

HOODLAND FIRE DISTRICT #74
BOARD WORK SESSION MEETING MINUTES
DECEMBER 3, 2024

Board Members: Nora Gambée, Cliff Fortune, John Drake, Mary Ellen Fitzgerald, and Terry Niedermeyer. Five voting members in attendance.

Staff and Volunteers: Jim Price; Fire Chief, Brian Henrichs; Division Chief, LT. Evan Jarvis, LT Eric Macy, FF Matt Nicholson, FF Pat McAbery, Kelli Ewing; Office Administrator, Gretchen McAbery; Support Group, Debra Sinz; C.E.R.T, Feleicia Fortston; C.E.R.T

1. Call to Order: By Nora Gambée at 7:00 PM
2. Roll Call
3. Pledge of Allegiance: Led by Cliff Fortune
4. Persons to be Heard. None
5. Unfinished Business
6. New Business
 - A. Review the objectives of the Strategic Plan with representatives.
 - i. Initiative One: Minimize the direct and indirect impacts associated with fire, EMS, and rescue emergencies
 - a. Goal 1: Increase focus on prevention activities
 - b. Goal 2: Understand and focus on non-fire emergency response
 - ii. Initiative Two: Ensure sustainability of service delivery by efficient use of our people, facilities, fleet, and finances
 - a. Goal 1: Evaluate organizational and staffing model
 - b. Goal 2: Evolve service delivery models to better focus resources
 - c. Goal 3: Maintain fiscal responsibility

- d. Goal 4: Build organizational capacity and excellence
- iii. Initiative Three: Develop, promote, and demonstrate professionalism and excellence throughout the organization
 - a. Goal 1: Enhance employee development process
 - b. Goal 2: Enhance internal communication
- iv. Initiative Four: Maintain a high level of trust by promoting district engagement in the communities we serve
 - a. Goal 1: Increase the ways in which we engage with the communities we serve
 - b. Goal 2: Increase effectiveness of virtual presence
- v. Initiative Five: Develop and strengthen collaborative efforts and strategic partnerships
 - a. Goal 1: Maintain and enhance partnerships to improve regional preparedness and response to emergency events

B. Go over the 2024 Vital Signs Assessment Survey results.

- i. As part of 'staff input' for the strategic plan, career and volunteer members were asked to 'grade' the department on various topics in an anonymous survey. Overall, the department scored slightly above average.
- ii. The Support Group reported that while members appear to be generally happy, they are not very engaged in day-to-day operations. Some of the Support Group members lack familiarity with technology therefore, there may not have been a lot of responses to the survey.
- iii. The CERT members feel that they often find out about events after the fact. They emphasized the importance of the Hoodland Fire District communicating its needs more proactively, so they can help. With a leadership transition underway, the team is focused on growing its membership. The CERT members also expressed interest in increasing their community outreach efforts, particularly in areas related to suicide prevention and domestic violence awareness.

a. CERT could help with Firewise events including when Simon's Tree Service is chipping to let the community know it is Hoodland Fire District that is providing the service.

iv. Career Staff felt that communication and accountability needs work. There is frustration regarding challenges in teamwork, as some individuals struggle to work together effectively. As a team, we must unite and support each other, even if personal differences exist.

v. Union emphasized adding the goal of returning for three career line firefighters per shift.

vi. Volunteer Firefighter discussion.

a. The volunteer staff consists primarily of younger individuals who are coming from outside the district to participate in free training. Most of them stay for less than three years.

b. It is a challenge to keep volunteers efficiently trained and at the station. Consistency with showing up for calls or shifts is not there. Bringing back volunteer officers may help, however, with so many new volunteers, there may not be a lot with enough experience and training for those positions.

c. Continue to grow the Student Program, it is an effective way to engage and retain these young volunteers.

C. Brainstorm ideas with representatives.

i. Transition Minimum Medical Standard for Volunteers (EMR to EMT)

ii. Expand Student Program (Increase to 6 students)

iii. Expand Fire Cadet Program

iv. Continue Capital Improvements (Upgrade Apparatus)

v. Alternate Plan for Main Station Improvement if General Obligation Bond Fails

vi. Improve Internal Communication and Building Culture

vii. Encourage Team Building Activities

viii. Transition to 9 Career Line Firefighters (3 per shift)

ix. Continue Fiscal Responsibility

x. Review Strategic Plan Annually and Align with Fire Chief's Evaluation

xi. Offer Community Trainings (CPR, Disaster Preparedness, etc.)

xii. Encourage Firewise Communities and Attend Partnership Events

xiii. Targeted Outreach to Spanish-Speaking Communities

D. Inspection Violation Check.

i. An example of a letter that could be sent to business owners prior to inspections was reviewed. The letter outlines the areas that would be inspected. This letter will be reviewed by DC Kline.

7. Other New Business

A. Strategic Plan Next Steps

i. Draft will be compiled and sent out for additional comment.

ii. Board will review the Draft at the January 14, 2025, Board Meeting

8. Adjournment

MOTION MADE: By John Drake to adjourn Board of Directors Work Session

2ND: By Terry Niedermeyer

ADJOURNMENT: By Nora Gambee at 9:07 PM

Respectfully Submitted,

Kelli Ewing

Kelli Ewing, Office Administrator

Notes Type By: Christi Harris, Administrative Assistant