MINUTES OF THE NORTHERN LAKES FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING

May 23rd, 2019 at 10:00 a.m.
125 W. Hayden Avenue, Hayden, Idaho

I. Call To Order

COMMISSIONER THOMPSON called meeting to order at 10:00 a.m.

COMMISSIONERS PRESENT: Commissioners Clark, Halpin, Thompson, and Washko.

COMMISSIONER ABSENT: Commissioner Amende

OTHERS PRESENT: Fire Chief Riley, Division Chief Mather, Division Chief Van Ert, Fire Marshal Drechsel, Secretary Knapp, Amy Manning, Luke Michael, Marc Ghirarduzzi and Ralph Kramer.

II. Pledge of Allegiance

COMMISSIONER THOMPSON led the Pledge.

III. Presentation

A. Idaho Independent Intergovernmental (III-A) Trust Annual Report

Amy Manning, III-A Executive Director, presented a copy of the annual report on behalf of their Board of Trustees, to the board members. She reported the following:

1. Background on the III-A forming 7 years ago when a group of cities in Idaho wanted to provide the best benefits and stability in rates for public employees.
2. The 56 public agencies are members of the trust and include cities, highway districts, irrigation districts, a library district, an abatement district, a recreation district, a water district, a transportation authority, the Local Highway Technical Assistance Council (LHTAC), and 10 fire districts.
3. Northern Lakes Fire CHIEF RILEY was just re-elected to another 3-year term on the board of trustees.
4. All trustees are being encouraged to have alternates who should attend meetings as well with all travel expenses being reimbursed by the III-A.
5. Hired a new employee, Megan Smith, as the III-A administrative assistant and health coach. Megan previously worked for Blue Cross of Idaho as a health coach.
6. A review of the 2017-2018 plan year:
    a. Net position as of 9/30/17 was $5.4 million which was a 31% increase from 2016. Had 38 agency members with total of 610 full-time employees.
7. The status of the 2018-2019 plan year:
    a. Net position as of 9/30/18 was $5.7 million, a 4.3% increase from 2017. Had 45 agency members with a total of 729 full-time employees (an increase of 20%). In October 2018, the trust added 5 more agencies and 109 more full-time employees.
8. The trust's goal is to keep stability in rates and to offer as much wellness benefits as possible.
9. Renewal in 2019 was 3%, 2018 1%, 2017 1%, and a decrease of 1% in 2016. Industry trend is 10% which is what the trust recommends for budgeting, but will always try to keep the renewal increases less than trend.
10. Benefit enhancements as of 10/1/18 included:
    a. All 3-D mammograms, colonoscopies, pap smears, PSA test covered 100%
    b. Acupuncture
    c. Physical therapy standalone copay benefit
    d. Morbid obesity and breast reduction surgeries
    e. Hearing aids up to $3,000 every other plan year
    f. MD Live and III-A air ambulance

    COMMISSIONER WASHKO clarified with Ms. Manning that the 3-D mammography does not require a referral; that the member's doctor's office can just make the appt. at a facility with 3-D equipment.
11. Another benefit change for the 2018-2019 plan year was the change to ProAct as our pharmacy benefits manager versus Caremark/CVS. The trust is paying $30,000 less in drug expenses per month and there are now no out of network pharmacies.
12. The budget for the current plan year is $13.1 million.
13. Went to a higher deductible for the required stop-loss coverage and this resulted in a 12% decrease in premium.
14. The contract with Blue Cross of Idaho was renewed for another 3 years.
15. Have checking account and 12 certificates of deposit (CD) with Idaho Central Credit Union (ICCU); also have 5 CDs at ISU Credit Union, and 3 Money Market Accounts at Sun west Bank. The trust's goal was to earn $51,600 in interest during the 2017-2018 plan year; the actual interest earned was $96,576.
16. State legislators passed the aggregate stop loss; a waiver of the requirement to purchase aggregate stop loss was granted by the Idaho Dept. of Insurance director.

17. During 2017-2018 plan year, an Employee Benefit Book was developed and delivered to all member agencies, completed the III-A Administration Manual that went out in May 2018, and visited all but three member agencies in person to present the annual report.
18. Goals for the 2018-2019 plan year are:
    a. To develop a staffing plan;
    b. Continue marketing to increase memberships;
    c. Additional wellness benefits;
    d. Enhance existing mental health benefit beyond the 8 visit/incident EAP. Have seen an alarming increase in suicides throughout the state with 3 suicides within the III-A membership over the last 12 months. The trust is offering a free Mental Health Toolkit Training for all member agencies to be held on June 18th in Boise.
    e. Confident the trust will have the best mental health benefits in Idaho by 10/1/2019.
    f. Reviewing options for the on-site medical evaluation including bringing in a nurse practitioner and having mental health professionals at some agencies as well.

COMMISSIONER CLARK clarified with Ms. Manning that the Association of Idaho Cities is trying to join the III-A.

COMMISSIONER WASHKO clarified with Ms. Manning that the III-A markets itself by sponsoring conferences for the AIC, IFCA, highway districts and water districts.

The board thanked Ms. Manning for her presentation of the annual report.

IV. Amendments to the Agenda

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER WASHKO**, to cite a subsection for entering Executive Session pursuant to Idaho Code 74-206 under (1) (a) to discuss hiring and evaluation of personnel.

COMMISSIONER THOMPSON called for discussion. There was no further discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

V. Consent Calendar

The consent calendar was presented for review as follows:

A. Approval of May 23rd, 2019 Agenda as amended
B. Approval of May 9th, 2019 Regular Meeting Minutes as presented
C. Approval of Unpaid and Paid Bills Lists

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER CLARK** to approve the May 23rd, 2019 Consent Calendar as presented

COMMISSIONER THOMPSON called for discussion. There was no further discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

VI. Public Input

There was no public input.

VII. New Business

A. Memorandum of Understanding (MOU)

A copy of the MOU between Kootenai County and the Northern Lakes Fire District was presented for review. CHIEF RILEY reported that this is a renewal of the agreement between the county and agencies dispatched through the KCSO 9-1-1 for use of the 700 MHz system.

There was discussion on the agreement being renewed on a regular basis. *The MOU has been renewed every 3 year term since 2009.*

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER WASHKO** to approve the *Memorandum of Understand between Kootenai County and the Northern Lakes Fire Protection District* as presented.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Clark	Yes
Commissioner Thompson	Yes
Commissioner Halpin	Yes
Commissioner Washko	Yes

Motion carried

VIII. Reports

A. Chief's Report –

1. 2019 Override Levy – CHIEF RILEY reported that the unofficial results from yesterday's tax override levy election were less than 20 votes short of a super majority. The results will be canvassed by the Kootenai County Board of Commissioners on 5/29. CHIEF RILEY asked for direction from the board.

   COMMISSIONER WASHKO suggested that a committee be formed to discuss the election results and ways to get information out to the public; he clarified with CHIEF RILEY that this was the District's 4th tax override levy election (*May 2012, November 2012, May 2018, and May 2019*). CHIEF RILEY recommended that a committee including community members be formed as well.

   COMMISSIONER CLARK asked that legal counsel's advice be sought on what actions elected officials can take to encourage the public to vote for a tax override levy.

2. Firefighter Hiring/Promotions – CHIEF RILEY has completed reference checks on the top 3 candidates and will discuss those in Executive Session with the board. He also reported that the Captain Promotional process was completed yesterday and is prepared to promote the highest scoring candidate to the vacant position.

3. Budget Planning – Moving forward with budget planning following results of tax levy override election. Staff will be working on a preliminary budget to present to board for their review at an upcoming budget workshop.

4. Correspondence – Thank you note from a recent medical walk-in at Fire Station No. 1 was presented to the board for review.

B. Commissioner Reports

There were no commissioner reports.

IX. Executive Session

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO,** to enter Executive Session pursuant to Idaho Code 74-206 (1) (a) to consider the hiring and promotion of individuals.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

Entered Executive Session at 10:33 a.m.

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO,** to exit Executive Session and reconvene the Regular Meeting.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried
Exited Executive Session at 10:37 a.m. There was discussion on the references for an individual for the firefighter/EMT vacancy and the promotional testing of individuals for captain and engineer positions. No decisions were made.

COMMISSIONER THOMPSON clarified with CHIEF RILEY that the alternate for his position on the III-A Board of Trustees is FIRE MARSHAL DRECHSEL. CHIEF RILEY reported that the Idaho Dept. of Insurance requires the III-A board members to have an alternate to ensure a vote can be cast. He noted that the next III-A board meeting is scheduled for 6/18-6/20 in Boise and that both he and FM DRECHSEL will be attending, with all travel expenses to be reimbursed by the trust.

COMMISSIONER THOMPSON clarified with CHIEF RILEY that he hasn't heard anything new on delivery of the UTV that the District is to receive through a grant with the IDL, but will keep the board updated.

X. Adjournment

There being no further business to be brought before the Board, the regular meeting was adjourned upon the motion of **COMMISSIONER WASHKO** and as seconded by **COMMISSIONER HALPIN** at 10:40 a.m.

COMMISSIONER THOMPSON called for the vote and all were in favor of the motion.

TERRY J. THOMPSON, Chairman

DENNIS L. AMENDE, Commissioner

LARRY R, CLARK, Commissioner

DAVID P. HALPIN, Commissioner

JAMES C. WASHKO, Commissioner

I certify that the foregoing is a true and correct copy of the minutes of a duly called meeting of the governing body of the Northern Lakes Fire Protection District held in accordance with all applicable legal requirements, including Idaho Open Meeting Law, on the 23rd day of May 2019.

NORTHERN LAKES FIRE PROTECTION DISTRICT DISTRICT SECRETARY SEAL

ATTEST BY:
Valerie Knapp, District Secretary