

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

Phone (208) 922-1144 Fax (208) 922-1135

## Minutes of Commissioners Regular Meeting

November 13, 2024

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

Chairwoman Rebekah Luther called the meeting to order at 9:33 a.m. in the Kuna City Hall Council Chambers.

Present were Commissioners: Commissioner Rebekah Luther, Scott Burn, Carrera Atkinson, Robert Hilpert, and Dawn Hale. Also present were Chief TJ Lawrence, Officer of Administration Krystal Hinkle, and White Peterson Attorney Marc Bybee.

### **Consent Agenda Approval:**

Comm. Burn moved to accept the consent agenda as printed and posted. Comm. Hale seconded the motion, motion passed with a unanimous voice vote.

- A. Approval of the Agenda
- B. Regular Board Meeting Minutes Dated October 9, 2024
- C. Financial Reports, Fund Investments, and Approval of Bills – Accounts Payable and Impact Fee Account Balance
- D. Resolution 2024-33 Approving the Destruction of Records
- E. Amended Resolution 2024-27 – Intergovernmental Agreement with Ada Co. – Impact Fees

### **Public Input/Discussion – None**

### **Staff Reports:**

**Chief Report – by T.J. Lawrence:** Chief indicated we have one FF on injury and progressing well. The district is applying for a regional SCBA Grant. Hoping the new alerting system will come online at the end of the week, but having some issues. The hearing with P&Z for Station 2 will take place on the 26<sup>th</sup> of November. Chief hopes to have an RFP for Station 2 before the board in December.

**Local 4165 - Full Time Firefighter Report:** Matt Graham indicated they will have a crew that will attend the stair climb in Seattle, Fill the Boot raised \$2000, they will be helping with their annual food drive for the school pantry, and they hope to start negotiations in January or February of 2025.

**Attorney Report:** Marc Bybee indicated everything was on the agenda.

**Officer of Administration Report by Krystal Hinkle:** Hinkle indicated that she offered a position to Kristin DeRoos to replace Halie Cavanagh as her Assistant. Kristin accepted the offer and will start in December.

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### Old Business:

**State Fire Commissioners Report** – The association has chosen to have its conference in Sun Valley, before the Chiefs conference. It will take place on May 12-14. The first training was sent out and taking place on the 14<sup>th</sup> of November.

**Ada County City EMS System (ACCESS) Update** – Comm. Atkinson indicated they spoke about the GEMT program, Ada Co. is receiving a light House Award for being the 11<sup>th</sup> County in the Nations for service. Hinkle asked that she provide a written report in the future so we can make sure to get everything added into the meeting minutes.

**Discuss and Consider a Policy that Will Allow a Therapy Dog at the Station** – There was still a lot of concerns from the Commissioners regarding the liability of the animal, the impact on other employees and the time commitment from the Chief on documenting the behavior and everyday activity of the animals.

Comm. Burn made a motion approving Resolution 2024-34 that approved the policy addition allowing a Therapy Dog at the Station. Comm. Atkinson seconded the motion. The motion passed with a vote of 4-1, Comm. Hilpert voting no.

### Discuss and Consider Administrative Evaluations and Document Retention

**Procedure** – Comm. Hale made a motion approving Resolution 2024-35 that approved the policy for Administrative Evaluations and Document Retention. Comm. seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Wellness Policy** – Comm. Burn made a motion to approve Resolution 2024-31 approving the Wellness Policy. Comm. Atkinson seconded the motion, motion passed with a unanimous voice vote.

**Executive Session Board of Commissioners Regular Meeting**– The Commissioners, upon a unanimous roll call vote, went into the executive session, pursuant to Idaho Code Section 74-206 (1) (b) to consider the evaluation, dismissal or disciplining, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and The executive session commenced at 10:10 a.m. In attendance were all the members of the Board of Commissioners, legal counsel Marc Bybee, and Chief Lawrence. Around 11:15 am, Chief Lawrence left the executive session. At 11:58 am., Chief Lawrence and Krystal Hinkle were asked to come into executive session.

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Information was exchanged among those in attendance. A motion was made by Commissioner Burnand seconded by Commissioner Atkinson to come out of executive session, which motion passed unanimously at 12:01 p.m.

**Open session resumed** and Chairwoman Luther reported that information was received in relation to the announced purpose for going into executive session and no action was taken by the Commissioners.

**Commissioner Open Discussion** – Comm. Burn wanted to let the board know that he had a meeting with the Chiefs and the Union President regarding the budget and ownership of the budget. Comm. Burn also expressed his concerns to the Union President about how the community seems well-coached when they have addressed the board. He wanted to make sure everyone understood those pieces.

Comm. Luther brought up the Commissioner conference in May and asked that the board try and attend, as it is extremely important to get training.

Comm. Burn would like to attend the budget training in March that the Chief and Krystal were planning on attending.

Commissioner Burn moved to adjourn the meeting. Commissioner Atkinson seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 12:06 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Rebekah Luther, Chairwoman