



## **FIRE & RESCUE DISTRICT**

Commissioner	Jeff Ramey
Commissioner	Jeff Souza
Commissioner	Todd Bunderson
Fire District Administrator	Shelley Vaughan

### **NORTH ADA COUNTY FIRE & RESCUE DISTRICT COMMISSIONER MEETING**

**March 11, 2024 at 4:00 p.m.**

**Station 16  
5800 Glenwood**

### **Minutes**

North Ada County Fire & Rescue District Board of Commissioners did conduct a regular Commissioner Meeting at 4:00 p.m., Monday, March 11, 2024. The meeting was available in person and via teleconference. The meeting was conducted in compliance with the Idaho Open Meetings Law. The physical meeting site was the ADMINISTRATION OFFICE at Fire Station 16, located at 5800 Glenwood, Garden City, Idaho.

#### **Call To Order: 4:00 p.m.**

**Commissioner Roll Call: Commissioners Ramey, Souza and Bunderson were present.**

#### **\* Consideration to Approve Minutes dated February 12, 2023.**

Commissioner Ramey made motion to approve the Minutes dated February 12, 2024. Commissioner Bunderson second. No discussion. Roll Call Vote: Souza (yes), Ramey (yes), Bunderson (yes). Motion carried.

#### **\* Consideration to Approve the Check List dated March 11, 2024.**

Commissioner Souza asked DA Vaughan if there is anything remarkable included in the check list. DA Vaughan stated that the list contains a Q3 Joint Powers Agreement Payment to Eagle Fire District. Also, the check list contains the payment to SeaWest for the Scott Airpacks and Regulators. Commissioner Ramey made motion to approve the check list dated March 11, 2024. Commissioner Bunderson second. No further discussion. Roll Call Vote: Souza (yes), Ramey (yes), Bunderson (yes). Motion carried.

#### **\* Consideration to Approve Public Hearing Date for FY2025 Budget—August 12, 2024 Regular Commissioner Meeting To Follow**

DA Vaughan suggested that the Public Hearing Date to set the FY2025 Budget could be August 12, 2024 which is also the date for the regular Commissioner meeting. There was brief discussion regarding the availability of the District Valuation and a timeline for publishing/posting the budget. Commissioner Bunderson made motion to set the Public Hearing date for the FY2025 Budget on August 12, 2024, at 4:00 p.m. with the regular Commissioner Meeting to follow. Commissioner

Ramey second. No discussion. Roll Call Vote: Souza (yes), Ramey (yes), Bunderson (yes). Motion carried.

### **NACFR Update – District Administrator Shelley Vaughan**

**FY23 Audit** – The financial audit for the 2023 Fiscal Year has been completed. The Auditor will finalize and review the Audit prior to setting a date to present the findings.

**Neighborhood Meeting** – The new NACFR Capital Improvements Plan is ready for implementation. However, Garden City requires a formal Comprehensive Plan Amendment process in order to replace the old Capital Improvements Plan with the new one. The first step in the process of amending the Garden City Comprehensive Plan is to hold a Neighborhood Meeting. This meeting was completed on March 5<sup>th</sup>. Attorney William Gigray, Colin McAweeney with Tischler-Bise and Commissioner Jeff Souza were in attendance. DA Vaughan staffed the meeting. One member of the public did attend but did not have questions or comments. The next steps will be to submit a formal application to the Planning and Development department and formal documents to the Garden City Council. A Public Hearing will also be required towards the end of the amendment process. Attorney Gigray will be providing the documents for application and City Council approval.

### **Transparent Idaho – State Controller’s Office**

There are new annual reporting requirements due to “Transparent Idaho” legislation. Two webinars were recently attended:

- 1) An informational webinar about general changes in the reporting process
- 2) A Fire District Specific webinar

During the Fire District Specific webinar attendees expressed several concerns about the new reporting spreadsheet. Most of the concerns have to do with reporting wages for on-call personnel and part-time administrative staff. The webinar ended with the decision to assemble a working group dedicated to understanding and addressing the uniqueness surrounding the salary information.

### **Cyber Security Webinar – ICRMP**

ICRMP, NACFR’s Liability Insurance Provider, sponsored a recent webinar addressing Cyber Security. The webinar discussed A-I issues and several security issues that will be reviewed with the District I.T. Provider.

### **Boise Fire Department Update – Chief Romeo Gervais** **Chief Gervais did not attend the meeting.**

**New Business: None**

Commissioner Meeting  
03-11-2024

**\* Adjourn: 4:08**

Commissioner Bunderson made motion to adjourn. Commissioner Ramey second. No discussion. Roll Call  
Vote: Souza (yes), Bunderson (yes), Ramey (yes). Motion carried.

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**Date: April 8, 2024**

**Jeffrey Souza, Commissioner/Acting Chairman**

**\* Action Item**