

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioners Regular Meeting February 12, 2025

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

Chair Scott Burn called the meeting to order at 9:30 a.m. in the Kuna City Hall Council Chambers.

Present were Commissioners: Commissioner Rebekah Luther, Scott Burn, Carrera Atkinson, and Robert Hilpert. Also present were Chief TJ Lawrence, Officer of Administration Krystal Hinkle, and White Peterson Attorney Marc Bybee.

Consent Agenda Approval:

Comm. Luther moved to accept the consent agenda as printed and posted. Comm. Atkinson seconded the motion, motion passed with a unanimous voice vote.

- A. Approval of the Agenda
- B. Regular Board Meeting Minutes Dated January 8, 2025 and Special Meeting Minutes Dated January 23, 2025
- C. Financial Reports, Fund Investments, and Approval of Bills – Accounts Payable and Impact Fee Account Balance

Public Input/Discussion – None

Presentation – Jacob Coleman and Cameron Benson with Wealth Management Associates – Chief Lawrence asked Wealth Management Associates to present options to the board on how the district can invest the money that we might receive from Diode. The company maintains 1.4 billion in assets, employs 10 people and more than likely would set up the funds like an endowment.

Samples were provided of a mock situation to show a good economy and a down economy. There are fees for managing the account.

Comm. Atkinson would like to also talk with other companies about what they can offer.

Staff Reports:

Chief Report – by T.J. Lawrence: Chief indicated we have one FF on injury leave. The Captain's testing is completed and all 3 candidates passed and were placed on the promotional list. Idaho sent 5 task forces to the California fires. E62 and 4 firefighters were on the Eden fire and the Chief was on the Palisades fire. The district will continue negotiations with Diode on 2/19/25.

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Comm. Burn asked the Chief to provide the board with the plans for Station 2 since the board is being asked to approve bids. Chief indicated he will have a Station 2 presentation for the next board meeting.

Local 4165 - Full Time Firefighter Report: Matt Graham indicated the Union received Facebook messages from residents in California thanking them for going to California.

Attorney Report: Marc Bybee indicated everything is on the agenda and certain items he will need an executive session, which is indicated on the agenda.

Officer of Administration Report by Krystal Hinkle: None

Old Business:

State Fire Commissioners Report – The association will have registration out before the next board meeting for the Commissioners to decide on who is attending the conference in Sun Valley.

Ada County City EMS System (ACCESS) Update – Comm. Atkinson indicated they discussed the GEMT funds. More than likely the GEMT funds will not be given to fire, however, Kuna might get back-dated funds from when we had an ambulance. Originally, fire and ambulance were supposed to receive funds, but fire was denied according to Shawn Rayne with Ada Co. Paramedics. New IOS updates for iPads instead of using the Toughbook tablets. A supply study is being conducted since a lot of backstock on supplies. Implementing a policy that would require nursing homes to have staffing to help with lift assists, so it doesn't take away from public service for private industries. ACCESS received the Lighthouse Award. EMS received another award Stroke and Cardiac arrest. A budget review for ACCESS is taking place.

Discuss and Consider Offer with Diode Ventures – The district is still in negotiations. The City is taking annual payments with a Cola increase each year. Comm. Luther made a motion to table this item until March. Comm. Atkinson seconded the motion, motion passed with a unanimous voice vote.

Executive Session Board of Commissioners Regular Meeting– The Commissioners, upon a unanimous roll call vote, went into the executive session, pursuant to Idaho Code Section 74-206 (1) (b) to consider the evaluation, dismissal or disciplining, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and the executive session commenced at 10:23 a.m. In attendance were

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all the members of the Board of Commissioners and legal counsel. Around 11:17 am, Chief Lawrence entered the Executive Session. At 11:27 am, Chief Lawrence left the executive session. Information was exchanged among those in attendance. A motion was made by Commissioner Luther and seconded by Commissioner Atkinson to come out of executive session, which motion passed unanimously at 11:30 a.m.

Open session resumed and Chairperson Burn 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:

Annual Election of Officers:

Confer with Local 4165 to schedule 2025 Union negotiations – The Kuna Fire negotiation committee and Local 4165 agreed to start negotiations in May. They will take place on Mon, Thur and Fri starting at 1:00 pm with a 3-hour duration. May 12-16, no negotiations will take place as the Commissioner Conference and Chief Conference will be taking place in Sun Valley. The location of the negotiations hasn't been determined.

Comm. Luther made a motion to schedule negotiations on May 1, 5, 8, 19, 22, 26, and 29 at 1:00 pm with a venue TBD. Comm. Atkinson seconded the motion, motion passed with a unanimous voice vote.

Discuss and consider authorizing White Peterson, P.A. to enter into an agreement with Kelcey Stewart, d/b/a BestDayHR, for human resource services, with costs to be passed on to the District – There has been a long-standing conflict with the Union and the Officer of Administration. The attorney would like to contract with the above company to conduct interviews internally to get to the bottom of the issue. The company will provide recommendations to the attorney who will pass it along to the board. It is not a disciplinary investigation; it is an investigation to hopefully make changes based off what is found by the investigators.

Comm. Burn made a motion to authorize White Peterson to enter into an agreement with Kelcey Stewart, doing business as BestDayHR for human resource services with a cost not to exceed \$20,000.00 which will come from the reserve. Comm. Atkinson seconded the motion, motion passed with a unanimous voice vote.

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Discuss and Consider Resolution approving License Agreement with Blazestack, Inc. for fire investigation software – This item was approved during the budget process. The attorney has reviewed the contract, made recommendations and Blazestack agreed to all of the changes.

Comm. Atkinson made a motion approving Resolution 2025-03 that approves the Blazestack agreement for fire investigation software. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Bidders for Station 2 Build – The architect is still analyzing the bids and consulting the attorney to make a recommendation. Per our bid documents, the architect would provide a recommendation and that hasn't taken place.

Comm. Luther made a motion to table this item until a recommendation is ready to be provided to the board. A special meeting will be called when that takes place. Comm. Atkinson seconded the motion, motion passed with a unanimous voice vote.

Discuss Concerns about Springbrook Software – Comm. Atkinson has concerns about a software company that won't fix their errors. If isn't the software company, we need to ensure as a district that employees are receiving accurate and timely payroll. The union has called Commissioners multiple times about complaints about their W-2s.

The issue on the W-2s was the PERSI contributions for the employee and the employer were combined. This was a selection on Springbrook that Krystal wasn't aware of. Krystal called Springbrook immediately when finding out what happened, and it was fixed on the back end. However, Springbrook does not issue corrected W2's, that is the responsibility of the fire district.

Comm. Burn apologized for the error and the district will cover the expense of the refiling.

Krystal took responsibility for the error, however, explained that she is not a programmer and that when errors do come up with a brand new accounting and payroll software, they are fixed quickly. The errors have been very minor, but a little empathy would be nice

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when one person is taking on the full brunt of new software and knowing errors can happen.

Carrera asked about a CPA going through the software to prevent future issues.

Krystal indicated that a CPA wouldn't know the programming on the backend, just like me. We've been through a year and have worked out the kinks and think it won't be an issue in the future.

Matt Graham thanked the board and accepted the apology.

Commissioner Open Discussion – Matt Graham let the board know that Fire Ops is coming up to allow Fire Commissioners to be a “firefighter” for the day. Contact Matt Graham if you are interested.

Commissioner Luther moved to adjourn the meeting. Commissioner Atkinson seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 12:15 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Scott Burn, Chair