

**MINUTES OF THE MEETING OF THE JOINT BOARD OF THE  
HAILEY / WOOD RIVER FIRE PROTECTION DISTRICT  
HELD October 10, 2018  
IN THE HAILEY MEETING ROOM**

The Meeting of the Joint Board of Hailey / Wood River Fire Protection District (WRFD) was called to order at 4:31 P.M. by Chair Seth Martin. Also present were board members, Martha Burke, Jay Bailet, Linda Haavik, and Pat Cooley. Staff present included City Administrator Heather Dawson, Hailey Community Development Assistant Jessica Parker, Hailey Fire Chief Craig Aberbach and WRFPD Fire Chief Bart Lassman.

[4:31:11 PM](#) Martin called meeting to order.

Open Session for Public Comments:

[4:31:23 PM](#) Huntsman, President of the local 4923 Wood River Fire Fighters for the Full time firefighters that have an agreement with the district. Huntsman thanks the committee for allowing them the time to talk during open session. This is the first time their local union has thought about coming forward, this JPA has been going on for a couple years now. It is obviously a lot more structured and seems to be making head way. They have never come out publicly with any statement regarding consolidation, part of what their statement is. Huntsman stated has few other things would like to open up, to get out on the floor. Almost all of their group made it in today to show support and solidarity in what they have to say. First as the local 4923 Wood River Fire Fighters does support the ongoing efforts between the City of Hailey and the Fire District, wants to make that clear. However, there are some concerns they have that feel are making negative impacts. #1 concern has been a recent change as of 10/1 Wood River and Hailey are now being dispatched under one name, which we know is not a permanent name but there are still two ones that are associated with this – a fire only and ems only tone. Mike stated they were told this is to accommodate people who do not want to part of EMS response, that have no interest in ems. Huntsman stated it seems to them that it's just confusing. It's no secret that 80-90% of what they do is EMS based, all hazard, respond to medical, rescue, fires, hazard hazmat calls. Truly no fire calls. An ambulance should be responding to just about everything else. This dual paging is really confusing, it's confused them and have talked to a handful of paid on call and they are unsure of what is going on as well. [4:35:57 PM](#) Cooley asked if would feel more comfortable coming back with this on the agenda as a business item. Huntsman agreed. Chair Martin confirmed but would like to hear the rest of the concern now. Huntsman stated the basis is it feels like it is dividing, consolidation means everyone coming together, still keeping two separate tones feels like it is creating [4:36:36 PM](#) a division catering to a select few people, to us it doesn't seem in the right direction. Thinks some of it, full time staff has to deal with this answer questions be advocates for paid on call and they were not consulted about these changes. Was told changes were coming but in their opinion no discussion regarding tones. Another thing, does not know the full story, a full time employee was burdened because had to reprogram all pagers and ended up having to do some of it at home. That this should not have happened. They are coming to this

board to let them know about their feelings, their opinion is that it needs to be changed back or go to one tone. [4:38:47 PM](#) another point is standardization of minimum qualifications, the standard of training and qualifications does not seem to be on par, equal from department to department. There is not a consolidated employee manual. As full-time folks, they have to do reviews with paid on calls, squads, and it's really tough as training is not crossing over. Huntsman used an example of an employee who completed required training that was done at the Hailey fire station and not sure if that training will be available for them to look at and confirm if that person met those requirements. [4:40:28 PM](#) Huntsman stated it was a real pain to try to figure out the differences between the departments and what's required and not required, how to hold them accountable, how do encourage them to maintain call percentages, there are many blurred lines. Using example that their call percentages used to be 10% well now 85% employees are dual agents and now do those calls count as well as our calls. [4:41:07 PM](#) recommendation would love to see a combined employee manual that spells it all out. Other concern staff that works at Hailey squad need to be cross trained, had instances where the squad member wasn't trained well enough or get in the back of the ambulance. [4:41:49 PM](#) Those are some of their concerns, seems that if going to be operating as one unit everyone needs to be on the same page. [4:42:14 PM](#) Martin said wrote down the bullets and appreciates them expressing their concerns. Huntsman said happy to put it on the agenda, Cooley agreed, that would prefer to see it on the agenda. Burke asked to include how many members serve in Wood River Rural department, or in Hailey, help them understand the dynamic of their group. [4:43:11 PM](#) [4:43:25 PM](#) Chair Martin no more public comment.

**CONSENT AGENDA:**

Approval of last Meeting's Minutes.....Action Item

[4:43:36 PM](#) **Cooley moved to approve meeting minutes, Burke second. All in favor.**

**OLD BUSINESS:**

A. Discussion regarding contract with ESCI to develop a Strategic Planning.....Action Item

[4:43:51 PM](#) Burke said has an update from City of Hailey, this was discussed and at the current time there are no funds to move forward with the study. Concurrent with that, with the material in this packet, in list 1-31 as accomplished or on going, Burke thinks at this point it would be beneficial for all to have in writing what those accomplishments are and how they translate moving forward. [4:45:11 PM](#) Haavik asked which document Burke is looking in the packet. Burke said 5b, bullet point 10. This was part of the discussion at the last meeting, when it was unclear what had been accomplished in the proposed study. [4:45:49 PM](#) Burke said a lot may have been done but they need to be brought up to date as a community, very specifically what is the agreement and have it in writing. [4:46:19 PM](#) Chair Martin summarized, Burke's statement confirming what

she is wanting. [4:46:29 PM](#) Burke added that the ones that say in process, using #26 as an example, should be clarified and in writing. Chair Martin asked if funds could be available if this was done, Burke said that was not discussed. [4:47:49 PM](#) Bailet asked if Burke wanted all of it bullet pointed. Chair Martin said that would be great to have it all in a document anyway. Bailet asked if will be going through the chiefs, Chair Martin said he believes they would be tasked with this job. Haavik stated Aberbach could probably tell us now but would want it in writing in the packet. [4:48:55 PM](#) Aberbach clarified they were asked for short bullet points. [4:49:07 PM](#) Burke stated she thinks now, they just need clarification. [4:49:13 PM](#) Dawson handed out a flyer, stating added some information in gray. Burke stated little bit different language than 31. [4:50:32 PM](#) Aberbach clarified on number 31, there was no information that was 100% from study only thing they put in there was that they were open for input for additional comments. [4:50:50 PM](#) Haavik stated the spread sheet that was handed out as part of the packet was intended to also enumerate what this board has accomplished. Haavik stated several of the powers of duties had raised more questions than she could answer. [4:51:46 PM](#) Haavik asked if everyone sees these two documents as being a memorialization of what these departments have done. Cooley asked where the general comments came from. Haavik stated they came from her because she was trying to answer the questions on if they did it. [4:52:29 PM](#) Haavik personally thinks some of the powers and duties could be clarified. [4:52:40 PM](#) Chair Martin stated thinks looking at a micro analogy of everything. Chair Martin stated he thinks if we expanded on the documents it would be more beneficial. [4:53:11 PM](#) Chair Martin stated Hailey would like to see more detail on the 31 – how and what’s been done. Burke added or have a document to refer too. [4:53:59 PM](#) Haavik asked if there was an item of discussion on the council agenda. Cooley stated it was discussed in executive session. [4:54:26 PM](#)

*B. Consideration of drafted letter to the Blaine County Commissioners requesting priority consideration for a portion of the old Blaine Manor Property for the purpose of a consolidated fire station.....Action Item*

[4:54:31 PM](#) Chair Martin introduced item, stating there is a new draft letter in packet. Chair Martin asked if this one is more comfortable. [4:55:41 PM](#) Chair Martin read the draft letter to the county commissioners [4:57:49 PM](#) Cooley said it’s something we can take to the Hailey Mayor.

**[4:58:24 PM](#) Burke moves to present this letter to each governing bodies to see if we can get approval from them and sign this document and send it on to the County, Haavik seconds. Motion passed with all in favor.**

*C. Consolidated name to simplify dispatch of joint response.....Action Item*

[4:59:06 PM](#) Chair Martin introduced item and that there was an opportunity for all members to submit suggestions. Chair Martin stated he had asked for list of the recommendations and sent a survey email out. Chair Martin suggested waiting for few more weeks. Haavik added name “Hailey Wood River”. Board discussed various names. [5:00:41 PM](#) For those who don’t have pagers right now it is south central.

**NEW BUSINESS:**

*A. Discussion on accomplishments from the ESCI 2011 recommendations.*

[5:01:41 PM](#) Chair Martin opened discussion, citing that appendix C was already discussed. Bailet stated one thing he saw on 31, there was no mention of contract of service in there. As he thought it was part of that ESCI. [5:02:36 PM](#) Haavik clarified on this recommendation, adding that it stopped. Haavik added that she believes the word annex in it could be misconstrued. [5:03:02 PM](#) Haavik believes there are several ways to get there. [5:03:22 PM](#) Cooley said along those lines, could use some education on how the fire districts function. Chair Martin said it's a taxation district, the commissioners are the governing body, and it's not that different to the city. Chair Martin explained contract with the ambulance district. [5:04:17 PM](#) Chair Martin went on to explain the confusing part is how the various areas are combined. [5:06:57 PM](#) Chair Martin stated should add in the wording contract services in 31. [5:07:13 PM](#) Haavik agreed.

*B. Discussion on different options for consolidation and recommendation to respective boards.....Action Item*

[5:07:21 PM](#) Chair Martin does not believe they are now, believes discussed part of it but does not have recommendations at this time. Haavik asked to go back to previous item. [5:07:44 PM](#) Haavik explained the few pages out of the ESCI from the packet show that the ESCI has made a recommendation and that those were the steps they would take. Haavik wanted to be sure everyone was aware of this. Haavik stated this is where some of her questions last time came from. [5:08:18 PM](#) Haavik asked if there has there been a joint adoption of a vision because as she understands it has not been adopted. [5:08:53 PM](#) Haavik went on to discuss the ESCI document, summarizing need to have a future discussion. Burke added that was the direction her and Cooley got. Burke stated to see where they are, and if need to do an offshoot the study would be a better scope. [5:09:51 PM](#)

**STAFF REPORTS/ OTHER DISCUSSION:**

[5:09:59 PM](#) Aberbach explained what was done regarding the ESCI study and their 31 recommendations, removing anything that did not apply to City of Hailey or Wood River. Aberbach stated he did not have answers to all items but did want to show how much progress has been done over the last couple of years. Aberbach said everything is open to continually improve what they have already done. [5:11:17 PM](#) Aberbach provided an update on call stats year to date. Aberbach offered copies of the report if anyone would like to see. [5:12:23 PM](#) Haavik asked how Auto Aid effects those numbers. Aberbach said Hailey does not run Auto Aid. [5:12:47 PM](#) Haavik asked if there is an Auto Aid between Hailey and Wood River. Aberbach and Lassman confirmed there is not one any longer. Bailet said they (Wood River) has Auto Aid agreements with Carey. Aberbach said they do their own reports and Wood River does their own reports. [5:13:17 PM](#) Aberbach explained effective October 1<sup>st</sup>, if no one is standing by at a

Wood River Station, staff can go from Hailey. [5:13:33 PM](#) Burke mentioned the fire incident on the Main Street the day before, Aberbach said for any fire in Hailey within certain districts, will always get Hailey, Wood River and Bellevue. [5:14:18 PM](#) Burke asked what that cost was in terms of saving that building and how it is determined. Aberbach said no matter what the cost was for that, they need to meet minimum criteria for response and they still did not meet [5:15:05 PM](#). The minimum of 15 fire personal on scene for a single-family home. [5:15:32 PM](#) Chair Martin added that one of the differences there will see 4-5 people riding engine vs. 2-3 in smaller cities. [5:16:13 PM](#) Dawson added that that was one of the main points ESCI study as well, just not enough people. [5:16:26 PM](#) Chair Martin asked if also had paged an Auto Aid to Ketchum, Aberbach said it was an error and has been corrected. [5:16:53 PM](#) Aberbach said lastly, put together a roster of all the departments broken out. Aberbach explained the differences and totals between the two departments. [5:17:44 PM](#) Chair Martin stated one more question going back to the unified call, other day had a fire alarm out at the animal center, and it was a directed for only one department. Aberbach and Chair Martin discussed the training aspect and working out the bugs in determining who goes where.

[5:19:16 PM](#) Lassman provided a summary of one of their busiest summers, stating one of the more notable calls was a fatality fire on Gannet Road which took Hailey, Wood River, Bellevue, and Ketchum Fire Departments. Lassman referenced other notable fires from the summer where they all went out as a group with no lag in response time. [5:22:15 PM](#) Lassman said he thinks they are doing some great things right now. This past summer was a really good example on what Hailey and Wood River have done together keeping wildland fires out of the city and district. Lassman discussed various courses available for employees and ones he hopes to see in the future. Lassman summarized that it is a slow process to cross train people, there are baby steps they will have to do and it will take time. [5:25:01 PM](#) Haavik asked when or how the driver/operator course for Hailey will be available. Aberbach said it's ongoing. Bailet added that when he went to the Barker Fire, he was in and out for 4-5 hrs and was impressed with how everyone worked. Bailet was also at the Sparks Fire when it began and everyone was working exemplary then too. Lassman added that Aberbach has been on fire with writing grants on behalf of the fire district that both departments could use. [5:28:06 PM](#) Aberbach said between the 2 departments putting in for 5 grants.

[5:28:54 PM](#) Chair Martin commented that he really appreciates the employee group that came forward with their comments, really appreciates the feedback. Through this whole process and over the past 18 months, Martin has tried to make himself as transparent and available as possible. He does ask that everyone be patient, that it is a very slow process, and that's the only way for it to be comfortable for both governing bodies.

[5:30:28 PM](#) Chair Martin stated not everyone will see eye to eye but overall all are in this for the right reason. Providing a better product for the customers. The new dispatch protocol was passed around for close to ten months there was ample time and still ample time to voice concern. Chair Martin understands the dual tones are not hitting off with them and is something that can be addressed. Martin appreciates the feedback. Chair Martin requests that comments keep coming and asked for patience with the process. [5:32:59 PM](#) Haavik asked if contract of service has to be renewed annually,

can the city council obligate a future contract, say a 5-year contract. Dawson stated they can and explained the general process what the city does. [5:34:04 PM](#) Haavik and Dawson discussed binding future council in contracts and how they need clear exit clauses such as our Dispatch agreement and Mountain Rides board agreements. Lassman suggested they to speak to Chris Stevens from Ketchum rural fire, he has a funding formula that is based on growth and revenue streams. Burke added few points that came forward – common policy manual should be something moving forward with, and other is to get our training and cross trained forces online and moving forward. Haavik said agrees with the cross training but believes it applies to apples. [5:37:18 PM](#) Haavik stated she has talked to full time employees, they seem to be able to channel their experience and education to the volunteers when the need is there.

And with no further business at 5:38 pm, **Burke moved to adjourn, motion seconded by Cooley, motion passed unanimously.**

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Seth Martin, Chairman

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Mary Cone, Hailey City Clerk