

**JOINT POWERS BOARD
OF
THE CITY OF HAILEY FIRE DEPARTMENT
and
THE BLAINE COUNTY SOUTH AND KETCHUM FIRE DISTRICTS
AGENDA**

FOR THE SPECIAL MEETING
ON
WEDNESDAY, MARCH 11TH, 2026
10:00 AM
HAILEY CITY HALL
115 SOUTH MAIN STREET
HAILEY, IDAHO

JOIN VIRTUALLY

From your computer, tablet or smartphone: <https://meet.goto.com/CityofHaileyPZ> Via One-touch dial in by phone: <tel:+15713173122>,506287589# Dial in by phone: United States: +1 (571) 317-3122 Access Code: 506-287-589

- 1. Call to Order**
- 2. Open session for public comments** not to exceed three minutes per person and per topic (subject to discretion of the chairperson)
- 3. Approval of Minutes** – from January 27, 2026, meeting ACTION ITEM
- 4. New Business:**
 - a. Appointment of the Member at Large, Blaine County Medical Director Malie Kopplin ACTION ITEM
 - b. Approval of Joint Fire Board Bylaws as adopted by the Parties (City of Hailey and the South Blaine County and Ketchum Fire Districts) and discussion/amendment of meeting schedule as outlined in the Bylaws ACTION ITEM
 - c. Consideration of recommendation to the Parties (City of Hailey and the South Blaine County and Ketchum Fire Protection Districts) regarding a Contract for Services for a Fire Training Officer ACTION ITEM
- 5. Old Business**
- 6. Staff Reports**
- 7. Executive Session (if any)**
- 8. Adjourn**

**MINUTES OF THE MEETING OF THE JOINT BOARD OF THE
HAILEY / WOOD RIVER FIRE PROTECTION DISTRICT
HELD JANUARY 27, 2026
IN THE HAILEY MEETING ROOM**

The Meeting of the Joint Board of Hailey / Wood River Fire Protection District (WRFD) was called to order at 9:59 A.M. by Chair Martha Burke. Also present were board members, Sage Sauerbrey, Tom McClean, and Josh Wilkins. Staff present included City Administrator Lisa Horowitz, Hailey City Clerk Mary Cone, Hailey Fire Chief Mike Baledge and BC South Fire Chief Kevin Crawley.

Call to order by Chair Martha Burke, Hailey Mayor at 9:59 am. Sage Sauerbrey Hailey City Council, Tom McClean Blaine County South Commissioner, Josh Wilkins Blaine County South Commissioner.

[9:59:33 AM](#) Christopher Simms, Hailey City Attorney, gives an overview, new named entities are partnering with Hailey, the Wood River Fire District has formed a district and is now called Blaine County South Fire District. Turnover in both entities, Hailey and Wood River that formed this board, necessitates amending the board name and entities involved in the joint powers board. BC South board and Hailey have appointed new members to serve on this existing board today.

Open Session for Public Comments:

[10:02:33 AM](#) there are none.

NEW BUSINESS:

- a. [10:04:54 AM](#) dissolution of old JPA board.

Chief Kevin Crawley, BC South Fire Protection District, establishing board toward consolidation. Ketchum Fire and BC South have made efforts towards consolidation. The JPA is a tool towards consolidation. Goal is full consolidation of all departments. JPA would need to be adopted at next City of Hailey and BC South and Ketchum meetings. And then an election of an at large member.

[10:08:45 AM](#) Pete Schwartz Ketchum Fire chair, we made milestones in the last year towards consolidation, will bring great improvement to our fire service. Look forward to consolidation.

[10:09:37 AM](#) Susan Scovill fire commissioner, needed this will take a lot of patience, excited about this coming together.

Burke asks for next steps from Simms. Drafting attorney attending online. Have discussion around dissolution, Jeff Schroeder attorney. Schroeder, purpose of JPA, encompasses 3 entities, have a joint training officer. JTO would be an employee of the district. Simms summarizes, making this a 3rd party agreement instead of a 2 party agreement. Horowitz, notes, make a motion not necessarily adopting a Resolution. Schroeder open to edits.

[10:15:32 AM](#) Burke asks for motion to dissolve.

[10:15:46 AM](#) Sauerbrey moves to dissolve Hailey/Wood River fire board, with intention of forming a 3 party board entity with Hailey, Ketchum and BC South districts, seconded by Tom McClean. Motion passed unanimously.

- b. [10:16:32 AM](#) Sauerbrey, makes a motion to form 3 board jpa entity with Hailey, Ketchum and BC South districts, Wilkins seconds. Motion approved unanimously.
- c. [10:17:34 AM](#) Tom McClean moves to approve member at large, Malie Kopplin, Wilkins seconds. All approved, motion passed.

OLD BUSINESS:

[10:18:46 AM](#) Chief Crawley presents to board, overview of the 4 phase process, dates updated, we are beginning in stage 3, alignment, joint leadership, Hailey will be a part of the next meeting. Want to enhance public safety, efficient governance, and personnel. Want to make sure everyone is on track before we start operating together. Reference, Idaho code for consolidation. Plan of action and milestones, items behind the star, we've achieved already. In April a Joint cba will be formed, with ketchum and BC South, they've already formed a fire district. This summer July oct, operated together, to show improved service to community. November Hailey fire district voters. Hailey Jan 2028 consolidation if approved by voters. Alignment status all in red, but work towards green, in each category.

Burke this is a long-time coming, grateful to chief Crawley, and to Hailey Fire, feel the time has come for our community, next great step.

CHIEF REPORTS/OTHER:

[10:28:09 AM](#) a. joint training officer, Jamie Hoover speaks to the board, hailey fire, operations chief. Hoover and Crawley discussed training, and Crawley asked Hoover to be the trainer administrator for all entities, minus Smiley Creek Fire. Finalizing this plan to coordinate training. Right now all departments train, slightly differently and we need to align together for the same service through the valley. Hoover, wants to align training, not necessarily train all members. [10:31:38 AM](#) Chief Crawley, efficiency, have small administrations create one trainer officer, to be a manager of training, to create effective benefits of consolidation.

[10:32:40 AM](#) Malie Kopplin, have been training across the valley, as if we are consolidated, all have gotten along, expect same level of service from everyone. Have had great effort from everyone.

Horowitz, Hailey next council meeting Feb 9th. BC south Feb 18th, Ketchum Feb 19th.

[10:36:17 AM](#) Sauerbrey moves to adjourn, Wilkins seconds. Motion passed.

Martha Burke, Chairman

Mary Cone, Hailey City Clerk

**BYLAWS FOR THE JOINT BOARD OF THE HAILEY/ BC SOUTH/KETCHUM
FIRE PROTECTION DISTRICT**

PURPOSE

These Bylaws provide direction to the members of the Joint Board of the Hailey/ BC South/ Ketchum Fire Protection District (“Board”) in the performance of the Board’s duties. The Board has been created under a Joint Powers Agreement, dated February ____, 2026 (“JPA”) between the City of Hailey (“Hailey”), the BC South Fire Protection District (“BC South”), and the Ketchum Fire Protection District (“Ketchum FPD”). Hailey, BC South, Ketchum FPD are also individually referred to as “Party” and collectively as “Parties.” As required by the JPA, the Board creates these Bylaws outlining the rules of procedure for the Board when exercising its powers necessary to provide fire protection and prevention and emergency medical services and operations of the Parties.

ARTICLE I - GENERAL PROVISIONS

- 1.1 The Board and its members shall be governed by state statutes applying to public boards, members and officials, the JPA and these Bylaws.
- 1.2 An official copy of the Bylaws of the Board shall be available as a public record from the Hailey City Clerk and the Offices of the BC South and Ketchum FPD. Additional copies shall be provided to the members of the Board and made available to the public upon request.

ARTICLE II - MEMBERS

2.1 Number of Members.

The Board shall consist of seven (7) voting members. Hailey shall select and appoint two (2) members to serve on the Board consisting of either two (2) Hailey City Council members or the Hailey mayor and one (1) Hailey City Council member. BC South shall select and appoint two (2) members to serve on the Board consisting of two (2) BC South commissioner members, and Ketchum Fire District shall select and appoint two (2) members to serve on the Board consisting of two (2) Ketchum Fire District commissioner members. A member of the Board appointed by one of the Parties may also be referred to as a “Party Member.” The seventh member of the Board (who shall be referred to as the “At-Large Member”) shall be selected by majority vote of the Party Members.

2.2 Qualifications.

Members of the Board shall be appointed without respect to political affiliation or religious denomination. An At-Large Member shall be a resident of Hailey, or the BC South or Ketchum Fire Protection Districts, for a minimum of two (2)

years before appointment and shall remain a resident of Hailey, or the BC South or Ketchum Fire Protection Districts during the term of the appointment. All members of the Board shall be eighteen (18) years or older to be eligible for appointment. All members of the Board shall serve without compensation.

2.3 Terms.

The initial appointment for all members of the Board shall expire at midnight on September 30, 2026. Subsequent appointments shall be for one (1) year, provided that any expiring member shall hold a seat on the Board until his or her successor has been appointed. Vacancies occurring other than through the expiration of appointed terms or removal shall be filled for the remainder of the term by the Party that appointed the Party Member, or in the case of the At-Large Member, by the Party Members on the Board. Removal of any Party Member may only be made by the Party that appointed such Party Member. Removal of the At-Large Member may only be made by a majority vote of the Party Members.

2.4 Causes for Removal from the Board.

Causes for removal of members from the Board by a Party or by the Board, as the case may be, include, but are not limited to:

- a. Failure to disclose a conflict of interest for purposes of disqualification when a member has a personal or monetary interest in the matter involved or will be directly affected by a decision of the Board.
- b. When a member becomes incapacitated for a prolonged period, or moves from Hailey or the BC South or Ketchum Districts or becomes for some other reason no longer qualified for office and fails to resign.
- c. Failure to attend three consecutive regular meetings of the Board, or four of any seven consecutive meetings, without the recorded consent of the Chair.

2.5 Resignations and Removal.

Members proposing to resign shall give reasonable notice of such intent to the Chair, stating in writing the effective date of resignation.

2.6 Vacation of Office and Appointment of New Members.

When a member dies, resigns or is otherwise removed, the Chair will notify the applicable Party that a vacancy either exists or could exist. The vacancy may be advertised to secure letters of interest and resumes from interested candidates. The Board may provide a recommendation to the applicable Party for the appointment of a particular candidate. The vacancy shall be filled by appointment by the applicable Party or by the Board, as the case may be.

ARTICLE III – OFFICERS, COMMITTEES, STAFF, DUTIES

3.1 Regular Election of Chair and Vice Chair

Annually, as the first item of business at the regular meeting of the Board conducted in February, the Board shall elect a Chair and Vice Chair for one-year terms.

3.2 Succession of Vice Chair to Office of Chair.

Should the Chair resign or be removed, the Party represented by the resigning Chair shall succeed to the office for the remainder of the original one-year term. Should the Vice Chair resign or be removed, the Party represented by the Vice Chair shall fill the vacancy of the Vice Chair until the expiration of the original one-year term. Said election shall occur at the next regularly scheduled meeting of the Board at which a quorum exists.

3.3 Duties of the Chair and Vice Chair and Appointment of Temporary Chair to Preside at Meetings.

The Chair shall preside at all meetings and hearings. If the Chair is absent or unable to preside, the Vice Chair shall preside. If both are absent or unable to preside, the members present shall elect from among their number a Temporary Chair to preside. The Temporary Chair shall abide by all rules and policies set forth herein.

The Chair shall maintain order and conduct the meeting in accordance to the Idaho Open Meetings Law as set forth in Idaho Code §§ 74-201 *et seq.* as amended.

3.4 Agenda and Notice.

The Chair shall set the agenda for each meeting, unless a special meeting is called by three (3) members of the Board, in which case, the members shall prepare an agenda. The Fire Chiefs for the Parties shall initially prepare an agenda and circulate the agenda to the members of the Board (to allow the members an opportunity to suggest revisions to the agenda) before the Thursday preceding the scheduled meeting. Notice of regular meetings shall be posted no less than five (5) calendar days and agendas for regular meetings shall be posted no less than 48 hours in advance of the meeting in accordance with the Idaho Code § 74-204.

ARTICLE IV - CONDUCT OF COMMITTEE MEMBERS

4.1 Conflict of Interest.

Any actual or potential conflict of interest shall be governed by Idaho

Code §§ 74-401 *et seq.*, as amended, and 74-501 *et seq.*, as amended.

ARTICLE V - MEETINGS

5.1 Regular Meetings.

Regular meetings of the Board will be held at least four (4) times per calendar year. The regular meetings shall be conducted on the second Wednesday of February, May, August and November of each calendar year. Notice of meetings shall be posted at Hailey City Hall, Blaine County Courthouse and the Offices of the BC South and Ketchum Fire Districts in accordance with Idaho open meetings laws.

5.2 Special Meetings.

The Chair or three (3) members of the Board other than the Chair shall have the power to call a special meeting of the Board.

5.3 Open to the Public.

Except for matters subject to an executive session pursuant to Idaho Code § 74-206, all meetings of the Board are open to the public. The Board shall keep minutes and other appropriate written records of its resolutions, proceedings and actions.

5.4 Cancellation.

If no business is scheduled before the Board, or if it is apparent that a quorum of the Board will not be available, the Chair may cancel any meeting by giving notice to all members and presenters not less than 48 hours before time set for such meeting.

5.5 Quorum.

A quorum of the Board shall consist of four (4) or more members.

5.6 Voting.

An affirmative vote of a simple majority of the members of the Board present shall decide all matters under consideration. The Chair may vote on all matters. All actions and decisions of the Board should be formalized by the process of making and voting on motions. After the Board considers comments and documents involving any matter requiring a vote, the Board shall deliberate and then the Chair shall ask for a motion,

which requires a second before there is a vote. Following a motion and second, the Chair shall ask the members in favor of a motion to say “aye” and the members opposed to the motion to say “nay.” The minutes shall reflect the motion, second and vote of each member of the Board.

5.5 Agenda, Order of Business.

Order of business on each agenda shall be generally as follows:

1. Call to Order
2. Open session for public comments not to exceed three minutes per person and per topic
3. Approval of Minutes
4. New Business
5. Old Business
6. Staff Reports
7. Executive Sessions
6. Adjourn

The Chair in his or her sole discretion may modify the order of business.

ARTICLE VI - AMENDMENT OF BYLAWS

6.1 Amending Bylaws.

These Bylaws may only be amended by majority vote of the Board.

CONTRACT FOR SERVICES
FIRE TRAINING OFFICER

BETWEEN BLAINE COUNTY SOUTH FIRE PROTECTION DISTRICT, KETCHUM FIRE
DISTRICT
and
THE CITY OF HAILEY

This Contract for Services (“Contract”) to employ a Training Officer to render regional training services is hereby entered into by and between Blaine County South Fire Protection District, Ketchum Fire District hereinafter referred to variously as “Blaine County South,” “Ketchum” and or the “Districts”; and the City of Hailey, hereinafter referred to as the “City”. The City and Districts may hereinafter be collectively referred to as “Parties”. The Parties have entered into a Joint Powers Agreement under Idaho Code 67-2328 which authorizes the Parties to enter into a contract such as this. This agreement shall be effective on the last date signed by any Party (“Effective Date”).

RECITALS

- A. The City is a municipal corporation and political subdivision of the State of Idaho and has authority to enter into this Contract pursuant to the Joint Powers Agreement. Martha Burke is the duly acting Mayor of Hailey.
- B. Blaine County South is a body corporate and politic organized under the laws of the State of Idaho in the business of providing fire protection services within the geographic boundaries of the district and provides ambulance EMS services under contract with the Blaine County Ambulance District. _____ is the duly authorized chair of the governing board of commissioners of Blaine County South and authorized to execute this MOU.
- C. Ketchum is a body corporate and politic organized under the laws of the State of Idaho in the business of providing fire protection services within the geographic boundaries of the district, and provides ambulance EMS services under contract with the Blaine County Ambulance District. Pete Schwartz is the duly authorized chair of the governing board of commissioners of Ketchum and authorized to execute this MOU.
- D. The Parties have executed a Joint Powers Agreement the purpose of which is “...to set forth the understanding of the Parties regarding the creation of a joint board, budgeting and funding of the Operations, the ownership and maintenance of each Party’s real and personal property, and to continue the Parties’ long term efforts to combine services, increase levels of service and increase efficiencies,” and which authorizes the joint

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board thereof to recommend the allocation of resources, including stationing of personnel and the training and education plans for all personnel.

- E. Blaine County South and Ketchum are engaged in a Blaine County Fire Districts Consolidation Plan, currently in Phase 1 of a four (4) phase plan to be finalized by January 2027.
- F. The City and Districts wish to expand their cooperative efforts and investigation into to consolidation by entering into this Contract to jointly employ a Training Officer who will render service to personnel of the Parties hereto.

AGREEMENT

NOW THEREFORE, in consideration of the above recitals which are incorporated below, and the mutual covenants, promises, agreements, terms and conditions set forth herein, the parties covenant and agree as follows:

ARTICLE 1

EMPLOYMENT, COMPENSATION, & SUPERVISION OF A JOINT TRAINING OFFICER; TERM & RENEWAL OF CONTRACT

1. The City of Hailey employs a Training Officer, who under this Contract will render regional training services to the personnel of the Parties with approximately twenty five percent (25%) of the Training Officer's staff time, which shall be accounted for and reported to the Parties on not less than a quarterly basis. This position shall be a salaried, exempt position, of the City of Hailey. The City of Hailey shall be responsible for all employment benefits, insurance, workmen's compensation, unemployment, and other employer obligations.
2. The Districts: Blaine County South and Ketchum, shall each contribute twenty thousand dollars (\$20,000.00) for a total of forty thousand dollars (\$40,000.00) to the City of Hailey, constituting approximately twenty five percent (25%) of the compensation package for the City's employment of said Training Officer. Such payments shall be paid to City within thirty (30) days of the Effective Date in single lump sum payments by the Districts. These payments shall be accounted for by the City in a separate line item in the City's budget and financial records to ensure and verify that the Districts' contributions are utilized for the payment of costs associated with employment of the Training Officer.
3. The City agrees, in consideration of the aforementioned payments, to allow the Training Officer to provide training services to the Districts as set forth in the attached job description.
4. The City and Districts shall administer this Contract pursuant to the Joint Powers Agreement entered by the Parties and effective as of February 17, 2026 ("JPA"). Issues regarding employee conduct, allocation of time and training resources, and other issues shall be first brought to the JPA Board for review and to develop a recommendation to each Parties' board or council for action.

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5. Day-to-Day supervision of the Training Officer shall be the responsibility of the City of Hailey, pursuant to time and resource allocation as set by the JPA Board in the adopted job description.
6. Term and Renewals. This Contract will be for a term of one (1) year, commencing on the Effective Date, and will be automatically renewed for successive years on the anniversary date of the Effective Date (the “Renewal Date”), unless any Party hereto provides thirty (30) days written notice to the other Parties of its intent to not renew the Contract prior to the Renewal Date. It is the intent of the Parties that the combined financial contribution of the Districts shall remain at approximately twenty five (25%) of the cost of the total compensation package of the Training Officer paid by City following renewal. Therefore, sixty (60) days prior to the Renewal Date in any year, the City shall provide to the Districts the projected cost of the total compensation package for the Training Officer for the upcoming renewal year. If the City fails to provide this information, the Districts’ required contributions shall not increase. If the City provides this information, the Parties shall then negotiate and enter into a written addendum to this Contract that identifies the new required financial contribution of the Districts to ensure their contribution remains at approximately twenty five percent (25%) of the total cost of the Training Officer’s compensation package. Failure by a District to enter such an addendum shall constitute withdrawal from this Contract by the said District.

ARTICLE 2

TERMINATION, EMPLOYEE SEPARATION; RECONCILIATION OF FUNDS

1. Termination for Convenience.
 - a. By Mutual Agreement. This Contract may be terminated at any time upon the written agreement of all Parties.
 - b. By a Party. Any Party may terminate its participation in this Contract, with or without cause, upon ninety (90) days’ prior written notice to the other Parties.
 - c. Effect of Termination by a District. If either District terminates its participation for convenience:
 - i. this Contract shall continue in effect among the remaining District and City unless those remaining Parties agree otherwise in writing;
 - ii. the City and remaining District may negotiate to adjust their respective contributions to the cost of employing the Training Officer, but unless an addendum is agreed to in writing such Parties, the remaining District’s contribution requirement shall be unaffected; and
 - iii. the terminating District shall remain responsible for contributing to the cost of employing the Training Officer through the 90 day notice period, and shall also be entitled to the continued services of the Training Officer through the notice period.
 - d. Effect of Termination by City. If the City terminates its participation for convenience, and continues the employment of the Training Officer, it shall be liable for the full cost of employment of the Training Officer after the 90-day notice

period expires. The City shall further be required to reimburse the Districts for their financial contribution for the employee cost's as set forth in the section titled "Reconciliation and Refund of Unused Financial Contributions" below.

2. Termination of Contract for Cause.

- a. Events of Default. The occurrence of any of the following constitutes an Event of Default:
 - i. failure to make a required payment within thirty (30) days of the Effective Date or a Renewal Date;
 - ii. material breach of any provision of this Contract not cured within thirty (30) days after written notice specifying the breach; or
 - iii. material violation of applicable employment laws relating to the subject matter of this Contract.
- b. Termination. Upon the occurrence of an uncured Event of Default, the non-defaulting Party or Parties may terminate this Contract, or terminate the defaulting Party's participation in this Agreement, upon written notice. Provided, if the defaulting Party is the City, this Contract would be terminated in full, and any continued employment of a joint Training Officer by the Districts would need to be negotiated, with one of the Districts agreeing to take such person on as an employee of that District.
- c. Liability Not Waived. Termination of this Contract for cause shall not waive any claim for damages, indemnity, or other relief arising from the default.

3. Authority of City to Discipline or Terminate Training Officer.

- a. Employment Authority. The Parties acknowledge that the Training Officer is solely employed by the City. The City retains exclusive authority and discretion to supervise, discipline, and terminate the Employee's employment, subject to applicable law. The Districts, through the JPA Board, may recommend the City discipline or terminate the employee, but shall not have authority to directly take such actions
- b. Notice of Termination of Employment. The City shall provide prompt notice to the Districts of any decision or plan to terminate the Training Officer's employment.
- c. Separation Costs. City shall have the obligation to pay any costs associated with termination of the Training Officer's employment, such as accrued benefits or payment pursuant to a separation agreement, and the contribution by the Districts to such costs shall be limited to their annual financial contribution to the costs of the total compensation package of the Training Officer.

4. Reconciliation and Refund of Unused Financial Contributions.

- a. Reconciliation. Within thirty (30) days following: (1) termination of this Agreement in whole or in part; or (2) termination of the Employee's employment, the City shall prepare and deliver a written accounting of all compensation,

benefits, payroll taxes, insurance costs, and other employment-related expenses incurred through the effective date of termination.

- b. Refund of Unused Funds. To the extent the Districts have paid lump-sum contributions attributable to periods after the effective date of: (1) that Party's termination of participation; or (2) the Training Officer's termination of employment, and such funds were not actually applied to employment-related costs, the City shall refund to each Contributing Party its pro rata share of such unused funds within fifteen (15) days after completion of the reconciliation.
 - c. No Refund for Earned Amounts. No refund shall be required for amounts already earned, accrued, or legally committed as of the effective date of termination, including but not limited to compensation earned, accrued benefits, payroll taxes, insurance premiums, or approved separation costs.
 - d. Final Payment Obligation. If the reconciliation demonstrates that a District's prior payments were insufficient to cover its funding obligation of employment-related costs incurred through the effective date, such District shall remit the deficiency within fifteen (15) days of receipt of the accounting.
5. Survival. The provisions of this Article 2 shall survive termination of this Agreement.

ARTICLE 3 MISCELLANEOUS PROVISIONS:

1. Authority. Each Party warrants that the person signing this Contract is duly authorized to bind the Party.
2. Preparation of Contract. No presumption shall exist in favor of or against any Party to this Contract as a result of the drafting and preparation of the document.
3. Counterparts. This Contract may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.
4. Waiver. No waiver of any breach by any Party of the terms of this Contract shall be deemed a waiver of any subsequent breach of the Contract.
5. No Third Party Beneficiaries. This Contract shall not create any rights or interest in any third parties.
6. Attorney's Fees. In the event and Party hereto is required to retain counsel to enforce a provision of this Contract, to recover damages resulting from a breach hereof or if any Party defaults in the performance of this Contract, the prevailing party in such dispute shall be entitled to recover from the liable party or parties all reasonable attorney's fees incurred in such dispute, related lawsuit, or on appeal.
7. Entire Agreement/Waiver of Default. The Parties agree that this Contract is the complete expression of the terms hereto and any oral or written representations or understandings not incorporated herein are excluded. The Parties recognize that time is of the essence in the performance of the provisions of this Contract. Waiver or breach of any provision of the Contract shall not be deemed to be waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of the Contract.

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8. Partial Invalidity. In the event any portion of this Contract shall be determined by any court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remaining provisions of this Contract, or parts hereof, shall remain in full force and effect.
9. Severability. Every provision of this Contract is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.
10. Further Action. The parties hereto shall use all reasonable efforts to take, or cause to be taken, all appropriate action, to do or cause to be done all things necessary, proper or advisable under applicable Law, and to execute and deliver such documents and other papers, as may be required to carry out the provisions of this Contract and consummate and make effective the transactions contemplated by this Contract.
11. Remedies. The rights and remedies provided by this Contract are cumulative and the use of any one right or remedy by any party shall not preclude nor waive its rights to use any or all other remedies. Any rights provided to the parties under this Contract are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.
12. Amendment. No amendment of this Contract shall be effective unless the amendment is in writing, signed by each of the Parties.
13. Law governing. This Contract shall be construed in accordance with the laws of the State of Idaho.
14. Recitals Incorporated. The recitals set forth in this Contract are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding the day and year written above.

APPROVALS:

THE PARTIES HERETO have executed this instrument.

Executed and effective by the undersigned parties as of the date signed.
 DATED this ____ day of _____, 2025.

Blaine County South Fire Protection District:

_____, Commission Chair Dated

CONTRACT FOR SERVICES, BLAINE COUNTY SOUTH FIRE PROTECTION DISTRICT,
 KETCHUM FIRE DISTRICT and THE CITY OF HAILEY
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Ketchum Fire District:

Pete Schwartz, Commission Chair Dated

City of Hailey:

Martha Burke, Mayor Dated

Attest:

Mary Cone, City of Hailey Clerk



DEPUTY FIRE CHIEF TRAINING OFFICER JOB DESCRIPTION

DEFINITION:

Under general direction, the Deputy Fire Chief performs a variety of administrative duties involving the planning, coordination, and direction of Training, assists with operations, provides administrative leadership in budgeting, emergency services, personnel, and training, and assumes full command in the absence of another Chief Officer.

DISTINGUISHING CHARACTERISTICS, FEATURES, REQUIREMENTS:

This is a full-time, management position working a salaried workweek. This classification is distinguished from other officer-level positions in that it has a wider scope of responsibility for the overall training programs and services of the following departments (Ketchum Fire District, BC South Fire Protection District).

SUPERVISION EXERCISED AND RECEIVED:

Receives administrative direction from the Fire Chief of each fire department. Provides direct supervision of the fire/EMS/rescue staff in a training capacity.

IMPORTANT AND ESSENTIAL DUTIES:

The Following is an overview of the primary duties and responsibilities for the position of Deputy Chief of Training (Training Officer) and should not be considered an all-inclusive list.

Develop, manage, and coordinate all aspects of training for all (included) departments. This is not limited to internal and external partners to ensure training aligns with best practices.

Development of a training schedule to include both regular full-time employees and POC volunteers that meets the needs of the departments. The training program will comply with all national, state, and local requirements for personnel certification. This includes developing a professional development program to support the development of all staff.

Basic recruit training will be handled by the Deputy Chief of Training. The Deputy Chief of Training will follow all basic firefighter 1 requirements from NFPA 1001 and NFPA 1010. The Deputy Chief of Training will be the point of contact for the Blaine County Fire Academy and assist with academy training.

Responds to calls for service and acts in a manner that best affects responder safety and assists with operational mission outcome. Can fill a role in the command staff or operations general staff. The

Training Chief can respond as necessary to any incident within the contracted department jurisdiction.

Perform firefighting/EMS/rescue activities, including but not limited to performing fire combat, containment, extinguishment, driving/operating apparatus, and performing as a care provider for ill or injured persons, or assist with any rescue operations.

OTHER JOB-RELATED DUTIES:

Attends conferences, training sessions, and meetings; May be required to attend and/or present technical information to the City Council or other groups.

JOB-RELATED QUALIFICATIONS:

Knowledge, Skills, and Abilities:

- Knowledge of fire administration, organization, and operations
- principles and practices of modern fire suppression, emergency medical services
- principles and practices of apparatus and equipment maintenance and basic repair
- public information and public relations techniques; local and department policies, procedures, and regulations applicable to federal, state, and local laws and regulations
- local geography, including the location of water mains, hydrants, fire, and traffic hazards.

Ability to:

- effectively administer all department operations and capably assume full command in the absence of the Fire Chief.
- effectively manage personnel, including maintenance of performance standards and appropriate use of disciplinary action
- accurately interpret and explain city and departmental policies and regulations
- communicate effectively in writing and verbally with a variety of people at all levels of the organization
- establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND TRAINING GUIDELINES:

Any combination equivalent to experience and education that could likely provide the knowledge and abilities. A typical way would be:

- Possession of a valid Idaho Class D Driver's License.
- Certified Idaho EMT Certification (Basic)
- Certified Idaho State Fire Officer 1
- Certified Idaho State Fire Instructor 1
- Qualified Hazardous Materials Operations
- NWCG Engine Boss or Higher.
- NIMS(ICS) 100, 200, 300, 400, 700, & 800

SPECIAL REQUIREMENTS:

Ability to learn, retain and apply technical information, terminology, equipment, and guidelines; ability to conduct research and develop presentations on complex topics; mental alertness and comprehension involved in carrying out essential duties; physical stamina and strength to sit, stand, walk, kneel, crouch, stoop, squat, twist upper body, climb and lift moderate weight; ability to remain calm and cooperative in difficult or emergency situations. This position will require periodic nationwide travel for periods of up to two weeks at a time.