



Leadership Meeting Agenda

January 5, 2026

I. DISTRICT ITEMS

- Station Vehicle Numbering – With the change to NERIS from NFIRS we will be transitioning to Rigby Engine 1, Ririe Engine 2, Rescue 3, Rescue 4 as truck identifiers vs 161, 181, 153 or 143. Dispatch will be transitioning as Mike builds out the mobile dispatching software, that will take him some time and will be later down the road for dispatch.
- Importance of Reports – We know we harp on reports; however, it is important and here is why. Last week we were contacted by an attorney's office about deposing personnel from a call in 2020. Make sure your reports are accurate and paint a picture, this is to cover you and the agency.
- Year End Bonus Schedule – As discussed previously we took the idea to the Commissioners to replace the first call pay that was eliminated. Group consensus from the leadership personnel is they would like to continue a year-end bonus, with some clarification to the requirements. Per the Chief's there are 44 scheduled drills for the year, 50% is 22 drills. Personnel are being used across all stations as both fire and EMS personnel, all personnel should be attending one of each drill monthly.
 - The pay schedule used this year did not work for all the stations and personnel. Discussion in the group of ways we can change the policy to benefit everyone. The administrative staff will review the pay schedule and work on the requirements to fit better. More to come on what that looks like moving forward.
 - Discussion of a pay increase in lieu of year-end bonus. Some personnel were in favor; some additional discussion will need to be had. Pay increase would not be able to go to the Commissioners for review until next budget planning.
- Special Events Pay – We do not pay for personnel to participate in parades. If there are events with the church, group or friend they are PR not paid. If there are events that are requested through the office for a school, business or event in our district those events will be paid.
- Training Days – All training days will be Wednesdays, 1st and 3rd week will be EMS, 2nd and 4th week will be Fire. District Drill's will be in addition and will be planned for Saturday's when possible.
- Fuel Cards – We will be replacing the Sinclair Fuel cards in the trucks with Zion's Fleet cards. Zion's cards are for fuel at any gas station, they will require the odometer number and a driver ID. Every employee will have their own driver ID, watch your email for your ID information. The fuel cards can be used for fuel, oil changes, automotive needs i.e. filters, oil, windshield wipers. Nothing else.
- QRU Coverage – Firefighters CANNOT be the only personnel responding as QRU for EMS calls. You have to have a licensed provider responding for QRU to be able to provide care. Effective immediately, any personnel not licensed as an EMT is NOT to respond as QRU if they do not have an EMT partner. They



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can respond to assist IF the ambulance has been dispatched. NO firefighters are to be getting into the back of any ambulance for transport, they can drive the AB or ride providing no patient care.

- All personnel are approved to respond to CPR calls and provide basic CPR care, if you are not an EMT you CAN NOT provide care within the EMT certification or optional modules. If you have questions, follow up with your leadership.
- Nights and Weekend Schedules – Each station will be getting an outlook email address with the office 365 account. We are going to ask each station to add the training, nights and weekend schedule to the calendar and it will be shared with the Chief's. We need to know if coverage is scheduled for nights and weekends and be able to follow up with personnel and leadership when calls are not covered.
 - Discussion of personnel and coverage at stations and sharing or equaling out rosters between stations.
 - New Applications – Administration Staff will move people to the stations needing personnel. We will start assigning personnel where they are needed not necessarily where they “want” to run.
- Website Update – Training and Activities forms have been updated and removed from the website. Each station leadership will be emailed the new forms to save and use. Personnel will not be paid if a training roster is not attached and signed.
 - Leadership Meeting Minutes – Meeting minutes will not be on the website for all personnel to access and read.

II. STATION REPORTS

Station 1:

- Garage door still needs a small adjustment, will check with the garage door guy on the coax cable option.
- We are changing the batteries in the SCBA's but any other maintenance is being tagged for the staff.

Station 2:

- 7N Ranch and Mountain River Ranch addressing need addressed with Jefferson County and Dispatch. It is a mess responding to both locations and being able to find the incidents.
- Door locks are still working on both doors now. One lock doesn't work and one doesn't lock.
- 181 seatbelt alarm is going off again
- 182 – Air leak – Bob was going to check on it, can we follow up on that?

Station 3:

- Looking for a new scoop backboard – Take one from the hallway.
- Auto cribbing – We would like new cribbing; we will send you what we would like so we can work towards getting a quote.



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Station 4:

- Still looking for lights for 142... Chief is still trying to get information from Norm.

Full-time: Request for slim-jim for child lockouts. Jared will follow up on it.

TECH Team: Trainings will be on the 3rd Tuesday of the month

Training: Commissioner Whitmeyer has offered to help with Ladder truck training if that is something the district is interested in. The staff will follow up with him