

Park City Fire Service District
Administrative Control Board - Regular Public Meeting Minutes
Park City Fire District Headquarters
April 6, 2011

Called to order by Commissioner Bacon at 6:30 p.m.

Commissioners Present: Commissioner Jim Bacon, Commissioner Robbie Beck, Commissioner Michael Howard, and Commissioner Liza Simpson.

Fire District Personnel Present: Chief Paul Hewitt, AC Frank Heumann, AC Bob Zanetti, BC Bob Evans, Captain Shawn Winder, Chaz Ray, Patti Berry, Traci Madson, and Bill Pyper.

Public Present:

I. Approval of Previous Meeting Minutes: Commissioner Bacon called for a motion to approve the minutes of March 16, 2011, moved by Commissioner Beck, seconded by Commissioner Howard, passed by all.

II. Public Input: None.

III. Commission Reports:

A. Correspondence:

B. Financials: All of the bills have been reviewed and signed.

C. Other: Commissioner Simpson reported that there is a nice thank-you letter in the Park Record related to the recent accident on Hwy 224 and the extrication.

IV. Old Business:

A. None.

V. New Business:

A. Chief Hewitt recommended that the Fire District hold a test for seven firefighter positions. Commissioner Bacon supported the Fire District in beginning the recruitment process. Commissioner Simpson agreed this would be timely since there are two upcoming retirements. Commissioner Bacon reported that exact numbers can be discussed later. The seventh position is not within the current allocation so that will have to be reviewed.

B. Commissioner Bacon supported the Fire District in proceeding with offering a Fire Ops 101 class for elected officials. Commissioner Simpson suggested expanding the invitation pool beyond just elected officials; she also gave several recommendations as to who might benefit from the class. Commissioner Simpson also recommended contacting some department heads to see if they have ideas as to who they might want to send through the class. Chief Hewitt asked Captain Winder to start making some invites to see who would be interested. Commissioner Simpson also reported that some of the City officials may be burned out in June since they will be working

on and adopting their budget around that same time. Commissioner Beck moved to go ahead with the class, seconded by Commissioner Simpson, passed by all.

VI. Staff Reports and Input:

- A. Chief Hewitt reported that Station #33 has been torn down. BC Evans reported that some of the material from the station will be used for future confined space rescue training. Chief Evans also reported that the materials will be located behind the administration building and will be away from public view.
- B. AC Zanetti reported on National Dispatch Week. The Fire District will send the crews over with something for Dispatch to show our appreciation.
- C. AC Zanetti reported that tomorrow morning at 7:30 at Park City Medical Center there will be a quarterly awards breakfast honoring a crew on a recent cardiac arrest patient who survived, thanks to a bystander who started CPR prior to the crews arriving. The bystander will also be there for recognition.
- D. AC Heumann reported that he has been drafting a renewal EMS interlocal agreement with Summit County.
- E. Commissioner Bacon asked if there is any concern about flooding. Chief Hewitt reported that there would probably be a Public Service Announcement sent out; BC Evans reported that he would put something together. BC Evans also reported that the City would be sponsoring an exercise on April 19th to prepare for flooding and that they would also place a Public Service Announcement. AC Zanetti reported that the Fire District would work on stockpiling sandbags somewhere.
- F. Commissioner Beck acknowledged the Public Service Announcement the Fire District put out recently on high altitude sickness following Commissioner Simpson's suggestion.
- G. Chief Hewitt reported that he would be working on an introductory video and script that will be put on the web site.

VII. Other: Commissioner Simpson reported on Park City's upcoming leadership program; she would like to see some Fire District members participate in the summer leadership tour.

VIII. Adjournment: With no further business to come before the board, Commissioner Bacon called for a motion to adjourn, moved by Commissioner Howard, adjourned at 6:50 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held May 4, 2011, beginning at 6:30 p.m. at the Park City Fire District Administration Building, located at 736 Bitner Road, Park City, UT.

Approved: _____

Date: _____

Prepared by: Traci Madson