

DIXON VOLUNTEER FIRE DEPARTMENT MONTHLY TEAM MEETING 8/07/2024

Meeting held at Station 1 and Microsoft Teams. Called to order at 19:07

Members Present: Steve Jenison, Adam Mackie, Eloise Martinez, Ron Monsour, Wayne Archuleta, Aaron Greenwald, Mick Oram, Liz Riedel, Peter Schwathe, Don Ticknor, Frances Griego, Tom Minnich, Quinn Nichols, Jessie Nichols, Larry Gonzales, Brianna Lucero

August 2024 agenda approved. July 2024 minutes approved.

Quinn Nichols (EMS Member) & Brianna Lucero (Cadet) were unanimously voted as new member of the DVFD. They recited the oath required to become members. Quinn can respond to calls in his EMS capacity. Quinn is not allowed to drive apparatus until age 18. Brianna will serve as a cadet member.

Steve will meet with Diahann Jacquez, with Rio Arriba County Finance Director, and get an update on our current budget.

Our budget for Fire last fiscal year had a rollover of 33,000.00. Our fiscal year 2025 allocation from the state fire fund will be loaded into our budget. We have an appropriation of \$145,483.00, but, \$13,503.00 is a payment on our NFPA loan for the purchase of Tender 2. So our actual amount that will be loaded into our fire budget will be 131,980.00 with rollover amount of \$164,000.00 in the Fire Fund.

A letter will be written to request the \$33,000.00 from last fiscal year be rolled over. This letter will be sent out before the end of the month.

The EMS budget is a little less clear. Steve was sure he had spent down the entire budget, but apparently all items ordered have not posted to the budget properly. August 31st our allocation from the EMS Bureau will be loaded in the amount of \$48,000.00. Monies left from previous fiscal year do not carry over in EMS funds.

Other funds that will hit our budget on August 31, is the \$210,010.00 that was allocated for the purchase of a new ambulance. Rio Arriba County has already agreed to a 25% match, which brings the total to \$262,500.00. This purchase will have to go out to bid (RFP) due the large amount of money being spent.

Peter asked about purchasing a Lucas for the new ambulance. This will be discussed at a later date.

Aaron asked if money from the fire fund can be transferred to aid in the purchase of a new ambulance. State Fire Marshall stated this is not allowed.

The New Mexico State Fire Marshals Office has grant money once again available to apply for. The deadline for application is August 31, 2024. Steve will be applying for some of this money to add an additional bay to house unit 242 and to also frame in an area for bunk rooms.

Officer Reports

Rescue Chief – Amanda Sena (Steve Jenison reported)

8 - EMS calls in July 2024. Our running total for 12 calendar months is 156 calls. Our running total usually is between 150 and 160. We have completed the EMS agency recertification.

Tom and Steve participated in the Rio Arriba Youth Rodeo on August 4, 2024. Tom mentioned how grateful we are to Adam Mackie in regards to monthly maintenance. In working with others apparatus he noticed how clean and organized our apparatus is compared to districts.

Fire Marshal Report – Ron Monsour

3 - Fire calls in July 2024. One fire was an outside burn that spread to a dead willow tree. Aaron stated that to be aware not only 360 all around but up and down. He did not notice the fire in the tree until Alex came on scene and noticed the tree was on fire. The second fire was visible smoke which was a mutual aid Rio Grande Bosque fire in Alcalde. The last call was mutual aid for Rio Grande for traffic control of a MVC.

Adam stated the first fire was a fire in front of a residence that was approximately 10 ft. from a propane tank and within 15 to 20 ft. from the house. This could have been a very serious fire. Adam stated that when going to respond in brush one the battery was dead because it was not plugged in. Adam stated please make sure apparatus is plugged in.

Steve stated we do not know when our next ISO inspection will be and he would like to have a complete set of updated pre-plans. Ron stated we need the pre-plans for the Rafting Company and has not been able to connect with Matt. Pre-plans are needed for Sugars, the Mission Building, and all four churches. Ron will work on it and meet with Steve.

Deputy Chief/Safety Officer – Adam Mackie

Adam reiterated the necessity for monthly maintenance and how important it is to keep all apparatus in safe and good running condition with an accurate paper trail. This also includes equipment such as radios for communications which are very important. The importance of training so that we know how things work before we arrive at an emergency call

Scheduled Training:

- August 11, 2024 – All members are invited to train on Engine 3 and learn how the water pump works. We will also train on driving big rigs on this day.
- August 14, 2024 - 6:30 PM Maintenance of tools and apparatus.
- August 24, 2024 – Monthly Training – Saturday, Picuris Fire & Rescue Games – Mini Olympics all day. Steve asked that if you are interested in participating let him know ASAP so he can get a team together. There is a \$100.00 fee to participate in this event.
- August 26, 2024 - 6:30 PM Practical and new recruit training. Notify Adam if you need some one-on-one training.

Engine 3 is getting close to being ready for fire operations. We will fill Engine 3 with water, which only holds 300 gallons of water, and do a test run on Sunday. Engine 3, has a 1 ¾ and 2 ½ inch hose so that runs at 100 to 200 gallons per minute. It is important to think about what and where is my water supply when using this apparatus.

Adam stated that we might think about adding a winch to Engine 3 with our fire funds.

Adam asked if anyone has any specific needs please let him know he will place an order. He has ordered boots for some new members. He has ordered structure gloves.

Adam ordered a new special foam nozzle since the last one had been lost and then found the lost one so now we have two new special foam nozzles. He ordered a 5 small aerating nozzle which will fit on the cartridge foam guns.

Mick is working on mounting the radio into Engine 3. Engine 3 has air bags in areas where the radio is usually mounted so he will have to improvise with a magnet mounted antenna on the roof. The radio should be operations by the training day on Sunday. Steve stated we are required by the Fire Marshal's office to have a hand held on each apparatus.

Chief Report – Steven Jenison

There is a new Deputy Fire Chief, Zachary Enriquez, who started on Monday. He started at Espanola fire and has had various jobs in and out of state and has come back to work in Espanola. Mr. Enriquez will be primarily in charge of the EMS aspects of the office. This will be good for our department. Steve is hoping a review and update of medical protocols will be written, which are badly out of date and hoping there will be more interest in the EMS aspect of emergency operations in future.

The 4th of July was a big success and we broke even in terms of money. The 4th Annual Aaron Griego Cadet Program was a great success with a total of 14 cadets. \$3,500.00 will be paid out of grant money from the NM Association of Counties. The total amount spent was approximately \$3,900.00 with our cost being about \$400.00.

Steve has ordered t-shirts for the Cadets and they should be in by the end of the month. Wayne will distribute the t-shirts to the cadets once they come in.

Steve stated now that the Embudo Station has been sold, he and Mick think it would be a good idea to get a repeater out there. This would assist all First Responders in the canyon. Mick says negotiations are going much faster now and will continue to work on this project.

Steve stated that Manuel Joseph with the Chamita Fire Dept. is putting together an EMT-Basic class at the Chamita Fire Department. Garrett Martinez will probably be the instructor. Dates are pending, possibly starting late September through the second week in January. Steve will assist in some skills training.

Mick asked about CPR training, that he will be expiring soon. Steve stated September might be a good month to set up CPR training.

Peter is still in the process of working on upgrading the fitness center. He will work toward getting some pricing to submit to Steve for approval.

Steve received an email from Kyle Thornton of the EMS Bureau in regards to Image Trend Elite the system used to report EMS calls is undergoing an upgrade to make it more compliant with NEMSIS which all EMS systems are required to report certain things into NEMSIS. Steve will give us an update once it's been installed as NEMSIS 3.5.

Steve stated we will be entering all fire and EMS reports into First Due which generates a report that can be directly uploaded NFIRS. It also allows us to better track all the calls we respond to. Steve would like us to uniformly enter into Image Trend Elite and First Due to make the call number the CAD Number which is the universal number which is the dispatch number. Steve stated we will no longer need to do a paper report on any incidents. Incidents can be entered in Image Trend Elite or First Due. First Due has the ability to also keep track of training and inventory.

Eloise will keep a paper trail for a couple of months. If Rio Arriba fully commits to First Due we can eliminate the paper reports.

Another option would be our department can possibly pay the First Due fee as an independent fire department depending on cost. We will also have to decide if ever to quit EDispatch. This will be discussed at a later date.

Meeting adjourned at 20:17