

**MINUTES OF THE NORTHERN LAKES FIRE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS**

**REGULAR MEETING**

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February 10<sup>th</sup>, 2022 at 10:00 a.m.  
125 W. Hayden Ave., Hayden, ID

**I. Call To Order**

**COMMISSIONER HALPIN** called meeting to order at 10:00 a.m.

**COMMISSIONERS PRESENT:** Commissioners Amende, Duncan, Halpin, and Pearce

**COMMISSIONER ABSENT:** Commissioner Washko

**OTHERS PRESENT:** Fire Chief Riley, Division Chief Mather, Division Chief Dill, Fire Marshal Drechsel, Secretary Knapp, Brad Belmont, and Chris Larson

**II. Pledge of Allegiance**

**COMMISSIONER HALPIN** led the Pledge.

**III. Amend Agenda**

There were no amendments to the agenda.

**IV. Consent Calendar**

The consent calendar was presented for review as follows:

- A. Approval of February 10<sup>th</sup>, 2022 Meeting Agenda as presented;
- B. Approval of January 27<sup>th</sup>, 2022 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for January

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER AMENDE** to approve the February 10<sup>th</sup>, 2022 Consent Calendar as presented.

**COMMISSIONER HALPIN** called for discussion. There was no discussion.

**COMMISSIONER HALPIN** called for the vote and all were in favor. Motion carried

**V. New Business**

**A. Public Safety Employee Assistance Program (EAP) Contract**

A renewal agreement for the Public Safety EAP through ESI Group was presented for review. The renewal dates are 3/1/2022 through 2/28/2023 at a quoted cost of \$2,590. FIRE CHIEF RILEY reported that he is not recommending approval of the renewal of this EAP due to the decreasing number of members utilizing the benefit over the last few years. He also noted that this EAP is the only one offered to District volunteers, but that the District currently has two active volunteers.

FIRE CHIEF RILEY noted that this was the first EAP the District provided beginning in 2008, but that since joining the III-A in 2016, more EAP benefits have been offered and the utilization of the Public Safety EAP has decreased 28% since 2019, with only two members using the benefit in the last year. There was further discussion on the renewal being funded in the current budget for \$2,700.

The board's consensus was to not renew the Public Safety EAP due to other benefit options now available to District members and their families.

**VI. Reports**

**A. Chiefs Report** – Was presented for review and FIRE CHIEF RILEY reported on the following:

1. Major Incident – District crews responded to an incident on 2/6 involving a hostage situation, structure fire, and trauma. FIRE CHIEF RILEY reported there were no injuries to any District personnel, law enforcement, or civilians. He stated that the crews performed very well under the circumstances with a good partnership with law enforcement. **COMMISSIONER HALPIN** clarified with FIRE CHIEF RILEY that the incident occurred in the city of Hayden, west of Highway 95, on Dee Court.
2. Impact Fees – The cities of Hayden and Rathdrum are in rapid progress with their Planning & Zoning Commissions to bring a recommendation to a full council vote. FIRE CHIEF RILEY reported that the County's Development Impact Fee Advisory Committee (DIFAC) met last week and approved the plan moving forward to the board of county commissioners, but the DIFAC wants to do public outreach; unsure how long this process will take. FIRE CHIEF RILEY stated that we've received good feedback on the District's impact fees from both cities and the county.
3. SAFER Grant – A copy of the District's SAFER Grant application was presented for the board's review. FIRE CHIEF RILEY stated that EMS CHIEF DILL and DEP FIRE MARSHAL LARSON deserve recognition for putting together the SAFER Grant application and getting it submitted early. A copy of the IAFF GIS Study was also presented for the board's review with FIRE CHIEF RILEY noting that some of the information in the GIS study applies to city departments.

**COMMISSIONER HALPIN** clarified with DEP FIRE MARSHAL LARSON that the SAFER Grant application will go through a Peer Review and the District will be notified sometime in May or June if its application will be moving on; the final awards will be announced sometime in August/September.

The board thanked EMS CHIEF DILL and DEP FIRE MARSHAL LARSON for all their hard work on the grant application. FIRE CHIEF RILEY reported that retired EMS CHIEF VAN ERT also reviewed the application before it was submitted as he has sat on grant peer review committees in the past; and that his input was very helpful.

4. Levy Committee – The Levy Committee met on 2/1 including **COMMISSIONER PEARCE** and L4045 representatives. FIRE CHIEF RILEY reported that the committee's consensus was to not do an override levy ballot question in May due to the SAFER Grant application being made.
5. Staffing – Staffing levels have returned to more normal levels, with three members remaining out on extended leave. **COMMISSIONER PEARCE** questioned the injury leaves and FIRE CHIEF RILEY clarified that two are work-related and one non-work related. There was further discussion on an upcoming medical retirement of one member.
6. New Employees – The hiring committee has interviewed all eligible firefighter/paramedic candidates and made recommendations for hire of four candidates. FIRE CHIEF RILEY thanked the committee members, FF/MEDIC TULL, FF SORENSON, ENG/MEDIC LEGG, CAPT MICHAEL, and FF TURRELL, for a great job. The next steps in the hiring process include making conditional offers of employment, background checks, and NFPA 1582 physicals. **COMMISSIONER HALPIN** clarified with TRAINING CHIEF MATHER that the District will be doing a four-week fire academy for the first time.
7. Staff/Operational Reports

- a. **Training Report** - Presented for review. CHIEF MATHER reported on the following:
  - i. Attended a recent meeting with multiple fire agencies and 9-1-1 Central Dispatch to discuss a station alerting and paging system. Vendor demonstrations will take place in the next few weeks. This will involve a lighting system and audio setup.
  - ii. Still working on the upcoming Fire Academy for the new FF/Medic hires with the lead instructors. Anticipate the academy beginning the first of April.
  - iii. Outside training opportunities include a Fire Instructor I course being put on by Cheney Fire.
  - iv. Apparatus: Engine 522 and Medic 52 were responding to a call on Highway 41 on 2/2 when they were struck by sand from a Lakes Highway District truck traveling the opposite direction. Both units sustained cracked windshields which are being replaced. The District is filing a tort claim with Lakes Highway for the cost to replace the windshield on E522.
- b. **EMS Report** – Presented for review. EMS CHIEF DILL reported on the following:
  - i. All EMS units are currently in service. Medic 52 did sustain minor damage on an emergency scene when sliding on ice into a fence post. KCEMSS is taking care of this claim.
  - ii. SAFER Grant was submitted online before deadline of 2/4. CHIEF DILL noted it was the first large grant he's written and was a good experience. He thanked DEP FIRE MARSHAL LARSON and the rest of Admin Staff for all their help. **COMMISSIONER HALPIN** clarified with DEP FIRE MARSHAL LARSON that the SAFER Grant is submitted through the Dept. of Homeland Security and reviewed by FEMA and the U.S. Fire Administration in Emmitsburg.
  - iii. Training:
    - a) Upcoming ACLS training to take place on 3/3 with FF/MEDIC TULL instructing.
    - b) EMS licensures due in March have been completed.
    - c) Conducted AED and First Aid training at Leisure Park on 1/31.
  - iv. Along with FIRE CHIEF RILEY, will be holding a phone conference with National Testing Network's (NTN) background investigator now that the oral interviews have concluded and conditional employment offers will soon be made.
- c. **Fire Marshal Report** – Presented for review. FIRE MARSHAL DRECHSEL reported on the following:
  - i. Approved 100 residential lots in Rathdrum known as Brookshire South.
  - ii. There were 15 new residential permits issued in unincorporated areas of District last month.
  - iii. Investigating the arson fire on Dee Court along with the State Fire Marshal's Office.

- iv. Met with developers on a future land donation to the District. **COMMISSIONER PEARCE** clarified with FIRE MARSHAL DRECHSEL that the developer is working with Panhandle Health District on a variance for septic on the property.
  - v. Attended the recent Idaho Association of Building Officials (IDABO) class with DEP FIRE MARSHAL LARSON held in Coeur d'Alene on changes to building code and enforcement.
  - vi. Met with the developers of three new hangars going in at the CDA Airport.
8. Bureau Report – For January was presented for review.
  9. Overtime Report – For January was presented for review.
  10. Run Report – For January was presented for review.

**B. Commissioner Reports**

There were no commissioner reports.

**VII. Public Input**


There was no public input.

**I. Adjournment**

There being no further business to be brought before the board, the regular meeting was adjourned upon the motion of **COMMISSIONER PEARCE** and as seconded by **COMMISSIONER AMENDE** at 10:21 a.m.

**COMMISSIONER HALPIN** called for discussion. There was no discussion.

**COMMISSIONER HALPIN** called for the vote and all were in favor. Motion carried

  
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 DAVID P. HALPIN, Chairman

  
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 DENNIS L. AMENDE, Commissioner

  
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 DOUGLAS D. DUNCAN, Commissioner

  
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 MICHAEL R. PEARCE, Commissioner

  
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 JAMES C. WASHKO, Commissioner

I certify that the foregoing is a true and correct copy of the minutes of a duly called meeting of the governing body of the Northern Lakes Fire Protection District held in accordance with all applicable legal requirements, including Idaho Open Meeting Law, on the 10<sup>th</sup> day of February 2022.

ATTEST BY:

  
 Valerie Knapp, District Secretary  
