

# S DFA Fire School Board Meeting

Aberdeen//Brown County – April 3-6, 2014

## Agenda

Call meeting to order @ 1.30PM CDT @ Civic Arena

Moment of silence for Paul

Additional Items for the agenda

Approve minutes of Board meeting @ Oacoma, January 25, 2014 and February 27, @ Rapid City

Approve treasurer's report –

Audit of past three years – needed additional info, for Ketel Thortensen

### OLD BUSINESS

1. Update on Treasurer
  - a. Instructor contracts
  - b. Bill paying
2. Newspaper discussion
  - a. Articles/advertising
  - b. Rates increase
3. Future Fire Schools
  - a. Locations – Huron, Pierre, Sioux Falls and Mitchell
4. Insurance benefit to Members
  - a. Premiums changes Zurich/Fischer Rounds
5. Membership Dues Increase
6. Website discussion
7. ABC Signup Program
8. Weblink – membership & event registration software
9. Evolution
10. Membership report
11. District Fire School
12. Scholarship program with Auxiliary & DOT's
13. NVFC report
14. Fallen Firefighters Memorial Service
15. Fall Board meeting with Pierre
16. Guide Book for 2015
17. Facebook page
18. Recognition for Hartmann & Vollmer
19. Coffin flag

### NEW BUSINESS

20. FDIC for 2015
21. Recruiting/promoting firefighters to come to state school
22. Meet with Pierre Fire Department 2015 fire school
23. Treasure position-?
24. Insurance rate changes
25. Settle up with Brown County
26. Other items
27. Pay expenses
28. Adjourn

# SDFa Fire School Board Meeting

Aberdeen//Brown County – April 3-6, 2014

Call meeting to order by President Gorton 2:00PM CDT at Old Central High School Aberdeen, SD

**Members present:** Denny Gorton, Glenn Sealey, Rick Gustad, LeRoy Koopman, Chad Baumgarten, Jack Diez, Duane Hofer, Charlie Kludt, Ron Hines, Craig Oberle and Deedra Gesinger

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Moment of silence for Paul Smith. RIP Paul we all miss you.

Motion by Hofer, 2<sup>nd</sup> by Gustad to approve minutes from January 25, 2014 at Oacoma and February 27 at Rapid City. MC

Motion by Gustad, 2<sup>nd</sup> by Kludt to approve treasure report. MC

Gorton is working with Ketel Thorsensen looking for invoices that were missing from the items that Smith submitted for the audit.

**ACTION ITEM:** Gorton looking for missing invoices

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## OLD BUSINESS:

1. Update on the treasurer information: Dakota Star FCU and Black Hills FCU accounts now have Koopman, Hofer, and Gorton's names on them. Kludt suggested we also add the vice president's name. We can get this done no problem. All the passwords have been changed and the accounts have been reconciled to date.

A. Instructor contracts- all contracts are accounted for.

B. Bill Paying- All bills are paid and up to date- ABC is paid up to April 2015. The credit card and the newspaper have been set up as an electronic payment. 1<sup>st</sup> payment has been made to Weblink for membership software set-up. Weblink membership software is paid at 40% for now as per contract.

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2. Newspaper – articles and advertising: Kludt will continue to work with Sanford and Avera on advertising. Email from Jeff Gargano about the Firefighter Newspaper rate increase; we are currently being charge \$5 and Jeff is proposing an increase of \$1. Motion by Hofer, 2<sup>nd</sup> by Oberle to increase the newspaper rate to \$6 per subscriber for a total of \$32,500 w/ a three year contract. MC The EMT's will be billed \$650 up from \$500.

Jeff will bill us \$7,800 per year at \$650 per month based on 1000 copies per month for the EMT's effective January 2015.

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3. Future fire school 2017, 2018, 2019: Peggy and Mackenzy from the Huron Chamber provided information on hosting a three year event in Huron. The Huron Chamber will provide \$4500 to offset the rental fee of the fairgrounds; they have 430 hotel rooms that have each agreed to give 10 rooms each at state rate of \$50. There would be enough classroom space with the fairgrounds and the campus center down the street and the fine arts center. Gorton has a concern with the number of motel rooms and off site classes.

Pierre location: Ramkota Inn would be available for May dates, if held in June we would be at the high school.

Koopman indicated that Sioux Falls/ Minnehaha County did not talk about 2017, 2018, 2019, as they are focused on 2016 right now.

Mitchell: Mitchell Technical Institution (MTI) hosts conventions in their facility all the time – they will let us use the facility at no cost other than the custodial cost and IT cost. The food is at cost plus 15%, we can

have alcohol there but they cannot purchase this, we would have to purchase. Mitchell has 1,180 motel rooms and camp grounds. The trade center alone has 18 class rooms.

Motion by Baumgarten 2<sup>nd</sup> by Oberle for SDFA to bid hosting state fire school June 8, 9, 10, 2017, June 7,8,9, 2018, and June 6, 7, 8, 2019 in Mitchell at the Vocational facility. MC

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**Recess at 4:45PM until- Friday at 8:30AM**

Resume Friday April 4<sup>th</sup> 8:40AM

4. Insurance: The Board met with Rob Loper, Provident Insurance Agent and Russ Hendrix, Fischer Rounds Agent. Rob and Russ explained that the SDFA Board currently has a policy with Zurich Insurance for its members. Departments that pay 100% membership, their firefighters of record, automatically receive a \$10,000 24/7 Accidental Death & Dismemberment (AD&D) policy. This policy pays for any accidental death but does not have to be fire related. The Zurich policy also pays for different types of loss, such as sight, hands, arms, etc. with differing amounts.

At the Fire Instructors Conference in January 2014, Director Rick Gustad and President Dennis Gorton met with Shane Lehrkamp of Fischer Rounds to discuss several proposals for changing the insurance provided to members. Provident Insurance has proposed an Accident & Health (A&H) policy with four different plans. This policy would provide coverage to those firefighters who departments are 100% members. The A&H provides coverage for injuries, illnesses, HIV, Bereavement, hearing, vision loss and depending on the plan chosen maybe some income protection benefits. The A&H policy would provide benefits for death and illness if these were related to a fire department activity. However, the A&H policy does not provide a 24/7 AD&D coverage. Gustad and Gorton asked Shane to also propose a policy that would have 24/7 AD&D.

Loper and Hendrix presented the A&H policy and four different plans. After much discussion the Board agreed to purchase Plan 1 of the Provident Accident & Health policy. This plan will provide \$10,000 for a covered injury, illness, HIV, dismemberment, vision impairment, disfigurement from burns, and other benefits. This policy does require that the injury must have been related to a fire department activity. The cost of this policy \$3.32/member based on a membership of 5415 for the year and with applicable discounts if both policies are purchased. The SDFA does not have to submit individual names each year and department firefighters who join during the year are covered.

The Board then discussed providing a 24/7 AD&D policy to cover those incidents where the death is not fire related. A number of the claims paid in the past have not been fire related. Loper and Hendrix presented a policy through Provident, underwritten by Axis, that would be a base amount of \$10,000 for \$8.77 per member with the same number of insured members. Fischer Rounds and Provident will provide for individuals who want to purchase additional AD&D insurance they will be able to. They will be able to purchase up to \$250,000 in \$50,000 increments at a rate to be determined.

No further action was taken at this time.

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**5. Membership dues increase: discussion**

The board will propose to the membership an increase in the dues from \$15 to \$25 per firefighter and an increase in the department only dues from \$50 to \$100. The individual membership/subscription will stay at \$25.

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**6. Website discussion:** Gorton and Gesinger will work on changes and updates. Some suggestions/ideas are drop the calendar, delete all references to past fire schools, archive all Belle info, memorial section needs good picture of flag, etc, link from Fire Marshal's office, past fire school group school photos.

**ACTION ITEM:** Gorton/Gesinger work on updates to the website

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**7. ABC sign up:** things are going well. Other organizations are also using it and they like it. There were no mail-in registrations but there were a few checks that were sent in. ABC has been very supportive. Only one issue – there needs to be a way to print one badge at a time – and they are working on that.

The discount code to allow departments that are 100% to receive the discount worked great with ABC.

Maybe we can do another survey through Survey Monkey, so be thinking of questions to ask. Gustad will gather a list of questions to put on the survey and work on this after fire school. Gustad and Gesinger will work together to learn each of the systems so there is a back up for each system.

**ACTION ITEM:** Gustad work on survey monkey.

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8. Weblink membership program: Gesinger is working with them and has given them all the information they need. She will continue to work with them until the system is developed.

**ACTION ITEM:** Gesinger work with Weblink until program is set up.

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9. Evolution report: no evolutions were held this year, at the decision of the evolution committee.

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10. Membership report: Gesinger will send out reports to district reps indicating departments that have not paid. Gesinger will put a thank you in the paper to all the departments that are 100% paid.

**ACTION ITEM:** Gesinger thank you in the paper.

**ACTION ITEM:** Gesinger send reports to reps.

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11. District Fire school: Last Fall District School in Parkston, they would like to ask for any additional district fire school money to offset some fees to move the trailer from Platt to Parkston. If there is any left over money Gustad would like to request it to cover the travel expense. This would be left over money from the un-spent July 2013 to July 2014 district fires school funds. Motion by Hofer, 2<sup>nd</sup> by Koopman to reimburse Parkston for the trucking of the smoke house, up to \$600. MC

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12. Scholarship applications: we had 17 apply this year. We need to make sure we get this application in the January newspaper. We need a written procedure and timelines for processing applications.

Gesinger will check into seeing if there is a website or place to put the scholarship application so that school counselors have access to this information.

Brady Lundan, scholarship recipient a year ago, was unable to start college due to military duty. Motion by Gustad, 2<sup>nd</sup> Baumgarten to pay Brady Lundan for his 2<sup>nd</sup> semester scholarship when we get his paperwork.

**ACTION ITEM:** Gesinger will see if there is a website to list the scholarship application on so schools will have access to it all the time, maybe check with some school counselors to see if there is a scholarship website to list it on.

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13. NVFC: Koopman gave update.

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14. Fallen Firefighter Memorial: October 5<sup>th</sup> 2:00PM CST we will add one name, Dale Englund from Stockholm. Hofer indicated we need to be thinking about how we can add onto our memorial.

Baumgarten will make contact with the pipes/drum and honor guard to see who can come to the memorial.

**ACTION ITEM:** Baumgarten make contact with pipes/drum and honor guard.

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15. Fall board meeting with Pierre Saturday October 4<sup>th</sup> 1:00PM CDT Pierre main fire station.

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16. Guide Book: no major changes for 2015. Gorton will meet with Auxiliary to gather their information and get it added.

**ACTION ITEM:** Gorton get updated information from Auxiliary and add to Guide Book.

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17. Face Book page: both the FMO and SDFSA website have the info and link to each page.

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18. Recognition plaque for Dale Hartmann and Reuban Vollmer will be presented on Saturday.

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19. Coffin flag: Koopman will check with (Chad Smith) indicated the Smith family would be interested in making this donation. Hofer has 3 cotton flags that he will donate to the association.

**ACTION ITEM:** Koopman check with Chad Smith about donation of coffin flag.

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**New Business:**

20. FDIC – Gorton has paid registration for 2015.

**ACTION ITEM:** Any board member interested in going let Gorton know.

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21. Gustad talked to the Fire Marshal's Office about recruiting/promoting any certified firefighters to come to state fire school. This individual would receive free registration and a gift certificate to spend in the vendor area. We will visit about this some more and put together some guidelines. We would reimburse the fire department for this individual rather than create a discount.

**ACTION ITEM:** Gustad will work with the FMO and set up some guidelines.

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Recess at 3:30PM

Resume 2:30 PM Saturday April 5, 2014

22. Meet with Pierre Fire Department- Ian Paul and Corey Hoffrogge; State fire School June 18-20, 2015  
Gorton will get the guide book updated and sent to Pierre.

Ron Hines will act as the contact for the board.

Any questions about evolutions will be directed to the evolution committee.

Discussion about parade, possibility of holding it in conjunction with Oahe Days parade starting at 6:00 or 6:30.

Question asked about changing the date of the Memorial Service from October to June during fire school? Discussion: Motion by Diez, 2<sup>nd</sup> by Sealey to keep the memorial service in October. MC

Fire school book: we let Pierre know the Association does their own book. If they want to do a book that is optional.

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23. Treasurer position; Discussion was held on filling the vacancy of the Treasurers position. Consultation with Charlie Walker Parliamentarian regarding any possible conflicts of interest. Motion made by Baumgarten 2<sup>nd</sup> by Hofer to offer Treasurer's duties to Denny Gorton with an annual salary of \$1,500. MC

Recess until Sunday April 6 @ 8:00AM

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Resume Sunday April 6, 8:00AM

24. Insurance rate changes: See item #4 for explanation of benefits; Motion by Gustad, 2<sup>nd</sup> by Baumgarten to start with the new Provident insurance AD&D 24/7 July 1, 2014 through December 31, 2014 and make the policy effective calendar year with a January 1 anniversary date. If they won't write the policy for 6 months we will go with an 18 month policy. MC

Motion by Oberle, 2<sup>nd</sup> by Baumgarten to discontinue with the Zurich AD&D coverage as of July 1, 2014. MC

Motion by Hines 2<sup>nd</sup> Gustad to start the new Provident insurance Plan 1 on January 1, 2015 MC

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25. Settle up with Brown County-  
Registered students- 461 students  
7 unpaid students, Brown County will collect those fees,  
We owe Brown County \$15,740.29. They owe SDFA \$1,945  
Motion by Baumgarten, 2<sup>nd</sup> Hines to pay Brown County \$15,740.29 to settle up. MC See attached  
settlement sheet.

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26. Other agenda items:

Food for thought - maybe the district reps can go into each classroom for 5min during their district schools  
and encourage everyone to come to the business meeting at state fire school, and explain to everyone  
what the business meetings are all about and that they are open to everyone.

Gustad estimated there are about 200 certified FF according to the Fire Marshal's office – we need to do  
a better job marketing ourselves. Gustad suggested that the Fire Marshal's Office let us know when there  
is a certified FF class starting and one of the reps attend one of these classes and tell them what our  
association is all about. Gesinger will contact the FMO and let them know they should contact her when  
they have a new class starting and Gesinger will follow-up with the reps in that area to let them know.  
**ACTION ITEM:** Gesinger contact FMO about certified FF course and when they have one coming up.

Gorton presented expense sheet from the Auxiliary – Auxiliary has a new president, Kathy Lempke.  
Motion by Kludt, 2<sup>nd</sup> by Hofer to give the Auxiliary the \$2000 budgeted amount. MC  
Gustad indicated that he could set up a registration on the ABC program to collect a registration fee for  
the Auxiliary.

We need to go look at the Mitchell campus fairly soon to get some ideas on the campus and classrooms.  
Gustad asked about having a sub group of 25 to help with fire school. We will look at putting this sub  
group together and bringing them to a fall meeting to go over the logistics of things. Gustad has agreed to  
be the contact for Mitchell Vo-Tech as he is the closest to Mitchell if he needs to run up there for anything.

Thank you LeRoy Koopman for your 31 years of service to the South Dakota Firefighters Association.  
Koopman will stay on as the NVFC rep. If someone wants to go with him to learn the process that would  
be great, this person does not need to be a board member. Koopman will come to the board meeting  
following Spring and Fall NVFC meeting to give an update.

Oberle mentioned he is thinking about turning in his resignation, he has 21 years of service. He has  
talked to Mark Stokes from Aberdeen Rural about filling out the remainder of his term. There will be an  
election at the June district school.

Kludt has a district school coming up the end of April and they will be having an election to fill the  
directors position for the state board.

Motion by Gustad, 2<sup>nd</sup> by Hines for Gesinger to purchase a new recording device.

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27. Motion by Kludt, 2<sup>nd</sup> by Sealey to pay bills. MC

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28. Motion by Koopman, 2<sup>nd</sup> by Oberle to adjourn 11:00AM CDT. MC

Recorded by Deedra Gesinger  
Reviewed by President Denny Gorton

Brown County State Fire School April 3-5 2014				
Dennis Gorton				
LeRoy Koopman	y	y	y	y
Glenn Sealey	y	y	y	y
Jack Diez	y	y	y	y
Duane Hofer	y	y	y	y
Ron Hines	y	y	y	y
Craig Oberle	y	y	y	y
Chad Baumgarten	y	y	y	y
Charlie Kludt	y	y	y	y
Rick Gustad	y	y	y	y
Deedra Gesinger				
	motion to pay trucking to Parkston for the smoke house	motion to pay Brown County \$15,740.29	pay Auxiliary the \$2000 budgeted amount	motion to pay bills for 2014 State Fire School