

**MINUTES OF THE MEETING OF THE JOINT BOARD OF THE  
HAILEY / WOOD RIVER FIRE PROTECTION DISTRICT  
HELD JULY 17, 2019  
IN THE HAILEY MEETING ROOM**

The Meeting of the Joint Board of Hailey / Wood River Fire Protection District (WRFD) was called to order at 4:30 P.M. by Vice-Chair, Jay Bailet. Also present were board members, Pat Cooley and Tim East. Staff present included City Administrator Heather Dawson, Hailey City Clerk Mary Cone, Hailey Fire Chief Craig Aberbach and WRFD Fire Chief Bart Lassman.

Martha Burke and Seth Martin not in attendance

[4:00:49 PM](#) call to order by Jay Bailet

Open Session for Public Comments:

[4:01:05 PM](#) no public comments

**Consent Agenda**

[4:01:17 PM](#) Cooley moves to approve minutes as presented, seconded by East, motion passed unanimously.

**Old Business:**

- A. *Discussion of the administrative budget with Mike Chatterton – Since last meeting all parties have agreed to the assumptions and percentages within Chatterton’s draft budget that was distributed at the May 8, 2019 meeting*

[4:01:40 PM](#) Mike Chatterton is present for questions.

[4:01:54 PM](#) Tim East asked if anyone asked for meetings or questions from Chatterton?

[4:02:19 PM](#) Cooley, council was presented this information and was good with it.

[4:02:46 PM](#) East asks if anyone has had conversations with Jacob Greenberg. Greenberg texted Lassman and let him know that he wouldn’t be able to make this meeting.

[4:03:27 PM](#) Bailet, this was discussed at the last Wood River meeting. This is not something they want to move forward with until consolidation, no problems with the numbers or percentages.

[4:04:20 PM](#) Cooley, Mike Chatterton brought this up in the last meeting, if this goes forward with consolidation, how does this unwind if necessary?

[4:04:53 PM](#) Bailet, unless there is an annexation or contract for service that locks money in, it will be difficult to regulate.

[4:05:05 PM](#) Simms, suggests a change in order of agenda items. Seems to be other conversations should be had before the budget. [4:05:57 PM](#) Bailet does not disagree with Simms.

*B. Review of options for joint powers agreement amendments concerning the make-up of the Joint Fire Board, with Resolution regarding which option to recommend to governing bodies for consideration (as presented in the 4/17/19 meeting)*

Simms [4:06:44 PM](#) wishes the ambulance district was present today, they generally seem in support of this. Quorum issues are not any violations in open meeting law in Simms mind. Unclear if they want to participate with 2 members from ambulance district. [4:07:59 PM](#) do you want to make recommendations to other boards or instruction attorney to draft, Simms asks.

[4:08:22 PM](#) Bailet, asks a question, Simms replies, the question is whether to add ambulance district. Does this board want to invite the ambulance board to attend this board?

[4:09:25 PM](#) Bailet asks board, how do you feel about it? Cooley would like to see them added.

[4:09:43 PM](#) Bailet, Greenberg would even join as a non-voting member. Simms, we can invite them and later iron out the details.

[4:10:19 PM](#) East is good with this idea.

[4:10:27 PM](#) Bailet asks, what do we do next? Simms, replies, discuss what it would look like? They (ambulance board) may decline, but we should ask. Bailet asks, should we ask for 2 ambulance district board members?

[4:11:30 PM](#) East, likes the even number representation from the ambulance board and 1 at large member.

[4:11:54 PM](#) East asks, does it need to be an ambulance member board or employee? Cooley replies, it cannot be an employee, as it would be a conflict of interest. Ambulance board could appoint someone and have 1 board member serve.

Cooley is okay with this, East is okay too. Bailet, is okay with this.

**[4:13:36 PM](#) Cooley moves to approve the expansion of JPA to be 2 reps of the ambulance district board, 1 board member and 1 appointment by them, East seconds motion passed unanimously.**

*C. Deliberation and vote to recommend approval of Draft Joint Organizational Chart*

[4:14:23 PM](#) Bailer feels this comes after consolidation, not now, unless there is a change in funding unless there is an annexation or contract for services.

[4:15:24 PM](#) East, asks what comes from State mandate and what comes from? Not sure if this is needed, what is the source for this information? Bailer replies, not sure.

[4:16:28 PM](#) Aberbach, in the ESCI study, this was recommended, training was one of the most time-consuming items to track, this would help coordinate.

[4:17:15 PM](#) Bart Lassman, if Hailey, Wood River and Bellevue were to consolidate, then they need a training FTE, the study identified a lack in middle management.

[4:17:52 PM](#) Simms, asks how much of this chart is functional now? Lassman, all in force now except for the training position. Lassman, has turned over all of the inspections to Mike Baledge, Hailey fire marshal, they are trained to perform this function on a full-time basis. We have an asst. chief in the contract for services agreement, deputy chief is Mike Baledge, what is lacking is the training chief. East asks who trains, we have a training chief that coordinates the activities [4:20:15 PM](#) also puts out monthly requirements, solicits instructors monthly to put on the drill. We have an EMS coordinator, if requests come in for EMS conferences. It is pretty much the full time people doing the training coordination. Hailey has people that coordinate training as well. [4:22:01 PM](#) East asks, if you get a training chief, existing people would spend less time doing the training coordination. [4:22:43 PM](#) Aberbach is supportive of this. East asks if staff is for this? Lassman, thinks all would be in agreement with this training position. Communication lapses in today's world.

[4:23:27 PM](#) Cooley, without the training position shown, it looks like what is happening today? Lassman correct.

Do we want to adopt this now? Bailer this position is not budgeted. Cooley asks, how would it be funded? Aberbach, 1 fire chief instead of 2 now, then add the extra position. Cooley, feels reluctance to adopt this now, wants a full board present and wants to see at next meeting, and doesn't see a problem with adopting this chart.

[4:25:45 PM](#) Bailer doesn't see how this is funded. East, replies, [4:26:01 PM](#) you have reduced costs with only 1 fire chief, almost zero sum game. Bailer, doesn't understand who is paying for it and how?

Simms, poses a question for Chatterton.

[4:26:45 PM](#) Mike Chatterton, the savings from 1 chief, is a zero-sum gain. Simms other comment, is contract for services with City of Hailey.

[4:27:32 PM](#) East asks if Hailey has an asst. chief. No problem waiting. Bailer doesn't want to vote.

Simms, you are a recommending body, you recommend to your governing boards.

[4:28:30 PM](#) **Cooley moves to bring the org chart to various boards, seconded by East, motion passed unanimously.**

[4:29:04 PM](#) Lassman, this is a pretty standard org chart for organizations our size.

*D. Consideration of Resolution to adopt Joint Policies and Procedures Handbook (as presented in 4/17/19 meeting)*

[4:30:08 PM](#) Bailet states, Wood River looked at this in their last meeting, and wanted to change some wording.

[4:30:34 PM](#) East wondered if the ambulance district might want to suggest changes, and then bring back to this board.

Cooley can we get it circulated before the next meeting?

[4:31:30 PM](#) Dawson asked about the changes. Simms wonders if he could understand the changes in wording. Simms asks Bailet if a group could meet to understand what was discussed in that last Wood River Board meeting, capture those suggested changes and he could share them with Tim Graves for his review. Simms was present at that meeting and has forgotten what the concerns were. Bailet responds, on the front page, change to recommending body from governing body. Aberbach clarifies that this board is the intermediary between the two governing bodies – Wood River and Hailey City Council.

East asked them to highlight the changes, when presented back to this board for focus only on the changes.

[4:34:13 PM](#) Dawson thinks this board just needs to implement the suggested changes from Wood River board meeting as the council has approved the document and the suggested changes are not substantial. Dawson asks Simms his opinion of the changes, he agrees with Dawson, that this board just needs to approve the changes presented by Wood River if in agreement. [4:34:43 PM](#) Lassman, is working with his office manager to make some changes,

[4:35:03 PM](#) Cooley, moves to ask for a red lined copy to review, East seconds, motion passed unanimously.

**Staff Reports:**

[4:35:38 PM](#) Cooley is out of town Aug 14, the next regular meeting. And, Lassman out of town too.

[4:35:56 PM](#) Bailet asked for email from Martha Burke on next meeting date.

**Adjourn**

[4:36:24 PM](#) Cooley moves to adjourn, seconded by East, motion passed unanimously.

---

Martha Burke, Chairman

---

Mary Cone, Hailey City Clerk