

# Hebgen Basin Fire District

## Board Meeting Minutes

### December 14, 2021

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Meeting was called to order at 6:01 pm

**Board Members Present:** Kyle Goltz, Ken Davis, Mike Gavagan, John Costello

**Also in Attendance:** Chief Grube, James Jessop, Lindsey Charlton, Jamie McBirnie, Cassandra Mitchell, Tyrel Stoker, Peyton Holtom

**Recorder of Minutes:** Lindsey Charlton

**Approval of Minutes for November 09, 2021 Regular Board Meeting:** Ken Davis motions to approve minutes as written. Mike Gavagan Seconded. All in Favor. Motion passed.

**Approval of Claims/Deposits:** John Costello motions to pay claims as presented. Ken Seconded. All in Favor. Motion passed.

#### **Public Comment**

Peyton Holtom was introduced to board as the new EMT/Firefighter.

Tyrel Stoker addresses the Board asking why the letters the crew wrote were not on the agenda after crew asked for them to be added. Mike Gavagan responds that nothing has changed since the board approving Chief hiring an outside group to come into District to try to fix issues. Tyrel asked for the board to acknowledge that they received the letters and notify the crew that they were heard. Cassandra Mitchell stated that it would be nice for the letters to be added to the agenda so the crew can talk to the board. Kyle Goltz responded that this is not the type of item to be placed on the agenda for a public meeting. The District agreed to hire a third party to conduct a meeting and investigate issues in order to make the situation better. Cassandra Mitchell responds that the whole group feels like the issues in their letters are getting swept under the rug. The board asks Chief to communicate things but the Board has not responded acknowledging the crew has been heard. Mike Gavagan asks the crew what they have not been made aware of since the appointments and meeting with third party. Cassandra responds that they were not made aware anything was happening until Tyrel called over to Billings. After Tyrel's phone call, Chief sat down with him and Cassandra and explained that he had contacted Associated Employers and was going to review everything at board meeting in his Chiefs report. Cassandra stated that Chief could have just sent an email stating what was happening and all this could have been avoided. Ken Davis asks Chief what the time frame is with the third party representative. Chief reports that all of the individual interviews have been completed and the group meeting will be on December 20<sup>th</sup>. James McBirnie asks the board if they will be present at the group meeting. Kyle Goltz responds that the Board has strict bylaws to follow describing what they can and can't get involved in and must follow the code of conduct. Ken Davis adds that the Board will have a meeting to review the report from the third party in January if it's ready. If at any time the Chief feels like his privacy is being violated then the board can move to have an executive session.

**Chief's Report:** See attached.

#### **Approve board /District policy change**

Chief asks for Board approval for Change of format of the District policies. Chief handed out binders to the board to review. The format will now have each policy on its own page to add or remove items. The Employee Home Loan policy, Educational Loan Policy and Volunteer Pay Per Call policy have been added to the binder

presented in the new format. Going forward, Chief would like to pick 4/5 policies each month and update them. Ken Davis noted that there are many typos that will need to be addressed and that he liked the format of having one policy per page and date reflecting review. Mike Gavagan motions to adopt the District Policy Format change. Ken Davis Seconds. All in favor. Motion Passed.

#### **Approve the Personal Policy Format Change**

Chief asks for Board approval to use the same format as the district policy book. Mike Gavagan motions to approve Personal Policy Format change. John Costello seconds. All in favor. Motion passed.

#### **New Personal Hiring**

Chief asked the board to approve hiring Peyton Holtom as EMT/Firefighter. Mike Gavagan motions to approve hiring Payton Holtom as new EMT/ Firefighter. Ken Davis seconds. All in favor. Motion passed. Peyton Holtom is officially hired.

**Next regular meeting: 1/11/2021 at 6pm.**

**Meeting adjourned: 6:43**