



REDMOND FIRE & RESCUE  
341 NW DOGWOOD AVENUE  
BOARD MEETING AGENDA  
August 18, 2021 @ 9:30 am

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **AGENDA CHANGES**
5. **CONSENT AGENDA**
  - a. Meeting Minutes – July 21, 2021
6. **INFORMATION**
  - a. Ambulance Billing/Fire Med Report
  - b. Financial report
7. **PUBLIC COMMENTS**
8. **PUBLIC PRESENTATIONS**
  - a. L3650 – PAC Fund Information
9. **REPORTS**
  - a. OPS Report
  - b. Strategic Plan/Facility Master Plan/Standards of Cover
  - c. COVID Update
10. **FIRE CHIEF COMMENTS**
11. **NEW BUSINESS**
12. **OLD BUSINESS**
13. **BOARD MEMBER COMMENTS**
14. **BOARD PRESIDENT COMMENTS**
15. **ADJOURN**

To promote physical social separation guidelines currently in place at the federal and state level, public attendance at Board meetings will be by teleconference only. Members of the public who wish to attend the meeting should do so by joining from your computer, tablet or smartphone at <https://global.gotomeeting.com/join/797053381>. Or you can dial in using your phone to 1(408) 650-3123 at the designated time and entering the access code 797-053-381. Individuals who wish to attend the meeting but who do not have the ability to attend by computer or phone should contact the District Recorder at least forty-eight hours prior to the noticed meeting time by email at [diane.cox@redmondfireandrescue.org](mailto:diane.cox@redmondfireandrescue.org). In person attendance will be limited per federal and state guidelines and social distancing measures will be practiced. The board packet is available on-line at [www.redmondfireandrescue.org](http://www.redmondfireandrescue.org).

Anyone needing accommodation to participate in the meeting must notify Diane Cox at least 48 hours in advance of the meeting at 541-504-5020 or [diane.cox@redmondfireandrescue.org](mailto:diane.cox@redmondfireandrescue.org). Redmond Fire & Rescue does not discriminate on the basis of disability status in the admission or access to treatment, employment or in its programs or activities.

REDMOND FIRE & RESCUE  
BOARD MEETING MINUTES  
July 21, 2021

BOARD PRESENT: President Carroll Penhollow, Secretary/Treasurer Craig Unger, Member Gary Ollerenshaw, Member Ken Kerfoot, and Member Jessica Meyer.

STAFF PRESENT: Fire Chief Ken Kehmna, Deputy Chief Jeff Puller, Chief Financial Officer Jodi Burch, Office Administrator Diane Cox, Captain Dustin Miller, Paramedic Cat Radovich, FF/PM Sean Fortune, Administrative Assistant Jessica Jackson, and Administrative Assistant Shannon Biondi.

STAFF ABSENT: None

PUBLIC PRESENT: None

CALL TO ORDER: President Penhollow called the meeting to order at 9:31 am.

ROLL CALL: All Present

AGENDA CHANGES: None

CONSENT AGENDA:

1. Meeting Minutes – June 16, 2021
2. Ambulance Billing/FireMed Report

Board Member Unger made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION:

1. Oath of Office
  - a. Gary Ollerenshaw
  - b. Jessica Meyer
  - c. Ken Kerfoot
2. Election of Officers

Board Member Unger made a motion to elect the Directors to the following positions:

- a. Carroll Penhollow-President
- b. Gary Ollerenshaw-Vice President
- c. Craig Unger-Secretary/Treasurer

The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

REPORTS:

1. Urban Renewal District-CFO Jodi Burch

- a. CFO Burch discussed how the Urban Renewal District impacts property tax revenues.
- 2. OPS Report – Deputy Chief Jeff Puller
  - a. Total June Responses:
    - i. 401: 409 responses, 104 fire, 305 EMS
    - ii. 402: 48 responses, 20 fire, 28 EMS
    - iii. 403: 11 responses, 7 fire, 4 EMS
    - iv. 404: 90 responses, 32 fire, 58 EMS
  - b. Mutual Aid:
    - i. Given: 19
    - ii. Received: 3
  - c. Specific run types:
    - i. 23 Motor Vehicle Crashes
    - ii. 3 Alerts
    - iii. 1 Haz Mat / Gas Leaks
    - iv. 3 Vehicle Fires
    - v. 0 Smith Rock Responses
    - vi. 17 Fire Alarms
    - vii. 9 Burning Complaints
    - viii. 18 Assists/Requests for Service
  - d. COVID
    - i. One directive is still in place.
  - e. Fire Training Division
    - i. 8 ARFF members attended live fire training in Helena, MT.
    - ii. 4 members attended a 32-hour ARFF Operations training in Helena, MT.
    - iii. Rope Rescue Training.
    - iv. Extended operations for fires have provided opportunities for task book work and certification.
  - f. EMT Training Division
    - i. Life Flight 11 Aircraft Inservice
    - ii. Stop the Bleed Training.
  - g. Chief Puller presented pictures of responses in June and fielded several questions from the Board regarding practices and response scenarios.
- 3. Wildland Radios
  - a. RF&R’s wildland radios are out of date. The District is requesting approval to purchase new radios.
  - b. Board Member Unger made a motion to approve the purchase of new wildland radios. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

FIRE CHIEF COMMENTS: Ken Kehmna

- 1. Expressed his gratitude to the Board for the support they showed in potential community fireworks shutdown.
- 2. Chief Kehmna recognized the quality of the employees at RF&R.

- a. EMS Captain Miller presented a pin to Paramedic Cat Radovich and FF/PM Sean Fortune for delivering a baby in the ambulance on the way to the hospital.

NEW BUSINESS: None

OLD BUSINESS: None

BOARD MEMBER COMMENTS: None

BOARD PRESIDENT COMMENTS: None

ADJOURN: Being no further business, Board Member Ollerenshaw moved to adjourn. The motion was seconded by Board Member Kerfoot and was approved by unanimous vote. The meeting was adjourned at 10:47 am.

Approved:

	August 18, 2021
_____ Carroll Penhollow, President	_____ Date

	August 18, 2021
_____ Craig Unger, Secretary/Treasurer	_____ Date

Attest:

	August 18, 2021
_____ Shannon Biondi, Administrative Assistant	_____ Date



Redmond Fire & Rescue  
Ambulance Billing Report August 2021

<b>HealthEMS RevNet</b>	
July Charges	(Net) 301,852
July Payments	213,705
July Write Offs	(16,929)
FireMed	\$ 547.24 (4 claims)
Collections	16,381.28 (24 claims)
YTD Accounts Receivable (07/31/2021)	515,420
Billed through 07/29/2021 as of 7/31/2021	

FireMed Statistics	June	2021 Totals
FireMed Member Payment	6,850.00	54,035.67
Donations	35.50	81.50
Patient Account Write-Offs	(2,606.41)	(28,672.93)
Life Flight Management Fee	(1,712.50)	(13,508.92)
FireMed Revenue	2,566.59	11,935.32

2021 Totals is fiscal year July 1, 2020 – June 30, 2021



# REDMOND FIRE & RESCUE FINANCIAL DASHBOARD JULY 31, 2021 8% OF TOTAL BUDGET

## Cash Balances - July

	<u>2021</u>	<u>2020</u>
LGIP (1.00%)	3,224,275	2,556,292
FIB - General	211,610	76,364
FIB - Donation	7,685	7,135
<b>Total</b>	<b>\$ 3,443,570</b>	<b>\$ 2,639,792</b>

## Board Required Signature Checks - June & July

<u>Payee</u>	<u>Amount</u>	<u>Description</u>
City of Redmond	16,836.67	Vehicle maintenance - June
City of Redmond	18,344.25	Vehicle maintenance - July
SDIS	86,174.22	Medical insurance - July
SDIS	86,174.22	Medical insurance - August
Helena Regional Airport	13,060.00	ARFF live fire training (Reimb by City)
SAIF	130,555.61	Annual premiums
Rock Line Products	26,488.00	Cargo trailer for training
Dr William Reed	10,000.00	Annual physician advisor services
HRA VEBA	13,331.94	Monthly VEBA pmt - July
HRA VEBA	13,333.46	Monthly VEBA pmt - August
US Bank	11,987.34	Debt - interest on Terrebonne station (matures 01/31)
Municipal Emergency Services	14,994.00	Turnouts (6)

## Auto Draft Payments - July

First Interstate Bank	2,490.87	Debt - interest on 2019 Ambulance (matures 01/24)
First Interstate Bank	2,032.65	Debt - interest on 2018 Ambulance #1 (matures 01/24)
First Interstate Bank	2,541.99	Debt - interest on 2018 Ambulance #2 (matures 01/24)

## NOTE:

Monthly budget to actual financial information is not presented due to year end. Many of the costs paid in July are 'pushed back' to the prior fiscal year. Also, the 7/15 payroll is 'pushed back' to June since it is for time worked from 6/16 - 6/30. This process is necessary for year end, but it makes July's expenses appear small which would distort the budget to actual comparisons.