

**MINUTES OF THE MEETING OF THE JOINT BOARD OF THE  
HAILEY / WOOD RIVER FIRE PROTECTION DISTRICT  
HELD September 19, 2018  
IN THE HAILEY MEETING ROOM**

The Meeting of the Joint Board of Hailey / Wood River Fire Protection District (WRFD) was called to order at 4:32 P.M. by Chair Seth Martin. Also present were board members, Martha Burke, Linda Haavik, and Pat Cooley. Staff present included City Administrator Heather Dawson, Hailey Deputy City Clerk Nancy Arellano, Hailey Fire Chief Craig Aberbach and WRFPD Fire Chief Bart Lassman.

[4:33:25 PM](#) Call to order by Chairman Seth Martin.

Open Session for Public Comments:

No public comment.

**CONSENT AGENDA:**

- a. *Approval of last Meeting's Minutes.....Action Item*

Martin brings attention to the spelling for Rune Haavik's name on page one, that begins with "4:32:41 PM Ruin Haavik speaking..." and page four of the minutes "5:11:05 PM Ruin Haavik comments.." The correct spelling is Rune Haavik. The correction will be noted.

**Haavik motions to approve the minutes noting the corrections seconded by Bailet. Motion passed unanimously.**

**OLD BUSINESS:**

- a. *Staff recommendation to contract with ESCI to develop a Strategic Planning Process..... Action Item*

[4:34:10 PM](#) Martin opens discussion. In the last meeting, staff recommendation for contracting with ESCI was discussed. Haavik asks, was the ESCI in 2011 adopted on Wood River and the City? Lassman answers, yes. Dawson answers, yes it was adopted. Haavik, the study suggested a steering committee. Was the steering committee put together? Dawson answers, no. Haavik, that study also talks about an adoption of a Regional Fire Protection Vision. Are we still trying to establish that vision or has it been established? Martin answers, it's a combination of both.

[4:36:18 PM](#) Aberbach answers, depending how you look at it. What we're doing is taking a lot of those recommendations and trying to come up with a meaningful solution to accomplish the objectives of our unified department. How we go about doing that is open to the elected officials. We are taking those recommendations and coming together based on the recommendation of consolidation.

[4:36:54 PM](#) Haavik, the elected entities created this body. Haavik asks, the 2011 ESCI also talked about working on combining the Fire Associations (Wood River and Hailey) into a single 501c3?. Did they vote on that? Are they both independent 501c3's right now? Aberbach answers, they are separate now and they are right now working together on doing exactly that. Haavik, on the update it talks about doing a SWAT analysis. Would we expect it significantly different?

[4:39:02 PM](#) Lassman, the way I understand it after sitting down with the ESCI at the Chief's conference this past year. What we have done is we have taken some not all and followed all of the recommendations and put them in. Bellevue's not included. The study included Bellevue. We're only taking some of the components and we have gone in a different direction. Lane Wintermute from ESCI recognized that and said, where are you now? Where do you want to go because the board has been created? He's willing to come in for two to three days and put together; meet with the different parties, discuss, and get feedback to create a pathway for us. Whether it includes the SWAT analysis, whether it includes more components, I don't know. We may be beyond that. Maybe we are behind the curve in creating a mission statement, a vision statement, a value statement for the joint powers board/ operational departments working together. I think of one department. We are on our way toward creating one single entity. Now we need to start creating some of these visions. Haavik asks, we see this update as helping us bring that together? Lassman answers, correct.

[4:41:13 PM](#) Aberbach, we did accomplish a lot of what we're talking about in the packet that we put together. It does list a lot of the objectives that were taken out of the original plus the ones modified based on where we are today with the mission statement and the goals. A lot of it has been done and updated.

Martin, since the ESCI 2011 study, we've taken a lot of the baby steps that were outlined in that document over the past 4 years or so. It would be helpful to have them come back in and look at what we've done and where we are and give us a roadmap that we may or may not follow 100% so we have some guidance in this. Haavik, I agree with you completely. I'm just trying to understand that we won't duplicate something that's already been done and we feel is still valid. At the same time trying to fill the pieces together. I'm well aware of the different things that have already been consolidated. Lassman, that's where Wintermute comes in and helps give us a path forward. It's his job helping people give direction.

Cooley asks, what is the cost estimate? Martin answers, I believe it was fourteen thousand dollars. Haavik, it was another fifteen hundred for a public workshop. It is a good idea. Having context of all the members, volunteers, and elected officials.

[4:43:58 PM](#) Martin, I think there's a lot of value in it. I'm not sure it's worth fifteen hundred dollars. Most people would be for consolidation.

[4:44:43 PM](#) Cooley, I think some guidance along more defined cooperative. Cooley to Lassman, I don't think we're to the point yet where we're working as one department.

Using this board to move to approve the cooperation between the two entities. This is a good way to do it. Cooley looks to Dawson for where the money is coming from on our end. Dawson, we do not have seven thousand budgeted for that. Aberbach, no, we do not but there are funds that aren't allocated from the deployments for example. Dawson, we can open the budget in the next fiscal year to allocate those monies. We did not talk about it in the last budget cycle.

[4:45:53 PM](#) Burke, before we move ahead with any allocation from the City of Hailey, it has to go to Mayor and Council. Martin, this is a recommendation from us to the Council. Burke, the level we want to participate may not be the level that the Mayor wants to participate. Martin, remember this board is a recommendation to our respected bodies.

[4:46:48 PM](#) Burke, asks about the planning workshop. Burke doesn't have a clear picture and needs it to be clearer. Martin, I think if we were to vote in favor of pursuing this, we'd ask Lassman or Aberbach to get a proposal and confirm a quote on the scope of work.

[4:48:06 PM](#) Martin, proposes motion to support possibly moving forward with this. Making a firm decision at the next meeting based upon a firm quote. Burke suggests, 2 or 3 possible outcomes. Consolidation, combining more effort in training and purchasing equipment so there might be stages in this scope of work.

[4:48:55 PM](#) Lassman tells Burke, that is something when Lane Wintermute interviews you, their consulting group comes in and interviews each of you, what would you like to see? How would you like to proceed? Burke, I understand the finished product but I want to present to Council and staff, this is what we could expect as finished product. That's where we sit because the money is not ours. We are asking to open the budget therefore we need this study to produce the following. Burke then exemplifies questions Council will ask.

**Balet makes a motion to direct the Chiefs to get a quote and a scope of work and bring back to the board seconded by Burke, motion passed unanimously.**

**NEW BUSINESS:**

- a. *Consideration of drafted letter to the Blaine County Commissioners requesting priority consideration for a portion of the old Blaine Manor Property for the purpose of a consolidated fire station.....Action Item*

[4:50:49 PM](#) Martin speaks, over the summer we had indication from Greenberg for support of Fire Station on the Blaine Manor site. Martin drafted letter to board of the Blaine County Commissioners.

[4:51:44 PM](#) Haavik, questions use of the word district. It is suggesting that they're no longer separate districts. Martin, dispatch treats us as one. Haavik suggests to use the

word entity? Martin then gives all a minute to read the letter. Burke states, my concern is that some of the language is premature. Martin, I can reword it.

[4:54:29 PM](#) Haavik is in favor of the letter. We need to let the County formally know that we are interested. Cooley, also in favor but would like time to look at it. Martin, suggests to table this.

**Cooley motions to continue the discussion in the next meeting seconded by Burke. Motion passed unanimously.**

- b. *Discussion on different options for consolidation and recommendation to respective boards.....Action Item*

[4:56:39 PM](#) Martin states, we had some conversations with the attorney from City of Hailey, Christopher Simms. Simms speaks, the discussion might be premature. Haavik speaks, the 2011 study is important to remind City Council that it was done. It was found favorable. Haavik, I agree it might be premature tonight but it is valid.

[4:58:16 PM](#) Dawson speaks, the ESCI study did lay out several different paths that can be used towards working together. The City of Hailey is very clear they wanted to use a path that used slow baby steps, very carefully. In that work, after lots of discussion with the Mayor, the City Council came up with the idea that the way they wanted to go forward towards working together is through this Joint Powers Agreement that we have in place. I think some of the problem in Hailey they have in the study is that we haven't enacted all of the portions of the 2011 study yet. We worked slowly and methodically and in right order towards those goals. We've done a good job and we can continue to do that with recommendations of that study. But, they did put in place a Joint Powers Agreement. Dawson, from my perspective, that JPA has not yet started to be worked upon. I studied where you were and where you've come from in the last year. In the last year, you've had 7 meetings. Most of those meetings has been about forming yourselves, who your appointees are and what you're going to do. The JPA is very specific about what you should do. Dawson reads from the Joint Powers Agreement. This board has not gotten into the business of doing all of that yet. Dawson, Council from what I've heard is comfortable with this board figuring it all out and learning to work together because that's the next phase.

[5:01:12 PM](#) Martin responds he feels most of those things have been accomplished even before the board was officially formed. Where Hailey Fire and Wood River have worked together from standardized training. There are still some that needs to be accomplished but a lot of them have been standardized. Everything you read has been worked on whether or not it's been direct involvement on the board or amongst the chiefs. One significant thing is we did standardize response in allocation of apparatus in this response plan. Martin disagrees with Dawson.

[5:02:18 PM](#) Haavik states she brought up exactly the same thing a few meetings ago. Haavik, agrees there has been quite a bit of work done on a number of those things.

Haavik recognizes it is a little here and a little there. Maybe it's not as mapped out as it can be but that's where ESCI can come in.

[5:03:39 PM](#) Martin, we have two department heads willing to work together even before this board was formed. A lot of the things outlined on the agreement have already been worked on. Haavik suggests, maybe memorialize the work that has been done. Martin, in the first meetings he refers to them as an educational period, we asked the chiefs to educate us on what had been done and some of those things were brought up during the process.

[5:04:36 PM](#) Simms, in listening to the critical thought process of Haavik, the new eyes she's brought to that in reanalysis. Bring the memorialization as a report to City Council would be beneficial to give everyone a status update of where we stand today and where we started three years ago prior to the formation of the board. Martin states he did go before Council several months ago and gave an update on what has been done. Martin is willing to go before Council again.

[5:06:16 PM](#) Burke, would like to see the Joint Powers Agreement in the Council packet because Council might not have read it. Burke would like them to see exactly what they're in on. Also, a documentation of those accomplished things. Cooley adds, the 2011 ESCI study and bullet points on accomplishments. Burke, thin out the Executive Summary a little bit so that the Council has bullet points. Council doesn't have this background. Burke, our reports back to them are not documented the way this material is. We need to get everybody on the same page.

[5:07:36 PM](#) Haavik, the service initiative that Aberbach and Lassman put together a few years ago is sort of the meltdown of the ESCI 2011. This can represent what it was in 2011 and update each of the bullet points Dawson talked about.

Burke, what we are asking for is work that we don't know about and haven't seen as a board. The work that we've done as a board put together a tidy packet that can be passed to people that sit at this table that says, look at what we've done. Now we're going to ask for money to do the next step forward process. Without that kind of documentation it is not enough.

[5:08:32 PM](#) Baillet speaks, get the Chief to give you a response, the number of people, number of response times, five years ago and today. Cooley and Burke, we see that on an annual basis. Cooley clarifies, that can be a component of this presentation. The purpose of the presentation is to be able to move forward with this proposal to the ESCI.

[5:09:08 PM](#) Simms, it's a matter of process. It's going to need to come back here and then approval is recommended.

Haavik, happy to work with the chiefs to try to get that updated from this board's perspective. Martin, that's a great idea.

a. *Consolidated name to simplify dispatch of joint response.....Action Item*

5:09:40 PM Martin speaks, next item is the joint response plan beginning October 1<sup>st</sup>. Aberbach asked for a name. It's difficult for Dispatch to get on and send out one tone and call out two different departments. Gather recommendations and thought process into a single name for an entity. Haavik asks, this is just Hailey and Wood River? Martin answers yes.

5:10:43 PM Aberbach, we are trying to break the stigma of us versus you and have a unified volunteer firefighting force. That is one of the big objectives. We are all firefighters. We all respond to the same calls. We are really working as one department. Even though we are two payrolls and two administrations it should be seamless to the firefighters.

Cooley asks the Chiefs, thoughts or ideas of names? Martin, suggests a list of names. Instead of calling us the Joint Powers Board we can operate under an actual name. Aberbach, it should come from our firefighters. Again, two departments but we respond as one.

Bailet suggests to put a suggestion box at the firehouse.

Lassman, partly think this is premature. All this is for is so Dispatch Center has something to abbreviate Hailey Wood River when they dispatch. It's unified fire authority. Something that pulls us together but there needs to be more input.

Martin reiterates, there are still two separate entities. The umbrella organization, the Joint Powers Board, should have a name. A name that is palatable to everybody involved so that if we move forward with consolidation that name can have a stronger proliferation and it would be easier for Dispatch using that name.

Cooley asks, are we doing this to rename this board or paging purposes? Lassman answers, paging purposes and it may come around to naming the board. Martin, if everyone is in favor of this, we should start pulling those involved to gather names. Haavik, make sure they understand this is for dispatch. Lassman makes a point to what Haavik just said. Lassman gives an example of Wood River Fire and the Ambulance District. Cooley, I understand what you are saying. Lassman, gives out names. Central Fire Authority, Central Fire, or Central Blaine County Fire whatever would work for the Dispatch Center to sharpen up what they are currently using. Haavik adds those that are listening on the radio will know it's them.

Bailet asks, what is it when an EMS call is outside the City of Hailey? Martin answers, it's going to fall back on the response protocol. Lassman gives an example of how another city operates.

5:20:12 PM Greenberg comments, be careful about not including the public in the discussions. We and the City go out of our way to ensure that the public has an opportunity to comment. Greenberg has received comments about consolidation and

location. Be wary of that. Although this board operates a certain way, Council, Commissioners, and ambulance district commissioners operate in a different way. We can't make decisions for the others in this kind of setting. Be sensitive and understanding that certain information that has been verbalized may need to be written format so that everything you want to express can be then disseminated to others who make decisions. Greenberg, things have a tendency of moving a certain direction but they make a turn somewhere. Be acceptant of what is envisioned may not be get through the final decision. Be adamant about certain direction goal. Greenberg says to be careful about the expenditure.

[5:24:34 PM](#) Martin, thanks Greenberg for the advice and comments. We are acutely aware. Cooley, we're a recommended body. The information will go from this board back to the respected bodies.

d. *Consideration for special meeting in October.....Action Item*

[5:25:04 PM](#) Martin, next meeting is on October 10<sup>th</sup>.

**STAFF REPORTS/ OTHER DISCUSSION:**

[5:26:06 PM](#) Simms advises the next City Council meeting is October 22<sup>nd</sup>.

[5:26:41 PM](#) **Cooley moves to adjourn meeting, seconded by Burke, motion passed unanimously.**

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Seth Martin, Chairman

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Mary Cone, Hailey City Clerk