

**TANGENT RURAL FIRE PROTECTION DISTRICT**  
**Board of Directors' Meeting**  
**Minutes – April 9, 2014**

**Board Members Present:** John Dunn, Mel Brush, Bruce Riley, Paul Strombeck, Stan Lathrom  
**Staff Present:** Chief Casebolt, Asst. Chief Vonasek, BC Burke, OA Duckworth

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Chair Dunn called the meeting to order at 7:00 p.m.

**I. CITIZENS' COMMENTS:** None.

**II. VOLUNTEERS' REPORT:** None.

**III. APPROVAL OF:**

**Minutes – Regular Board Meeting – March 12, 2014**

**Minutes – Budget Work Session and Awarding of Contracts – March 19, 2014.**

**Action:** Lathrom moved to approve the minutes of both meetings as submitted; the motion was seconded by Strombeck and it passed 5-0.

**Financial Report – March 2014.**

**Action:** Riley moved to approve the financial report as submitted; the motion was seconded by Lathrom and it passed 5-0.

**IV. OLD BUSINESS:**

**Chief's Report --**

- The chief is working with the SDAO office regarding how to best utilize the 8 hours of free consultation services they offer to assist us in writing a strategic plan and standards of cover for our District.
- Last Tuesday, the District had a volunteer OSHA inspection; we will receive a written report, but the oral debrief didn't show up any shortcomings that we didn't already know existed.
- Had a discussion with Joe Larson of the Sheriff's Office regarding whether our new classroom could serve as an Emergency Operations Center for the area; he shared that we could serve as a "backup" center if the main station went down for any reason.
- The lighting and surveillance system projects are both progressing; both should be completed by the end of next week.

- The District previously had no formalized contract with our medical advisor, Dr. Russ McUne. Our attorneys are preparing one, which will speak to expectations and remuneration.
- Our SAFER grant application was denied. The Chief has contacted our grant writer and a couple of districts who received the grants to see how we might be able to improve on our application for next year. One suggestion was to have the Chief get involved in the grant process as a reviewer so we are better aware of what they look for when awarding the grants.
- Brush asked about progress on the leaking problem in the outer wall of the new classroom. Casebolt shared that all the architect's recommendations for repair were sent to Dennis w/Stutzman. They are prepared to make whatever repairs we require and it will be done next week.

**Asst. Chief's Report** – During the month of March, our volunteers participated in many hours of outside training offered through the LB Training Council. On the fire prevention side, there were no District fires during March. He also informed the Board that because we were part of the Presidential-declared disaster area from the recent heavy snowstorm, the damage to the gutters on the Warren Building will be covered; therefore, there will be no need for an insurance claim.

**New Classroom Project** – The Chief met with the architect who presented concept drawings of the project. Staff thought they were acceptable, so now the architect will prepare detailed drawings, and within 2-3 weeks, both specs and drawings will be ready for bid. Capacity of the room will be 55 people. The ceiling will be 9', although it could be raised to 10-11' by angling the ends. When asked whether the new classroom would contain cabinets and countertops, the answer was yes.

**Main Station Siren** – Vonasek contacted several electrical companies seeking bids for repair but only EC Electric has responded as yet, with a quote of about \$3200 (they are recommending an outside, weatherproofed box). Strombeck felt this was quite high and suggested we ask Gene's Electric about it when they come to do the lighting/surveillance projects for us. He also recommended contacting Cherry City Electric as he knows they employ local electricians that could look at the job. Vonasek will follow up on his suggestions.

## **V. NEW BUSINESS:**

**Alarms and Classes** – March was fairly quiet with only 19 calls. As mentioned previously, several volunteers have participated in outside classes, and Vonasek will be offering several NFPA courses in the immediate future.

**Safety Committee** – They are meeting regularly (at least once a month). The OSHA inspector suggested that they post their minutes for all to review. It was reported that Jake Mowery has been very conscientious regarding his duties as co-chair. Casebolt shared that the Committee has identified a number of concerns, but they are waiting for the OSHA report before finalizing theirs.

**Review of Policies/Procedures – Section 3 (Personnel)** – The Board agreed that it was probably prudent to postpone this review for about 3 months as the new budget includes funding for Lexipol (a policy database

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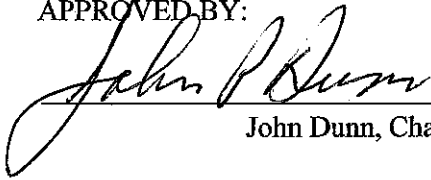
program), which will allow us to access the latest best practices for all our policies. When made aware of this new program, SDAO is pursuing how they might assist districts obtain some funding for this new product.

Chair Dunn adjourned the meeting at 7:38 p.m.

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Minutes submitted by Karen Duckworth  
Office Administrator

APPROVED BY:



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John Dunn, Chair of the Board

*05-14-2014*

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Date