CASCADE RURAL FIRE PROTECTION DISTRICT
COMMISSIONER'S MEETING MINUTES
September 10, 2026

Larry Scarborough called the commissioner's meeting of the Cascade Rural Fire Protection District to order at 5:28 p.m. at the 109 East Pine Street Fire Station.

The following Cascade Rural Fire Protection District officials were present: Commissioner Larry Scarborough, Commissioner LaDawn Saxton, Commissioner Mike Arnold, Fire Chief Steven Hull, Deputy Chief Keri Sayers, and Secretary / Treasurer Pam DeChambeau.

Larry Scarborough moved to approve the agenda, and LaDawn Saxton seconded the motion. Motion carried.

Mike Arnold moved to approve the minutes of the August 13, 2026 regular Commissioner's meeting and the August 27, 2026 special Commissioner's meeting as presented, and LaDawn Saxton seconded the motion. Motion carried.

Larry Scarborough moved to accept the Treasurer's Report and authorize payment of the monthly bills, and LaDawn Saxton seconded the motion. Motion carried.

Steven Hull reported on the completion of the addition of the two bedrooms at the 109 East Pine Street Fire Station. Reported on the improvements to the parking lot completed.

Keri Sayers confirmed the current revision of the Holiday Pay policy sent out was received for the change to pay Holiday Pay to the full-time shift employees who work the holiday.

Steven Hull reported 37 incidents in August 2026, compared with an average of 46. Reported 312 incidents year-to-date compared to 260 incidents last year at this time. Reported the new volunteer employees Captain Gavin Courtney is managing is definitely an asset to the Department. Reported on the carbon monoxide monitoring device failing on the self-contained breathing apparatus compressor and having to upgrade to a new system. Reported on McCall Fire Protection District Captain Ryan Garber completing driveway inspections for driveways over 150 feet in length and on developing Residential Driveway and Private Road Access Standard documents for builders and the public, and on developing a Valley County Fire District's Fire Prevention web page that can be linked from the McCall Fire Protection District website.

Keri Sayers reported on working on a new Driving Policy for Emergency Vehicle Operations for the Standard Operating Guidelines. Reported on resources for the policy from Volunteer Firemen's Insurance Services. Reported on reviewing the policy about responding to an incident in a personal vehicle and on the plan to certify an in-house driver instructor and to develop a driving course program. Reported Simulation In Motion out of Montana will be at St. Luke's McCall Medical Center next week and staff will attend simulations and collaborative training with St. Luke's McCall Medical Center and the other agencies in the area on difficult airway and obstetric trauma.

Resolution #26-05 establishing and adopting the new fee, the Rural Access and Water Supply Reinspection Fee, in the amount of $45, was reviewed. Larry Scarborough reported the public hearing establishing the new fee was held at the July 9, 2026 regular Commissioner's meeting. Larry Scarborough moved to adopt Resolution #26-05 establishing and adopting the new fee, the Rural Access and Water Supply Reinspection Fee in the amount of $45, and Mike Arnold seconded the motion. Motion carried.

The Memorandum of Understanding establishing the terms under which Front Line EMS LLC may provide voluntary emergency medical first-response assistance, medical assessment, treatment, and stabilization, within the Yellow Pine operational EMS response area was reviewed. Larry Scarborough moved to approve the Memorandum of Understanding with Front Line EMS LLC, and LaDawn Saxton seconded the motion. Motion carried.

Resolution #26-07 amending the budget for the year October 1, 2025 to September 30, 2026 to increase the budget to include revenue received from an Idaho Fire Chief's Association grant, a Light My Fire, Inc. grant, a Perpetua Resources Impact Benefit Agreement, the Ground Emergency Medical Transportation Supplemental Payment Program, and from Impact Fee Capital Revenue, was reviewed. Mike Arnold moved to approve Resolution #26-07 amending the budget for the year October 1, 2025 to September 30, 2026 to include additional revenue received, and LaDawn Saxton seconded the motion. Motion carried.

The Kelly Conversion Pay Policy that supersedes the Kelly Day Leave Policy was reviewed. The policy compensates full-time shift employees 112 paid hours during each biweekly period consisting of 106 hours paid at the employee's regular hourly rate plus 6 hours designated as Kelly Conversion Pay paid at one and one-half times the employee's regular hourly rate. Larry Scarborough moved to approve the Kelly Conversion Pay Policy effective October 1, 2026, and Mike Arnold seconded the motion. Motion carried.

The Holiday Pay Policy update was reviewed. The update is that full-time shift employees who are scheduled to a shift beginning at 0800 hours on a recognized holiday shall receive an additional eight (8) hours of holiday pay at their regular hourly rate for each eligible holiday worked. LaDawn Saxton moved to approve the Holiday Pay Policy update effective October 1, 2026, and Mike Arnold seconded the motion. Motion carried.

There being no further business, the commissioner's meeting of the Cascade Rural Fire Protection District adjourned at 5:52 p.m.

Respectfully submitted,

Pamela J. DeChambeau

Pamela J. DeChambeau
Secretary / Treasurer

Approved :

Larry V. Scarborough
Chair / Commissioner