



Fire Station Advisory Committee Meeting Minutes

Wednesday, August 29, 2018

Twin Falls City Council Overflow Room @ 4:02 P.M.

203 Main Avenue East, Twin Falls, Idaho

Committee Members Present: Bobby Charlton, Taenia Hudson, Debbie Dane, Matt Morrison, LeRoy Harcourt, Todd Rambur, Tami Gooding, (Jim Olson Conference Call)

Committee Members Absent: Chris Reid-Councilman

Facilitators: Fire Chief Les Kenworthy, Deputy City Manager Brian Pike

Staff: City Manager Travis Rothweiler, City Mayor Shawn Barigar, City Attorney Fritz Wonderlich, Jonathan Spendlove, Steve O'Connor, Danielle Kolb, Kim Hafer IT

1) Confirmation of Quorum/Call Meeting to Order

Fire Chief Les Kenworthy called the meeting to order.

2) Consent Calendar

a.) N/A (First meeting)

3) Items for discussion

a.) Introductions and Welcome – Mayor and City Manager

- Les Kenworthy – Twin Falls Fire Chief
- Todd Rambur – Physicians Immediate Care Center
- Matt Morrison - Resident
- Taenia Hudson – CSI Office on Aging
- LeRoy Harcourt – Canner Creek Custom Homes – Resident
- Debbie Dane – Retired
- Tami Gooding – 208 Real Estate
- Bobby Charlton – Seastrom Manufacturing
- Jim Olson – Member of Fire District Protection District (Firefighting Business in Tanker Plane Stationed in McCall-Contract ends on Sept 9-15)
- Brian Pike – Deputy City Manager (Public Safety-Police/Fire/Communications & Code Enforcement)
- Danielle Kolb – Administrative Assistant Fire Dept. – Will be at most meetings, maybe not all the time. (She will be taking meeting minutes/sending emails/Etc. – She works Monday – Friday)
- Shawn Barigar – City of TF Mayor – Thank each of you for your time and commitment to this process! - Looking to you to think like the citizens that you are, and help bring a recommendation to the city council as we consider moving forward with making improvements to our fire stations and that service. Volunteer service is really critical to the City of TF, we have many commissions and advisory boards that help us make decisions and is important for the future of TF and the benefit is it will be a relatively short time commitment and hope for you to continue to be partners with us. We will make sure they are efficient and effective meetings.

a.) Roles and Legal Requirements – City Management and City Attorney

- Travis Rothweiler – City Manager

Thank you for being here, thank you for the time you are going to spend in the process. We want to share the rules and guidelines you will now be asked to follow. Idaho Open Meeting Law says that anytime that a deliberation is going to occur that is going to be a public process from the very first of its conversations all the way through that decision making piece. Because you will be making a recommendation to the city council for their consideration, what does that plan look like, how will you fund that plan, etc.? It is all part of a public process, that's why meeting minutes are taken, community members will be able to come and observe these actions and be able to engage like any other citizen would be able to. Transparency resolution says we will in these circumstances broadcast and televise these meetings, so we are streaming live right now, on our website so anyone whom cannot tune in today will have the opportunity to view and send comments on or give input on. Thank you for sharing your time and talent with us and we look forward to your recommendations as we move forward.

- Fritz Wonderlich – City Attorney

Most of you have heard about the open meeting laws and probably didn't think it applied to you. But all open meeting laws do apply to you. You won't need to worry about most parts, staff will take care of you on these areas of meeting notices, notifying media, etc. The two areas you can get in trouble for are if some of you know each other and you decide to meet up at the café on your own with each other and discuss things to bring back to meetings. Another would be emails Danielle sends out with agendas attached, do not send back in an all in reply email with ideas, etc. or back and forth to each other (this would be considered a violation). Only send directly to Danielle. Bad things can come of this and we do not want that. Just remember whatever business involves this commission just do it right here at the meeting and we won't have any problems.

b.) Charter and Ground Rules – Brian Pike and Chief Kenworthy

- Brian Pike – Deputy City Manager

Passed out the handout of the Fire Station Committee Charter

Brian Pike covers the following in the handout below -

Purpose,

Ground Rules - Equal Voices, Commitment to Learning, Speak Up, Keep an Open Mind, Ask Questions, Speak for Oneself, Civility, Courtesy and Respect, Stay on Track, Strive for Consensus, Share information with the Broader Community, Civility in Community Conversations, No Surprises, Attend Every Meeting, Feedback Encouraged, Accountability.

Role of the Facilitator,

Role of City Staff,

Role of City Staff,

Role of Observers,

Consensus and Recommendations – Goal will be to come together & make a decision.

FSC Work Plan – Scheduling Part

c.) House Keeping (meeting schedule and communications) – All

Next meeting will be a field trip to tour all of our fire stations, and then the next will be a field trip to Boise to tour their fire stations, and training facility.

Chief asked what works for most of the committee.

Bobby Charlton said 4:00 p.m. weekday meetings are good.

Weekends are not good for almost all of committee. Per most of committee said afternoon meetings are preferable or little later.

d.) Fire Station Overview – Brian Pike and Chief Kenworthy

Chief Kenworthy went over Twin Falls Fire Department – Station and Operation Summary on the televisions and in a handout.

TFFD Mission Statement – As the Professional Fire Firefighters of Twin Falls, we are dedicated to the continued excellence of life safety, fire suppression, education and community involvement. We affirm our loyalty to our members, our profession and to the citizens we serve.

TFFD Scope of Services –

- TF Fire is a municipal subdivision of the City of Twin Falls and delivers rescue, emergency medical services, fire suppression, and all hazards mitigation services.
- The department has a combined service area of around 68.5 square miles (18.5 miles in the City of Twin Falls and 50 square miles in the Rural Fire District)
- TFFD serves a population base of approximately 50,000 in the City of Twin Falls
- TFFD serves a population base of 5,000 – 10,000 in the Rural Fire District

TFFD Staffing – 1 Fire Chief, 3 Battalion Chiefs, 1 Fire Marshal-next fiscal year will add a part time fire inspector, 9 Captains, 12 Driver/Operators, 15 Firefighters, 1 Administrative Assistant. Currently looking at a possible grant to add more staff in 2019.

- **Committee Member Question** - LeRoy Harcourt asked how many firefighters/staff are stationed at each fire station and what's the work schedule is.
Schedule is called a 48/96. They live, eat, and sleep at the stations for a 48 hour period, then off for 96 hours. We have three total shifts. A, B, C that all work this exact shift schedule. I will go through presentation and explain who is staffed at each station throughout the rest of the presentation.

TFFD Stations –

- Station 1 – TFFD Headquarters Station
- Station 1 – Design, Station 1 Apparatus
- Station 2 – The Oldest Station in the Department
- Station 2 - Design, Station 2 Apparatus
- Station 3 – Responsible for the South End of Twin Falls and Fire District
- Station 3 – Design, Station 3 Apparatus
- Station 4 – ARFF Station – Servicing the Twin Falls Airport
- Station 4 – Design, Station 4 Apparatus

e.) Planning & Zoning Presentation – Jonathan Spendlove and Steve O'Connor

-Jonathan Spendlove went over the fire departments calls for service using the GSI system, he pulls the calls up on the television and shows how many calls and the specific areas/zones of each station for the TFFD in 2017 these are all arrived on scene calls.

-Keep in mind how long it takes them to get to certain areas. By moving stations/locations this can change minutes to a call. This can show the response time for the calls in 2 to 4 minute travel time.

-Future needs – What development needs are? (Growth)

-Planning and Zoning can help you with any information you may want to better help you understand, what the service area looks like, what the needs are.

-Year in a half ago the Fire District paid for a third party consultant to come in and do an analysis on our current fire locations and the service areas they provide. That report was positive. Look at map we have with our current stations, pretty good coverage, but the challenge is what does it look like 20 to 30 years from now? Or even 10 years from now? Why every minute counts. All our firefighters are EMT, and we are providing to our community (BLS) Basic Life Support we don't provide (ALS) Advance Life Support but the Magic Valley Paramedics do provide Advanced Life Support to our citizens.

-Nice to have planning and zoning involved for growth, they will help us get any information you feel you will need.

- **Committee Member Question** – Matt Morrison - Do we access Fire Impact Fees to new commercial/residential development are they encumbered/how do we use those fees? – Jonathan Spendlove said they are based on capital improvement projects that are put on a list, collect based on growth. There are some things on a list, not a fire station, but believes a Fire Truck is on that list. 100% based on growth. (All new Residential/Commercial building pays into that impact fee for fire, they pay that when they pick up permit.)
- **Committee Member Question** – Todd Rambur – Calls went up 300% this last year – Why did they change that so the Fire Department goes on every call? Chief Kenworthy wasn't here when the changes were made, but he certainly thinks it was the correct thing to do. We didn't do EMS before that, Magic Valley Paramedics & St. Luke's were the only ones to provide that service in the City and surrounding counties. Wants to have a tiered type response, get someone to the patient or someone in need as soon as possible, the human brain dies within 6 minutes and if we get a truck out within 90 seconds we can help save lives. Having fire stations located throughout your community like they are now, you have those resources there anyway 24/7 and can respond to people who are in need or in an emergency makes sense. They're on scene as fast as possible. BLS basic life support provides AED's in which we provide on all our trucks, airway management, and to get CPR started is most important. This falls within our Strategic Plan for a Healthy Secure Community, makes sense, and saves lives. He applauds the city for stepping up and making that move because he think it's the right business.

-Brian Pike – We've been responding to EMS calls for 20 years now. We always just sent the police department to these calls, but fire was not allow to go, but a year ago we decided to change that and have them go because an EMT can better serve our citizens or your potential family members.

-Another thing to think about these stations as an Emergency Management Point – a community rally point, we have resources that are there, we have assets that are there, and we have individuals there to assist in these events.

-Two pieces of property have been purchased – The Fire District years ago purchased land on CSI College of Southern Idaho campus with the idea of future site. City also has piece of land/property purchased at Hankins and Filer. We don't have a station in that area. If you decide that makes sense we have that space/land available. What that does for fire coverage. Proposed Station 5, and moving Station 2 to a different/better location. Is it feasible, does it make sense? If it does make sense? How does it makes sense? In the future what does it look like moving forward?

- **Committee Member Question** – Matt Morrison – Does Idaho State Law allow a big company like Chobani to build a Fire Station for you? – No
- **Committee Member Question** – Debbie Dane – Will we be able to see platted subdivisions? Jonathan Spendlove - We can certainly give you the platted lots we have, yes. Show you what is platted and recorded. Show you trend on where the houses are being built. If you need any information/data, etc. please let us know, we can get that data for you.

-Travis Rothweiler – Preference on schedule for what you will be working under. It's fast and I apologize for that. Idaho is a Dillon state, Dillon rule state code, and what we can do. When we can ask for bond measures before the citizens, there are two windows and time, primary

elections, and the November general elections. Only two times in which a local government can ask the citizens for a bond.

May of 2019 is the soonest we can move forward, but have an entire series of steps that need to take place before we can do that. We really need to have a decision and recommendation to the City Council before Christmas. Been a study and report that has a series of recommendations but this group is the group that has been selected by the council to take a look at the programming committee and the steering committee's recommendations and to validate them, or to modify them and it really is the guidance of this group brings is what the council will follow and go through with. Don't want to rush the process, it just gets a little more complicated as we move down and may find ourselves competing with other jurisdictions or other bond proposals that may go before the citizens of Twin Falls. So, when you are thinking about your schedule the more frequent you are able to meet and the sooner you are able to come to a recommendation the benefit is your work gets concluded sooner.

-Brian Pike – Important as we move forward that we are very proud of what the Fire Programming Team has done. We are going to bring you a final report. It talks about the technical needs, a programming document. The residential needs, what do you need to be more successful in your job? It's just a recommendation, not the final conclusion. But is a very practical, very conservative document, bare bones of what we need. Take into consideration of what we are doing as a community, we wanted to take what the men that do this job everyday need, and they were very modest, and very conservative, and very understanding. Been working on that process for about a year. We will walk you through that process, tell you how we reached the conclusions, and walk you through stations, let you look at them, chat with the staff, etc. Goal has always been to put those assets into play for our community that makes sense that we can be proud of and that will last.

-Chief Kenworthy – Looking at wrapping this up in 6 session's. Like two meetings a month. Danielle will shoot out a couple of invites and see what works. Programming, give you more background feedback on what we've learned to date, show you some modern fire stations, training facilities.

-Danielle - Wrote down dates that committee members are not available in the month of September – noted.

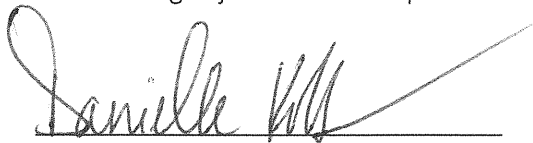
-Chief Kenworthy said to also be thinking about a chair person if someone would like to take on that responsibility.

4.) Upcoming Meeting(s)

- a.) Field trip through Twin Falls Fire Stations, Tuesday, September 25, 2018 @ 4:00 p.m.
- b.) Field trip to the Treasure Valley area to tour Boise Departments Fire Station 4, Training Facility, and presentation by Pivot North Architecture, Monday, October 8, 2018 @ 8:00 a.m.

5.) Adjournment

The meeting adjourned at 5:32 p.m.



Danielle Kolb, Administrative Assistant