

AGENDA

REGULAR MEETING
MISSOULA RURAL FIRE DISTRICT

BOARD OF TRUSTEES

DATE: Tuesday, January 10th, 2023
TIME: 4:00 P.M.
PLACE: Station #1, 2521 South Avenue West, Missoula

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

READING OF MINUTES

PUBLIC COMMENT

CLAIMS

November Claims	\$ 2,237.16
December Claims	<u>\$ 277,291.25</u>
Total Claims	\$ 279,528.41

COMMUNICATIONS

TRUSTEE REPORTS

STAFF REPORTS

OLD BUSINESS

NEW BUSINESS

1. Request for a leave of absence
2. Donation for Hysham Volunteer Fire Department

EXECUTIVE SESSION

ADJOURNMENT

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

December 13th, 2022

The Missoula Rural Fire District (MRFD) Board of Trustees (BOT) met in regular session at the Station 1 Headquarters meeting room and via a "Zoom" video conference on **Tuesday, December 13th, 2022.**

CALL TO ORDER: Chairman Murphy called the meeting to order at 16:00 hours.

PLEDGE OF ALLEGIANCE

ROLL CALL: Present: Chairman Ben Murphy, Vice-Chairman Larry Hanson, Secretary Dick Mangan, Trustee Jeff Merritt, and Trustee Dan Corti.

READING OF THE MINUTES: Trustee Merritt moved to accept the minutes as written. Vice-Chairman Hanson seconded the motion. The motion was voted on and passed.

PUBLIC COMMENT: No one from the public was present for comment.

CLAIMS: Secretary Mangan made a motion to accept the claims as submitted. Trustee Merritt seconded the motion. The motion was voted on and passed.

COMMUNICATIONS: Raquel Wilkinson conveyed that the communications consisted of seven thank-you letters, two annexation approval letters from the Board of County Commissioners, two DFM reports, a Public Relations Outreach Breakdown, and a Calls for Service Report.

TRUSTEE REPORTS: Trustee Merritt reported that he attended the retirement breakfast for BC Cowan and had a good time socializing with the folks there.

STAFF REPORTS:

Local 2457: Engineer Kottwitz reported that the Coats for Kids campaign, led by Engineer Noble, was done a little differently this year. Typically, they go into the schools to give out the coats, but the schools have requested that it not be done like that because they felt the kids were singled out. They are trying to find other ways to get the coats to the kids who need them. Engineer Kottwitz thanked everyone who attended the retirement breakfast for BC Cowan, and a special thanks to BC Orr, who organized the event. The Local has expressed a want to do events like that more often. At the end of January, three local members will attend an Affiliate Leadership Training Summit Convention in Las Vegas. Another conference will be held in Helena next month, discussing upcoming legislation that may affect MRFD. Chairman Murphy asked if Engineer Kottwitz had any knowledge of specific legislation that might impact MRFD. Engineer Kottwitz said he has yet to have a chance to look at what's coming up. He also mentioned that there is support from Local 2457 for Willis Curdy as a representative who has been a big proponent of MRFD. Chief Newman asked if he had heard anything about the community paramedicine. Engineer Kottwitz said he hasn't heard anything about it but will find out at the convention in Helena to learn what's coming up.

Resident/Volunteer Coordinator: Lieutenant Paulsen provided the Board with a report that showed a breakdown of what the residents and volunteers have done in the last year. Six received the Firefighter 1 Certificate, four received the Water/Tender Driver Operator Certificate, and one received the Wildland Driver Operator Certificate. A resident recently completed Paramedic school, and another six are enrolled. Two residents are currently enrolled in the Fire Science program through Columbia Southern. Four EMT

Basics and two are pending, with a total of twenty-five certifications issued in 2022. There was a total of 2,143 hours for hands-on training and 1,210 hours for book learning, with a total of 3,353 hours of training. The shift hours residents have contributed for the year so far were 23,151 hours.

Battalion Chief (BC): Captain Huleatt reported that they continue to see an increase in call volume, which has resulted in a 7% increase for the month of November compared to November 2021 with a 12% decrease for this calendar year than where they were at last calendar year.

Finance and Human Resources: Melissa Schnee reported that MRFD is balanced with the County through October. The month of November was primarily focused on retro pay calculations. Since negotiations went longer and there were additional longevities and incentives, it created additional pay increases that were challenging to calculate. Retro pay direct deposits will be going out with pay period 14. Melissa also reported that they are preparing for year-end W2s and 1099s. They have attended training to review the information and any updates for the upcoming tax year. Melissa has been working with the Training Officer Crocker, Chief Finlay, and Raquel Wilkinson to review the training Standard Operational Guidelines, forms, and budget processes for FY23. She's also been working with BC Lubke and Captain Berry on evaluations. Melissa will get an introduction to accreditation and begin the process by attending meetings with Accreditation Manager Horsens, Chief Newman, and Chief Finlay. They will attend the Center for Public Safety Conference (CPSE) at the end of February.

Assistant Chief of Operations: Chief Finlay added to the BC Report that there was a significant structure fire off of Forest Hill Lane. The fire was well-involved, and they sustained a firefighter injury. While chaining up, the firefighter had a bungee cord slip, and the hook caught his hand. MRFD's crews were concise, and radio traffic was good on the scene showing that the Blue Card system was beneficial. Due to the conditions on-site, a responding engine got stuck, and it took a couple of hours to get the engine out. Chief Finlay reported that he was able to attend the Volunteer and Combination Officers Section meeting. One of the issues discussed was the use of marijuana while off-duty and how it's being handled when returning to work. Chief Finlay said that much of November was focused on accreditation. MRFD held a surplus sale for the public, but there was little interest in the items being sold. Chief Finlay met with some MRFD personnel, formed an in-depth analysis concerning the potential of moving ladder truck 318 to Station 2, and sent Chief Newman that information. Chief Finlay spent some time with Missoula City and County agencies trying to develop the new Mobile Incident Command Vehicle, and the process is moving forward. Also reported was a tank failure on the 367 Tactical Water Tender. They are researching how to rework the tender to save money moving forward with the Apparatus Replacement Plan. A year ago, the cost to replace a water tender was \$333,000. They believe they can cut that cost at least in half. Chairman Murphy asked how many years the water tender has been in service. Chief Finlay answered that there were various new components and some older ones, but the tender had low mileage. Chief Newman added that it was still in excellent condition and believes they can save close to \$250,000 and have a solid rig for many years to come.

Fire Chief: Chief Newman reported that Station Alerting is ready to begin installation in January, and they will have the program up and running by March 1st, 2023. He did receive the analysis for moving ladder truck 318 to Station 2 and will review the data. BC Cowan's retirement was a great event that was very well attended. Also reported was their first strategic plan meeting post-publication of the actual strategic plan. The sub-committee decided to start with the second goal: to maintain effective staffing that ensures excellence, support, and service delivery to the District's growing community. Chief Newman attended the second Prescribed Fire Working Group meeting with Lieutenant Paulsen and Engineer Blakely. This group will bring all the wildland players from the community together to figure out how to start putting fire on the ground for private land prescribed fires. As part of the accreditation process, Chief Newman attended the Health, Wellness, and Safety, Administration, and Communications program appraisal meetings.

OLD BUSINESS:

NEW BUSINESS:

1. **MRFD FY22 Annual Financial Report:** Melissa Schnee said the report is required to be submitted to the State annually. The report is unaudited for review and does not require a motion.
2. **2023 Ballot Certification Form and 2023-2024 Board Member Roster:** Melissa Schnee stated that Vice-Chairman Hanson's seat was up for reelection and he indicated that he will renew his candidacy. Melissa asked everyone to verify that the information was correct on the 2023-2024 Board Member Roster. All Board members confirmed that their information was correct.
3. **CPSE Letter of Understanding for Applicant/Candidate Agencies:** Chief Newman referred to the Letter of Understanding in the Board's packet that will go to CPSE in order to take the next step in the accreditation process, which will take MRFD from a Registered Agency to an Applicant Agency. This will give MRFD a mentor from CPSE to help get through the second part of the self-assessment in the late spring of 2023. Trustee Merritt moved to approve the Letter of Understanding for accreditation. Vice-Chairman Hanson seconded the motion. The motion was voted on and passed.
4. **Recommendations and Decision on Fire Chief Hiring Process:** Chief Newman communicated that if a Fire Chief announces their retirement, they wanted to ensure MRFD has a hiring process in place to follow. A subcommittee of the Board met to review the current process and felt there was no reason to make any significant changes. Melissa Schnee said that the biggest change she saw to the process was that previously, MRFD hadn't done it in the proper format with advertising for a quorum of the Board, but with the help of MRFD's attorney, they were able to correct that. Attorney Dinwiddie added that she believed it was a good process. Vice-Chairman Hanson made a motion to accept the process. Trustee Merritt seconded the motion. The motion was voted on and passed.

ADJOURNMENT: Trustee Merritt made a motion to adjourn. Vice-Chairman Hanson seconded the motion. Chairman Murphy adjourned the meeting at 16:36 hours.

Respectfully submitted,



Jenn Culp, Administrative Assistant
Missoula Rural Fire District

John (Ben) Murphy, Chairman

Date

Dick Mangan, Secretary

Date

12/19/22
16:16:13

MISSOULA RURAL FIRE DISTRICT
Claim Approval List
For the Accounting Period: 11/22

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Report ID: AF100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43230		1661 ALEC BRAY	165.51						
	22.1101	11/01/22 BRAY ANNUAL PHYSICAL	165.51			1000 10 420510	356		101000
		Total for Vendor:	165.51						
43229		1738 DYLAN WICK	30.00						
	22.1130	11/30/22 WICK ACLS INSTRUCTOR PER DIEM	30.00			1000 50 420460	379		101000
		Total for Vendor:	30.00						
43232		260 MT ELECTRONICS COMPANY	636.15						
	4247	07/09/22 RADIOS	636.15			1000 50 420460	371		101000
		Total for Vendor:	636.15						
43231		1289 PAULSON ELECIRIC	1,405.50						
	SI10700	11/01/22 STA 6	1,405.50			1000 50 420460	366		101000
		Total for Vendor:	1,405.50						
		# of Claims	4	Total:	2,237.16	# of Vendors	4		

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MISSOULA RURAL FIRE DISTRICT
Fund Summary for Claims
For the Accounting Period: 11/22

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Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH ON DEPOSIT - COUNTY TREASURER	\$2,237.16
Total:	\$2,237.16

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43299	80775S	1661 ALEC BRAY	27.50						
1	22.1231 12/31/22	BRAY DEC GYM REIMBURSEMENT	27.50			1000 50 420460	132		101000
		Total for Vendor:	27.50						
43266	80776S	1788 AMAZON CAPITAL SERVICES	442.12						
1	13LJIGG1FR 12/07/22	STA 4	-31.76			1000 50 420460	364		101000
2	1VFXYY94CX 12/09/22	STA 4	33.96			1000 50 420460	364		101000
3	1LK64XPRGJ 12/10/22	OFFICE SUPPLIES	55.50			1000 10 420510	210		101000
4	1VT1CYLLLM 12/11/22	STA 1	120.96			1000 50 420460	361		101000
5	1L1XKVCFTJ 12/13/22	STA 2	99.99			1000 50 420460	362		101000
6	144GL67793 12/14/22	STA 1	46.00			1000 50 420460	361		101000
7	1TGDWYG7MX 12/16/22	361	45.99			1000 20 420440	272		101000
8	1VT1CYLLLM 12/26/22	STA 1	-26.66			1000 50 420460	361		101000
9	1HK93RPYKR 12/27/22	STA 1	98.14			1000 50 420460	361		101000
		Total for Vendor:	442.12						
43285	80777S	33 BIG SKY FIRE EQUIPMENT	125.00						
1	0502723 12/28/22	SCBA	125.00			1000 50 420460	304		101000
		Total for Vendor:	125.00						
43218	80738S	819 BLACKFOOT COMMUNICATIONS	485.70						
1	166467 12/01/22	STA 2	485.70			1000 10 420510	345		101000
		Total for Vendor:	485.70						
43210	80729S	1480 BRIAN LAFOREST	32.06						
1	22.1206 12/06/22	LAFORST ANNUAL EXAM REIMBURS	13.99			1000 10 420510	356		101000
2	22.1206 12/06/22	LAFORST ANNUAL EXAM REIMBURS	18.07			1000 10 420510	356		101000
43258	80762S	1480 BRIAN LAFOREST	200.00						
1	22.1226 12/26/22	PER DIEM	200.00			1000 20 420440	379		101000
43259	80763S	1480 BRIAN LAFOREST	268.92						
1	22.1230 12/30/22	LAFORST - NOV GYM REIME	15.00			1000 20 420440	132		101000
2	22.1229 12/29/22	ANNUAL PHYSICAL	253.92			1000 10 420510	356		101000
		Total for Vendor:	500.98						

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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43247	80753S	1424 CHARTER	540.00						
1	0937511121	12/12/22 STA 1	540.00			1000 10 420510	345		101000
43249	80756S	1424 CHARTER	242.01						
1	8313200410	12/11/22 STA 1	10.54			1000 10 420510	345		101000
2	STA 6		231.47			1000 10 420510	345		101000
43264	80766S	1424 CHARTER	457.13						
1	0122687122	12/20/22 STA 5	213.62			1000 10 420510	345		101000
2	0121719122	12/20/22 STA 4	243.51			1000 10 420510	345		101000
		Total for Vendor:	1,239.14						
43219	80739S	1299 CITY OF MISSOULA-FINANCE	31.63						
1	187950	12/01/22 STA 1	31.63			1000 10 420510	341		101000
43301	80778S	1299 CITY OF MISSOULA-FINANCE	18.68						
1	197965	12/28/22 STA 6	18.68			1000 10 420510	341		101000
		Total for Vendor:	50.31						
43253	80757S	1740 Cody Maxon	137.54						
1	22.1222	12/22/22 MAXON ANNUAL PHYSICAL REIMEUR	137.54			1000 10 420510	356		101000
43262	80767S	1740 Cody Maxon	65.00						
1	22.1230	12/30/22 STA 5	40.00			1000 50 420460	365		101000
2	22.1230	12/30/22 STA 5	25.00			1000 50 420460	365		101000
		Total for Vendor:	202.54						
43211	80730S	1502 CORY HORSENS	30.00						
1	22.1207	12/07/22 HORSENS PER DIEM ACLS	30.00			1000 50 420460	379		101000
		Total for Vendor:	30.00						
43274	80779S	76 CULLIGAN WATER CONDITIONING	95.75						
1	607138	12/25/22 ALL STATIONS	95.75			1000 10 420510	341		101000
		Total for Vendor:	95.75						

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43225	80740S	1309 ERIC HULEATT	121.22						
1	22.1210 12/10/22	HULEATT ANNUAL PHYSICAL	121.22			1000 10 420510	356		101000
		Total for Vendor:	121.22						
43270	80780S	1423 GOMER'S INC. MISSOULA	11,450.34						
1	01JI003629 12/23/22	OLD 306	11,450.34			1000 20 420440	272		101000
		Total for Vendor:	11,450.34						
43280	80781S	1286 HILLYARD - MT dba HOUSE OF CLEAN	811.26						
1	604958531 12/05/22	SCBA	26.82			1000 50 420460	304		101000
2	604958532 12/05/22	STA 1	12.94			1000 50 420460	361		101000
3	604977111 12/21/22	STA 1	20.50			1000 50 420460	361		101000
4	604966339 12/12/22	STA 4	374.46			1000 50 420460	364		101000
5	604980296 12/28/22	STA 4	91.25			1000 50 420460	364		101000
6	604982512 12/30/22	STA 5	194.68			1000 50 420460	365		101000
7	604975046 12/20/22	STA 6	90.61			1000 50 420460	366		101000
		Total for Vendor:	811.26						
43221	80741S	1258 I-STATE TRUCK CENTER	359.55						
1	C253175012 11/10/22	351	359.55			1000 20 420440	272		101000
		Total for Vendor:	359.55						
43244	80782S	455 INLAND TRUCK PARTS	766.00						
1	in-1279961 12/12/22	321	766.00			1000 20 420440	272		101000
		Total for Vendor:	766.00						
43260	80764S	1773 Jacob Lapinski	1,136.08						
1	22.1227 12/27/22	NREMT PARAMEDIC COURSE	1,136.08			1000 60 420462	380		101000
		Total for Vendor:	1,136.08						
43228	80742S	1637 JEREMY BERGBOWER	124.72						
1	22.1214 12/14/22	BERGBOWER ANNUAL PHYSICAL	124.72			1000 10 420510	356		101000
		Total for Vendor:	124.72						

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43279	80768S	1351 JON MUIR	46.25						
1	22.1231 12/31/22	MUIR GYM REIMBURSEMENT	46.25			1000 50 420460	132		101000
		Total for Vendor:	46.25						
43216	80743S	420 KELLEY Connect	165.00						
1	32947045 12/01/22	COPIER MAINT	165.00			1000 10 420510	356		101000
		Total for Vendor:	165.00						
43245	80783S	1195 KENT D. BRUCE CO., LLC	40.42						
1	12550 12/07/22	355	40.42			1000 20 420440	272		101000
		Total for Vendor:	40.42						
43224	80744S	862 KORY N. BURGESS	50.37						
1	22.1208 11/21/22	BURGESS ANNUAL PHYSICAL	50.37			1000 10 420510	356		101000
		Total for Vendor:	50.37						
43282	80784S	1282 LIFE-ASSIST, INC	3,904.11						
1	1275594 12/13/22	MEDICAL SUPPLIES	1,408.97			1000 80 420461	222		101000
2	1279116 12/27/22	MEDICAL SUPPLIES	2,495.14			1000 80 420461	222		101000
		Total for Vendor:	3,904.11						
43242	80785S	1806 MINUIEMAN PRESS	226.80						
1	3972 12/12/22	ENVELOPES	226.80			1000 10 420510	320		101000
		Total for Vendor:	226.80						
43252	80786S	208 MISSOULA COUNTY MEDICAL BENEFITS	84,809.00						
1	0000010758 12/20/22	ADMIN	8,766.00			1000 10 420510	143		101000
2	0000010758 12/20/22	RM	1,857.10			1000 20 420440	143		101000
3	0000010758 12/20/22	TO/RVC	3,714.20			1000 30 420430	143		101000
4	0000010758 12/20/22	FP	3,094.10			1000 40 420410	143		101000
5	0000010758 12/20/22	SUP	67,377.60			1000 50 420460	143		101000
		Total for Vendor:	84,809.00						

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Claim/ Line #	Check Invoice #/Inv	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43303	80815S	211 MISSOULA COUNTY WORKERS COMP	873.71						
1	22.1231	12/31/22 RFF/VFF DEC HOURS	873.71			1000 60 420462	146		101000
		Total for Vendor:	873.71						
43217	80745S	230 MISSOULA ELECTRIC COOPERATIVE	564.57						
1	223950	12/06/22 STA 2	19.50			1000 10 420510	341		101000
2	223950	12/06/22 STA 6	281.39			1000 10 420510	341		101000
3	223950	12/06/22 STA 2	263.68			1000 10 420510	341		101000
		Total for Vendor:	564.57						
43289	80787S	235 MISSOULA MOTOR PARTS	564.47						
1	895254	12/02/22 351	25.16			1000 20 420440	272		101000
2	895254	12/02/22 355	25.16			1000 20 420440	272		101000
3	638413	12/03/22 361	14.78			1000 20 420440	272		101000
4	638827	12/05/22 361	61.41			1000 20 420440	272		101000
5	639143	12/05/22 361	-37.00			1000 20 420440	272		101000
6	639228	12/06/22 321	61.41			1000 20 420440	272		101000
7	639635	12/06/22 321	-37.00			1000 20 420440	272		101000
8	639845	12/07/22 STA 2	30.70			1000 50 420460	362		101000
9	640361	12/08/22 LUBE	172.93			1000 20 420440	232		101000
10	640572	12/09/22 LUBE	9.29			1000 20 420440	232		101000
11	640596	12/09/22 355	107.96			1000 20 420440	272		101000
12	641303	12/12/22 LUBE	38.98			1000 20 420440	232		101000
13	897429	12/14/22 STA 1	30.28			1000 50 420460	361		101000
14	642631	12/15/22 LUBE	3.66			1000 20 420440	232		101000
15	897945	12/15/22 VAN	4.91			1000 20 420440	272		101000
16	644155	12/19/22 308	51.84			1000 20 420440	272		101000
		Total for Vendor:	564.47						
43243	80788S	1792 MONTANA MOBILE STORAGE, INC	170.00						
1	25717	12/13/22 CONEX BOX	170.00			1000 10 420510	356		101000
		Total for Vendor:	170.00						

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MISSOULA RURAL FIRE DISTRICT
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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43288	80789S	247 MOUNTAIN SUPPLY	22.75						
1	9414324 11/28/22	STA 1	22.75			1000 50 420460	361		101000
		Total for Vendor:	22.75						
43175	80734S	259 MSUES FIRE TRAINING SCHOOL	95.00						
1	26-184 12/01/22	RILEY FI1	95.00			1000 50 420460	380		101000
43246	80754S	259 MSUES FIRE TRAINING SCHOOL	95.00						
1	26-185 12/13/22	ELLIS	95.00			1000 60 420462	380		101000
43255	80758S	259 MSUES FIRE TRAINING SCHOOL	190.00						
1	26-186 12/22/22	FULBRIGHT FFII	95.00			1000 50 420460	380		101000
2	26-186 12/22/22	ROSSIER FFII	95.00			1000 50 420460	380		101000
43263	80769S	259 MSUES FIRE TRAINING SCHOOL	95.00						
1	26-189 12/27/22	J. LAPINSKI D/O	95.00			1000 60 420462	380		101000
		Total for Vendor:	475.00						
43293	80790S	205 MT ACE HARDWARE	171.76						
1	237235106 12/01/22	STA 1	9.99			1000 50 420460	361		101000
2	237244695 12/08/22	STA 1	14.86			1000 50 420460	361		101000
3	237254100 12/15/22	STA 1	126.92			1000 50 420460	361		101000
4	237268256 12/26/22	310	19.99			1000 20 420440	272		101000
		Total for Vendor:	171.76						
43292	80791S	1542 MT COFFEE EXPRESS	206.00						
1	2088 12/12/22	STA 1	103.00			1000 10 420510	210		101000
2	2166 12/21/22	STA 1	103.00			1000 10 420510	210		101000
		Total for Vendor:	206.00						
43208	80731S	554 MT DEPT OF ADMINISTRATION	2,500.00						
1	22.1206 12/06/22	AFR FILING FEES FY21	2,500.00			1000 10 420510	354		101000
		Total for Vendor:	2,500.00						

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43191	80732S	262 MT STATE FIRE CHIEFS ASSOCIATION	75.00						
1	00860 12/02/22	FINLAY 2023 DUES	75.00			1000 10 420510	333		101000
43261	80765S	262 MT STATE FIRE CHIEFS ASSOCIATION	300.00						
1	M2015378 12/27/22	NEWMAN 2023 DUES	75.00			1000 10 420510	333		101000
2	M2015378 12/27/22	LUBKE 2023 DUES	75.00			1000 50 420460	333		101000
3	M2015378 12/27/22	ORR 2023 DUES	75.00			1000 50 420460	333		101000
4	M2015378 12/27/22	BOWMAN 2023 DUES	75.00			1000 50 420460	333		101000
		Total for Vendor:	375.00						
43283	80792S	295 NORCO	167.15						
1	36519197 12/09/22	MEDICAL OXYGEN	167.15			1000 80 420461	222		101000
		Total for Vendor:	167.15						
43287	80793S	1686 NORTH RIDGE FIRE EQUIPMENT	668.80						
1	20575 12/08/22	318	380.85			1000 20 420440	272		101000
2	20584 12/09/22	317	287.95			1000 20 420440	272		101000
		Total for Vendor:	668.80						
43214	80746S	547 NORTHWESTERN ENERGY	1,044.87						
1	0461994-6 12/01/22	STA 5	938.11			1000 10 420510	341		101000
2	3571057-3 12/01/22	OLD STA 5	106.76			1000 10 420510	341		101000
43257	80759S	547 NORTHWESTERN ENERGY	2,789.45						
1	3868058-3 12/14/22	STA 4	2,425.11			1000 10 420510	341		101000
2	0537315-4 12/15/22	STA 6	364.34			1000 10 420510	341		101000
43265	80770S	547 NORTHWESTERN ENERGY	3,187.03						
1	0536085-4 12/20/22	STA 2	567.17			1000 10 420510	341		101000
2	0477741-3 12/16/22	STA 1	1,899.43			1000 10 420510	341		101000
3	1489125-3 12/16/22	STA 1	720.43			1000 10 420510	341		101000
		Total for Vendor:	7,021.35						

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 12/22

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43240	80794S	1824 PELICAN CHEMICALS, INC	260.17						
1	768331	12/05/22 DE-ICER	164.15			1000 20 420440	270		101000
2	768437	12/27/22 DE-ICER	96.02			1000 20 420440	270		101000
		Total for Vendor:	260.17						
43241	80795S	1725 PIERCE LEASING	590.00						
1	0051733	12/08/22 12/6/22-1/2/22 OFFICE TRAILER	590.00			1000 10 420510	530		101000
		Total for Vendor:	590.00						
43298	80796S	927 PITNEY BOWES, INC	88.92						
1	3316863162	12/29/22 METER LEASE	88.92			1000 10 420510	356		101000
		Total for Vendor:	88.92						
43284	80797S	756 POMP'S TIRE SERVICE, INC	63.60						
1	1850008633	12/15/22 303	31.80			1000 20 420440	233		101000
2	1850008633	12/15/22 304	31.80			1000 20 420440	233		101000
		Total for Vendor:	63.60						
43300	80798S	1705 Professional Construction	1,200.00						
1	202215-012	12/23/22 301 POWDER COATING	240.00			1000 20 420440	372		101000
2	202215-012	12/23/22 302 POWDER COATING	240.00			1000 20 420440	372		101000
3	22194	12/12/22 303 POWDER COATING	240.00			1000 20 420440	372		101000
4	22194	12/12/22 304 POWDER COATING	240.00			1000 20 420440	372		101000
5	22194	12/12/22 306 POWDER COATING	240.00			1000 20 420440	372		101000
		Total for Vendor:	1,200.00						
43297	80799S	1239 REHBEIN FORD	265.80						
1	12317	12/16/22 306	132.90			1000 20 420440	272		101000
2	12317	12/16/22 301	132.90			1000 20 420440	272		101000
		Total for Vendor:	265.80						
43302	80800S	31 REPUBLIC SERVICES #889	939.87						
1	0889003254	12/28/22 ALL STATIONS	939.87			1000 10 420510	342		101000
		Total for Vendor:	939.87						

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 12/22

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43277	80771S	204 RON LUBKE	27.50						
1	22.1231 12/31/22	LUBKE DEC GYM REIMBURSEMENT	27.50			1000 50 420460	132		101000
		Total for Vendor:	27.50						
43222	80747S	1735 ROSENBAUER SOUTH DAKOTA, LLC	114,116.00						
1	0000100572 12/12/22	NEW TYPE III CHASSIS	114,116.00			1000 20 420440	945		101000
		Total for Vendor:	114,116.00						
43239	80801S	344 ROTO-ROOTER PLUMBING	625.00						
1	45269 11/23/22	STA 4	625.00			1000 50 420460	364		101000
		Total for Vendor:	625.00						
43248	80802S	1709 SAFEGUARD	359.46						
1	035223768 12/20/22	CLAIMS WARRANT	359.46			1000 10 420510	320		101000
		Total for Vendor:	359.46						
43237	80803S	1471 SAW SHOP	9.00						
1	4443 12/08/22	SAWS	9.00			1000 50 420460	206		101000
		Total for Vendor:	9.00						
43294	80804S	360 SHIPPING DEPOT	28.51						
1	336511 12/02/22	AIR COMPRESSOR SAMPLING	28.51			1000 10 420510	311		101000
		Total for Vendor:	28.51						
43281	80805S	803 SIX ROBBLEES' INC.	300.84						
1	15P11782 12/08/22	315	300.84			1000 20 420440	272		101000
		Total for Vendor:	300.84						
43271	80806S	1419 SOLESTONE REIMBURSEMENT SERVICES	1,483.93						
1	12850 12/29/22	MEDICAL SUPPLIES	685.25			1000 80 420461	222		101000
2	12839 12/14/22	MEDICAL SUPPLIES	622.36			1000 80 420461	222		101000
3	12843 12/20/22	MEDICAL SUPPLIES	176.32			1000 80 420461	222		101000
		Total for Vendor:	1,483.93						

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 12/22

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43238	80807S	1714 STRYKER SALES CORP	1,199.25						
1	3975081 12/04/22	MEDICAL SUPPLIES	479.85			1000 80 420461	222		101000
2	3992141M 12/18/22	MEDICAL SUPPLIES	719.40			1000 80 420461	222		101000
		Total for Vendor:	1,199.25						
43234	80760S	1747 TARGET SOLUTIONS LEARNING LLC	18,174.35						
1	INV63627 12/31/22	TARGET SOLUTIONS	17,002.99			1000 10 420510	356		101000
2	INV63627 12/31/22	CHECK IT DRUG SAFES	1,171.36			1000 10 420510	368		101000
		Total for Vendor:	18,174.35						
43236	80808S	1707 TEAR IT UP LLC	43.60						
1	61287 12/14/22	SHREDDING SERVICES	43.60			1000 10 420510	356		101000
		Total for Vendor:	43.60						
43256	80809S	1730 Teleflex LLC	1,165.50						
1	9506362062 12/14/22	MEDICAL SUPPLIES	1,165.50			1000 80 420461	222		101000
		Total for Vendor:	1,165.50						
43220	80748S	87 TIM DEVOS	74.66						
1	22.1213 12/13/22	DEVOS ANNUAL PHYSICAL	74.66			1000 10 420510	356		101000
		Total for Vendor:	74.66						
43235	80810S	1284 TRACE ANALYTICS, INC.	445.00						
1	22-21759 12/12/22	ROUTINE ANALYSIS	445.00			1000 20 420440	370		101000
		Total for Vendor:	445.00						
43286	80811S	463 TRI ARC, INC.	32.56						
1	R24085 12/31/22	CYLINDER RENTAL	32.56			1000 20 420440	370		101000
		Total for Vendor:	32.56						
43233	80812S	1628 Univision	3,085.00						
1	246401 12/01/22	SUPPORT HOURS	1,556.00			1000 10 420510	368		101000
2	246170 12/01/22	MICROSOFT 365	1,529.00			1000 10 420510	368		101000
		Total for Vendor:	3,085.00						

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MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 12/22

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
43250	80761S	408 VERIZON WIRELESS	936.92						
1	9922767037	12/11/22 WIRELESS	936.92			1000 10 420510	345		101000
		Total for Vendor:	936.92						
43267	80813S	782 WESTERN STATES EQUIPMENT COMPANY	877.80						
1	002241155	12/15/22 STA 1	288.60			1000 50 420460	301		101000
2	002241157	12/15/22 STA 1	589.20			1000 50 420460	301		101000
		Total for Vendor:	877.80						
43273	80814S	1724 WEX Bank	5,470.21						
1	53044137	12/31/22 FUEL	5,470.21			1000 20 420440	231		101000
		Total for Vendor:	5,470.21						
43278	80772S	1855 WILLIAM ROSSIER	4,437.08						
1	22.1230	12/30/22 ROSSIER PARAMEDIC FALL SEMEST	4,437.08			1000 50 420460	380		101000
		Total for Vendor:	4,437.08						
		# of Claims	76	Total:	277,291.25	# of Vendors	64		

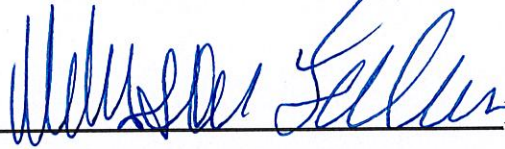
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MISSOULA RURAL FIRE DISTRICT
Fund Summary for Claims
For the Accounting Period: 12/22

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Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH ON DEPOSIT - COUNTY TREASURER	\$277,291.25
Total:	\$277,291.25

Claims reviewed and approved for payment at the Regular scheduled Missoula Rural Fire District Board of Trustee Meeting held Tuesday, January 10, 2023, at 4:00 PM.



Melissa Schnee, Finance/HR Director

Ben Murphy, Chairman

Dick Mangan, Secretary

thank
you
so
much

EWAN



BOB HAVE
RYDR A VERY
GOOD DAY

Hi im Paul For
Thank you the Earl - Paul

Hi! thank you, fire fighters - Reegan

TOM
THANK YOU
Thank you, Firefighters
Pat, Cooper, Eric, Greg, and
the rest of the Missoula
Rural Fire Department Crew
for the fantastic tour and
goodies!
- Missoula Classical Conversation
Group -
THANK YOU FOR
the GOODBYE
😊

December 2022 IT Report

A significant amount of time during December was assigned to either Sick (76 hours) or Vacation (20 hours) due to a family medical problem and the holidays.

- While out of the office during the first two weeks of December approximately 2 hours per day occupied to misc. MRFD IT functions:
 - Server management,
 - distribution list management,
 - user management,
 - program access problems
 - scanning to patient refusal folder
- New World Apps not functioning required reconfiguring settings on server located in county data center
- Many users report computers operating very slow. Analysis indicates this started with the expanded use of Univision monitoring software in July as verified by removing that software on one of the most problematic computers. Discussions with Univision point to upgrading and in some cases replacing older computers. Will proceed with upgraded memory and replacing the old-style hard drive with a solid-state hard drive on the above-mentioned computer and determine best next steps.
- Firewall configuration problem not enforcing Content Filtering Rules

Joe Ford
IT Manager

Deputy Fire Marshal Monthly Report

Dodd McDermott

December 2022

Activities

Business Inspections (re-inspections):

- 8056 Highway 10 W reinspection
- 7890 Thornton Dr
- 5000 Highway 93 S Ste D
- 9809 Valley Grove cistern leak test

Certificate of Occupancy Finals (Business):

- 3670 Grant Creek Rd

Residential Sprinkler Final, Rough-Ins, and C of O (residential) Inspections:

- 3050 Maia Jane Ln R-I
- 10986 Butler Meadow Ln
- 11197 Bruin Ln
- 6232 Three Needles Ln

Annexation:

-

Lockboxes:

-

Community Risk Reduction, Fire Prevention, and Code Compliance:

- CO Detector Program

Fire Investigations:

- 6280 Forest Hill Trail

Classes/Training

- EMS training

Plan Reviews:

- 2019 Altura Dr
- 8056 Highway 10 W
- 9220 Beirele Ln
- 7550 Miller Creek Rd
- 14546 Hellgate Ln

Assignments and Other Activities:

- DRT meetings
- DUI Task Force Meeting

➤ CPT Meeting

Public Relations Outreach Breakdown

December 2022

- 17 total documented events
 - 10 social media posts (Facebook/Instagram/Twitter)
 - 1 scheduled media appearance (Newspaper/Radio/TV)
 - 1 in station event (Car Seat Event/Station Tour)
 - 0 impromptu media appearance (Newspaper/Radio/TV)
 - 5 other (Fundraiser/Parade/Etc.)

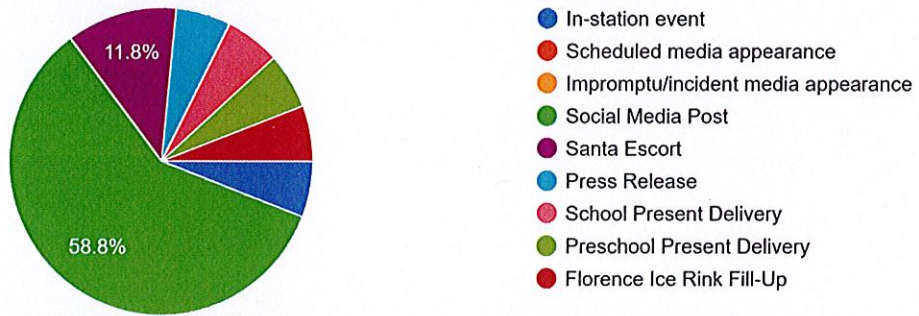
Date

17 responses



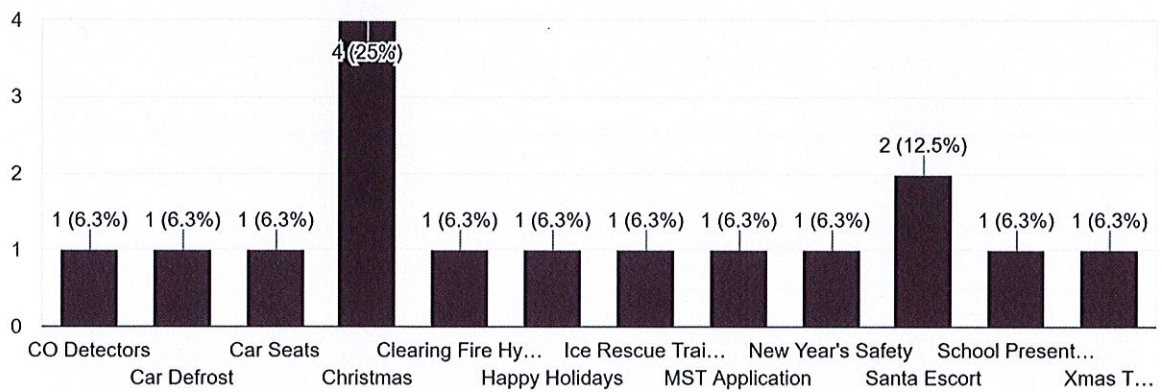
Type

17 responses



Topic Being Discussed

16 responses





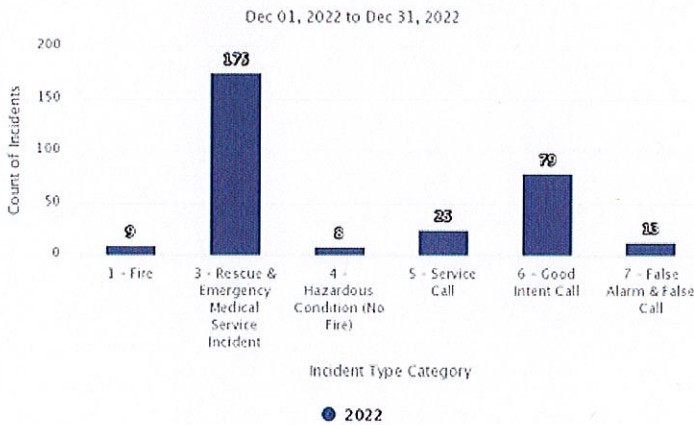
MRFD CFS Report

December 2022

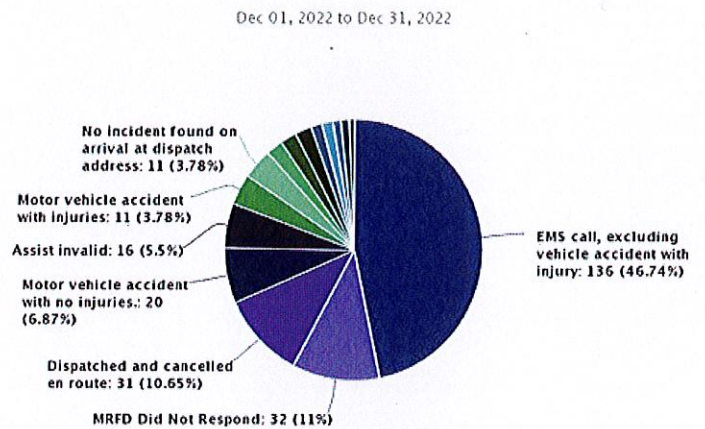
Incident Numbers

December 2022	310	December 2021	294	Percent Change	+5.44%
Total 2022	3439	Total 2021	3210	Percent Change	+7.13%

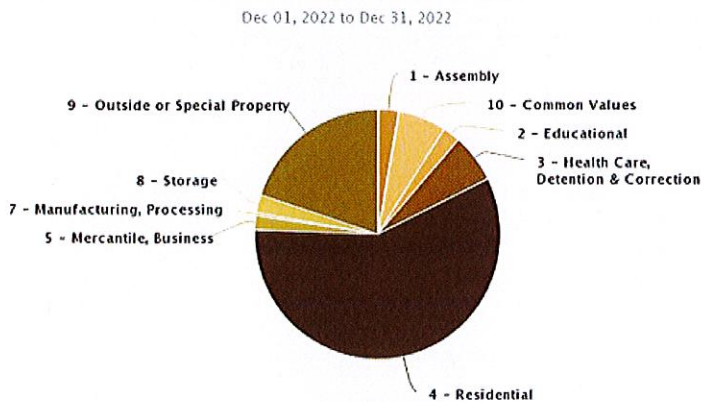
Incidents by Category and Year



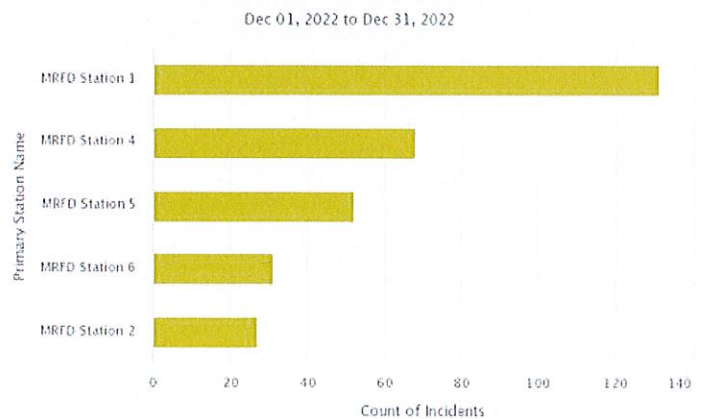
Incident Types (Top 15)



Incidents by Property Use Category



Incidents by Primary Station Name



Robb Hollenbeck
Lieutenant/Paramedic MRFD
12/16/2022

Board of Trustees
Missoula Rural Fire District

Dear Board of Trustees:

My family has a rare opportunity to live "abroad" for one year in Puerto Rico. This opportunity for my family has been dreamed about and discussed for many years. My wife has traveled to numerous Latin American countries and is now encompassing her love of travel into professional opportunities abroad. As a fluent Spanish speaker and paramedic, she has participated in two medical-aid trips in Costa Rica with AERIE Backcountry medicine, and one medical-aid trip to Honduras with Missoula Medical Teams. While in Puerto Rico, she plans to not only assist with similar outreach, but also remote work and deploy to other countries for natural disaster and relief work through different organizations.

A year in Puerto Rico provides professional opportunities for her as well as wonderful educational opportunities for our children. If given the opportunity, we plan to enroll them in a bilingual school. We would love for them to learn the Spanish language, experience true Latin American culture, and have the ability to travel and participate in relief work with both of their parents in the future.

As Cory Horsens utilized Article 27 "Leave Without Pay Policy" to complete a year abroad in New Zealand, I'd also like to request for this one year of leave. I want to minimize my impact on the district as much as possible. I am planning the year abroad on a probable vacancy in the future. My request would be June 10th, 2023 as my last day with pay. I would request to return at the end of May/beginning of June 2024 based on Article 27 and the agreement made between the Fire District and Union.

In addition to having a job, I would also request that upon my return to MRFD I retain the seniority, rank, and schedule as when I depart. I would ask that my sick and vacation leave account balances be frozen from the time of my departure until the time of my return. I realize that I am not entitled to accumulate vacation or sick leave credits in my absence, nor have any medical premiums paid on my behalf. I'm happy to sit down with HR, board members, or anyone who has questions about a leave of absence and assist in any way possible to make this simple for all involved.

Myself and my family are very excited for the possibility of this year. A year in Puerto Rico would enrich our personal and professional lives and create numerous opportunities for all of us in the future. Thank you for your consideration in my proposal.

Sincerely,



Robb Hollenbeck

GENERAL RELEASE OF LIABILITY FOR DONATION OF EQUIPMENT

This General Release of Liability for Donation of Equipment ("the Agreement") is hereby made and entered into effective on the date last signed by and between Missoula Rural Fire District, a Montana statutory rural fire district, 2521 South Avenue West, Missoula, Montana 59804 ("the District") and Hysham Volunteer Fire Department, P.O. Box 151 (307 Rapelje Ave) Hysham, Montana 59038, a Montana volunteer rural fire department, ("the Recipient").

The District hereby agrees to donate, and the Recipient hereby agrees to accept AS IS and WITHOUT WARRANTY OF ANY KIND, the following equipment ("the Equipment"):

Type of Equipment	Make/Model	Serial Number
See Attached list		

The Recipient acknowledges that the District is not and does not claim to be a dealer or merchant of the Equipment or of any equipment of any kind. The Recipient further acknowledges that in making its decision to accept, possess, and utilize the Equipment, it is not relying on any representations or warranties made by the District. The Recipient is accepting, possessing, and utilizing the Equipment WITHOUT ANY WARRANTIES, EXPRESSED OR IMPLIED, including WITHOUT ANY WARRANTY OF MERCHANTABILITY OR ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

The Recipient agrees that it shall be solely responsible in complying with all OSHA standards and requirements, NFPA standards, medical standards, and any other standards that may exist and are applicable to use of the Equipment. The Recipient further acknowledges and agrees that the District makes no warranties or representations as to whether the Equipment now meets, or in the future may meet, any such applicable standards.

The Recipient understands that once the Equipment is in the possession of the Recipient, the District no longer has any control over its condition, maintenance, function, operability, or use, and thus, the Recipient shall thenceforth assume all responsibility and liability for the Equipment, including its condition, maintenance, function, operability, and use, as well as for hiring or training persons for the same.

The Recipient hereby irrevocably and unconditionally waives, releases, acquits, and forever discharges the District and its trustees, administration, and employees from any and all claims, liabilities, promises, actions, damages, and the like, known or unknown, that the Recipient has or ever might have against the District, its trustees, administration, and employees, which arise or may arise out of or relate to the Recipient's acceptance, possession, and utilization of the Equipment.

The Recipient agrees to indemnify and hold the District harmless from any and all claims, liabilities, promises, actions, damages, and the like, known or unknown, from its acceptance,

possession, and utilization of the Equipment. In addition, the Recipient shall not bring any legal action against the District for any claim, liability, promise, action, or damages waived and released under this Agreement. Should the Recipient bring any type of administrative or legal action arising out of or related to any claim, liability, promise, action, or damages waived and released under this Agreement, the Recipient shall pay the reasonable legal fees and costs that the District incurs in defending against such claim, liability, promise, action, or damages.

The Recipient warrants and agrees that it will purchase and provide liability insurance on the Equipment in the amount of not less than \$100.00. The Recipient shall name the District as an additional insured.

The Recipient understands that it has the right to review this Agreement with its attorney prior to signing it. If the Recipient's duly authorized representatives sign the Agreement, they agree that they have done so after reviewing the Agreement with the Recipient's attorney or have waived the right and opportunity to do so.

Missoula Rural Fire District

By: _____ Chris Newman, Fire Chief

By: _____ Ben Murphy, Chairman of the Board

Attest By: _____ Dick Mangan, Secretary of the Board

Hysham Volunteer Fire Department

By: _____
Wes Duncan, Fire Company Chief

By: _____
Chairman of the Board

State of Montana

County of _____

This instrument was signed before me on _____ by _____
Print name of signer(s)

Notary Signature

Affix seal/stamp as close to signature as possible.

MRFD PPE Donation List

Prepared by Kirk Paulsen 12/29/2022

Cnt.	Brand	Type	Date	Size	SN#	Condition
1	Globe	Coat	2005	44x32	2860675	Not recommended for IDLH
2	Globe	Coat	2004	50x30	2679592	Not recommended for IDLH
3	Globe	Coat	2004	48x32	2715375	Not recommended for IDLH
4	Globe	Coat	2003	38x32	2569857	Not recommended for IDLH
5	Globe	Coat	2006	40x32	3058167	Not recommended for IDLH
6	Globe	Coat	2003	46x32	2641515	Not recommended for IDLH
7	Globe	Coat	2006	42x32	3108664	Not recommended for IDLH
8	Globe	Coat	2005	38x32	2897002	Not recommended for IDLH
9	Globe	Coat	2003	42x32	2636719	Not recommended for IDLH
10	Globe	Coat	2004	40x30	2719649	Not recommended for IDLH
11	Globe	Coat	2003	44x32	2609360	Not recommended for IDLH
12	Globe	Coat	2006	44x32	3066610	Not recommended for IDLH
13	Globe	Coat	2006	42x32	3104812	Not recommended for IDLH
14	Globe	Coat	2002	42x32	2438634	Not recommended for IDLH
15	Globe	Coat	2003	50x32	2565625	Not recommended for IDLH
16	Globe	Coat	2001	44x32	2341974	Not recommended for IDLH
17	Globe	Coat	2003	44x32	2647250	Not recommended for IDLH

Cnt.	Brand	Type	Date	Size	SN#	Condition
1	Globe	Pants	2003	38x32	2621228	Not recommended for IDLH
2	Globe	Pants	1999	40x30	1515373	Not recommended for IDLH
3	Globe	Pants	2007	36x30	3341284	Not recommended for IDLH
4	Globe	Pants	2001	42x30	2199920	Not recommended for IDLH
5	Globe	Pants	2005	38x32	2914004	Not recommended for IDLH
6	Globe	Pants	2005	38x30	2907100	Not recommended for IDLH
7	Globe	Pants	2005	38x30	2916224	Not recommended for IDLH
8	Globe	Pants	2005	38x34	2979903	Not recommended for IDLH
9	Globe	Pants	2001	46x30	2334003	Not recommended for IDLH
10	Globe	Pants	2001	46x30	2199926	Not recommended for IDLH
11	Globe	Pants	2005	44x30	3046310	Not recommended for IDLH
12	Globe	Pants	2002	42x30	2383726	Not recommended for IDLH
13	Globe	Pants	2005	38x30	2857195	Not recommended for IDLH
14	Globe	Pants	2002	38x30	2429402	Not recommended for IDLH
15	Globe	Pants	2001	40x30	2365873	Not recommended for IDLH
16	Lion	Pants	1998	40L		Not recommended for IDLH