have been hard to cover but Chapman has 2 drivers that would like to take the online EMT classes.

Chapman will be gone August 14-25.

Clerk's Report

Floch discussed the need for a full-time fire employee at the fire station. As risk manager she contacted ICRMP about the liability regarding fire response. ICRMP told Floch there were several options – hire out from another entity, close our doors, or join ranks with another entity. Floch asked them, since the District has the funds, if it would be best to hire a firefighter. She was told indubitably.

Discussion was held regarding hiring employees.

Willard suggested the District look into having a scholarship program for individuals pursuing EMS or fire fields.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

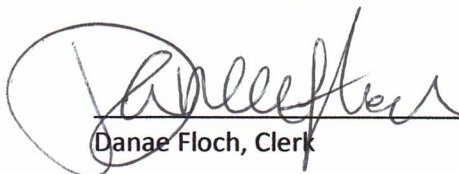
- a) Minutes July 12, 2023
- b) Disbursements Presented for Approval

Bonnell-Hall MOVED that the consent be approved as presented. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment*Action Item

Bonnell-Hall MOVED to adjourn the meeting. Willard SECONDED the motion. The meeting was adjourned at 6:57pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

GATEWAY FIRE PROTECTION DISTRICT
CHECK REGISTER

Ch No	Joint Payee Name	Amount	Goods/Services Paid For
255	Rodney Willard	\$ 304.76	August Payroll
256	Russel Hogan	\$ 277.05	August Payroll
257	Michael Troyer	\$ 23.09	August Payroll
258	Marilyn Troyer	\$ 2,798.58	August Payroll
259	Marcus Troyer	\$ 133.91	August Payroll
260	Larry Troyer	\$ 526.39	August Payroll
261	Kristine Diviak	\$ 329.40	August Payroll
262	Joshua Haynes	\$ 466.37	August Payroll
263	Jeremy Johnson	\$ 415.58	August Payroll
264	Gregory McFadden	\$ 995.80	August Payroll
265	Donald Lindblad	\$ 161.61	August Payroll
66	Daniel Troyer	\$ 64.64	August Payroll
267	Danae Floch	\$ 3,023.49	August Payroll
268	Daedra Chapman	\$ 3,595.84	August Payroll
269	Brenda Morris	\$ 240.11	August Payroll
270	Idaho State Tax Commission	\$ 544.00	Payroll Withholding
271	PERSI	\$ 3,139.96	Retirement Contributions
272	VOID		VOID
273	United States Treasury (EFTPS)	\$ 3,862.46	Payroll Liabilities
274	NCPERS	\$ 48.00	Life Insurance
275	PERSI	\$ 17.50	Retirement Contributions
276	Lake City Law	\$ 20.00	Legal Aid
277	Dale Ross	\$ 170.00	Medical Wage
278-283			These checks have not been issued.
284	Benevah Auto	\$ 46.20	Oil
285	Benevah Market	\$ 777.47	Carpet cleaner rental; painting supplies; fuel injector cleaner; weed eater; training supplies
286	City of Plummer	\$ 321.13	Water, power, sewer, garbage
287	City Service Valcon	1036.59	Diesel
288	Gazette Record	36.96	Vacancy legal notice
289	ICRMP	\$ 10,568.00	2024 fiscal year policy
290	Life Assist	\$ 530.28	Ambulance supplies
291	Med-Tech Resources	\$ 194.63	Ambulance supplies
292	System Design West	\$ 1,132.44	Ambulance monthly billing services
		\$ 35,802.24	

I certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Gateway Fire Protection District.
Clerk

The Board of Commissioners authorizes payment for the goods and services provided to Gateway Fire Protection District as represented on the above check register.
Rodney Willard, Chairman

James T Bonnell-Hall, Commissioner

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
September 13, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Chairman Rodney Willard. Commissioner Tim Bonnell-Hall, Fire Chief Greg McFadden, EMS Administrator Daedra Chapman, and Clerk Danae Floch were also present.

Also attending:

Fleener, Tim – citizen Plummer, Idaho
Lanham, Zach, Tensed Fire Commissioner
Richel, Carl – citizen Plummer, Idaho

Weinclaw, Rob, Worley Fire Commissioner
Wilmes, Leroy – citizen Plummer, Idaho

Fire Report

Burn permits are open to IDL standards.

EMS Report

37 calls - 37 patients; 26 transports; 1 life flight; 1 medic intercept; 2 DOA

Annual inspection with the state should be completed by October. Normally they are completed by now, but the state is running behind.

Grant paperwork and funds have not been received.

Ra-Com quote for 1782 was the same; 1790 \$6434 to update light bars and sirens.

Haynes, Josh will begin the EMS class now with practicals in January.

Johnson, Jeremy will begin EMS classes in the future.

Clerk Report

Review of the quotes from Andy's and AirTech were presented to the Commissioners and discussion was held.

All banking accounts have been narrowed into one. Income and expenses are still being tracked by class.

Floch presented the Commissioners with a proposal regarding a potential new employee. The issue was tabled.

Gateway Fire Protection District Regular Meeting Minutes

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

- a) Minutes August 9, 2023
- b) Disbursements Presented for Approval

Bonnell-Hall MOVED that the consent be approved as presented. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adoption of MOU with Spokane County Fire District 2*Action Item

Tabled until the September 20, 2023 meeting.

Resolution 2023-02 To Set Commissioner Pay for FY 2024*Action Item

Resolution 2023-02 was presented to the commissioners to set pay for 2024.

Bonnell-Hall MOVED that the resolution be approved as presented. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY.

Executive Session 74-206-1(b)

Bonnell-Hall MOVED that the board enter Executive Session per Idaho Code 74-206-1(b) personnel at 6:18pm with the following Commissioners approval upon the roll call: Willard: aye.

Bonnell-Hall MOVED to reconvene into regular open session at 6:25pm. Willard SECONDED the motion. The motion PASS UNANIMOUSLY.

Executive Session 74-206-1(a)

Bonnell-Hall MOVED that the board enter Executive Session per Idaho Code 74-206-1(a) personnel at 6:30pm with the following Commissioners approval upon the roll call: Willard: aye.

Bonnell-Hall MOVED to reconvene into regular open session at 8:12 pm. Willard SECONDED the motion. The motion PASS UNANIMOUSLY.

Adjournment*Action Item

Bonnell-Hall MOVED to adjourn the meeting. Willard SECONDED the motion. The meeting was adjourned at 8:14pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
SPECIAL MEETING
September 20, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Special Fire Commissioner Meeting was called to order at 6:00pm by Chairman Rodney Willard. Commissioner Tim Bonnell-Hall was also present.

Resolution 2023-03 To Accept MOU with Spokane County Fire District2*Action Item

This resolution was not adopted because of the verbiage pertaining to EMS. Once that is omitted, the Commissioners would like to revisit the resolution.

Appoint Commissioner for Sub-District 2*Action Item

Chairman Willard opened the meeting up for discussion should anyone have any further questions, comments, or concerns regarding the two applicants for Sub-District 2. Bonnell-Hall had no comments.

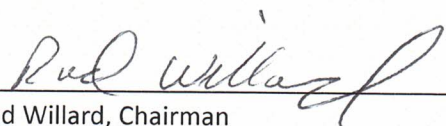
Willard asked Bonnell-Hall who he would like to appoint to Sub-District 2. Bonnell-Hall said Tim Fleener. Willard also suggested Tim Fleener for commissioner.

Bonnell-Hall MOVED to appoint Tim Fleener as commissioner for Sub-District 2. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment*Action Item

Bonnell-Hall MOVED to adjourn the meeting. Willard SECONDED the motion. The motion PASSED UNANIMOUSLY. The meeting was adjourned at 6:27pm.

RESPECTFULLY SUBMITTED:



Rod Willard, Chairman

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
SPECIAL MEETING
October 2, 2023
4:00 P.M.**

MINUTES

Roll Call and Call to Order

The Special Fire Commissioner Meeting was called to order at 4:00pm by Chairman Rodney Willard. Commissioner Tim Bonnell-Hall, Commissioner Tim Fleener. EMS Administrator Daedra Chapman, Clerk Danae Floch, and EMT Marilyn Troyer were also present.

New Employee Hire Discussion

Discussion was held regarding the shortage of EMS personnel. Chapman asked the group to brainstorm ideas for garnering new EMS personnel and incentivizing those the District has to take nights and weekends, as those are the times the District is the most short-handed.

Discussion was held.

Executive Session 74-206-1(a)

Executive Session was not entered.

New Employee Hire*Action Item

Night stipend is defined as those shifts from 6pm – 6am.

The new night stipend to be paid for EMTs: \$30 per 3 hour shift plus \$25 per run.

The new night stipend to be paid for drivers: \$10 per 3 hour shift plus \$25 per run.

Bonnell-Hall MOVED to accept the stipend increases for EMS as written above. Fleener SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment*Action Item

Bonnell-Hall MOVED to adjourn the meeting. Fleener SECONDED the motion. The meeting was adjourned at 5:51pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

GATEWAY FIRE PROTECTION DISTRICT
CHECK REGISTER

Ch No	Joint Payee Name	Amount	Goods/Services Paid For
278	James Bonnell-Hall	\$ 42.82	September Payroll
279	Rodney Willard	\$ 46.17	September Payroll
280	James Bonnell-Hall	\$ 42.81	September Payroll
281	Rodney Willard	\$ 46.18	September Payroll
282	Elan Financial Services	\$ 121.24	Microsoft Office; Business cards; Volunteer Birthday lunch
283	Idaho State Tax Commission	\$ 456.00	Payroll Liabilities
293	Brenda Morris	\$ 329.40	September Payroll
294	Daedra Chapman	\$ 466.37	September Payroll
295	Danae Floch	\$ 415.58	September Payroll
296	Daniel Troyer	\$ 995.80	September Payroll
297	Donald Lindblad	\$ 258.58	September Payroll
298	Gregory McFadden	\$ 995.80	September Payroll
299	Jeremy Johnson	\$ 337.08	September Payroll
300	Joshua Haynes	\$ 401.72	September Payroll
301	Kristine Diviak	\$ 52.35	September Payroll
302	Larry Troyer	\$ 614.13	September Payroll
303	Marcus Trover	\$ 46.18	September Payroll
304	VOID	\$ -	VOID
305	Russel Hogan	\$ 327.84	September Payroll
306	Rodney Willard	\$ 161.61	September Payroll
307	VOID	\$ -	VOID
308	EFTPS	\$ 3,365.82	Payroll Liabilities
309	Marilyn Troyer	\$ 2,200.94	September Payroll
310	PERSI	\$ 2,820.85	Retirement Contributions
311	Benewah Beverage	\$ 11.00	Water cooler rental
312	Bound Tree Medical	\$ 283.42	Ambulance Supplies
313	City Service Valcon	\$ 1,182.15	Diesel and gas
314	Dale Ross	\$ 4,482.00	\$170 Monthly Medical Director Fee + Yearly Insurance Fee
315	Eriene Talbott	\$ 40.00	Ambulance Refund
316	Danae Floch	\$ 102.82	Vacuurn
317	Life Assist	\$ 1,400.17	Ambulance Supplies
318	Life Flight Network	\$ 975.00	Volunteer & Employee Yearly Benefits
319	Municipal Emergency	\$ 850.45	Compressor Maintenance
320	NCBERS	\$ 48.00	Life Insurance Premiums
321	Outlaw Repair	\$ 225.00	File cabinet caster frame
322	VOID	\$ -	VOID
323	Rodney Willard	\$ 26.80	EMS Training Food
324	Timothy Fleener	\$ 171.28	October Payroll
325	James Bonnell-Hall	\$ 171.28	October Payroll
326	Rodney Willard	\$ 168.70	October Payroll
327	Benewah Market	\$ 59.57	Office supplies; station supplies
328	City of Plummer	\$ 348.13	September Utilities
329	Med Tech	\$ 92.76	Ambulance Supplies
330	Systems Designs West	\$ 1,049.70	September EMS Billing
		\$ 26,101.70	

I certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Gateway Fire Protection District.

Rodney Willard, Clerk

The Board of Commissioners authorizes payment for the goods and services provided to Gateway Fire Protection District as represented on the above check register.

Rodney Willard, Chairman

James T Bonnell-Hall, Commissioner

Tim Fleener, Commissioner

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
October 11, 2023
6:02 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:02pm by Chairman Rodney Willard. Commissioner Tim Bonnell-Hall, Commissioner Tim Fleener, Fire Chief Greg McFadden, EMS Administrator Daedra Chapman, and Clerk Danae Floch were also present.

Resolution 2023-03 To Adopt MOU with Spokane County Fire District 2*Action Item

The MOU was presented to the Board. Discussion was held. Willard asked for comments from other Commissioners or those present. No comments.

Bonnell-Hall MOVED that the Resolution 2023-03 To Adopt the MOU with Spokane County presented. Fleener SECONDED the motion. The motion PASSED UNANIMOUSLY.

ICRMP Joint Powers Agreement*Action Item

Discussion was held regarding the Joint Powers Agreement from ICRMP. Willard entertained the idea to call Debbie Ferguson with ICRMP to get clarification on the JPA.

Commissioner Fleener asked Willard to call for clarification on the JPA. The issue was tabled until clarification could be attained.

Fire Report

Burn permits are still being issued up until October 20th.

Wildland fires are still active, including one Monday evening.

Fire is gearing up potential structure and chimney fires this winter

Fire Volunteer Incentives*Action Item

Discussion was held regarding incentives for volunteers. Willard suggested contacting Work Force Training to get those graduating from school to come to the District for affiliation to keep their certifications.

Chapman and Floch suggested a quarterly community event. Pancake feed, booth at the Farmer's Market, booth at Plummer Days, Trunk or Treat, etc.

Fleener suggested contacting the surrounding districts to see what they are doing to incentivize their volunteers.

Gateway Fire Protection District Regular Meeting Minutes

Willard asked that the other commissioners and the employees take this under serious consideration.

EMS Report

39 calls; stood down 5; transport 25; LF 5; medics 2

New agency license has been received and inspection will be tomorrow morning.

Grant from EMS Bureau should be received by the end of October.

Racom has been contacted and the radios and parts are held up through suppliers.

Stryker came to service Lifepacks. That service is still included in the grant package.

Garage doors will be serviced tomorrow.

Training for October was LifeFlight with hot loads.

Volunteers are stepping up to cover nights.

Clerk Report

Floch will be attending PERSI meetings next week.

Floch will be attending a North Idaho Clerks meeting in early November.

The District was invited to attend a Halloween Parade at the school.

Floch will be gone October 31, 2023.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

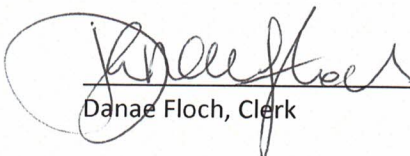
- a) Regular Board Meeting Minutes September 13, 2023
- b) Special Meeting Minutes September 20, 2023
- c) Special Meeting Minutes October 2, 2023
- d) Disbursements Presented for Approval

Bonnell-Hall MOVED that the consent be approved as presented. Fleener SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment*Action Item

Bonnell-Hall MOVED to adjourn the meeting. Fleener SECONDED the motion. The meeting was adjourned at 7:44pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

GATEWAY FIRE PROTECTION DISTRICT
CHECK REGISTER

Ch No	Joint Payee Name	Amount	Goods/Services Paid For
331	Joe's Garage Door Repair, LLC	\$ 155.00	Garage Door Service
332	Elan Financial Services	\$ 65.96	EMS Training Food
333	Gateway Café	\$ 23.85	Volunteer Meal
334	State Insurance Fund	\$ 1,950.00	Quarter 3 Workman's Compensation
335	Gregory McFadden	\$ 995.80	October Payroll
336	Marilyn Troyer	\$ 1,000.00	October Payroll Cash Advance
337	Michael Troyer	\$ 152.38	October Payroll
338	Daedra Chapman	\$ 2,912.91	October Payroll
339	Danae Floch	\$ 3,023.50	October Payroll
340	Daniel Troyer	\$ 640.54	October Payroll
341	Donald Lindblad	\$ 207.79	October Payroll
342	Jeremy Johnson	\$ 494.07	October Payroll
343	Joshua Haynes	\$ 614.13	October Payroll
344	Kristine Diviak	\$ 563.98	October Payroll
345	Larry Troyer	\$ 1,057.41	October Payroll
346	Marcus Troyer	\$ 295.52	October Payroll
347	Marilyn Troyer	\$ 1,712.32	October Payroll
348	Russel Hogan	\$ 434.07	October Payroll
349	Rodney Willard	\$ 228.73	October Payroll
350	Benewah Beverage	\$ 18.00	Water cooler rental
351	Benewah County	\$ 2,680.00	March - August Paramedic Intercepts
352	City of Plummer	\$ 288.13	October Utilities
353	City Service Valcon	\$ 731.86	Diesel and gas
354	Gateway Café	\$ 30.32	Meal with Tensed Fire
355	Idaho Dept of Labor	\$ 5,283.00	Quarter 3 Unemployment
356	Lake City Law	\$ 400.00	Spokane County MOU Review
357	Med Tech	\$ 109.60	Ambulance Supplies
358	Oxarc	\$ 162.85	Oxygen
359	Paperhouse	\$ 90.95	Office supplies
360	Marilyn Troyer	\$ 64.00	Employee expense - dresser for women's dorms
361	Dale Ross	\$ 170.00	Medical Director Wage
362	James Bonnell-Hall	\$ 85.64	November Wage
363	Timothy Fleener	\$ 85.64	November Wage
364	Rodney Willard	\$ 92.35	November Wage
365	Idaho State Tax Commission	\$ 509.00	Payroll liability
366	PERSI	\$ 2,936.16	Retirement Contributions
367	VOID		VOID
368	EFTPS	\$ 3,946.38	Payroll liabilities
369	Life Assist	\$ 102.61	Ambulance Supplies
370	Mike White Ford	\$ 200.75	Ambulance Oil Change
371	Systems Design West	\$ 957.06	October EMS Billing
		\$ 35,227.45	

I certify that the above check register is an accurate representation of checks written as payment for goods or services actually received by Gateway Fire Protection District.
 The Board of Commissioners authorizes payment for the goods and services provided to Gateway Fire Protection District as represented on the above check register.
 Rodney Willard, Chairman
 James T Bonnell-Hall, Commissioner
 Tim Fleener, Commissioner

**PLUMMER GATEWAY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
December 13, 2023
6:00 P.M.**

MINUTES

Roll Call and Call to Order

The Regular General Fire Commissioner Meeting was called to order at 6:00pm by Chairman Rodney Willard. Commissioner Tim Fleener, Commissioner Bonnell-Hall, and Fire Chief Greg McFadden were also present.

Generator

Issue was tabled.

Per Diem*Action Item

Issued was tabled until next meeting.

Fire Report

Gas tester has been ordered and will be active at the next training.

Sweatshirts for crew have been ordered.

Discussion was held regarding 1721 at helicopter landings.

Volunteers have agreed to perform the hose testing.

EMS Report

A copy of the EMS Report was presented to the Board. Chapman was not present.

Clerk Report

Floch was not present to give a report.

Consent Agenda*Action Item

The consent agenda includes routine items. Board members may ask that any specific item be removed from the consent agenda to discuss it in greater detail.

- a) Regular Board Meeting Minutes November 8, 2023
- b) Disbursements Presented for Approval

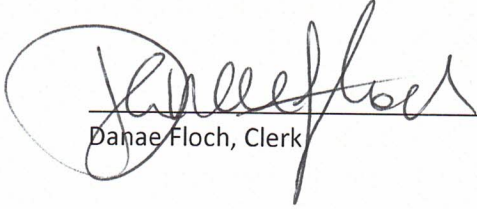
Bonnell-Hall MOVED that the consent be approved as presented. Fleener SECONDED the motion. The motion PASSED UNANIMOUSLY.

Adjournment*Action Item

Gateway Fire Protection District Regular Meeting Minutes

Bonnell-Hall MOVED to adjourn the meeting. Fleener SECONDED the motion. The meeting was adjourned at 7:06pm. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED:



Danae Floch, Clerk

Plummer Gateway Fire Protection District Account QuickReport As of January 10, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
105000 - Umpqua Ambulance Checking-0697							
Check	12/14/2023		Galls		504000 · Amb...	-47.50	284,985.62
Deposit	12/14/2023			Deposit	450000 · Amb...	250.00	284,938.12
Deposit	12/15/2023			Deposit	450000 · Amb...	2,024.42	285,188.12
Deposit	12/18/2023			Deposit	450000 · Amb...	571.71	287,212.54
Deposit	12/18/2023			Deposit	450000 · Amb...	1,291.23	287,784.25
Deposit	12/19/2023			Deposit	450000 · Amb...	604.76	289,075.48
Deposit	12/19/2023			Deposit	450000 · Amb...	154.27	289,680.24
Check	12/20/2023		Verizon		500000 · EMS...	-57.82	289,834.51
Deposit	12/20/2023			Deposit	450000 · Amb...	747.71	289,776.69
Check	12/21/2023		Providence		535000 · EMS...	-269.50	290,524.40
Deposit	12/21/2023			Deposit	450000 · Amb...	742.18	290,294.90
Deposit	12/21/2023			Deposit	450000 · Amb...	2,361.68	290,997.08
Deposit	12/22/2023			Deposit	450000 · Amb...	684.40	293,358.76
Check	12/24/2023		Fire Debit	Quickbooks s...	636500 · Fire...	-185.00	294,043.16
Deposit	12/26/2023			Deposit	450000 · Amb...	1,545.25	293,858.16
Check	12/27/2023		Galls		504000 · Amb...	-47.50	295,403.41
Deposit	12/27/2023			Deposit	450000 · Amb...	2,930.29	295,355.91
Deposit	12/27/2023			Deposit	450000 · Amb...	199.37	298,286.20
Liability Check	12/29/2023		Idaho State Tax Co...	000808371	170000 · State...	-479.00	298,485.57
Check	12/29/2023			Deposit	450000 · Amb...	2,327.50	298,006.57
Deposit	12/31/2023		EMS Debit Card	Spectrum	-SPLIT-	-177.96	300,334.07
Deposit	01/01/2024			Interest	402011 · Ump...	2.57	300,156.11
Check	01/05/2024	424	NCPERS Idaho	Deposit	-SPLIT-	26,974.69	300,158.68
Paycheck	01/05/2024	425	Allegra K Lind		-SPLIT-	-48.00	327,133.37
Paycheck	01/05/2024	426	Daedra M. Chapman		-SPLIT-	-41.56	327,085.37
Paycheck	01/05/2024	427	Danae Floch		-SPLIT-	-3,729.93	327,043.81
Paycheck	01/05/2024	428	Daniel R Troyer		-SPLIT-	-2,574.83	323,313.88
Paycheck	01/05/2024	429	Donald B Lindblad		-SPLIT-	-893.59	320,739.05
Paycheck	01/05/2024	431	Jeremy J. Johnson		-SPLIT-	-240.11	319,845.46
Paycheck	01/05/2024	432	Joshua A. Haynes		-SPLIT-	-434.04	319,605.35
Paycheck	01/05/2024	433	Kristine Diviak		-SPLIT-	-655.68	319,171.31
Paycheck	01/05/2024	435	Marilyn Troyer		-SPLIT-	-557.13	318,515.63
Paycheck	01/05/2024	436	Michael Troyer		-SPLIT-	-272.43	317,958.50
Paycheck	01/05/2024	437	Russel D Hogan		-SPLIT-	-2,523.85	315,162.22
Paycheck	01/05/2024	438	Rodney M. Willard		-SPLIT-	-32.32	315,129.90
Paycheck	01/05/2024	439	Larry J Troyer		-SPLIT-	-217.02	314,580.39
Paycheck	01/05/2024	434	Gregory S. McFadden		-SPLIT-	-1,431.42	314,363.37
Paycheck	01/05/2024	430	Daniel R Troyer		-SPLIT-	-1,001.80	312,931.95
Liability Check	01/05/2024	440	United States Treas...		-SPLIT-	-1,092.46	311,930.15
Liability Check	01/05/2024	442	Idaho State Tax Co...	82-0522002	-SPLIT-	-4,368.56	310,837.69
Check	01/05/2024	441	PERSI	000808371	170000 · State...	-532.00	306,469.13
Deposit	01/08/2024			Deposit	-SPLIT-	-3,014.52	305,937.13
Bill Pmt -Check	01/10/2024	444	95 Tire and Auto		450000 · Amb...	8.75	302,922.61
Bill Pmt -Check	01/10/2024	445	Benawah Beverage		200000 · Acco...	-2,963.10	299,931.36
Bill Pmt -Check	01/10/2024	446	City of Plummer		200000 · Acco...	-11.00	299,968.26
Bill Pmt -Check	01/10/2024	447	City Service Valcon		200000 · Acco...	-748.13	299,957.26
					200000 · Acco...	-984.84	299,209.13
							298,224.29

Plummer Gateway Fire Protection District Account QuickReport As of January 10, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance	
Bill Pmt -Check	01/10/2024	448	Gateway Cafe		200000 · Acco...	-27.44	298,196.85	
Bill Pmt -Check	01/10/2024	449	General Fire		200000 · Acco...	-1,291.91	296,904.94	
Bill Pmt -Check	01/10/2024	450	Life Assist		200000 · Acco...	-565.31	296,339.63	
Bill Pmt -Check	01/10/2024	451	Med-Tech Resource...		200000 · Acco...	-144.88	296,194.75	
Bill Pmt -Check	01/10/2024	452	Municipal Emergenc...		200000 · Acco...	-213.28	295,981.47	
Bill Pmt -Check	01/10/2024	453	Oxarc		200000 · Acco...	-361.63	295,619.84	
Bill Pmt -Check	01/10/2024	454	Performance Syste...		200000 · Acco...	-304.50	295,315.34	
Bill Pmt -Check	01/10/2024	455	System Design Wes...		200000 · Acco...	-1,117.62	294,197.72	
Paycheck	01/10/2024	458	Rodney M. Willard		-SPLIT-	-76.35	294,121.37	
Paycheck	01/10/2024	456	James T. Bonnell-Hall		-SPLIT-	-85.64	294,035.73	
Paycheck	01/10/2024	457	Timothy P Fleener		-SPLIT-	-85.64	293,950.09	
Total 105000 · Umpqua Ambulance Checking-0697							8,964.47	293,950.09
TOTAL							8,964.47	293,950.09

