

CROOK COUNTY FIRE & RESCUE

The regular meeting of Crook County Fire & Rescue was called to order by President Jim Dean at 9:00 am on December 21, 2017.

Board members present were Steve Lent, Jim Dean, Jerry Brummer. Dennis Merrill was attending by phone. Dennis Bauldree was absent.

Staff present was Matt Smith, Paula Landrus, and Mike Wright.

Guest present was Matt Hummel.

MINUTES

Steve Lent made a motion to approve the minutes. Dennis Merrill seconded the motion which passed unanimously.

OLD BUSINESS

Policy Committee- Matt Smith stated that the committee met and reviewed the policies. They are organizing and categorizing putting everything in the right places. Matt stated we will have a procedure manual.

The Organizational Policies, Governance Policies, Financial Policies and Purchasing Policies will all mirror what the state requires.

There will be a clear format of the policies.

NEW BUSINESS

Board Meeting Time-Jim Dean stated that Sue Toupal wanted the Board to consider changing the time of the meetings so that the public could attend.

Steve Lent stated that he would prefer to keep it at 9:00 am. Jerry Brummer stated he would like to leave it the same as well. Dennis Merrill said that he also wanted it to remain at 9:00 am. Jim Dean agreed to leave it the same and he stated that it had been discussed for many years.

Jerry Brummer made a motion to keep the Board meetings at 9:00 am. Steve Lent seconded the motion which passed unanimously.

Governance Policy Review-Matt Smith handed out the Governance Policy. He stated that it is a yearly process to go through the policy and review it. Matt stated that he is looking at other fire departments Governance Policies to see what others are doing. Matt stated that he took the Governance Policy and split it into three sections: Governance Process, Executive Constraint and Board –Chief Linkage. Matt explained all three documents. Matt stated the document needs some work and he would like the Board to look it over for the next meeting.

At the January meeting, Matt said that we will look at Ends Statements and Limitations.

CONSENT AGENDA

Jerry Brummer made a motion to approve the Consent Agenda. Steve Lent seconded the motion which passed unanimously.

GOOD OF THE ORDER

Matt Smith stated that he wanted to inform the Board of a training accident that happened during a scenario training next door. One member was acting disoriented. There was no cause from the hospital. The air in the SCBA was tested, the oxygen level was 7% and it was supposed to be 20%. The air compressor air was good. The investigation is still going on.

Matt Smith informed the Board of the SDAO Conference February 8, 9, 10, 2018.

As there was no further business for the Board, Jim Dean adjourned the meeting at 10:04 am.

Respectfully Submitted,

Paula Landrus

Jim Dean