

**BIG SKY FIRE DISTRICT “BSFD”
MINUTES OF BOARD OF TRUSTEES
REGULAR MEETING/PUBLIC HEARING OF APRIL 28, 2021**

1. Call to Order

Meeting was called to order by Chair Alan McClain at 8:30 am

Present: Trustees Alan McClain, Carol Collins, Matt Dodd, and Debra Lewis; Greg Megaard, Fire Chief; Dustin Tetrault, Deputy Chief; Seth Barker, Deputy Chief; Alecia Fischer, Administrative Officer; Mara Mitchell, Administrative Assistant

Absent: Trustee Renae Schumacher

a. Introduction of visitors and guests

Battalion Chief Sheil, Battalion Chief Bolton, Captain Hamel, Firefighter M. Mohr, Firefighter Phillips, Firefighter Ketschek, Vice President Local 4732 Firefighter Parker, Ryan Blechta, and Jon Olsen with Lone Mountain Land Company

2. Public comment for items not on the agenda

- Firefighter Mohr thanked the Local 4732 negotiation committee and the Department for all of their hard work and the good relationship.

3. Consent Agenda Items

a. Approval of draft minutes of March 24, 2021 Regular Meeting

b. Financial Reports for March 2021

c. Check Register: Checks 6118996 – 6119050

d. Correspondence

- **Motion Made and Seconded by Trustee Dodd and Trustee Lewis to approve the consent agenda as presented. Passed Unanimously**

4. Chief's Report – See Board Packet for Report

- Chief Megaard expressed thanks, appreciation, and respect for every member of the department not just for the last year which was challenging in itself due to COVID-19, but in general.

5. New Business

a. Training Officer Captain Position Description Update

- A few changes were made to the job description including that the individual is now required to be a paramedic and the previous minimum requirement of Fire Officer 1&2 is now a desired qualification but not a minimum qualification.

- **Motion Made and Seconded by Trustee Lewis and Trustee Collins to approve the Training Officer Captain Position Description Update as presented. Passed Unanimously**

b. Administrative Assistant Position Description Update

- **Motion Made and Seconded by Trustee Lewis and Trustee Collins to approve the Administrative Assistant Position Description Update as presented. Passed Unanimously.**

c. Community Risk Reduction Coordinator (CRRC) Position Description Approval

- Trustee McClain asked when Chief Megaard hopes to fill this position and he is hoping to have a new hire in late summer.

- **Motion Made and Seconded by Trustee Collins and Trustee Lewis to approve the Community Risk Reduction Coordinator (CRRC) Position Description Approval as presented. Passed Unanimously**

BIG SKY FIRE DISTRICT “BSFD”
MINUTES OF BOARD OF TRUSTEES
REGULAR MEETING/PUBLIC HEARING OF APRIL 28, 2021

- d. Madison River Technology MOU
 - Chief Tetrault explained that this is important for the procurement policy and for grant spending. Chief Tetrault will determine if the Board Chair or the Fire Chief should sign and then get the MOU processed.
 - **Motion Made and Seconded** by Trustee Collins and Trustee Lewis to approve the Madison River Technology MOU as presented. Passed Unanimously
- e. IAFC Ready, Set, Go! Community Chipping Grant Award
 - Chief Tetrault is planning on offering six (6) days of chipping services. Several HOA’s are already lined up and dates will be scheduled soon.

6. Old Business

- a. Local 4732 Union Contract Update – See Board Packet for the Updated Contract
 - Vice President Parker spoke on behalf of President Local 4732 John Foster stating that the relationship between BSFD administration and firefighters is not common across the state. The relationship was evident throughout the negotiations process. Several things were different at this year’s negotiations process with the changes in administration over the last year. The one thing that didn’t change is that the administration makes the firefighters a priority. The administration and the union negotiation team (Firefighter Matt Mohr, Firefighter Farmer, and Firefighter Phillips) were thanked for making the contract a reality.
 - **Motion Made and Seconded** by Trustee Collins and Trustee Lewis to approve the Local 4732 Union Contract Update for July 1, 2021 – June 30, 2024 as presented. Passed Unanimously
- b. Fire Chief Performance Review Update
 - Chief Megaard was presented with questions and once he completed those the questions and the answers were forwarded to all of the board members. Trustee Lewis and Trustee Collins also met with members of the leadership team. Overall the review was positive and showed that he is incredibly hardworking and a natural leader of people. The only negative that was pointed out is that he works too hard and does not take enough time off.
 - Chief Megaard did ask the board that when possible if questions arise when reviewing the packet if the questions could be presented to administration prior to the meeting so complete answers can be presented at the meeting that would be helpful and appreciated.
 - Trustee Collins asked that the board packet be sent out possibly a week prior to the meeting.
- c. Spanish Peaks ODP Update
 - Jon Olsen with Lone Mountain Land Company acknowledged the long process and appreciation for the BSFD cooperation. Chief Tetrault and Jon Olsen will stake out the property and walk it once the snow melts.

**BIG SKY FIRE DISTRICT “BSFD”
MINUTES OF BOARD OF TRUSTEES
REGULAR MEETING/PUBLIC HEARING OF APRIL 28, 2021**

d. Update on Big Sky Fire District’s Attorney

- Duncan Scott is the attorney that Kim Christopherson recommended. He has taken over the majority of departments and districts from Kim’s departure. The notations on the draft contract add Big Sky Fire District in addition to Big Sky Fire Department and to change the signature line to Board Chair McClain instead of Fire Chief Megaard.
- **Motion Made and Seconded by Trustee Collins and Trustee Lewis to approve the Contract with Duncan Scott and Scott Law Firm with changes that are noted. 2-2 Motion Fails**
- **Motion Made and Seconded by Trustee Collins and Trustee Lewis to table the Update on Big Sky Fire District’s Attorney until the May 2021 meeting. Passed Unanimously**

7. Other Business

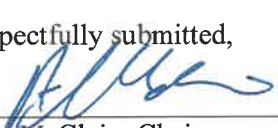
- Chief Megaard proposed using a link for all LUP’s rather than hard copies in the packet. The board requested to include both a link and the hard copies for a couple of months so they can decide which works better for them.

8. Public Comment - None

9. Date for next regular meeting – May 26, 2021 at 8:30 am (Trustees McClain and Dodd out)

10. Adjournment – 9:47 am

Respectfully submitted,



Alan McClain, Chair



Board Member

- cc: Board of Trustees
Fire Chief Greg Megaard
Local 4732
Gallatin County Board of Commissioners✓
Gallatin County Clerk & Records Office✓
Madison County Clerk & Records Office✓