MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
April 22, 2020 6:00 PM
6891 W Kidd Island Rd, Coeur d Alene, ID 83814
The meeting was by teleconference

PRESENT:
Commissioner Hanson - dansub1mki@gmail.com
Commissioner Hauser - gretchensub2mki@frontier.com
Chairman Mundt - larrysub3mki@aol.com - At MKI Fire Station
Chief Sneve - dsneve@worleyfire.com
Deputy Chief Templeton - rtempleton@worleyfire.com
Secretary Saranto - admin@mkifire.com - At MKI Fire Station

CALL TO ORDER
VICE CHAIRMAN HANSON called the meeting to order at 6:02 pm.

PLEDGE OF ALLEGIANCE

AMEND AGENDA
There were no amendments to the agenda.

CONSENT CALENDAR

The Consent Calendar was presented for review as follows:
a. Approval of Regular Monthly Meeting of March 25, 2020
b. Approval of Special Meeting of April 8, 2020
b. Approval of Paid Bills Lists
c. Review of Financial Reports

VICE CHAIRMAN HANSON moved to approve the April 22, 2020 Consent Calendar as presented. COMMISSIONER HAUSER 2nd.

CHAIRMAN MUNDT called for roll call vote:

ROLL CALL VOTE:	
Chairman Mundt:	Yes
Commissioner Hanson:	Yes
Commissioner Hauser:	Yes

Motion Carried

CHIEF'S REPORT

See attached

DEPUTY CHIEF REPORT

See attached

OLD BUSINESS

a. Building Construction - Discussion / Action Item

CHIEF SNEVE stated he had left a message for Chad about doing the septic and has not heard back. I would like to propose we go out to bid for a General Contractor. COMMISSIONER HANSON asked if he thought with all the building going on do you think we would have a hard time getting a general contractor. CHIEF SNEVE stated that we might find one that is in-between projects and could do it.

They have to be public works licensed in Idaho. Right now, we will need to look for an excavator to prep the site and hook up the power. CHIEF TEMPLETON suggested finding a general contractor that could do most everything, then if we need to go out to bid for the skirting and decks, we can.

COMMISISONER HANSON will be meeting with Valley Quality Homes tomorrow to pay the down payment and ask questions.

NEW BUSINESS

a. Wells Fargo Lease - Copier - Discussion

SECRETARY SARANTO shared with the Board that the copier lease would be up at the end of the month. Do we want to upgrade our machine with a new lease? If we upgrade, our lease amount would be $145.00 per month. We could buy our copier but copier parts are only manufactured and good for 7 years and our copier is 5 years old, which means it would have a 2-year life.

COMMISSIONER HAUSER moved to approve a 5-year lease for a Sharp MX3050 for $145.00 per month. CHAIRMAN MUNDT 2nd.

CHAIRMAN MUNDT called for roll call vote:

ROLL CALL VOTE:	
Chairman Mundt:	Yes
Commissioner Hanson:	Yes
Commissioner Hauser:	Yes

Motion Carried

b. Worley - MKI MOU - Discussion / Action Item

CHIEF SNENE stated the MOU excludes Carmen for working on MKI during the day while working for Worley Fire. The attorney stated that it's easy for the Chief's because they are salary but Carmen is hourly and has to abide by the FLSA hourly rules. They are not sure how to write it up; she is reaching out to Susan Weeks, Worley's attorney for ideas. The Worley Commissioners voted on letting Carmen work on MKI Fire during the regular work day. COMMISSIONER HAUSER inquired if Chief Sneve was looking to add Carmen to the MOU? CHIEF SNEVE stated they would like to change the verbiage of the MOU to include Carmen. Her pay would not change, she negotiated that with the Board. COMMISSIONER HAUSER asked about the financing. CHIEF SNEVE state he would like to leave that the way it is.

c. KCEMSS Master Agreement 2020 - Action Item

CHIEF SNEVE stated it's the same thing that was signed this Spring. Idaho code states that you cannot indebt the district longer than a fiscal year. They added a clause to align with the fiscal year. We will need to have a board motion every year to renew.

CHAIRMAN MUNDT moved to adopt the KCEMSS Master Agreement 2020. COMMISSIONER HANSON 2nd.

CHAIRMAN MUNDT called for roll call vote:

ROLL CALL VOTE:	
Chairman Mundt:	Yes
Commissioner Hanson:	Yes
Commissioner Hauser:	Yes

Motion Carried

PUBLIC COMMENTARY

None

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE

COMMISSIONERS HAUSER inquired about the burn ban. There is lots of talk and unhappy people about the burn ban. There are those that agree with the ban and are willing to wait until it's a better time to burn.

CHARMAN MUNDT stated he had also talked in length to a gentleman that was extremely upset about the ban. He asked that we get out the word immediately when the burn ban is lifted.

CHIEF TEMPLETON stated its always posted on the website and sign boards.

ADJOURNMENT

CHAIRMAN MUNDT moved to adjourn the meeting; COMMISSIONER HAUSER 2nd. **Motion carried** 6:41 P.M.

DAN HANSON, Commissioner

GRETCHEN HAUSER, Commissioner

LARRY MUNDT, Chairman

ATTEST BY:
Carmen Saranto, District Secretary

MIDDLE KIDD ISLAND FIRE PROTECTION DISTRICT
DISTRICT SECRETARY SEAL

Management Agreement

Chiefs Report

April 2020

- Signed Building Permit application for Residence on Boisen Loop 04/01
- Talked to Western States Sprinklers regarding a Residential Sprinkler Inspection for a Residence off of Deer Run Lane 04/02
- Signed Building Permit application for Residence in Harbor View 04/08
- Attended Mobile Home Bid opening, by phone 04/08
- Forwarded Mobile Home Building Permit information required by Kootenai County to Carmen for Commissioner Hanson 04/09
- Signed Building Permit application for Residence on Quaking Aspen 04/10
- Met with Jeff, Alamo Excavation on site to preform a Road inspection for a Residence in Swede Bay 04/14
- Talked with Jared Anderson by phone regarding a proposed Shared Driveway for 2 new lots off of Carnie Rd. 04/22
- Signed several C/O's

Next Month

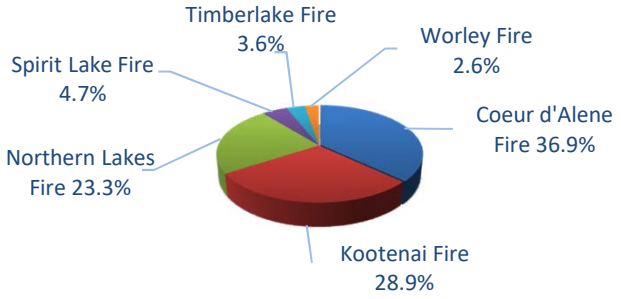
- Submit Mobile Home setting permit to Kootenai County
- Research Contractors for Site Prep, Septic, Powerline Relocation and Water Line for Mobile Home project.
- Resume Normal office hours starting May 4th. 2020

KCEMSS - FY 2020 Billable Call Information By District

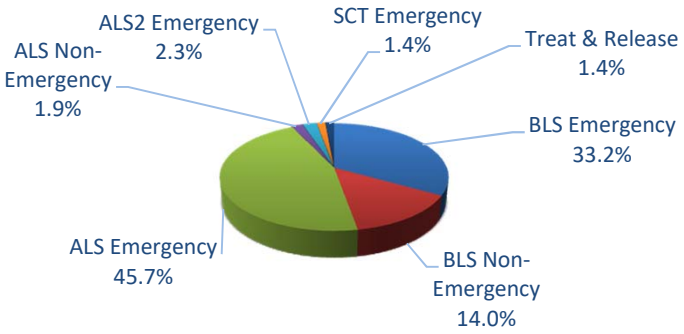
Note: This is gross revenue before contractual adjustments and bad debt writeoffs. For average collected revenue multiply by 51%.

District:	OCTOBER 2019		NOVEMBER 2019		DECEMBER 2019		JANUARY 2020		FEBRUARY 2020		MARCH 2020		YTD				
	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	Calls Billed	Charges	FY2020 YTD Calls	FY2020 YTD Gross Charges	Avg. Gross Billing	% of Calls	% of Rev.
M31	145	$107,208	147	$ 109,269	151	$ 112,057	148	$ 110,940	155	$ 111,505	126	$ 93,481	872	$ 644,460			
A32	248	$185,077	196	$ 144,904	240	$ 176,585	223	$ 163,481	224	$ 164,256	210	$ 155,760	1341	$ 990,063			
A33	2	$ 3,913	1	$ 213	2	$ 771	2	$ 9,906	1	$ 213	1	$ 665	9	$ 15,681			
Coeur d'Alene:	**395**	**$296,198**	**344**	**$ 254,386**	**393**	**$ 289,414**	**373**	**$ 284,327**	**380**	**$ 275,974**	**337**	**$ 249,906**	**2222**	**$ 1,650,205**	**$ 743**	**41.9%**	**36.9%**
M11	132	$117,980	125	$ 111,204	140	$ 120,559	119	$ 104,787	112	$ 100,696	121	$ 106,148	749	$ 661,374			
A12	4	$ 2,540	1	$ 611	3	$ 1,302	2	$ 771	2	$ 771	4	$ 4,702	16	$ 10,697			
M13	111	$ 95,635	124	$ 108,533	138	$ 121,210	130	$ 110,156	110	$ 96,499	104	$ 88,994	717	$ 621,027			
Kootenai:	**247**	**$216,155**	**250**	**$ 220,348**	**281**	**$ 243,072**	**251**	**$ 215,714**	**224**	**$ 197,966**	**229**	**$ 199,845**	**1482**	**$ 1,293,099**	**$ 873**	**28.0%**	**28.9%**
M51	122	$ 95,399	105	$ 82,226	129	$ 105,120	113	$ 91,362	94	$ 73,438	112	$ 88,827	675	$ 536,372			
A53	2	$ 1,222	1	$ 5,317	1	$ 213	0	$ -	1	$ 6,795	1	$ 213	6	$ 13,760			
M52	84	$ 83,127	75	$ 86,413	87	$ 90,226	83	$ 87,491	66	$ 72,277	74	$ 72,821	469	$ 492,355			
Northern Lakes:	**208**	**$179,749**	**181**	**$ 173,956**	**217**	**$ 195,558**	**196**	**$ 178,854**	**161**	**$ 152,509**	**187**	**$ 161,861**	**1150**	**$ 1,042,487**	**$ 907**	**21.7%**	**23.3%**
EMS 81	32	$ 35,712	30	$ 34,783	37	$ 42,026	38	$ 41,976	24	$ 26,312	28	$ 31,372	189	$ 212,180			
EMS 82	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -			
Spirit Lake:	**32**	**$ 35,712**	**30**	**$ 34,783**	**37**	**$ 42,026**	**38**	**$ 41,976**	**24**	**$ 26,312**	**28**	**$ 31,372**	**189**	**$ 212,180**	**$ 1,123**	**3.6%**	**4.7%**
EMS 61	21	$ 21,345	23	$ 24,238	25	$ 25,249	32	$ 32,670	21	$ 23,236	28	$ 28,065	150	$ 154,802			
EMS 63	3	$ 2,968	0	$ -	0	$ -	1	$ 1,271	0	$ -	0	$ -	4	$ 4,238			
Timberlake:	**24**	**$ 24,313**	**23**	**$ 24,238**	**25**	**$ 25,249**	**33**	**$ 33,940**	**21**	**$ 23,236**	**28**	**$ 28,065**	**154**	**$ 159,041**	**$ 1,033**	**2.9%**	**3.6%**
EMS 41	20	$ 23,145	11	$ 11,949	21	$ 24,119	21	$ 23,386	14	$ 15,015	16	$ 17,144	103	$ 114,758			
EMS 42	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -			
Worley Fire:	**20**	**$ 23,145**	**11**	**$ 11,949**	**21**	**$ 24,119**	**21**	**$ 23,386**	**14**	**$ 15,015**	**16**	**$ 17,144**	**103**	**$ 114,758**	**$ 1,114**	**1.9%**	**2.6%**
Hauser Lake:	**0**	**$ -**	**0**	**$ -**	**0**	**$ -**	**0**		0	**$ -**	**1**	**$ 1,058**	**1**	**$ 1,058**		**0.0%**	**0.0%**
SYSTEM TOTAL	**926**	**$775,271**	**839**	**$ 719,660**	**974**	**$ 819,437**	**912**	**$ 778,196**	**824**	**$ 691,013**	**826**	**$ 689,250**	**5301**	**$ 4,472,826**	**$ 844**	**100%**	**100%**

% OF GROSS REVENUE GENERATED BY DISTRICT



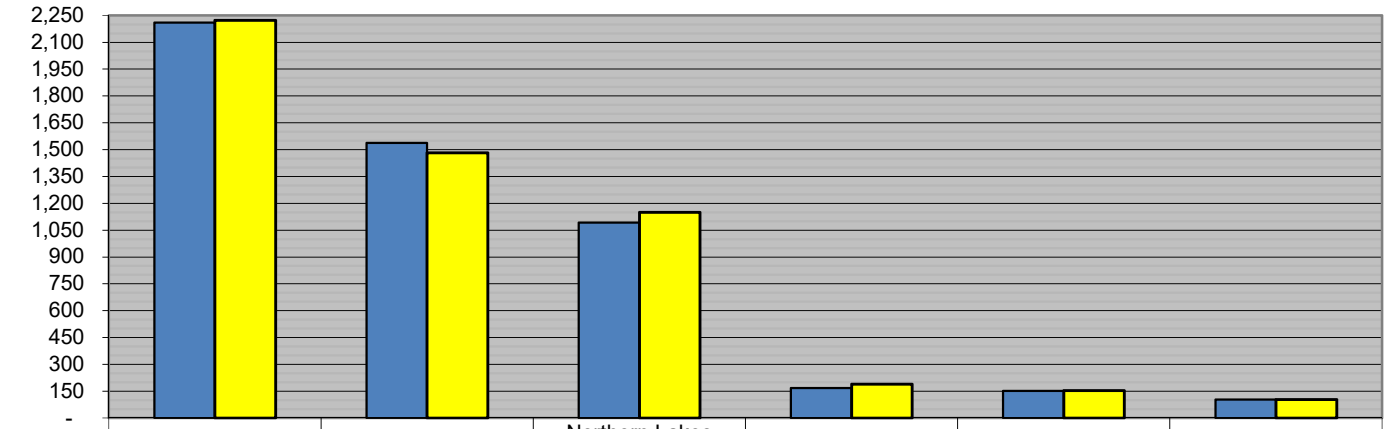
CALL TYPE % BREAKDOWN



KCEMSS - Billed Calls & Gross Revenue - 6 Month Comparison

Agency / Unit:	FY2019				FY2020				Increase (Decrease) in # of Billed Calls:	%	Increase (Decrease) in Gross Amb. Revenue:	%
	Oct - Mar				Oct - Mar							
	Calls Billed		Charges	Avg Bill	Calls Billed		Charges	Avg Bill				
M31	876	$	674,570		872	$	644,460					
A32	1,296	$	972,234		1,341	$	990,063					
A33	38	$	30,022		9	$	15,681					
Coeur d'Alene Fire:	**2,210**	**$**	**1,676,826**	**$ 759**	**2,222**	**$**	**1,650,205**	**$ 743**	**12**	**0.5%**	**(26,621)**	**-1.6%**
M11	719	$	617,301		749	$	661,374					
A12	44	$	12,161		16	$	10,697					
M13	775	$	649,346		717	$	621,027					
Kootenai Fire:	**1,538**	**$**	**1,278,808**	**$ 831**	**1,482**	**$**	**1,293,099**	**$ 873**	**-56**	**-3.6%**	**14,291**	**1.1%**
M51	640	$	524,735		675	$	536,372					
A53	9	$	4,782		6	$	13,760					
M52	444	$	468,988		469	$	492,355					
Northern Lakes Fire:	**1,093**	**$**	**998,506**	**$ 914**	**1,150**	**$**	**1,042,487**	**$ 907**	**57**	**5.2%**	**43,981**	**4.4%**
EMS 81	168	$	189,006		189	$	212,180					
EMS 83												
Spirit Lake Fire:	**168**	**$**	**189,006**	**$ 1,125**	**189**	**$**	**212,180**	**$ 1,123**	**21**	**12.5%**	**23,174**	**12.3%**
EMS 61	147	$	152,274		150	$	154,802					
EMS 63	5	$	4,993		4	$	4,238					
Timberlake Fire:	**152**	**$**	**157,267**	**$ 1,035**	**154**	**$**	**159,041**	**$ 1,033**	**2**	**1.3%**	**1,774**	**1.1%**
EMS 41	**103**	**$**	**114,218**		**103**	**$**	**114,758**					
EMS 42	-	$	-									
Worley Fire:	**103**	**$**	**114,218**	**$ 1,109**	**103**	**$**	**114,758**	**$ 1,114**	**0**	**0.0%**	**540**	**0.5%**
Hauser Lake Fire:	**1**	**$**	**925**		**1**	**$**	**1,058**		**0**	**0.0%**	**133**	**14.4%**
System Total:	**5,265**	**$**	**4,415,554**	**$ 839**	**5,301**	**$**	**4,472,826**	**$ 844**	**36**	**0.7%**	**57,272**	**1.3%**

Billed Calls By District - Comparison FY19 vs. FY20



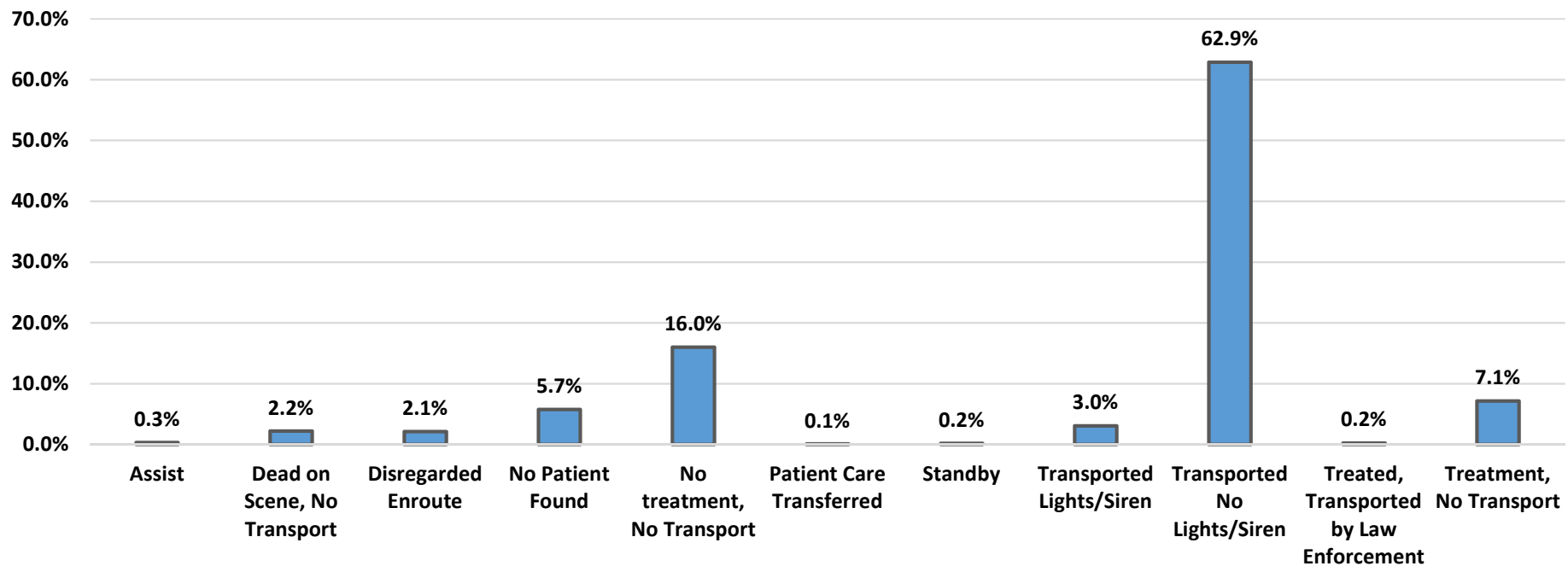
	Coeur d'Alene Fire:	Kootenai Fire:	Northern Lakes Fire:	Spirit Lake Fire:	Timberlake Fire:	Worley Fire:
FY2019	2,210	1,538	1,093	168	152	103
FY2020	2,222	1,482	1,150	189	154	103

Call Volume by Agency & Disposition

INCIDENT DATES 3/1/2020 - 3/31/2020

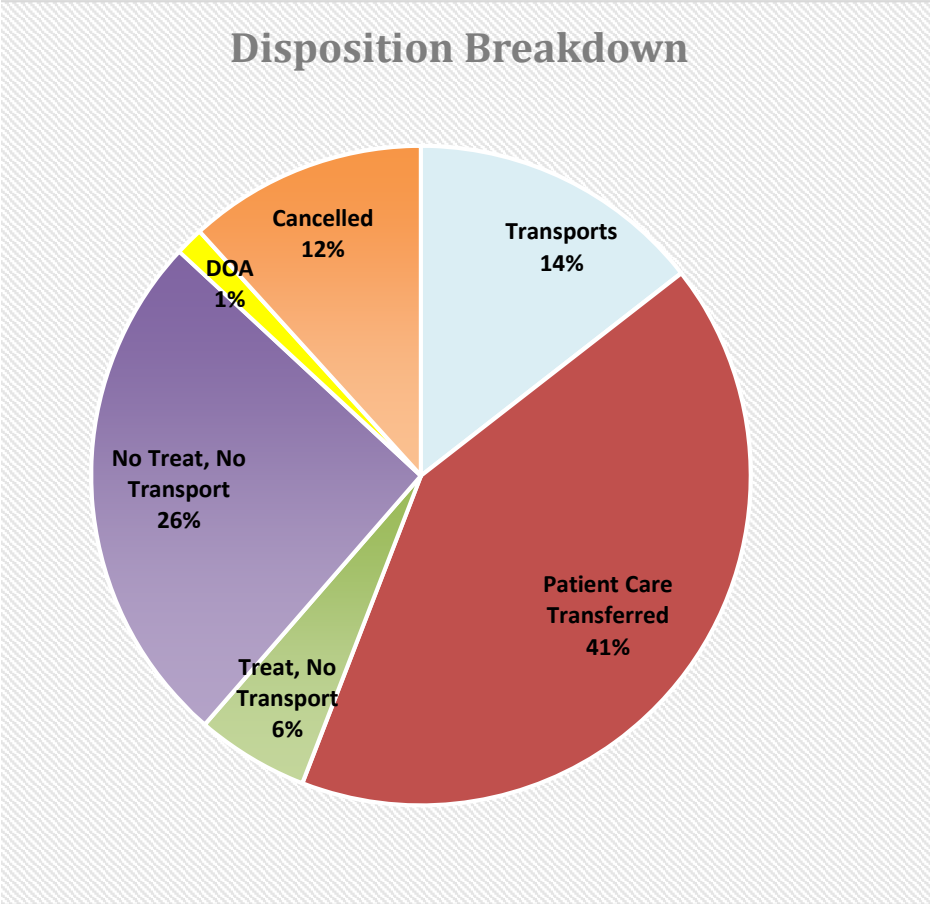
DISPOSITION	CDAFD	KCFR	NLFD	SLFD	TLFD	WFD	KCEMSS	ESFD	HLFD	Total
Assist	1	2	1							**4**
Dead on Scene, No Transport	8	6	8	2	2				1	**27**
Disregarded Enroute	9	9	3	4		1				**26**
No Patient Found	35	21	7	7						**70**
No treatment, No Transport	74	60	37	10	6	7		1		**195**
Patient Care Transferred								1		**1**
Standby				2						**2**
Transported Lights/Siren	9	8	16	2	1		1			**37**
Transported No Lights/Siren	320	201	164	24	26	16	14		1	**766**
Treated, Transported by Law Enforcement	2	1								**3**
Treatment, No Transport	26	44	13	1	2	1				**87**
Total Calls	**484**	**352**	**249**	**52**	**37**	**25**	**15**	**2**	**2**	**1218**

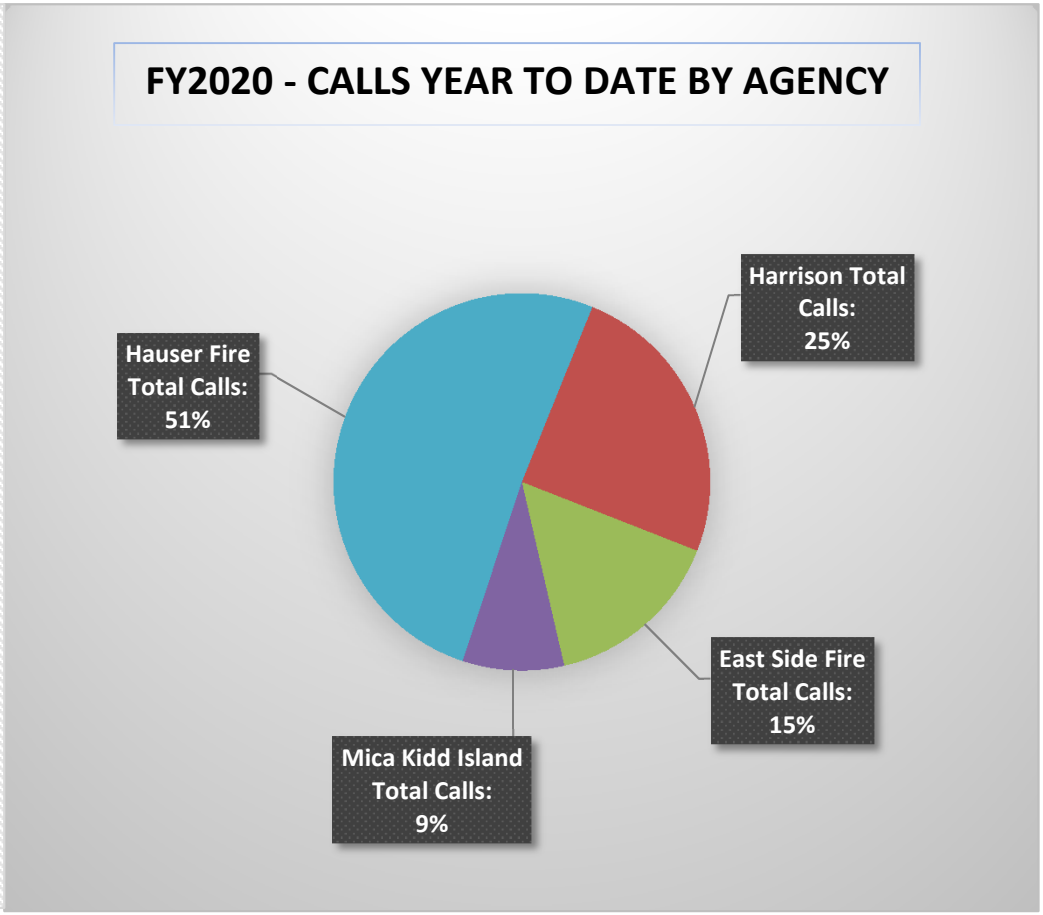
Disposition % of Total Calls for March 2020 - All Agencies Combined



FY2020 - KCEMSS OUTLYING AGENCY RESPONSE DATA

Agency	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Year to Date
Harrison Total Calls:	8	5	8	3	6	7	0	0	0	0	0	0	37
East Side Fire Total Calls:	7	2	2	5	4	3	0	0	0	0	0	0	23
Mica Kidd Island Total Calls:	5	2	0	4	0	2	0	0	0	0	0	0	13
Hauser Fire Total Calls:	14	13	16	13	14	6	0	0	0	0	0	0	76
Totals:	34	22	26	25	24	18	0	0	0	0	0	0	149





KCEMSS - Emergency 9-1-1 Calls vs. Non-Emergent Facility to Facility Calls - FY2020 + Prior Year Comparison

(*Note - this is gross revenue. After contractual adjustments and bad debt write off - approximately 51% of this will be collected)

	Rate Increase										Rate Increase								
	FY2016		% of	FY2017		% of	FY2018		% of	FY2019		% of	FY2020		% of
DESCRIPTION	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:	Calls	Gross Rev.	Calls:
	Oct - Mar			Oct - Mar			Oct - Mar			Oct - Mar			Oct - Mar		
Emergency:															
BLS EMERGENCY	1,309	$ 801,365.00	28%	1,842	$ 1,110,529	36%	2,050	$ 1,232,954	38%	1,601	$ 990,330	30%	1,759	$ 1,090,978	33%
ALS EMERGENCY	2,420	$ 1,887,964.00	51%	2,151	$ 1,675,444	42%	2,188	$ 1,705,872	41%	2,522	$ 2,030,081	48%	2,422	$ 1,948,672	46%
ALS2 EMERGENCY	119	$ 105,802.00	3%	144	$ 128,410	3%	119	$ 104,965	2%	102	$ 92,954	2%	123	$ 112,553	2%
TREAT - NO TRANSPORT	137	$ 32,255.50	3%	115	$ 28,508	2%	157	$ 33,671	3%	163	$ 37,388	3%	76	$ 16,930	1%
Mileage Split		$ 491,564.28			$ 536,833			$ 552,368			$ 543,684			$ 562,439	
	3,985	**$ 3,318,950.78**	**84%**	**4,252**	**$ 3,479,724**	**83%**	**4,514**	**$ 3,629,830**	**84%**	**4,388**	**$ 3,694,437**	**83%**	**4,380**	**$ 3,731,572**	**83%**
Non-Emergent & CCT:															
BLS NON EMERGENCY	579	$ 328,808.00	12%	674	$ 380,491	13%	660	$ 371,274	12%	677	$ 391,436	13%	744	$ 436,988	14%
ALS NON EMERGENCY	67	$ 50,882.00	1%	77	$ 57,886	2%	97	$ 73,233	2%	96	$ 73,978	2%	102	$ 79,284	2%
CRITICAL CARE	113	$ 120,374.00	2%	106	$ 114,227	2%	129	$ 136,269	2%	104	$ 114,054	2%	75	$ 82,331	1%
Mileage Split		$ 122,825.92			$ 138,413			138,750.15			141,649.31			$ 142,651	
	759	**$ 622,889.92**	**16%**	**857**	**$ 691,017**	**17%**	**886**	**$ 719,526**	**16%**	**877**	**$ 721,117**	**17%**	**921**	**$ 741,254**	**17%**
Total to date:	4,744	$ 3,941,840.70		5,109	$ 4,170,741		5,400	$ 4,349,356		5,265	$ 4,415,554		5,301	$ 4,472,826	

Emergency Calls:	(8)	Down from previous year
Non Emergency Calls:	73	Up from previous year
CCT Calls:	(29)	Down from previous year
Billable Call Increase (Decrease) Total:	36	Up from previous year
Billable Call Increase (Decrease) %:	0.7%	Up from previous year
Gross Revenue Increase (Decrease):	$ 57,273	Up from previous year
Revenue Increase (Decrease) %:	1.3%	Up from previous year

(Note: This is a comparison to prior year and does not take the budget into account)

Mica Kidd Island Fire Protection District

Dedicated to the Protection of Life and Property

6891 W Kidd Island Rd, Cœur d'Alene, ID 83814-7356
Office: 208.769.7946

Deputy Fire Chief
Ron Templeton
rtempleton@worleyfire.com

Monthly Report

1. **Responses:**
    a. We are at 32 calls for the year. See attached reports for details.

2. **Operations:**
    a. Lockdown: We have limited access to the station to duty crew during the day and asked volunteers to stay away unless responding to calls.
        i. We have implemented strict decontamination protocols.
        ii. Members are being encouraged to isolate as much as possible to keep our responders as illness free as possible.
        iii. Non-essential personnel will be working from home as much as possible.
        iv. All events and prevention activities are cancelled until further notice.

    b. Boat 291: Project is complete and we will be starting boat training for the new personnel with Capt. Turner soon.

3. **Training:**
        i. All training has been cancelled until further notice.

4. **Projects:**
    We are mainly working on "AOR's" or induvial project areas. We are pretty much keeping to the station and limiting unnecessary exposures.

5. **Budget:**
    a. Operating Budget:
        i. On track for 2nd quarter.

Mica Kidd Island Fire District

Coeur d'Alene, ID

This report was generated on 4/22/2020 9:58:19 AM

Count of Incidents by Incident Type for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Sort By: IncidentType | Start Date: 01/01/2020 | End Date: 04/22/2020

INCIDENT TYPE	# INCIDENTS
118 - Trash or rubbish fire, contained	1
121 - Fire in mobile home used as fixed residence	1
151 - Outside rubbish, trash or waste fire	2
311 - Medical assist, assist EMS crew	2
321 - EMS call, excluding vehicle accident with injury	4
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
444 - Power line down	3
531 - Smoke or odor removal	1
554 - Assist invalid	3
611 - Dispatched & cancelled en route	19
651 - Smoke scare, odor of smoke	1
735 - Alarm system sounded due to malfunction	1
900 - Special type of incident, other	1
Total Incidents	**41**

This report displays Incidents by Incident type for the selected Incident Status (es) and chosen date range. Nemsis 2 & 3 Incidents Included.

Mica Kidd Island Fire District

Coeur d'Alene, ID

This report was generated on 4/22/2020 9:58:19 AM

Count of Incidents by Incident Type for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Sort By: IncidentType | Start Date: 01/01/2020 | End Date: 04/22/2020

INCIDENT TYPE	# INCIDENTS
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311 - Medical assist, assist EMS crew	2
321 - EMS call, excluding vehicle accident with injury	4
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
444 - Power line down	3
531 - Smoke or odor removal	1
554 - Assist invalid	3
611 - Dispatched & cancelled en route	19
651 - Smoke scare, odor of smoke	1
735 - Alarm system sounded due to malfunction	1
900 - Special type of incident, other	1
Total Incidents	**41**

This report displays Incidents by Incident type for the selected Incident Status (es) and chosen date range. Nemsis 2 & 3 Incidents Included.