



# Teton County Fire Protection District

P.O. Box 474  
911 N. Hwy 33  
Driggs, ID 83422

Monday April 8<sup>th</sup>, 2019

## Fire Commissioners in attendance:

Jason Letham  
Scott Golden  
Kent Wagener

## Also in attendance:

Bret Campbell, Fire Chief  
Earle Giles III, Deputy Fire Chief/Fire Marshal  
Kevin Bollar, Battalion Chief of Training  
Charis Schreiber, Local 4667 President  
Bart Birch, Legal Counsel  
Monica Hoth, Board Secretary  
Jerry Moore, on duty Shift Captain  
Cody Gamboa, CPA, Rudd & Co., LLC.

## Meeting began @ 1700 hours

**Minutes:** Commissioner Letham asked if anyone had question or comments on the prepared minutes from the **March 19<sup>th</sup>, 2019** meeting.

No questions or comments were made.

**Commissioner Golden made a motion to approve the February 11<sup>th</sup> minutes as presented.**

**Commissioner Letham seconded the motion.**

**Commissioner Letham asked for all in favor. All replied "aye", and the minutes were approved as presented.**

**Claims:** Commissioner Letham asked for any questions or comments on the claims presented for the period **March 1st, 2019 through April 5<sup>th</sup>, 2019.**

No questions or comments were raised.

**Commissioner Wagener made a motion to approve the claims as presented.**

**Commissioner Letham seconded the motion.**

**Commissioner Letham asked for all in favor. All replied "aye", and the claims were approved as presented.**

**Budget Statement:**

Commissioner Wager had questions about the wages in the A budget. Brief discussion about the A budget and no further questions were asked.

**Commissioner Letham made a motion to approve the Budget Statements as presented.**

**Commissioner Wagener seconded the motion.**

**Commissioner Letham asked for all in favor. All replied “aye”, and the Budget Statement was approved as presented.**

***Presentation of the Fiscal Year ending September 30, 2018 TCFPD Audit:***

Cody Gamboa, CPA from Rudd & Co went over for Commissioners the detail that goes into the audit process as well as presented the audit results to Fire Commissioners. Commissioners had a brief discussion with Mr. Gamboa about the expanding areas that our audit reviews and were overall very pleased with the process and results. There was thorough review of the Fire Districts internal controls and their appropriateness, and Fire Commissioners were encouraged to continue to monitor control procedures it can with the available resources such as budget comparison and analysis. There were no further questions.

***Discuss and Set Fire Commissioners Monthly Meeting Date/Time:***

Commissioners decided to hold their monthly meetings on the 3<sup>rd</sup> Friday of each month at 1pm. Monica Hoth will communicate this change to the newspaper and update the website as well as let the County know to set the Public Budget Hearing Notice for Friday August 16<sup>th</sup> @1pm per the deadline for tax notices to be sent out.

***Discuss New Position:***

Chief Campbell made a presentation to Fire Commissioners for consideration of creating a new Deputy Fire Chief position. Commissioners decided to carry the topic over to the May meeting to consider further.

***Chief's Report:*****Fire Chief**

Chief Campbell reported on several topics to Fire Commissioners.

First, to report that he and Chief Giles had met with JH Fire & EMS. They discussed high risk areas and the many ways they can continue to support each other in the service of both communities.

Then, he spoke about the radio system and is working with a group of 5 other counties to see how best to pursue radio systems for future needs.

Chief Campbell briefed Fire Commissioners on his discussion with County Commissioner Bob Heneage and his visit as it relates to Wildland prevention projects.

Chief Campbell also let Fire Commissioners know that the annual USFS pre-season county briefing with Wildland Community partners like County and County Fire is coming up on May 28<sup>th</sup> at 1pm. Fire Commissioners are encouraged to come and participate along with County Commissioners who will be in attendance.

He also added that the Community Wildfire Day will be on May 4<sup>th</sup> and Fire Commissioners are encourage to attend if they are available.

Chief Campbell reported that the SCBA fill station that was ordered, has been delayed again, but is still on its way. Crews are still working through SCBA models, but are almost done.

Campbell also reported back that the funds previously discussed at the County, which were from the Ambulance Service District remaining fund balance, are being retained by the County after all. Follow up with Clerk Keeley found the answer we had been missing for Commissioners in previous meetings.

Lastly, he let Fire Commissioners know that the new tender is here and has paint done. Reported that it drives great. Remaining work will be completed in the coming weeks.

#### **Fire Marshal**

Chief Giles reported for Commissioners that meetings have continued with Cities and Teton County on the new fee implementation of inspection fees. Commissioners discussed the public hearing needed and decided to have the public hearing on the new fees at the next meeting 5/17/19. Monica Hoth will work with Chiefs to ensure the legal notice for the public hearing is posted twice in the paper prior to the hearing date.

He reported that permits are still coming in steady from the County.

**Recess**

**Adjourn**

**Commissioner Golden made a motion to adjourn at 1842 hours.**

**Commissioner Wagener seconded the motion.**

**Commissioner Letham asked for all in favor. All replied "aye", and the Board of Fire Commissioners was adjourned.**