

## MINUTES

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MCCALL FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS MEETING  
201 Deinhard Lane, McCall, ID  
Mar 3, 2026

**Present:** Chairman Noah, Commissioner Erekson, Commissioner Olson, Chief Bertrand, Deputy Chief Schaffran, Director of Planning/Administration Miller, Administrator Keaveny, Local 4564 President Desmond, Special Projects Garrett de Jong, Attorney Marc Bybee

Chairman Noah called the meeting to order at 8:01 AM

Public Present: None

**Roll Call:** Quorum present.

**Action Item: Approval of Board Meeting Agenda Notice Postings Report by the Secretary inclusive of website or social media platform posting when maintained by the district.**

Discussion was had.

Commissioner Erekson moved to approve the posted amended agenda for March 3, 2026.  
Commissioner Olson seconded the motion.

No further discussion.

Motion passed unanimously to approve the posted amended agenda for March 3, 2026.

**Public Input:** The record will reflect that there was no presentation from the public.

**Action Item: Approval of the regular meeting minutes for February 17<sup>th</sup>**

Discussion was had.

Commissioner Erekson moved to approve the February 17<sup>th</sup> commissioner meeting minutes.  
Commissioner Olson seconded the motion.

Motion passed unanimously to approve the February 17<sup>th</sup>, commissioner meeting minutes.

### Old Business

#### 1. Consider Special Projects Contract with Garrett De jong.

Discussion was held.

Commissioner Erekson moved to adopt Resolution 2026-03 approving the Special Projects Contract with Garrett de Jong. Commissioner Olson seconded the motion.

No further discussion.

The motion passed unanimously to adopt Resolution 2026-03 approving the Special Projects Contract with Garrett de Jong.

## **2. Consider Station Expansion and Repair**

Discussion was had regarding expansion and repair of the McCall Fire District Station and Chief Bertrand recommended postponing for future discussion.

### **Reports:**

#### **1. Fire Chief Report**

Chief Bertrand attended the Southwest Chiefs Conference in Boise and introduced Deputy Chief Schaffran to regional chiefs and Fire Service Training (FST). He reported that the work continues for outstanding District projects.

#### **2. Deputy Chief Report**

Deputy Chief Schaffran reported onboarding and training activities, continued progress with First Due implementation, and automatic aid. He reported on response with Donnelly Fire for a chimney fire that extended into a structure fire.

#### **3. Fire Prevention Captain Report**

Chief Bertrand reported on behalf of Captain Garber, noting continued high activity within the Fire Prevention Division.

#### **4. Office Administrator Report**

Director Miller provided a budget preparation update and advised that he would be meeting with the Fire Chiefs. Office Administrator Keaveny reported the audit has been rescheduled to April 7<sup>th</sup>-8<sup>th</sup>, and that special projects remain underway.

#### **5. Local 4564 Report**

Local 4564 President Desmond reported on IAFF participation, line-of-duty death preparedness efforts, grant opportunities for station improvements and thermal equipment, ongoing collaboration efforts, and an upcoming union secretary election.

#### **6. Commissioner Report**

The commissioners did not have anything to report.

**Action Item: Executive Session under Idaho Code § 74-206 (1) (a)(b)(c)(d)(e)(f)(i) & (j)**

**§ 74-206(1)(b) – "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent..."**

- [The action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote.
- The Action item is also the voice vote to come out of executive session and resume regular session.

[No action will be taken in executive session.]

Commissioner Erikson moved that the Board enter into Executive Session per **Idaho Code § 74-206 1(b)** at 8:16 a.m. "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent..."

Commissioner Olson seconded the motion. No further discussion.

Roll call: Commissioner Erikson, Commissioner Noah, Commissioner Olson

The motion passed unanimously.

Chairman Noah brought the commissioners out of Executive Session per **Idaho Code § 74-206 1(b)** at 9:26 a.m.

Commissioner Erikson moved that the Board enter Executive Session **§ 74-206(1)(a) – "To consider the hiring of a public officer, employee, staff member, or individual agent."** at 9:33a.m. pursuant to Idaho Code § 74-206(1)(b), "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent..."

Roll call: Commissioner Erikson, Commissioner Noah, Commissioner Olson

The motion passed unanimously.

Chairman Noah moved the commissioners out of exit Executive Session **§ 74-206(1)(a)** at 10:17 a.m.

**New Business**

**Action Item:**

1. Consider Taking Action in Grievance

Discussion was held regarding the current grievance timeline and the need for additional documentation.

It was agreed that:

- The Fire Chief and Deputy Chief will provide supplemental documentation no later than Friday, March 6.
- The Union/Grievant will have five (5) business days following receipt of the documentation to respond, and shall notify the Committee by Friday, March 13 whether they intend to stand by or withdraw the grievance.
- If the grievance is not resolved, the Board of Commissioners will have an additional five (5) business days to render a decision, with a target decision date of Friday, March 20.

This extension was agreeable to the Local 4564 President Desmond.

Commissioner Erikson moved to extend the grievance process deadlines in five (5) business-day increments as outlined above to allow for submission of additional documentation and subsequent review. Commissioner Olson seconded the motion.

No further discussion.

The motion to extend the grievance process passed unanimously.

Commissioner Noah began the discussion related to scheduling the budget public hearing for Fiscal Year 2027. The recommendation was for Tuesday, August 25, 2026.

**Action Item:** Commissioner Noah moved to set the budget hearing for Tuesday, August 25<sup>th</sup> at 8:00 AM. Commissioner Erikson seconded the motion.

No further discussion.

Motion passed unanimously to set the budget public hearing for Fiscal Year 2027 to be held on Tuesday, August 25<sup>th</sup> at 8:00 a.m.

**Action Item:** Chairman Noah began the discussion related to the proposed personnel compensation adjustment.

Commissioner Erikson made a motion to adjust personnel compensation as presented by Chief Bertrand. Commissioner Olson seconded the motion.

The commissioners discussed the need for future pay structure model to be created and approved by the administrative office. They requested that this information be presented at a later date.

The motion passed unanimously to adjust personnel compensation as presented by Chief Bertrand.

The Board authorized Commissioner Olson to implement the approved adjustment consistent with the Board's direction and to meet with the individual directly.

**Action Item:**

Chairman Noah began the discussion related to the need to sign the engagement letter with Zwygart John and Associates for the annual audit for Fiscal Year 2025.

Chairman Noah moved to approve and authorize signing the engagement letter with Zwygart John & Associates for the annual Fiscal Year 2025 audit. Commissioner Erekson seconded the motion.

Motion passed unanimously to authorize signing the engagement letter with Zwygart John & associates for the annual Fiscal Year 2025 audit.

**Action Item:** Chairman Noah began the discussion related to the petition for annexation for 1989 N Club Hill Blvd

The Board discussed the Petition for Annexation for property located at 1989 N. Club Hill Blvd.

It was noted that the homeowner's assessment notice was not accurate and referenced an incorrect parcel number, and the commissioners requested that the Administrative Office reach out to the homeowner to obtain accurate information.

Moved to Old Business pending corrected parcel information and further review.

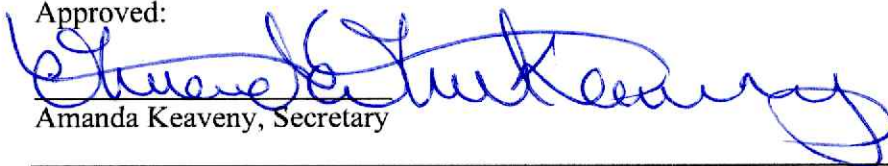
**Action Item: Announcement of next meeting.**

The next Board Meeting (Business and Financials) is Tuesday, March 17th at 5:15 p.m.

**Action Item: Adjournment**

Chairman Noah adjourned the meeting at 10:28 AM

Approved:



Amanda Keaveny, Secretary