

**WORLEY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING**

March 31, 2020 4:30 PM
31541 S Highway 95, Worley, ID 83876
This meeting was by teleconference.

CALL TO ORDER

CHAIRMAN HISE called the meeting to order at 04:30 p.m.

COMMISSIONERS PRESENT: Chairman Hise, Commissioner Joy, Commissioner Drechsel, (Stn 1).

OTHERS PRESENT: Chief Sneve (Stn 1, his office), Deputy Chief Templeton (Stn 1, his office), Secretary Saranto (Stn 1, her office)

AMEND AGENDA

There were no amendments to the agenda.

CONSENT CALENDAR

The consent calendar was presented for review as follows:

- a. Approval of Regular Monthly Meeting of February 25, 2020 as presented
- b. Approval of Paid Bills Lists
- c. Review of Financial Reports

COMMISSIONER JOY moved to approve the March 31, 2020 Consent Calendar as presented. **COMMISSIONER DRECHSEL 2nd.** Motion Carried.

CHAIRMAN HISE called for roll call vote:

ROLL CALL VOTE:

Chairman Hise:	Yes
Commissioner Drechsel:	Yes
Commissioner Joy:	Yes

Motion Carried

CHIEF'S REPORT

Report Provided

DEPUTY CHIEF'S REPORT

Report Provided

OLD BUSINESS

None

NEW BUSINESS

a. House Bill 409 - Discussion

CHIEF SNEVE shared with board information about House Bill 409. If it goes through it would freeze our property taxes 3% increase for 3 years. The bill has made its way through the House but was turned down before approval in the Senate. We should keep this in mind, I believe this will come back around in the future.

b. McNeil / Blue Cross Broker - Action Item

CHIEF SNEVE stated that Inland Insurance has been our broker for the last several years. Since Glen Potter has left Inland Insurance to work for McNeil, we have been having problems getting our information in a timely fashion. They presented our renew on the day that it was due to renew. Glen Potter suggested that we talk to Ty Travis at Post Insurance in Meridian, ID. We have met with them and were pleased with the outcome. I would propose that we switch to Post Insurance for our broker for McNeil and Blue Cross.

COMMISSIONER DRECHSEL asked if we had an insurance binder to Inland Insurance for any length of time? CHIEF SNEVE stated that we did not. We can switch at any time. MKI Fire and Spirit Lake Fire have already switched to Post Insurance. Our insurance would not change except we are trying to change our renew date to Oct 1.

COMMISSIONER JOY moved to transfer our broker from Inland Insurance to Post Insurance. COMMISSIONER DRECHSEL 2nd. Motion Carried.

CHAIRMAN HISE called for roll call vote:

ROLL CALL VOTE:

Chairman Hise:	Yes
Commissioner Drechsel:	Yes
Commissioner Joy:	Yes

Motion Carried

c. Local 5005 Contract Negotiation Letter - Discussion / Action Item

CHAIRMAN HISE stated that he had received a letter in February to start negotiations. They are requesting a written response. Carmen would you please draft a simple response to this letter stating that when we are through with this COVID 19 social distancing we would be happy to meet with them.

d. RES 2020-01 Surplus Plow Truck- Action Item

COMMISSIONER JOY moved to surplus the plow truck. COMMISSIONER DRECHSEL 2nd. Motion Carried.

CHAIRMAN HISE called for roll call vote:

ROLL CALL VOTE:

Chairman Hise:	Yes
Commissioner Drechsel:	Yes
Commissioner Joy:	Yes

Motion Carried

e. Vacation Carryover - Saranto Action Item

SECRETARY SARANTO requested to be able to carryover 44.5 hours of vacation into her next anniversary year. Due to COVID 19, social distancing this is not a good time to be taking a vacation. I will be using it just as soon as things are back to normal.

CHAIRMAN HISE stated we should get this in writing as a one-time exception due to COVID 19.

COMMISSIONER DRECHSEL moved to allow a one-time carryover of 44.5 hours of vacation for Carmen Saranto due to the COVID 19 virus and social distancing.
COMMISSIONER JOY 2nd. Motion Carried.

CHAIRMAN HISE called for roll call vote:

ROLL CALL VOTE:

Chairman Hise:	Yes
Commissioner Drechsel:	Yes
Commissioner Joy:	Yes

Motion Carried

f. Worley - MKI Fire MOU - Discussion - Action Item

CHIEF SNEVE shared with the board that the Chiefs are currently under the MOU, which allows them to work on MKI stuff during the day but Carmen is not. We have been working with the attorneys to amend the current MOU to include Carmen keeping her pay the same as it is now. Monetary value would not change. She would work Monday through Friday 8-5, but it would allow her to work on both Worley and MKI throughout her day.

SECRETARY SARANTO stated that legal is not sure how to make this work because the Chiefs are salary and I am Hourly.

COMMISSIONER JOY moved to amend the existing MOU with MKI to permit Carmen to work on affairs that relate to MKI during the regular work week when she is at Worley Fire; so, she does not have to do MKI after hours. Subject to legal approval.
COMMISSIONER DRECHSEL 2nd. Motion Carried.

CHAIRMAN HISE called for roll call vote:

ROLL CALL VOTE:

Chairman Hise:	Yes
Commissioner Drechsel:	Yes
Commissioner Joy:	Yes

Motion Carried

PUBLIC COMMENTARY

None

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE

COMMISSIONER JOY stated that due to the COVID 19 we might be seeing in the future our property tax collections and sales tax monies significantly lower.

MOTION TO ADJOURN

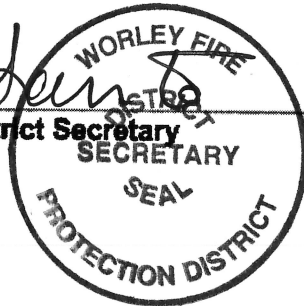
COMMISSIONER DRECHSEL moved to adjourn the meeting, **COMMISSIONER JOY 2nd** the motion: **Motion Carried** 5:05 P.M.


RON HISE, Chairman


GARY DRECHSEL, Commissioner


ED JOY, Commissioner

ATTEST BY: 
Carmen Saranto, District Secretary



Chiefs Report

March 2020

- Contacted Hagadon Marine regarding Fire Boat repower 02/26
- Unit 498 returned from Washington Auto Carriage for snow plow mount 02/27
- Delivered down payment to Hagadon Marine to order Motors 03/02
- Attended Kootenai County Office of Emergency Management Meeting regarding the COVID-19 outbreak 03/03
- Sent letter to Kootenai County regarding a proposed Variance for a Residence in Cottonwood Bay 03/03
- Attended Kootenai County Hazard Mitigation Meeting to update Hazard Plan for Worley Fire District 03/04
- Met with Patrick Casabonne, Post Insurance regarding Insurance Broker switch 03/06
- Canceled all upcoming Drills and limited access to Station because of COVID-19 outbreak 03/12
- Attended Kootenai County Emergency Operations Meeting regarding the COVID-19 outbreak 03/16. Either Dep. Chief Ron or myself will attend the daily EOC Meetings by phone for the foreseeable future.
- Installed new “No Parking” signs at Stations 2 and 3 03/18
- Attended an Emergency Kootenai Chiefs meeting at Northern Lakes Station 03/23
- Closed Offices on 03/24. Staff members are working from home.
- Signed a few Building Permit Apps., C/O signoffs and performed 1 on-site road inspection

Next Month

- Continue with Annual Maintenance on fleet
- Continue checking on progress regarding 492 repower

Annual Service Complete on the following units;

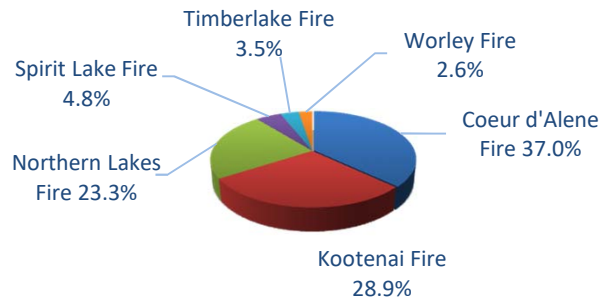
E421,E423,E422,E426,B451,B453,B452,T466,R480

KCEMSS - FY 2020 Billable Call Information By District

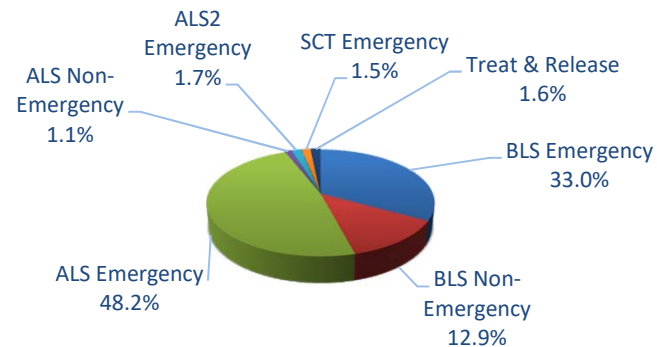
Note: This is gross revenue before contractual adjustments and bad debt writeoffs. For average collected revenue multiply by 51%.

District:	OCTOBER 2019		NOVEMBER 2019		DECEMBER 2019		JANUARY 2020		FEBRUARY 2020		YTD				
	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	FY2020 YTD Calls	FY2020 YTD Gross Charges	Avg. Gross Billing	% of Calls	% of Rev.
M31	145	\$ 107,208	147	\$ 109,269	151	\$ 112,057	148	\$ 110,940	155	\$ 111,505	746	\$ 550,980			
A32	248	\$ 185,077	196	\$ 144,904	240	\$ 176,585	223	\$ 163,481	224	\$ 164,256	1131	\$ 834,303			
A33	2	\$ 3,913	1	\$ 213	2	\$ 771	2	\$ 9,906	1	\$ 213	8	\$ 15,016			
Coeur d'Alene:	395	\$ 296,198	344	\$ 254,386	393	\$ 289,414	373	\$ 284,327	380	\$ 275,974	1885	\$ 1,400,298	\$ 743	42.1%	37.0%
M11	132	\$ 117,980	125	\$ 111,204	140	\$ 120,559	119	\$ 104,787	112	\$ 100,696	628	\$ 555,226			
A12	4	\$ 2,540	1	\$ 611	3	\$ 1,302	2	\$ 771	2	\$ 771	12	\$ 5,995			
M13	111	\$ 95,635	124	\$ 108,533	138	\$ 121,210	130	\$ 110,156	110	\$ 96,499	613	\$ 532,033			
Kootenai:	247	\$ 216,155	250	\$ 220,348	281	\$ 243,072	251	\$ 215,714	224	\$ 197,966	1253	\$ 1,093,254	\$ 873	28.0%	28.9%
M51	122	\$ 95,399	105	\$ 82,226	129	\$ 105,120	113	\$ 91,362	94	\$ 73,438	563	\$ 447,545			
A53	2	\$ 1,222	1	\$ 5,317	1	\$ 213	0	\$ -	1	\$ 6,795	5	\$ 13,547			
M52	84	\$ 83,127	75	\$ 86,413	87	\$ 90,226	83	\$ 87,491	66	\$ 72,277	395	\$ 419,535			
Northern Lakes:	208	\$ 179,749	181	\$ 173,956	217	\$ 195,558	196	\$ 178,854	161	\$ 152,509	963	\$ 880,626	\$ 914	21.5%	23.3%
EMS 81	32	\$ 35,712	30	\$ 34,783	37	\$ 42,026	38	\$ 41,976	24	\$ 26,312	161	\$ 180,808			
EMS 82	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
Spirit Lake:	32	\$ 35,712	30	\$ 34,783	37	\$ 42,026	38	\$ 41,976	24	\$ 26,312	161	\$ 180,808	\$ 1,123	3.6%	4.8%
EMS 61	21	\$ 21,345	23	\$ 24,238	25	\$ 25,249	32	\$ 32,670	21	\$ 23,236	122	\$ 126,738			
EMS 63	3	\$ 2,968	0	\$ -	0	\$ -	1	\$ 1,271	0	\$ -	4	\$ 4,238			
Timberlake:	24	\$ 24,313	23	\$ 24,238	25	\$ 25,249	33	\$ 33,940	21	\$ 23,236	126	\$ 130,976	\$ 1,039	2.8%	3.5%
EMS 41	20	\$ 23,145	11	\$ 11,949	21	\$ 24,119	21	\$ 23,386	14	\$ 15,015	87	\$ 97,613			
EMS 42	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
Worley Fire:	20	\$ 23,145	11	\$ 11,949	21	\$ 24,119	21	\$ 23,386	14	\$ 15,015	87	\$ 97,613	\$ 1,122	1.9%	2.6%
Hauser Lake:	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -		0.0%	0.0%
SYSTEM TOTAL	926	\$ 775,271	839	\$ 719,660	974	\$ 819,437	912	\$ 778,196	824	\$ 691,013	4475	\$ 3,783,576	\$ 845	100%	100%

% OF GROSS REVENUE GENERATED BY DISTRICT



CALL TYPE % BREAKDOWN

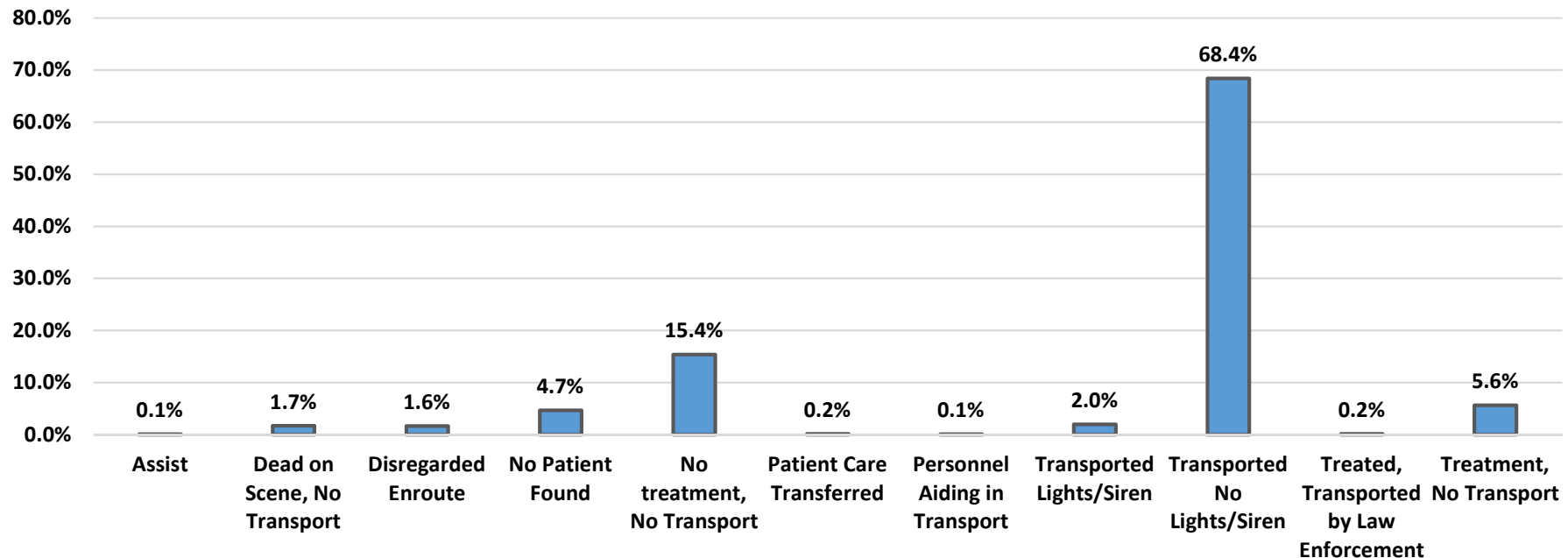


Call Volume by Agency & Disposition

INCIDENT DATES 2/1/2020 - 2/29/2020

DISPOSITION	CDAFD	KCFR	NLFD	SLFD	TLFD	WFD	KCEMSS	ESFD	HLFD	Total
Assist				1						1
Dead on Scene, No Transport	8	6	6							20
Disregarded Enroute	5	5	4		1	1		2	1	19
No Patient Found	27	20	5	1		1				54
No treatment, No Transport	56	57	31	18	5	7		1	3	178
Patient Care Transferred				1				1		2
Personnel Aiding in Transport	1									1
Transported Lights/Siren	10	6	4	2		1				23
Transported No Lights/Siren	365	209	149	22	21	13	11			790
Treated, Transported by Law Enforcement		1	1							2
Treatment, No Transport	24	26	8	5	1				1	65
Total Calls	496	330	208	50	28	23	11	4	5	1155

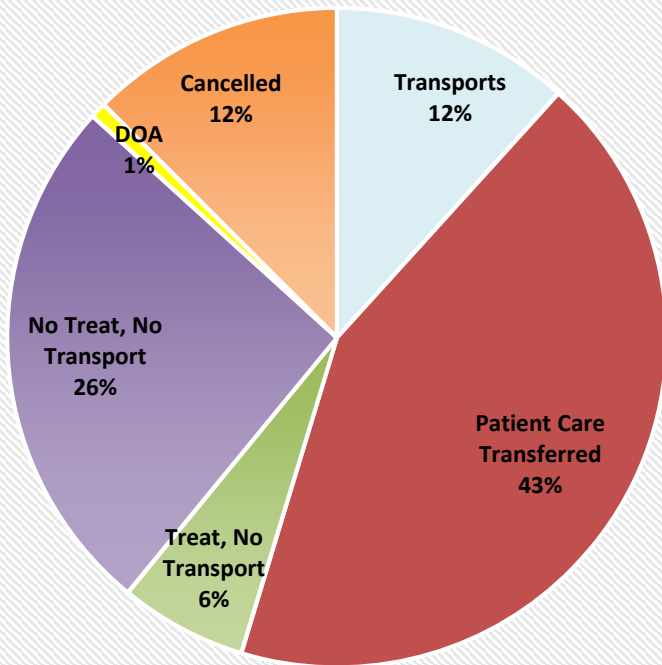
Disposition % of Total Calls for February 2020 - All Agencies Combined



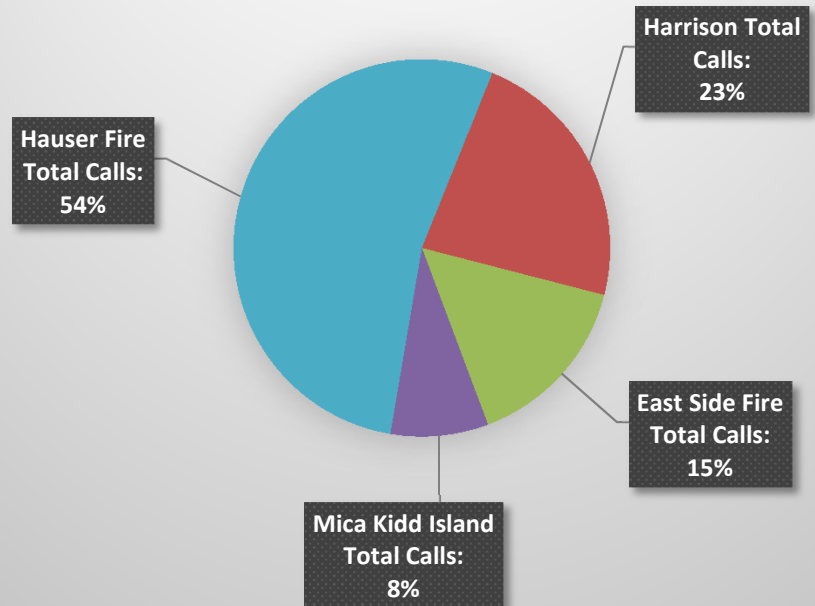
FY2020 - KCEMSS OUTLYING AGENCY RESPONSE DATA

Agency	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Year to Date
Harrison Total Calls:	8	5	8	3	6	0	0	0	0	0	0	0	30
East Side Fire Total Calls:	7	2	2	5	4	0	0	0	0	0	0	0	20
Mica Kidd Island Total Calls:	5	2	0	4	0	0	0	0	0	0	0	0	11
Hauser Fire Total Calls:	14	13	16	13	14	0	0	0	0	0	0	0	70
Totals:	34	22	26	25	24	0	0	0	0	0	0	0	131

Disposition Breakdown



FY2020 - CALLS YEAR TO DATE BY AGENCY



KCEMSS - Emergency 9-1-1 Calls vs. Non-Emergent Facility to Facility Calls - FY2020 + Prior Year Comparison

(*Note - this is gross revenue. After contractual adjustments and bad debt write off - approximately 51% of this will be collected)

Rate Increase						Rate Increase									
DESCRIPTION	FY2016		% of	FY2017		% of	FY2018		% of	FY2019		% of	FY2020		% of
	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:
Emergency: BLS EMERGENCY ALS EMERGENCY ALS2 EMERGENCY TREAT - NO TRANSPORT Mileage Split	Oct - Feb			Oct - Feb			Oct - Feb			Oct - Feb			Oct - Feb		
	1,115	\$ 682,668.00	29%	1,569	\$ 945,301	37%	1,709	\$ 1,027,857	38%	1,314	\$ 812,323	30%	1,492	\$ 925,509	33%
	1,974	\$ 1,539,395.00	51%	1,786	\$ 1,391,033	42%	1,855	\$ 1,445,605	41%	2,081	\$ 1,675,305	48%	2,037	\$ 1,639,813	46%
	97	\$ 86,530.00	2%	118	\$ 105,428	3%	100	\$ 88,321	2%	89	\$ 81,215	2%	98	\$ 89,872	2%
	104	\$ 24,980.00	3%	98	\$ 24,460	2%	124	\$ 26,286	3%	131	\$ 30,254	3%	61	\$ 13,523	1%
		\$ 390,821.98			\$ 448,078			\$ 465,756			\$ 459,591			\$ 478,926	
	3,290	\$ 2,724,394.98	84%	3,571	\$ 2,914,299	84%	3,788	\$ 3,053,825	84%	3,615	\$ 3,058,687	83%	3,688	\$ 3,147,643	82%
Non-Emergent & CCT:															
BLS NON EMERGENCY	463	\$ 262,447.00	12%	545	\$ 306,582	13%	550	\$ 309,292	12%	571	\$ 331,478	13%	633	\$ 372,188	14%
ALS NON EMERGENCY	49	\$ 37,286.00	1%	62	\$ 46,556	1%	76	\$ 57,371	2%	84	\$ 64,956	2%	94	\$ 73,340	2%
CRITICAL CARE	100	\$ 106,572.00	3%	88	\$ 94,966	2%	107	\$ 113,300	2%	84	\$ 92,198	2%	60	\$ 65,780	1%
Mileage Split		\$ 98,439.72			\$ 115,426			114,221.91			120,880.29			\$ 124,625	
	612	\$ 504,744.72	16%	695	\$ 563,530	16%	733	\$ 594,185	16%	739	\$ 609,512	17%	787	\$ 635,933	18%
Total to date:	3,902	\$ 3,229,139.70		4,266	\$ 3,477,830		4,521	\$ 3,648,010		4,354	\$ 3,668,199		4,475	\$ 3,783,576	

Emergency Calls: 73 Up from previous year
Non Emergency Calls: 72 Up from previous year
CCT Calls: (24) Down from previous year

Billable Call Increase (Decrease) Total: 121 Up from previous year
Billable Call Increase (Decrease) %: 2.8% Up from previous year

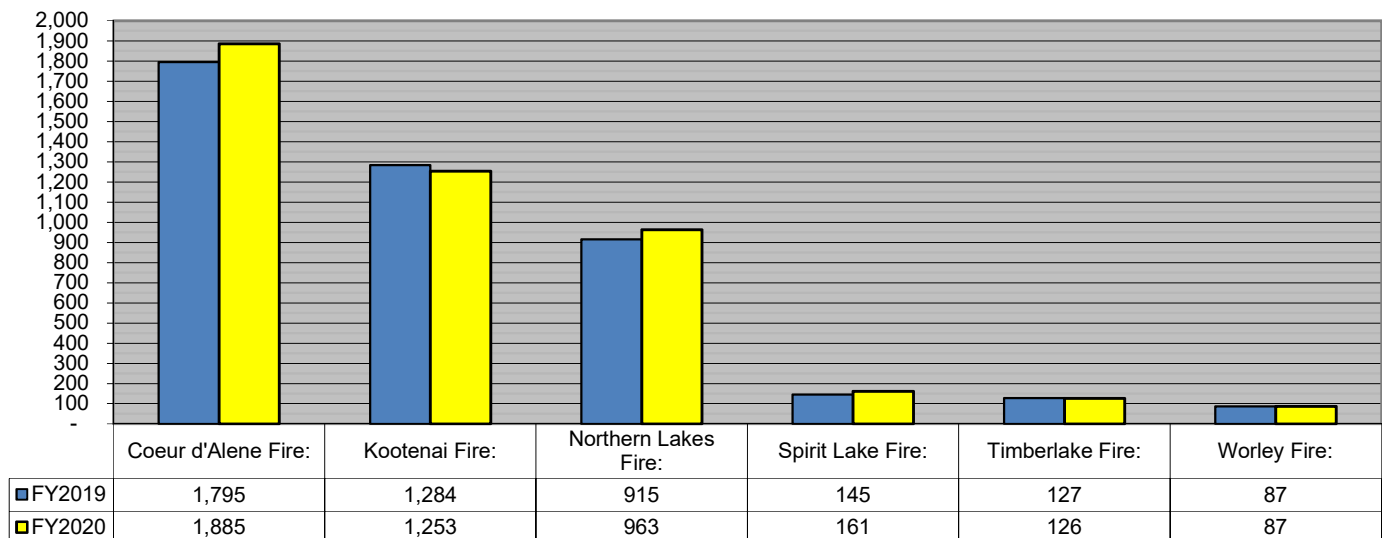
Gross Revenue Increase (Decrease): \$ 115,377 Up from previous year
Revenue Increase (Decrease) %: 3.1% Up from previous year

(Note: This is a comparison to prior year and does not take the budget into account)

KCEMSS - Billed Calls & Gross Revenue - 5 Month Comparison

Agency / Unit:	FY2019			FY2020			Increase (Decrease) in # of Billed Calls:	%	Increase (Decrease) in Gross Amb. Revenue:	%
	Oct - Feb			Oct - Feb						
	Calls Billed	Charges	Avg Bill	Calls Billed	Charges	Avg Bill				
M31	717	\$ 551,173		746	\$ 550,980					
A32	1,049	\$ 787,636		1,131	\$ 834,303					
A33	29	\$ 27,298		8	\$ 15,016					
Coeur d'Alene Fire:	1,795	\$ 1,366,106	\$ 761	1,885	\$ 1,400,298	\$ 743	90	5.0%	34,192	2.5%
M11	594	\$ 514,062		628	\$ 555,226					
A12	35	\$ 9,846		12	\$ 5,995					
M13	655	\$ 549,314		613	\$ 532,033					
Kootenai Fire:	1,284	\$ 1,073,223	\$ 836	1,253	\$ 1,093,254	\$ 873	-31	-2.4%	20,031	1.9%
M51	533	\$ 434,375		563	\$ 447,545					
A53	8	\$ 4,569		5	\$ 13,547					
M52	374	\$ 395,353		395	\$ 419,535					
Northern Lakes Fire:	915	\$ 834,297	\$ 912	963	\$ 880,626	\$ 914	48	5.2%	46,329	5.6%
EMS 81	145	\$ 164,027		161	\$ 180,808					
EMS 83										
Spirit Lake Fire:	145	\$ 164,027	\$ 1,131	161	\$ 180,808	\$ 1,123	16	11.0%	16,781	10.2%
EMS 61	122	\$ 127,197		122	\$ 126,738					
EMS 63	5	\$ 4,993		4	\$ 4,238					
Timberlake Fire:	127	\$ 132,190	\$ 1,041	126	\$ 130,976	\$ 1,039	-1	-0.8%	(1,214)	-0.9%
EMS 41	87	\$ 97,431		87	\$ 97,613					
EMS 42	-	\$ -								
Worley Fire:	87	\$ 97,431	\$ 1,120	87	\$ 97,613	\$ 1,122	0	0.0%	182	0.2%
Hauser Lake Fire:	1	\$ 925		-	\$ -		(1)		(925)	
System Total:	4,354	\$ 3,668,199	\$ 842	4,475	\$ 3,783,576	\$ 845	121	2.8%	115,377	3.1%

Billed Calls By District - Comparison FY19 vs. FY20





Worley Fire Protection District

Dedicated to the Protection of Life and Property

31541 S Highway 95, Worley, ID 83876
Office: 208.686.1718 *** Fax: 208.686.1191

Deputy Chief
Ron Templeton
rtempleton@worleyfire.com

Monthly Report

1. Responses:

- a. We are at 101 calls for the year. New reporting system has a valuable analytics section that has been helpful on call types, day & times, etc.

2. Operations:

- a. Lockdown: We have limited access to the station to duty crew during the day and asked volunteers to stay away unless responding to calls.
 - i. We have implemented strict decontamination protocols.
 - ii. Members are being encouraged to isolate as much as possible to keep our responders as illness free as possible.
 - iii. Non-essential personnel will be working from home as much as possible.
 - iv. All events and prevention activities are cancelled until further notice.
- b. MACC: The county has implemented a "Multi Agency Coordination Center" to help coordinate Logistic & Operational needs of departments in Kootenai County. We may be tasked to assist in other districts if response needs become overwhelming.
- c. EMS Supplies: We currently sitting pretty good on EMS Supplies/PPE...However, if we begin to run low, we may experience problems procuring more. As of now all requests for EMS supplies are going through KCEMSS and they will prioritize where they need to go.
- d. Corona Virus: Kootenai County in conjunction with Panhandle Health and Kootenai Health has established an EOC or Emergency Operations Center. The main function of the EOC right now is logistical and informational. They are running a joint public information office and put out community related safety briefs and information. If anyone has questions about the ongoing crisis should contact the corona information hotline.

3. Training:

- i. All training has been cancelled until further notice.

4. Projects:

We are mainly working on “AOR’s” or individual project areas. We are pretty much keeping to the station and limiting unnecessary exposures.

5. Budget:

a. Operating Budget:

- i. On track for 2nd quarter.