

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

Phone (208) 922-1144 Fax (208) 922-1135

Minutes of Commissioners Special Meeting

February 20 2019

APPROVED: _____ **REVISED:** _____ (see revised version)

Chairman Bud Beatty called the meeting to order at 6:00 pm in the meeting room of Kuna Fire Station #1.

Present were Commissioners: Bud Beatty, Debi Engelhardt-Vogel, Mike Smith and Tim Crawford. Also present were Fire Chief Perry Palmer, White Peterson Attorney William Gigray, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

Comm. Smith moved to accept the agenda as presented and posted. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: No public input.

Executive Session Board of Commissioners: Comm. Engelhardt-Vogel moved to convene into Executive Session Idaho Code Section 74-206 (1) (b) to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Comm. Smith seconded the motion, motion passed with a roll call vote. Attorney Wm. F. Gigray, III was asked to remain in the session and to act as the recording secretary of the session.

The executive session commenced at 6:05 p.m. In attendance, included all the members of the Board of Commissioners and legal counsel Wm. F. Gigray, III. Information was then exchanged among the Commissioners and Wm. F. Gigray, III regarding matters for which the executive session was called. A motion was then made by Commissioner Smith and seconded by Commissioner Engelhardt-Vogel, to come out of executive session which motion passed unanimously at 6:31 p.m.

Open session resumed: Chairman Beatty reported that information was received in relation to the announced purpose for going into executive session and no action was taken by the Commissioners.

New Business:

Consider Approval of MOU's– Negotiation team has finalized the 2019 agreement. There are two MOU's that were presented. The first one modifies the compensation rate when mobilized outside of the district and outside of the firefighter's normal schedule. The second was a onetime payment that covers a medical overage in the budget for union employees. During negotiations, the union members were allotted a 10% increase. The increase came in at 8% so the 2% difference amounts to \$300 per member.

Comm. Smith moved to accept the MOU's and to authorize the Chairman to sign both MOUs. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Discuss and Approval of 5% Increase: This item will be tabled until the next BOC meeting in March.

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Discuss and Consider Resolution approving JUB agreement: Mike Smith moved to approve Resolution 2019-09 giving the Chairman authorization to sign the JUB agreement once language changes have been approved by legal counsel and the Chief. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Old Business: Assistant Chief Gammel provided a presentation to the board with more in-depth information about the benefits of using Office 365. The biggest concern is the security within our current email service with LogicalArts. Currently the employees can log into different interfaces and doesn't give us the ability to retain the private information once they leave. Office 365 gives us the ability to retain the individuals email database and deny access once they leave.

The current computers in the station don't have the same versions of Office. Office 365 provides a web based and downloadable version that is always current.

Office 365 will improve communications by sharing calendars and sharing documents. There can be communication groups and links to other sites for easy accessibility.

There are 3 different Governmental options:

G1- Web based access to Office, if the internet goes down, you have no access. \$8 per month/per user

G3- Web based and downloadable. Cloud services and 1 TB of onedrive space. \$20 per month/per user

G5 – All of G3 plus analytics. \$35 per month/per user

All accounts are 99.9% guaranteed for reliability and 24 support services.

Gammel is suggesting we have (1) G5 account, (18) G3 and (18) G1 accounts. That will cover all paid, paid on call and commissioners.

There has already been a primary migration of our email accounts. A trial was started in January and our trial version has expired. With that, we need to decide to be proactive and not reactive.

Comm. Smith asked what the cost would be per year and what items would be taken away to offset the cost. Gammel responded with \$6300 for all members and logicalarts would go away and we wouldn't need to purchase Office for each computer.

Attorney William Gigray wants to make sure we go with a system that is functional but protects us when records are requested. Gammel stated we can create admin rules to mitigate how each account is used. We can also search for records as an admin.

We need to be cognoscente of being compliant with HIPAA. We need to make sure that we reevaluate our records policy if we move forward with a new email system.

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Comm. Beatty would like to table Office 365 until the next BOC meeting. The board should have been presented the option before the trial version was even in place so we can get any legal objections ahead of time.

Gammel mentioned that the trial was to make sure that everyone in the department would be happy with it before it was brought to the board. It wouldn't make sense to ask the board to change our email system and no one in the department liked it and we would have to revert back or find something else.

Comm. Smith moved to appoint Comm. Crawford, Krystal Hinkle, Chief Palmer, Asst. Chief Gammel and a firefighter to a committee to evaluate the Office 365 option and also approve spending \$900 on Office 365 until April 1st, 2019. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Comm. Crawford moved to adjourn the meeting, Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 7:34 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman