

**MOAPA VALLEY FIRE DISTRICT ADVISORY BOARD
MINUTES FOR MEETING HELD ON NOVEMBER 12, 2013
MOAPA FIRE STATION**

BOARD MEMBERS: Ron Leachman, Chairman; Matt Nelson, Vice Chairman; Tim DeBarardinis, Junior Vice Chairman; Judy Metz, Moapa Valley Advisory Board; Ann Schreiber, Moapa Town Advisory Board

IN ATTENDANCE: Matt Nelson, Ron Leachman, Judy Metz, Ann Schreiber, and Tim DeBarardinis.

AGENDA:

- I. Call to Order: The meeting was called to order by Ron Leachman at 19:07 hours.
 - A. Conformance with the Open Meeting Law. It was deemed the meeting was in conformance with the Open Meeting Law.
 - B. Adoption of the Agenda as posted: Judy Metz made the motion to adopt the agenda as posted for the November 12, 2013 meeting with Items I and J under General Business removed, as they are redundant. Ron Leachman seconded the motion. The motion carried.
 - C. Approval of Minutes from the October 14, 2013 meeting: Matt Nelson made the motion to adopt the minutes from the October 14, 2013 meeting. The motion was seconded by Judy Metz. The motion carried.
 - D. Introduction of County Representatives: Chief Mike Johnson was in attendance.

- II. Administrative Action:
 - A. Approval of District Secretary wages of \$150 per month for the month of October 2013: The motion to approve the secretary's wages of \$150 per month for the month of October 2013 was made by Matt Nelson. Tim DeBarardinis seconded the motion. The motion carried.
 - B. Approve payment of bills: The invoice from Compass totaling \$558.10 for Logandale Fire Department for the giveaway items for fire prevention day at their station was forwarded to finance by Chief Johnson. This item had previously been approved for payment by the MVFD through a PO, however, the items were purchased first and the invoice was then sent to Chief Johnson. Chief Johnson stated that in order to generate a PO the bid needed to be submitted 60-30 days in advance of the purchase. In the event that finance is not able to pay the purchase order, the funds would need to be paid through the MVFD general checking account.

- III. Correspondence:
 - A. None

IV. General Business

A. Discussion and action regarding the request from Dirk Cowley for medical personnel for a bike race in March of 2014. Tim DeBarardinis read a letter that he had received from Mr. Cowley (see attached letter) requesting medical personnel be present for a bike race in the Valley of Fire in March of 2014 and what the cost would be for two days. Discussion began with whether or not the event actually required an ambulance to be present at the races, as the letter stated that they were aware that we are a volunteer fire department with limited staffing. Judy Metz asked if we had not done something similar in the past for the Valley of Fire Marathon and Matt Nelson responded that we had, but that the squad was sent instead of the ambulance because the squad only requires two people to staff. The issue of payment then was discussed and Chief Johnson stated that he was under the impression that if payment was to be received the request would have to be sent to CCFD special events, although if the payment was in the form of a donation that would be acceptable. Ron Leachman stated that he was going to abstain from the decision making process as he knew his station did not have the manpower to assist. Tim DeBarardinis was going to take the following proposition back to Mr. Cowley: If acceptable, the district could offer a Squad that is ILS staffed but non-transportable, with the option to contact an ambulance if necessary. Donations would be accepted.

Matt Nelson stated that if the squad was assigned to the event, they were to stay there without the option to respond to any calls within the district.

This item was tabled until the December 2013 meeting.

B. Update regarding the Intermediate to Advanced bridge course and those interested in a basic or intermediate class. Chief Johnson stated that JoEllen Hannom had announced her intent to leave CCFD. At the present, Chief Johnson and Ron Leachman would need to talk with Chief Took regarding the bridge class. He reminded all in attendance that if anyone has classes by private vendor that they would like to attend, with an acceptable time frame for payment, they could be set up to go. Judy Metz asked if the PO for payment for classes was still in place. Chief Johnson stated that it was, although they are not currently under contract with EMS of Southern Nevada. Judy Metz then asked how many station members were interested in basic or intermediate classes. Ron Leachman stated that Station 72 had two basics. Station 73 stated they had at least three for basic as well. Station 74 has 2 for basic and three for intermediate, but only if the intermediate class was offered in the valley. Chief Johnson stated that finding and using a vendor not under contract would not be a problem.

C. Discussion and action regarding the implementation of district wide SOP's. Matt Nelson thanked those that were on the committee for the SOP's. Judy Metz asked if everyone had had a chance to read them. Everyone in attendance affirmed that they had and it was decided to go straight to the concerns that anyone had. Matt Nelson stated the following concerns:

- In the opening paragraph, second sentence it should read "active volunteer" instead of "active firefighter"

- Item 1, section E- remove the “and/or trainings”
- Item 2, section B, last sentence- the wording implied that first responders were nullified from running
- Item 2, section G- He felt like if a volunteer was taking medication that may affect their ability, then they should be told to stay home. He didn’t feel like it was his responsibility to keep track of all of the medications that the volunteers on his station may or may not be taking.
- Item 2, section J- redundant
- Item 4, section G- Clarification of payment
- Item 7, section C- He felt that only those running in the capacity of an EMT should be voting for the EMS Coordinator
- Item 7, section D- Same voting concern as the EMS Coordinator
- Item 7, section E- He wanted the option left open to be able to elect his captains
- Item 8, section A, subsection 1- Was the “example” necessary
- Item 8, section A, subsection 14- redundant

Discussion ensued regarding his concerns, with the following changes agreed upon:

- Change “active firefighter” to “active volunteer” in the opening paragraph
- Item 1, section E- remove “and/or trainings”
- Item 2, section J- Removal of section J, with the last two sentences of item J to be combined with Item 1,section C
- Item 7, section E- remove “appointed” and change to “elected/ appointed at the discretion of the station Chief each year”
- Item 8, section 2, subsection 14- removed from SOP’s
- The addition of page 12 for an acknowledgment and signature of having read the new SOP’s by all station members to be filed by the Station Chief.

Judy Metz made the motion to accept the SOP’s with the proposed changes. Ron Leachman seconded the motion. The motion carried.

- D. Discussion regarding providing a copy of PCR’s to partnering ambulance companies. Chief Johnson stated no discussion as PCR’s are not to be given to any partnering ambulance companies and that it was against HIPPA. Kristen Peters countered that she had contacted the SNHD and spoke with both Montana Garcia and Mary Ellen Brick and they both stated that HIPPA states that as long as it is a continuation of care for the patient, it is not against HIPPA. A departmental policy is completely different. Chief Johnson stated that no written patient information is to be given to anyone else, and that it is a CCFD rule. Matt Nelson stated that he foresees a law suit in the future, due to failure of complete information being given. Judy Metz asked Chief Johnson to check into whether or not the transporting CCFD units were providing written PCR’s to the hospitals in town.

- E. Discussion regarding the definitions of budgetary items, who the payees are, and when the payments are made. Per Chief Johnson, Chief Blackmon did not have those ready yet, but he would forward them as soon as they were ready.
- F. Discussion and update on the Purchase Order regarding the EMS Expo. Kristen Peters stated that she had not submitted the information for payment correctly initially, but that all of the information had been submitted to Chief Johnson.
- G. Discussion regarding the number of station members and whether Chief Johnson can override the district bylaws. Matt Nelson stated that he had been told by several MVFD members that Chief Johnson had informed them that they could in fact have more than 25 members at their station and that the board had decided to place it on the agenda so the answer would be written down for the public to see that Chief Johnson had to abide by the District bylaws too. Chief Johnson agreed that he did have to follow the district bylaws, and he did not ever recall being approached about breaking the district bylaws concerning having more than 25 members. Although he does not have the exact number of station members memorized, if he receives an application for a new member, he takes that under good will that the new application is acceptable.
- H. Update on Station 73 Water Tender. Chief Johnson stated that the specs have been finalized and they are waiting for finance to square it away. He also stated that there is still a slot for a district member to go out for the pre check and final check. Ron Leachman nominated Don DeCaria to be the one to go to the pre and final check.

V. Reports:

- A. Assistant Chief Johnson: Chief Johnson reported that the Rural Chief's Meeting had been changed to December 2, 2013 at 1900 hrs and is open to all station members. He was still waiting on the station member recognition submittals from Station 72 and Station 74. It would be a potluck, so those members that would be attending needed to let Chief Johnson know that they were coming so they can be assigned a dish to bring.
- B. Overton Fire and Rescue: Matt Nelson reported that things were going well.
- C. Logandale Fire and Rescue: Assistant Chief Prisbey stated that all was fine.
- D. Moapa Fire and Rescue: Ron Leachman stated that all was going good and they finally received their sheds.

VI. Public Input/Concerns:

- A. Kristen Peters stated that she had been contacted by Scott Beckstrand with the following questions:
 - They had recently been told that they could not vote members on to their station, yes or no? Ron Leachman stated that no, they could not vote members on to the station.
 - In the event that a member is traveling or working on the day of the station elections, can that station member vote by telephone or paper

ballot? Judy Metz stated that this had come up last year and the answer was still no. In order to vote, the member needed to be present.

- VII. Set next meeting date: The next meeting date was set for Monday, December 9, 2013 at 1900 hours.
- VIII. Adjournment: The motion to adjourn the meeting was made by Ron Leachman. All members seconded the motion. Adjournment took place at 2004 hrs.