

NAMPA FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS - REGULAR MEETING AGENDA
 July 10, 2023

DATE	TIME	LOCATION
July 10, 2023	6:00 pm	Nampa Fire Training Facility 300 W. Railroad St, Nampa, Idaho 83687
Action Item	<p>ACTION ITEM NOTATION INFORMATION: Any agenda item that requires a vote of the Board of Commissioners is identified with the appearance of the "Action Item" in the left column of this Meeting Agenda posting. The appearance of the "Action Item" does not require that a vote be taken on that item. "Action Item" designation is inclusive of all items listed in the same agenda number row.</p>	
1.	OPEN REGULAR MEETING	
2.	ROLL CALL	
3. Action Item	<p>APPROVAL OF BOARD MEETING AGENDA NOTICE POSTINGS REPORT BY THE SECRETARY INCLUSIVE OF WEBSITE OR SOCIAL MEDIA PLATFORM POSTINGS WHEN MAINTAINED BY THE DISTRICT. To join on your computer or mobile app please go to the Fire Department web page at Nampafire.org and select the link to connect to the video conference.</p> <p style="font-size: 1.2em;">Microsoft Teams meeting</p> <p>Join on your computer, mobile app or room device Click here to join the meeting Meeting ID: 225 216 959 946 Passcode: A4jxYj Download Teams Join on the web</p> <p>Or call in (audio only) +1 208-408-0283,,735517480# United States, Boise Phone Conference ID: 735 517 480# Find a local number Reset PIN</p> <p>Procedure to follow to amend the Agenda after the Meeting is started: In the event the Board needs to take final action on an emergency matter not included in the approved posted agenda, a motion must first be made stating:</p> <ul style="list-style-type: none"> • Why the item was not reasonably anticipated to be on the agenda and stating the facts of the reason for the emergency. <p>[An emergency must be a situation involving injury or damage to persons or property, or immediate financial loss, or the likelihood of such injury, damage or loss, when the notice requirements of agenda posting will make such notice impracticable, or increase the likelihood or severity of such injury, damage or loss.]</p> <ul style="list-style-type: none"> • The motion and the basis for this motion must be included in the minutes of the meeting. 	
4. Action Item	<p>MEETING MINUTES APPROVAL:</p> <ul style="list-style-type: none"> • Minutes of the June 12, 2023 Regular Meeting • Secretary's record destruction request for the audio recording for the above meetings. 	
5. Action Items	FINANCIAL REPORT AND BOARD APPROVAL OF BILLS:	

	<ul style="list-style-type: none"> • Treasurer’s Report/I.C. § 57-135 compliance submittal of written financial report which includes the amount of funds in the District’s treasury as such funds are deposited or invested as of the last day of the preceding month. <ul style="list-style-type: none"> ➤ Motion to receive & approve financial report • Treasurer’s Recommendation as set forth in the financial report for approval by the Board for authority to invest and continue the investment of certified funds on deposit as permitted by Idaho Code Section 67-1210, which are not presently needed for the payment of expenditures until the next regular meeting [the certified period.] • Ordinary and necessary bills to be paid as presented by the Treasurer <ul style="list-style-type: none"> ➤ Review of the bills together with the assignment of budget line item for the expenditures for approval as recommended by the Treasurer. <p>Suggested motion: (“I move for the disbursement of funds from the District’s treasury for the payment of the bills in the total sum of \$ as presented by the Treasurer, be authorized and approved”)</p>
6.	<p>OFFICER REPORTS:</p> <p>Command Staff Reports</p> <ul style="list-style-type: none"> A. Deputy Fire Chief of Operations - Chris King <ul style="list-style-type: none"> 1. Run Reports 2. Operational Updates B. Deputy Chief of Logistics – Nick Adams <ul style="list-style-type: none"> 1. Station 6 Update C. Deputy Chief Fire Marshal – Ron Johnson <ul style="list-style-type: none"> 1. 2nd Quarter Prevention Report D. Division Chief of Training – Robert Jardine E. Division Chief of EMS – Tom Wright <p>District Administrator Report</p> <ul style="list-style-type: none"> A. Chief Kirk Carpenter <p>Correspondence</p> <ul style="list-style-type: none"> A. Executive Director Richard Davies <p>Attorney’s Report</p> <ul style="list-style-type: none"> A. William Punkoney <p>Local 804</p> <ul style="list-style-type: none"> A. Open discussion time for Local 804 Firefighters
7. <div style="border: 1px solid black; padding: 2px; width: fit-content;">Action Items</div>	<p>BUSINESS:</p> <ul style="list-style-type: none"> 1. Fiscal Year 2024 Budget Publication – Review & Take Action 2. Executive Session 74-206 (J), 74-206A(1)(a) to discuss collective bargaining update
8.	<p>NON-ACTION ITEM BUSINESS:</p> <p>None at this time.</p>
9. <div style="border: 1px solid black; padding: 2px; width: fit-content;">Action Items</div>	<p>SET DATE FOR NEXT MEETING:</p> <p>Next regular meeting date is August 14, 2023.</p>

<p>10.</p> <p>Action Items</p>	<p>EXECUTIVE SESSION: <u>Under Idaho Code § 74-206(1)(d), (f), (j)</u></p> <p>(d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement (j) To consider labor contract matters authorized under section 74-206A (1) (a) and (b), Idaho Code</p> <p><i>The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance. The motion, if seconded, requires a roll call vote. The Action item is also the voice vote to come out of executive session and resume regular session. No final action or final decision will be taken or made in executive session.</i></p>
<p>11.</p> <p>Action Items</p>	<p>POST EXECUTIVE SESSION BUSINESS:</p>
<p>12.</p> <p>Action Item</p>	<p>ADJOURNMENT</p>

Frank H. Wolfkiel, Secretary

Location Agenda Posted: 9 12th Avenue South, Nampa, ID 83651 & 300 West Railroad St, Nampa, ID 83687

Date/Time Agenda Posted: 7/7/2023 4:00 p.m.

CAUTION: These Draft Minutes have not been approved by the Board of Commissioners and are not therefore an official record relating to the conduct or administration of the District's business and will not be retained. At such time as Minutes of the meeting reflected herein are approved by the Board of Commissioners said Minutes will become the official record of the conduct or administration of its business, as reflected therein and retained by the District.

BOARD OF COMMISSIONERS MINUTES

Nampa Fire Protection District
Regular Meeting June 12, 2023

Commissioner Daniel Ryan called to order the regular meeting Nampa Fire Protection District Board of Commissioners at 6:00 pm on Monday June 12, 2023.

Those present: Commissioner Frank Wolfkiel, Commissioner Daniel Ryan, Commissioner Cleo Miller, Commissioner Nicholas Chan, Chief Kirk Carpenter, Attorney William Punkoney, Deputy Chief of Logistics Nick Adams, Deputy Chief of Operations Chris King, Deputy Chief Fire Marshal Ron Johnson, Division Chief of Training Bobby Jardine, Division Chief of EMS Tom Wright, Dave O'Connor, and several members of the community.

APPROVAL OF BOARD MEETING AGENDA NOTICE POSTINGS REPORT BY THE SECRETARY INCLUSIVE OF WEBSITE OR SOCIAL MEDIA PLATFORM POSTINGS WHEN MAINTAINED BY THE DISTRICT.

A motion for approval of the June 12, 2023 agenda as posted was made by Commissioner Wolfkiel, seconded by Commissioner Miller and approved.

Review of the May 8, 2023 Regular Meeting Minutes:

Commissioner Miller moved to approve the May 8th, 2023 regular meeting minutes and grant the Secretary's record destruction of the audio, motion seconded by Commissioner Wolfkiel, and approved.

Treasurer's Report:

Report was presented by Chief Adams:



ADMINISTRATIVE OFFICE
9 - 12th Avenue South Nampa, ID 83851
208.468.5770

Account Balances as of April 30, 2023:		Interest Earned
MTN West Checking 1171	\$ 10,000.23	\$ 0.23
MTN West Savings 4532	\$ 10,000.84	\$ 0.84
LGIP Fund 3269 (Capital and Reserves Fund)	\$ 314,707.91	\$ 2,394.12
LGIP Fund 3788 (Leave Liability Fund)	\$ 97,779.23	\$ 771.94
MTN West ICS Demand Fund 6490	\$ 4,424,433.99	\$ 15,602.31
Development Impact Fee Fund 3618	\$ 1.00	
Development Impact Fee Fund ICS 8585	\$ 836,458.42	\$ 2,339.56
Private Fire Donations Fund 1743	\$ 33,418.91	\$ 1.02
Petty Cash at Fire Admin	\$ 307.65	
Investment Accounts:		
Schwab - Tax Leavy Fund 5105	\$ 3,012,615.25	
Schwab - Leave Liability Fund 9593	\$ 1,754,449.99	
Schwab - Reserve Fund 6161	\$ 5,253,194.19	
TOTAL FUNDS	\$ 15,747,367.61	

Motion was made by Commissioner Wolfkiel to accept the financial report, Commissioner Miller motion seconded, and approved.

Officer Reports:

Chief King presented the run reports. ESO report including a YTD comparison excel as well as May reports. NFPD Incident Report document. Only 1 structure fire in May. Response times & NFPD Incidents by Unit review. Supplemental report ESO dispatch to arrival time. Question about squad responses. Station Report on percentages of calls per Station. Updated on Truck purchase to move forward with model for 1.6 or under to be ready Dec 2024/Jan 2025.

Chief Adams presented updates on April Progress Tour and construction timeline for Fire Station #6. Good choice to go with Beniton on time and on budget. Went over photo packet. Update on Station #1 pavers that will be updated. Will have a budget in July for Commissioners to look at.

Chief Johnson will have a quarterly report for Commissioners for next month.

Chief Jardine presented 6,000ish hours of training. 2023 Captains test complete. 16 people took test and 2 failed. Exhausted driver/operator list so doing a mid-year drivers test in September. Everyone passed 8 week test in Academy. 12 Members attend Boise Symposium.

District Administrator Report:

Chief Carpenter: Office staff updates updating policy. Health & Welfare we do have injuries mostly that happened off shift. Upcoming NFPD Event/Picnic Wednesday. Station #6 opening August 2023. Idaho Fire Chiefs Conference went well. Chief Carpenter inducted as President. Upcoming issues with IFCC will be improving statewide emergency flow and reimbursement. Negotiations started for 2024 today setting meeting dates, boundaries, and expectations. Approved awards and recognition policy. Open testing for the next academy closes on the 18th of June. The intent is to give offers Mid-August.

Correspondence:

No correspondence.

Attorneys Report: Bill Punkoney: public records request. Looking at \$20,000/Interest which is a piece of good management. A real benefit that our public is going to see. Positive good change.

WHITE PETERSON

ATTORNEYS AT LAW

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OF COUNSEL

* Also admitted in OR

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KELLY R. BIRCH
MARC J. BYRBE
WAL F. GGRAY, III
DANIEL W. GOODMAN
MATTHEW A. JOHNSON
JACOB M. JONES
BRYAN W. KNOWS
WILLIAM F. NICHOLS *

Legal Counsel Report

To: Board of Commissioners, Nampa Fire Protection District
From: Wm. L. Punkoney
Re: Regular Meeting of Board of Commissioners - June 12th, 2023

The following is my report of legal service projects and activity and matters which we wish to bring to the attention of the Board of Commissioners:

PROJECT	DATE	ACTIVITY
Policy Code	On-going	Continuing to update the District's Policy Code.
HR Issues	On-going	Advised Leadership on non-emergent HR practices and issues.
Public Records Request	On-going	Advised Leadership on sending a public records request.
Storage Building RFP	Completed	Prepared Bid Specifications and Notice for Storage Building.

Dated: 06/12/2023 Signed: 

Local – 804 Firefighters:

Union representative not at meeting.

Business:

Action on Resolution No. 2023-06. Surplus of 2 Stairmasters and 4 gas powered fans. Commissioner Wolfkiel made a motion to approve resolution no 2023-06, Commissioner Chan second. Approved/Passed.

Non-Action Item, Business:

No non-action items this month.

Discussions: No discussions at this time.

EXECUTIVE SESSION:

Under Idaho Code § 74-206(1)(b), (d), (f), (j)

(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;

(d) To consider records that are exempt from disclosure as provided in [chapter 1, title 74](#), Idaho Code;

(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;

(j) To consider labor contract matters authorized under section [74-206A](#) (1)(a) and (b), Idaho Code.

The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance.

The motion, if seconded, requires a roll call vote.

The Action item is also the voice vote to come out of executive session and resume regular session.

No final action or final decision will be taken or made in executive session.

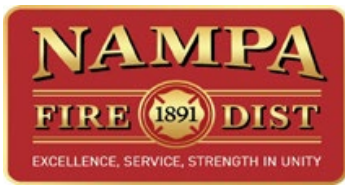
With no further discussion the meeting was adjourned. Commissioner Wolfkiel made a motion to adjourn, Commissioner Miller second. Approved.

Next scheduled meeting is for July 10th, 2023

Dated: June 12, 2023.

Frank H. Wolfkiel, Commission Secretary.

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STATION REPORT

YDT COMPARISON 2022-2023 & Weekly Report for June 2023

NFPD 2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	Percent
Station #1	213	209	215	195	203	213	232	218	196	195	190	221	2500	22.17%
Station #2	264	280	254	218	270	274	286	229	252	268	274	299	3168	28.09%
Station #3	118	86	91	97	113	114	122	127	111	128	96	128	1331	11.80%
Station #4	226	215	199	219	218	228	263	276	254	239	244	290	2871	25.46%
Station #5	124	96	109	93	104	119	152	128	124	120	121	118	1408	12.48%
Month Totals	945	886	868	822	908	948	1055	978	937	950	925	1056	11278	
Running Total	945	1831	2699	3521	4429	5377	6432	7410	8347	9297	10222			
NFPD 2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	Percent
Station #1	221	205	269	261	278	238							1472	28%
Station #2	254	217	230	238	231	225							1395	26.20%
Station #3	102	79	107	91	116	95							590	11.08%
Station #4	202	194	220	195	218	210							1239	23.27%
Station #5	102	77	112	106	113	119							629	11.81%
Month Totals	881	772	938	891	956	887							5325	
Running Total	881	1653	2591	3482	4438	5325							5325	
YTD % Change 22-23	-6.77%	-9.72%	-4.00%	-1.11%	0.20%	-0.97%	####	####	####	####	#####	####		
Month % Change 22-23	-6.77%	-12.87%	8.06%	8.39%	5.29%	-6.43%	####	####	####	####	#####	####		
June 2023	4th	11th	18th	25th	July 2nd								TOTAL	Percent
Station #1	23	60	60	47	48								238	26.83%
Station #2	29	65	53	45	33								225	25.37%
Station #3	17	19	15	24	20								95	10.71%
Station #4	43	51	38	37	41								210	23.68%
Station #5	11	33	30	26	19								119	13.42%
2023 Total	123	228	196	179	161								887	

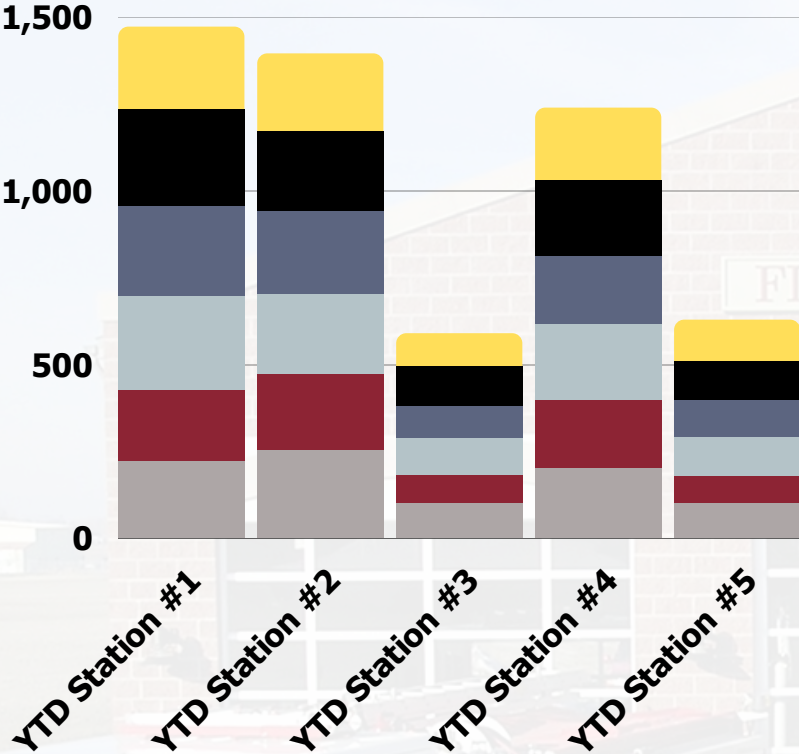
June Percentage Incident Type = 70% EMS & 30% FIRE



Incident Report by Type YTD 2023 including June 2023

NFPD Types of Incidents YTD by Month	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	Total
(10) Fire, other		1	2	2	1		6
(11) Structure Fire	6	7	6	4	1	8	32
(12) Fire in mobile property used as a fixed structure		1	1			1	3
(13) Mobile property (vehicle) fire	2	3	3	2	6	4	20
(14) Natural vegetation fire	1	1	9	14	4	5	34
(15) Outside rubbish fire			3	2	3	2	10
(16) Special outside fire					1	1	2
(17) Cultivated vegetation, crop fire		1					1
(22) Overpressure rupture from air or gas (no fire)				1			1
(25) Excessive heat, scorch burns with no ignition		2					2
(30) Rescue, emergency medical call (EMS), other	30	42	47	46	16	27	208
(31) Medical assist	24	41	69	57	58	67	316
(32) Emergency medical service (EMS) incident	273	489	548	515	603	521	2,949
(33) Lock-In		1	1	1	2		5
(35) Extrication, rescue		2	4		5	1	12
(37) Electrical rescue						1	1
(38) Rescue or EMS standby		4	3	6	3	5	21
(40) Flammable gas or liquid condition, other		1		2	3	1	7
(41) Combustible/flammable spills & leaks	3	4	5	5	7	4	28
(42) Chemical release, reaction, or toxic condition	2	1	1	1	2	2	9
(44) Electrical wiring/equipment problem	2	3	7	1	12	13	38
(46) Accident, potential accident			1		1		2
(50) Service call, other	1				1		2
(51) Person in distress		3	2	7	9		21
(52) Water problem			1				1
(53) Smoke, odor problem	1	3	1	3	2	1	11
(54) Animal problem or rescue		1	1	2	8	3	15
(55) Public service assistance	33	66	72	73	83	79	406
(56) Unauthorized burning	1	1	7	6	5	6	26
(57) Cover assignment, standby at fire station, move-up			2			1	3
(60) Good intent call, other		3	1	1			5
(61) Dispatched and canceled en route	35	57	89	81	80	76	418
(62) Wrong location, no emergency found	1	9	9	15	17	7	58
(63) Controlled burning		3	4	10	3	6	26
(65) Steam, other gas mistaken for smoke		1	1	1	2		5
(66) EMS call where party has been transported						1	1
(67) HazMat release investigation w/no HazMat	1				1		2
(70) False alarm and false call, other		3	3	7	12	5	30
(73) System or detector malfunction	6	10	10	10	14	15	65
(74) Unintentional system/detector operation (no fire)	11	19	23	23	19	28	123
(91) Citizen complaint	1					1	2
NULL	7	5	5	12	5	13	47
Total YTD Incidents	441	788	941	910	989	905	4,974
Percentage of Total Incidents (164 Days) = 29% Fire & 70% EMS							

NFPD Station Report Graph YTD & June 2023



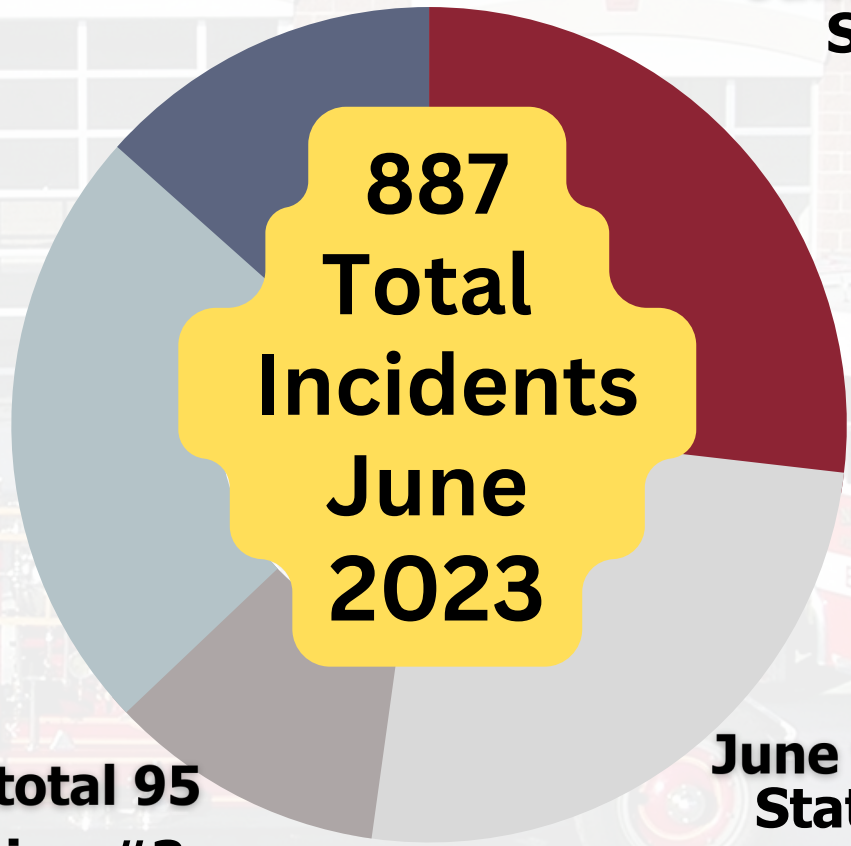
June total 119
Station #5
13.4%

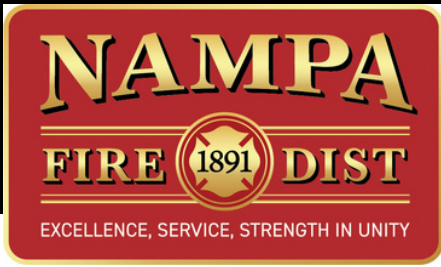
June total 238
Station #1
26.8%

Station #4
23.7%
June total 210

June total 95
Station #3
10.7%

June total 225
Station #2
25.4%





NFPD Station 6 Progress Update



Please Save the Date
Official Ribbon Cutting is Scheduled
August 16, 2023

2023 Prevention 2nd Quarter Reports

Total Reports 1,142

Compliant Reports 948

Deficient Reports 194

Total Deficiencies 268

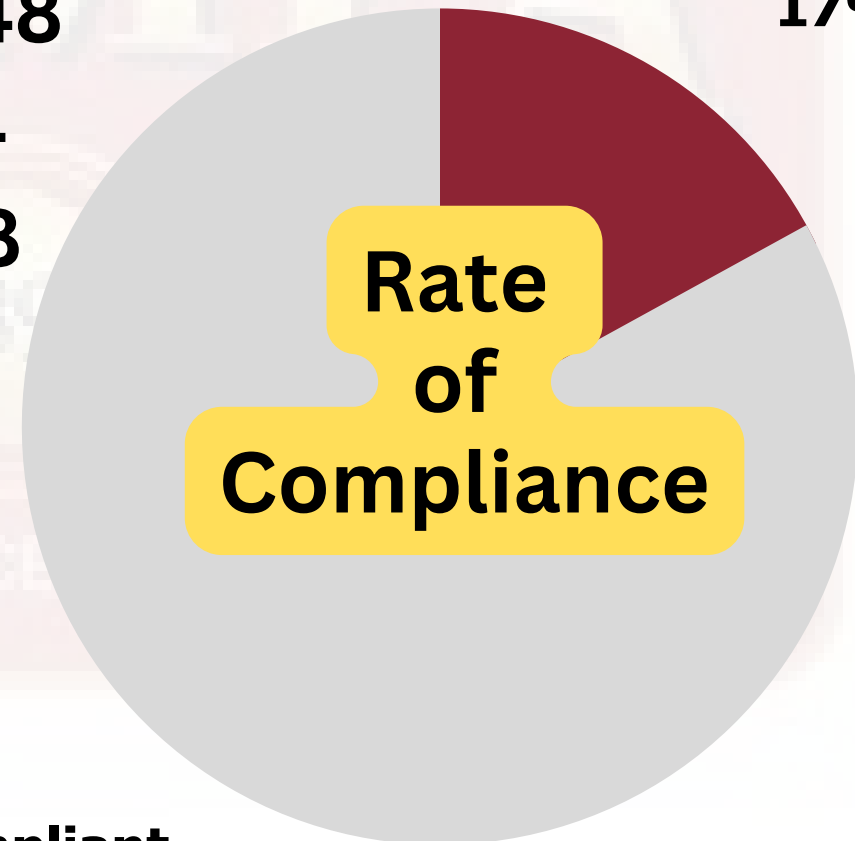
Resolved 17

Cleared 13

Deficient 238

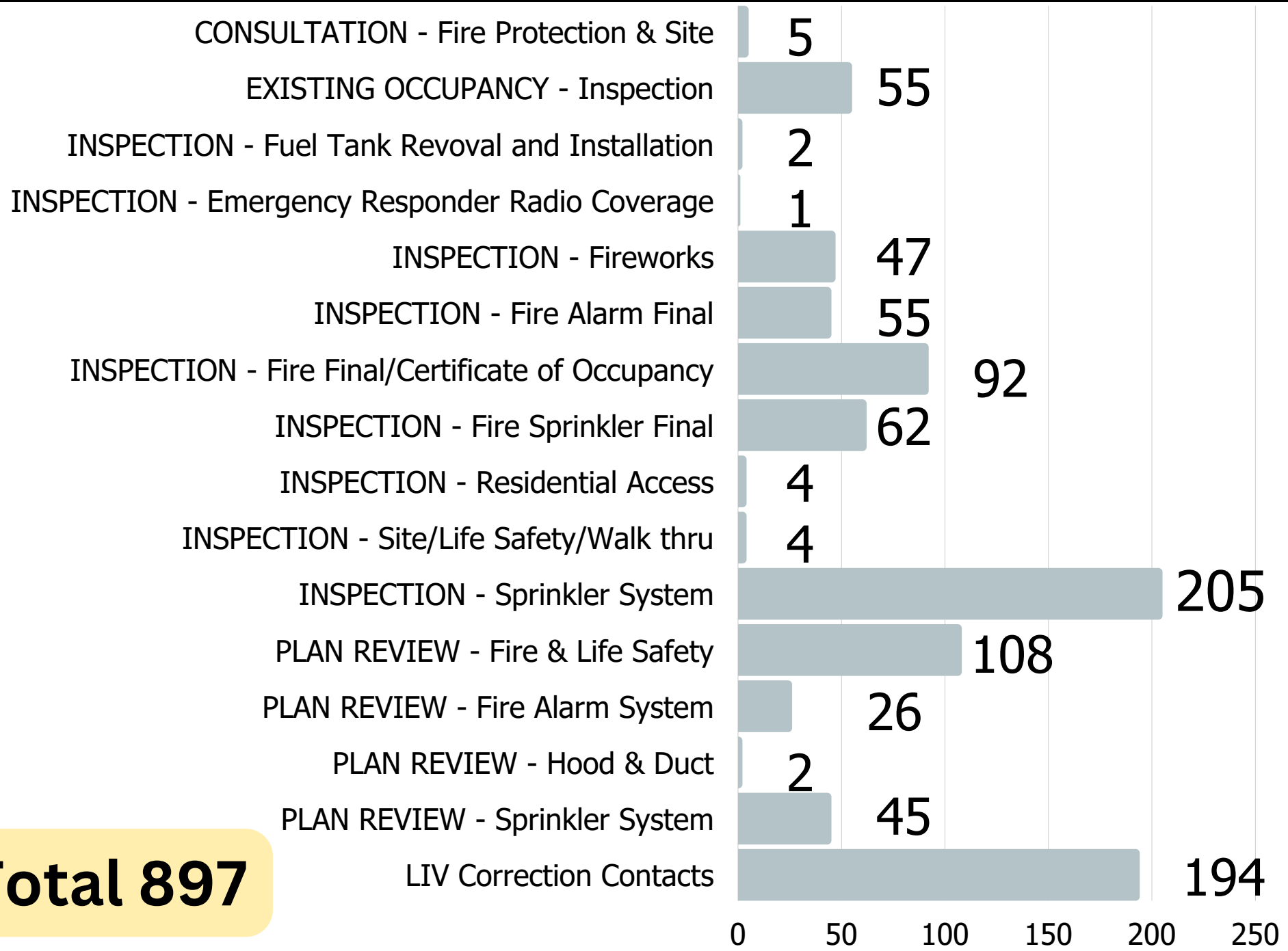
Total Impairments 4

Deficient
17%



Compliant
83%

2023 Prevention 2nd Quarter Activity Summary

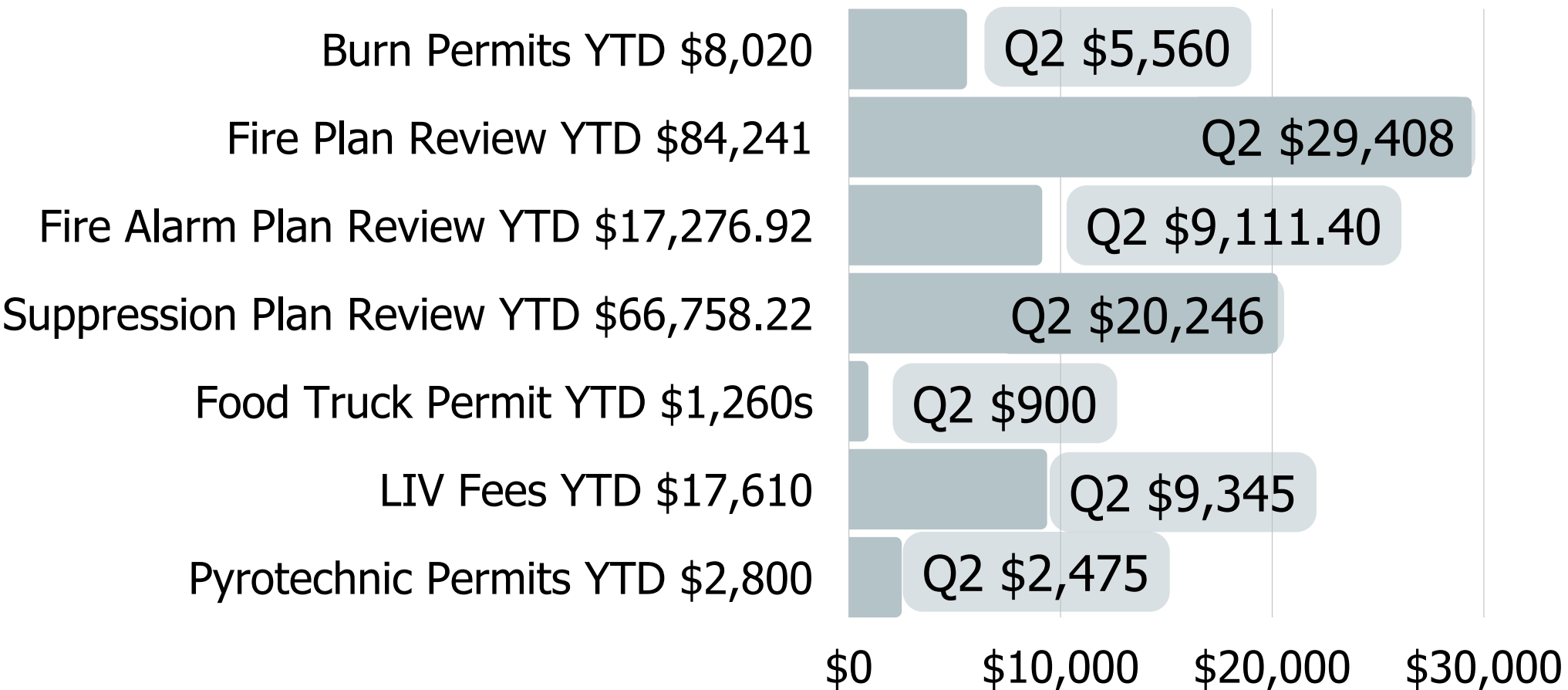


Total 897

2023 Prevention YTD & 2nd Quarter Revenue Summary

NFPD PREVENTION REVENUE 2nd Quarter Report

Numbers reflect revenue earned in Q2 not necessarily received.



Q2 Revenue	YTD Revenue	Budget 2023	% Budget
\$77,045.40	\$197,966.14	\$560,000	35.35%

Fire Plan Review Q1 = \$54,834 & Q2 = \$29,408

Fire Suppression Q1 = \$46,512 & Q2 = \$20,246

WHITE PETERSON

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OF COUNSEL

* Also admitted in OR

Legal Counsel Report

To: Board of Commissioners, Nampa Fire Protection District
From: Wm. L. Punkoney
Re: Regular Meeting of Board of Commissioners – July 10th, 2023

The following is my report of legal service projects and activity and matters which we wish to bring to the attention of the Board of Commissioners:

<i>PROJECT</i>	<i>DATE</i>	<i>ACTIVITY</i>
Policy Code	<i>On-going</i>	Continuing to update the District's Policy Code.
HR Issues	<i>On-going</i>	Advised Leadership on non-emergent HR practices and issues.
Lucas Device Maintenance and Service Plan	<i>On-going</i>	Coordinate with EMS Chief on being included on Lucas Device Maintenance and Service Plan.
Yearly Timeline	<i>On-going</i>	Draft Yearly Timeline for Nampa Fire Protection District.
Union Negotiations	<i>On-going</i>	Partipate in Union Negotiations.

Dated: 07/10/2023

Signed: 