

South Dakota Firefighters Assn. Winter Board Meeting  
Mitchell, SD  
January 27, 2018

Call meeting to order @ 8:00 am at Days Inn, Mitchell by President Charlie Kludt. Board members present: Charlie Kludt, Don Ward, Dennis Gorton, Jack Dietz, Rick Gustad, Dave Jorgenson, Ron Hines, Mark Stoks, Chad Baumgarten. Absent: BH District Rep.

Moment of Silence was observed for all firefighters and military.

Pledge of allegiance was recited.

Motion to approval the agenda by Diez, seconded by Stoks. Carried.

Motion to approve minutes of Board meeting at Pierre, Sept/Oct 2017 by Jorgenson, seconded by Baumgarten. Carried.

Treasurer's Report – Gorton handed the Board several financial reports. Reports are attached to these minutes. Gorton said that the 2018 membership drive is moving forward, with second dues notice to be sent out about Feb. 1. Motion by Gustad to approve, seconded by Hines. Carried.

- Financial reports – attached at end of minutes

Secretary's Report – Gorton said that he has sent updated Membership and Board minutes to Grapevine Design of all the meetings. He expects Brenda will have all the updates completed in the next week. Gorton presented the Board with his recap of hours worked for 2017 for both the Treasurer and Secretary position. It showed a total of 427.5 hours for secretary and 192.0 hours for treasurer. Gorton explained this isn't an exact accounting but very close as he keeps the hours on a daily/monthly basis. Motion by Baumgarten to approve the report, second Hines. Carried.

District Directors Report - What happened/is happening in your district?

Black Hills – there is no current representative from the Black Hills District with the resignation of Damon Hartmann who accepted a position with the SD Fire Marshal's office. Don Ward reported on the District fire school held last fall which was a CAFS class with a house burn. The Mid-Winter muster flyer does not advertise the Black Hills Fire District meeting and/or school.

Northwest – Chad Baumgarten updated the Board saying there is not much going on yet.

Northeast - Mark Stoks updated the Board saying there is not a lot going on; planning on a spring fire school, with no date set at this time.

Southeast – Dave Jorgenson updated the Board on the following in his district: Spring district fire school in Brookings, April 14. There will be three classes in a round table type where you rotate through different classes. Viborg will host the fall district fire school. EMR class in Renner.

Central – Ron Hines updated the Board on the following in his district: Ron said May 5 & 6 spring fire school plan on having the Platte live fire burn. They planned on several classes with two 8-hour

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classes and two 4-hour classes. Ron said he is up for election this year 2018, and the election will be at the spring fire school. The Central District term will then run from July 1, 2018 to June 30, 2021.

South-Central – Rick Gustad updated the Board saying there is not a lot going on. Parkston is building a new fire station and hopefully going to host the spring school.

Badlands – Jack Diez updated the Board on the following in his district: Jack said there are a couple certification classes going on. Fall district school will be in Murdoc. Not much else going on. Jack said he is continuing to follow the Wamblee fire department. Ryan Husman is now the acting fire chief in Presho.

Gorton noted to the districts that the state radio techs are available to put on a 4-hour class, and to remind fire departments to check radio's if they haven't been used in a long time.

**Business:**

1. Membership report- Gorton reported on:
  - a. Current numbers /members we have 4301 paid members from 168 fire departments and 30 Department Only membership for a total membership of \$110,665 to date. Approximately at this time in 2017 we had a total of \$122,465 total, 4740 paid members from 137 departments and 36 Department Only members.
  - b. Thank you list of those fire departments who have supported the Association by paying either their 100% or Department only dues would be put in an upcoming paper. Gorton said with a second dues letter most likely in the May/June paper would be better as dues will continue to come in.
  - c. Gorton and Kludt will draft and mail a THANK YOU letter to all the vendors/companies who advertised in the newspaper in 2017. We have a spreadsheet of those vendors from Jeff at the paper.
    - a) **Action Required: Gorton and Kludt will create and mail thank you letter.**
  - d. Software – Gorton explained he is still looking at other membership computer software. The WebLink software is so time consuming. Example you must click SAVE 23 different times when you add one new firefighters name. It was discussed if our ABCSignup registration software has considered developing a membership software.
    - a) **Action Required: Gorton will continue to review other membership software.**
    - b) **Action Required: Gustad will contact ABCSignup to see if they have developed a membership software based on current software. ABC has purchased or consolidating with several other companies.**
2. Black Hills Representative – President Kludt has received two nominations for appointment to the Board. This position will serve until June 30, 2019. The Black Hills Fire District will have to elect their representative at their fall 2018 fire school and/or meeting. Kludt said he has talked to two candidates about this open position. Kludt has contacted the BH Fire District and asked them to recommend one (1) name to fill this position and he will make that appointment from that recommendation.

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- a. **Action Required: Kludt will contact BH District and notify them to send him one (1) name as their recommendation.**
  - b. **Action Required: Contact Grapevine and change Shannon County to Oglala Lakota county on the webpage.**
3. Executive session for review of administrative position. Motion by Gustad to go into executive session for discussion of personnel, seconded by Stoks. Carried. Kludt declared out of executive session with no action to be taken. The Board said that if there are certain items that Gorton feels one of the Board members would have expertise, then contact that Board member for assistance.
- a) **Action Required: None at this time.**

Board recessed from 9.45 AM to 10.10 AM.

4. Honorary Lifetime Membership considerations: The Board has received a nomination for lifetime membership. The nomination is for Duane Hofer, North Haines VFD, Rapid City, SD. The Board has received several letters of recommendation and discussed what Mr. Hofer has done for local, regional and state firefighters.
- a. Motion by Gorton to bestow Duane Hofer, North Haines VFD, Rapid City, SD as a Lifetime Member of the South Dakota Firefighters Assn., seconded by Ward. Carried.
  - b. It was agreed that the Board will prepare a plaque with picture of memorial and/or the gold membership card
    - a) **Action Required: Stoks will work with a vendor to create the plaque.**
5. High School Scholarship – The deadline date will be March 17, 2018. The Board will keep the same time frame for awarding to have in the May newspaper and to present the selectees at Fire School.
- a. The selection committee will be the Vice-president, Past President, President of the Auxiliary and LeRoy Koopman for DOT's.
  - b. The Board discussed should there be a standard deadline for each year, same month/day rather than changing it each year.
  - c. **Action Required: The selection committee will review applications.**
  - d. **Action Required: Gorton will receive applications and send to committee.**
6. Insurance Policies – various policies and coverages; blanket/umbrella; General discussion on the various policies the Board has. It was noted that the general liability, crime renewal and others will be coming up.
- a. **Action Required: None at this time.**
7. Legislation for 2018
- e. Facetime with legislators and/or those running for office.
  - f. Discuss statewide, self-funded volunteer emergency services retirement system. The first part of this would be to meet with the SD Retirement System and get them to agree to management the funds.
  - g. License plates – Kludt has contacted the Dept of Revenue about what could be done for retired firefighters.

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8. NVFC – Kludt updated the Board on the various activities and the programs which the NVFC has been working on. Kludt said there are many legislators and others who come to the NVFC to explain and request information on many different pieces of legislation. Kludt reminded the Board that since the SDFFA is a Member then all Board and others can have membership for only \$15 each.
  - a. Motion by Stoks to send SDFFA representatives, Kludt and Koopman, to the 2018 April and September NVFC meeting, seconded by Diez. Motion carried.
  - b. Upcoming meeting date/locations:
    - a) April 19-21, 2018 at Alexandria, VA
    - b) September 19-21, 2018 at Bismarck, ND
    - c) April 25-27, 2019 at Alexandria, VA
    - d) Fall of 2019 at Columbia County, Augusta, GA
  - c. 2020 – Investigate possibility of South Dakota Fall 2020 (Rapid City) Kludt will do some checking about the requirements, rules, time line, etc. and report back to the Board. The costs for the local host is the question.
    - a) **Action Required: Kludt and Koopman will make travel arrangements to attend NVFC meetings.**
    - b) **Action Required: Kludt will continue to work with NVFC and visit with Nebraska about the cost and other information for hosting a conference.**
9. FDIC- April 23-28, 2018 – Gorton reported that the Association has already paid for one registration and they have one room reserved at the Omni Hotel. If we cancel either we be charged approximately \$50 for either one. However, we can substitute a name for the registration for motel rather than just drop. The Board had proposed to pay for a State Fire Marshal person to attend, however they cannot go as it would be considered a conflict of interest. There was much discussion by the Board as to the actual value that the SDFFA receives from sending a person. It was noted that there are several national conferences that we could be attending. It was also noted that we could attend Nebraska, Iowa, North Dakota, Wyoming, Minnesota fire schools and contact instructors and others to come to our fire school. Motion by Gustad to cancel/change the SDFFA registration and not send anyone this year, seconded by Ward. Carried.
  - a. **Action Required: Gorton will talk to North Haines about transferring the registration to them and the motel room.**
10. South Dakota Fallen Firefighters Memorial Service September 30, 2018 at 2:00 pm CDT. Memorial Site/Visitor Center. The name of Donald Fred “Donny” Manger, Presho VFD, date of death October 14, 2017 will be added. There was discussion about seeing if they can add an outdoor outlet at the shrub or in that area. Getting the shrub trimmed was also discussed. Discussion of having a public-address system or finding a podium with a built-in speaker. Motion by Gustad to spend up to \$500 for the purchase of a speaker system with speakers and portable mic’s, seconded by Hines. Roll call: all voted in favor.
  - a. **Action Required: Gorton will contact Capital Monuments in Pierre will be contacted to engrave the memorial with Manger’s name, department and date of death.**

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- b. **Action Required: Gorton will contact Capitol Grounds about the possibility of adding the electrical outlet.**
  - c. **Action Required: Gorton will contact Capitol Grounds about having the shrub trimmed before Memorial.**
  - d. **Action Required: Ward will pursue a public-address system and/or podium with built in speakers.**
  - e. **Action Required: Baumgarten will be in charge of contacting the Honor Guards and Pipes and Drums**
  - f. **Action Required: Gorton will contact Capitol Grounds to reserve both the Memorial and Visitors Center and the Capitol Rotunda for the 2018 Service. Request to have 2 chair carts at the Visitors Center.**
  - g. **Action Required: Ward will check into the purchase of a speaker system.**
11. National Fallen Firefighter Memorial will be October 6 & 7, 2018 at Emmitsburg, MD. The Board discussed if a Board member will be attending. Diez said he was planning on attending the Memorial.
- a. **Action Required: Ward moved with Stoks second to send Jack Dietz to the National Fallen Firefighters Memorial as the representative from the SDFA. All Board members voted in favor. Carried.**
    - a) **Action Required: Jack will make his reservations, etc.**
12. States Networking – October 2018 - Des Moines, IA, (Don Ward) updated the Board on the recent meeting. Don had info from Minnesota who have, cancer benefits, a VISA credit card with the State Association logo on it, half of the fireworks sales tax goes to the fire departments. Nebraska hired a secretary for their association to handle webpage, formed a CARE program for suicide prevention. Missouri had several line of duty deaths that have questioned who is the final responsibly party. Wisconsin has a retirement program. One state has a \$5 additional fee on their firefighter license plates. Iowa has a firefighter app that keeps track of which companies are giving discounts for almost any purchase.
- a. **Action Required: Gorton will contact Willard about adding a “surcharge” to only firefighter plates.**
13. Media –
- a. Newspaper
  - b. Website updates / upgrades
    - a) **Action Required: Update scholarship application – Done**
    - b)
14. Statewide reports:
- a) Public Safety Communications Council
    - 1. First Net has contacted Kludt about an article and/or presentation at fire school or in the paper. It was noted that they need to pay for any thing in the paper and if they want to sponsor a lunch at fire school that would be great.
  - b) Joint Council of Fire Service Organizations: legislation update.

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- c) Fire Chiefs, held in deadwood in December good attendance with approximately 125 attendees, good networking, good class presentation. The L.A.S.T. team has discussed where they could have a place for donations and/or expenses.
- d) Instructors met in January, not a lot of new items. The instructors board had said they would be willing to contribute a monthly quick idea training tip for the newspaper.
- e) Fire Marshal's Advisory Board Gustad said he didn't have anything at this time, with a conference call next week. The Board has been filled after a couple of vacancies.

Recessed for lunch at 12.30 PM. Reconvened at 12.30 PM

15. State Fire School 2017;

- a. Finalize class listing (Update from Mike E)
- b. Registration open date April 1, 2018, with a deadline of March 15 for info so it can be put in the April newspaper.
- c. Other items –
  - c.1 – Gustad contacted Mitchell FD about any feedback on the school from the city level. They have limited personnel resources but would do what they can to help.
  - c.2 – April meeting date – Saturday, April 7, 2018 at MTI.
  - c.3 – Arrival date for setup, final checks Tuesday, June 5 as travel day.  
Wednesday June 6, 8 AM start at MTI.
  - c.4 - communications;
  - c.5 – tools/equipment; ladders,
  - c.6 – apparatus; 5 pumpers, 1 brush trk, air trailer;
  - c.7 – workers, again anyone can help.  
Registration will be handled by either the Auxiliary and/or Board  
Local volunteer helpers would work better at helping at breaks and lunch serving.
  - c.8 – Vendor show; Auxiliary will handle again, they had 32 vendors last year. limited number of premium spots. They will keep the prices the same as last year. Display time will be Thursday PM and evening, Friday until like 5 PM.
  - c.9 – Memorabilia, auxiliary will be selling T-shirts, coins, and other items.
  - c.10 – Signage/posters/arrows, Stoks will work on signs and if we get info to him for room numbers, etc. he will print then saving everyone costs.
  - c.11 – Sanitation; Hines will contact Niedman, need more trash cans,
  - c.12 - Utility vehicles, Jorgenson will take care of this. Need several vehicles.
  - c.13 – food, SD Pipeline is still considering,
- d. Finalize Schedule – it was planned to do the social on Thursday from 5-7 PM.
- e. Homeland Security Grant & Final registration
- f. Pre-registration: a pre-registration deadline of May 15, the fee will be if register before then the fee will be

16. Tax Exempt status – The Board discussed applying for various grants and/or donations. Most of these require the organization to be a IRS 501 c 3 approved. There are positive and negative aspects of obtaining this status.

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**a) Action Required: Gustad will check into what would be required and the possibilities of becoming a 501 c 3 tax exempt organization.**

17. Fire School motel rooms: Gorton asked the Board what motel they wanted to stay at for fire school: The cost for Hampton Inn, Comfort Inn are approximately \$30/night higher than the Days Inn.
- a. **Action Required: Gorton will contact the Kelly's Inn and Holiday Inn Express for rooms costs for fire school.**
  - b. **Action Required: Gorton has contacted the Comfort Inn, Days Inn and Hampton Inn to reserve instructors and/or Board room. The Auxiliary has asked to be included when rooms are booked, and they will pay for their rooms.**
18. Final comments – Kludt asked Board members if they had any final comments. None made.
19. Pay expenses, Motion by Diez to pay expenses for meeting, seconded by Jorgenson. Roll Call: Yes; Ward, Gorton, Gustad, Baumgarten, Jorgenson, Stoks, Dietz, Hines. Carried.
20. Motion by Jorgenson to adjourn Board meeting, seconded by Hines at 4.45 PM. Carried.

Respectfully submitted

Dennis Gorton, Secretary.

## **BUSINESS**

1. Membership report
2. Black Hills Representative
3. Annual review of administrative positions – Executive Session: (SDCL 1-25-2.1)
4. Honorary Lifetime Membership
5. High School Scholarship program
6. Insurance policies
7. Legislation for 2018
8. NVFC
9. FDIC 2018, Indianapolis
10. State Fallen Firefighters Memorial
11. National Fallen Firefighter Memorial
12. States Networking – Des Moines, IA,
13. Media
14. Statewide committee reports
15. Fire School Planning – 2018 - Mitchell
16. Pay expenses
- Next meeting