



NORTH ADA COUNTY

FIRE & RESCUE DISTRICT

Commissioner Meeting April 10, 2017

Attendance: Commissioners Margaret Dimmick
Mike Irvan (Absent)
Jeff Ramey
District Administrator Shelley Young
Maintenance & Operations Tech Dennis Young
Boise City Fire Marshal Romeo Gervais
Whitney Fire District Resident Paul Hemming

Call to Order: 16:00 Hours

APPROVAL OF MINUTES: Commissioner Meeting Minutes from March 13, 2017. Commissioner Ramey made motion to approve the Minutes noted above. Commissioner Dimmick second. No discussion. Roll call vote: Irvan (absent), Dimmick (yes), Ramey (yes). Motion carried.

APPROVAL OF BILLS: Check List Dated 4/10/17
Commissioner Dimmick made motion to approve the check list dated 4/10/17. Commissioner Ramey second. Discussion: Commissioner Dimmick asked DA Young if there is anything unusual to note regarding the check list. DA Young stated that there is a quarterly JPA payment to Boise City Fire Department in the amount of \$766,172.50. Roll call vote: Irvan (absent), Dimmick (yes), Ramey (yes). Motion carried.

GENERAL BUSINESS

Boise River Flood Watch – Commissioner Dimmick

The NACFR Station 16 Administration Flood Contingency Plan document was reviewed and discussed. Changes were documented and will be inserted into the final contingency plan. A copy of the contingency plan will be posted on the 2nd floor of Station 16 at the Captain's desk and in the NACFR Administration Office.

Part of the contingency plan includes the use of an enclosed trailer to move administrative files, computers, servers and furnishings. Maintenance and Operations Tech, Dennis Young, owns a 14' enclosed trailer and has volunteered to leave it at Station 16 until the flood threat is mitigated. Commissioner Dimmick wished to discuss payment for rental of the trailer during high flood threat months. M&O Tech Young stated that he wished to volunteer the use of the trailer and compensation was unnecessary. The discussion was tabled for possible review at a later date.

PREVENTION DEPARTMENT UPDATE– Fire Marshal Romeo Gervais

Update on the Accela Software Upgrade at Boise City Planning and Development Services

Fire Marshal Gervais stated that the Accela software upgrade is in process but is still 12 to 16 months out before launch is possible. In the interim, if the NACFR Board would like to include Operational Permits as part of the services provided by PDS Boise City would like to be notified during their programming process. People seeking operational permits would be able to sign into the PDS system, apply for and pay for an operational permit as well as schedule the inspection. This would likely require NACFR permit fees to be retained by Boise City. Fire Marshal Gervais did not require a final decision today but would like for the Board to discuss the option and get back to him with any questions they might have.

Hepburn Lane HOA Update

FM Gervais notified the Board that he and his staff continue to work with the Homeowners Association on Hepburn Lane regarding parking issues and fire lanes.

Flood Incident Management Team

Boise City Fire Department has activated an Incident Management Team, and they are updating the Incident Action Plan every Monday and Thursday.

DISTRICT BUSINESS

SURPLUS VEHICLES

I.C. 21-1420 The Procedure for Sale, Conveyance and Disposition of Property was reviewed with regard to surplus vehicles/apparatus owned by the District.

The current plan (determined at the February 13 Commissioner Meeting) for selling the surplus administrative vehicles/apparatus is to advertise through the Idaho Commissioner's Association and the Idaho Fire Chief's Association via e-mail. The administrative vehicles will be placed for sale at the "Kelly Blue Book Private Party Value" and the Engines will be placed for sale using the Pierce appraisal values. The Board will review any offers and determine if they are accepted. If sale to a Government entity cannot be accomplished, then the surplus vehicles/apparatus will be placed for sale to the public using I.C. 21-1420 requirements for a sealed bid process.

The Board reviewed the spec sheets/advertisement for both Administrative Vehicles. Currently, surplus vehicles and apparatus are being offered to Government entities only. However, depending on the outcome of that process the Board may resume discussion on the public/private bid process required by Idaho Code. There have been several inquiries from NACFR and BFD staff about the vehicles. In

Commissioner Meeting

April 10, 2017

Page 3 of 3

order for the District to maintain an “arm’s length” and impartial process and still accommodate participation from staff, it may be necessary to utilize an outside entity to conduct an on-line auction.

District Administrator Young is currently awaiting a valuation from Pierce Fire Apparatus on the 2004 Pierce Enforcer before offering the vehicles/apparatus to Government entities.

NEW BUSINESS

Commissioner Dimmick requested Fire Marshal Gervais take a business card from and information on “Boise At Home”, a non-profit organization, back to Boise City Fire Department Administration for the purpose of scheduling an introductory meeting.

ADJORN: Commissioner Ramey made motion to adjourn. Commissioner Dimmick second. Motion carried. Meeting adjourned.

ADJOURN: 16:41

Margaret Dimmick, Chair

Date