



Leadership Meeting Agenda

November 10, 2025

I. DISTRICT ITEMS

- Responder of the Year – Discussion in the group about responder of the awards and some stations struggling with awarding the same people over the years. We will continue this year with tradition. However, we are looking into other ideas as some stations don't have enough personnel to award it each year and it's losing some of its true meaning. For the stations still working on their nomination we need names by the end of the week.
 - This year we ordered years of service challenge coins instead of pins.
- Drill Trainings – Moving forward, all stations are to conduct drills on Wednesday nights. Full-time personnel are expected to attend drill when on duty and rotate through each station.
- Discussion about updating dispatching protocols to start dispatching by Station number instead of city. Station 1 instead of Rigby Fire respond to ... When this gets completed, we will be identifying units by E1, Rescue 1. Brush truck call numbers will remain the same. It is going to take some time for the CAD to be updated, this change will most likely be the first of the year.
- Reports – Amanda has been to each station for training, thank you to each stations leadership for helping to get the trainings scheduled. Moving forward all report writing training will be conducted by Jared and Amanda as they are the ones dealing with the state for submittals and requirements.
 - Reports need to be completed within 24 hours of the call.
 - Fire Reports – We need more information in the reports.
 - Cause and origin need sections need to be marked as undetermined in the NFIRS; Joe will do an investigation report that will cover the cause and origin in his final investigation report.
 - Establish Command on scenes when you arrive and you are first on scene. Pass command to the appropriate personnel when they arrive on scene.
- EMS Calls – Pt care hand off and utilizing QRU personnel.
 - QRU are getting lazy in completing calls when the AB and Engine show up. QRU need to start giving a full patient pass over to the AB crew, just like we do with IFFD and the ER.
 - Qualified QRU personnel need to start getting in the back of the AB to ride and help with patient care or driving the AB. When QRU is on scene providing patient care, they should be getting in the AB to assist with transport, not just the first QRU personnel who climb in the ambulance. Qualified QRU personnel who can drive, need to drive the AB. E5 needs to stay in service for the next call.
 - E5 should not be chasing EMS calls if QRU are calling in and responding.
- Station Budgets – Each station has a \$5000 budget; this includes your \$1000 of moral money. So, you have \$4000 for station upgrades and wants/needs. Big



ticket items like extrication equipment, hoses on trucks, and everyday needs the district will cover.

- CFD Clothing – The Central Fire District logo is set, that is the logo we will be using on our uniforms. The District will order t-shirts and provide them to personnel. We will have hoodies at the station that we will be selling to personnel for cost. Job shirts, jackets, coats or beanies can be purchased at T-T Creation Station by personnel.
 - Please be mindful when wearing department uniform of actions and representation of the district.
- Dispatch Block Training
 - When clearing the scene, there is no need to advise back in station anymore. When you clear the scene, you are in-service and ready for the next call. Continue to advise dispatch if you are out of service for resupply, fuel etc, then advise when back in service.
 - If you have a jump bag in your vehicle, when you arrive on scene advise “Rigby QRU” on scene.
 - If you are going direct, advise “701 on scene stand by for pt update”
 - Duty Chief – Identify as the Duty Chief with your number. “Duty Chief 140” not just “Duty Chief” is on scene. With shift changes, it helps make sure everyone knows who the Duty Chief is without looking at the board.
 - Establish Command on incident scene. We are ending up with Fire, EMS and Law on scene all asking for the same thing at times and dispatch doesn’t have a direct contact for the event. Especially confusing when Madson or Roberts is on scene with us, and we are all asking for the same requests... i.e calling for life flight. It creates unnecessary confusion.

II. STATION REPORTS

Station 1:

161 has an intermittent Def service light that comes on and goes off.
161 air leaks until it reaches a certain pressure.
Garage doors are being worked on.

Station 2:

Nothing to report.

Station 3:

Nothing to report.

Station 4:

Thanks for the tires.
Still looking for the light bar for 142.



Full-time:

Chips in the windshield of E5.
Accountability tags need updated.

SCBA:

Make sure you are doing your maintenance. If there is anything major that needs addressed, please let us know so we can take care of it.

Training:

- Propane Class Nov 15 @ 0800 Station 1
- CPR Class Nov 17 @ 1900 Station 4
- 1403 Live Burn or training– House being donated. Currently going through the proper approval. Stay tuned for additional information.