

**MINUTES OF THE MEETING OF THE JOINT BOARD OF THE
HAILEY / WOOD RIVER FIRE PROTECTION DISTRICT
HELD MAY 9, 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 4:32 P.M. by Chair Seth Martin. Also present were board members, Martha Burke, Linda Haavik, and Pat Cooley. Staff present included City Administrator Heather Dawson, Hailey City Clerk Mary Cone, Hailey Fire Chief Craig Aberbach and WRFD Fire Chief Bart Lassman.

Open Session for Public Comments:

No public comment.

Jay Bailet not in attendance.

[4:32:30 PM](#) Call to order by Seth Martin

[4:32:41 PM](#) Rune Haavik speaking as a Blaine County resident (broadford highlands) he was wondering where Commissioner Bailet is? Martin, replied, he is out of the country. Is this going to affect anything in the future? Martin, replied, he doesn't think so.

Cooley moves to amend a late added item to the agenda, for Executive Session to discuss, Real Property Acquisition (IC 74-206(1)(c)), seconded by Martin, motion passed unanimously.

CONSENT AGENDA:

Cooley moves to approve minutes from March 7, 2018, seconded by Burke, motion passed unanimously.

OLD BUSINESS:

#4 a.: Bylaws amendment regarding Terms of Chair and Co-Chair, succession to those positions and definitions of a quorum.

[4:35:15 PM](#) Martin opens that this is a continued discussion regarding a bylaws amendment on chair and co-chair roles

[4:35:28 PM](#) Cooley explains his suggestions, a quorum is 3 members and at least 1 member from each party, working on airport board. Chair succession f

[4:37:32 PM](#) Haavik asks if this cures the problem that initially prompted these changes? Martin, replied, he thinks it does. And the election stated August timeframe instead of first of the year timeframe. The Haavik asks about the 4/5ths vote, normal majority is

simple majority. Martin comments, on some boards a simple majority vote is too easy to obtain to amend the bylaws. Cooley explains, with this in place, it would ensure that at least 1 member of each party agrees with the vote.

[4:38:23 PM](#) Cooley makes a motion to approve bylaws seconded by Burke, motion passed unanimously.

*#4b: Continued discussion of Combined Budget *(Budget discussion deferred until after Staff Recommendation under Section 5 – A)*

[4:39:01 PM](#) Martin suggested that we might defer this to later in the meeting after new business item, 5a.

[4:39:24 PM](#) Craig Aberbach comments on budget, each department will submit to each organization's its proposed budget, under assumptions of revenues we will be getting. It is impossible to submit exact numbers, but we propose based on historical matters. City Administration has reviewed his draft budget but it doesn't get approved until it goes to the elected officials.

Martin thinks we can combine a few things, like the holiday party.

Haavik asks is it easy to see these split expenses? Lassman, not easy to show right now and explains that it's because of the split budget ambulance and Wood River Fire budget.

[4:43:19 PM](#) Aberbach, we've split a t-shirts purchase and some travel expenses are shared for training.

[4:43:55 PM](#) Lassman, the JPA states that we will come up with a budget, and make recommendations.

[4:46:00 PM](#) Cooley, the Hailey budget, Wood River budget and then the mutual shared items expenses should be called out.

[4:46:17 PM](#) Martin, an example it the t-shirt purchases, we do jointly.

[4:46:59 PM](#) Lassman, is concerned that showing existing expenses we share, is hard to show.

Martin, we need a starting point, to understand what expenses are already shared.

And what percentages of these shared costs, Cooley adds.

[4:49:48 PM](#) Martin summarizes, what we've shared up to this point.

[4:50:18 PM](#) Burke, what would help City of Hailey, what we've spent jointly, and asterisks for future possible expenses, we need to know what you are thinking. Commingling of budget is premature but first step, what have we done and what we expect in near future.

NEW BUSINESS:

5a. Staff recommendation to contract with ESCI to develop a Strategic Planning Process

[4:52:08 PM](#) Lassman refers to the ESCI study done in 2011, Bellevue, Hailey and Wood River had a consolidation study done by Lane Wintermute, a member of Idaho fire chiefs. He was at this year's conference, hosted this year in Sun Valley. He asked how the cooperative efforts had been going, at the conference. Lassman expressed some of the pitfalls experienced, and future expectations. Wintermute said he could write a 3-5 year strategic plan for the continued co-op effort.

Martin asked for more details.

[4:54:59 PM](#) Lassman, looking at the ESCI document, they are here for a few days. They meet with stakeholder, volunteers, full-time staff and administration and elected officials. They want to see where we are at this point, compile the information and then suggest next steps to take over a 3-5 year period. It is a working document that we would use.

[4:56:45 PM](#) Aberbach there are some concerns with city staff. Aberbach asks if we should do this in house? Was this successful when done in 2011? He asks for input.

[4:57:38 PM](#) Burke, asks about the cost. Lassman, \$14,750 is the base price. And if they came in 1 day in advance to do a citizens forum, add another \$1,500 to the cost. They are facilitators, then they report on the information. Lassman felt it would be a good idea because they are a 3rd party. If done in house, you might not feel as apt to be upfront with comments.

[4:59:37 PM](#) Martin wants to hear comments from folks who've been involved in the past.

[4:59:58 PM](#) Haavik asks, in 2015 there was a service initiative put together effort. Do you see this as updated, is this not still valid?

[5:00:59 PM](#) Lassman, it has taken 7 years to get where we are now. This would provide a new pathway. Show what the goals are and end result after 5 years, Lassman states, this could give us good guidance.

[5:01:56 PM](#) Haavik read the 2011 study, and Hailey and Wood River were to decide from a political standpoint whether or not to join. Haavik remembers, there were many options proposed including, joint programming.

[5:03:01 PM](#) Aberbach, we have different elected officials involved now.

[5:03:16 PM](#) Haavik asked, are the conclusions in the 2011 study still valid?

[5:03:29 PM](#) Martin sees that a benefit could be to sit down with all stakeholders.

Martin asks from Dawson's experience and others.

[5:04:36 PM](#) Rich Bauer Wood River fire fighter, comments it was good, the biggest plus was they were objective, and they done this for other fire departments.

[5:05:12 PM](#) Ron Taylor speaks and agrees a 3rd party would be good to do this as it brings objectivity to the process.

[5:05:48 PM](#) fire fighter speaks, he thinks that originally everyone had 5-10 minutes to discuss with the ESCI team, having 3rd party person, collecting data, analyze and report back is important.

[5:06:46 PM](#) Martin has had different experiences with such a study from 3rd party.

[5:07:04 PM](#) Mike, Fire fighter comments again, they conveyed the majority of the opinions.

[5:07:22 PM](#) Heather Dawson, yes ESCI began in 2009 and reported in 2011, it was a \$49,000 expense at the time. This proposal isn't necessary. The recommendations were varied and there were a lot of them, such as annexation. Political will was key to getting a start to any progress, and it was controversial at the time. Baby steps were the critical steps from Hailey so to not have political back-lash. The big element, as departments started working together. Dawson elected officials working together is a baby step in this process. Revisiting a large study like this will not feel like a baby-step to the Hailey board. Dawson suggests waiting and alert the community of the fact that both departments are working together. [5:10:39 PM](#) One of Dawson's key staff members in Hailey, didn't know that this board even existed.

[5:11:05 PM](#) Rune Haavik comments, and agrees with some comments tonight. As a county resident, if we spend money again, will it be useful or take another 7 years?

[5:12:13 PM](#) Cooley asks Haavik a question.

[5:13:05 PM](#) Martin, we lack a road map of where we are going. To have next steps recommended, would be helpful for Martin.

[5:13:37 PM](#) Haavik, agrees with Martin. Feels ESCI knows us and this would be a different study. Haavik, feels a citizen workshop would be helpful for \$1,500, helping to educate the public of this work we're doing. 1 question, how long would this take?

Lassman, not sure, no timeframe listed. Haavik, who would the client be?, Martin, another shared purchase? Burke, the client would be this board.

[5:16:04 PM](#) Burke comments listen, let's read the 2011 document, likes a 3rd party. Did the outcome convey the majority opinion? Burke would like to see this with fresh eyes?

[5:17:06 PM](#) Mike comments again. In 2009, this report conveyed what staff wanted at the time. We've had a lot of seasoned employees, things have changed, directives have changed, and wants and needs have changed. He would like to read it too.

[5:18:11 PM](#) Burke, start here and defer decision until we've read this document. Burke wants to report back to the city council, the 2011 report is being reviewed by this board. Burke agrees with Martin and Haavik, we need a road map. Burke doesn't know how to get to the end product. Someone who meets size and scope of our community.

[5:20:34 PM](#) Lassman, comments, this is not a new consolidation study, this is a study knowing we've taken the first step. This is a strategic plan for the joint board direction. The strategic plans that he has seen, not political in nature, but steps in a helpful way.

[5:22:23 PM](#) Burke, doesn't see any financial scope in this effort. This won't help unless we can see Hailey can help financially.

STAFF REPORTS:

[5:23:27 PM](#) Burke who will make copies, Aberbach will make copies.

[5:23:50 PM](#) Dawson hands out materials, copy of website page updated with New statute effective July 1st this year. Action items must be shown on the agenda. So your next meeting you'll need to do this. if you change your agenda after the meeting starts, you are limited in your actions.

[5:26:51 PM](#) Haavik asks, are there concerns about documents we are considering on this board.

[5:27:23 PM](#) Cooley comments, sees this as a new business item and then later as a public hearing.

Haavik comments how do we get the documents in advance?

[5:28:40 PM](#) Martin comments there were a few documents sent out for this meeting. Martin prefers that the documents be made public at the meeting start.

Haavik feels it should be posted in advance of the meeting.

[5:29:08 PM](#) Cooley, agrees with Haavik it leads to a better discussion. Haavik adds, it is better for the public.

[5:29:30 PM](#) Martin how do we make them publicly available? Haavik, do what Hailey does, and post in advance of the meeting on Hailey's website.

[5:30:05 PM](#) Burke, it should be available.

[5:30:12 PM](#) Cooley, let's direct staff to figure this out.

[5:30:31 PM](#) Dawson speaks, documents should be compiled and then sent to Mary to post on the website. Haavik is okay with an electronic packet of information. Martin, we can get them out with the agenda to everyone.

[5:31:29 PM](#) Lassman looks at this board as an advisory board, and then each department, takes it back to their boards, would still put on the separate agendas. This is one step to take before going back to each board.

[5:33:08 PM](#) Martin comments, having the documents is good even if redundant.

[5:33:52 PM](#) Lassman, it creates more work.

EXECUTIVE SESSION:

[5:35:20 PM](#) Cooley moves to go into executive session to discuss Real Property Acquisition (IC 74-206(1)(c)), seconded by Burke, motion passed unanimously.

Board came out of exec session.

[5:52:00 PM](#) Move to adjourn meeting Burke, seconded by Cooley, motion passed unanimously.

Seth Martin, Chairman

Mary Cone, Hailey City Clerk