

**HYALITE RURAL FIRE DISTRICT
BOARD OF TRUSTEES ANNUAL PUBLIC MEETING**

DATE: MAY 21, 2024

TIME: 7:00 p.m.

LOCATION: Sourdough Fire Station, 4541 S. 3rd Rd., Bozeman, MT

CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT

Reminder to the public that meetings are being recorded.

PUBLIC COMMENT ON MATTERS NOT INCLUDED IN THE AGENDA

HYALITE CONSENT AGENDA

1. Approval of Financial Report
2. Approval of Warrants
3. Approval of April 16, 2024 Meeting Synopsis
[Consent Agenda Attached]

REGULAR AGENDA

1. Annual Meeting Topics
 - a. Introduction of District Trustees, Staff, and Volunteers
 - b. Recent HRFD News Stories
 - c. Board Presentation and Discussion of Current and Possible District Finances, Issues, and Concerns
 - d. Review of Bylaws
 - e. Review of Board Policies
2. Discussion and Decision – Resolution 2024-02 Creating Operational Contingency Fund and De-committing Funds from the Capital Building Repair/Improvement Fund.
3. Discussion and Decision – Consulting Fee to Montana Fire Chiefs Association for Legislative Work re: Ground Emergency Medical Transport (GEMT).
4. Discussion and Decision – Command Coverage Compensation
5. Discussion and Decision – FY 2025 Preliminary Budget
6. Discussion and Decision – Awarding of Audit Contract for FY2025
7. Discussion and Decision - Web Design Services Proposal
8. Discussion and Decision - Replacement of Rae Fire Station – *Standing Agenda Item*
 - a. Creation of a Sub-Committee to work with ThinkOne
9. Discussion – Final Report of Gallatin County EMS Study
10. Fire Chief's Report
11. Trustees' Activities
12. Announcements – Wildland BBQ set for June 26, 2024

ADJOURNMENT

This notice is posted on the door of the Administrative Building of the Sourdough Fire Station, the Rae Fire Station, and the Cottonwood Fire Station, and is posted on the Hyalite website and/or Facebook Page at least 48 hours prior to the meeting. Notice of the meeting is published in the Bozeman Daily Chronicle at least 48 hours prior to the meeting.

CONSENT AGENDA

May 21, 2024

Annual Board Meeting



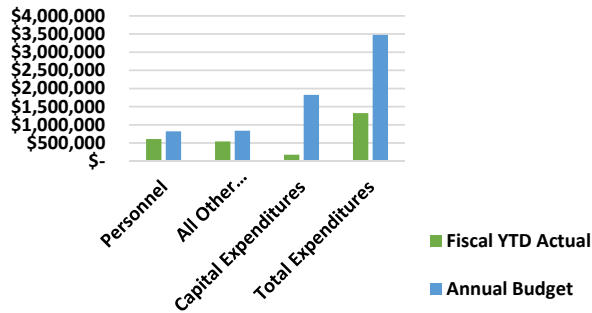
Dashboard for April 2024

At a glance...

	Current month*	Prior year		Calendar YTD
General Fund Cash Balance*	\$ 2,114,094	\$ 1,539,821	Number of Calls	225
Taxes Receivable*	\$ 785,385	\$ 790,348	Number of Volunteers	146
Accounts Payable	\$ 37,531	\$ 192,035	Number of Training Sessions	179
			Number of Training Hours	3,096

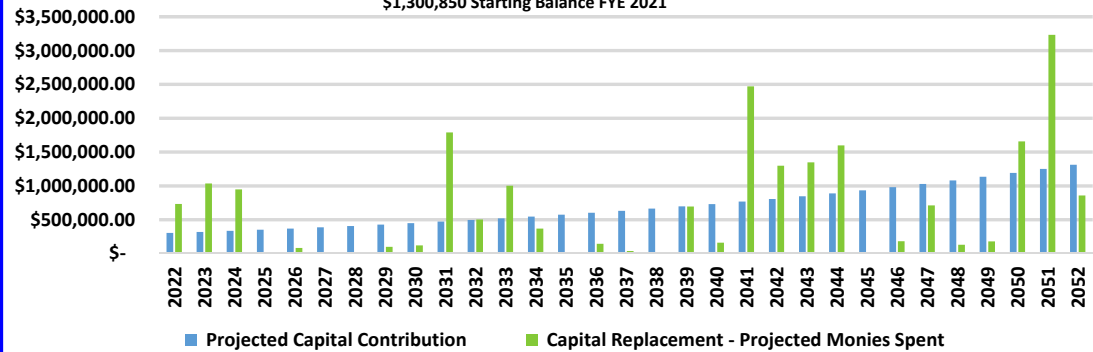
NOTE: The inconsistent nature of our cash flows dictates that we maintain a minimum cash balance of \$400,000.

Budgetary Comparisons - for year to date

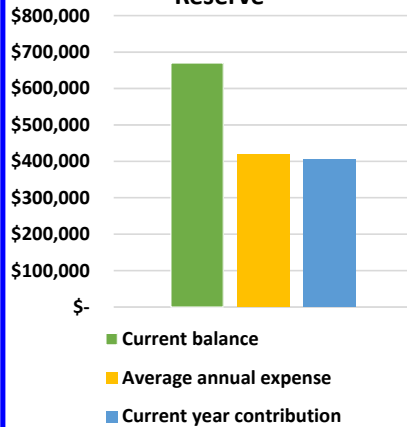


Capital Replacement Schedule

\$1,300,850 Starting Balance FYE 2021



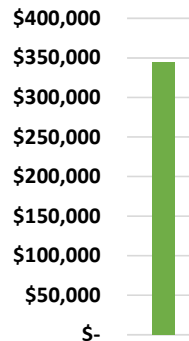
Apparatus and Equipment Reserve



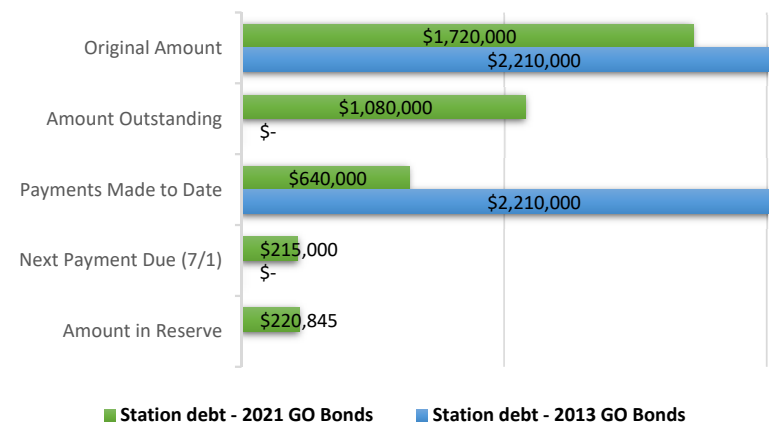
Capital Improvement Reserve



Building Repair/Replacement Reserve



Station Debt



Hyalite Rural Fire District

Statement of Financial Position

As of April 30, 2024

	TOTAL	
	AS OF APR 30, 2024	AS OF APR 30, 2023 (PY)
ASSETS		
Current Assets		
Bank Accounts		
100000 Cash/Investments	0	0
101000 General Fund	2,114,094	1,539,821
104003 Debt service fund	214,678	218,245
4000 Reserved funds		
4001 Capital improvements	350,000	350,000
4003 Capital replacement	0	0
4004 Apparatus replacement	669,981	947,460
4005 Building repair/replacement	344,900	344,900
Total 4003 Capital replacement	1,014,881	1,292,360
Total 4000 Reserved funds	1,364,881	1,642,360
Total 100000 Cash/Investments	3,693,653	3,400,426
Total Bank Accounts	\$3,693,653	\$3,400,426
Accounts Receivable		
110000 Accounts Receivable	2,670	2,827
Total Accounts Receivable	\$2,670	\$2,827
Other Current Assets		
110005 Due from Employee	60	0
114000 Taxes receivable - real estate	772,486	784,682
114005 Taxes receivable - personal	9,758	5,666
114010 Taxes receivable - protested	3,141	0
120000 Prepaid insurance	30,885	0
200200 Deferred Outflows of Resources	199,350	150,589
Total Other Current Assets	\$1,015,679	\$940,937
Total Current Assets	\$4,712,002	\$4,344,190
Fixed Assets		
180000 Capital Assets		
181000 Land	361,201	361,201
182000 Buildings & Improvements	4,120,110	4,120,110
186000 Machinery & Equipment	3,924,376	3,780,362
186100 Accumulated Depreciation	(4,534,225)	(3,975,901)
186500 Construction in Progress	834	0
Total 180000 Capital Assets	3,872,296	4,285,772
Total Fixed Assets	\$3,872,296	\$4,285,772
TOTAL ASSETS	\$8,584,298	\$8,629,961

Hyalite Rural Fire District

Statement of Financial Position

As of April 30, 2024

	TOTAL	
	AS OF APR 30, 2024	AS OF APR 30, 2023 (PY)
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
202100 Accounts Payable	37,531	192,035
Total Accounts Payable	\$37,531	\$192,035
Credit Cards		
210100 Conoco	0	126
210570 Costco Citi Card - Nickolay 7029	0	115
210580 Costco Citi Card - Prato 6073	0	795
210585 Costco Citi Card - Malone 5334	0	924
210590 Costco Citi Card - Dahlhauser 4822	0	307
Total Credit Cards	\$0	\$2,267
Other Current Liabilities		
205000 Deferred inflows - prop taxes	21,837	(4,671)
220000 Payroll Liabilities	0	0
220020 Health insurance - employee	0	(41)
220025 Health insurance - employer	(228)	(153)
220040 PERS - employee	0	0
220050 Wages, taxes, and benefits accr	50,968	39,663
Total 220000 Payroll Liabilities	50,740	39,469
Total Other Current Liabilities	\$72,577	\$34,798
Total Current Liabilities	\$110,108	\$229,100
Long-Term Liabilities		
200100 Net Pension Liability	310,263	154,966
200300 Deferred Inflows-Pension	10,060	97,786
206110 Accrued Vacation/Sick	66,017	46,434
223102 2021 GO Bonds (2013 Re-Funding)	1,080,000	1,295,000
260000 Bond Premium Liability	3,966	5,420
Total Long-Term Liabilities	\$1,470,306	\$1,599,607
Total Liabilities	\$1,580,413	\$1,828,706
Equity		
241000 Unrestricted Fund Balance	2,155,669	1,143,298
241001 General fixed asset acct group	3,872,296	4,152,307
241002 General LT debt account group	(1,468,188)	(1,449,018)
241003 Nonspendable Fund Balance	24,369	22,284

Hyalite Rural Fire District

Statement of Financial Position

As of April 30, 2024

	TOTAL	
	AS OF APR 30, 2024	AS OF APR 30, 2023 (PY)
241100 Reserved Fund Balance		
241101 Restricted for Debt Service	220,845	221,490
241102 Reserved for Capital Reserve	0	0
241103 Capital improvements	350,000	350,000
241104 Capital replacement	0	0
241105 Apparatus replacement	669,981	947,460
241106 Building repair/replacement	344,900	344,900
Total 241104 Capital replacement	1,014,881	1,292,360
Total 241102 Reserved for Capital Reserve	1,364,881	1,642,360
Total 241100 Reserved Fund Balance	1,585,726	1,863,850
241200 Assigned to vol firefighters	7,505	8,078
Net Revenue	826,508	1,060,456
Total Equity	\$7,003,885	\$6,801,255
TOTAL LIABILITIES AND EQUITY	\$8,584,298	\$8,629,961

Hyalite Rural Fire District

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - April 2024 **(83.33%)**

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
310000 Taxes	1,907,555	2,145,520	(237,965)	89.00 %
315000 On-behalf payment from State		127,000	(127,000)	
316000 Entitlement Share	42,461	35,838	6,623	118.00 %
320000 Firefighter fundraising event	1,662	2,500	(838)	66.00 %
350000 Ambulance Transportation	35,724		35,724	
360000 Miscellaneous Revenues	26,588	4,000	22,588	665.00 %
365000 Contributions and Donations	1,967	500	1,467	393.00 %
370000 Investment Earnings	128,862	30,000	98,862	430.00 %
380000 Proceeds From Sale of Equipment	2,800		2,800	
Total Revenue	\$2,147,619	\$2,345,358	\$ (197,739)	92.00 %
GROSS PROFIT	\$2,147,619	\$2,345,358	\$ (197,739)	92.00 %
Expenditures				
420000 Public Safety Expenses	33,488	40,000	(6,512)	84.00 %
420100 Personnel Services	607,759	817,000	(209,241)	74.00 %
420200 Supplies	39,816	32,000	7,816	124.00 %
420207 Small Items of Equipment	5,495		5,495	
420220 Meals/Incentives	36,889	50,833	(13,945)	73.00 %
420240 Fuel	33,722	50,000	(16,278)	67.00 %
420310 Election Costs		7,000	(7,000)	
420320 Professional Subscription/Dues	16,412	17,500	(1,088)	94.00 %
420330 Community Outreach/Education	32,348	6,000	26,348	539.00 %
420340 Utility Services	44,151	60,000	(15,849)	74.00 %
420350 Professional Services	41,456	37,083	4,372	112.00 %
420390 Firefighter Physicals	13,458	25,000	(11,542)	54.00 %
420400 Training/Travel - Trustees		2,000	(2,000)	
420420 Facilities	32,034	25,000	7,034	128.00 %
420500 Insurance	73,308	90,000	(16,692)	81.00 %
420930 Safety Equipment	65,899	80,000	(14,101)	82.00 %
420940 Apparatus	66,634	70,000	(3,366)	95.00 %
420970 Capital outlay	175,321	1,823,500	(1,648,179)	10.00 %
490100 Debt Service	2,923	220,845	(217,923)	1.00 %
669100 Other Charges		1,000	(1,000)	
Total Expenditures	\$1,321,112	\$3,454,762	\$ (2,133,650)	38.00 %
NET OPERATING REVENUE	\$826,508	\$ (1,109,404)	\$1,935,911	(75.00 %)
NET REVENUE	\$826,508	\$ (1,109,404)	\$1,935,911	(75.00 %)

Hyalite Rural Fire District

Transaction List by Vendor

April 2024

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
AED Superstore						
04/01/2024	Expenditure		Yes	AED BATTS	210585 Costco Citi Card - Malone 5334	980
Alex Phillips						
04/09/2024	Bill	4.9.24/15	Yes	Hubdoc - https://app.hubdoc.com/document/541213100 - INV4.9.24/15	202100 Accounts Payable	173
04/16/2024	Bill Payment (Check)	7805138	Yes		101000 Cash/Investments:General Fund	(173)
Alexi Ness						
04/09/2024	Bill	4.9.24/13	Yes	Hubdoc - https://app.hubdoc.com/document/541213088 - INV4.9.24/13	202100 Accounts Payable	225
04/16/2024	Bill Payment (Check)	7805139	Yes		101000 Cash/Investments:General Fund	(225)
Allie Kuntz						
04/08/2024	Bill	04.08.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213103 - INV04.08.24	202100 Accounts Payable	379
04/16/2024	Bill Payment (Check)	7805127	Yes		101000 Cash/Investments:General Fund	(379)
Amazon						
04/01/2024	Expenditure		Yes	TV Stand for Training	210585 Costco Citi Card - Malone 5334	150
04/05/2024	Bill Payment (Check)	7805118	Yes		101000 Cash/Investments:General Fund	(119)
04/22/2024	Bill	1P1Y-C3GQ-1C4Y	Yes	Hubdoc - https://app.hubdoc.com/document/547076533 - INV1P1Y-C3GQ- 1C4Y	202100 Accounts Payable	172
Andrew Sprague						
04/09/2024	Bill	4.9.24/15	Yes	Hubdoc - https://app.hubdoc.com/document/541213102 - INV4.9.24/15	202100 Accounts Payable	140
04/16/2024	Bill Payment (Check)	7805140	Yes		101000 Cash/Investments:General Fund	(140)
Anna French						
04/23/2024	Bill	4.23.24	Yes	Hubdoc - https://app.hubdoc.com/document/547076524 - INV4.23.24	202100 Accounts Payable	225
Big Sky Fire Equipment						
04/05/2024	Bill Payment (Check)	7805122	Yes		101000 Cash/Investments:General Fund	(2,455)
04/30/2024	Bill	00003314/4.30.24	Yes	Hubdoc - https://app.hubdoc.com/document/547749027 - INV00003314/4.30.24	202100 Accounts Payable	3,883
Big Sky Publishing						
04/05/2024	Bill Payment (Check)	7805123	Yes		101000 Cash/Investments:General Fund	(22)
Blake Martin						
04/09/2024	Bill	4.9.24/12	Yes	Hubdoc - https://app.hubdoc.com/document/541213083 - INV4.9.24/12	202100 Accounts Payable	187
04/16/2024	Bill Payment (Check)	7805141	Yes		101000 Cash/Investments:General Fund	(187)
BlueCross BlueShield of Montana						
04/01/2024	Bill	X6A680-4.1.2024	Yes	Hubdoc - https://app.hubdoc.com/document/529305716 - INVX6A680- 4.1.2024	202100 Accounts Payable	3,673
04/16/2024	Bill Payment (Check)	7805167	Yes		101000 Cash/Investments:General Fund	(3,673)
Brennan Lyle						
04/08/2024	Bill	4.8.24/5	Yes	Hubdoc - https://app.hubdoc.com/document/541213081 - INV4.8.24/5	202100 Accounts Payable	1,422
04/16/2024	Bill Payment (Check)	7805128	Yes		101000 Cash/Investments:General Fund	(1,422)
Briana Scherrer						
04/09/2024	Bill	4.9.24/5	Yes	Hubdoc - https://app.hubdoc.com/document/541213064 - INV4.9.24/5	202100 Accounts Payable	77
04/16/2024	Bill Payment (Check)	7805142	Yes		101000 Cash/Investments:General Fund	(77)

Broc Altig

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
04/09/2024	Bill	04.09.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213096 - INV04.09.24	202100 Accounts Payable	80
04/16/2024	Bill Payment (Check)	7805143	Yes		101000 Cash/Investments:General Fund	(80)
Cafe Zydeco						
04/06/2024	Expenditure		Yes	FF2 Lunch	210575 Costco Citi Card - Templeton 8353	155
Caitlin Fueg						
04/08/2024	Bill	04.08.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213095 - INV04.08.24	202100 Accounts Payable	95
04/16/2024	Bill Payment (Check)	7805129	Yes		101000 Cash/Investments:General Fund	(95)
Casey's Corner Store						
04/10/2024	Expenditure		Yes	C62	210590 Costco Citi Card - Dahlhauser 4822	78
Century Link - Hyalite Fire District						
04/01/2024	Bill	333183121/4.1.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213133 - INV333183121/4.1.24 Hubdoc - https://app.hubdoc.com/document/541213129 - INV333474739/4.10.24	202100 Accounts Payable	168
04/10/2024	Bill	333474739/4.10.24	Yes		202100 Accounts Payable	53
04/16/2024	Bill Payment (Check)	7805161	Yes		101000 Cash/Investments:General Fund	(221)
Charter Communications - 172844901						
04/07/2024	Bill	172844901040724	Yes	Hubdoc - https://app.hubdoc.com/document/541213118 - INV172844901040724 8313200110672244	202100 Accounts Payable	273
04/16/2024	Bill Payment (Check)	7805169	Yes		101000 Cash/Investments:General Fund	(273)
Christopher Leeper						
04/09/2024	Bill	4.9.24/4	Yes	Hubdoc - https://app.hubdoc.com/document/541213060 - INV4.9.24/4	202100 Accounts Payable	200
04/16/2024	Bill Payment (Check)	7805144	Yes		101000 Cash/Investments:General Fund	(200)
Citi Card						
04/16/2024	Bill	3990/04.16.24	Yes	Hubdoc - https://app.hubdoc.com/document/547076602 - INV3990/04.16.24	202100 Accounts Payable	9,213
Connect Telephone and Computer Group						
04/01/2024	Bill	128491	Yes	Hubdoc - https://app.hubdoc.com/document/535222386 - INV128491	202100 Accounts Payable	60
04/05/2024	Bill Payment (Check)	7805112	Yes		101000 Cash/Investments:General Fund	(60)
Costco Wholesale						
04/01/2024	Expenditure		Yes	Training	210585 Costco Citi Card - Malone 5334	696
04/03/2024	Expenditure		Yes	Training	210585 Costco Citi Card - Malone 5334	242
04/07/2024	Expenditure		Yes	Supplies	210590 Costco Citi Card - Dahlhauser 4822	147
04/10/2024	Expenditure		Yes	Training	210585 Costco Citi Card - Malone 5334	315
04/10/2024	Expenditure		Yes	Supplies	210590 Costco Citi Card - Dahlhauser 4822	19
Custom Logo						
04/16/2024	Bill Payment (Check)	7805158	Yes		101000 Cash/Investments:General Fund	(699)
Delta Dental						
04/05/2024	Bill Payment (Check)	7805119	Yes		101000 Cash/Investments:General Fund	(189)
04/25/2024	Bill	17272-51213/5.1.24	Yes	Hubdoc - https://app.hubdoc.com/document/535218611 - INV17272- 51213/5.1.24	202100 Accounts Payable	189
DirectTV						
04/13/2024	Bill	029404001X240413	Yes	Hubdoc - https://app.hubdoc.com/document/547076531 - INV029404001X240413	202100 Accounts Payable	188
Document Destroyers						
04/22/2024	Bill	9642	Yes	Hubdoc - https://app.hubdoc.com/document/547749019 - INV9642	202100 Accounts Payable	63

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Door Tech						
04/10/2024	Bill	24418	Yes	Hubdoc - https://app.hubdoc.com/document/541213070 - INV24418	202100 Accounts Payable	175
04/16/2024	Bill Payment (Check)	7805163	Yes		101000 Cash/Investments:General Fund	(175)
ExxonMobile						
04/04/2024	Expenditure		Yes	Uhaul Gas Training	210580 Costco Citi Card - Prato 6073	124
04/04/2024	Expenditure		Yes	U-Haul Training	210585 Costco Citi Card - Malone 5334	37
Firehouse Subs						
04/01/2024	Expenditure		Yes	LT Academy	210585 Costco Citi Card - Malone 5334	97
04/14/2024	Expenditure		Yes	LT Academy	210585 Costco Citi Card - Malone 5334	124
Fisher's Technology						
04/09/2024	Bill	1312701	Yes	Hubdoc - https://app.hubdoc.com/document/541213074 - INV1312701	202100 Accounts Payable	118
04/16/2024	Bill Payment (Check)	7805162	Yes		101000 Cash/Investments:General Fund	(118)
FURS						
04/10/2024	Check	ERIC	Yes		101000 Cash/Investments:General Fund	(10,342)
Gallatin County Emergency Management						
04/16/2024	Bill Payment (Check)	7805125	Yes		101000 Cash/Investments:General Fund	(10,875)
Google						
04/01/2024	Expenditure		Yes	Google Workspace Inv 4943189764	210570 Costco Citi Card - Nickolay 7029	203
Heiman Fire Equipment						
04/10/2024	Bill	0930673-IN	Yes	Hubdoc - https://app.hubdoc.com/document/541213094 - INV0930673-IN	202100 Accounts Payable	312
04/16/2024	Bill Payment (Check)	7805170	Yes		101000 Cash/Investments:General Fund	(312)
Hokkaido Ramen House						
04/04/2024	Expenditure		Yes	Lunch for people who helped load dry wall	210575 Costco Citi Card - Templeton 8353	56
Ian Whalen						
04/09/2024	Bill	4.9.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213054 - INV4.9.24	202100 Accounts Payable	48
04/16/2024	Bill Payment (Check)	7805145	Yes		101000 Cash/Investments:General Fund	(48)
Industrial Comm & Elec of Bozeman						
04/03/2024	Bill	34465	Yes	Hubdoc - https://app.hubdoc.com/document/541213091 - INV34465	202100 Accounts Payable	63
04/16/2024	Bill Payment (Check)	7805159	Yes		101000 Cash/Investments:General Fund	(63)
04/16/2024	Bill	34615	Yes	Hubdoc - https://app.hubdoc.com/document/547076534 - INV34615	202100 Accounts Payable	1,955
Jersey Mike's						
04/06/2024	Expenditure		Yes		210585 Costco Citi Card - Malone 5334	187
Joe Alexander						
04/09/2024	Bill	4.9.24/2	Yes	Hubdoc - https://app.hubdoc.com/document/541213055 - INV4.9.24/2	202100 Accounts Payable	30
04/16/2024	Bill Payment (Check)	7805146	Yes		101000 Cash/Investments:General Fund	(30)
Johanna Ficcadenti						
04/09/2024	Bill	4.9.24/8	Yes	Hubdoc - https://app.hubdoc.com/document/541213067 - INV4.9.24/8	202100 Accounts Payable	337
04/16/2024	Bill Payment (Check)	7805147	Yes		101000 Cash/Investments:General Fund	(337)
John Pemberton						
04/08/2024	Bill	4.8.24/9	Yes	Hubdoc - https://app.hubdoc.com/document/541213097 - INV4.8.24/9	202100 Accounts Payable	1,059
04/16/2024	Bill Payment (Check)	7805130	Yes		101000 Cash/Investments:General Fund	(1,059)

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
04/09/2024	Bill	4.9.24/3	Yes	Hubdoc - https://app.hubdoc.com/document/541213057 - INV4.9.24/3	202100 Accounts Payable	34
04/16/2024	Bill Payment (Check)	7805148	Yes		101000 Cash/Investments:General Fund	(34)
Kate Brownell						
04/08/2024	Bill	4.8.24/7	Yes	Hubdoc - https://app.hubdoc.com/document/541213092 - INV4.8.24/7	202100 Accounts Payable	126
04/16/2024	Bill Payment (Check)	7805131	Yes		101000 Cash/Investments:General Fund	(126)
Kenetrek Boots						
04/05/2024	Expenditure		Yes		210590 Costco Citi Card - Dahlhauser 4822	1,185
04/05/2024	Expenditure		Yes		210590 Costco Citi Card - Dahlhauser 4822	711
Kenyon Noble						
04/01/2024	Expenditure		Yes		210585 Costco Citi Card - Malone 5334	20
04/05/2024	Bill Payment (Check)	7805110	Yes		101000 Cash/Investments:General Fund	(22)
04/25/2024	Bill	789918/4.25.2024	Yes	Hubdoc - https://app.hubdoc.com/document/547076538 - INV789918/4.25.2024	202100 Accounts Payable	508
Little Stinkers						
04/16/2024	Expenditure		Yes		210595 Costco Citi Card - Wyman 9122	309
Luke Maxwell						
04/08/2024	Bill	04.08.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213104 - INV04.08.24	202100 Accounts Payable	348
04/16/2024	Bill Payment (Check)	7805132	Yes		101000 Cash/Investments:General Fund	(348)
Malcolm Malone.						
04/05/2024	Bill Payment (Check)	7805109	Yes		101000 Cash/Investments:General Fund	(250)
Mike Hilbert						
04/09/2024	Bill	4.9.24/10	Yes	Hubdoc - https://app.hubdoc.com/document/541213073 - INV4.9.24/10	202100 Accounts Payable	184
04/16/2024	Bill Payment (Check)	7805149	Yes		101000 Cash/Investments:General Fund	(184)
Montana County Fire Warden's Association						
04/09/2024	Expenditure		Yes	Wildfire Leadership Conference	210570 Costco Citi Card - Nickolay 7029	100
Montana Department of Labor and Industry						
04/01/2024	Expenditure		Yes	EMT Renewal(State)	210575 Costco Citi Card - Templeton 8353	10
04/01/2024	Expenditure		Yes	EMT Renewal(State)	210575 Costco Citi Card - Templeton 8353	35
Montana Dept. of Revenue						
04/10/2024	Check	FIB ePay	Yes		101000 Cash/Investments:General Fund	(1,579)
Montana Firemen's Association						
04/10/2024	Check	7805124	Yes		101000 Cash/Investments:General Fund	(413)
Montana Occupational Health						
04/03/2024	Bill	18104	Yes	Hubdoc - https://app.hubdoc.com/document/541213099 - INV18104	202100 Accounts Payable	496
04/03/2024	Bill	18081	Yes	Hubdoc - https://app.hubdoc.com/document/541213080 - INV18081	202100 Accounts Payable	672
04/05/2024	Bill Payment (Check)	7805115	Yes		101000 Cash/Investments:General Fund	(1,268)
04/05/2024	Bill	18116	Yes	Hubdoc - https://app.hubdoc.com/document/541213063 - INV18116	202100 Accounts Payable	216
04/05/2024	Bill	18120	Yes	Hubdoc - https://app.hubdoc.com/document/541213098 - INV18120	202100 Accounts Payable	772
04/09/2024	Bill	18134	Yes	Hubdoc - https://app.hubdoc.com/document/541213077 - INV18134	202100 Accounts Payable	672
04/09/2024	Bill	18144	Yes	Hubdoc - https://app.hubdoc.com/document/541213110 - INV18144	202100 Accounts Payable	672
04/09/2024	Bill	18130	Yes	Hubdoc - https://app.hubdoc.com/document/541213076 - INV18130	202100 Accounts Payable	216
04/16/2024	Bill Payment (Check)	7805168	Yes		101000 Cash/Investments:General Fund	(3,716)
04/16/2024	Bill	18163	Yes	Hubdoc - https://app.hubdoc.com/document/547076519 - INV18163	202100 Accounts Payable	581
04/16/2024	Bill	18165	Yes	Hubdoc - https://app.hubdoc.com/document/547076522 - INV18165	202100 Accounts Payable	216

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
04/16/2024	Bill	18164	Yes	Hubdoc - https://app.hubdoc.com/document/547076528 - INV18164	202100 Accounts Payable	216
04/17/2024	Bill	18168	Yes	Hubdoc - https://app.hubdoc.com/document/547076515 - INV18168	202100 Accounts Payable	216
04/17/2024	Bill	18177	Yes	Hubdoc - https://app.hubdoc.com/document/547076521 - INV18177	202100 Accounts Payable	496
04/22/2024	Bill	18198	Yes	Hubdoc - https://app.hubdoc.com/document/547076517 - INV18198	202100 Accounts Payable	722
04/22/2024	Bill	18186	Yes	Hubdoc - https://app.hubdoc.com/document/547076525 - INV18186	202100 Accounts Payable	696
04/22/2024	Bill	18206	Yes	Hubdoc - https://app.hubdoc.com/document/547749023 - INV18206	202100 Accounts Payable	216
04/24/2024	Bill	18223	Yes	Hubdoc - https://app.hubdoc.com/document/547076508 - INV18223	202100 Accounts Payable	100
04/24/2024	Bill	18220	Yes	Hubdoc - https://app.hubdoc.com/document/547076513 - INV18220	202100 Accounts Payable	216
04/25/2024	Bill	18251	Yes	Hubdoc - https://app.hubdoc.com/document/547749017 - INV18251	202100 Accounts Payable	100
04/25/2024	Bill	18242	Yes	Hubdoc - https://app.hubdoc.com/document/547749026 - INV18242	202100 Accounts Payable	496
04/25/2024	Bill	18250	Yes	Hubdoc - https://app.hubdoc.com/document/547749022 - INV18250	202100 Accounts Payable	100
Montana State Fund						
04/03/2024	Bill	20167011	Yes	Hubdoc - https://app.hubdoc.com/document/541213115 - INV20167011	202100 Accounts Payable	6,466
04/16/2024	Bill Payment (Check)	7805166	Yes	03-134600-0	101000 Cash/Investments:General Fund	(6,466)
Montana State University						
04/01/2024	Bill	161-132	Yes	Hubdoc - https://app.hubdoc.com/document/547076526 - INV161-132	202100 Accounts Payable	380
04/05/2024	Bill	161-133	Yes	Hubdoc - https://app.hubdoc.com/document/541213090 - INV161-133	202100 Accounts Payable	95
04/16/2024	Bill Payment (Check)	7805126	Yes		101000 Cash/Investments:General Fund	(95)
04/26/2024	Bill	161-136	Yes	Hubdoc - https://app.hubdoc.com/document/547076498 - INV161-136	202100 Accounts Payable	3,575
04/26/2024	Bill	161-135	Yes	Hubdoc - https://app.hubdoc.com/document/547076520 - INV161-135	202100 Accounts Payable	180
Motorola Solutions Inc						
04/06/2024	Bill	8281865817	Yes	Hubdoc - https://app.hubdoc.com/document/547076535 - INV8281865817	202100 Accounts Payable	14,601
Mr. Burritos						
04/07/2024	Expenditure		Yes		210585 Costco Citi Card - Malone 5334	202
NAPA Auto Parts						
04/16/2024	Bill Payment (Check)	7805157	Yes	12342	101000 Cash/Investments:General Fund	(128)
Nathaniel Leahy						
04/09/2024	Bill	4.9.24/16	Yes	Hubdoc - https://app.hubdoc.com/document/541213111 - INV4.9.24/16	202100 Accounts Payable	197
04/16/2024	Bill Payment (Check)	7805150	Yes		101000 Cash/Investments:General Fund	(197)
04/16/2024	Bill	4.16.24	Yes	Hubdoc - https://app.hubdoc.com/document/541794655 - INV4.16.24	202100 Accounts Payable	25
04/19/2024	Bill Payment (Check)	7805173	Yes		101000 Cash/Investments:General Fund	(25)
Nicholas Blommel						
04/15/2024	Bill	4.9.24/7	Yes	Hubdoc - https://app.hubdoc.com/document/541213066 - INV4.9.24/7	202100 Accounts Payable	171
04/16/2024	Bill Payment (Check)	7805164	Yes		101000 Cash/Investments:General Fund	(171)
Noah Welch						
04/09/2024	Bill	4.9.24/14	Yes	Hubdoc - https://app.hubdoc.com/document/541213093 - INV4.9.24/14	202100 Accounts Payable	63
04/16/2024	Bill Payment (Check)	7805151	Yes		101000 Cash/Investments:General Fund	(63)
Northwestern Energy						
04/09/2024	Bill	3091809-8/4.09.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213107 - INV3091809-8/4.09.24	202100 Accounts Payable	1,082
04/09/2024	Bill	3252724-4/4.09.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213117 - INV3252724-4/4.09.24	202100 Accounts Payable	161
04/09/2024	Bill	1196979-7/4.09.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213109 - INV1196979-7/4.09.24	202100 Accounts Payable	643
04/09/2024	Bill	0180737-9/4.09.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213124 - INV0180737-9/4.09.24	202100 Accounts Payable	239
04/10/2024	Bill	0180089-5/4.10.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213122 - INV0180089-5/4.10.24	202100 Accounts Payable	148
04/16/2024	Bill Payment (Check)	7805165	Yes		101000 Cash/Investments:General Fund	(2,273)
Owenhouse-Ace Hardware						
04/01/2024	Expenditure		Yes	Water Softener	210580 Costco Citi Card - Prato 6073	1
04/05/2024	Bill Payment (Check)	7805121	Yes		101000 Cash/Investments:General Fund	(856)
04/27/2024	Bill	191619/04.27.24	Yes	Hubdoc - https://app.hubdoc.com/document/547076544 - INV191619/04.27.24	202100 Accounts Payable	187

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Papa Johns						
04/01/2024	Expenditure		Yes		210585 Costco Citi Card - Malone 5334	112
04/01/2024	Expenditure		Yes	Leadership Meeting	210590 Costco Citi Card - Dahlhauser 4822	173
04/10/2024	Expenditure		Yes		210585 Costco Citi Card - Malone 5334	85
People Facts						
04/01/2024	Bill	2024030667	Yes	Hubdoc - https://app.hubdoc.com/document/535218583 - INV2024030667	202100 Accounts Payable	526
04/05/2024	Bill Payment (Check)	7805120	Yes		101000 Cash/Investments:General Fund	(526)
PERS						
04/10/2024	Check	ERIC	Yes		101000 Cash/Investments:General Fund	(354)
Pinion						
04/05/2024	Bill Payment (Check)	7805111	Yes		101000 Cash/Investments:General Fund	(2,500)
Pintler Billing Services						
04/01/2024	Expenditure	1480	Yes	Hubdoc - https://app.hubdoc.com/document/535218600 - INV1480	101000 Cash/Investments:General Fund	(500)
Positive Promotions						
04/08/2024	Bill	27334195	Yes	Hubdoc - https://app.hubdoc.com/document/541213119 - INV27334195	202100 Accounts Payable	719
04/16/2024	Bill Payment (Check)	7805133	Yes		101000 Cash/Investments:General Fund	(719)
Qdoba Mexican Eats						
04/01/2024	Expenditure		Yes	Training	210575 Costco Citi Card - Templeton 8353	177
04/01/2024	Expenditure		Yes	Academy	210575 Costco Citi Card - Templeton 8353	207
04/01/2024	Expenditure		Yes	Academy	210585 Costco Citi Card - Malone 5334	232
04/15/2024	Expenditure		Yes	Academy	210575 Costco Citi Card - Templeton 8353	226
RAE Water						
04/05/2024	Bill Payment (Check)	7805116	Yes		101000 Cash/Investments:General Fund	(136)
04/23/2024	Bill	GH5370-00/FIRE-00	Yes	Hubdoc - https://app.hubdoc.com/document/547076523 - INVGH5370-00/FIRE-00	202100 Accounts Payable	136
Republic Services						
04/04/2024	Expenditure		Yes		210595 Costco Citi Card - Wyman 9122	50
04/05/2024	Bill Payment (Check)	7805117	Yes		101000 Cash/Investments:General Fund	(358)
Riley Wilson						
04/08/2024	Bill	4.8.24/2	Yes	Hubdoc - https://app.hubdoc.com/document/541213056 - INV4.8.24/2	202100 Accounts Payable	711
04/16/2024	Bill Payment (Check)	7805134	Yes		101000 Cash/Investments:General Fund	(711)
Robbie Treadwell						
04/09/2024	Bill	4.9.24/6	Yes	Hubdoc - https://app.hubdoc.com/document/541213065 - INV4.9.24/6	202100 Accounts Payable	267
04/16/2024	Bill Payment (Check)	7805152	Yes		101000 Cash/Investments:General Fund	(267)
Robert Bole						
04/08/2024	Bill	4.8.24/3	Yes	Hubdoc - https://app.hubdoc.com/document/541213069 - INV4.8.24/3	202100 Accounts Payable	1,454
04/16/2024	Bill Payment (Check)	7805135	Yes		101000 Cash/Investments:General Fund	(1,454)
Rocky Mountain Supply						
04/16/2024	Bill Payment (Check)	7805160	Yes		101000 Cash/Investments:General Fund	(5,517)
Rosas Pizza						

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
04/01/2024	Expenditure		Yes	Training	210590 Costco Citi Card - Dahlhauser 4822	308
Sophie Smith						
04/08/2024	Bill	4.8.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213052 - INV4.8.24	202100 Accounts Payable	869
04/16/2024	Bill Payment (Check)	7805136	Yes		101000 Cash/Investments:General Fund	(869)
Spectrum - 8313 20 012 038						
04/15/2024	Bill	8313200120380424- 4/15	Yes	Hubdoc - https://app.hubdoc.com/document/541794656 - INV8313200120380424-4/15	202100 Accounts Payable	57
04/19/2024	Bill Payment (Check)	7805174	Yes		101000 Cash/Investments:General Fund	(57)
Staggering Ox						
04/04/2024	Expenditure		Yes	Training Lunch	210580 Costco Citi Card - Prato 6073	31
Staples						
04/01/2024	Expenditure		Yes	Office supplies	210580 Costco Citi Card - Prato 6073	33
04/01/2024	Expenditure		Yes	Training Materials	210575 Costco Citi Card - Templeton 8353	10
04/03/2024	Expenditure		Yes	Office supplies	210580 Costco Citi Card - Prato 6073	36
Steve Kerbel						
04/09/2024	Bill	4.9.24/11	Yes	Hubdoc - https://app.hubdoc.com/document/541213079 - INV4.9.24/11	202100 Accounts Payable	100
04/16/2024	Bill Payment (Check)	7805153	Yes		101000 Cash/Investments:General Fund	(100)
Supplycache.com						
04/01/2024	Expenditure		Yes	Hose Pack for Brush 6	210590 Costco Citi Card - Dahlhauser 4822	135
Ted Yewer						
04/09/2024	Bill	4.9.24	Yes	Hubdoc - https://app.hubdoc.com/document/541213053 - INV4.9.24	202100 Accounts Payable	485
04/16/2024	Bill Payment (Check)	7805154	Yes		101000 Cash/Investments:General Fund	(485)
The Corner Post						
04/01/2024	Expenditure		Yes		210585 Costco Citi Card - Malone 5334	23
Tire-Rama						
04/08/2024	Expenditure		Yes	C6-3 Tire Swap	210580 Costco Citi Card - Prato 6073	113
04/09/2024	Expenditure		Yes	C6-5 Tire Swap	210580 Costco Citi Card - Prato 6073	106
04/09/2024	Expenditure		Yes	C-6-6	210585 Costco Citi Card - Malone 5334	106
04/10/2024	Expenditure		Yes	C6-2 Tire Swap	210580 Costco Citi Card - Prato 6073	113
04/11/2024	Expenditure		Yes	C6-4 Tire Swap	210575 Costco Citi Card - Templeton 8353	106
04/11/2024	Expenditure		Yes	C6-1 Tire Swap	210575 Costco Citi Card - Templeton 8353	113
04/12/2024	Expenditure		Yes	A6-1 Tire Swap	210580 Costco Citi Card - Prato 6073	106
Town and Country						
04/01/2024	Bill	5863770	Yes	Hubdoc - https://app.hubdoc.com/document/541794668 - INV5863770	202100 Accounts Payable	971
04/19/2024	Bill Payment (Check)	7805172	Yes		101000 Cash/Investments:General Fund	(971)
Town Pump						
04/01/2024	Expenditure		Yes	A6-1	210100 Conoco	17
04/01/2024	Expenditure		Yes	A6-1	210100 Conoco	14
04/01/2024	Expenditure		Yes	C6-5	210100 Conoco	23
04/01/2024	Expenditure		Yes	C6-6	210100 Conoco	56
04/02/2024	Expenditure		Yes	C62	210100 Conoco	53
04/02/2024	Expenditure		Yes	C6-5	210100 Conoco	28
04/02/2024	Expenditure		Yes	B6-1	210100 Conoco	20
04/05/2024	Expenditure		Yes	A6-1	210100 Conoco	21
04/05/2024	Expenditure		Yes	C6-5	210100 Conoco	40
04/07/2024	Expenditure		Yes	C6-6	210100 Conoco	58
04/09/2024	Expenditure		Yes	WT6-1	210100 Conoco	34
04/10/2024	Expenditure		Yes	C6-3	210100 Conoco	90
04/10/2024	Expenditure		Yes	C-6-1	210100 Conoco	89
04/11/2024	Expenditure		Yes	B6-1	210100 Conoco	37

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
04/12/2024	Expenditure		Yes	E6-1	210100 Conoco	25
04/12/2024	Expenditure		Yes	C6-5	210100 Conoco	33
04/13/2024	Expenditure		Yes	C6-3	210100 Conoco	55
04/13/2024	Expenditure		Yes	C6-3	210100 Conoco	48
04/14/2024	Expenditure		Yes	WT6	210100 Conoco	20
04/14/2024	Expenditure		Yes	C6-6	210100 Conoco	45
04/17/2024	Expenditure		Yes	B6-1	210100 Conoco	22
04/20/2024	Expenditure		Yes	A6-1	210100 Conoco	19
04/21/2024	Expenditure		Yes	C62	210100 Conoco	32
Tyler Newell						
04/05/2024	Bill Payment (Check)	7805108	Yes		101000 Cash/Investments:General Fund	(1,000)
04/09/2024	Bill	4.8.24/6	Yes	Hubdoc - https://app.hubdoc.com/document/541213085 - INV4.8.24/6	202100 Accounts Payable	1,059
04/16/2024	Bill Payment (Check)	7805155	Yes		101000 Cash/Investments:General Fund	(1,059)
U-Haul						
04/05/2024	Expenditure		Yes	U-Haul Training	210585 Costco Citi Card - Malone 5334	414
Unemployment Insurance Division						
04/30/2024	Check	7805175	Yes		101000 Cash/Investments:General Fund	(271)
United States Treasury						
04/10/2024	Check	FIB ePay	Yes		101000 Cash/Investments:General Fund	(3,973)
USPS						
04/01/2024	Expenditure		Yes		210595 Costco Citi Card - Wyman 9122	9
04/08/2024	Expenditure		Yes		210595 Costco Citi Card - Wyman 9122	8
Verizon						
04/05/2024	Bill Payment (Check)	7805114	Yes		101000 Cash/Investments:General Fund	(687)
04/23/2024	Bill	9962435909	Yes	Hubdoc - https://app.hubdoc.com/document/547749038 - INV9962435909	202100 Accounts Payable	686
Waterous Company						
04/10/2024	Bill	P2T6760 001	Yes	Hubdoc - https://app.hubdoc.com/document/541213101 - INVP2T6760 001	202100 Accounts Payable	173
04/16/2024	Bill Payment (Check)	7805171	Yes	53869000	101000 Cash/Investments:General Fund	(173)
Wex Bank						
04/05/2024	Bill Payment (Check)	7805113	Yes	0203-00-109722-9	101000 Cash/Investments:General Fund	(1,031)
04/23/2024	Bill	96519609	Yes	Hubdoc - https://app.hubdoc.com/document/547076566 - INV96519609	202100 Accounts Payable	879
Will Watson						
04/09/2024	Bill	4.9.24/9	Yes	Hubdoc - https://app.hubdoc.com/document/541213071 - INV4.9.24/9	202100 Accounts Payable	40
04/16/2024	Bill Payment (Check)	7805156	Yes		101000 Cash/Investments:General Fund	(40)
Zale Filce						
04/08/2024	Bill	4.8.24/4	Yes	Hubdoc - https://app.hubdoc.com/document/541213072 - INV4.8.24/4	202100 Accounts Payable	490
04/16/2024	Bill Payment (Check)	7805137	Yes		101000 Cash/Investments:General Fund	(490)

Hyalite Rural Fire District

Check Detail

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
100000	Cash/Investments					
101000	General Fund					
04/01/2024	Expenditure	1480	Pintler Billing Services	Hubdoc - https://app.hubdoc.com/document/535218600 - INV1480 Medical billing for March 2024		(500) 500
04/05/2024	Bill Payment (Check)	7805108	Tyler Newell			(1,000) (1,000)
04/05/2024	Bill Payment (Check)	7805109	Malcolm Malone.			(250) (250)
04/05/2024	Bill Payment (Check)	7805110	Kenyon Noble			(22) (22)
04/05/2024	Bill Payment (Check)	7805111	Pinion			(2,500) (2,500)
04/05/2024	Bill Payment (Check)	7805112	Connect Telephone and Computer Group			(60) (60)
04/05/2024	Bill Payment (Check)	7805113	Wex Bank	0203-00-109722-9		(1,031) (1,031)
04/05/2024	Bill Payment (Check)	7805114	Verizon			(687) (687)
04/05/2024	Bill Payment (Check)	7805115	Montana Occupational Health			(1,268) (1,268)
04/05/2024	Bill Payment (Check)	7805116	RAE Water			(136) (136)
04/05/2024	Bill Payment (Check)	7805117	Republic Services			(358) (358)
04/05/2024	Bill Payment (Check)	7805118	Amazon			(119) (119)
04/05/2024	Bill Payment (Check)	7805119	Delta Dental			(189) (189)
04/05/2024	Bill Payment (Check)	7805120	People Facts			(526) (526)
04/05/2024	Bill Payment (Check)	7805121	Owenhouse-Ace Hardware			(856) (856)
04/05/2024	Bill Payment (Check)	7805122	Big Sky Fire Equipment			(2,455) (2,455)
04/05/2024	Bill Payment (Check)	7805123	Big Sky Publishing			(22) (22)
04/10/2024	Check	7805124	Montana Firemen's Association	Montana Firemen's Association		(413) (413)
04/10/2024	Check	ERIC	FURS			(10,342) (4,416) (5,926)
04/10/2024	Check	ERIC	PERS			(354)

Hyalite Rural Fire District

Check Detail

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						(165)
						(189)
04/10/2024	Check	FIB ePay	Montana Dept. of Revenue			(1,579)
						(1,579)
04/10/2024	Check	FIB ePay	United States Treasury			(3,973)
						(3,973)
						0
						0
04/16/2024	Bill Payment (Check)	7805125	Gallatin County Emergency Management			(10,875)
						(10,875)
04/16/2024	Bill Payment (Check)	7805126	Montana State University			(95)
						(95)
04/16/2024	Bill Payment (Check)	7805127	Allie Kuntz			(379)
						(379)
04/16/2024	Bill Payment (Check)	7805128	Brennan Lyle			(1,422)
						(1,422)
04/16/2024	Bill Payment (Check)	7805129	Caitlin Fueg			(95)
						(95)
04/16/2024	Bill Payment (Check)	7805130	John Pemberton			(1,059)
						(1,059)
04/16/2024	Bill Payment (Check)	7805131	Kate Brownell			(126)
						(126)
04/16/2024	Bill Payment (Check)	7805132	Luke Maxwell			(348)
						(348)
04/16/2024	Bill Payment (Check)	7805133	Positive Promotions			(719)
						(719)
04/16/2024	Bill Payment (Check)	7805134	Riley Wilson			(711)
						(711)
04/16/2024	Bill Payment (Check)	7805135	Robert Bole			(1,454)
						(1,454)
04/16/2024	Bill Payment (Check)	7805136	Sophie Smith			(869)
						(869)
04/16/2024	Bill Payment (Check)	7805137	Zale Filce			(490)
						(490)
04/16/2024	Bill Payment (Check)	7805138	Alex Phillips			(173)
						(173)
04/16/2024	Bill Payment (Check)	7805139	Alexi Ness			(225)
						(225)
04/16/2024	Bill Payment (Check)	7805140	Andrew Sprague			(140)
						(140)
04/16/2024	Bill Payment (Check)	7805141	Blake Martin			(187)
						(187)

Hyalite Rural Fire District

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
04/16/2024	Bill Payment (Check)	7805142	Briana Scherrer			(77)
						(77)
04/16/2024	Bill Payment (Check)	7805143	Broc Altig			(80)
						(80)
04/16/2024	Bill Payment (Check)	7805144	Christopher Leeper			(200)
						(200)
04/16/2024	Bill Payment (Check)	7805145	Ian Whalen			(48)
						(48)
04/16/2024	Bill Payment (Check)	7805146	Joe Alexander			(30)
						(30)
04/16/2024	Bill Payment (Check)	7805147	Johanna Ficcadenti			(337)
						(337)
04/16/2024	Bill Payment (Check)	7805148	Kapaya Kalonde			(34)
						(34)
04/16/2024	Bill Payment (Check)	7805149	Mike Hilbert			(184)
						(184)
04/16/2024	Bill Payment (Check)	7805150	Nathaniel Leahy			(197)
						(197)
04/16/2024	Bill Payment (Check)	7805151	Noah Welch			(63)
						(63)
04/16/2024	Bill Payment (Check)	7805152	Robbie Treadwell			(267)
						(267)
04/16/2024	Bill Payment (Check)	7805153	Steve Kerbel			(100)
						(100)
04/16/2024	Bill Payment (Check)	7805154	Ted Yewer			(485)
						(485)
04/16/2024	Bill Payment (Check)	7805155	Tyler Newell			(1,059)
						(1,059)
04/16/2024	Bill Payment (Check)	7805156	Will Watson			(40)
						(40)
04/16/2024	Bill Payment (Check)	7805157	NAPA Auto Parts	12342		(128)
						(128)
04/16/2024	Bill Payment (Check)	7805158	Custom Logo			(699)
						(699)
04/16/2024	Bill Payment (Check)	7805159	Industrial Comm & Elec of Bozeman			(63)
						(63)
04/16/2024	Bill Payment (Check)	7805160	Rocky Mountain Supply			(5,517)
						(5,517)
04/16/2024	Bill Payment (Check)	7805161	Century Link - Hyalite Fire District			(221)
						(221)

Hyalite Rural Fire District

Check Detail

April 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
04/16/2024	Bill Payment (Check)	7805162	Fisher's Technology			(118)
						(118)
04/16/2024	Bill Payment (Check)	7805163	Door Tech			(175)
						(175)
04/16/2024	Bill Payment (Check)	7805164	Nicholas Blommel			(171)
						(171)
04/16/2024	Bill Payment (Check)	7805165	Northwestern Energy			(2,273)
						(2,273)
04/16/2024	Bill Payment (Check)	7805166	Montana State Fund	03-134600-0		(6,466)
						(6,466)
04/16/2024	Bill Payment (Check)	7805167	BlueCross BlueShield of Montana			(3,673)
						(3,673)
04/16/2024	Bill Payment (Check)	7805168	Montana Occupational Health			(3,716)
						(3,716)
04/16/2024	Bill Payment (Check)	7805169	Charter Communications - 172844901	8313200110672244		(273)
						(273)
04/16/2024	Bill Payment (Check)	7805170	Heiman Fire Equipment			(312)
						(312)
04/16/2024	Bill Payment (Check)	7805171	Waterous Company	53869000		(173)
						(173)
04/19/2024	Bill Payment (Check)	7805172	Town and Country			(971)
						(971)
04/19/2024	Bill Payment (Check)	7805173	Nathaniel Leahy			(25)
						(25)
04/19/2024	Bill Payment (Check)	7805174	Spectrum - 8313 20 012 038			(57)
						(57)
04/30/2024	Check	7805175	Unemployment Insurance Division	UI Account #206 2145		(271)
						271

**HYALITE RURAL FIRE DISTRICT
BOARD OF TRUSTEES REGULAR PUBLIC MEETING
SYNOPSIS**

DATE: APRIL 16, 2024

TIME: 7:00 p.m.

LOCATION: Sourdough Fire Station, 4541 S. 3rd Rd., Bozeman, Montana

In compliance with [MCA 2017 2-3-212](#) and the Hyalite Rural Fire District Bylaws, the minutes of HRFD Board of Trustees open public meetings are comprised of an audio recording and a written synopsis. The audio recording is designated as the official record of a meeting. The written synopsis serves to assist the public in accessing portions of the audio recording and is a good faith attempt to provide the public with another method to be informed about the actions of the Board. The minutes are available to the public at www.hyalitefire.org/board-meeting-minutes/ or at the Hyalite Rural Fire District Administrative Offices, 4541 S. 3rd Rd., Bozeman, MT, during its standard business hours.

TRUSTEES IN ATTENDANCE:

Justin Miller
Pete Geddes
Walt Zidack
Jason Jarrett
Ken Beideman

STAFF IN ATTENDANCE:

Brian Nickolay, Fire Chief
Sheryl Wyman, Administrative Assistant

PUBLIC IN ATTENDANCE:

ThinkOne Representatives – Bill Hanson, Jay
Alex Phillips, Volunteer Firefighter
Colin Prato, Maintenance Captain
Mac Malone, Training Captain

0:00:04	CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT Chairman Miller called the meeting to order and asked for any public comment on non-agenda items. None given. HYALITE CONSENT AGENDA Chairman Miller asks if there are any requests to pull anything from the Consent Agenda for review. None given. Motion: Trustee Zidack moves to approve consent agenda as presented Trustee Geddes seconded the motion.
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	<p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes; Miller-Yes; Geddes-Yes. Unanimous approval.</p> <p><i>[See March 19, 2024 Board Packet for Consent Agenda items Approved]</i></p>
	<p>REGULAR AGENDA</p>
0:00:42	<p>Agenda Item 1 – Signing of Contract with ThinkOne Architects</p> <p>Chief Nickolay discusses the contract to be entered into with the board and ThinkOne. Trustee Geddes asks about the scope of work. Bill from ThinkOne discusses</p> <p>Discussion is held between the board and ThinkOne representatives regarding a survey.</p> <p>Chairman Miller asks about the status of re-zoning the property. Chief Nickolay has had discussions with the County and the steps that need to be taken. One is a boundary re-alignment by filling out an application for the county. Talking with the county planning department they don't see a problem with re-zoning the property.</p> <p>ThinkOne representatives discusses the work they have done in the area. They have done all of the fire stations in the valley except one. Jay has worked with Big Fork on a project which is identical to what we are looking for to present to the public.</p> <p>Trustee Zidack asks if there is an advantage for ThinkOne to move into the next phase moving forward. ThinkOne representatives discusses their role if they were to move past the concept phase into a building phase.</p> <p>Discussion is held regarding the 3-D model for presentation to the public.</p> <p>Motion: Trustee Zidack and Jarrett makes a motion to enter into a contract with ThinkOne not to exceed \$30,000.</p> <p>Trustee Beideman seconded the motion.</p> <p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes; Geddes-Yes; Miller-Yes. Unanimous approval.</p> <p><i>[See Attachments A and B – Contracts with ThinkOne]</i></p>
0:16:24	<p>Agenda Item 7 – Moved for Discussion – Replacement of Rae Station – Standing Agenda Item</p> <p>Chief Nickolay states he can start working on the application for the county. Trustee Beideman asks about the boundaries and the process to make the properties into one. Discussion is held regarding the zoning.</p>

	<p>Chief Nickolay suggests creating a sub-committee to work with ThinkOne. Volunteer Firefighter Alex Phillips would like to participate on the committee to be a volunteer representative.</p> <p>Discussion is held between ThinkOne and the process of what is needed from us for the process and how they work with the committee. There will be meetings with the committee as well as going before the whole board to demonstrate where they are at in the process. Options can be presented to the board. The effort to get from point A to point B would be approximately 90 days. They should be able to start on the project around the end of May or June.</p> <p>A committee will be formed around the June time frame to start working with ThinkOne and to bring the information back to the board. Trustee Geddes makes comments regarding the importance of having Alex participating and having input from the volunteers.</p> <p>ThinkOne will put a schedule together to start working on the project.</p>
<p>0:24:54</p>	<p>Agenda Item 2 – Staff Salary Discussions</p> <p>Chief Nickolay presented wage comparisons between Central Valley and the Bozeman Fire Department and Hyalite Fire. Going into the preliminary budget he is requesting a 10% increase to salaries across the board for paid staff. The total increase to salaries would amount to \$53,000 - \$55,000 increase. This does not take into account the increases in taxes, retirement, etc.</p> <p>Discussion is held among the trustees and chief. Trustee Zidack, as treasurer, discusses the cost and taxpayer interest. He acknowledges we are in an inflationary environment and a housing inflationary situation. He feels we need to support our staff the best we can but it comes with trade-offs, i.e. the capital reserve funds. Trustee Geddes asks about the property tax increases we might see. We use 5% increase in our budget calculations. Trustee Geddes feels we should be on a glide path to stay competitive with surrounding agencies, especially for the captain positions. There will also be a request for extra monies for command coverage compensation.</p> <p>Discussion is held between the trustees. Chair Miller suggests looking at past years of the other departments to see what rate their salaries are going up from year to year. Trustee Geddes brings up the service model we have is predominately volunteer which gives cost savings. We are currently approximately \$25,000 - \$30,000 below other departments in the area. Trustee Jarrett discusses we need to compare apples to apples which includes the benefit packages.</p> <p>Trustee Zidack doesn't want to have to go to a mill levy because we can't fund our apparatus replacement due to salaries. Discussion is held regarding the staff and benefits of working at Hyalite. Trustees discuss possible changes to benefit packages that might help.</p>

	<p>Chair Miller asks how this looks for our budget. Trustee Zidack states we can handle the increase in the budget but there will be trade-offs. Discussion is held regarding what the staff would like to see in benefits.</p> <p>Trustee Zidack would like to see something done for budget purposes. He suggests putting a placeholder in place at the 10% for budget purposes. Then review historical data on pay, benefits, and what the projections would be as well as the trade-offs may look like.</p> <p>Motion: Trustee Zidack makes a motion to approve a 10% pay increase for paid staff at Hyalite Rural Fire District.</p> <p>Trustee Geddes seconded the motion.</p> <p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes; Geddes-Yes; Miller-Yes. Unanimous approval.</p>
0:58:46	<p>Agenda Item 3 – Command Coverage Compensation</p> <p>Chief Nickolay discusses the deficiencies in volunteer command staff. Seven volunteer captains are needed to cover the week of nightly command. We currently have four volunteer captains. At this rate we have burnout on our volunteer captains. He advises it will take time to get the volunteers the experience and training to build up the captain staff. Given life events we have volunteers leaving making the coverage very thin. He is asking for funds to cover mandatory overtime shifts of non-exempt employees for command coverage. They would be on a 12-hour shift one night a week. He feels this will get us to the point where we can bolster the volunteer captain position. The total amount needed for overtime to cover the non-exempt employees’ overtime for a 12-hour shift once a week for a year is \$158,580. \$15,000 had already been budgeted for overtime so the additional amount needed would be \$143,558.</p> <p>Discussion is held between the board and Chief Nickolay. Trustee Jarrett asks about the frequency of night calls and if an on-call wage can be paid. Chief Nickolay states the employee attorney states they can’t pay an on-call wage. Discussion is held regarding possibly hiring one or two additional people. Trustee Jarrett brings up the kind of service we can provide if we don’t have the staffing. Chief Nickolay feels we just don’t have the experienced firefighters to make certain calls. Trustee Geddes says it is a question for the taxpayers regarding what level of service they expect.</p> <p>Discussion is held regarding possible liability issues depending on the level of service. Trustee Jarrett states there isn’t much given the service we can provide. More discussion is held regarding hiring additional captains.</p> <p>Chief Nickolay has tried to work with neighboring departments to trade help. Neither department wants to look into sharing coverage.</p>

	<p>Trustee Zidack states we have our preliminary budget due but the final budget isn't due until August so we have the capability to make modifications to the final budget.</p> <p>Discussion is held regarding service and the volunteer model, the resources we have to offer at this time and the priorities of the district. Trustee Zidack suggests exploring what it would look like to hire night time coverage.</p> <p>Discussion is held regarding asking the taxpayers for a mill levy to cover additional staff for the service they would like to see. The feeling is this wouldn't jeopardize the request for a new station.</p> <p>Trustee Zidack feels some thought should be given to possibly changing the schedule, or adding another person into the mix and re-visiting the issue in May. Chair Miller asks how long before we may see the two captains coming back.</p> <p>Trustee Jarrett discusses the direction the board wants to give the Chief. This could include prioritizing response over other areas, i.e. meetings, trainings, etc.. Discussion is held with using the 12 hour shift</p> <p>Trustee Zidack breaks it down to three broad strokes: 1) reduce level of service with maintaining costs; 2) fill in with overtime model being discussed; and third, would be to look at how two more full time positions would fill the whole and maintain the level of service. Trustee Jarrett adds another option to readjust what we are prioritizing for the hours of pay.</p> <p>Trustee Zidack suggests coming to the next meeting with these four ideas and try to see what could work. From the budgetary aspect we can fund this request but it wouldn't take to long and then we aren't funding the capital reserve fund.</p> <p>Staff will be directed to bring back ideas on the three questions presented.</p> <p>Tabled until May Meeting</p>
1:49:23	<p>Agenda Item 4 – Web Design Services Proposal</p> <p>The Chief would like to see an improvement to our web site. He will bring a proposal to re-do the website by utilizing a marketing and web design company. We can utilize capital funds to start up website design. The rough estimates he received was \$10,000 - \$15,000.</p> <p>Trustee Zidack suggest an RFP for the services.</p> <p>There is a number of people that go to the website. Several of our new recruits state they found us through the</p> <p>Chief Nickolay will bring a proposal to the next meeting.</p>
1:52:47	<p>Agenda Item 5 – Transfer of Unrestricted Money to Capital Accounts</p>

	<p>Treasurer Zidack discusses the funds available in the cash fund. We have two engines we will be paying for. The capital fund for apparatus currently sits at \$669,981 so we will need to transfer funds into the capital apparatus fund to pay for the engines. We have approximately \$1,283,869 in our cash fund and can transfer \$1,000,000. We did not transfer any monies last fiscal year. We have to maintain \$400,000 in our cash fund.</p> <p>Motion: Trustee Zidack makes a motion to approve the transfer of \$1,000,000 from the cash fund into the capital reserve fund for apparatus.</p> <p>Trustee Jarrett seconded the motion.</p> <p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes; Miller-Yes. Unanimous approval.</p>
1:55:03	<p>Agenda Item 6 – New Command Vehicle Purchase</p> <p>This is the replacement of a command vehicle. It is the one request over the rolling engines in the capital replacement plan. The request is for \$75,000.</p> <p>Motion: Trustee Zidack makes a motion to approve purchase of a new command vehicle not to exceed \$75,000.</p> <p>Trustee Beideman seconded the motion.</p> <p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes; Miller-Yes. Unanimous approval.</p>
1:57:07	<p>Agenda Item 8 – Fire Chief’s Report</p> <p>Trustee Jarrett moves to forego the Fire Chief’s Report for this meeting. The report can be found in the packet.</p> <p><i>[See Attachment C – Fire Chief’s Report]</i></p>
1:57:07	<p>Trustees’ Activities</p> <ul style="list-style-type: none"> • None
1:57:17	<p>Announcements</p> <ul style="list-style-type: none"> • Next Board Meeting will be held May 21, 2024 – Annual Meeting • The preliminary budget will need to be finalized at the May meeting and submitted at the end of May.
1:58:36	<p>Adjournment</p>



AIA[®] Document B121[™] – 2018

Standard Form of Master Agreement Between Owner and Architect for Services provided under multiple Service Orders

AGREEMENT made as of the Sixteenth day of April in the year Two Thousand Twenty-Four.

(In words, indicate day, month, and year.)

BETWEEN the Owner:

(Name, legal status, address, and other information)

Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715

and the Architect:

(Name, legal status, address, and other information)

Taylor Architects PC dba ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document does not contain a description of the Architect's scope of Services and related terms. This document is intended to be used in conjunction with AIA Document B221[™]–2018, Service Order for use with Master Agreement Between Owner and Architect

TABLE OF ARTICLES

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9	COMPENSATION
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ARTICLE 1 MASTER AGREEMENT TERM AND PARTY REPRESENTATIVES

§ 1.1 This Master Agreement shall be effective for one year after the date first written above ("Date of this Master Agreement").

§ 1.2 This Master Agreement shall apply to all Service Orders agreed to by the Parties within the term of this Master Agreement until completion of the Service Order. In the event of a conflict between terms and conditions of this Master Agreement and a Service Order, the terms of the Service Order shall take precedence for the services provided pursuant to the Service Order. An agreed upon Service Order together with this Master Agreement form a Service Agreement. A Service Agreement represents the entire and integrated agreement between the parties, and supersedes prior negotiations, representations, or agreements, either written or oral. A Service Agreement may be amended or modified only by a Modification.

§ 1.3 This Master Agreement will renew on an annual basis, on the day and month of the Date of this Master Agreement, unless either party provides notice of their intent not to renew this Master Agreement. Notice must be provided at least 60 days prior to the renewal date. In the event either party elects not to renew this Master Agreement, the terms of this Master Agreement shall remain applicable until all Service Orders under this Master Agreement are completed or terminated.

§ 1.4 The Owner identifies the following representative authorized to act on the Owner's behalf with respect to this Master Agreement:

Brian Nickolay, Fire Chief
Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715
(406) 586-3771 BNICKOLAY@HYALITE FIRE.ORG

§ 1.4.1 In each Service Order, the Owner will identify a representative authorized to act on the Owner's behalf with respect to the Service Order.

Init.

§ 1.5 The Architect identifies the following representative authorized to act on the Architect's behalf with respect to this Master Agreement:

William A. Hanson, President
ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715
(406) 586-7020

§ 1.5.1 In each Service Order, the Architect will identify a representative authorized to act on behalf of the Architect with respect to the Service Order.

§ 1.6 Nothing contained in this Master Agreement or in a Service Order shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

ARTICLE 2 SERVICE ORDERS

§ 2.1 The Owner is not required to issue any Service Orders under this Master Agreement.

§ 2.2 The Architect may decline to accept any Service Order issued by the Owner.

§ 2.3 The Architect shall perform the services set forth in each agreed upon Service Order, consisting of AIA Document B221-2018, Service Order, or such other document as the Owner and Architect may mutually agree upon. Each Service Order shall state the name, location, and detailed description of the Project; describe the Architect's Services; state the Architect's compensation; and list the attachments and exhibits incorporated by reference.

ARTICLE 3 ARCHITECT'S RESPONSIBILITIES

§ 3.1 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the services provided pursuant to a Service Agreement.

§ 3.2 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Master Agreement or any Service Agreement.

§ 3.3 The Architect shall maintain the following insurance until termination of this Master Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 9.4.

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

.1 General Liability

Liability Limits - \$2.0 Million per Occurrence
 \$4.0 Million per Aggregate

.2 Automobile Liability

\$1.0 Million combined single limit for each occurrence providing coverage for bodily injury or death of any person, or property damage arising out of ownership or use of any motor vehicle, whether owned, hired or non-owned.

Currently, there are no owned autos so only hired and non-owned auto liability is carried.

.3 Workers' Compensation

Per State of Montana statutory requirements and \$1.0 Million Bodily Injury each accident.

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.4 Professional Liability

Liability Limits -	\$4.0 Million per Occurrence
	\$4.0 Million per Aggregate

§ 3.4 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of the services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.5 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 The Architect may provide Additional Services after execution of a Service Order without invalidating the Service Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Article 4 shall entitle the Architect to compensation pursuant to Section 9.3.

§ 4.2 Unless otherwise provided in a Service Order, upon recognizing the need to perform the following Additional Services, as they relate to the services provided pursuant to the Service Order, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals; or
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 The Owner shall provide information in a timely manner regarding requirements for and limitations of each Service Order.

§ 5.2 The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.3 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of consulting services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants as designated in an individual Service Order, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Service Order. The

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Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.4 The Owner shall furnish all legal, insurance, and accounting services, including auditing services, that may be reasonably necessary at any time to meet the Owner's needs and interests under a Service Agreement.

§ 5.5 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the services or work related to a Service Agreement, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.6 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COPYRIGHTS AND LICENSES

§ 6.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use in relation to a Service Agreement.

§ 6.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with a Service Agreement is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 6.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under the Service Agreement, including prompt payment of all sums when due pursuant to Articles 8 and 9. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Master Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 10.9, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates a Service Agreement for cause as provided in Section 8.4, the license granted in this Section 6.3, and related to the terminated Service Agreement, shall terminate.

§ 6.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 6.3.1. The terms of this Section 6.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 8.4.

§ 6.4 Except for the licenses granted in this Article 6, no other license or right shall be deemed granted or implied under this Master Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 6.5 Except as otherwise stated in Section 6.3, the provisions of this Article 6 shall survive the termination of this Master Agreement.

ARTICLE 7 CLAIMS AND DISPUTES

§ 7.1 General

§ 7.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to any Service Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Master Agreement and within the period specified by applicable

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law, but in any case not more than 10 years after the completion of the services provided pursuant to a specific Service Agreement, whichever is sooner. Completion of the services pursuant to a specific Service Agreement shall be the date of Substantial Completion of construction related to the services performed pursuant to the Service Agreement or, where there is no construction work related to a Service Agreement, the date the Architect completes its services under the Service Agreement. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 7.1.1.

§ 7.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201™–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 7.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to a Service Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of a Service Agreement, except as specifically provided in Section 8.6.

§ 7.2 Mediation

§ 7.2.1 Any claim, dispute or other matter in question arising out of or related to a Service Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 7.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Master Agreement. A request for mediation shall be made in writing, delivered to the other party to this Master Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 7.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 7.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 7.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

☒ [X] Arbitration pursuant to Section 7.3 of this Master Agreement

☐ [] Litigation in a court of competent jurisdiction

☐ [] Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 7.3 Arbitration

§ 7.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Master Agreement, any claim, dispute or other matter in question arising out of or related to a Service Agreement subject to, but not

resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Master Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Master Agreement, and filed with the person or entity administering the arbitration.

§ 7.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 7.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Master Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 7.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 7.3.4 Consolidation or Joinder

§ 7.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Master Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 7.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 7.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 7.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Master Agreement.

§ 7.4 The provisions of this Article 7 shall survive the termination of a Service Agreement.

ARTICLE 8 TERMINATION OR SUSPENSION OF SERVICE AGREEMENTS

§ 8.1 If the Owner fails to make payments to the Architect in accordance with a Service Agreement, such failure shall be considered substantial nonperformance and cause for termination of the Service Agreement or, at the Architect's option, cause for suspension of performance of services under the Service Agreement for which the Owner failed to make payment. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 8.2 If the services under a Service Agreement have been suspended by the Owner, the Architect shall be compensated for services performed prior to notice of such suspension. When the services under the Service Agreement are resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 8.3 If the Owner suspends the services under a Service Agreement for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate the Service Agreement by giving not less than seven days' written notice.

§ 8.4 Either party may terminate a Service Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of the Service Agreement, through no fault of the party initiating the termination. Termination of a Service Agreement under this Section 8.4 shall not be deemed a termination of other Service Agreements under this Master Agreement.

§ 8.5 The Owner may terminate a Service Agreement, upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 8.6 In the event of termination of a Service Agreement not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, Reimbursable Expenses incurred, and all costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 8.7 In addition to any amounts paid under Section 8.6, if the Owner terminates a Service Agreement for its convenience pursuant to Section 8.5, or the Architect terminates a Service Agreement pursuant to Section 8.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

No Termination Fee in addition to Work Completed to date per Section 8.6

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

Licensing Fee would be equal to Total Licensing Fee proposed for the project.

§ 8.8 Except as otherwise expressly provided herein, a Service Agreement shall terminate one year from the date of Substantial Completion.

§ 8.9 The Owner's rights to use the Architect's Instruments of Service in the event of termination of a Service Agreement are set forth in Article 6 and Section 9.5 of this Master Agreement.

ARTICLE 9 COMPENSATION

§ 9.1 The Owner shall compensate the Architect for the services described in a Service Order pursuant to the Service Order and as set forth in this Article 9.

§ 9.2 Except as otherwise set forth in a Service Order, the hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

(If applicable, attach an exhibit of hourly billing rates or insert them below.)

See Attached List of Hourly Billing Rates. Exhibit "A"

(Table deleted)

§ 9.3 Except as otherwise set forth in a Service Order, the Owner shall compensate the Architect for Additional Services designated in Article 4 as follows:

(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

§ 9.4 Compensation for Reimbursable Expenses

§ 9.4.1 Reimbursable Expenses are in addition to compensation for the Architect's professional services and include expenses incurred by the Architect and the Architect's consultants directly related to a Service Agreement, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;

- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultant's expense of professional liability insurance dedicated exclusively to the Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect or the Architect's consultants, and disclosed by the Architect in writing prior to execution of this Master Agreement or a related Service Agreement;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 9.4.2 For Reimbursable Expenses the compensation shall be the expenses incurred plus 10% by the Architect and the Architect's consultants.

§ 9.4.3 Reimbursable Expenses will be allocated to each Service Agreement.

§ 9.5 Payments to the Architect

§ 9.5.1 Progress Payments

§ 9.5.1.1 Unless otherwise agreed, payments for services provided pursuant to a Service Agreement shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid Forty-Five (45) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

1% Per Month (12% Yearly Interest Rate)

§ 9.5.1.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding. In any event, the Owner shall not withhold payments to the Architect pertaining to a Service Agreement to offset amounts in dispute under a separate Service Agreement.

§ 9.5.1.3 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 Each Service Agreement shall be governed by the law of the place where the Project described in the Service Order is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 7.3.

§ 10.2 Notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to each Service Agreement. Neither the Owner nor the Architect shall assign a Service Agreement without the written consent of the other, except that the Owner may assign a Service Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under the Service Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with the Service Agreement, provided the proposed consent is submitted to the

Init.

Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of the Service Agreement.

§ 10.5 Unless otherwise required in a Service Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.6 The Architect shall have the right to include photographic or artistic representations of the design of the Projects for which services are performed among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Projects to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Projects. This Section 10.6 shall survive the termination of a Service Agreement unless the Owner terminates a Service Agreement for cause pursuant to Section 8.4.

§ 10.7 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party may disclose such information as required by law or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity. The Party receiving such information may also disclose it to its employees, consultants or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.7.

§ 10.8 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

§ 10.9 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 10.9.1 Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 11 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Master Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

§ 11.1 This agreement shall be governed by the laws of the State of Montana, and all work shall be in compliance with the applicable building codes adopted by the Montana Building Standards Division at the time of performance plus the applicable sections of the National Fire Protection Association (NFPA) codes to include NFPA 101 and NFPA 1500 Chapter 10 (Facility Safety).

§ 11.2 To the extent deemed necessary by the Architect, the Architect shall employ architects, mechanical, electrical, structural, and civil engineers licensed as such in the State of Montana, and other such consultants necessary for the provision of services under this Agreement. All such consultants shall be paid by the Architect and shall have no claim against the Owner. The Architect is responsible for the performance of its consultants as it would be if it had rendered the services itself. The Architect shall supply the names and functions of all such consultants to the Owner for Owner's approval.

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§ 11.3 The Architect shall designate a principal or a staff member as Project Manager. So long as the Project Manager performs in a manner acceptable to the Owner and remains in Architect's employ, the Project Manager shall remain in charge of all design and other services required under this Agreement unless a substitution mutually acceptable to the Owner and Architect is made. The Project Manager shall be available for consultation, meetings, correspondence, telephone, conference, or video calls, and other such contacts with the Owner as needed for the successful completion of the Agreement and Service Orders.

§ 11.4 The Architect shall assist the Owner in fulfilling the requirements of the authorities and funding agencies whose interests bear on the design, cost, and construction of the Project.

§ 11.5 The Architect shall abide by all regulations imposed by authorities having jurisdiction of the Project.

§ 11.6 The Architect shall cooperate with all other professionals the Owner may employ for work, inspections, reviews, and/or certifications for the Project.

§ 11.7 The Architect shall review site surveys; existing record documents; seismic data; mechanical, geotechnical, and other test reports; environmental documents, and any other such available documentation to determine whether such data are sufficient for purposes of design or whether additional data are needed. If additional data or tests are needed, the Architect shall immediately notify the Owner.

§ 11.8 The Architect shall provide a structural design that meets or exceeds Essential Facility standards for a public fire station and is capable of withstanding projected maximum threats plus 20% from the following expected natural phenomenon hazards at the project site:

- Heavy rainfall
- Hail
- Lightning
- Snow
- Ice
- High Winds
- Subsidence
- Radon
- Earthquakes
- Tornados
- Floods
- Wildland Fires and Blowing Embers

§ 11.9 When required, the Architect shall notify the Owner of items that require independent inspection, review, and/or certification by outside authorities. The Architect shall provide the Owner with the performance specifications for such items to be inspected, reviewed, or certified.

§ 11.10 The Architect will prepare Design and Bid Documents using Building Information Modeling (BIM) Software. The BIM Modeling will be prepared with a Level of Detail (LOD) of 250-300 per BIM Standards adopted by The American Institute of Architects.

ARTICLE 12 SCOPE OF THIS MASTER AGREEMENT

§ 12.1 This Master Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Master Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 12.2 This Master Agreement is comprised of the following documents identified below:

- .1 AIA Document B121™-2018, Standard Form of Master Agreement Between Owner and Architect
(Paragraphs deleted)
- .2 Exhibits:
(Clearly identify any other exhibits incorporated into this Master Agreement.)

(Paragraphs deleted)

Init.

Exhibit "A" – (ThinkOne Hourly Billing Rates)

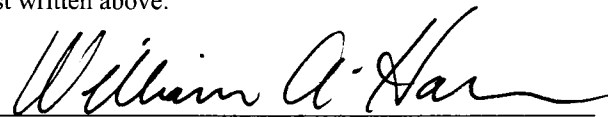
This Master Agreement entered into as of the day and year first written above.

OWNER (Signature)

Justin Miller, Board Chair

(Row deleted)

Hyalite Rural Fire District



ARCHITECT (Signature)

William A. Hanson, President

ThinkOne Architects

Init.

Additions and Deletions Report for AIA® Document B121™ – 2018

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 09:29:52 MT on 04/10/2024.

PAGE 1

AGREEMENT made as of the Sixteenth day of April in the year Two Thousand Twenty-Four.

...

Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715

...

Taylor Architects PC dba ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715

PAGE 2

Brian Nickolay, Fire Chief
Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715
(406) 586-3771 BNICKOLAY@HYALITE FIRE.ORG

PAGE 3

William A. Hanson, President
ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715
(406) 586-7020

...

<u>Liability Limits -</u>	<u>\$2.0 Million per Occurrence</u>
	<u>\$4.0 Million per Aggregate</u>

...

\$1.0 Million combined single limit for each occurrence providing coverage for bodily injury or death of any person, or property damage arising out of ownership or use of any motor vehicle, weather owned, hired or non-owned.

Currently, there are no owned autos so only hired and non-owned auto liability is carried.

Per State of Montana statutory requirements and \$1.0 Million Bodily Injury each accident.

PAGE 4

Liability Limits - \$4.0 Million per Occurrence
\$4.0 Million per Aggregate

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☒ Arbitration pursuant to Section 7.3 of this Master Agreement

PAGE 8

No Termination Fee in addition to Work Completed to date per Section 8.6

...

Licensing Fee would be equal to Total Licensing Fee proposed for the project.

...

See Attached List of Hourly Billing Rates. Exhibit "A"

Employee or Category	Rate (\$0.00)
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§ 9.4.2 For Reimbursable Expenses the compensation shall be the expenses incurred plus 10% by the Architect and the Architect's consultants ~~plus percent (— %) of the expenses incurred~~ consultants.

...

§ 9.5.1.1 Unless otherwise agreed, payments for services provided pursuant to a Service Agreement shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid Forty-Five (45) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

...

% — 1% Per Month (12% Yearly Interest Rate)

PAGE 10

§ 11.1 This agreement shall be governed by the laws of the State of Montana, and all work shall be in compliance with the applicable building codes adopted by the Montana Building Standards Division at the time of performance plus the applicable sections of the National Fire Protection Association (NFPA) codes to include NFPA 101 and NFPA 1500 Chapter 10 (Facility Safety).

§ 11.2 To the extent deemed necessary by the Architect, the Architect shall employ architects, mechanical, electrical, structural, and civil engineers licensed as such in the State of Montana, and other such consultants necessary for the provision of services under this Agreement. All such consultants shall be paid by the Architect and shall have no claim against the Owner. The Architect is responsible for the performance of its consultants as it would be if it had rendered the services itself. The Architect shall supply the names and functions of all such consultants to the Owner for Owner's approval.

§ 11.3 The Architect shall designate a principal or a staff member as Project Manager. So long as the Project Manager performs in a manner acceptable to the Owner and remains in Architect's employ, the Project Manager shall remain in charge of all design and other services required under this Agreement unless a substitution mutually acceptable to the Owner and Architect is made. The Project Manager shall be available

for consultation, meetings, correspondence, telephone, conference, or video calls, and other such contacts with the Owner as needed for the successful completion of the Agreement and Service Orders.

§ 11.4 The Architect shall assist the Owner in fulfilling the requirements of the authorities and funding agencies whose interests bear on the design, cost, and construction of the Project.

§ 11.5 The Architect shall abide by all regulations imposed by authorities having jurisdiction of the Project.

§ 11.6 The Architect shall cooperate with all other professionals the Owner may employ for work, inspections, reviews, and/or certifications for the Project.

§ 11.7 The Architect shall review site surveys; existing record documents; seismic data; mechanical, geotechnical, and other test reports; environmental documents, and any other such available documentation to determine whether such data are sufficient for purposes of design or whether additional data are needed. If additional data or tests are needed, the Architect shall immediately notify the Owner.

§ 11.8 The Architect shall provide a structural design that meets or exceeds Essential Facility standards for a public fire station and is capable of withstanding projected maximum threats plus 20% from the following expected natural phenomenon hazards at the project site:

_____ Heavy rainfall
 _____ Hail
 _____ Lightning
 _____ Snow
 _____ Ice
 _____ High Winds
 _____ Subsidence
 _____ Radon
 _____ Earthquakes
 _____ Tornados
 _____ Floods
 _____ Wildland Fires and Blowing Embers

§ 11.9 When required, the Architect shall notify the Owner of items that require independent inspection, review, and/or certification by outside authorities. The Architect shall provide the Owner with the performance specifications for such items to be inspected, reviewed, or certified.

§ 11.10 The Architect will prepare Design and Bid Documents using Building Information Modeling (BIM) Software. The BIM Modeling will be prepared with a Level of Detail (LOD) of 250-300 per BIM Standards adopted by The American Institute of Architects.

PAGE 11

.2 — AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Master Agreement.)

.3 —
.2 Exhibits:

...

.4 — Other documents:
(List other documents, if any, forming part of the Master Agreement.)

Exhibit "A" – (ThinkOne Hourly Billing Rates)

PAGE 12

Justin Miller, Board Chair

(Printed name and title)

William A. Hanson, President

(Printed name, title, and license number, if required)

Hyalite Rural Fire District

ThinkOne Architects

Certification of Document's Authenticity
AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 09:29:52 MT on 04/10/2024 under Order No. 4104245164 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B121™ – 2018, Standard Form of Master Agreement Between Owner and Architect for Services provided under multiple Service Orders, other than those additions and deletions shown in the associated Additions and Deletions Report.

William A. Hanson
(Signed)

PRESIDENT
(Title)

APRIL 10, 2024
(Dated)

THINKONE ARCHITECTURE
2024 Billing Rates

<u>Position</u>	<u>Rate/Hour</u>
Principal – Project Manager	\$190
Staff Architect – Project Architect	\$160
Design Support Staff – AIT	\$120
Support Staff – Administrative	\$85



AIA Document B221™ – 2018

Service Order for use with Master Agreement Between Owner and Architect

SERVICE ORDER number One made as of the Sixteenth day of April in the year Two Thousand Twenty-Four.
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715

and the Architect:
(Name, legal status, address, and other information)

Taylor Architects PC dba ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715

for the following **PROJECT**:
(Name, location, and detailed description)

New Hyalite Rural Fire District Facility to be constructed on District Owned Property on Gooch Hill Road in Gallatin County.

THE SERVICE AGREEMENT

This Service Order, together with the Master Agreement between Owner and Architect dated the Sixteenth day of April in the year Two Thousand Twenty-Four.
(In words, indicate day, month, and year.)

form a Service Agreement.

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Architect's scope of services for the Service Order only and is intended to be used with AIA Document B121™–2018, Standard Form of Master Agreement Between Owner and Architect

TABLE OF ARTICLES

1	INITIAL INFORMATION
2	SERVICES UNDER THIS SERVICE ORDER
3	DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
4	COMPENSATION
5	INSURANCE
6	PARTY REPRESENTATIVES
7	ATTACHMENTS AND EXHIBITS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 Unless otherwise provided in an exhibit to this Service Order, this Service Order and the Service Agreement are based on the Initial Information set forth below:

(State below details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget and schedule, anticipated procurement method, Owner's Sustainable Objective, and other information relevant to the Project.)

Preliminary scope for this Service Order is primarily conceptual Design for a new Fire Station / Headquarters for the Hyalite Rural Fire District. The new facility is anticipated to be 10,000 to 12,000 SF of new construction along with all associated site work.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

ARTICLE 2 SERVICES UNDER THIS SERVICE ORDER

§ 2.1 The Architect's Services under this Service Order are described below or in an exhibit to this Service Order, such as a Scope of Architect's Services document.

§ 2.1.1 Basic Services

(Describe below the Basic Services the Architect shall provide pursuant to this Service Order or state whether the services are described in documentation attached to this Service Order.)

Basic Services to be provided under this service order to include Conceptual Design to identify overall project scope. Deliveries for this Service Order will be:

- Conceptual Site Plan Development
- Conceptual Building Floor Plan(s)
- Conceptual Building Elevations of Primary Building Facades. Depicting general material selections, detail, and color.
- Two Conceptual Renderings of the project for use in Bond Promotions.
- A Concept Level Master Project Cost Estimate reflecting conceptual level building costs, site development costs, design and soft costs, contingencies, and other direct project costs.
- Graphic Digital files will be delivered in formats as desired by the Owner includes JPEG, PDF, EPS, PSD, and TIFF.
- Multiple Graphic Floorplans and Elevations will be provided to the Owner as needed for fundraising efforts.

Init.

§ 2.1.2 Additional Services

(Describe below the Additional Services the Architect shall provide pursuant to this Service Order or state whether the services are described in documentation attached to this Service Order.)

- Site Topographic Survey (TBD – At Cost If Needed)

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 Unless otherwise provided in an exhibit to this Service Order, the Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

- .1 Commencement of construction date:

Not established at this time.

- .2 Substantial Completion date:

Not established at this time.

ARTICLE 4 COMPENSATION

§ 4.1 For Basic Services described under Section 2.1.1, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(Insert amount)

(Paragraphs deleted)

See Attached Fee Proposal Letter (Exhibit "A") Dated March 14, 2024

§ 4.2 For Additional Services described under Section 2.1.2 or in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:

(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

Additional Services beyond scope identified in the fee proposal will be approved by the Owner prior to proceeding with the work. Additional Service effort will be negotiated with the Owner prior to proceeding.

§ 4.3 For Reimbursable Expenses described in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:

(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

Per Master Agreement

§ 4.4 When compensation identified in Section 4.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

ARTICLE 5 INSURANCE

§ 5.1 Insurance shall be in accordance with section 3.3 of the Master Agreement, except as indicated below:

(Insert any insurance requirements that differ from those stated in the Master Agreement, such as coverage types, coverage limits, and durations for professional liability or other coverages.)

Per Master Agreement

Init.

§ 5.2 In addition to insurance requirements in the Master Agreement, the Architect shall carry the following types of insurance.

(List below any other insurance coverage to be provided by the Architect, not otherwise set forth in the Master Agreement, and any applicable limits.)

Coverage

Limits

Not Applicable

ARTICLE 6 PARTY REPRESENTATIVES

§ 6.1 The Owner identifies the following representative in accordance with Section 1.4.1 of the Master Agreement:

(List name, address, and other information.)

Brian Nickolay, Fire Chief
Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715
(406) 586-3771 BNICKOLAY@HYALITE FIRE.ORG

§ 6.2 The Architect identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:

(List name, address, and other information.)

William A. Hanson, President
ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715
(406) 586-7020

ARTICLE 7 ATTACHMENTS AND EXHIBITS

§ 7.1 The following attachments and exhibits, if any, are incorporated herein by reference:

- .1 AIA Document, B121™-2018, Standard Form of Master Agreement Between Owner and Architect for Services provided under multiple Service Orders;
- .2 Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement.)

Exhibit "A" Fee Proposal Letter Dated March 14, 2024

- .3 Other documents:
(List other documents, if any, including additional scopes of service forming part of this Service Order.)

Documents referenced in the Master Agreement:

AIA Document A201-2017
AIA Document E203-2013
AIA Document G202-2013

This Service Order entered into as of the day and year first written above.

OWNER (Signature)

Justin Miller – Board Chair
Hyalite Rural Fire District
(Row deleted)


ARCHITECT (Signature)

William A. Hanson, President
ThinkOne Architects

Init.

Additions and Deletions Report for AIA® Document B221™ – 2018

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 09:28:57 MT on 04/10/2024.

PAGE 1

SERVICE ORDER number One made as of the Sixteenth day of April in the year Two Thousand Twenty-Four.

...

Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715

...

Taylor Architects PC dba ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715

...

New Hyalite Rural Fire District Facility to be constructed on District Owned Property on Gooch Hill Road in Gallatin County.

...

This Service Order, together with the Master Agreement between Owner and Architect dated the Sixteenth day of April in the year Two Thousand Twenty-Four.

PAGE 2

Preliminary scope for this Service Order is primarily conceptual Design for a new Fire Station / Headquarters for the Hyalite Rural Fire District. The new facility is anticipated to be 10,000 to 12,000 SF of new construction along with all associated site work.

...

Basic Services to be provided under this service order to include Conceptual Design to identify overall project scope. Deliveries for this Service Order will be:

- Conceptual Site Plan Development
- Conceptual Building Floor Plan(s)
- Conceptual Building Elevations of Primary Building Facades. Depicting general material selections, detail, and color.
- Two Conceptual Renderings of the project for use in Bond Promotions.
- A Concept Level Master Project Cost Estimate reflecting conceptual level building costs, site development costs, design and soft costs, contingencies, and other direct project costs.

- Graphic Digital files will be delivered in formats as desired by the Owner includes JPEG, PDF, EPS, PSD, and TIFF.
- Multiple Graphic Floorplans and Elevations will be provided to the Owner as needed for fundraising efforts.

PAGE 3

- Site Topographic Survey (TBD – At Cost If Needed)

...

Not established at this time.

...

Not established at this time.

...

2 — Percentage Basis

— (Insert percentage value)

— () % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 4.4.

3 — Other

— (Describe the method of compensation)

See Attached Fee Proposal Letter (Exhibit "A") Dated March 14, 2024

...

Additional Services beyond scope identified in the fee proposal will be approved by the Owner prior to proceeding with the work. Additional Service effort will be negotiated with the Owner prior to proceeding.

...

Per Master Agreement

...

Per Master Agreement

PAGE 4

Not Applicable

...

Brian Nickolay, Fire Chief
Hyalite Rural Fire District
4541 South 3rd Ave.
Bozeman, MT 59715
(406) 586-3771 BNICKOLAY@HYALITE FIRE.ORG

...

William A. Hanson, President

ThinkOne Architects
101 East Main, Suite One
Bozeman, MT 59715
(406) 586-7020

...

Exhibit "A" Fee Proposal Letter Dated March 14, 2024

...

(List other documents, if any, including additional scopes of service forming part of this Service Order.)

Documents referenced in the Master Agreement:

AIA Document A201-2017
AIA Document E203-2013
AIA Document G202-2013

...

Justin Miller – Board Chair
Hyalite Rural Fire District
(Printed name and title)

William A. Hanson, President
ThinkOne Architects
(Printed name, title, and license number, if required)

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 09:28:57 MT on 04/10/2024 under Order No. 4104245164 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B221™ – 2018, Service Order for use with Master Agreement Between Owner and Architect, other than those additions and deletions shown in the associated Additions and Deletions Report.

William B. Hanson.
(Signed)

PRESIDENT
(Title)

APRIL 10, 2024
(Dated)

**Exhibit "A"**

AIA B-221 Dated April 16, 2024

March 14, 2024

Brian Nickolay, Fire Chief
Hyalite Fire District
4541 South Third Avenue
Bozeman, Montana 59715

Re: Architectural Programming / Concept Design Proposal
Future Fire Station – Gooch Hill Property

Brian,

Thank you for your time yesterday to discuss your future plans for a new Fire Station at your Gooch Hill Road property. Very helpful to better understand your needs and the big picture in regards to future growth.

We understand the Hyalite Fire District Board is interested in pursuing a Programming and Concept Design study for a proposed new station. As we mentioned yesterday, we are currently providing this level of service for a couple of Fire Districts in the State of Montana and have a very good idea of the scope of effort you are requesting. Below is a brief description of what we see as typical components of this service:

1. Site Review and Flow Analysis - We will study the site for apparatus access, site flow, parking requirements, and general site development needs such as water service, sewer service, storm water, etc. We will prepare a concept level site plan showing the general layout with main access paths, site circulation, etc.
2. Building Program Document – We will meet with your team to analyze space needs and prepare a working program document identifying area square footage, support space requirements, circulation, etc. This will provide expected square footage for each programmed space as well as general efficiency factors for structure, circulation, etc. This will be road map we will use to develop initial concept floor plan studies.
3. Concept Level Floor Plan – Using the agreed to program document, we will develop concept floor plan studies for your team's review. This will be an iterative process that typically takes 2-4 revisions to achieve an agreed to floor plan. The agreed to plan will be refined to be a presentation document for your bond effort.
4. Concept Level Building Elevations – We will develop concept level Building Elevations for your review and approval. This will be based on the agreed to floor plan, and will provide general descriptions of exterior finish materials, window placement, entry design, etc.

5. Concept Design Renderings – We will prepare 2-4 exterior renderings of the concept design to support your community education effort during the bond election. These will be computer generated images with some surrounding detail added to provide scale.
6. Concept Level Cost Estimating – For use to support your bond election we will prepare a Concept Level Master Cost Estimate for the project based on our recent experience with local fire operations facilities. We will work with you to determine timing for your bond election and add necessary escalation factors to build in contingency costs for inflation.

Typically, we would recommend a site topographic survey and geotechnical investigation be prepared at this early planning stage. Based on our discussions yesterday we understand a geotechnical report has been prepared for the site and would be made available to us. We may still recommend getting a site topographic survey done to verify boundaries and site conditions.

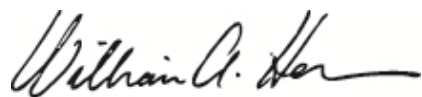
We also understand there has been some interest in preparation of a physical model of the concept design for use during bond education meetings. We have included costs for this work below as an additional service.

Our costs to provide the above scope of work is as follows:

- For work items 1-6 listed above: \$25,000 maximum fee (billed hourly not to exceed)
- Site topographic survey: Billed at direct cost (should be between \$3,000 - \$5,000)
- Prepare a physical building model: \$5,000 maximum cost (materials and labor – as needed)

We certainly appreciate this opportunity to present this proposal for Programming / Concept Design services. As you review this, please do not hesitate to give me a call with any questions.

Sincerely,



William Hanson, President
ThinkOne Architects



Hyalite Rural Fire District

Fire Chief's Report

April 2024

Prepared by: Fire Chief Brian Nickolay

1. The Hyalite Fire District responded to a total of 70 incidents in March 2024. This brings our calls for the year to date to 173.

- Total Calls March 2023 - 71
- Total Calls March 2022 - 40
- Total Calls March 2021 - 52
- Total Calls March 2020 - 40
- Total Calls March 2019 - 46

2. Our current roster is at 48 members (effective 4/1/2024).

- 1 Career Fire Chief
- 1 Career Assistant Fire Chief
- 3 Career Captains
- 5 Volunteer Captains
- 2 Volunteer Reserve Captains
- 1 Volunteer Lieutenants
- 9 Volunteer Firefighters
- 12 Volunteers Apprentice Firefighters
- 8 Volunteer Recruit Firefighters
- 2 Volunteer Recruit Driver/Operators
- 3 Volunteer Reserve Firefighters
- 1 Volunteer Reserve Driver/Operator

3. We are continuing to work on our overnight command coverage shortages. We are at 5 of our needed 7 volunteer captains. With one of our volunteer captains now on summer leave. We will be asking the board to consider an overtime budget for non-exempt paid captains to help us through the next fiscal year. Myself and Assistant Chief Dahlhauser are continuing to work extra to provide coverage at night where we lack volunteer availability. We have been paying overtime to our paid captains to provide overnight coverage if myself or Dahlhauser are unavailable. Overtime pay has been kept within what we budgeted for the fiscal year.

4. We currently have 6 resident firefighters living at the Sourdough Fire Station.

- Current Sourdough Residents -
 - Tyler Newell, Sophie Smith, Robert Bole, Allie Kuntz, Luke Maxwell, Riley Wilson

- We lost Jack Pemberton for summer leave as he has taken a seasonal job with the Four Mile Fire District in Colorado.
 - Sourdough resident firefighters continue to fill weekend shifts Friday 7pm – Monday 7am. With the reduced staffing of our Sourdough Resident Lieutenants, we have had non-resident leadership (Martin Blake and Ted Yewer) step up to fill weekend shifts.
5. We currently have 3 resident firefighters living at the Cottonwood Fire Station.
- Current Cottonwood Residents –
 - Brennan Lyle, Caitlin Fuego and Kate Brownell.
 - Kate Brownell is on light duty due to an injury unrelated to the fire department.
 - Cottonwood resident firefighters continue to fill weekday night shifts Monday – Thursday 7pm – 7am. Non-resident volunteers have stepped up to fill the open shifts when needed.
6. We currently have 2 resident renters at the Rae house.
- Current Rae Renters -
 - Steve Kerbel and Zale Filce
7. Non-resident volunteer firefighters continue to cover 6 hour shifts at the Sourdough Fire Station on Monday – Friday 7am – 7pm.
8. We continue our regular multi company fire and EMS training every Wednesday night and command training twice a month.
9. Our spring 2024 recruit firefighter academy is continuing. Captain Templeton is moving our eight recruit firefighters along through their training. The academy is expected to be completed around July 1st.
10. We had 12 of our firefighters attend the DNRC basic wildland fire class the weekend of April 6th and 7th. Captain Malone and myself assisted as instructors.
11. Assistant Chief Dahlhauser and Captain Malone provided patient triage and MCI training to several volunteer fire departments in western Gallatin County on April 9th.
12. We assisted the Central Valley Fire District with a grass fire on March 18th.
13. We assisted the Central Valley Fire District with a commercial structure fire on March 20th.
14. The fire district has been heavily involved with an EMS study going on in Gallatin County. The EMS Study is complete. I will give the board an overview report in May.
15. I am still on the Board of Directors with Montana State Fire Chiefs Association as a combination section director.

16. I am still on the Montana State Fire Chiefs Wildland Fire Committee.
17. I continue to sit on the board of the Gallatin County Fire Council as Vice President. I also continue to chair the Gallatin County Fire Council communications committee.
18. Assistant Chief Dahlhauser continues to chair the training committee with the Gallatin County Fire Council.
19. I am still a Gallatin County Deputy Fire Warden as well as a Gallatin County Deputy Emergency Managements Officer.
20. Our ambulance transport plan is complete and we are actively transporting patients to the hospital. Income has begun to come in from Pintler Billing for our transports
21. We had no firefighter injuries in the Month of March.
22. Engine 6-3 is currently out of service as Captain Prato waits on parts.

Consent Agenda End

Regular Agenda Item 2

Resolution 2024-02

**Creating Operational
Contingency Fund and De-
committing Funds from the
Capital Building
Repair/Improvement Fund**

Board of Trustees for the Hyalite Rural Fire District
Resolution No. 2024-02

Resolution of the Board of Trustees to Decommit Funds from the Capital Reserve Building Fund and Commit Funds to the Capital Reserve Apparatus Fund. The Board of Trustees further Creates an Unrestricted Fund Titled Operational Contingency Fund.

This resolution was introduced and moved by _____, seconded by _____ . The Resolution was adopted by a vote of _____.

WHEREAS, pursuant to MCA 7-33-2105, the Hyalite Rural Fire District Board of Trustees have the authority to provide adequate and standard firefighting and emergency response apparatus, equipment, personnel, housing, and facilities, including real property, for the protection of the fire district; and

WHEREAS, MCA 7-33-2105 requires the Board of Trustees to prepare annual budgets and request special levies for the budgets of Fire Districts; and

WHEREAS, on May 17, 2024 the Hyalite Rural Fire District posted and published notice of the meeting and a copy of the agenda in which Resolution 2024-02 was to be considered, and

WHEREAS, on May 21, 2024 a meeting of the Board of Trustees of Hyalite Rural Fire District was held to consider Resolution 2024-02, and

WHEREAS, a quorum of the Board was present; and

WHEREAS, the Board of Trustees allowed the public to comment on Resolution 2024-02 in the form of written comment and oral testimony; and

WHEREAS, the Board of Trustees seeks to decommit funds from the Capital Reserve Building Repair/Replacement Fund and commit funds to the Capital Reserve Apparatus Fund; and

WHEREAS, the Board of Trustees further creates an unrestricted fund entitled Operational Contingency Fund; and

WHEREAS, the Board of Trustees commits funds into the newly formed unrestricted fund entitled Operational Contingency Fund; and

WHEREAS, the Board of Trustees has determined the current amount of funds in the Capital Reserve Building Repair/Replacement Fund is \$344,900.00; and

WHEREAS, the Board of Trustees commits to the newly created unrestricted Operational Contingency Fund \$100,000.00 from the Capital Reserve Building Repair/Replacement Fund; and

WHEREAS, the Board of Trustees commits to the Capital Reserve Apparatus Replacement fund in the amount of \$244,900.00; and

WHEREAS, upon the decommitting of all funds from the Capital Reserve Building Repair/Replacement fund, the Board of Trustees deletes the Capital Reserve Building Repair/Replacement fund.

NOW THEREFORE, IT IS HEREBY RESOLVED:

1. Decommit funds from the Capital Reserve Building Repair/Replacement Fund and commit funds to the Capital Reserve Apparatus Fund in the amount of \$244,900.00.
2. Create an unrestricted fund entitled Operational Contingency Fund.
3. Decommit funds from the Capital Reserve Building Repair/Replacement Fund into the newly formed unrestricted fund entitled Operational Contingency Fund in the amount of \$100,000.00.
4. Upon completion of decommitting all funds from the Capital Reserve Building Repair/Replacement fund, the Capital Reserve Building Repair/Replacement fund shall be deleted.

Dated this 21st day of May, 2024.

Justine Miller, Chairman

Eugene M. (Pete) Geddes, Vice-Chairman

Ken Beideman, Secretary

Jason Jarrett, Trustee

Walt Zidack, Treasurer

Regular Agenda Item 3

Consulting Fee to

Montana Fire Chief's

Association for

Legislative Work

Consulting Fee to Montana Fire Chiefs Association for Legislative

Work re: Ground Emergency Medical Transport (GEMT).

I am requesting the Hyalite Rural Fire District provide financial support to the Montana State Fire Chiefs Association (MSFCA) in the effort to get Ground Emergency Medical Transport (GEMT) passed into state law. The MSFCA is proposing entering into a contract with AP Triton Consulting on behalf of the public agencies in Montana providing ambulance transport. The GEMT program would allow public agencies to submit reimbursement to the federal government in order to recover the cost of ambulance transport for Medicaid patients. The MSFCA does not know the total cost of utilizing the consultant. The consultant will bill MSFCA at a rate of \$400 per hour in 10-hour increments. Most agencies providing ambulance transport in the state that are comparable to Hyalite Fire (Ex. Columbus, Frenchtown, Missoula Rural) are committing \$10,000 for the next two years. Larger agencies (Big Sky, Central Valley, Bozeman) are committing a higher dollar amount. I am requesting we match this contribution providing \$10,000 in FY 25 and \$10,000 in FY26. AP Triton does have a positive track record in getting GEMT passed in the states of California, Oregon, Washington and Kansas.

Ground Emergency Medical Transport

History of GEMT

- Entitlement program part of Title XIX SSA
- Does not require appropriations
- Same program since 1965
- Is utilized by every State in the Union

Purpose of these programs

- All Medicaid is 90%+ Federal
- Medicaid does not cover the full cost of transport
- Intent is to “offset” the cost to the public provider
- Minimize the impact to the tax-payer

Why public providers and not all providers

- Municipalities are limited to their jurisdictions
- Private providers are free to operate anywhere
- Profitability is based on payer mix
- Public entities are limited on profits

Hyalite FD vs. Bozeman Private Ambulance

- Medicaid is lowest payor often highest cost
- Forces Tax Payors to subsidize Medicaid Ambulance Transport
- HFD as a government provider can partner with Center for Medicaid Services (CMS)
- Share the cost of transport based on FMAP

What is the FMAP

- Federal Medicaid Assistance Percentages
- Is the amount CMS will match in funds for Medicaid services
- Montana is 62.37%
- This means that for every 37.63 cents spent CMS will give you 62.37 cents supplemental reimbursement

FMAP Example

- HFD has a COT @ \$2,400
- 2023 MT Medicaid rates A0427 (ALS1) = \$280.94
- 2023 MT Medicaid rates A0425 (mileage) = \$4.17 @ 10
- Total COT is $(\$280.94 + \$41.70) = \$322.64$
- 100 ALS Transports @ $\$322.64 = \$32,264$
- 100 BLS Transports @ $\$278.28 = \$27,828$
- Total standard reimbursement = \$60,092
- Total COT $(\$2,400 \times 200 \text{ Tx}) = \$480,00$
- UCC $(\$480,000 - \$60,092) = \$419,908$
- CMS Match $(\$419,908 \times 62.37\%) = \$261,897$
- 435% increase in Medicaid dollars

Scope of Services

CONSULTANT shall provide consulting services to CLIENT on the implementation of the Ground Emergency Medical Transport (GEMT) process.

Phase 1: Legislative Support and Advocacy

Objective: Draft and advocate for GEMT-related legislation in the Montana legislature.

Activities:

- Draft legislation in collaboration with the Fire Chiefs and relevant stakeholders.
- Provide expert testimony and advocacy during legislative sessions.
- Engage in strategic lobbying to facilitate the passage of the bill.
- Monitor legislative progress and provide regular updates to the Fire Chiefs Association.

Phase 2: State Plan Amendment (SPA) Assistance

Objective: Support the development and drafting of the SPA for GEMT.

Activities:

- Collaborate with state health officials and Fire Chiefs to draft SPA.
- Offer expertise in Medicaid policies and reimbursement structures.
- Facilitate stakeholder meetings to ensure alignment and compliance.

- Provide technical assistance and draft revisions as needed.

Phase 3: Training and Implementation

Objective: Assist in the implementation of the GEMT program and training personnel.

Activities:

- Develop comprehensive training materials tailored to Montana's GEMT requirements.
- Conduct training sessions for fire departments and EMS personnel.
- Provide ongoing support during the implementation phase.
- Evaluate program effectiveness and suggest improvements.

Regular Agenda Item 4

Command Coverage

Compensation

Command Coverage Compensation –

Our department needs to maintain at least seven volunteer captains to properly cover overnight command shifts. We currently have four volunteer captains who are expected to cover one command shift a week. We know we will lose one of our volunteer captains at the end of August. We hope to bring on one additional volunteer captain throughout the summer into fall. We expect to regain one of our volunteer captains in October after seasonal work employment. Overwork and burnout are risk we are facing with our chief officers in our department.

Option 1 –

Approve the proposed \$145,000 in overtime cost for non-exempt employees.

- Would allow for each of our three non-exempt employees to work a 12-hour overtime shift once a week. This would provide three-nights a week command coverage.
- In funding this option, we would provide a one-year temporary solution to our command issues.
- Our hope is we would build bench depth of volunteer captains over the next year.
- The funding for overtime could not be funded next year in the event we can bring our volunteer captains to our needed seven.
- Our hope is to set a proactive strategy for promoting the needed number of volunteer captains in the future.
- This option would allow us to make our best effort to keep the volunteer command coverage as an option. This has been expressed as an important incentive goal for volunteers in our department.

Option 2 –

Create an additional two FTE positions in the district.

- Each of our paid captains cost us on average \$125,000 annually. Two positions would cost an estimated \$250,000.
- This option would allow us to cover an estimated two to four nights per week of command.
- This funding would be permanent once employees successfully complete their probationary period.
- This option would move us away from volunteer command coverage.

Option 3 –

Provide no overnight command coverage while we do not have sufficient volunteer captains.

- This option creates a risk of exposure to the department that all members of the fire department would be uncomfortable with.
- Sourdough and Cottonwood residents who are on duty at night currently have less than two years of experience with the department. Some of our current residents have less than one year to six months of experience. These residents are not comfortable responding to emergency calls without command support and guidance.
- This option puts our volunteers and constituents at a higher risk of mismanaged service.

Regular Agenda Item 5

FY2025

Preliminary Budget

Draft of Preliminary FY2025 Budget HRFD
version 05/16/2024

BUDGET WORKSHEET FOR FY2025 (preliminary)

	FY 2024 Budget	Actual Jul '23 - Apr '24 (75% of FY 2024)	\$ Over Budget	Est of FY 2025	FY 2024 budget vs FY 25 estimate	FY 2024 % of Budget	Comments
Ordinary Income/Expense							
Income							
310000 - Taxes	\$2,145,520.00	\$1,908,810.25	(\$236,709.75)	\$2,252,796.00	\$107,276.00	88.97%	Operations and bond. Estimate a conservative 5% increase in tax revenue
315000 - On-behalf payment from State	\$127,000.00	\$0.00	(\$127,000.00)	\$127,000.00	\$0.00	0.00%	FURS from State. Budget neutral offset reflected in "Personnel Services"
316000 - Entitlement Share	\$38,838.00	\$42,460.91	\$3,622.91	\$42,460.91	\$3,622.91	109.33%	
350000 - Ambulance Transportation	\$0.00	\$35,724.43	\$35,724.43	\$40,000.00	\$40,000.00	#DIV/0!	Revenue item first included in FY2024
360000 - Miscellaneous Revenues	\$4,000.00	\$25,266.17	\$21,266.17	\$5,000.00	\$1,000.00	631.65%	Review fees, insurance claim, Rae House, other misc income
365000 - Contributions and Donations	\$500.00	\$1,966.97	\$1,466.97	\$1,000.00	\$500.00	393.39%	
370000 - Investment Earnings	\$30,000.00	\$128,862.40	\$98,862.40	\$80,000.00	\$50,000.00	429.54%	Interest earned in County Funds. Large capital carry forward funds earning interest
380000 - Proceeds from Equip. Sale	\$0.00	\$2,800.00	\$2,800.00	\$0.00	\$0.00	#DIV/0!	
Total Income	\$2,345,858.00	\$2,145,891.13	(\$199,966.87)	\$2,548,256.91	\$202,398.91	91.48%	
Expense							
420000 - Public Safety Expenses	\$40,000.00	\$25,077.93	(\$14,922.07)	\$60,000.00	\$20,000.00	62.69%	Additional Training and Conferences
420100 - Personnel Services	\$690,000.00	\$556,790.87	(\$133,209.13)	\$888,600.00	\$198,600.00	80.69%	Contingent upon Board action, this includes 10% current wages and command
420100A - Personnel Services (on-behalf)	\$127,000.00	\$0.00	(\$127,000.00)	\$127,000.00	\$0.00	0.00%	budget neutral accounting includes "FURS On-behalf from State"
420200 - Supplies	\$32,000.00	\$38,252.79	\$6,252.79	\$32,000.00	\$0.00	119.54%	Move medical supplies to ambulance line FY25
420220 - Meals/Incentives	\$61,000.00	\$36,607.46	(\$24,392.54)	\$61,000.00	\$0.00	60.01%	
420240 - Fuel	\$50,000.00	\$32,764.89	(\$17,235.11)	\$50,000.00	\$0.00	65.53%	Move ambulance fuel to ambulance line FY25
420310 - Election Costs	\$7,000.00	\$0.00	(\$7,000.00)	\$7,000.00	\$0.00	0.00%	** no election costs in 2024. Trustees approved by acclamation
420320 - Professional Subscription/Dues	\$21,000.00	\$15,503.74	(\$5,496.26)	\$21,000.00	\$0.00	73.83%	
420330 - Community Outreach/Education	\$6,000.00	\$32,038.72	\$26,038.72	\$10,000.00	\$4,000.00	533.98%	Adding additional supplies for fire education classes
420340 - Utility Services	\$60,000.00	\$43,090.53	(\$16,909.47)	\$70,000.00	\$10,000.00	71.82%	Inflation and increased usage
420350 - Professional Services	\$45,000.00	\$41,455.51	(\$3,544.49)	\$63,000.00	\$18,000.00	92.12%	Move pintler to ambulance, increase in accounting and audit services, MSFCA contrib.
420390 - Firefighter Physicals	\$25,000.00	\$9,087.00	(\$15,913.00)	\$25,000.00	\$0.00	36.35%	evaluate at the end of FY24
420400 - Training/Travel - Trustees	\$2,000.00	\$0.00	(\$2,000.00)	\$2,000.00	\$0.00	0.00%	
420420 - Facilities	\$25,000.00	\$35,574.45	\$10,574.45	\$20,000.00	(\$5,000.00)	142.30%	Adjustment in FY25 for portion of exp. assigned to Operational Contingency line item
420424 - Operational Contingency	\$0.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00	#DIV/0!	Rolling line item to cover unpredicted, non-capital, expenses
420500 - Insurance	\$90,000.00	\$69,447.44	(\$20,552.56)	\$90,000.00	\$0.00	77.16%	
420930 - Safety Equipment	\$80,000.00	\$60,635.23	(\$19,364.77)	\$80,000.00	\$0.00	75.79%	
420940 - Apparatus	\$70,000.00	\$65,110.80	(\$4,889.20)	\$80,000.00	\$10,000.00	93.02%	
420946 - Ambulance	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	#DIV/0!	Expense item added in FY24 (Medical Supplies, fuel, ESO EPCR, Pintler, apparatus)
66910 - Other Charges	\$500.00	\$0.00	(\$500.00)	\$500.00	\$0.00	0.00%	
Total Expense (operations)	\$1,431,500.00	\$1,061,437.36	(\$370,062.64)	\$1,807,100.00	\$375,600.00	74.15%	
420970 - Total Capital outlay	\$1,823,500.00	\$160,719.71		\$1,707,998.00			Carry over from FY24 is \$1,657,998. Arch design and website \$50,000 for FY25
Total Expense (oper. and capital outlay)	\$3,255,000.00	\$1,222,157.07		\$3,515,098.00			
Total Expense (oper.+cap.+bond)	\$3,475,845.00	\$1,225,079.57		\$3,735,190.50			
Net of Operation and Bond Exp.				\$521,064.41	Total income less operating and bond expenses		
Restricted Income							
110200 - General Obligation Bond	\$220,845.00	\$2,922.50	(\$217,922.50)	\$220,092.50	(\$752.50)	1.32%	Construction bond for Sourdough Station. Refinanced in 2021
320000 - Firefighter fundraising event (net)	\$2,500.00	\$1,662.14	(\$837.86)	\$2,500.00	\$0.00	66.49%	
Grants							
Transfer to Cap. Res. (building)	\$0.00	\$192,685.40	\$192,685.40	(\$344,900.00)	(\$344,900.00)		Board resolution to create Operational Contingency and transfer to Apparatus
Transfer to Cap. Res. (apparatus)	\$0.00	\$176,258.28	\$176,258.28	\$1,244,900.00	\$1,244,900.00		Transfer \$1,000,000 from cash balance and \$244,900 from Building Reserve capital
Transfer to Cap. Res. (improvement)	\$0.00	\$36,577.38	\$36,577.38	\$0.00	\$0.00		No transfers proposed for FY25
Total							
Restricted Expenses							
490100 - Debt Services (principal)	\$215,000.00	\$0.00	(\$215,000.00)	\$215,000.00	\$0.00	0.00%	Refinanced Sourdough Station Bond in 2021. Paid off old bonds.
490100 - Debt Services (interest)	\$5,845.00	\$2,922.50		\$5,092.50			
Capital Reserve (building)	\$0.00	\$0.00	\$0.00	\$344,900.00	\$344,900.00		Transfer into Operational Contingency and Apparatus per Board resolution
Capital Reserve (apparatus)	\$1,823,500.00	\$160,719.71	(\$1,662,780.29)	\$1,707,998.00	(\$115,502.00)		Carry over from FY24 is \$1,657,998.
Capital Reserve (improvement)	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00		Think One contract (Concept \$25,000 and site topo \$5,000), Website design \$20,000
Other Revenue							
331000 Federal Grants		\$0.00					
331990 CARES ACT - Saleries & Benefits		\$0.00					
381100 2021 GO Bond Proceeds		\$0.00					
Total Other Revenue		\$0.00					

Data fields for Gallatin County Budget Form (uses data from Internal Budget sheet)

ANNUAL EXPENDITURE REQUESTS

Description	FY 24-25 Requests	Comments
Salaries/Wages	\$1,015,600.00	Accnts 420100, 420100A
Employer contribution		
Subtotal	<u>\$1,015,600.00</u>	
Office/operating supplies	\$147,000.00	Accnts 420200,420330,420390,420930
Oil/Gas	\$50,000.00	Accnts 420240
Utilities	\$70,000.00	Accnts 420340
Repair & Maintenance	\$100,000.00	Accnts 420420,420940
Travel	\$2,000.00	Accnts 420400
Training	\$121,000.00	Accnts 420000,420220
Professional Services	\$201,500.00	Accnts 420310,420320,420350,420500,66910, 420946
Contract Donations	\$0.00	
Debt Payment - Principal	\$215,000.00	
Debt Payment - interest	\$5,092.50	
Subtotal	<u>\$911,592.50</u>	
Capital Outlay (This Year)	\$1,707,998.00	
Enter Capital Reserve (future) from previous FY (Box 4)		\$1,080,978.00
		ENTER amount from previous FY capital form
Capital Outlay (future) calculations		
Max taxes to be levied		\$2,032,703.50
Bond/debt levy		\$220,092.50
County Capital Reserve Form		Bond P & I
Current FY BOX 1	\$1,080,978.00	Non-tax (interest, donations, misc., entitlement, FURS On-Behalf
Current FY BOX 2	\$1,707,998.00	Cash (County) Note - cash on HRFD balance sheet differs slightly
Current FY BOX 3	\$1,800,000.00	Subtotal
Current FY BOX 4	\$1,172,980.00	\$6,241,909.91
		Calculated proposed budget to meet 29.8% max. cash reserve
		\$4,808,867.42
		Less Salaries
		-\$1,015,600.00
		Less Operations Exp.
		-\$911,592.50
		Less Capital Expense (Current Fiscal Budget Year)
		-\$1,707,998.00
		Calculated Capital Reserve (Future fiscal budget year)
		<u>\$1,173,676.92</u>
		Optional Addition to Capital Reserve (Future)
		-\$696.92
		Total Calculated Capital Reserve (Future)
		<u>\$1,172,980.00</u>
		Calculated Cash Reserve
		\$1,433,042.49
		Hash Check - Cash Reserve Percentage without optional addition
		29.80%
Capital Outlay (Future)	\$1,172,980.00	Hash Check - Cash Reserve Percentage with optional addition
Subtotal	<u>\$2,880,978.00</u>	29.82%
Total Expenditures	<u>\$4,808,170.50</u>	

ANNUAL REVENUE ESTIMATES

Description	FY24-25 Requests	Comments
Interest	\$80,000.00	
Fire Insurance Comp		
2% Motor Vehicle Tax		
Contributions/Donations	\$1,000.00	
Fire Impact Fees		
Contracts		
Taxes - Penalty/Interest		
Miscellaneous Revenue	\$45,000.00	Misc. Rev. + sale of used equipment + ambulance
Loan/Bond Revenue		
Other Income	\$169,460.91	State Entitlement + FURS On-behalf payment
County Contribution		
Subtotal	<u>\$295,460.91</u>	
Per Unit Fee at \$____/Unit		
Real Property Taxes	\$2,032,703.50	
Personal Property Taxes		
Mill Levy	\$220,092.50	Interest and Principal
Subtotal	<u>\$2,252,796.00</u>	
Total Revenues	<u>\$2,548,256.91</u>	

Draft of Preliminary Budget Capital Reserves Accounts, FY25

Baseline beginning balance

Capital Acct. Description	Apr-24
Capital Improvement	\$350,000.00
Capital Building Replacement	\$344,900.00
Capital Apparatus	\$669,981.00
Total	<u>\$1,364,881.00</u>

April and May 2024 Board transfers from cash reserves (end of FY24 values)

Capital Acct. Description	Transfer Amount	Ending Balance
Capital Improvement	\$0.00	\$350,000.00
Capital Building Replacement	-\$344,900.00	\$0.00
Capital Apparatus	\$1,244,900.00	\$1,914,881.00
Total	<u>\$900,000.00</u>	<u>\$2,264,881.00</u>

Capital Acct. Description	Transfer Amount	FY25 Ending Balance	NOTE: Board may elect to transfer additional funds during FY
Capital Improvement	-\$50,000.00	\$300,000.00	Website design and architectural concept design expenses
Capital Building Replacement	\$0.00	\$0.00	
Capital Apparatus	-\$1,657,998.00	\$256,883.00	Carryover expenses (engines, command, burn build.,shingles)
Total	<u>-\$1,707,998.00</u>	<u>\$556,883.00</u>	

GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST FORM

FISCAL YEAR
2024-2025

DISTRICT NAME: Hyalite Rural Fire Department

FUND NUMBER: 7220

ANNUAL REVENUE ESTIMATES

DESCRIPTION	FY 23-24 CURRENT BUDGET	FY 23-24 ESTIMATED YEAR END	FY 24-25 REQUEST	COMMENTS
INTEREST	30,000	116,785	80,000	
FIRE INSURANCE COMP				
2% MOTOR VEHICLE TAX				
CONTRIBUTIONS/DONATIONS	500	1,867	1,000	
FIRE IMPACT FEES				
CONTRACTS				
TAXES - PENALTY/INTEREST	0	2,478		
MISCELLANEOUS REVENUE	4,000	45,000	45,000	Ambulance Revenue
LOAN/BOND REVENUE				
OTHER INCOME	165,838	169,461	169,461	St Entitlement & FURS
COUNTY CONTRIBUTION				
SUBTOTAL	200,338	335,591	295,461	

PER UNIT FEE AT \$ ____/UNIT				
REAL PROPERTY TAXES	1,924,675	1,907,555	2,032,705	Est 5% Tax Increase
PERSONAL PROPERTY TAXES				
MILL LEVY	220,845	220,845	220,093	Bond Prin & Int
SUBTOTAL	2,145,520	2,128,400	2,252,798	
TOTAL REVENUES	2,345,858	2,463,991	2,548,259	

FOR FISCAL YEAR 2024-2025, WE REQUEST: (select only one)

- ☐ **NUMBER OF MILLS** _____
- ☐ **DOLLAR AMOUNT** _____
- ☒ **MAXIMUM MILLS**

GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST FORM

FISCAL YEAR
2024-2025

DISTRICT NAME: Hyalite Rural Fire Department

FUND NUMBER: 7220

ANNUAL EXPENDITURE REQUESTS

DESCRIPTION	FY 23-24 CURRENT BUDGET	FY 23-24 ESTIMATED YEAR END	FY 24-25 REQUEST	COMMENTS
SALARIES/WAGES	817,000	817,000	1,015,600	10% Inc & Cmnd Cov
EMPLOYER CONTRIBUTIONS				
SUBTOTAL	817,000	817,000	1,015,600	

OFFICE/OPERATING SUPPLIES	143,000	146,746	147,000	
OIL/GAS	50,000	32,771	50,000	
UTILITIES	60,000	48,781	70,000	
REPAIR & MAINTENANCE	95,000	117,563	100,000	
TRAVEL	2,000	0	2,000	
TRAINING	101,000	60,570	121,000	Add Trng & Conf
PROFESSIONAL SERVICES	163,500	162,041	201,500	Increase in Audit
CONTRACT/DONATIONS	0	0	0	
DEBT PAYMENT - PRINCIPAL	215,000	215,000	215,000	
DEBT PAYMENT - INTEREST	5,845	5,845	5,093	
SUBTOTAL	835,345	789,317	911,593	

USE OF FIRE IMPACT FEES	0			
SUBTOTAL	0	0	0	

CAPITAL OUTLAY (THIS YEAR)	1,823,500	160,720	1,707,998	FROM OUTLAY FORM
CAPITAL RESERVE (FUTURE)	1,080,978	1,080,978	1,172,980	FROM RESERVE FORM
SUBTOTAL	2,904,478	1,241,698	2880978	

TOTAL EXPENDITURES	4,556,823	2,848,015	4,808,171
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BOARD APPROVAL

WE HEREBY SUBMIT OUR FISCAL YEAR 2025 BUDGET REQUEST FOR YOUR REVIEW AND APPROVAL

CHAIRMAN	PHONE	TRUSTEE	PHONE
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TRUSTEE	PHONE	TRUSTEE	PHONE
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TRUSTEE	PHONE	TRUSTEE	PHONE
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GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST
FORM CAPITAL OUTLAY FORM

FISCAL YEAR
2024-2025

DEFINITION OF CAPITAL OUTLAY: EACH ITEM MUST HAVE A VALUE OF \$5,000 OR MORE AND A LIFE EXPECTANCY OF OVER (2) YEARS. CATEGORIES INCLUDE:

910 - LAND

915 - SOFTWARE

920 - BUILDINGS

930 - IMPROVEMENTS TO LAND, I.E. SIDEWALKS, LAWN SPRINKLING SYSTEMS, ETC.

940 - EQUIPMENT/MACHINERY

950 - CONSTRUCTION IN PROGRESS

DISTRICT/LIBRARY NAME		Hyalite Rural Fire Department	
FUND NUMBER		7220	
REQUESTED ITEM/ PROJECT DESCRIPTION	REPLACING EQUIPMENT? YES/NO	JUSTIFICATION	ESTIMATED TOTAL COST
Training Burn Building - 930	No	Rolled Over From FY2024	7,000
New Command 6-4-940	Yes	Rolled Over From FY2024	75,000
(2) Fire Engines-940 First Payment	Yes	Rolled Over From FY2024	728,428
(2) Fire Engines-940 Final Payment	Yes	Rolled Over From FY2024	822,570
Replace New Shingles Sourdough Bay-920	No	Rolled Over From FY2024	25,000
Architecture Design for New Fire Station	No		30,000
Website Development-915	No		20,000
TOTAL FY 2025 CAPITAL REQUESTS		1,707,998	

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**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY BUDGET REQUEST
FORM CAPITAL RESERVE FORM**

**FISCAL YEAR
2024-2025**

DEFINITION OF CAPITAL RESERVE (OBJECT CODE 905): YOUR "SAVINGS ACCOUNT". CAPITAL RESERVE IS ESTABLISHED FOR THE REPLACEMENT AND ACQUISITION OF PROPERTY OR EQUIPMENT COSTING IN EXCESS OF \$5,000 WITH A LIFE EXPECTANCY OF TWO (2) YEARS OR MORE. DOLLARS BUDGETED IN CODE 905 MAY NOT BE SPENT IN THIS FISCAL YEAR. RESERVES ARE FOR ITEMS TO BE PURCHASED IN FUTURE YEARS.

DISTRICT/LIBRARY NAME		Hyalite Rural Fire Department		
FUND NUMBER		7220		
BOX 1 - FY 2024 CAPITAL RESERVE BUDGET		1,080,978		
BOX 2 - CAPITAL RESERVES TO BE USED IN FY 2025		1,707,998		
REQUESTED ITEM/ PROJECT DESCRIPTION	ESTIMATED TOTAL COST	ESTIMATED PURCHASE DATE	AMOUNT RESERVED TO DATE	FY 2025 REQUESTED INCREASE
A. Capital Improvement Fund				600,000
B. Capital Apparatus Fund				1,200,000
C.				
D.				
E.				
BOX 3 - TOTAL FY 2025 REQUESTED INCREASE (SUM A-E)				1,800,000
BOX 4 - TOTAL CAPITAL RESERVE BUDGET FOR FY 2025 (BOX 1 - BOX 2 + BOX 3)				1,172,980

JUSTIFICATION:

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**GALLATIN COUNTY
SPECIAL DISTRICT/LIBRARY - CONTACT
INFORMATION FORM FISCAL YEAR 2024-2025**

NAME OF ORGANIZATION	Hyalite Rural Fire Department
MAILING ADDRESS	4541 S. 3rd Rd. Bozeman, MT 59715

BUDGET DOCUMENTS - BUDGET DOCUMENTS WILL BE FORWARDED TO THE FOLLOWING PRIMARY CONTACT. IF BUDGET DOCUMENTS ARE UNDELIVERABLE TO THE PRIMARY CONTACT, THEY WILL BE SENT TO THE SECONDARY CONTACT PERSON.

PRIMARY CONTACT PERSON	Walt Zidack
TITLE	Treasurer, Board of Trustees
PHONE NUMBER	(406) 539-4358
E-MAIL ADDRESS	wzidack@hyalitefire.org
MAILING ADDRESS (IF DIFFERENT THAN ABOVE)	

SECONDARY CONTACT PERSON	Brian Nickolay
TITLE	Fire Chief
PHONE NUMBER	(406) 586-3770
E-MAIL ADDRESS	bnickolay@hyalitefire.org
MAILING ADDRESS (IF DIFFERENT THAN ABOVE)	

SIGNING AUTHORITY INFORMATION - SHOULD A CONTRACT BE AWARDED, THE FOLLOWING SIGNATORY(S) WILL BE DESIGNATED IN THE CONTRACT.

NAME OF PRIMARY SIGNATORY	Justin Miller
TITLE	Chairman, Board of Trustees
NAME OF SECONDARY SIGNATORY	Walt Zidack
TITLE	Treasurer, Board of Trustees

PLEASE SUBMIT THIS FORM WITH YOUR BUDGET REQUEST

Gallatin County Finance Dept
311 W Main St Rm304A
Bozeman, MT 59715
finance@gallatin.mt.gov

Regular Agenda Item 7

Web Design Services

Proposal

CALL FOR STATEMENT OF REQUEST FOR PROPOSAL FOR WEBSITE DESIGN SERVICES

WEBSITE DESIGN SERVICES

The Hyalite Rural Fire District (District) is soliciting proposals from qualified marketing firms (Firm) to provide website design services for the District. The District is interested in engaging with a qualified Firm in design, development, and launch of a new website.

The scope of work will include:

- Collaboration with the District to develop a project plan identifying timelines and deliverables.
- Designing a modern, intuitive, and user-friendly website that reflects the identity and values of the District.
- Implementing best practices in user experience to ensure ease of navigation and accessibility for all users.
- Integrating essential features and functionality such as online forms and multimedia content.
- Providing content management training to District staff to enable them to update and maintain the website effectively.
- Ensuring compliance with relevant industry standards.
- Offering ongoing technical support and maintenance services post launch.

For questions, contact the following:

Brian Nickolay, Fire Chief
Hyalite Rural Fire District
4541 S. 3rd Rd.
Bozeman, MT 59715
(406) 586-3770
bnickolay@hyalitefire.org

Responses will be received by

Hyalite Rural Fire District, Attn: Website Design RFP
4541 S. 3rd Rd.
Bozeman, MT 59715

Responses will be received until 5:00pm on the 12th of July 2024 and then opened and read aloud at the scheduled meeting of the Board of Trustees at 7pm on the date of the 23rd of July 2024. At the Hyalite Rural Fire District, Sourdough Fire Station. 4541 S. 3rd Rd. Bozeman, MT 59715

The Hyalite Rural Fire District and its agents reserve the right to reject any or all proposals and to waive any formality and technicality.

Regular Agenda Item 9
Final Report of Gallatin
County EMS Study

FITCH

& ASSOCIATES

CONSULTANT REPORT

GALLATIN COUNTY, MT



 PO Box 170, 2901 Williamsburg Terrace, Suite G, Platte City, Missouri 64079

 (816) 431-2600

 (816) 431-2653

 www.FITCHassoc.com

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EXECUTIVE SUMMARY

Gallatin County has requested a comprehensive study of its current Emergency Medical Services (EMS) system to identify future demand, the needed resources to meet this demand, and sustainable models to accomplish this cost-effectively across the county over 5, 10, 15, and 20 years.

To that end, FITCH & Associates LLC (*FITCH*) evaluated whether the current system and its processes are by generally accepted standards used by comparable EMS systems in similar communities as well as our firm's 40 years of experience.

The study's outcome is to provide Gallatin County with an evaluation of the current EMS system in place, projected demand, efficiency, and financial implications for the system's sustainability. Additionally, *FITCH* will recommend improvements to Gallatin County to ensure the EMS system's long-term success, viability, fiscal responsibility, and sustainability. *FITCH* also will evaluate the current EMS system's performance, utilization, resource allocation related to current providers, and any recommended alternative future models.

The goals of the project include:

- Complete a comprehensive assessment and review of the current EMS system, along with options for improving performance, continued sustainability, and viability.
- Model future 911 emergency medical service load.
- Model future inter-facility ambulance transfer load.
- Provide recommended approaches for meeting future system demands for both 911-initiated emergency medical services and inter-facility transfers that are sustainable with the economic factors of the community.
- Recommend appropriate resource configuration (i.e., level of care, resource deployment methods) and resource allocation for standardized county-wide coverage.
- Identify needed support resources for identified recommendations, such as dispatch functions, CAD changes, AVL, support personnel, etc.

- ➔ Recognize existing service providers and how they integrate with the provided recommendations.
- ➔ Obtain an accurate understanding of all partners current services and future vision through one-on-one discussions with ambulance service providers (air and ground), fire departments, search and rescue, ski patrols, dispatch centers, medical facilities, and other system users.
- ➔ Facilitate group dialog sessions to hear user agencies' and community policymakers' ideas and concerns.
- ➔ Present findings to the working group, County Commission, and community.

KEY FINDINGS

LACK OF SYSTEMATIC OPERATIONAL PLAN WITH EMS PARTNERS

EMS partners are operating independently and without coordination, indicating that the design of the EMS system needs to evolve to sustain the service. Additionally, the report highlights that the need for an oversight body or unified partnership creates challenges in delivering equitable county-wide services. Creation of a system wide and comprehensive EMS system plan will only aid in the provision of EMS services to those who live or visit Gallatin County.

FIRE SERVICE EXPANSION IS IMPACTING PRIVATE AGENCY

Increased staffing in fire agencies is reducing the transportation volume and revenue of private agencies. Fire services are receiving tax subsidies for their staffing, while private agencies are not receiving subsidies for their readiness. Fire agencies have chosen to begin to provide EMS services either by need or want and with this the private EMS agency is being impacted negatively due to the reduction of transport volume, which may have a continued downstream impact in the future.

HOSPITAL CONSIDERING OWN TRANSPORT UNIT

Bozeman Health vocalized they are evaluating plans to invest in their own transport service to address the rising challenges. This investment is expected to significantly reduce the revenues of all agencies, particularly the private agency. Although Bozeman Health's goal is help reduce throughput issues and patient flow within their health system, the EMS system has relied on providing this service as it generates revenue for the system. There is a positive side to this in that with Bozeman Health now covering most of their own transports, this will free up other EMS units to be able to provide more coverage to the County for 911 calls for service.

SYSTEM FUNDING NEEDED FOR SUSTAINING SERVICES

The system needs to provide additional funding to improve staffing and EMS response in the future. Increasing the funding will reduce the need for cross-staffing units, increasing the

Effective Fire Force. This will ensure that personnel are kept from fire units and can be available for emergency response. While the use of cross-trained personnel is beneficial, it can have an adverse effect on the overall system due to depletion of fire service personnel.

NEED FOR SYSTEMATIC OVERHAUL AND COLLABORATION

A governance model for deploying units in the county is needed to improve operational efficiencies and funding opportunities. A single entity should create a governance model to streamline the process and drive better outcomes. Creating systemized oversight and collaboration will bolster the provision of EMS services throughout the entire County no matter what option(s) the County chooses to employ for EMS coverage into the future.

OUTDATED AGREEMENT WITH AMERICAN MEDICAL RESPONSE (AMR)

The city of Bozeman supports American Medical Response (AMR) by issuing a business license, while no agreement or contract is required for areas outside Bozeman. This license establishes some basic performance criteria for only the city of Bozeman. Parties must collaborate to establish baseline requirements considering performance, staffing, and cost. Should the County choose to remain with the current system design, at a minimum a contractual agreement must be negotiated to ensure equitable EMS service to all areas of the County that AMR would cover, which may come at a cost.

RURAL EMS SYSTEM STRUGGLE IN GALLATIN COUNTY

Remote areas experience low call volume and lengthy response times, which creates concerns for future requirements due to staffing shortages. Additionally, these areas have little to no mutual aid or backup coverage, making it necessary to consider an alternative system to address significant geographic challenges. There must be a safety net in place to ensure that disparate areas can handle most of the incidents themselves due to the lengthy response times from other geographic areas. This coupled with the steady decline of volunteerism creates an almost perfect storm that has the potential to significantly impact the already struggling rural health care system in the County.

DISPATCH NEEDS TO EXPAND SERVICES AND CAPABILITIES

There is a need to create a unified dispatch system to manage all resources, which would involve implementing software to deploy units based on GPS and integrating Computer Aided Dispatch (CAD) with other surrounding CAD systems and Electronic Patient Care Report (EPCR) programs. Additionally, GPS tracking of all units staffed should be monitored and tracked in Gallatin County 911Dispatch. Lastly, a dedicated dispatcher for FIRE/EMS is crucial for efficient resource management as currently there is not a dedicated dispatcher for this function.

METHODOLOGY

FITCH utilized multiple resources and methods to collect data, analyze historical call volume, and analyze organizational data provided by agencies serving Gallatin County. At the start of the consultancy, they established every other week meetings and collected data counts from the Gallatin County 911 Dispatch Center's computer-aided dispatch (CAD) system. Almost all the County's EMS agencies participated in various stages throughout the project.

Before the site visit, *FITCH* collected, processed, and validated data for EMS responses. They worked to obtain data to complete the Information Data Request (IDR) from each EMS agency. However, *FITCH* had to obtain data from four different sources. Data from Hebgen Basin Fire District in West Yellowstone was provided after the data report was completed, to which *FITCH* completed a second data report to update with their information.

Based on the limited information provided, *FITCH* verified information with the Project Steering Committee to move the project forward. Due to the County's age and data reporting challenges, the County had to partner with its Computer-Aided Dispatch (CAD) software vendor to extract data, which caused a significant delay in the project. *FITCH* worked with the County to adjust timelines accordingly.

Audits of all data files were first conducted to reduce duplication of events and to identify anomalies in the base data that would impact analysis. After eliminating duplicates and incidents that fell outside the subject service areas, we selected a date range for analysis.

The client provided data from several agencies in a variety of formats and with differing naming conventions for the data elements. Some datasets contained geographic coordinates, some only provided addresses. Datasets that contained geographic coordinates were modified to latitude/longitude format. Datasets that did not contain coordinates were geocoded using an online service known as HERE.¹

Once the datasets were geocoded, we created a merge process to produce a consolidated set of data elements and (to the best of our ability) eliminate duplicate calls. Since we could not be sure that the coordinates and times provided by the various CAD systems and processes would

¹ <https://developer.here.com/>, accessed July 2022.

be a reliable determinant of "same location, same time," we established a filter rule that marked any call occurring within 50 meters and within 30 minutes of another incident as a potential duplicate. When we identified incidents that were potential duplicates, we selected the incident record that contained the most amount of data as the official incident record (typically, more time fields had been completed). This allowed *FITCH* to create a single data set for system evaluation and provide the output for consideration in the final report.

The report focused explicitly on call volume, and *FITCH* treated each event as an individual call for service without considering the number of units responding. *FITCH* first conducted audits of the data files to reduce duplication of events and identify anomalies in the base data that would impact analysis. *FITCH* made no changes or modifications to the data values in the cleanup process, only adjusting spelling and abbreviation differences in the names of towns and jurisdictions where necessary to provide the most accurate counts aggregated by geographic region.

FITCH assessed the response time performance of EMS agencies in Gallatin County, including those outside the County but with primary coverage areas within it. They modeled travel times of 10-minute, 15-minute, and 20-minute intervals. After determining the response time performance, *FITCH* strategically matched supply with demand and ensured that the appropriate locations were utilized for ambulance deployment to meet a prescribed response objective. The primary aim was to ensure that geographical deployment and demand were staffed appropriately with the correct level of resources.

Over the project timeline, *FITCH* and Gallatin County representatives met onsite and virtually to discuss findings and options for results-based solutions.

EVALUATION OF CURRENT SERVICE AREA

Service Area Overview and System Description

Gallatin County has an estimated 2021 population of 122,713 and spans 2,631 square miles. Bozeman is the largest urban area with 53,293 residents, while Belgrade has 10,460 residents. Other smaller towns, such as West Yellowstone, Three Forks, and Manhattan, have populations of approximately 1,353, 1,691, and 2,128, respectively. The unincorporated areas of Big Sky and Four Corners also show significant population densities, with 2,767 and 3,406 residents, respectively.

Gallatin County's EMS system is complex, with 12 ground transport and 14 non-transport EMS services. It should be noted that there are more licensed EMS agencies in the county than performing service in the county.

AMR is the primary private EMS provider but faces challenges such as high staff turnover and difficulties meeting response time standards. The county's fire departments are significant contributors, with varying levels of EMS involvement. AMR operates in Bozeman under a city license and supports various organizations, including Bozeman Health, Bridger Bowl, and previously the Yellowstone Club. Fire departments have expanded their services throughout Gallatin County.

Technological challenges and an outdated city ordinance add to the complexity. The EMS workforce is shifting, and Bozeman Health is considering developing its own EMS service to handle IFT/NET transports. These factors highlight the necessity for strategic planning and collaboration among EMS partners to ensure efficient and effective service delivery.

Gallatin County Agencies

The below tables reflect all licensed and certified agencies within Gallatin County that can provide EMS services in some fashion. Figures 1a and 1b are divided into EMS agencies that provide transport, whether emergent 911 or non-emergent, and the second figure depicts those agencies that provide first

response services to a specific response area within Gallatin County. It should be noted that some agencies do cross county boundaries due to the geographic diversity within the region.

Figure 1a: Gallatin County 911 EMS agencies (Ground Ambulance Transport)

SERVICE NAME ²	CLASSIFICATION	SERVICE LEVEL	ORGANIZATION TYPE	SERVICE STATUS
AMERICAN MEDICAL RESPONSE (BOZEMAN)	Ground Ambulance	ALS	Private, Non-Hospital	Non-Volunteer
BIG SKY FIRE DEPARTMENT	Ground Ambulance	ALS	Fire Department	Mixed
CENTRAL VALLEY FIRE DISTRICT	Ground Ambulance	ALS	Fire Department	Mixed
CITY OF BOZEMAN FIRE DEPT	Ground Ambulance	ALS	Fire Department	Non-Volunteer
CLARKSTON FIRE SERVICE AREA	Ground Ambulance	BLS w/ALS Authorization	Fire Department	Volunteer
HEBGEN BASIN FIRE DISTRICT	Ground Ambulance	BLS w/ALS Authorization	Fire Department	Mixed
HYALITE RURAL FIRE DISTRICT	Ground Ambulance	BLS w/ALS Authorization	Fire Department	Mixed
THREE FORKS AREA AMBULANCE SERVICE	Ground Ambulance	BLS w/ALS Authorization	Governmental, Non-Fire	Volunteer
YELLOWSTONE MOUNTAIN CLUB RURAL FIRE DISTRICT	Ground Ambulance	BLS w/ALS Authorization	Fire Department	Non-Volunteer

² <https://dphhs.mt.gov/assets/publichealth/EMSTS/EMS/LicensedMontanaEMSagencies.pdf>

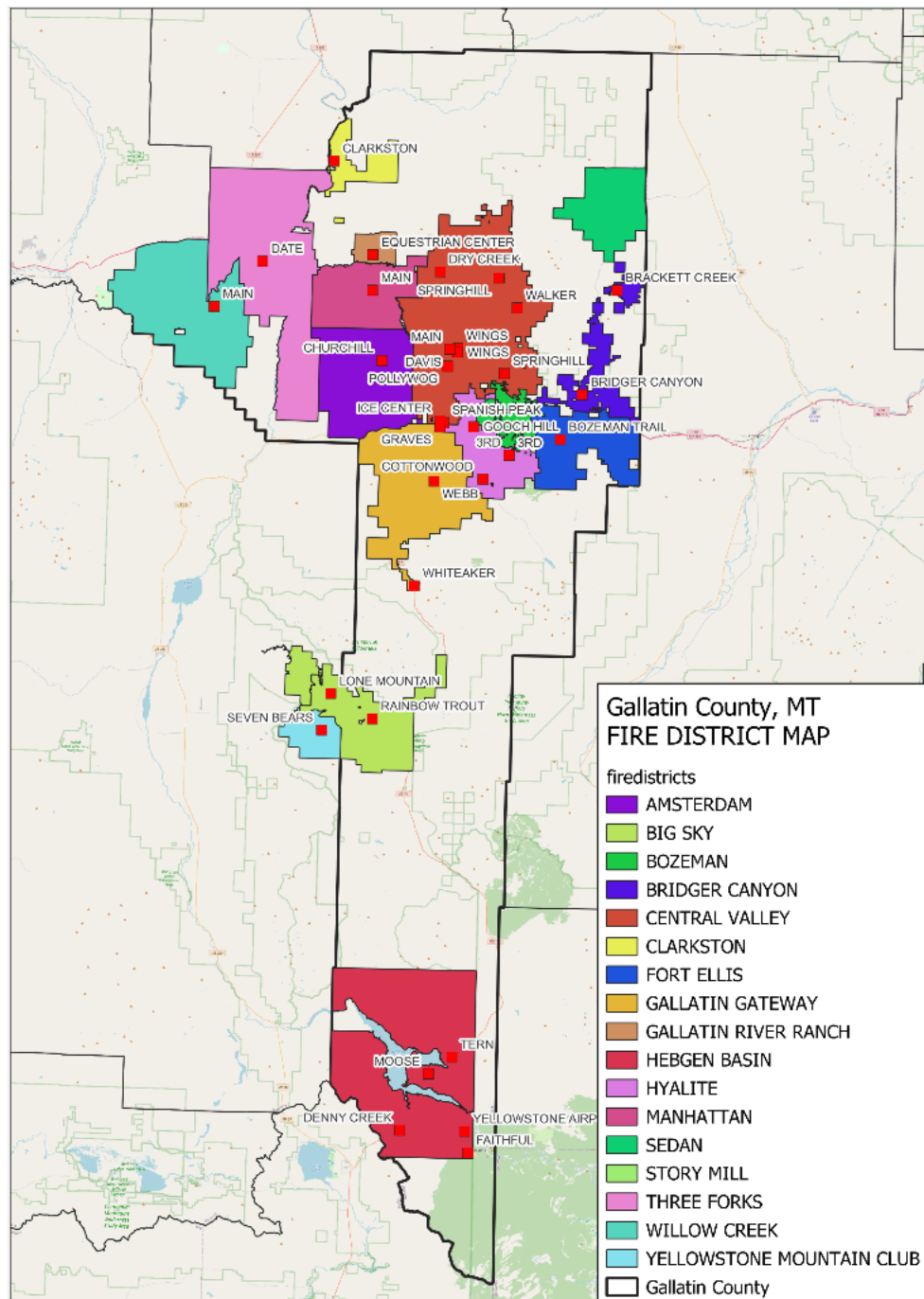
Figure 1b: Gallatin County EMS agencies (Non-Transporting³)

SERVICE NAME	CLASSIFICATION	SERVICE LEVEL	ORGANIZATION TYPE	SERVICE STATUS
AMSTERDAM VOLUNTEER FIRE COMPANY	Non-Transporting	BLS	Fire Department	Volunteer
BIG SKY SKI PATROL	Non-Transporting	BLS w/ALS Authorization	Private, Non-Hospital	Mixed
BRIDGER BOWL SKI PATROL	Non-Transporting	BLS w/ALS Authorization	Community, Non-Profit	Non-Volunteer
BRIDGER CANYON VOLUNTEER FIRE DEPARTMENT	Non-Transporting	BLS w/ALS Authorization	Fire Department	Volunteer
FORT ELLIS FIRE SERVICE AREA	Non-Transporting	BLS	Fire Department	Volunteer
GALLATIN COUNTY SHERIFF SEARCH AND RESCUE	Non-Transporting	BLS w/ALS Authorization	Governmental, Non-Fire	Volunteer
GALLATIN GATEWAY RURAL FIRE DEPARTMENT	Non-Transporting	BLS w/ALS Authorization	Fire Department	Volunteer
GALLATIN RIVER RANCH FIRE RESCUE	Non-Transporting	BLS w/ALS Authorization	Fire Department	Volunteer
MAGRIS TALC	Non-Transporting	BLS	Private, Non-Hospital	Volunteer
MANHATTAN VOLUNTEER FIRE DEPARTMENT	Non-Transporting	BLS w/ALS Authorization	Fire Department	Volunteer
SPANISH PEAKS MOUNTAIN CLUB NTU	Non-Transporting	BLS w/ALS Authorization	Private, Non-Hospital	Non-Volunteer
THREE FORKS FIRE DEPARTMENT	Non-Transporting	BLS	Fire Department	Volunteer
WILLOW CREEK RURAL FIRE DEPARTMENT	Non-Transporting	BLS w/ALS Authorization	Fire Department	Volunteer
YELLOWSTONE MOUNTAIN CLUB SKI PATROL	Non-Transporting	BLS w/ALS Authorization	Private, Non-Hospital	Non-Volunteer

Fire departments have expanded their services throughout Gallatin County to match the increasing call volume. The map in Figure 2 provides a countywide view of all the fire districts within Gallatin County.

³ <https://dphhs.mt.gov/assets/publichealth/EMSTS/EMS/LicensedMontanaEMS Agencies.pdf>

Figure 2: Gallatin County Fire District map.



Community Demand for Service

FITCH evaluates service demands by reviewing the population census and current demand for service. This helps estimate future system requests for service.

Gallatin County spans 2,631 sq. miles and has a diverse geographic and demographic landscape. In 2022, community requests for service across all program areas Including 911 and NET/IFT totaled 12,050, averaging 33.0 daily calls.

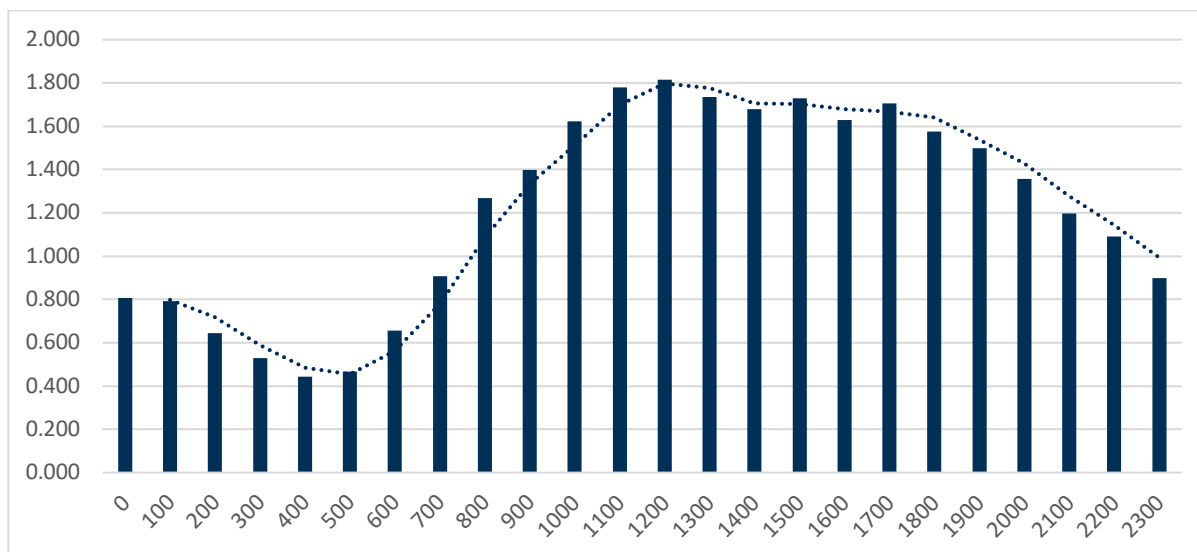
Figure 3 shows aggregate call volume by day of week for the timeframe of 2021 to 2023. EMS agencies were dispatched to an average of 27.27 incidents per day in 2021 compared to an average of 32.14 incidents per day in 2024 which shows a 15% increase in span of 3 years.

Figure 3: Aggregate Average Total Volume by Day of Week (2021-2023).

		SUN	MON	TUE	WED	THU	FRI	SAT
Aggregate	2021							
Total		1376	1389	1435	1381	1445	1466	1457
Avg/Day		26.5	26.7	27.6	26.6	27.8	27.7	28.0
Aggregate	2022							
Total		1397	1506	1468	1476	1441	1665	1671
Avg/Day		26.9	29.0	28.2	28.4	27.7	32.0	31.5
Aggregate	2023							
Total		1052	1073	1076	1119	1146	1219	1174
Avg/Day		29.8	30.4	30.6	31.7	32.5	35.7	34.3
Aggregate	21-23							
Total		3855	3997	4011	4010	4077	4386	4338
Avg/Day		27.5	28.5	28.6	28.6	29.0	31.3	30.9

Figure 4 shows the average total EMS volume by hour of day, and it is noted EMS incidents were most frequent during the times of 1000 to 2000 with a significant drop noted in the overnight and early morning. This is important to note so that staffing can be matched to demand for service. The attached data reports provide additional information related to call distribution by agency, by quarter, by month, and additional parameters.

Figure 4: Aggregate Average Total Volume per Hour of Day (2021-2023).

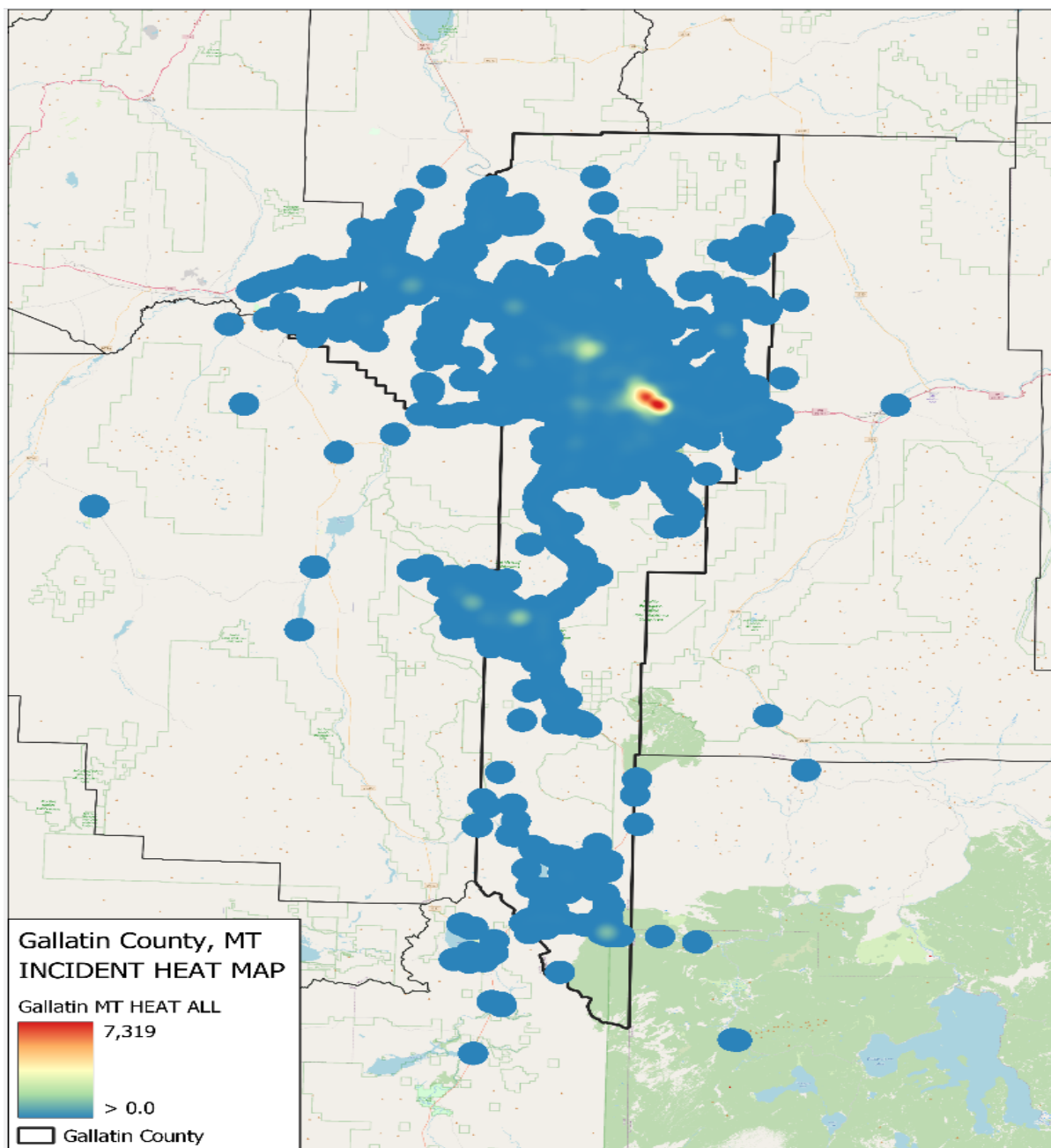


Urban/Rural Heat Map

FITCH utilized heat mapping to evaluate all emergency 911 calls for service and the current response density levels. To ensure proper unit deployment, it helped to understand where the highest level of risks or volume was required. This model allowed for informed decisions on performance levels of response.

Color coding was used to indicate various responses within the County. Figure 5 below shows that the areas in red indicate a "hot spot" of more than 7,319 responses over three years. Blue areas indicate a mostly rural response of more than one call and less than 1,286 responses over two years. Areas that are absent of color received no calls or requests for service in that year.

Figure 5: The figure shows the average number of dispatches per day, per quarter since 2021.

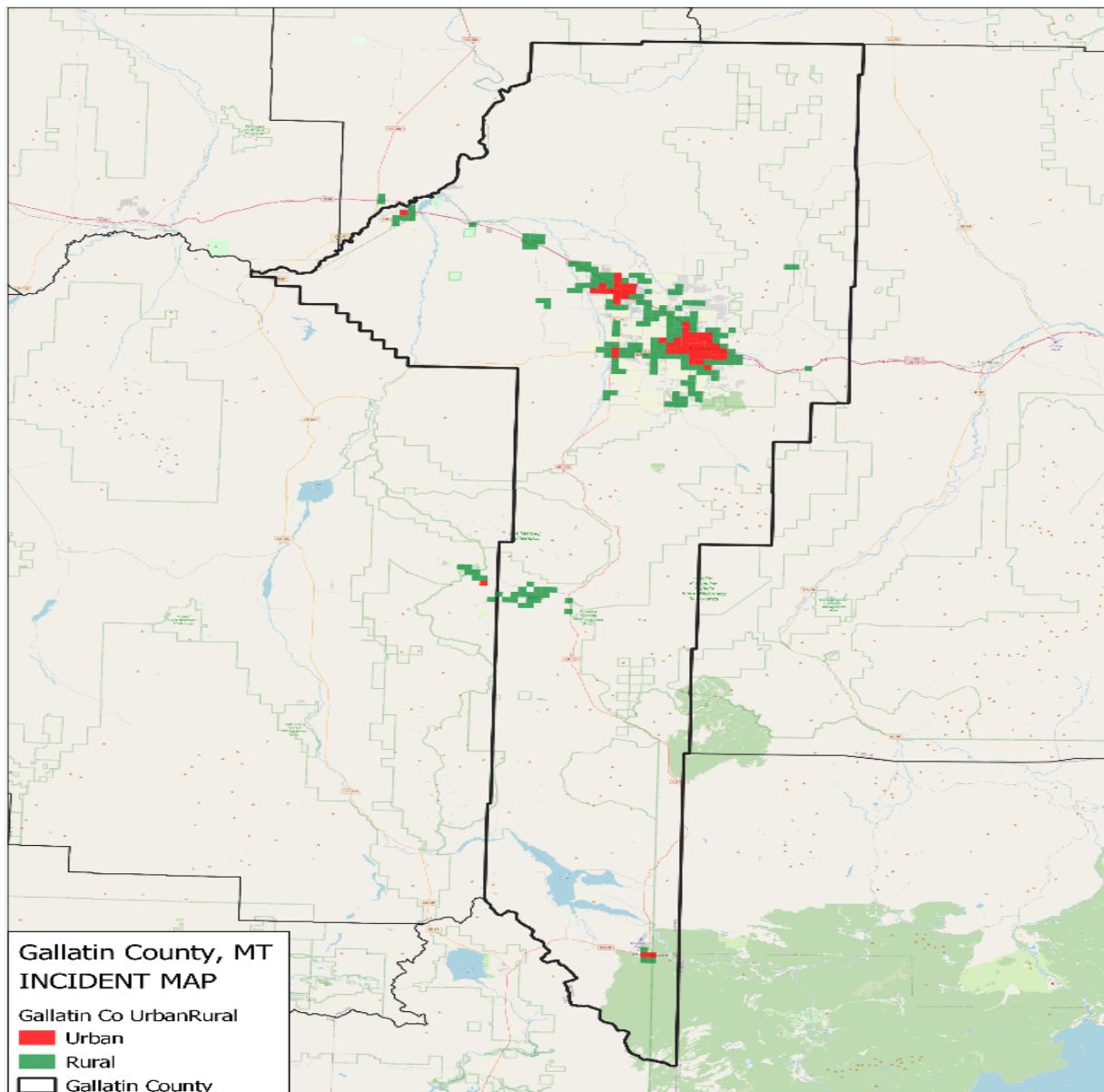


Urban/Rural Call Volume

FITCH used a commensurate risk mapping model to evaluate call activity and determine urban and rural density levels for response zones. The model considers two calls per month within the one-kilometer cell and four calls or more per month in the eight adjoining cells as urban response density (in red).

On the other hand, rural designated areas (coded in green) represent 0.25 calls within the one-kilometer cell and one call or more per month total in the eight adjoining cells. Areas not meeting these criteria are considered wilderness response density zones. Figure 6 below reflects the most accurate urban and rural call volume analysis.

Figure 6: Urban/Rural Analysis Based on Call Volume



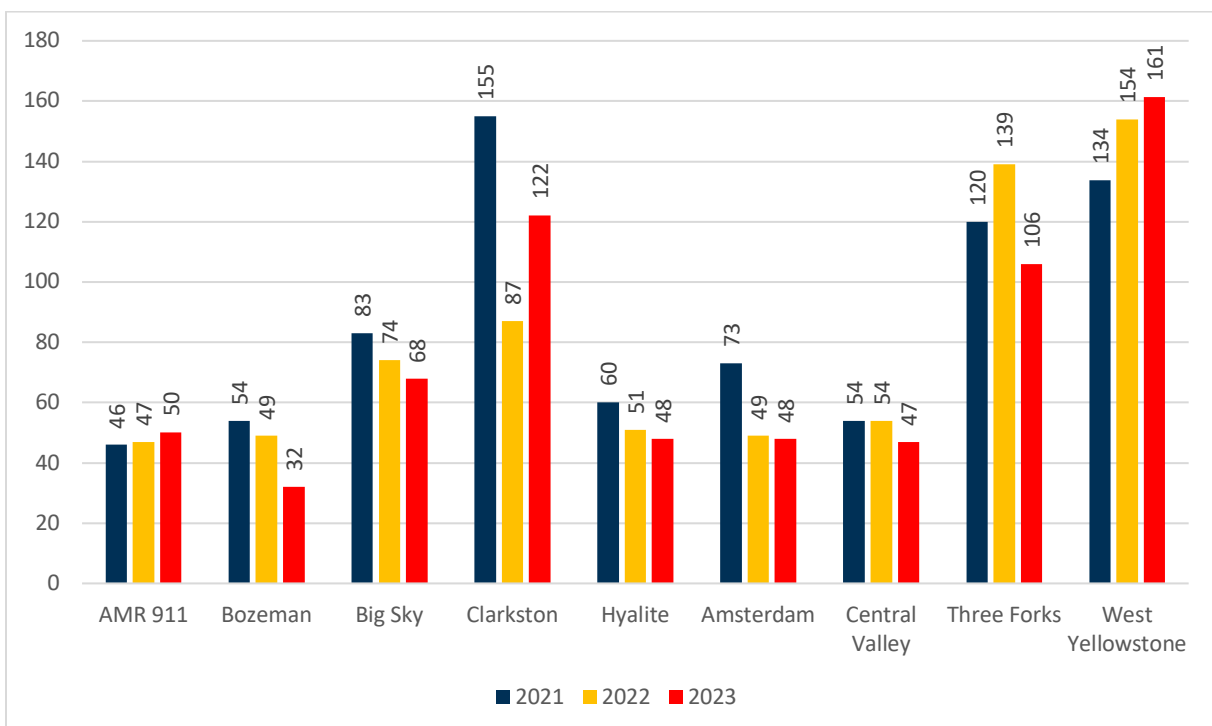
Average Total Busy Time per Call by Service and Year (minutes)

To evaluate response time information and correlate the information conveyed by agencies within Gallatin County, *FITCH* assessed the total busy time as a system for each agency based on the gathered data.

The table below shows that the total busy time in minutes varies by agency and year. Significant differences from year to year could result from changes in call volume, weather conditions, distance traveled, and available resources in the system. Accurately understanding deployment and response times, along with the total busy time, is crucial when assessing the necessary resources and assets within the system.

Accurately understanding deployment and response times, along with the total busy time, is crucial when assessing the necessary resources and assets within the system. Figure 7 below reflects the average total busy time per call broken down by agency and year.

Figure 7: Average Total Busy Time per Call by Service and Year (Minutes)



SYSTEM PERFORMANCE, RESOURCE ALLOCATION AND UTILIZATION

STAFFING TO DEMAND ANALYSIS

To create response times that will better serve Gallatin County, *FITCH* created a community baseline response for which all EMS agencies should be held accountable. The response times are based on standards from the 9th edition of the Commission on Fire Accreditation International (CFAI) guidelines and a review of historical risk. CFAI guides emergency service agencies regarding performance measurements and establishes a benchmark for evaluating response times. The standards are determined in two parts: 1) determining the population density zones in the City/Township and 2) determining the right level of response times for the community.

The components of response that are typically measured are as follows:

- **Dispatch Time** is the time interval from the requestor's initial call until the first dispatch notification for a unit to respond.
- **Turnout Time** is the time interval from when response personnel receive the dispatch notification until a staffed ambulance responds.
- **Travel Time** is the time interval from the time the staffed ambulance initiates response until it arrives at the scene of the incident.
- **Dispatch to First Unit Arrival** is a cumulative time for the time components of Turnout and Travel times. This time is controlled only by the responding resources and not the Communications Center.

- **Hello-to-Hello Time** is the cumulative time for the components above represents a call received in the Communications Center until response personnel arrive on the scene with the patient. This is the most important time interval from the caller/patient's perspective.
- **Time-on-Task** is the interval from the initial dispatch of a response to the time the unit becomes available for another response. A unit may become available after transport to the hospital, treatment, and release on-scene, canceled, etc.

An EMS agency's response time begins when it receives a request for a response from the Gallatin County 911 Center, where both a full address and call type have been determined. Then, the "clock begins" for the EMS agency. The clock stops when the unit arrives on the scene of an incident or is in staging awaiting another public safety official due to an unsafe scene.

Figure 8 below indicates the CFAI response time baseline times for alarm handling, turnout, and travel time.

Figure 8: CFAI Aggregate Response Time

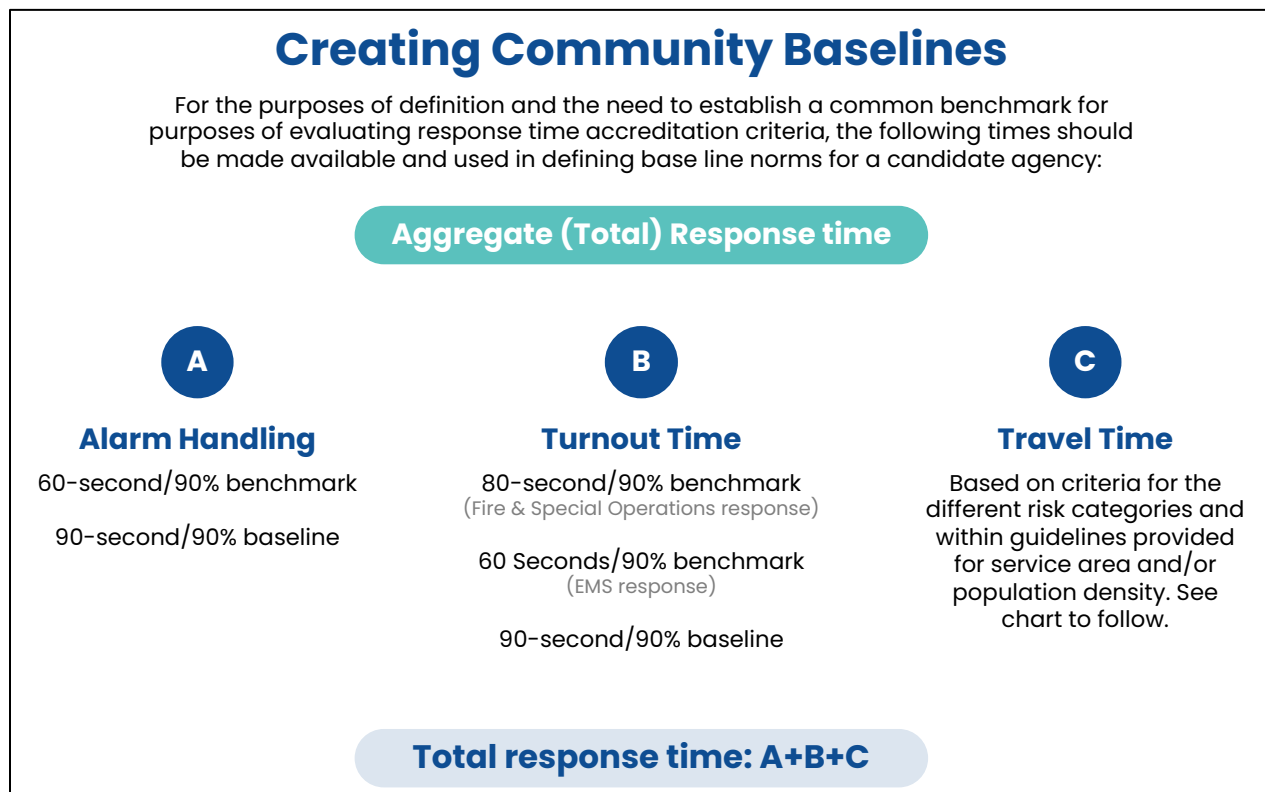


Figure 9: CFAI Aggregate Response Time Baselines

Metropolitan – an incorporated or unincorporated area with a population of over 200,000 people and/or a population density of over 3,000 people per square mile.			
Metropolitan	1st Unit	2nd Unit	Effective Response Force
Benchmark	4 minutes	8 minutes	8 minutes
Baseline	5:12 minutes	10:24 minutes	10:24 minutes
Urban – an incorporated or unincorporated area with a population of over 30,000 people and/or a population density of over 2,000 people per square mile.			
Urban	1st Unit	2nd Unit	Effective Response Force
Benchmark	4 minutes	8 minutes	8 minutes
Baseline	5:12 minutes	10:24 minutes	10:24 minutes
Suburban – an incorporated or unincorporated area with a population of 10,000 to 29,999 and/or any area with a population density of 1,000 to 2,000 people per square mile.			
Suburban	1st Unit	2nd Unit	Effective Response Force
Benchmark	4 minutes	8 minutes	10 minutes
Baseline	5:12 minutes	10:24 minutes	13 minutes
Rural – an incorporated or unincorporated area with a total population of fewer than 10,000 people or with a population density of fewer than 1,000 people per square mile.			
Rural	1st Unit	2nd Unit	Effective Response Force
Benchmark	10 minutes	14 minutes	14 minutes
Baseline	13 minutes	18:12 minutes	18:12 minutes
Wilderness – any rural area not readily accessible by public or private maintained road. Due to the large disparity between communities that protect wilderness areas, recommended travel times are not provided for this level of service.			

The EMS agency will be responsible for the Turnout and Travel times. Turnout times are based on the baseline performance of 90 seconds, 90% of the time. For travel time, the methodology in Figure 9 above is used. The figure below shows the breakdown of the aggregate response times by program area as measured for Gallatin County.

After reviewing the commensurate risk mapping and the CFAI standards, *FITCH* determined that the majority of Gallatin County is classified as Rural or Wilderness. In contrast, the remaining cities of Bozeman and Belgrade are classified as follows:

- Bozeman – Metropolitan (6,221 people per square mile)
- Belgrade – Urban (2,776 people per square mile)

This information helps to establish appropriate response time expectations for each area of the County.

FITCH would normally evaluate response intervals and metrics specific to EMS for the County but with the geographic diversity and many other complicating factors, such as longer travel times, weather, and varying turnout times from agency to agency, it proved that analyzing overall response times would not be beneficial for this study. *FITCH* recommends that the incorporated areas of the County, like the cities

of Bozeman and Belgrade evaluate their turnout time and determine methods to improve on these times. In the more rural areas, unless there is an increase in service availability, EMS response times will continue to be elongated due to the sheer factor of distance to travel.

Drive Time & Staffing Analysis for Each Locality (10, 15 & 20 minutes)

FITCH relies on geographic coverage and normalizes hourly demand to determine the total number of staffed ambulances required per hour to service the 911 emergency volume. The figures below indicate the staffing to demand for all EMS units in Gallatin County. Reviewing each hour's average demand and normalizing for the estimated time on task for the county, the figures read left to right, Sunday to Saturday.

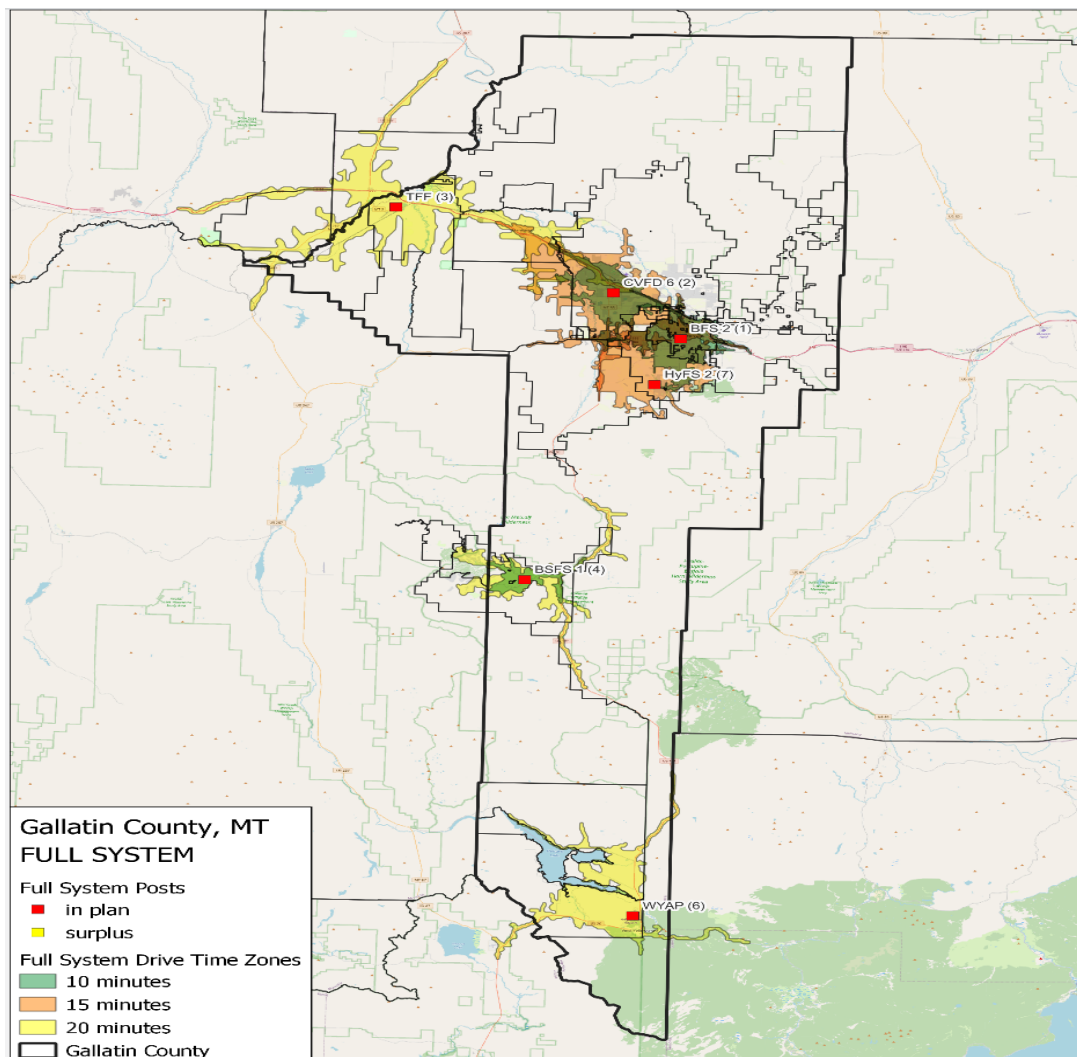
We determined the volume using the most recent two years, and the light blue area indicates how many units are required per the marginal resources needed to capture the prescribed geographic response time. The bar lines represent the average hourly demand and change colors depending on whether the current staffing line (red) is above or below the dark blue geographic plus the average demand line.

If the staffing line is above the dark blue line and there is "space" between the lines, that indicates capacity within the system. On the other hand, if the staffing line falls below the geographic plus demand line (dark blue), that shows there are not enough resources during that hour, and the bar lines will change colors.

The map in Figure 10 below reflects 10-minute drive times from each station in green, 15-minute drive times in orange, and 20-minute drive times in yellow. Stations highlighted in yellow being surplus or may not be needed in the drive analysis. The goal was to create an equitable level of service for the community based on geographic and population factors. The areas that are not colored would not receive an ambulance within 20 minutes due to geography.

The goal of the geographic unit placement is to capture 90% of the historical call volume with the least number of units. However, as the number of units increases, the total capture of calls decreases, clearly depicted in the units ranked in the 5th, 6th, and 7th spot to capture 90%. In *FITCH*'s review, it would take seven units to capture more than 90% of the historical volume, with varying drive times based on geography.

Figure 10 – Current EMS Deployment 10, 15, & 20-Minute Drive Time



Rank	Post Number	Drive Time	Class	Post Capture	Total Capture	Percent Capture
1	BFS 2	10	U	28121	28121	58.59%
2	CVFD 6	10	U	7068	35189	73.31%
3	TFF	20	U	2697	37886	78.93%
4	BSFS 1	10	U	2182	40068	83.48%
5	BSFS 1	20	U	1603	41671	86.82%
6	WYAP	20	U	1483	43154	89.91%
7	HyFS 2	15	U	996	44150	91.98%
8	CVFD 6	15	X	882	45032	93.82%

In Figure 11 below, staffing-to-demand models account for all available staffed units in the County with no delineation between volunteer, cross-trained/staffed with firefighting personnel, or fully staffed EMS-only units. However, these units are not always staffed as they may be volunteer agencies or crossed staffed units.⁴ This model only includes emergency 911 call activity. The current staffing accounts for eight units 24 hours a day, seven days per week. With this model, staffing exceeds demand at the 10-minute drive time in urban settings and 20-minute drive time in rural settings.

Figure 11: All Units Staffed (10 Urban / 20 Rural Minute Drive Time)

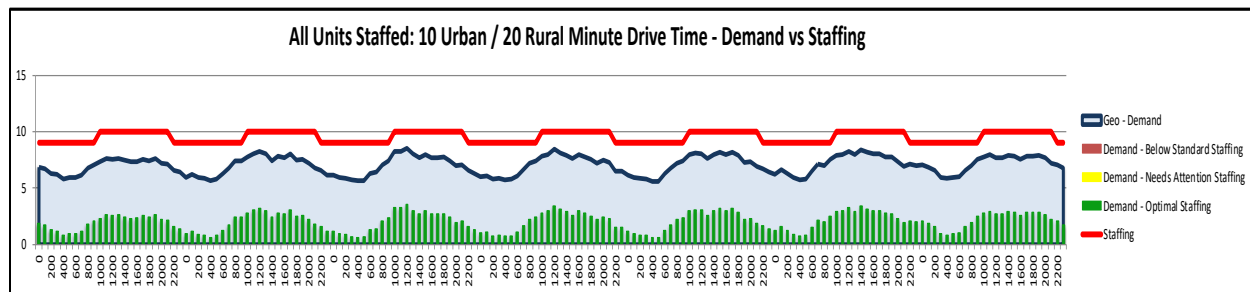
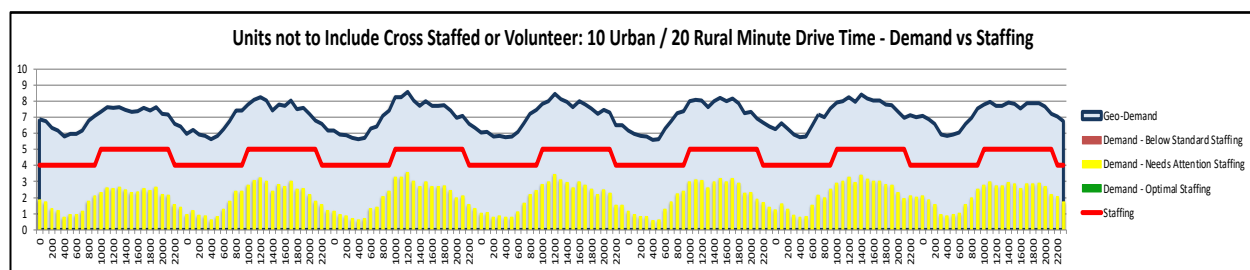


Figure 12 below shows the same staffing-to-demand model, where there is no utilization of volunteer and cross-trained/staffed firefighter EMS units. In this model, these EMS-only staffed units are staffed daily. With this model, geographical demand and staffing do not meet the system's needs at the 10-minute urban and 20-minute rural drive times. This model only includes emergency 911 call activity. The current staffing accounts for three units 24 hours a day, seven days per week.

It should be noted that Big Sky Fire is credited with having one fully staffed EMS-only unit, even though they currently staff their units with mixed EMS-only and cross-trained personnel.

Figure 12: Units Not to Include Cross Staffed or Volunteer (10 Urban / 20 Rural Minute Drive Time)

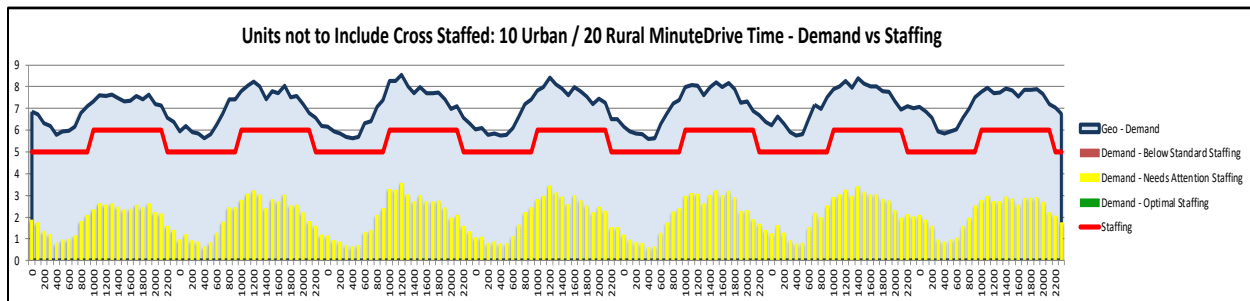


⁴ Cross staffed unit is when personnel are assigned to fire apparatus and are utilized to staff an EMS unit, to make a full crew, when there is an EMS response and there is no active Fire response.

In Figure 13, this staffing-to-demand model is like the above model, except it adds back the volunteer EMS-only units and still removes the cross-trained/staffed EMS units. This model only includes emergency 911 call activity. In this model, staffing needs to meet the demand to provide the same coverage 24 hours a day, seven days per week.

The same factor applies to the Big Sky Fire Department as in the previous modeling.

Figure 13: Units Not to Include Cross Staffed (10 Urban / 20 Rural Minute Drive Time)



In short, there are enough physical units in Gallatin County to support the EMS system, however staffing levels are a factor to both create an equitable level of service and not reduce the Effective Fire Force.

FINANCIAL REVIEW

FITCH completed an estimated independent costing analysis of the models below, with four sworn and three civilian models. The goal of this review was to understand the value of the system, based on a future design to provide a baseline and equitable level of service. Comparisons of the models were constructed separately, showing the impact to the system. This evaluation was based on 911 volume only and not IFT/NET transports.

During both virtual and onsite interviews and meetings the fire departments described how individuals would be reallocated from fire apparatus to cover EMS response activity as they are “cross-staffing” units to ensure response. Concerns were raised that this practice was reducing the Effective Fire Force.

FITCH was asked to prepare and model an all-ALS response model and a BLS transport model with ALS chase car response. Further attention was paid to the cost of covering areas that may be handled with volunteers in its current form. Lastly, each model was separated with sworn personnel and civilian personnel operating the system. This would allow for a range to be determined for costing purposes. *FITCH* understands there may be other models, but it needed to understand the cost burden the system would bear depending on the policy decision.

To determine the cost impacts for each model, *FITCH* made assumptions based on data provided through the IDR process. Revenues were estimated based on the provided payor and transport information from AMR, which allowed *FITCH* to estimate revenue per transport. To determine expenses, *FITCH* obtained salary and fringe costing for sworn personnel based on current agency information as well as obtained the average cost per hour for a private agency. Estimates were used to determine unit hour cost based on percent distribution for direct materials, overhead, and depreciation. Further evaluation would be required to refine the models. Civilian model costing has other expenses for cost associated with back-pay for costing and dispatch costs. Ultimately, *FITCH* determined a unit hour cost per resource type. This allowed *FITCH* to estimate expenses that Gallatin County would incur. Finally, *FITCH* determined the delta between the revenues and expenses, to ultimately understand the required cost burden for this service.

FITCH provided seven scenarios based on feedback from the agencies within Gallatin County. These scenarios were derived from the staffing charts and current system staffing. *FITCH* determined that if the system wanted to add ALS Chase Cars there would be an increased cost burden of \$1,500,000 to - \$1,700,000 annually. For a full system ALS response, the cost burden would range from \$4,290,000 to

\$5,000,500 annually. To bolster the current system with resources and personnel not to reduce the EFF, cost burden estimates of \$4,900,000 annually would be required.

Figure 14: Estimated System Revenues and Expenses for Future Models

	Sworn		Sworn		Sworn		Civilian		Civilian		Civilian	
	Full System - All ALS Transport Units	Full System - BLS Transport Units / ALS SUV	Current Deployment: Additional Personnel to Not Decrease EFF, Nor Revenue Increase	ALS SUV Chase Car - Additional	Full System - All ALS Transport Units	Full System - BLS Transport Units / ALS SUV	ALS SUV Chase Car - Additional					
Transport Volume - Estimated	9,455	9,455	0	0	9,455	9,455	0					
Revenue Per Transport	\$ 506.90	\$ 506.90	\$ 506.90	\$ 506.90	\$ 506.90	\$ 506.90	\$ 506.90					
Transport Revenue	\$ 4,792,761	\$ 4,792,761	\$ -	\$ -	\$ 4,792,761	\$ 4,792,761	\$ -					
Fully Loaded Unit Hour Costing												
ALS Transport Unit	\$ 118.29	\$ 118.29	\$ 118.29	\$ 118.29	\$ 106.45	\$ 106.45	\$ 106.45					
BLS Transport Unit	\$ 106.56	\$ 106.56	\$ 106.56	\$ 106.56	\$ 94.66	\$ 94.66	\$ 94.66					
ALS Non-Transport SUV Unit	\$ 65.00	\$ 65.00	\$ 65.00	\$ 65.00	\$ 59.11	\$ 59.11	\$ 59.11					
Personnel Hour Costing												
Advanced Life Support	\$ 48.70	\$ 48.70	\$ 48.70	\$ 48.70	\$ 45.04	\$ 45.04	\$ 45.04					
Basic Life Support	\$ 43.91	\$ 43.91	\$ 43.91	\$ 43.91	\$ 36.06	\$ 36.06	\$ 36.06					
Unit Hours												
ALS Transport Units	9.5		9.5									
BLS Transport Units	9.5		2		9.5							
ALS Non-Transport SUV Units	3		3		3							
ALS Transport Unit Hours	83,220	0	0	0	83,220	0	0					
BLS Transport Unit Hours	0	83,220	17,520	0	0	83,220	0					
ALS Non-Transport SUV Unit Hours	0	26,280	0	26,280	0	26,280	26,280					
Personnel Hours												
Advanced Life Support - Units			2									
Basic Life Support - Units			6									
Advanced Life Support	0	0	17,088	0	0	0	0					
Basic Life Support	0	0	51,264	0	0	0	0					
Total Unit Hour Costs												
ALS Transport Unit	\$ 9,843,955	\$ -	\$ -	\$ -	\$ 8,858,620	\$ -	\$ -					
BLS Transport Unit	\$ -	\$ 8,868,254	\$ 1,867,001	\$ -	\$ -	\$ 7,878,013	\$ -					
ALS Non-Transport SUV Unit	\$ -	\$ 1,708,235	\$ -	\$ 1,708,235	\$ -	\$ 1,553,431	\$ 1,553,431					
Total Personnel Hour Cost												
Advanced Life Support	\$ -	\$ -	\$ 832,186	\$ -	\$ -	\$ -	\$ -					
Basic Life Support	\$ -	\$ -	\$ 2,251,180	\$ -	\$ -	\$ -	\$ -					
Operating Expense	\$ 9,843,955	\$ 10,576,489	\$ 4,950,366	\$ 1,708,235	\$ 8,858,620	\$ 9,431,444	\$ 1,553,431					
Other Expense for Civilian Model - Estimated					\$ 230,000	\$ 230,000						
NET Income (Subsidy)	\$ (5,051,194)	\$ (5,783,728)	\$ (4,950,366)	\$ (1,708,235)	\$ (4,295,859)	\$ (4,868,683)	\$ (1,553,431)					

PATHWAY FORWARD

EMS Agenda 2050

EMS Current State

As a healthcare delivery system component, EMS addresses all possible injuries and illnesses and treats all ages. It is a component of and is also comprised of systems intended to provide care for specific diseases and population segments. Contemporary EMS systems were created to meet the immediate needs of the acutely ill and injured to provide “stabilization” and transportation. EMS generally meets these objectives in relative isolation from other health care and community resources. Reports have been published regarding public health surveillance by EMS personnel and referral to social services agencies. However, most EMS systems are disconnected from other community resources, except other public safety agencies. They are not involved in the business of ensuring follow-up by social service agencies or other community agencies/resources potentially able to intervene when patients need support. Thus, the potential positive effects of EMS, in terms of improved health for individual patients and the community, remain unrealized.

EMS Future State

EMS of the future will be a people-centered and community-based health management system that is fully integrated with the overall healthcare system. It will be able to identify and modify illness and injury risks, provide acute illness and injury care and follow-up, and contribute to the treatment of chronic conditions and community health monitoring. This new entity will be developed from redistributing existing healthcare resources and integrated with other healthcare providers and public health and public safety agencies. It will improve community health and result in more appropriate use of acute health care resources. EMS will remain the public’s emergency medical safety net.

As part of that future look at EMS, the authors of the EMS Agenda 2050 gave us a framework for addressing the most critical aspects of developing a people-centered EMS system.

Figure 15. EMS Agenda 2050 Framework



EMS systems across the country are experiencing many of the same challenges as the current EMS system in Gallatin County. Meeting response time expectations for increasing call volume and managing the increasing emergency and non-emergency transports out of Bozeman Health are becoming increasingly challenging due to staffing, behavioral health challenges, urban sprawl, and the vast geographic diversity. EMS systems are breaking away from old models and embracing innovation. The EMS Agenda 2050 lays out a challenge that requires evolutionary thinking from EMS system leaders and governing bodies. We encourage stakeholders and EMS system leaders to consider different opportunities for this EMS system to evolve and guide it into its next evolutionary step.

FITCH aims to present Gallatin County with options for sustainability and longevity. *FITCH* has developed several options that can be selected singularly or in total to provide a pathway for the future of EMS in Gallatin County. Best practice systems have established a "System of Controls" to design a system where patient movement is handled in a coordinated method. These controls ensure oversight of the total EMS transportation system, irrespective of the County, any municipality, or health system ensuring transparency, consistency, timely patient movement, and adding quality and cost control measures. Ultimately, these models will ease the path of patient movement throughout the entire region, ensure a consistent response, and be fiscally responsible.

As we move forward towards a more coordinated EMS system, it is important to establish clear lines of authority. To achieve this goal, representatives from county EMS agencies will oversee and coordinate

the authority. This approach will help to ensure that the system is safe, efficient, and responsive to the needs of the community. In this pathway forward section, we will explore how this approach can be implemented and what benefits it can bring to the EMS system.

Recommendations

EMERGENCY ACTION: SIMULTANEOUSLY, WORK ON EMERGENCY OPTIONS IF THERE IS AN IMMEDIATE AND UNEXPECTED CHANGE TO THE SYSTEM.

FITCH's findings show that the system is leveraged by fire units and cross-staffing personnel, revealing inadequate EMS personnel to operate it without unduly affecting the effective fire force and other fire department related activity.

Due to the county EMS system's lack of a contractual relationship with AMR, any change to the market space will negatively impact it. Gallatin County's EMS system is extremely fragile, and the slightest change can have a far-reaching impact on coverage and service level availability.

Immediately begin collaborative conversations with all stakeholders to ensure system sustainability. This action is not clear cut and easily defined, but the sole purpose of highlighting this at the forefront of our recommendations is to ensure that immediate action and conversation is started amongst all agencies and the County to prepare for a potential "what if" scenario that may present itself unexpectedly or at an untimely point in the operationalization of any of the below recommendations.

With the potential of Bozeman Health building its own EMS transport model to manage its volume internally, there is the risk that this will deplete necessary revenue from the system. Any loss of revenue from the system will negatively impact not only the system but the taxpayers as well.

OPTION ZERO: STATUS QUO WITH MINIMAL COSTS.

In this Option, EMS agencies would continue to operate as they do currently. Response efforts will remain semi-coordinated and suboptimal. At any given time, sick or injured persons may not receive the needed or deserved emergency medical care in a clinically timely manner. There are concerns that local EMS agencies may fail due to economic pressures. Supporting the status quo through low-cost improvements and process changes is an option that can be employed easily with very few changes or actions that will provide some limited improvement to the system overall.

Actions that Gallatin County can take to further support the status quo are outlined below.

1. Uphold existing EMS response framework with local jurisdictions dictating their own standards and funding.
2. Create a county-wide EMS advisory committee to advise on EMS functions within the county and to develop a common operating plan.
3. Consider a county-wide EMS billing contract with a third-party billing company to streamline the billing process.
4. Consider a county owned EPCR System for a single data repository.
5. Align all ambulances with a singular dispatch center and provide real-time AVL data to Gallatin County 911 dispatch.
6. Establish a purchasing consortium for all medical supplies and a universal ambulance and responder vehicle specification to create economies of scale for purchasing.
7. Develop and expand a tiered dispatch approach for ALS/BLS responses.
8. Establish a system of metrics for 911 and interfacility responses to improve response times.

The below SWOT assessment in pictorial form may be helpful to see the strengths, weaknesses, opportunities, and threats all in one space.

	Helpful	Harmful>Helpful
Internal Origin	<u>Strengths</u> ✓ Limited at best	<u>Weakness</u> ○ Staffing does not align with demand ○ No economies of scale
External Origin	<u>Opportunities</u> ➤ Increased funding from billing company & collaborative purchasing ➤ Tiered response	<u>Threats</u> ■ Continues to be uncoordinated ■ Cost continue to grow ■ Competition that will drive up cost and decrease volume for AMR

OPTION ONE: DETERMINE PROPER FUNDING TO SUPPORT THE EXPANSION OF ONE OR MORE AGENCIES TO PROVIDE BACKUP THROUGHOUT THE COUNTY.

In this option the primary focus is to ensure that proper funding is determined to support the expansion of one or more of the EMS agencies so that they can provide adequate backup throughout Gallatin County. Some of the challenges here are that Gallatin County currently doesn't have the necessary oversight power for all EMS operations. Establishing an oversight board or committee to ensure that EMS is managed, deployed, and funded in the same way no matter what geographic location within the County is paramount. Add to this the need for the County to have a single repository of dispatch and call data so that decisions can be made from information in one singular location.

The current lack of taxpayer funding to subsidize the system and not reduce the effective fire force is another concern that should be addressed in this option. Lastly, there are numerous competing efforts within the County related to the provision of EMS and Interfacility Transfers (IFT). These all must be adequately addressed in this option to provide a sustainable system.

Actions that Gallatin County can take to further support Option One are outlined below.

1. Gallatin County should consider developing county-wide EMS funding to support specific EMS agencies, with a contractual relationship to enhance or provide backup service.
 - This could be current agencies, private, or hospital-based ambulance services.
2. Contractually ensure agencies report financial performance annually to the County, including Billing Charge Master, Salary and Hourly Rates by position, and Expense costs.
3. The County could consider expanding the ALS SUV-only response as a backup, placing one in the southern region and one in the northern region. Thus, current units could be staffed at the BLS Level.

The below SWOT assessment in pictorial form may be helpful to see the strengths, weaknesses, opportunities, and threats all in one space.

	Helpful	Harmful>Helpful
Internal Origin	<u>Strengths</u> <ul style="list-style-type: none"> ✓ The County can begin to provide oversight for EMS ✓ Addition real-time software, enhance decision-making ✓ Financial data received to show the health of the system 	<u>Weakness</u> <ul style="list-style-type: none"> ○ Add additional cost for software ○ Cost for agency purchase ○ Currently limited county infrastructure to manage
External Origin	<u>Opportunities</u> <ul style="list-style-type: none"> ➤ Ensure and align proper resourcing 	<u>Threats</u> <ul style="list-style-type: none"> ▪ EMS agencies will not be interested in engaging and there is a loss of an EMS agency within the system

OPTION TWO: ESTABLISH AN EMS ADVISORY BOARD OR COUNCIL WITH REPRESENTATION FROM EACH COUNTY EMS AGENCY TO OVERSEE AND COORDINATE EMS.

In this option, Gallatin County would need to establish county-wide EMS system support and oversight body. The goal of option two is to fully establish a system of controls to oversee and coordinate EMS efforts and the formation of a true EMS system in Gallatin County. Without a coordinated effort there will continue to be lengthy response times, disparate coverage in areas due to geography as well as non-contractual coverage of areas outside of the municipalities that have either their own coverage or a business license with AMR.

EMS agencies with substantial local support can thrive while all agencies can seek savings from the taxpayer through systematic staffing, group purchasing, and shared overhead. The option also allows a systems approach to evolve with higher levels of coordination. At some point, agencies may understand that they are more likely to survive by working together to provide coordinated emergency services in support of community well-being.

Actions that Gallatin County can take to further support option two are outlined below.

1. Establish as centralized EMS Advisory Board or Council to provide oversight and recommendations between the EMS agencies and the County.
2. EMS agencies' representatives would oversee and coordinate EMS with the EMS Advisory Board or Council.
3. Work to create economies of scale within the EMS system currently and for the future through collaboration.
4. Agencies would work together to enhance services by creating a Common Operating Plan that is managed and controlled with proper funding, creating a check and balance for what the money is paying for and what services will be rendered.
5. Evaluate the most appropriate EMS deployment system for the County regularly based on the system's needs.
6. Work collaboratively with Bozeman Health to support EMS in the County, including IFT/NET.

The below SWOT assessment in pictorial form may be helpful to see the strengths, weaknesses, opportunities, and threats all in one space.

	Helpful	Harmful>Helpful
Internal Origin	<u>Strengths</u> <ul style="list-style-type: none"> ✓ Begins the collaborative effort in ensuring EMS oversight ✓ Reduction of cost & Increased service 	<u>Weakness</u> <ul style="list-style-type: none"> ○ Lack of transparency and collaboration creates volatility ○ Agencies function autonomously
External Origin	<u>Opportunities</u> <ul style="list-style-type: none"> ➤ Improved deployment ➤ Potential reduction in cost ➤ Collaboration of EMS agencies 	<u>Threats</u> <ul style="list-style-type: none"> ▪ Not managed correctly, overhead would drive up cost. ▪ Internal and organizational conflicts ▪ Lack of direction causes negative impact on the system

OPTION THREE: CREATE AN EMS DISTRICT OR JOINT POWERS AGREEMENT WITH SHARED EMS OVERSIGHT

Option three consists of the formation of an oversight body that would allow for agencies to come together for shared oversight, operations, and funding. *FITCH* considered two options: 1) an EMS District or 2) Joint Powers Agreement (JPA). It is important to ensure that combining unified and equitable service benefits with tax funding to ensure inclusive EMS service throughout the entire county. There is the risk that some of the agencies and stakeholders that have built their own independent EMS system may not want to adjust from their current level of service as well as receive oversight from a different entity.

Actions that Gallatin County can take to further support Option Three are outlined below.

1. Initiate a collective governance over all EMS agencies seeking to unify EMS under a single framework, maximizing tax dollars, and ensure equitable response.
2. Contract with an agency to provide a specified level of service.
3. Provides a single entity that can oversee all aspects of operations, clinical performance, medical direction, and staffing in a standardized manner for the County.
4. Agencies would work together to enhance services by creating a Common Operating Plan that is managed and controlled with proper funding, creating a check and balance for what the money is paying for and what services will be rendered.
5. Could provide backup services for both 911 and IFT/ (Non-Emergency Transport) NET transport volume.
6. Potential expansion to support the hospital transport, while ensuring that taxpayer funds are not subsidizing hospital service.

Frameworks such as a District have been established for other collaborations, not just for EMS, across Montana. A JPA would require lobbying to be accepted within Montana, but has been used for other shared services, within the state. Creating such a structure allows for shared oversight and resource integration among all participating EMS agencies, facilitating a more cohesive and efficient regional EMS system that would potentially be more cost effective by reducing duplication of services and overhead, while maintaining an equitable level of service.

FITCH did consider the option for creating Inter-local agreements with each agency to operate as one entity, however due to the complexities, timeliness to complete per onsite personnel and funding issues, this was not considered as a viable option.

The below SWOT assessment in pictorial form may be helpful to see the strengths, weaknesses, opportunities, and threats all in one space.

	Helpful	Harmful>Helpful
Internal Origin	<u>Strengths</u> <ul style="list-style-type: none"> ✓ Create an equitable level of service ✓ Cost savings ✓ Reduces competition ✓ Staff workload management 	<u>Weakness</u> <ul style="list-style-type: none"> ○ County administration service expansion ○ Funding transfer
External Origin	<u>Opportunities</u> <ul style="list-style-type: none"> ➤ Creates collaboration and mutual agreement for service rendered ➤ Provide more equitable service ➤ Allows for input from elected officials and citizens 	<u>Threats</u> <ul style="list-style-type: none"> ▪ Agencies feeling threatened ▪ All agencies do not participate ▪ Elected officials and citizens do not support

OPTION FOUR: DEVELOP A SINGLE PROVIDER SYSTEM TO PROVIDE EMS TO THE ENTIRE COUNTY.

In this option, Gallatin County would develop a single provider EMS system. The County would work collaboratively to establish an EMS Agency operated by the County with a board reporting to the County. This single entity would be designed and implemented to include any number of municipalities or fire districts within the County agreeing to formalize an effort for the provision of EMS. The aim is to establish a single entity that can oversee all aspects of operations, clinical performance, medical direction, and staffing in a standardized manner for the County. Understanding the landscape and the challenges presented, all agencies and the County could consider forming one agency.

Over time, a single provider system may evolve out of necessity and the County should be thinking strategically on how to ensure a safety net is in place now before this occurs. The EMS landscape is dramatically changing as reimbursement is not rising at the same rates as the Consumer Price Index (CPI). Furthermore, provider salaries have increased and are increasing dramatically to match the

increasing cost of living in the County. Any economic downturn could affect the ability of communities in the County to sustain EMS without significant financial assistance.

The current economic landscape also causes concern for the future of the system. The shortage of EMS providers is expected to persist for many years to come. The economics of supply and demand are driving up provider wages. This combined with increased pressure on revenues is causing once robust profitable systems to fail. The cost to maintain the status quo will be enormous without deliberate and aggressive innovation and change.

Actions that Gallatin County can take to further support Option Four are outlined below.

1. The County will establish a single entity for the county.
2. County could determine if this would be Third Service, Private, or Hospital-Based.
3. County would set standards, then contract and fund any shortfalls.
4. Single operational and clinical plan.
5. Current fire agencies would eliminate EMS operations or provide back-up as needed to this primary provider, while continuing to maintain EMS non-transport license to complete Medical First Response.

The below SWOT assessment in pictorial form may be helpful to see the strengths, weaknesses, opportunities, and threats all in one space.

	Helpful	Harmful>Helpful
Internal Origin	<u>Strengths</u> <ul style="list-style-type: none"> ✓ Provides services for areas lacking equitable coverage ✓ Creates employment opportunities ✓ Can evolve as the need changes ✓ Staff workload management 	<u>Weakness</u> <ul style="list-style-type: none"> ○ County does not support ○ Area agencies does not support
External Origin	<u>Opportunities</u> <ul style="list-style-type: none"> ➤ Can provide regular service that is scalable ➤ Stop gap measures are in place should there be sudden shifts/changes in the market space 	<u>Threats</u> <ul style="list-style-type: none"> ▪ Lack of buy in from all stakeholders including elected officials ▪ Local municipal leaders do not support County providing service

COUNTY DISCUSSED FUNDING OPTIONS

After *FITCH's* site visit, a discussion ensued related to various funding options. A separate meeting was scheduled, and the below chart was provided to *FITCH* by the County for discussion related to funding options that could align with *FITCH's* options listed above. These options would need to be discussed at the local level as part of the strategic planning and funding mechanism.

CONCLUSION

To address these issues and ensure equitable access to EMS services, the County must explore the options presented in the recommendations. These include operating a single service or collaborating with existing agencies to establish a county EMS safety net system. The County must also establish a solid organizational structure to manage the system effectively and guarantee proper utilization of taxpayer funds.

The report highlights the importance of a systematic overhaul and collaborative efforts to improve EMS services across the County. It stresses the need for a unified governance model to centralize efforts and streamline operations. The system requires increased funding to enhance staffing levels and maintain service quality, which poses a significant challenge.

The expansion of fire services and Bozeman Health's potential development of a transport unit may impact the financial stability of private agencies. Therefore, it's crucial to address funding mechanisms and resource allocation to effectively support all stakeholders.

Engaging all stakeholders is essential to making the decision-making process a success. Developing a strategic plan with short- and long-range goals and objectives will ensure that patient care remains the top priority in the County.

Implementing a tiered response framework and standardizing protocols across agencies would ensure that EMS services are delivered promptly and effectively, thereby enhancing patient outcomes. The recommendations also emphasize the importance of continuous assessment and adaptation of the EMS system to meet evolving community needs and handle future demands effectively.

To align with best practices observed throughout the United States, Gallatin County's pathway forward must consider local legislative frameworks. Implementing these best practices, such as centralized command, standardization of operational protocols, and comprehensive funding models, requires careful adaptation to align with Montana's legal and regulatory environment.

Utilizing interlocal agreements represents a strategic approach to operationalizing the recommendations for the Gallatin County EMS system. Interlocal agreements offer a viable pathway to enhancing cooperation and coordination among various EMS providers, including fire services, private EMS agencies, and municipal health services. They provide a legal framework that allows multiple

jurisdictions to collaborate on shared services, which is crucial for areas like Gallatin County, where geographical and logistical challenges can complicate EMS delivery.

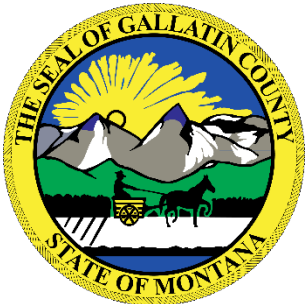
Interlocal agreements can standardize response protocols and integrate dispatch systems, ensuring that all participating entities work from the same operational playbook. This is important in emergency medical services, where the time and quality of response can significantly impact outcomes.

Tailoring EMS district agreements to address specific local needs and conditions makes them an adaptable tool for implementing the report's recommendations. Leveraging agreements within Montana's legal framework is essential for implementing the systemic improvements recommended in the Gallatin County EMS report. Such contracts will enable effective collaboration, resource sharing, and strategic planning, creating a more integrated, efficient, and sustainable EMS system that serves all residents of Gallatin County.



Gallatin County Montana

Data Analysis



METHODOLOGY

FITCH was provided two main sources of data on EMS runs in Gallatin County.

AMR provided a spreadsheet out of their Electronic Health Record (EHR) software. This data covered a period from 1/1/2021 to 8/31/2023. It is also comprehensive including fields for Disposition, Level of Service, and Destination.

Gallatin County provided information from the CAD system for all EMS runs dispatched through the centralized 911 system. This data went back several years and included 53,670 records. For the purposes of this report data from before 1/1/2021 was excluded. Records up to 9/21/23 were included. The county data, because it came from the CAD and not an EHR, does not include data on Disposition, Level of Service, or Destination.

The County CAD data also includes numerous duplicate responses to incidents. For example, Bozeman M1 and AMR are dispatched to one call. Bozeman M3 is closer, takes the call, and then M1 clears. This results in 3 entries on the spreadsheet. With over 32,000 rows of data in the included date range and no information on disposition attached, the decision was made to count every record towards Total Volume figures. The disparity is then rectified later when tabulating Total Busy Time.

For both data sets, volumes were extrapolated to the end of 2023 by averaging the calls per day for the previous months in 2023 as well as that month in the two previous years. This was then multiplied by the number of days in the month to achieve an approximate extrapolation.

AMRs data also included their Inter-Facility Transfer work. This was excluded from most of the following report except for an outline of their volume and total busy time. You can assume that data is excluded unless expressly included.

TOTAL VOLUME

Data for all services was aggregated. Volumes for the last four months of 2023 were extrapolated as explained in the Methodology section.

Figure 1: Aggregate Call Volume by Quarter

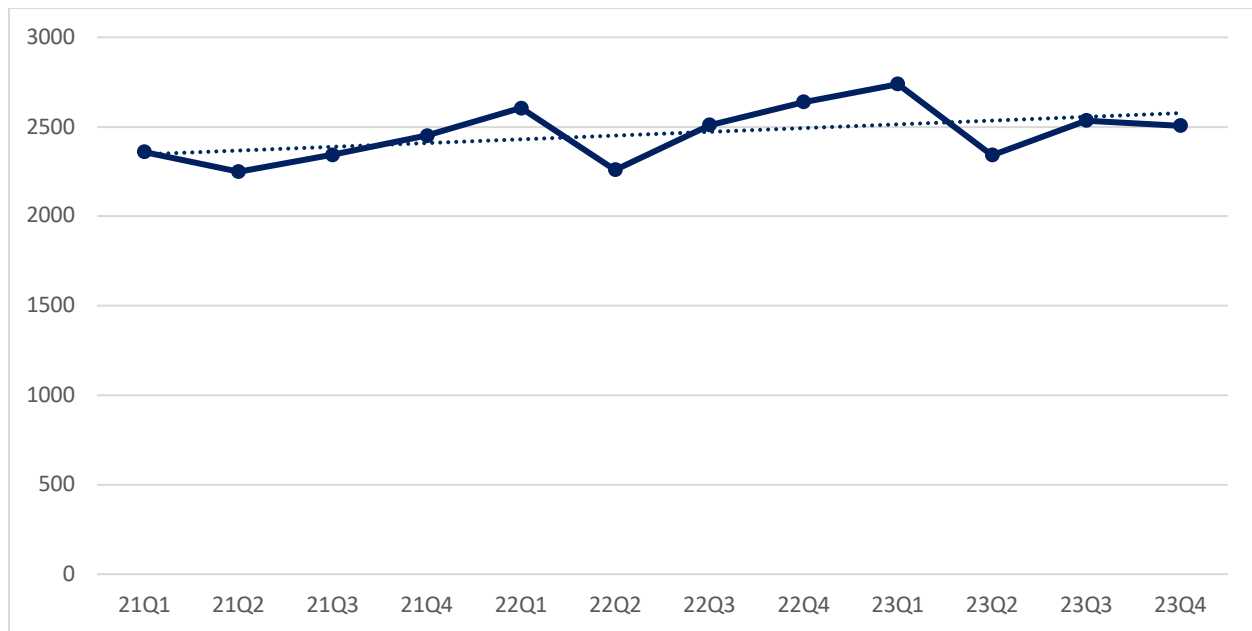


Figure 2: Aggregate Volume Table

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	2359	2249	2343	2451	9402
Average Per Day	26.21	24.71	25.47	26.64	25.76
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	2604	2260	2510	2639	10013
Average Per Day	28.93	24.84	27.28	28.68	27.43
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	2738	2342	2536	2507	10122
Average Per Day	30.42	25.74	27.56	27.25	27.73

Figure 3: Aggregate Volume by Month

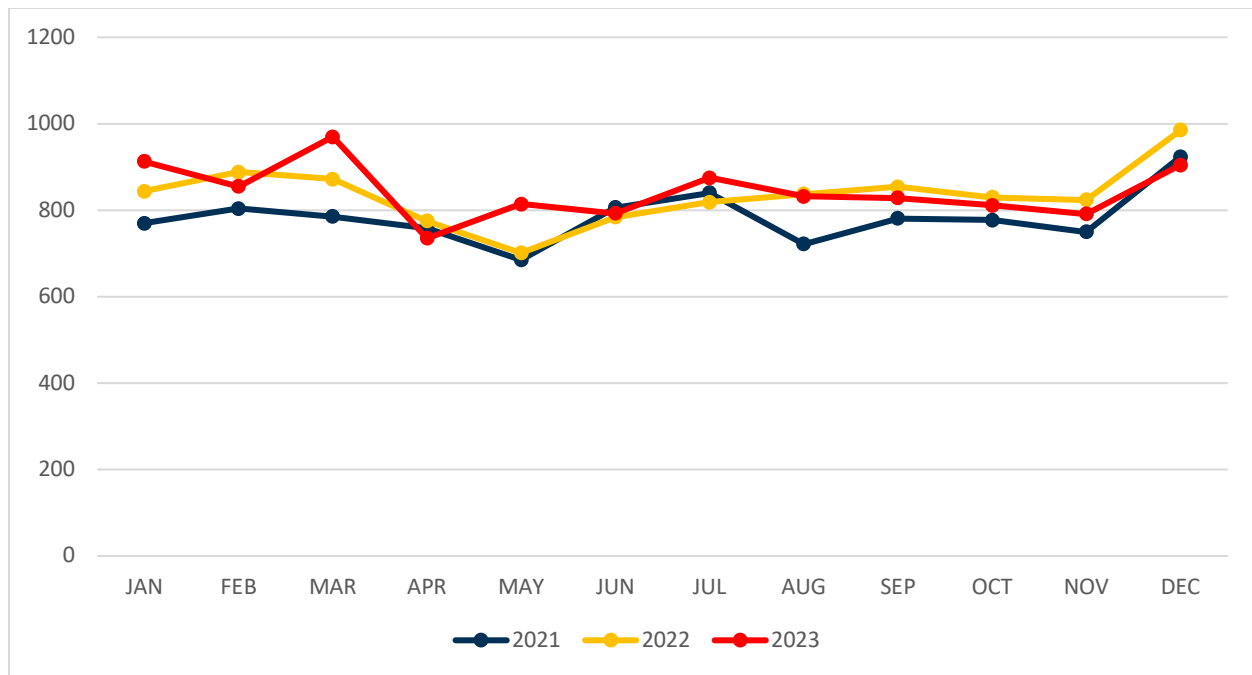


Figure 4: Aggregate Average Dispatches per Day by Month

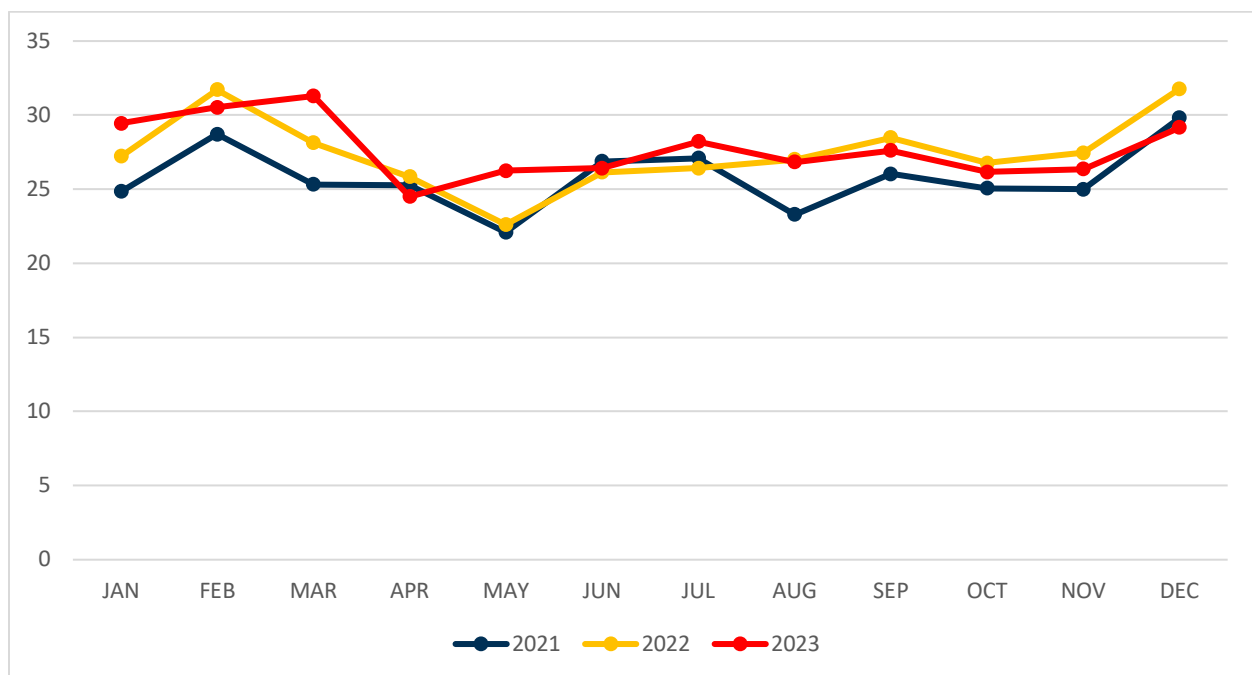


Figure 5: Aggregate Total Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	770	804	785	758	685	806	840	722	781	777	750	924
Avg/Day	24.84	28.71	25.32	25.27	22.10	26.87	27.10	23.29	26.03	25.06	25.00	29.81
2022												
Total	844	888	872	775	701	784	819	837	854	830	824	985
Avg/Day	27.23	31.71	28.13	25.83	22.61	26.13	26.42	27.00	28.47	26.77	27.47	31.77
2023												
Total	913	855	970	735	814	793	875	832	829	811	791	904
Avg/Day	29.45	30.54	31.29	24.50	26.26	26.43	28.23	26.84	27.62	26.16	26.37	29.18

Figure 6: AMR Total Volume Breakdown by Quarter (Includes IFT)

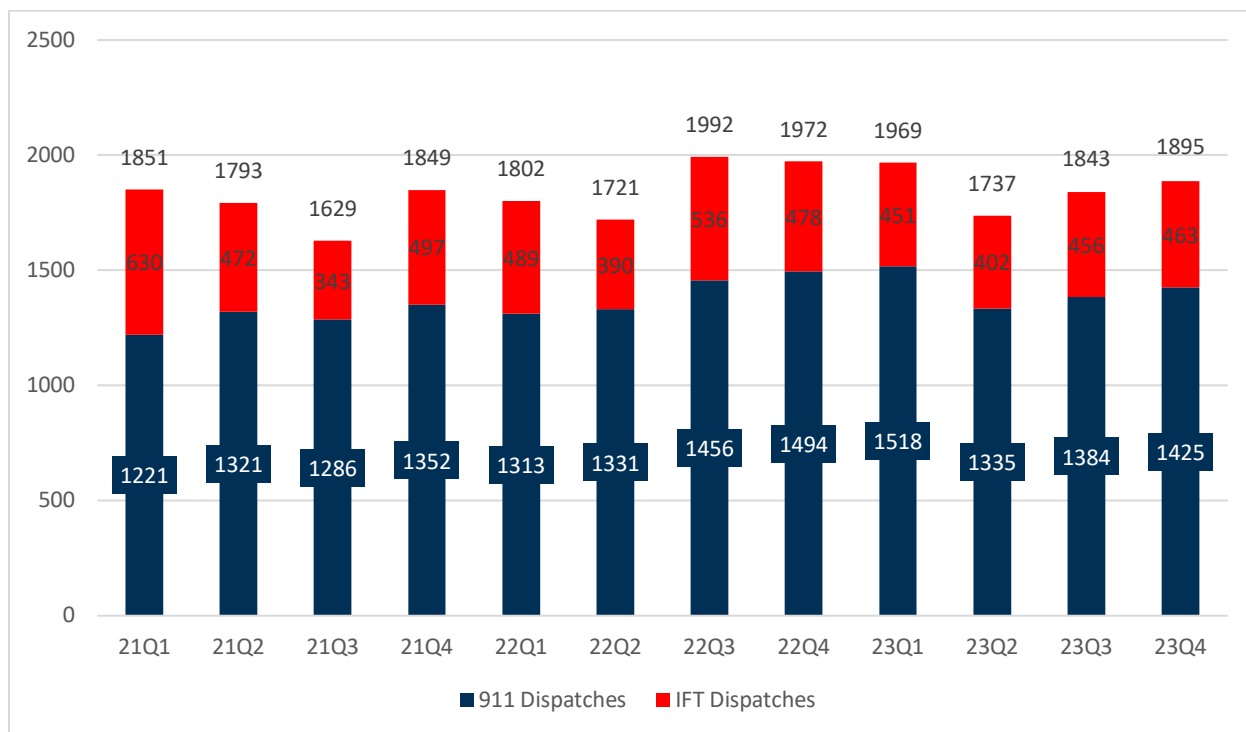


Figure 7: AMR Average Volume per Day by Quarter (Includes IFT)

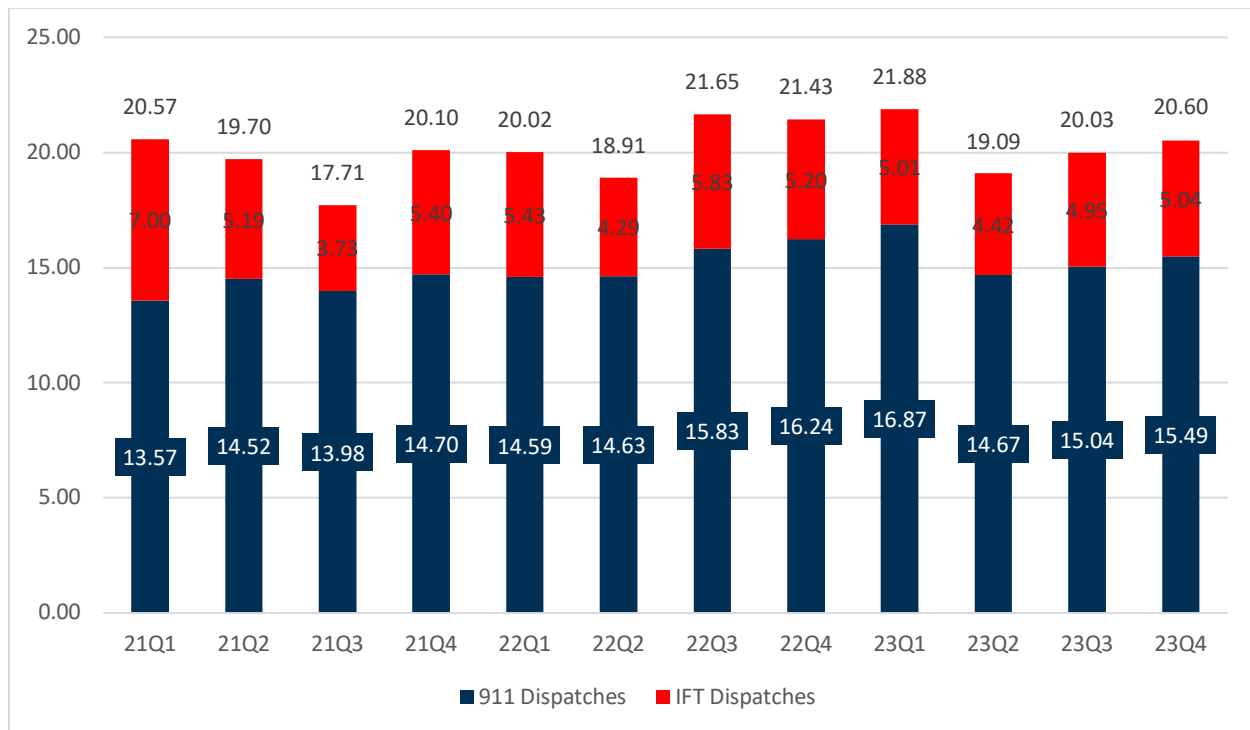


Figure 8: AMR Total Volume Breakdown by Quarter (Includes IFT) (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	1851	1793	1629	1849	7122
Avg per Day	20.57	19.70	17.71	20.10	19.51
911 Dispatches	1221	1321	1286	1352	5180
Avg per Day	13.57	14.52	13.98	14.70	14.19
IFT Dispatches	630	472	343	497	1942
Avg per Day	7.00	5.19	3.73	5.40	5.32
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	1802	1721	1992	1972	7487
Avg per Day	20.02	18.91	21.65	21.43	20.51

911 Dispatches	1313	1331	1456	1494	5594
Avg per Day	14.59	14.63	15.83	16.24	15.33
IFT Dispatches	489	390	536	478	1893
Avg per Day	5.43	4.29	5.83	5.20	5.19
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	1969	1737	1843	1895	7444
Avg per Day	21.88	19.09	20.03	20.60	20.39
911 Dispatches	1518	1335	1384	1425	5662
Avg per Day	16.87	14.67	15.04	15.49	15.51
IFT Dispatches	451	402	456	463	1772
Avg per Day	5.01	4.42	4.95	5.04	4.85

Figure 9: AMR Total Volume by Month (Includes IFT)

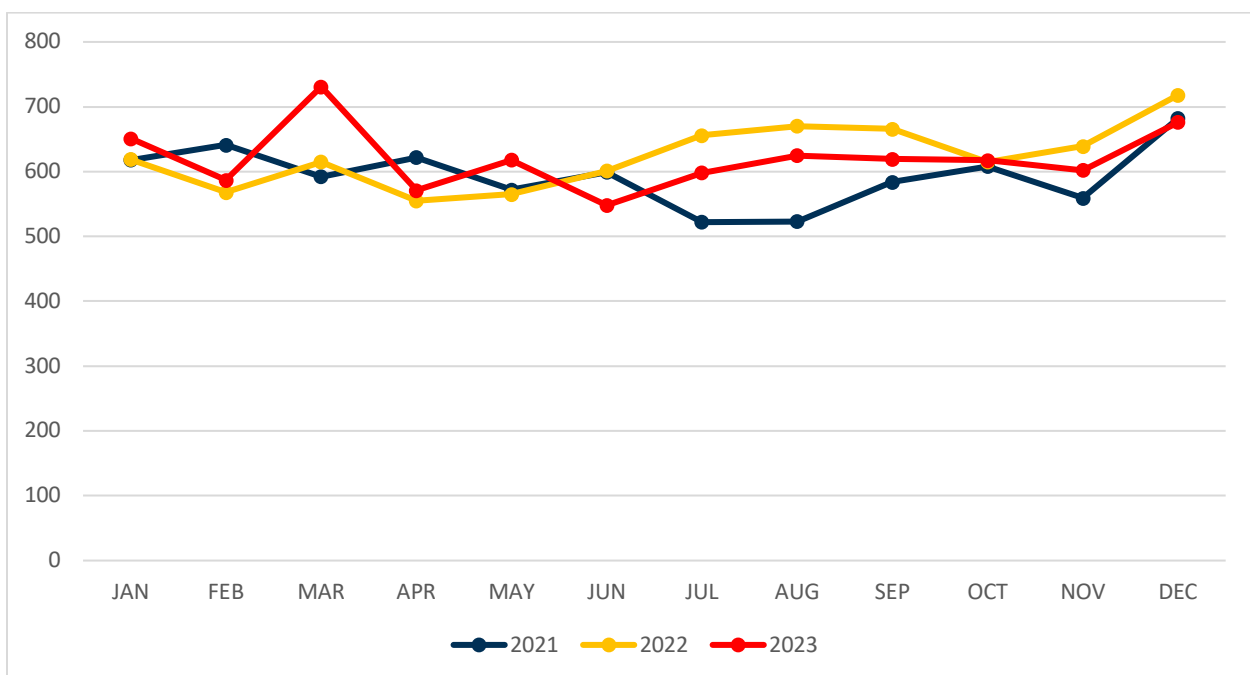


Figure 10: AMR Average Dispatches per Day by Month (Includes IFT)

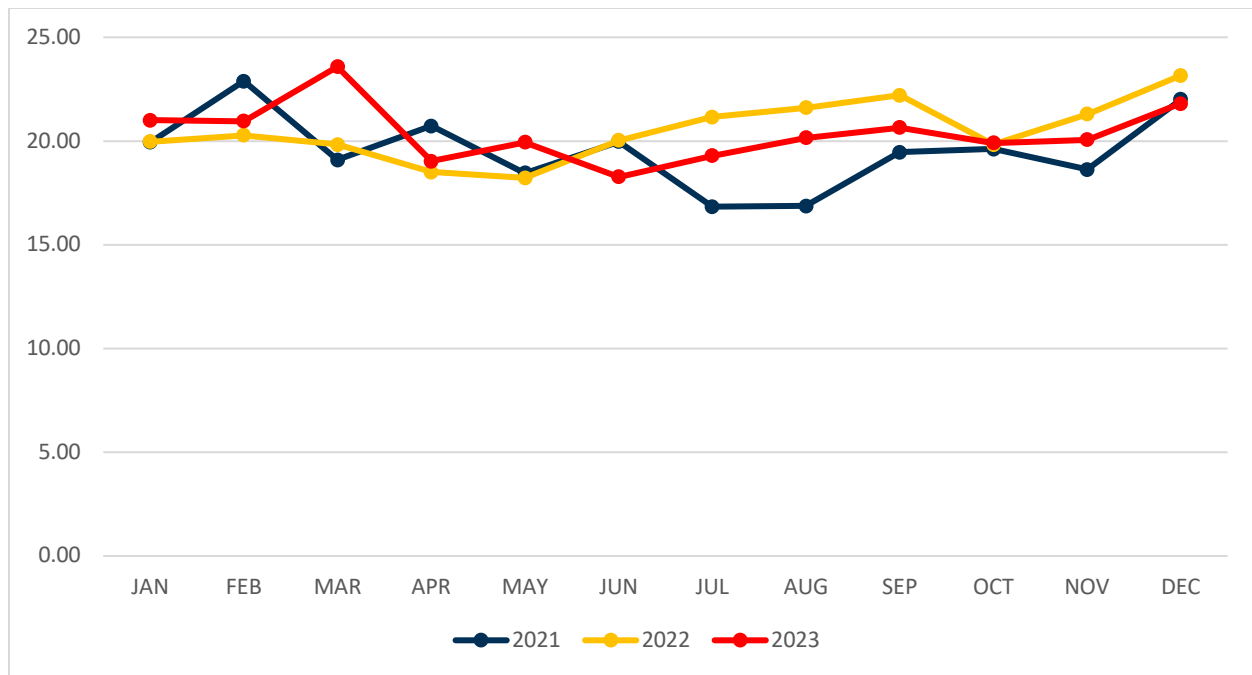


Figure 11: AMR Total Volume by Month (Includes IFT) (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	618	641	592	622	572	599	522	523	584	608	559	682
Avg/Day	19.94	22.89	19.10	20.73	18.45	19.97	16.84	16.87	19.47	19.61	18.63	22.00
2022												
Total	619	568	615	555	565	601	656	670	666	615	639	718
Avg/Day	19.97	20.29	19.84	18.50	18.23	20.03	21.16	21.61	22.20	19.84	21.30	23.16
2023												
Total	651	587	731	571	618	548	598	625	620	617	602	676
Avg/Day	21.00	20.96	23.58	19.03	19.94	18.27	19.29	20.16	20.65	19.91	20.07	21.81

Figure 12: AMR Total Volume Breakdown by Month (Includes IFT)

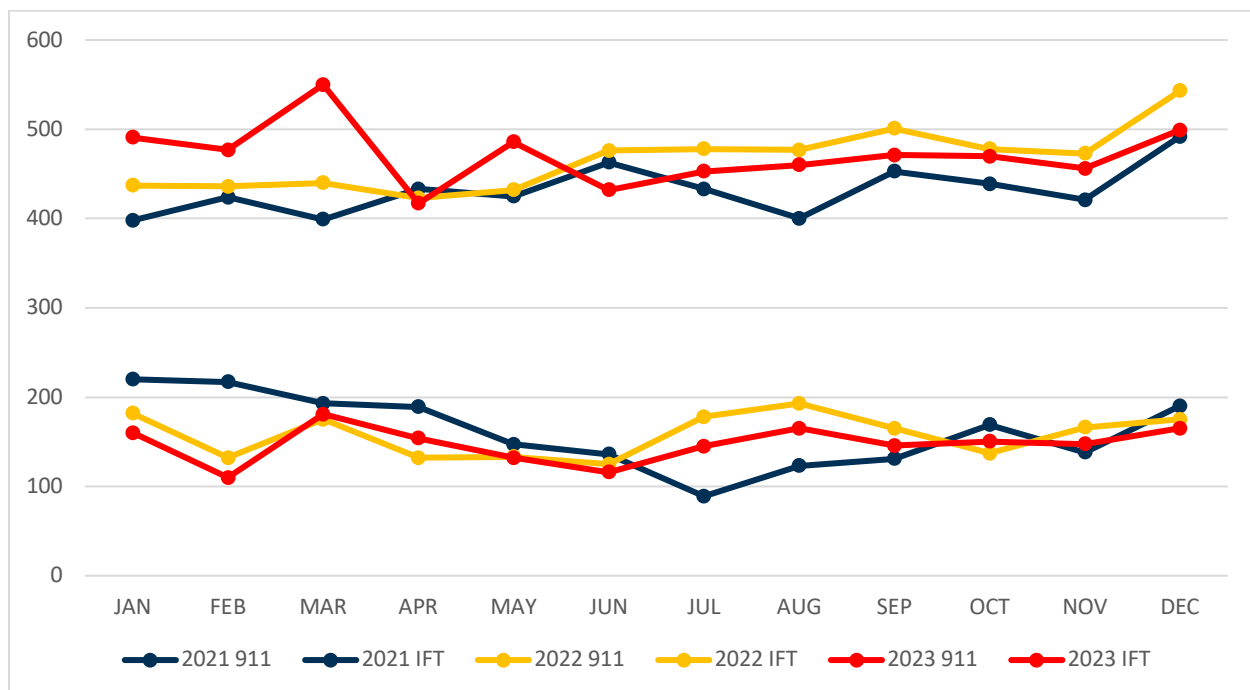


Figure 13: AMR Volume Breakdown Average Dispatches per Day by Month (Includes IFT)

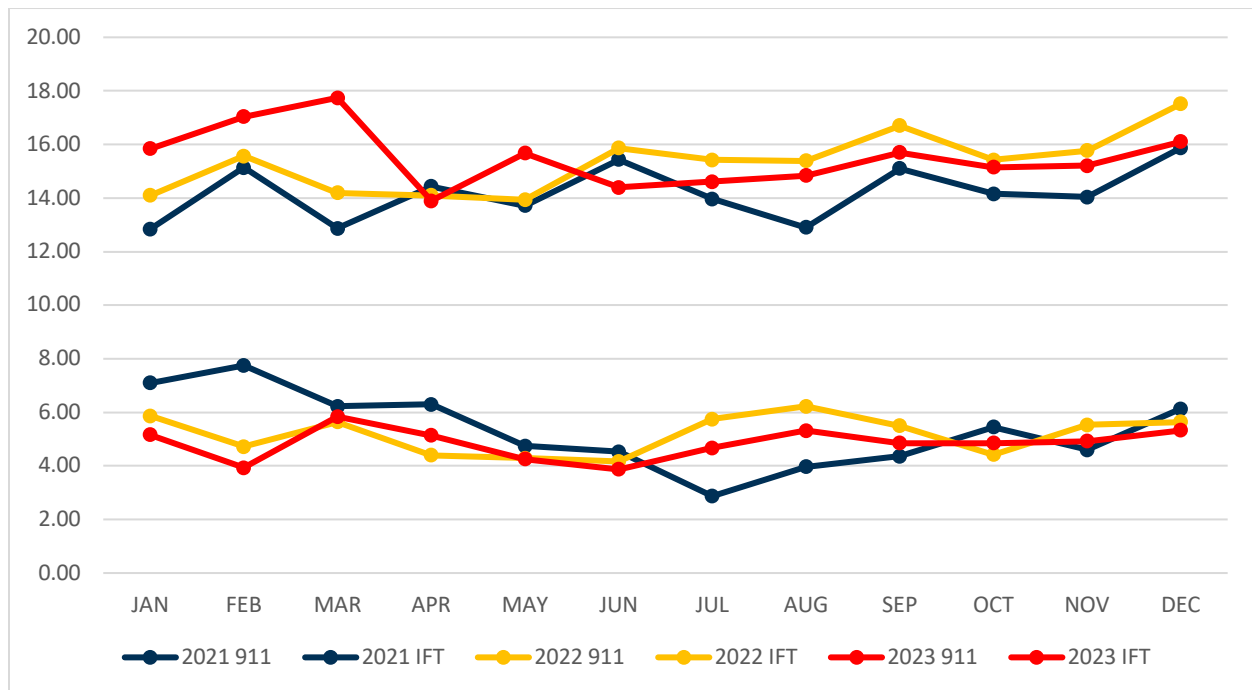


Figure 14: AMR Volume Breakdown by Month (Includes IFT) (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
911	398	424	399	433	425	463	433	400	453	439	421	492
Avg/Day	12.84	15.14	12.87	14.43	13.71	15.43	13.97	12.90	15.10	14.16	14.03	15.87
IFT	220	217	193	189	147	136	89	123	131	169	138	190
Avg/Day	7.10	7.75	6.23	6.30	4.74	4.53	2.87	3.97	4.37	5.45	4.60	6.13
2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
911	437	436	440	423	432	476	478	477	501	478	473	543
Avg/Day	14.10	15.57	14.19	14.10	13.94	15.87	15.42	15.39	16.70	15.42	15.77	17.52
IFT	182	132	175	132	133	125	178	193	165	137	166	175
Avg/Day	5.87	4.71	5.65	4.40	4.29	4.17	5.74	6.23	5.50	4.42	5.53	5.65
2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
911	491	477	550	417	486	432	453	460	471	470	456	499
Avg/Day	15.84	17.04	17.74	13.90	15.68	14.40	14.61	14.84	15.70	15.15	15.20	16.10
IFT	160	110	181	154	132	116	145	165	146	150	148	165
Avg/Day	5.16	3.93	5.84	5.13	4.26	3.87	4.68	5.32	4.85	4.85	4.92	5.33

Figure 15: Bozeman FD EMS Volume by Quarter

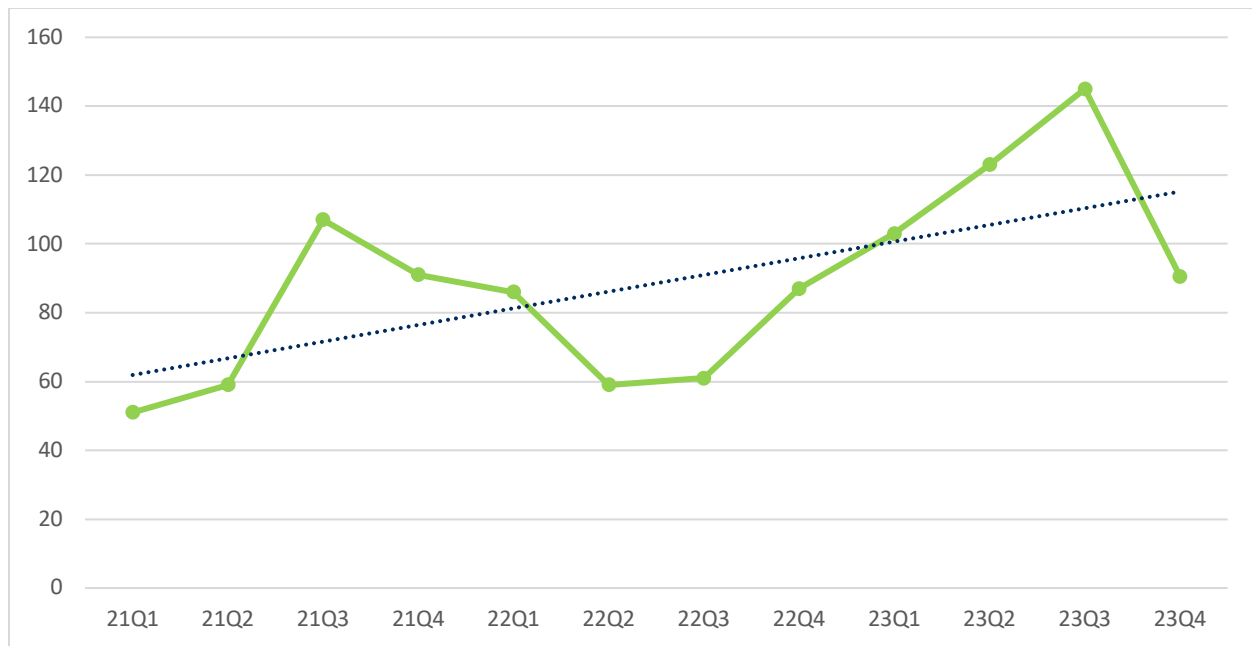


Figure 16: Bozeman FD EMS Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	51	59	107	91	308
Average Per Day	0.57	0.65	1.16	0.99	0.84
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	86	59	61	87	293
Average Per Day	0.96	0.65	0.66	0.95	0.80
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	103	123	145	91	462
Average Per Day	1.14	1.35	1.58	0.98	1.26

Figure 17: Bozeman FD EMS Volume by Month

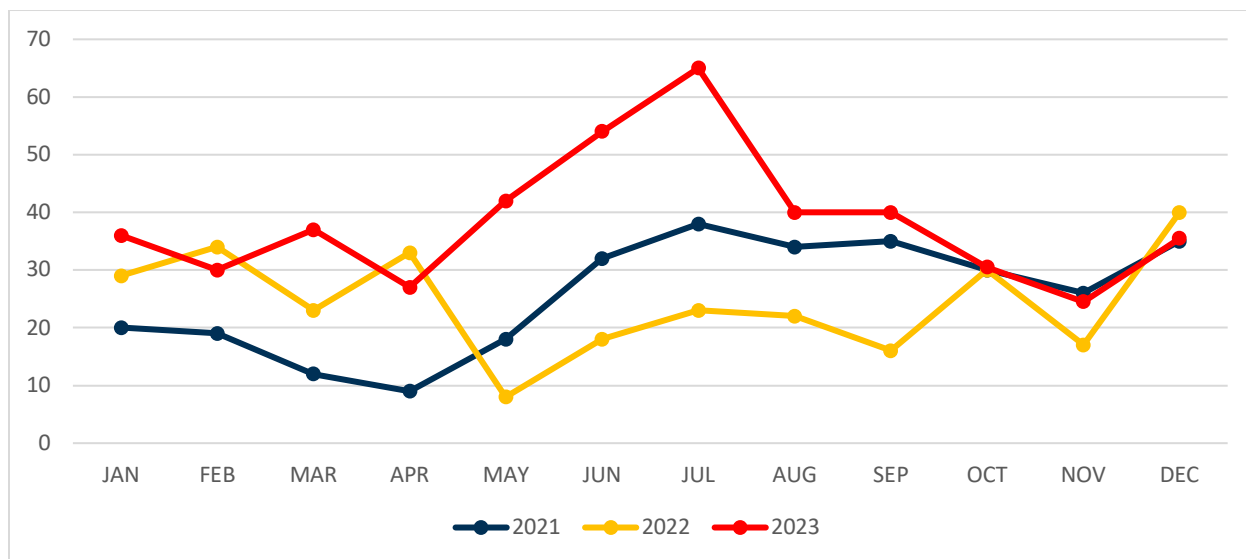


Figure 18: Bozeman FD EMS Average Dispatches per Day by Month

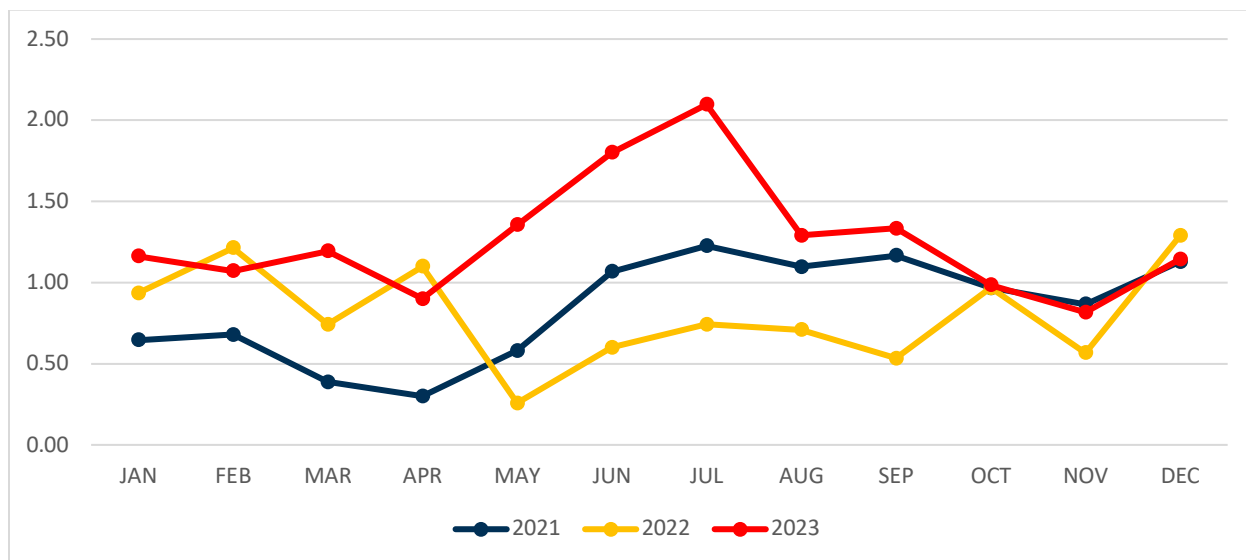


Figure 19: Bozeman FD Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	20	19	12	9	18	32	38	34	35	30	26	35
Avg/Day	0.65	0.68	0.39	0.30	0.58	1.07	1.23	1.10	1.17	0.97	0.87	1.13
2022												
Total	29	34	23	33	8	18	23	22	16	30	17	40
Avg/Day	0.94	1.21	0.74	1.10	0.26	0.60	0.74	0.71	0.53	0.97	0.57	1.29
2023												
Total	36	30	37	27	42	54	65	40	40	31	24	36
Avg/Day	1.16	1.07	1.19	0.90	1.35	1.80	2.10	1.29	1.33	0.98	0.82	1.15

Figure 20: Big Sky FD EMS Volume by Quarter

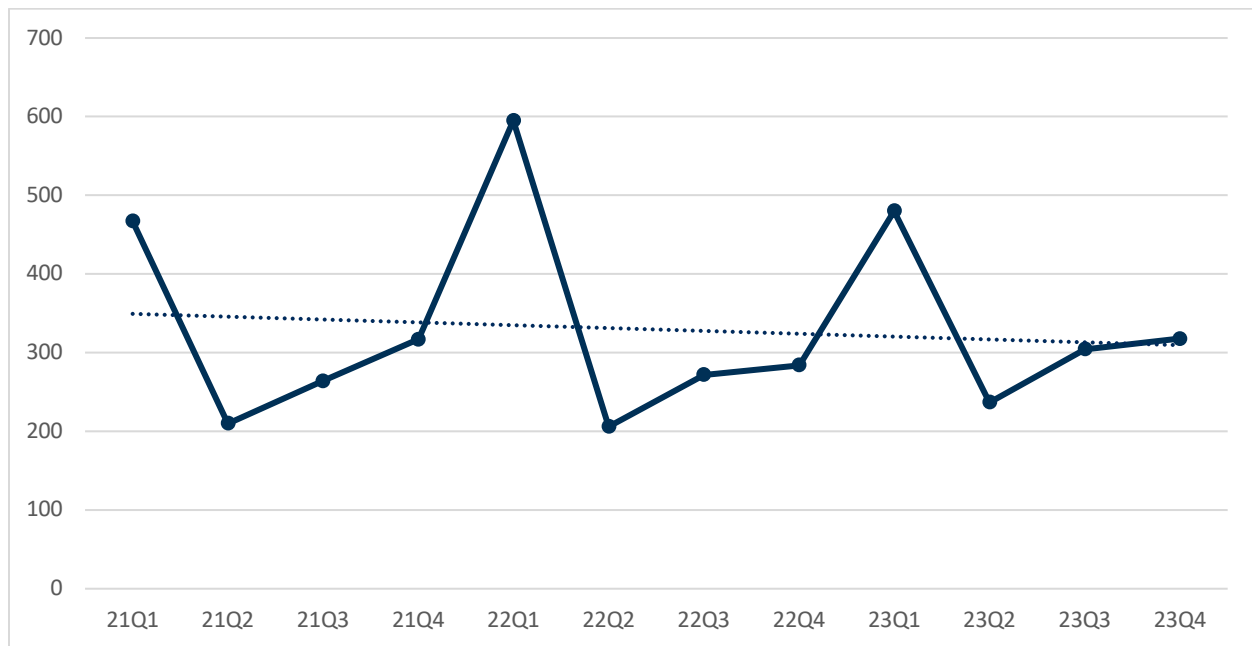


Figure 21: Big Sky FD EMS Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	467	210	264	317	1258
Average Per Day	5.19	2.31	2.87	3.45	3.45
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	595	206	272	284	1357
Average Per Day	6.61	2.26	2.96	3.09	3.72
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	480	237	304	318	1339
Average Per Day	5.33	2.60	3.31	3.45	3.67

Figure 22: Big Sky FD EMS Volume by Month

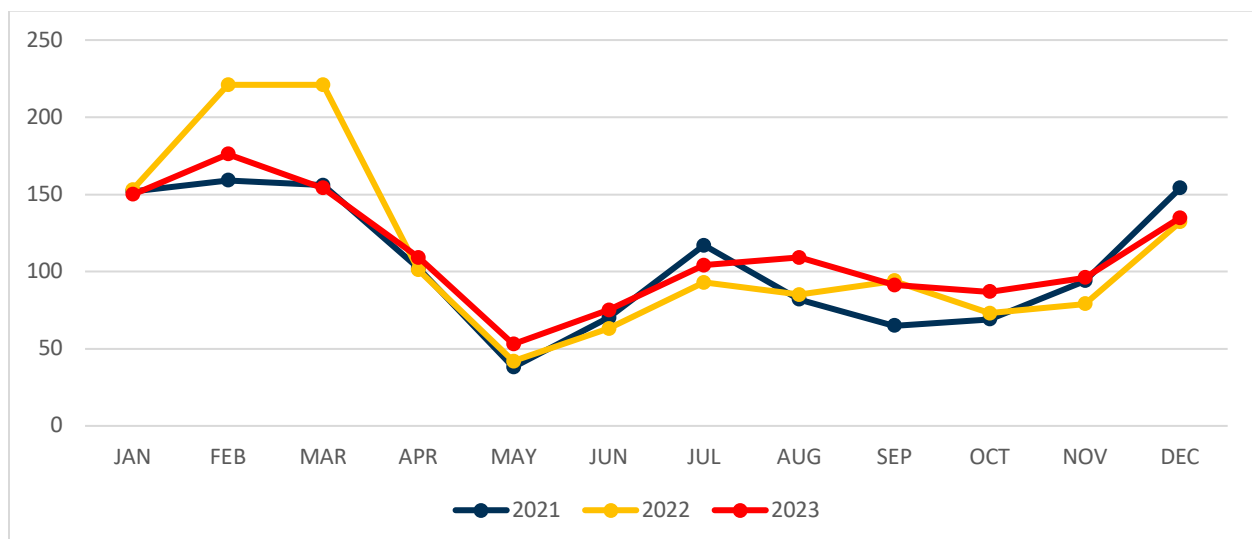


Figure 23: Big Sky FD EMS Average Dispatches per Day by Month

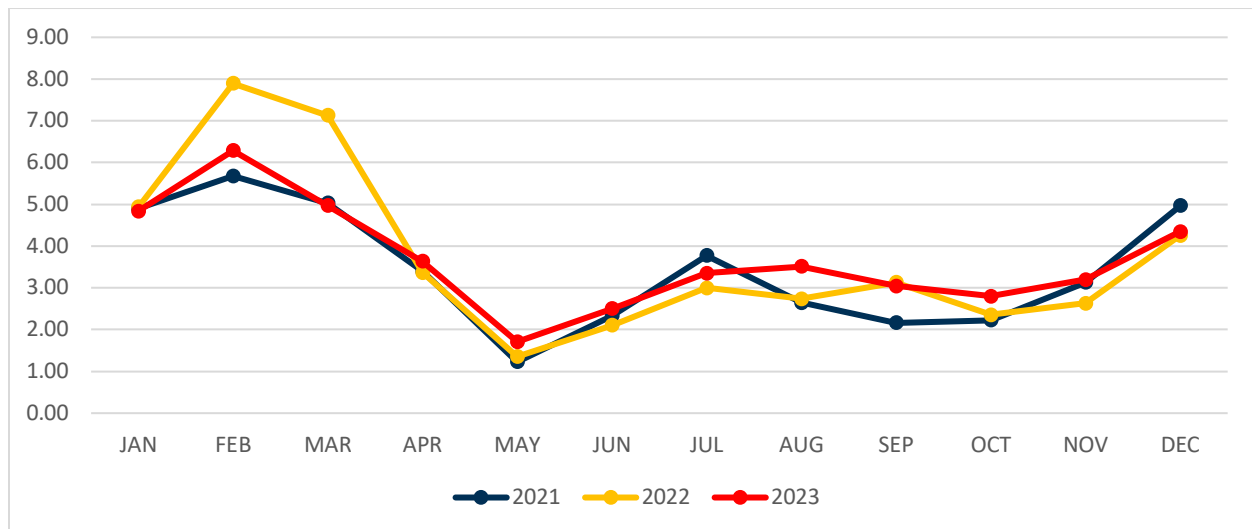


Figure 24: Big Sky FD EMS Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	152	159	156	102	38	70	117	82	65	69	94	154
Avg/Day	4.90	5.68	5.03	3.40	1.23	2.33	3.77	2.65	2.17	2.23	3.13	4.97
2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	153	221	221	101	42	63	93	85	94	73	79	132
Avg/Day	4.94	7.89	7.13	3.37	1.35	2.10	3.00	2.74	3.13	2.35	2.63	4.26
2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	150	176	154	109	53	75	104	109	91	87	96	135
Avg/Day	4.84	6.29	4.97	3.63	1.71	2.50	3.35	3.52	3.04	2.80	3.20	4.35

Figure 25: Clarkston RFD EMS Volume by Quarter

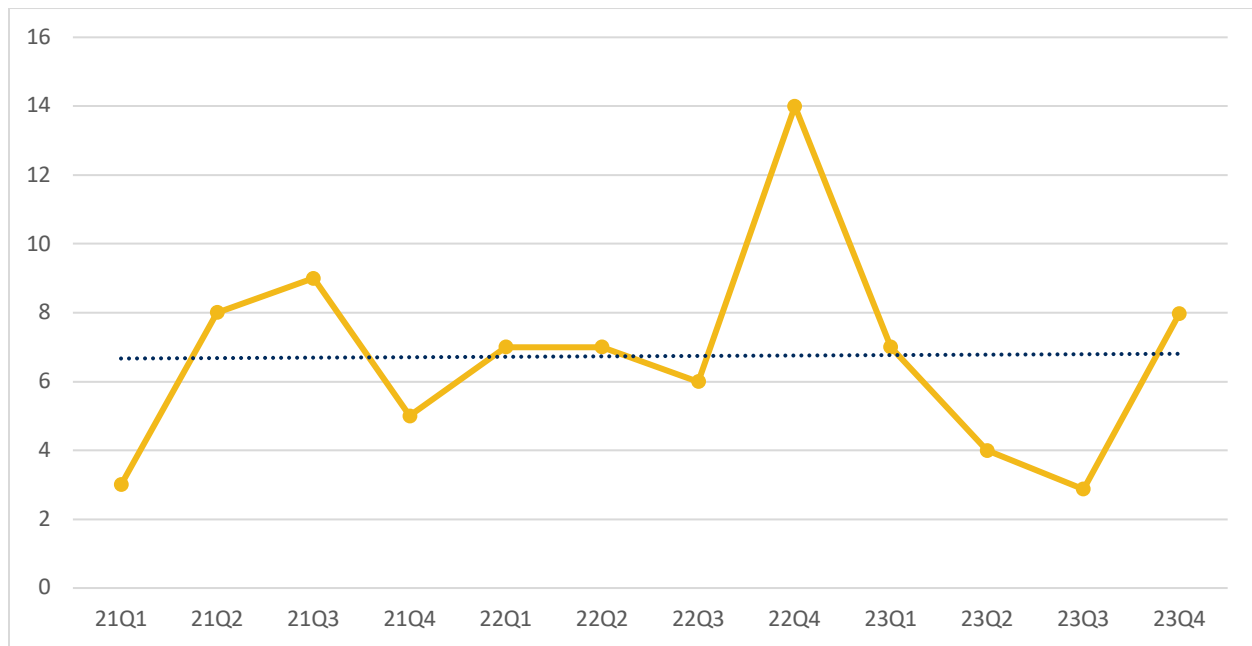


Figure 26: Clarkston RFD EMS Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	3	8	9	5	25
Average Per Day	0.03	0.09	0.10	0.05	0.07
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	7	7	6	14	34
Average Per Day	0.08	0.08	0.07	0.15	0.09
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	7	4	3	8	22
Average Per Day	0.08	0.04	0.03	0.09	0.06

Figure 27: Clarkston RFD EMS Volume by Month

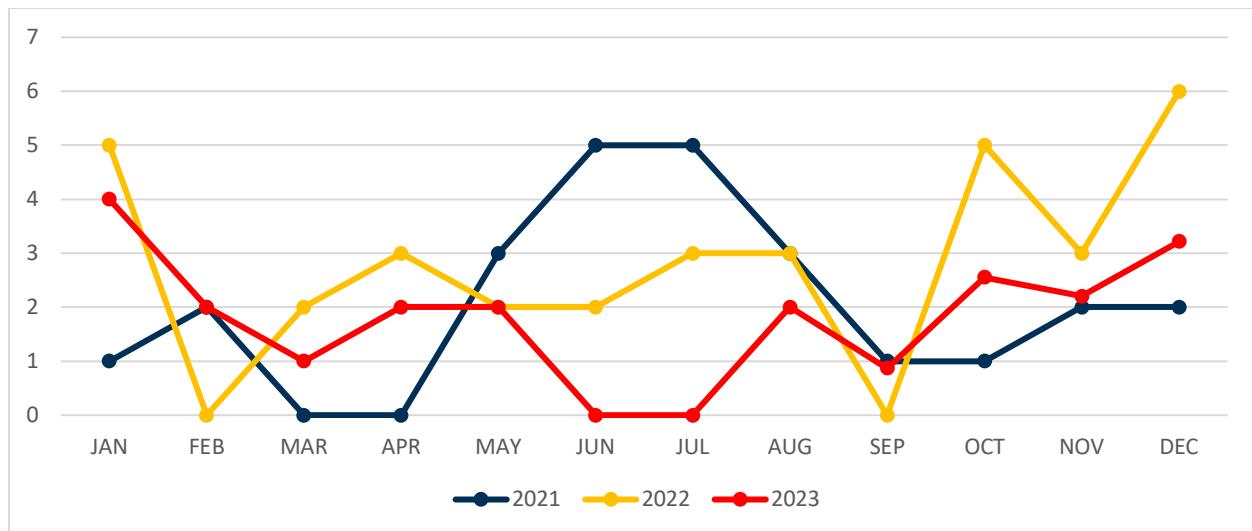


Figure 28: Clarkston RFD EMS Average Dispatches per Day by Month

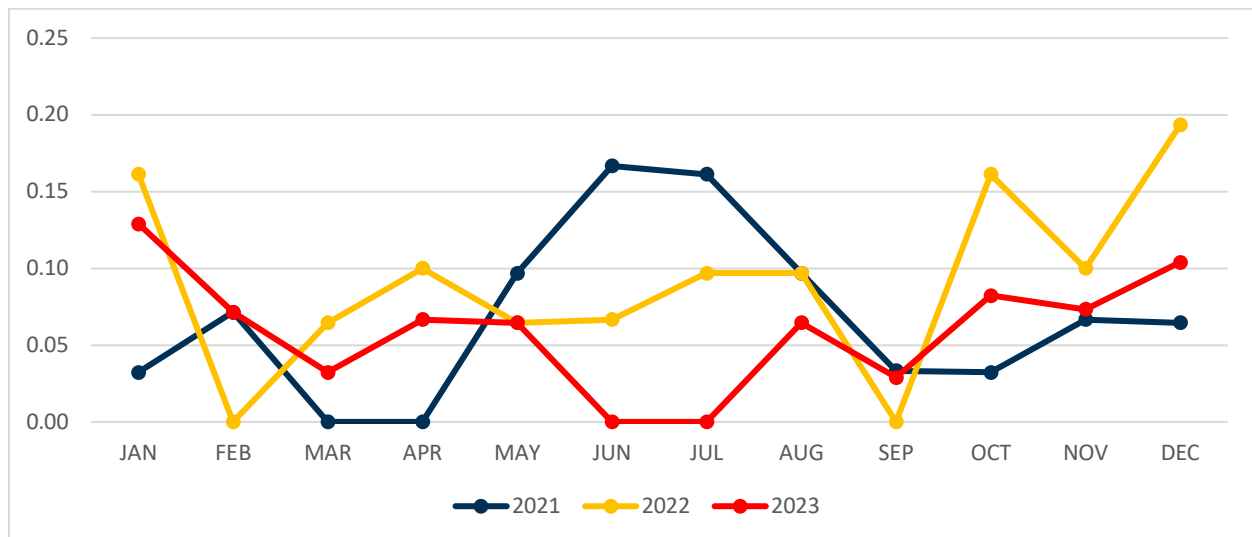


Figure 29: Clarkston RFD EMS Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	1	2	0	0	3	5	5	3	1	1	2	2
Avg/Day	0.03	0.07	0.00	0.00	0.10	0.17	0.16	0.10	0.03	0.03	0.07	0.06
2022												
Total	5	0	2	3	2	2	3	3	0	5	3	6
Avg/Day	0.16	0.00	0.06	0.10	0.06	0.07	0.10	0.10	0.00	0.16	0.10	0.19
2023												
Total	4	2	1	2	2	0	0	2	1	3	2	3
Avg/Day	0.13	0.07	0.03	0.07	0.06	0.00	0.00	0.06	0.03	0.08	0.07	0.10

Figure 30: Hyalite RFD EMS Volume by Quarter

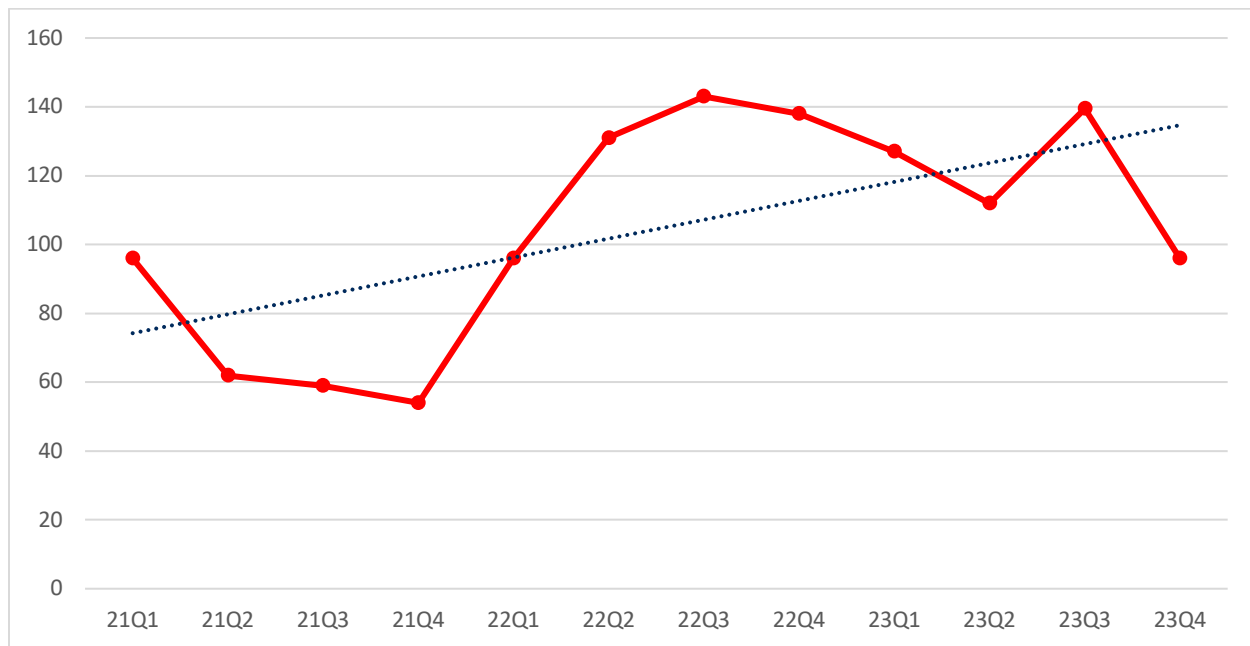


Figure 31: Hyalite RFD EMS Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	96	62	59	54	271
Average Per Day	1.07	0.68	0.64	0.59	0.74
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	96	131	143	138	508
Average Per Day	1.07	1.44	1.55	1.50	1.39
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	127	112	140	96	475
Average Per Day	1.41	1.23	1.52	1.04	1.30

Figure 32: Hyalite RFD EMS Volume by Month

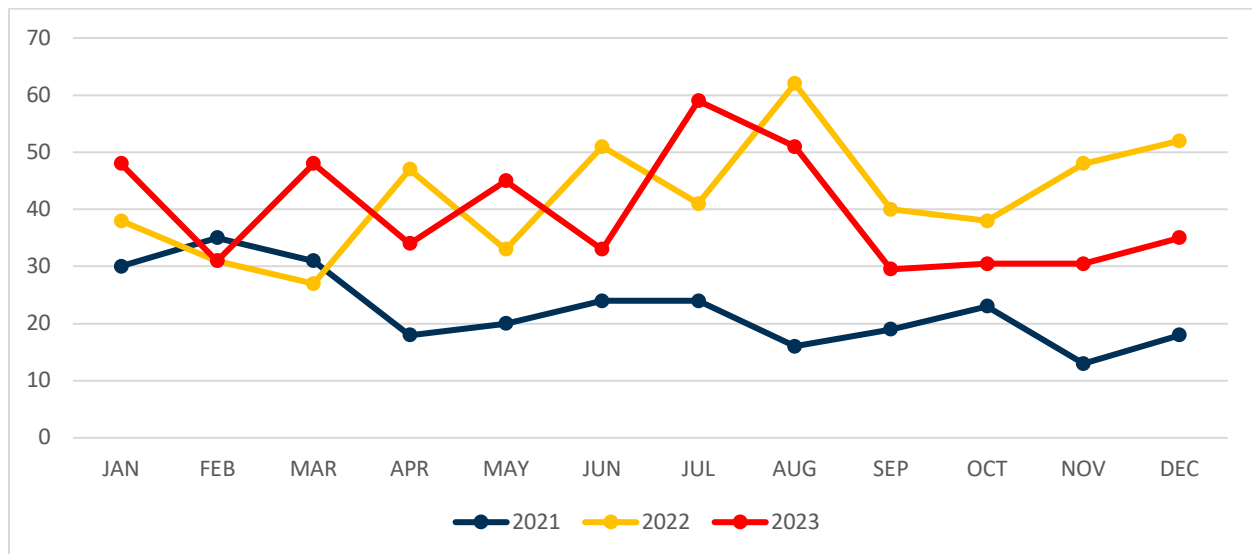


Figure 33: Hyalite RFD EMS Average Dispatches per Day by Month

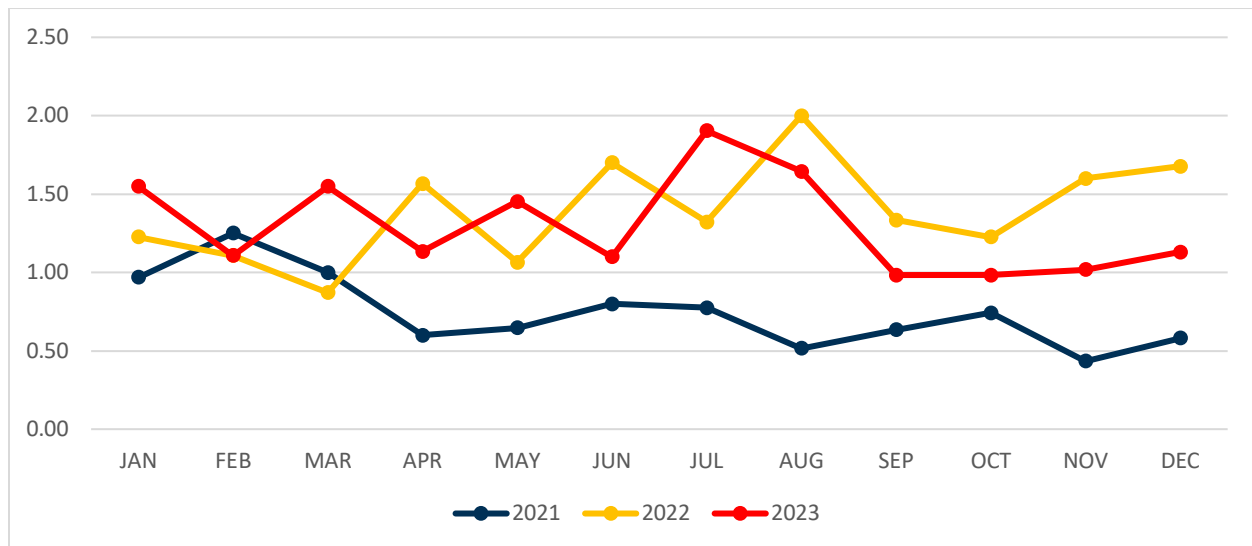


Figure 34: Hyalite RFD EMS Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	30	35	31	18	20	24	24	16	19	23	13	18
Avg/Day	0.97	1.25	1.00	0.60	0.65	0.80	0.77	0.52	0.63	0.74	0.43	0.58
2022												
Total	38	31	27	47	33	51	41	62	40	38	48	52
Avg/Day	1.23	1.11	0.87	1.57	1.06	1.70	1.32	2.00	1.33	1.23	1.60	1.68
2023												
Total	48	31	48	34	45	33	59	51	30	31	31	35
Avg/Day	1.55	1.11	1.55	1.13	1.45	1.10	1.90	1.65	0.98	0.98	1.02	1.13

Figure 35: Amsterdam RFD EMS Volume by Quarter

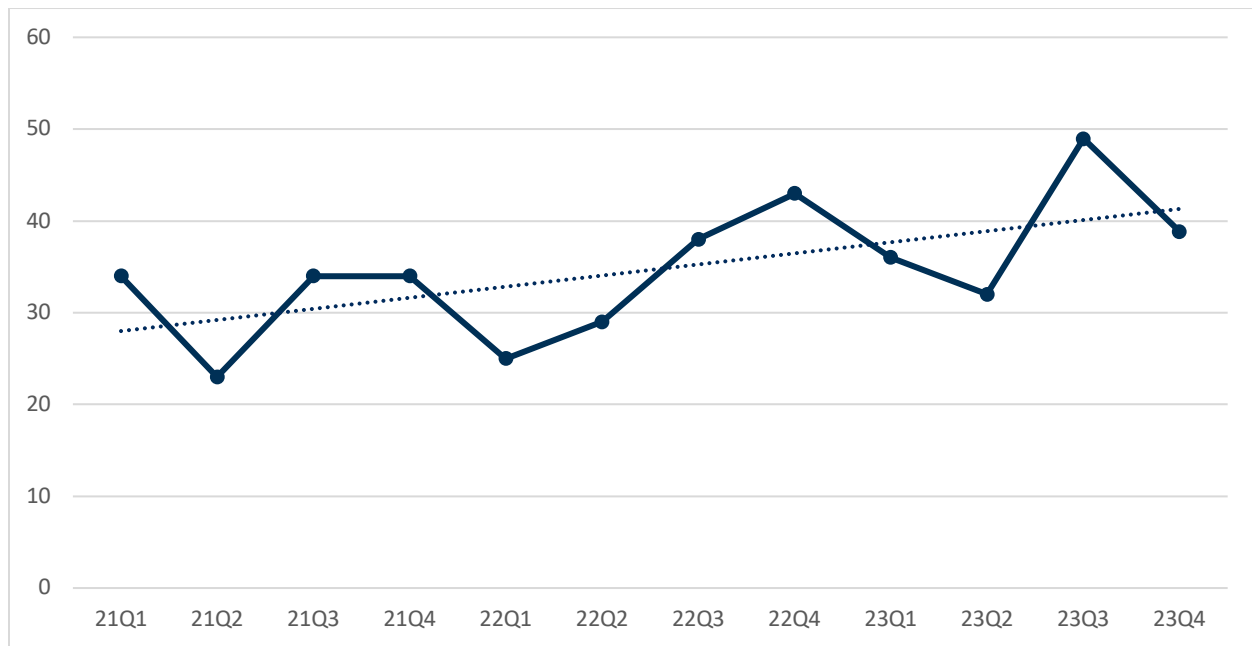


Figure 36: Amsterdam RFD EMS Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	34	23	34	34	125
Average Per Day	0.38	0.25	0.37	0.37	0.34
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	25	29	38	43	135
Average Per Day	0.28	0.32	0.41	0.47	0.37
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	36	32	49	39	156
Average Per Day	0.40	0.35	0.53	0.42	0.43

Figure 37: Amsterdam RFD EMS Volume by Month

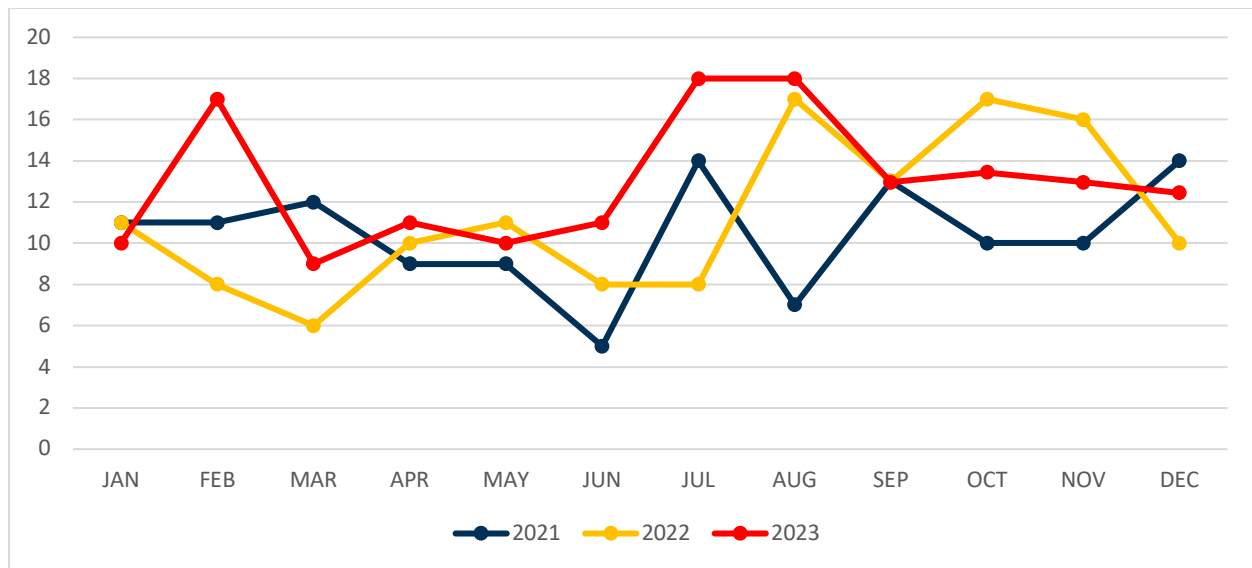


Figure 38: Amsterdam RFD EMS Average Dispatches per Day by Month

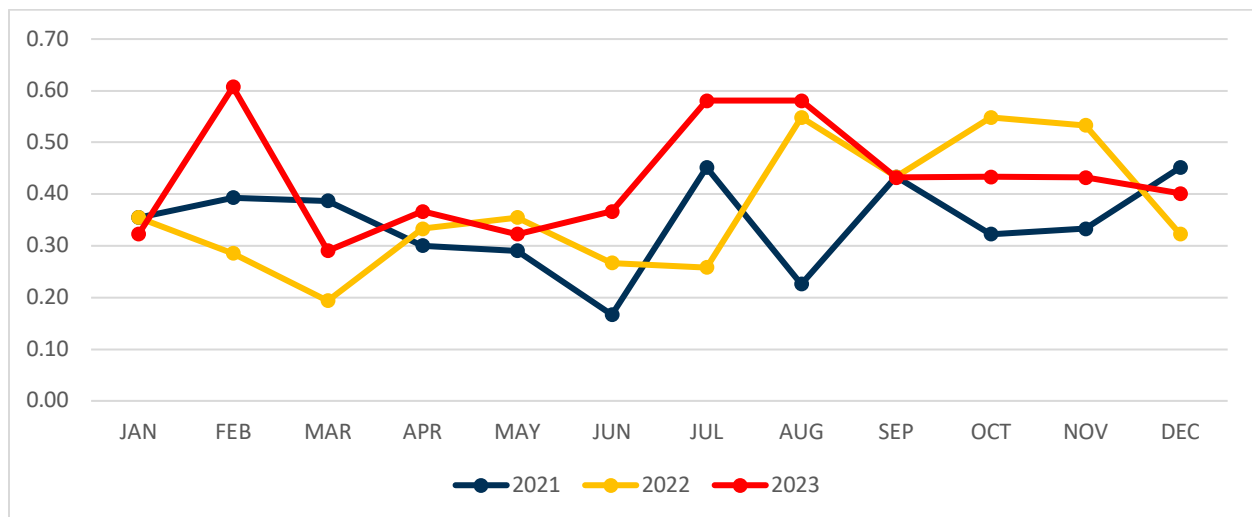


Figure 39: Amsterdam RFD EMS Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	30	35	31	18	20	24	24	16	19	23	13	18
Avg/Day	0.97	1.25	1.00	0.60	0.65	0.80	0.77	0.52	0.63	0.74	0.43	0.58
2022												
Total	38	31	27	47	33	51	41	62	40	38	48	52
Avg/Day	1.23	1.11	0.87	1.57	1.06	1.70	1.32	2.00	1.33	1.23	1.60	1.68
2023												
Total	48	31	48	34	45	33	59	51	30	31	31	35
Avg/Day	1.55	1.11	1.55	1.13	1.45	1.10	1.90	1.65	0.98	0.98	1.02	1.13

Figure 40: Central Valley FD EMS Volume by Quarter

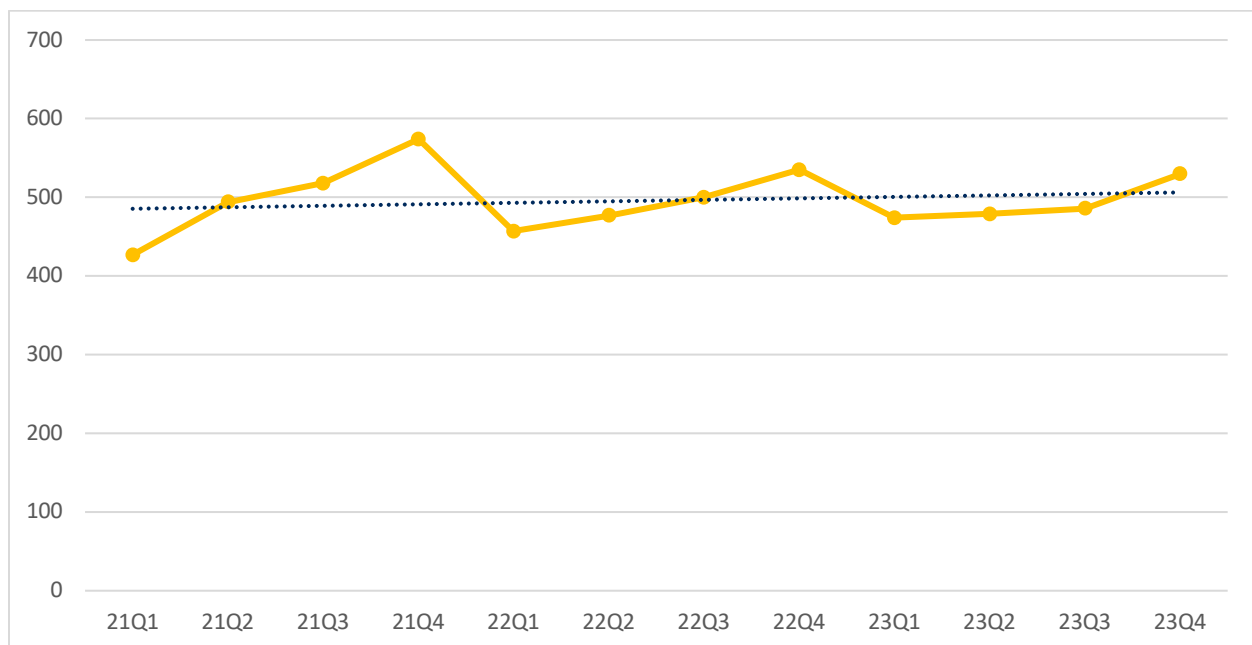


Figure 41: Central Valley EMS Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	427	494	518	574	2013
Average Per Day	4.74	5.43	5.63	6.24	5.52
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	457	477	500	535	1969
Average Per Day	5.08	5.24	5.43	5.82	5.39
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	474	479	486	530	1969
Average Per Day	5.27	5.26	5.28	5.76	5.39

Figure 42: Central Valley EMS Volume by Month

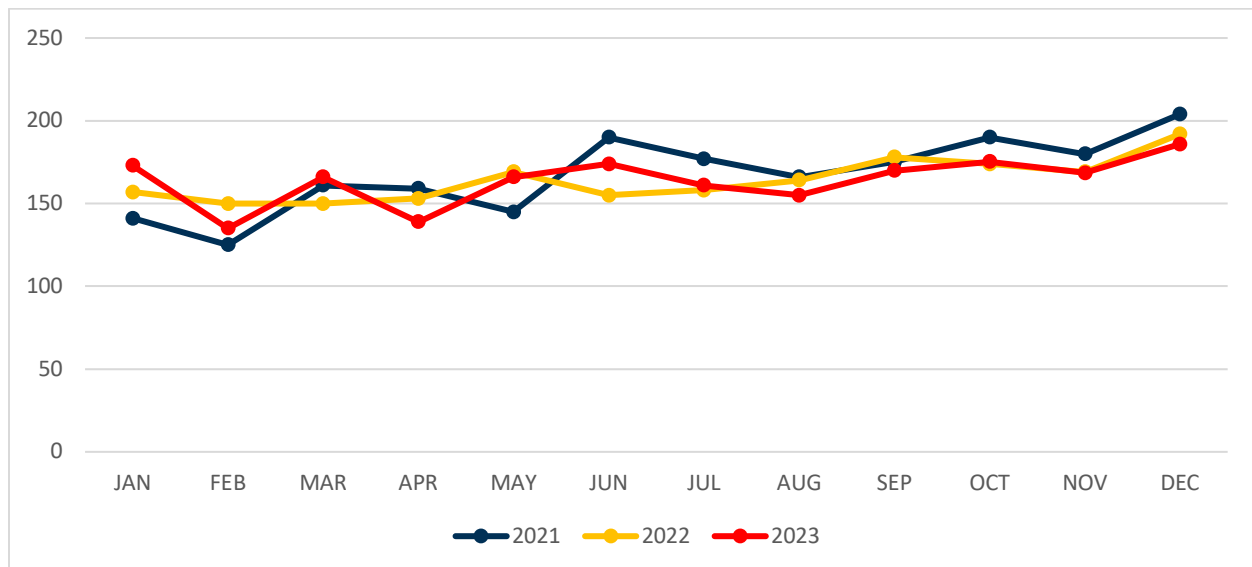


Figure 43: Central Valley EMS Average Dispatches per Day by Month

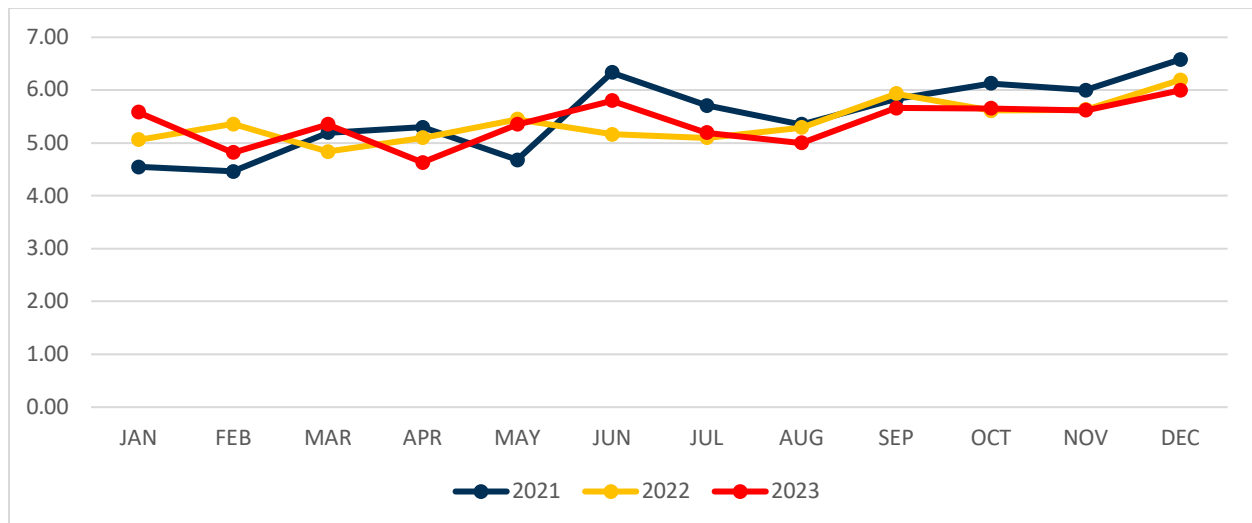


Figure 44: Central Valley EMS Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	141	125	161	159	145	190	177	166	175	190	180	204
Avg/Day	4.55	4.46	5.19	5.30	4.68	6.33	5.71	5.35	5.83	6.13	6.00	6.58
2022												
Total	157	150	150	153	169	155	158	164	178	174	169	192
Avg/Day	5.06	5.36	4.84	5.10	5.45	5.17	5.10	5.29	5.93	5.61	5.63	6.19
2023												
Total	173	135	166	139	166	174	161	155	170	175	169	186
Avg/Day	5.58	4.82	5.35	4.63	5.35	5.80	5.19	5.00	5.66	5.65	5.62	6.00

Figure 45: Three Forks Ambulance Volume by Quarter

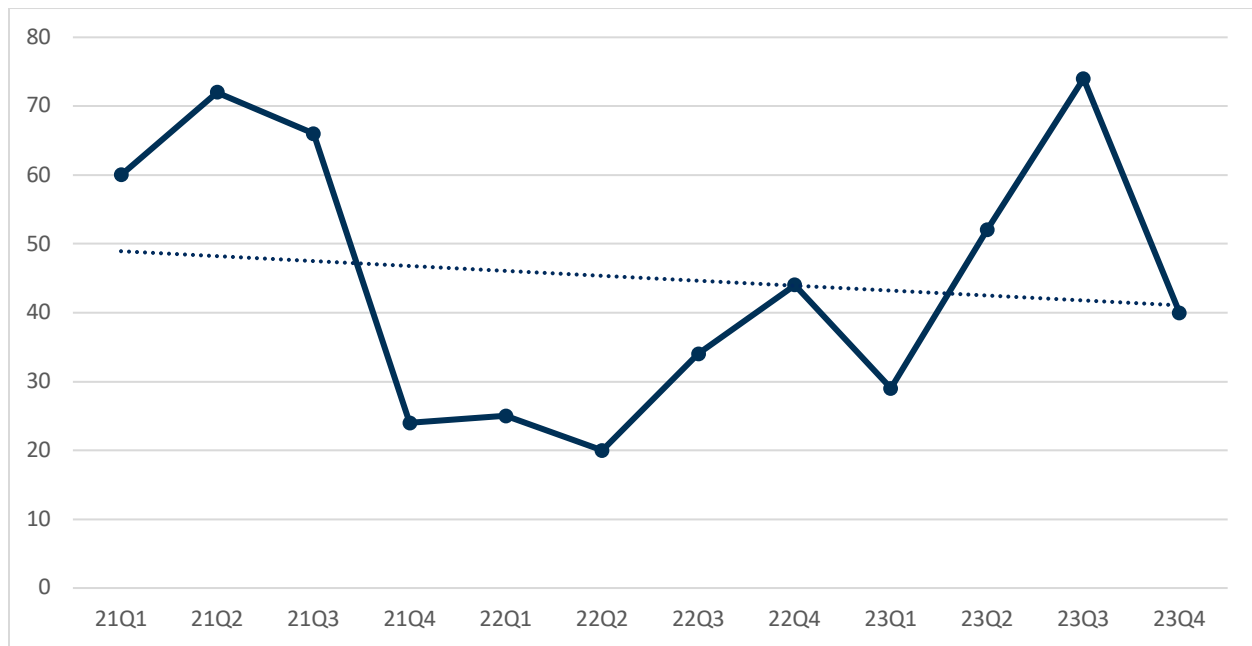


Figure 46: Three Forks Ambulance Volume by Quarter (Table)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	60	72	66	24	222
Average Per Day	0.67	0.79	0.72	0.26	0.61
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	25	20	34	44	123
Average Per Day	0.28	0.22	0.37	0.48	0.34
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	29	52	74	40	195
Average Per Day	0.32	0.57	0.80	0.43	0.53

Figure 47: Three Forks Ambulance Volume by Month

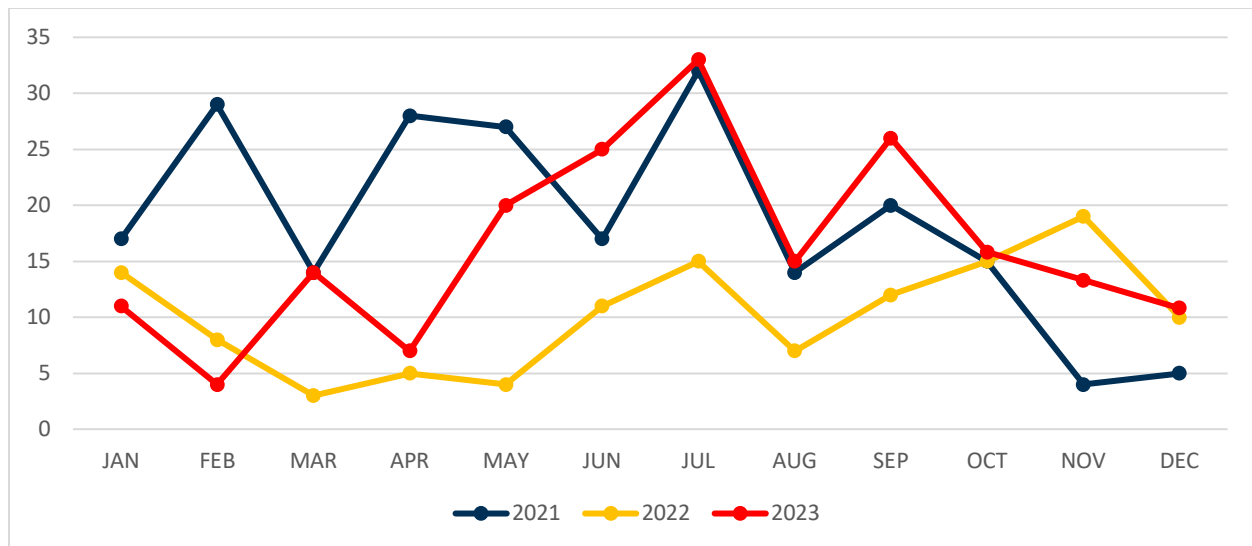


Figure 48: Three Forks Ambulance Average Dispatches per Day by Month

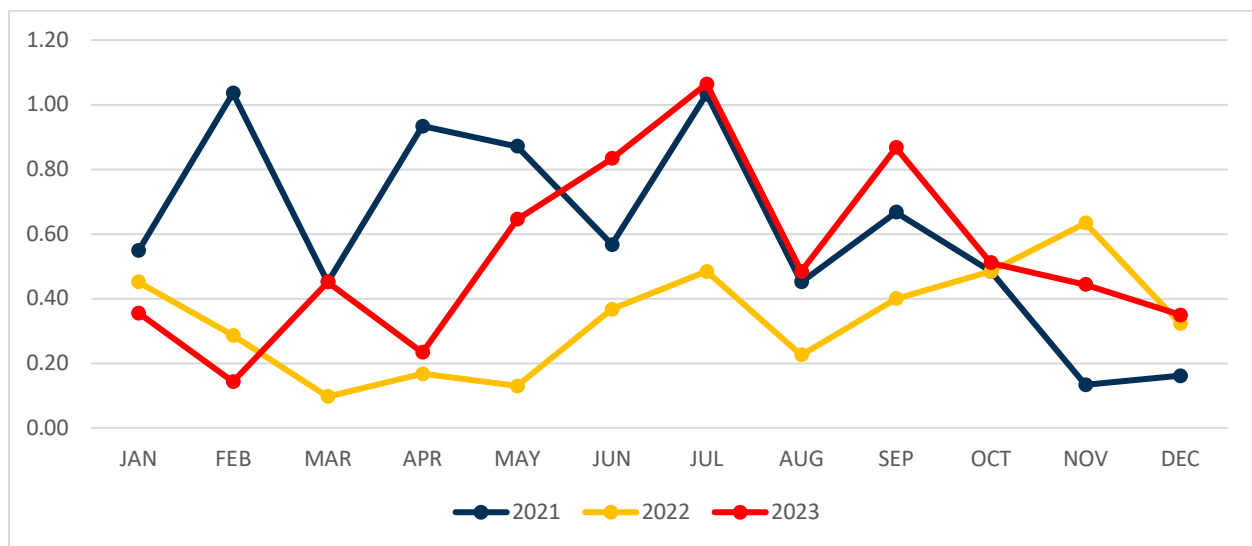


Figure 49: Three Forks Ambulance Volume by Month (Table)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	17	29	14	28	27	17	32	14	20	15	4	5
Avg/Day	0.55	1.04	0.45	0.93	0.87	0.57	1.03	0.45	0.67	0.48	0.13	0.16
2022												
Total	14	8	3	5	4	11	15	7	12	15	19	10
Avg/Day	0.45	0.29	0.10	0.17	0.13	0.37	0.48	0.23	0.40	0.48	0.63	0.32
2023												
Total	11	4	14	7	20	25	33	15	26	16	13	11
Avg/Day	0.35	0.14	0.45	0.23	0.65	0.83	1.06	0.48	0.87	0.51	0.44	0.35

TEMPORAL ANALYSIS

Figure 50: Aggregate Average Total Volume per Hour of Day (2021-2023)

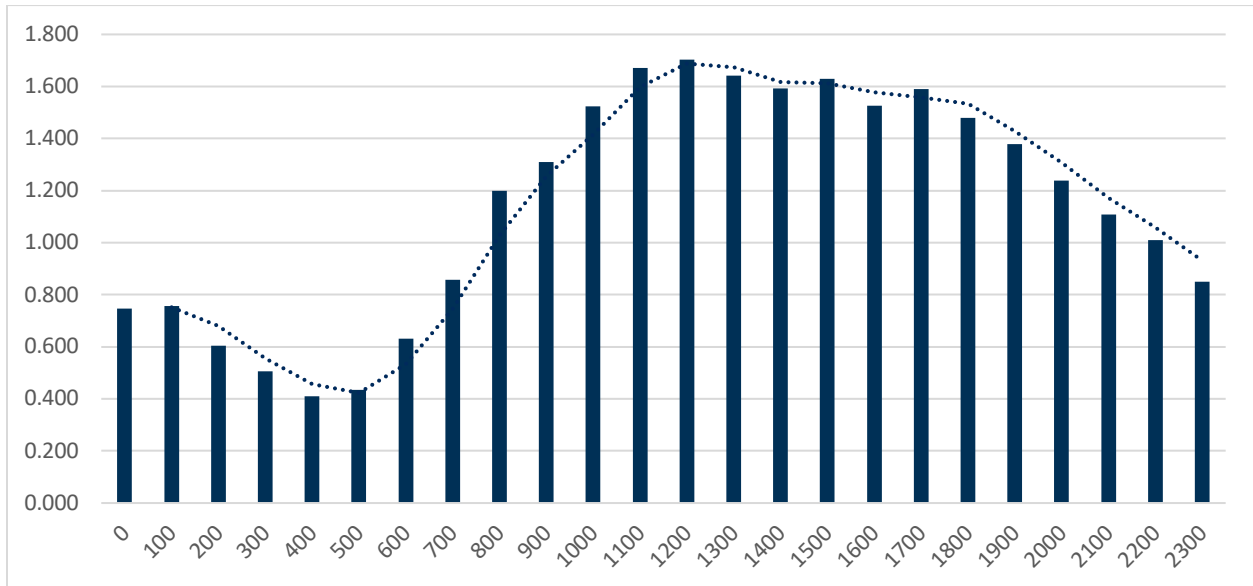


Figure 51: Aggregate Average Total Volume per Hour of Day (2021)

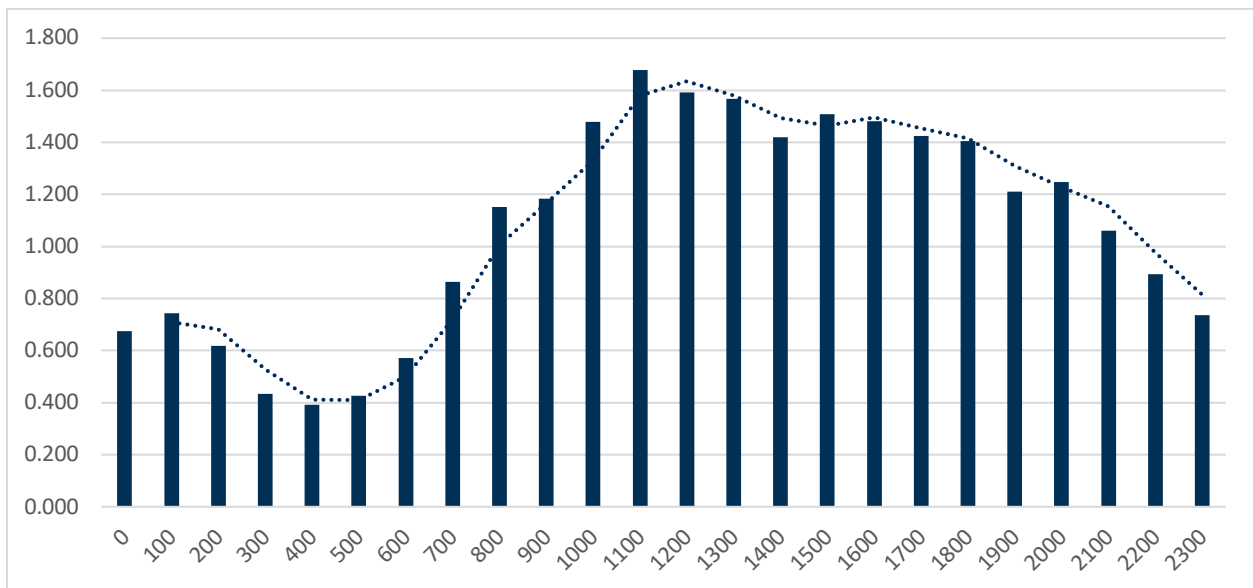


Figure 52: Aggregate Average Total Volume per Hour of Day (2022)

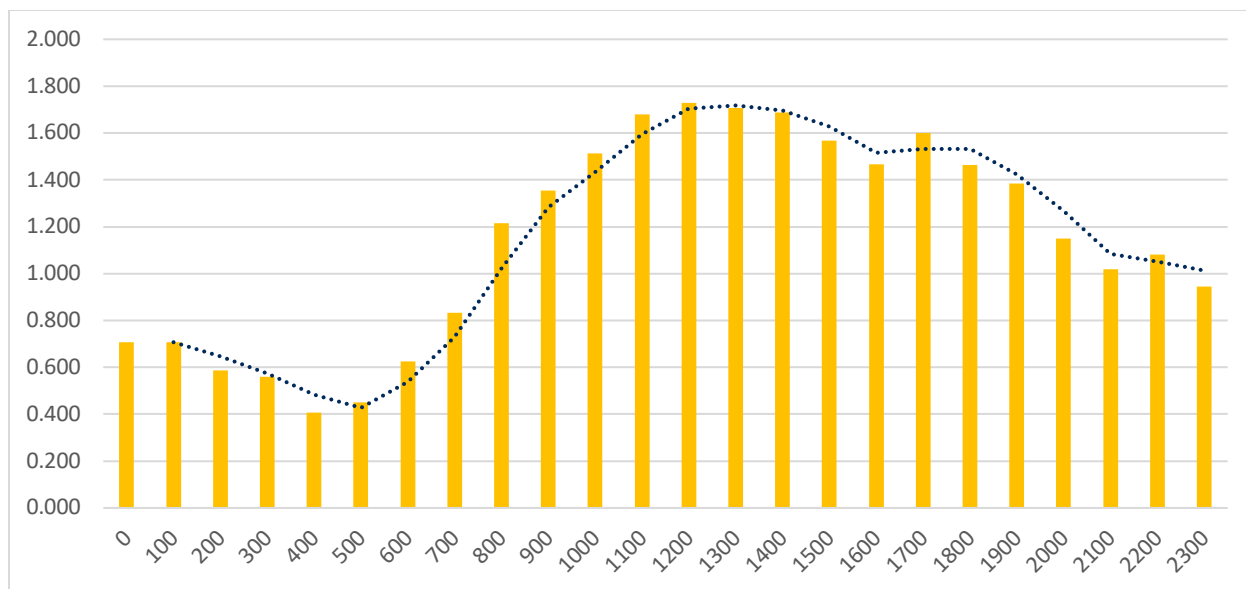


Figure 53: Aggregate Average Total Volume per Hour of Day (2023)

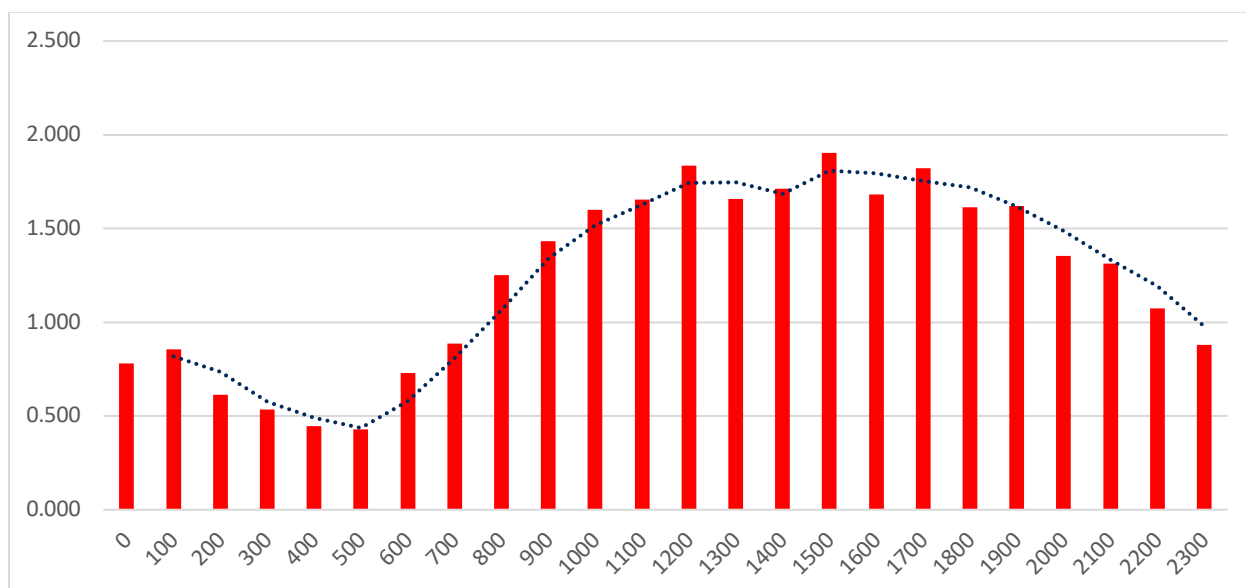


Figure 54: Aggregate Average Total Volume per Hour of Day (Table)

	0	100	200	300	400	500	600	700
Agg 2021	246	271	226	158	143	156	209	315
Avg/Hr	0.674	0.742	0.619	0.433	0.392	0.427	0.573	0.863
Agg 2022	258	258	214	204	148	164	228	304
Avg/Hr	0.707	0.707	0.586	0.559	0.405	0.449	0.625	0.833
Agg 2023	190	208	149	130	108	104	177	215
Avg/Hr	0.782	0.856	0.613	0.535	0.444	0.428	0.728	0.885
Agg 21-23	726	737	589	492	399	424	614	834
Avg/Hr	0.746	0.757	0.605	0.506	0.410	0.436	0.631	0.857
	800	900	1000	1100	1200	1300	1400	1500
Agg 2021	420	432	540	612	581	572	518	550
Avg/Hr	1.151	1.184	1.479	1.677	1.592	1.567	1.419	1.507
Agg 2022	444	494	552	613	631	623	616	572
Avg/Hr	1.216	1.353	1.512	1.679	1.729	1.707	1.688	1.567
Agg 2023	304	348	389	402	446	403	416	463
Avg/Hr	1.251	1.432	1.601	1.654	1.835	1.658	1.712	1.905
Agg 21-23	1168	1274	1482	1627	1658	1598	1550	1585
Avg/Hr	1.200	1.309	1.523	1.672	1.704	1.642	1.593	1.629
	1600	1700	1800	1900	2000	2100	2200	2300
Agg 2021	541	520	513	442	455	387	326	269
Avg/Hr	1.482	1.425	1.405	1.211	1.247	1.060	0.893	0.737
Agg 2022	535	584	534	505	420	372	395	345
Avg/Hr	1.466	1.600	1.463	1.384	1.151	1.019	1.082	0.945

Agg 2023	409	443	392	394	329	319	261	214
Avg/Hr	1.683	1.823	1.613	1.621	1.354	1.313	1.074	0.881
Agg 21-23	1485	1547	1439	1341	1204	1078	982	828
Avg/Hr	1.526	1.590	1.479	1.378	1.237	1.108	1.009	0.851

Figure 55: AMR 911 Average Dispatches by Hour of Day (2021-2023)

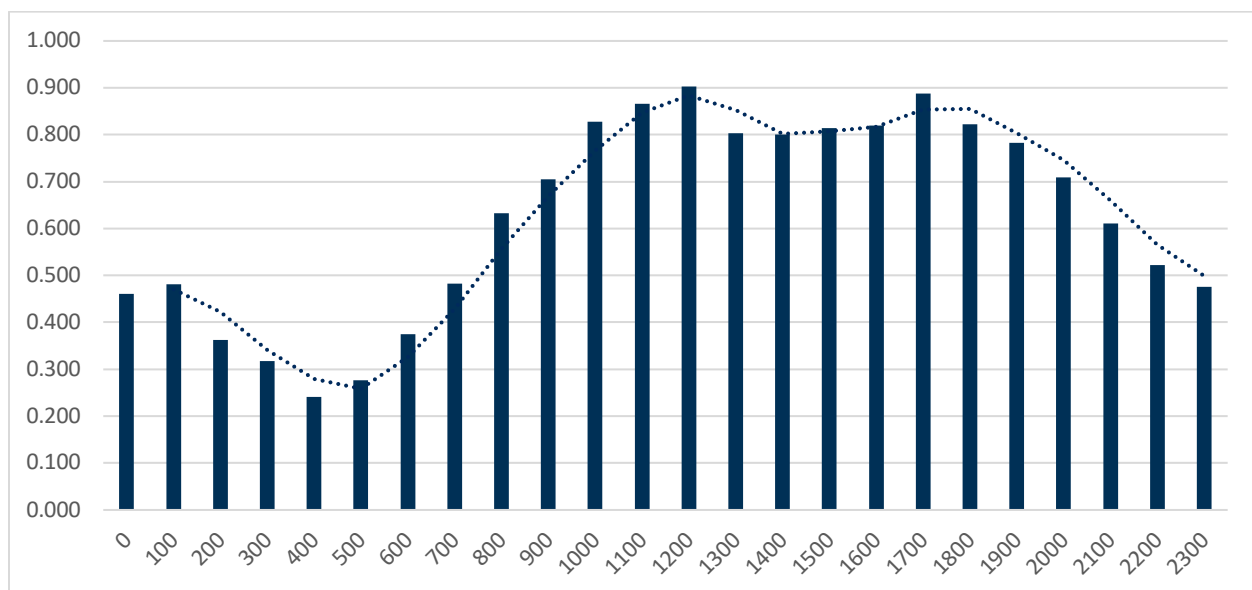


Figure 56: Bozeman FD EMS Average Dispatches by Hour of Day (2021-2023)

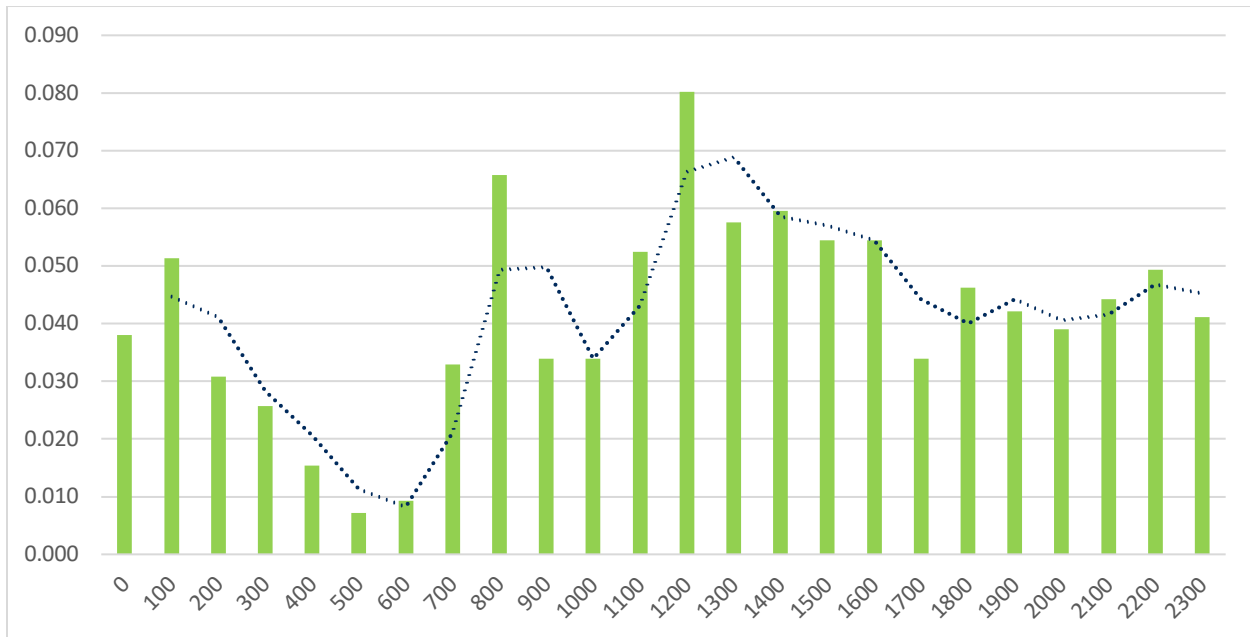


Figure 57: Big Sky FD EMS Average Dispatches by Hour of Day (2021-2023)

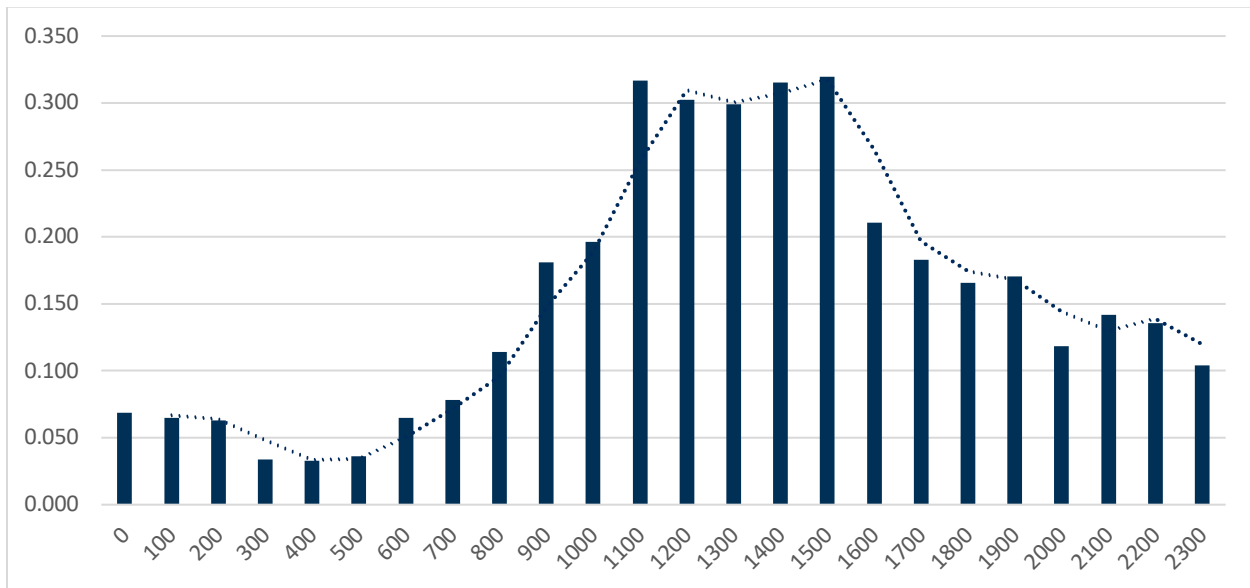


Figure 58: Clarkston RFD EMS Average Dispatches by Hour of Day (2021-2023)

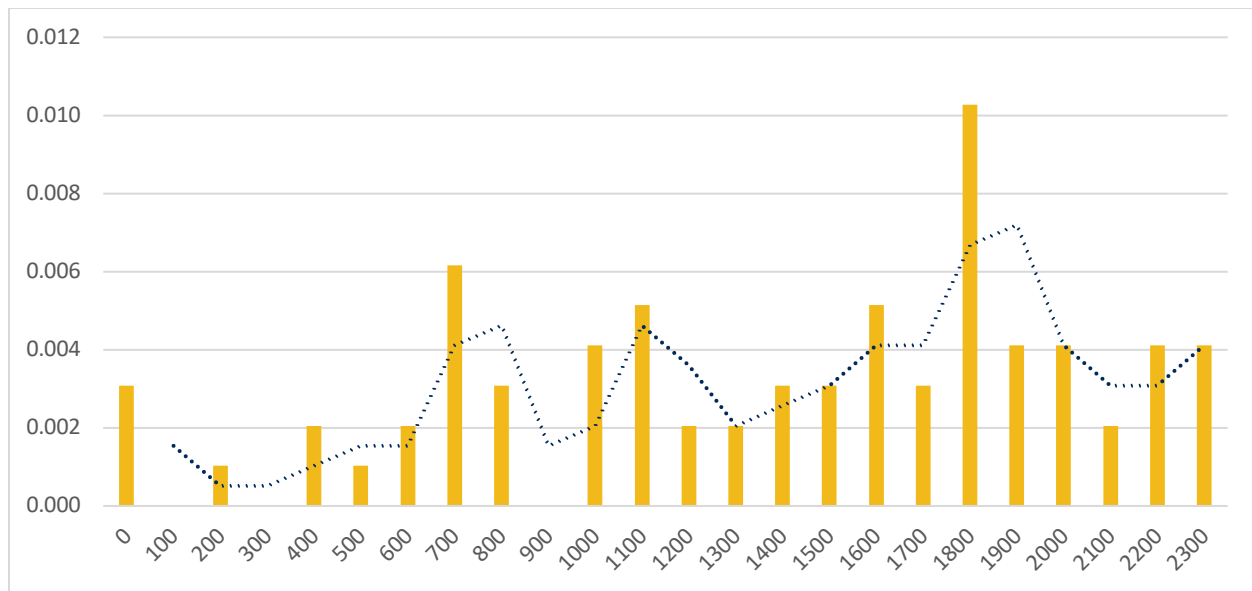


Figure 59: Hyalite RFD EMS Average Dispatches by Hour of Day (2021-2023)

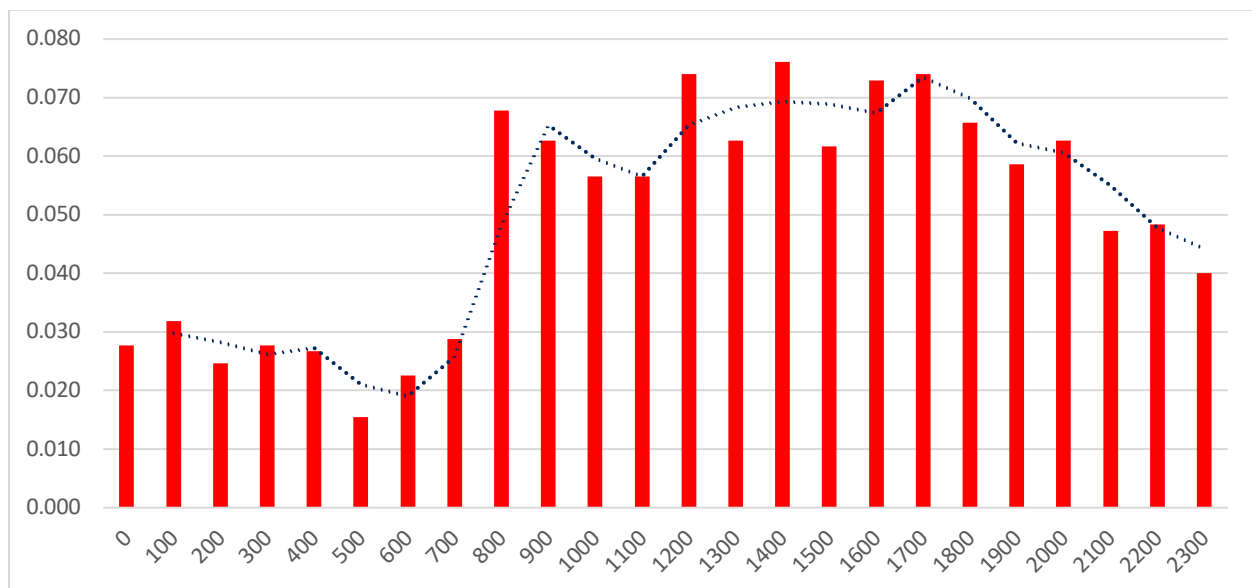


Figure 60: Amsterdam RFD EMS Average Dispatches by Hour of Day (2021-2023)

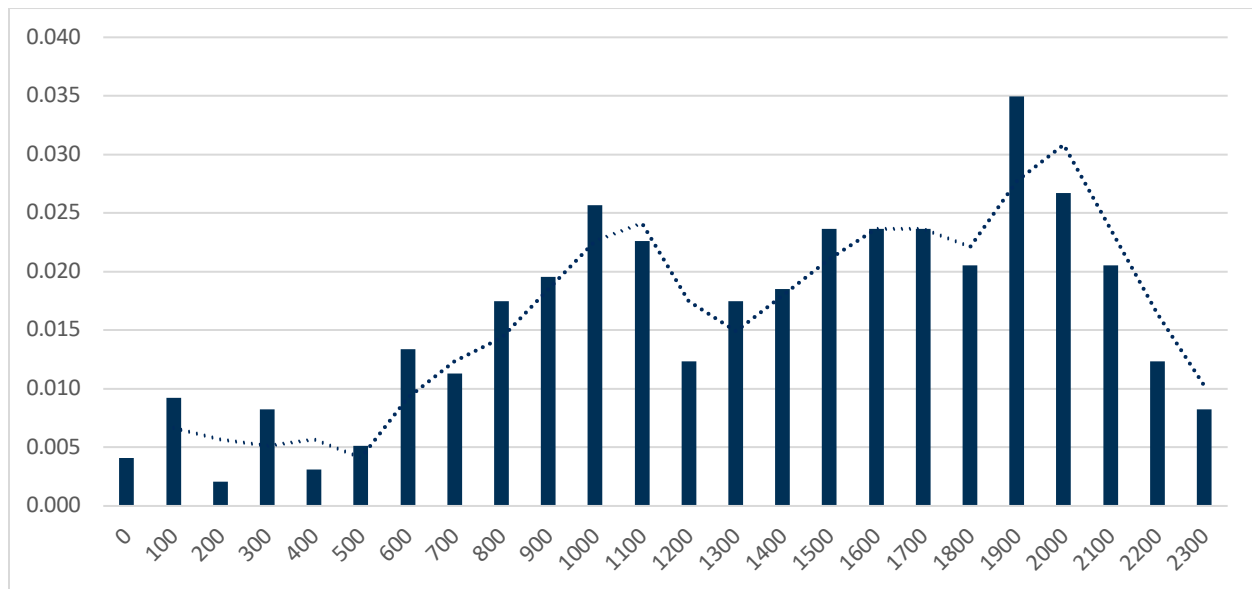


Figure 61: Central Valley FD EMS Average Dispatches by Hour of Day (2021-2023)

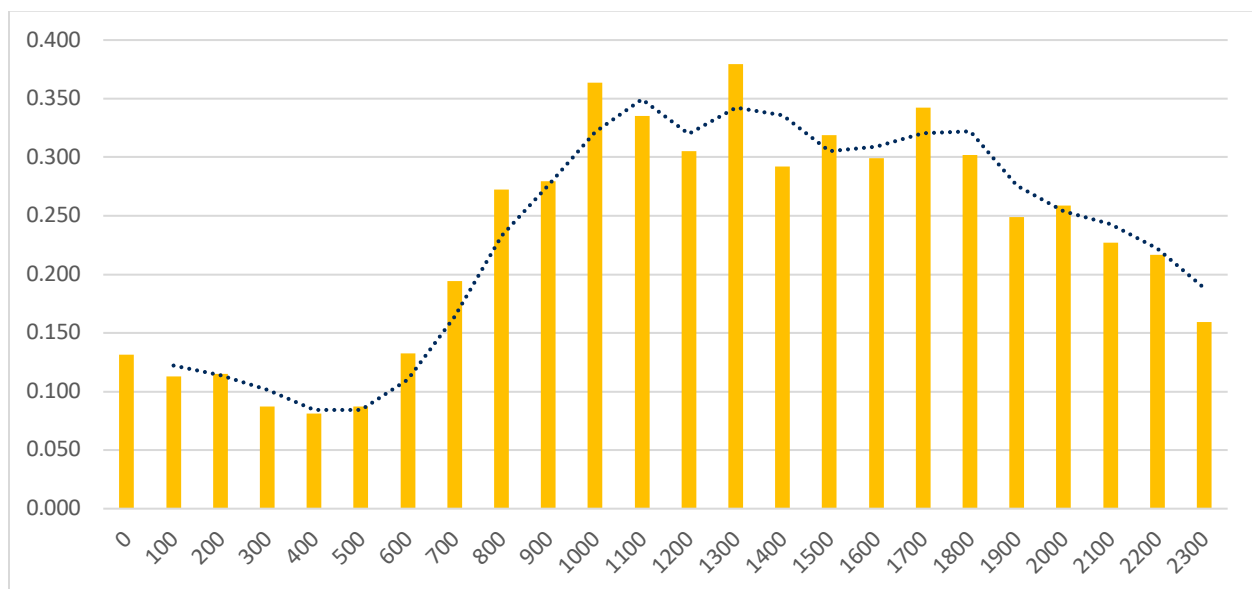


Figure 62: Three Forks Ambulance Average Dispatches by Hour of Day (2021-2023)

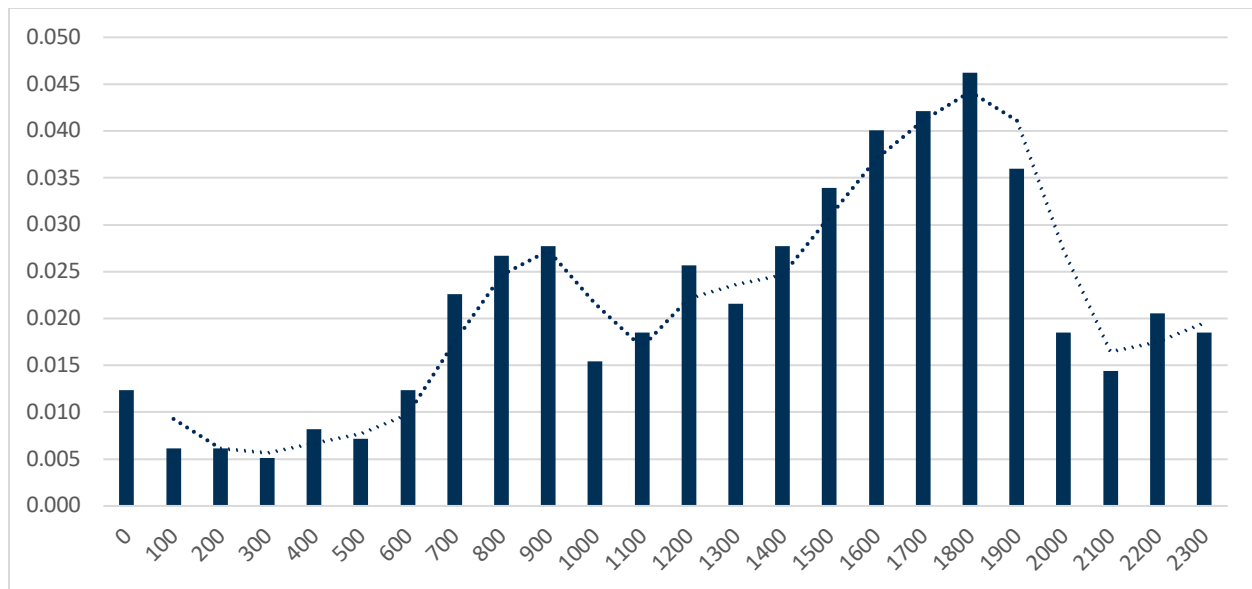


Figure 63: Aggregate Average Total Volume by Day of Week (2021-2023)

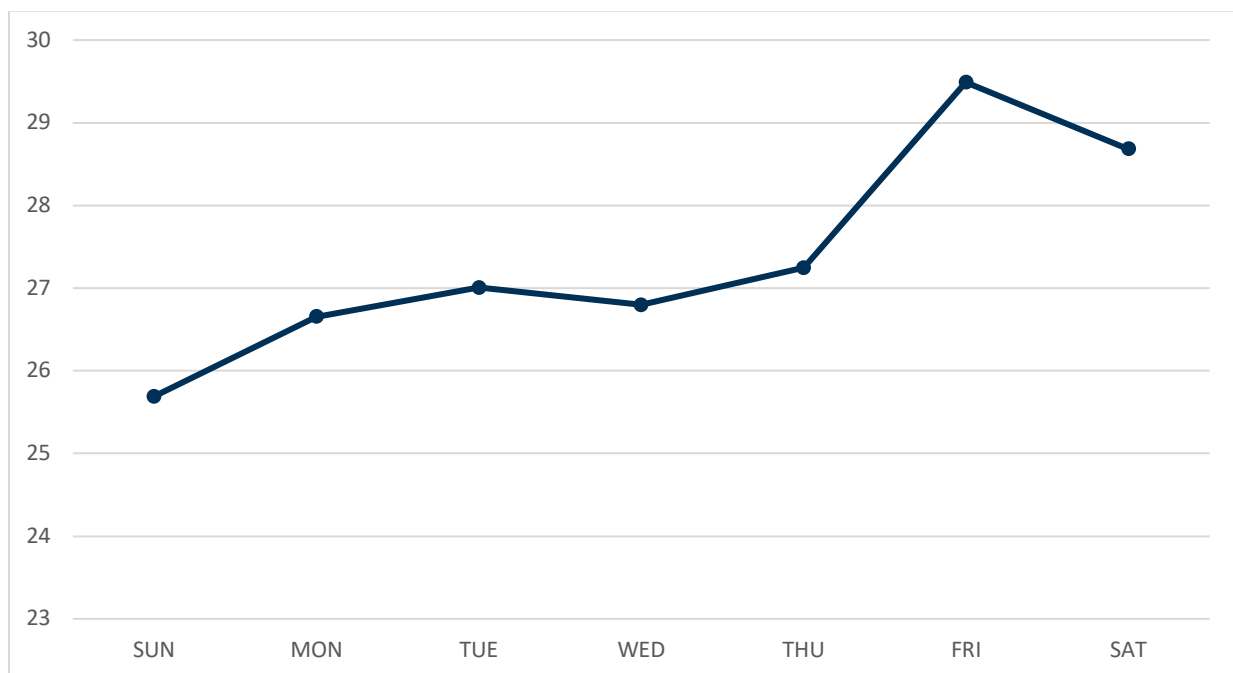


Figure 64: Aggregate Average Total Volume by Day of Week per Year

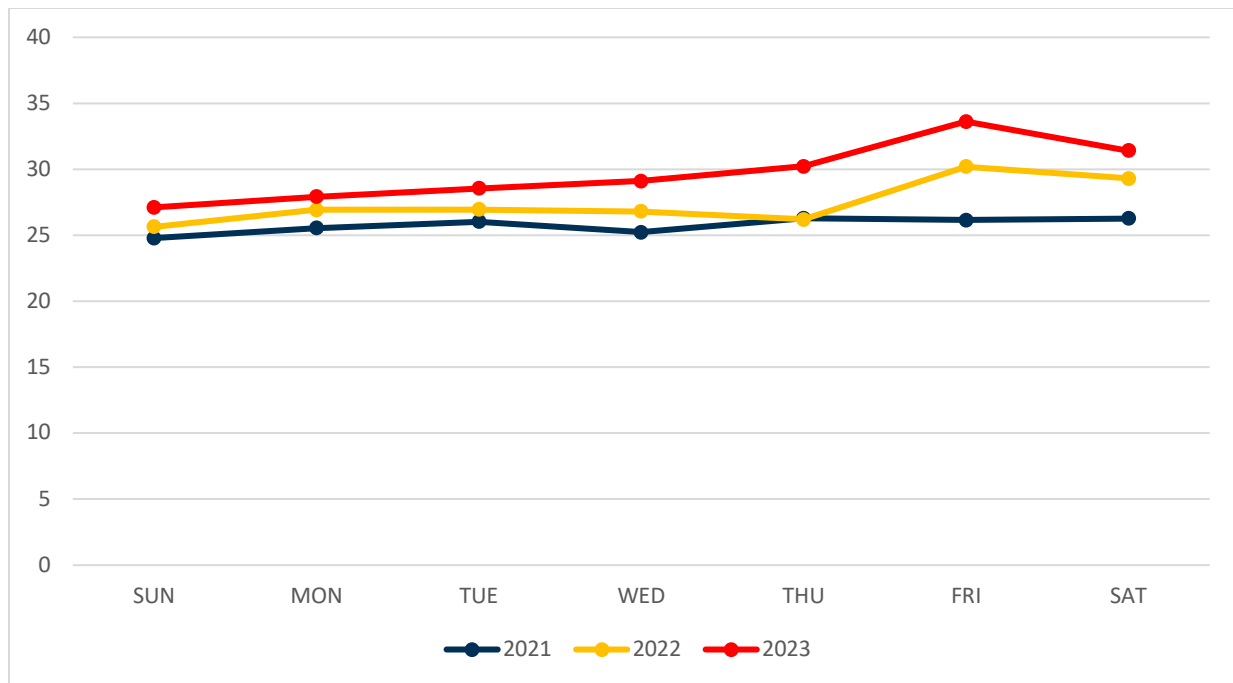
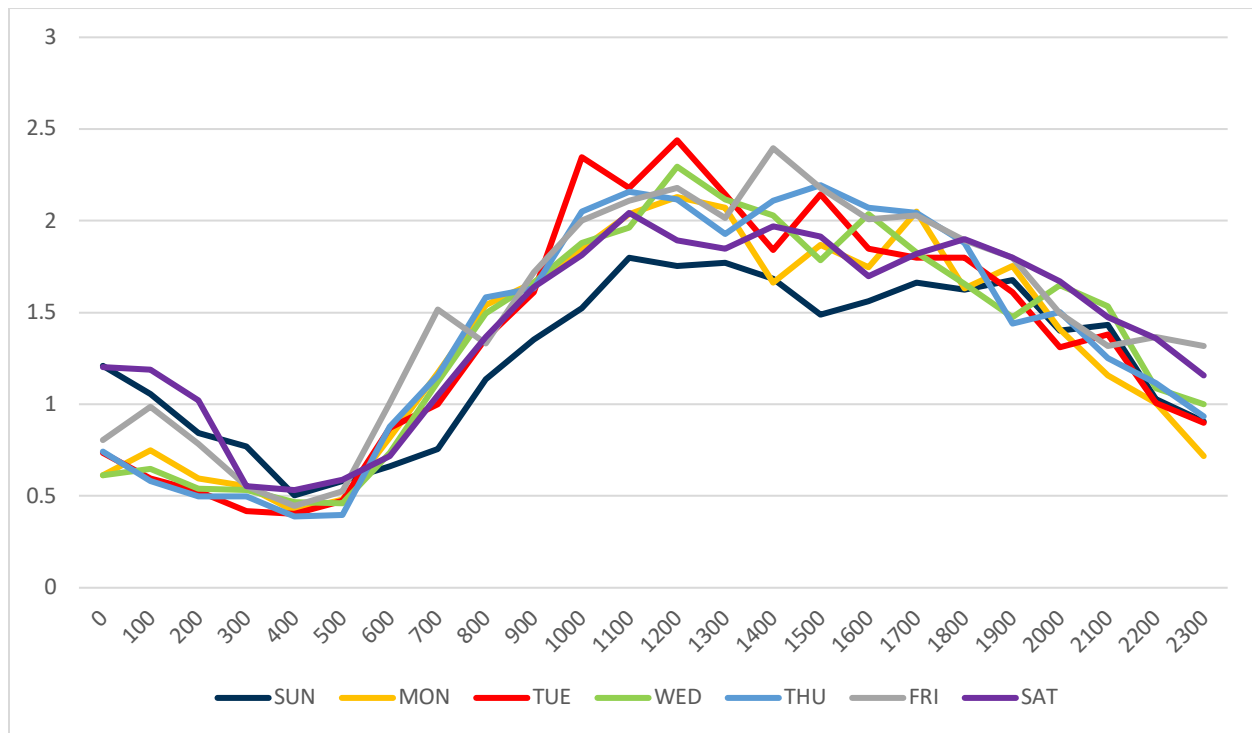


Figure 65: Aggregate Average Total Volume by Day of Week (Table)

		SUN	MON	TUE	WED	THU	FRI	SAT
Aggregate	2021							
Total		1289	1328	1354	1312	1367	1386	1366
Avg/Day		24.8	25.5	26.0	25.2	26.3	26.2	26.3
Aggregate	2022							
Total		1333	1400	1401	1394	1362	1570	1553
Avg/Day		25.6	26.9	26.9	26.8	26.2	30.2	29.3
Aggregate	2023							
Total		949	977	999	1019	1058	1143	1068
Avg/Day		27.1	27.9	28.5	29.1	30.2	33.6	31.4
Aggregate	21-23							
Total		3571	3705	3754	3725	3787	4099	3987
Avg/Day		25.7	26.7	27.0	26.8	27.2	29.5	28.7

Figure 66: Aggregate Average Total Volume by Day of Week and Hour of Day (2021-2023)



Total Busy Time

Total Busy Time is calculated from the difference in dispatch time to time available. Totals and aggregates were counted in hours. Averages and percentiles in minutes.

Figure 67: Aggregate Total Busy Time (Hours)

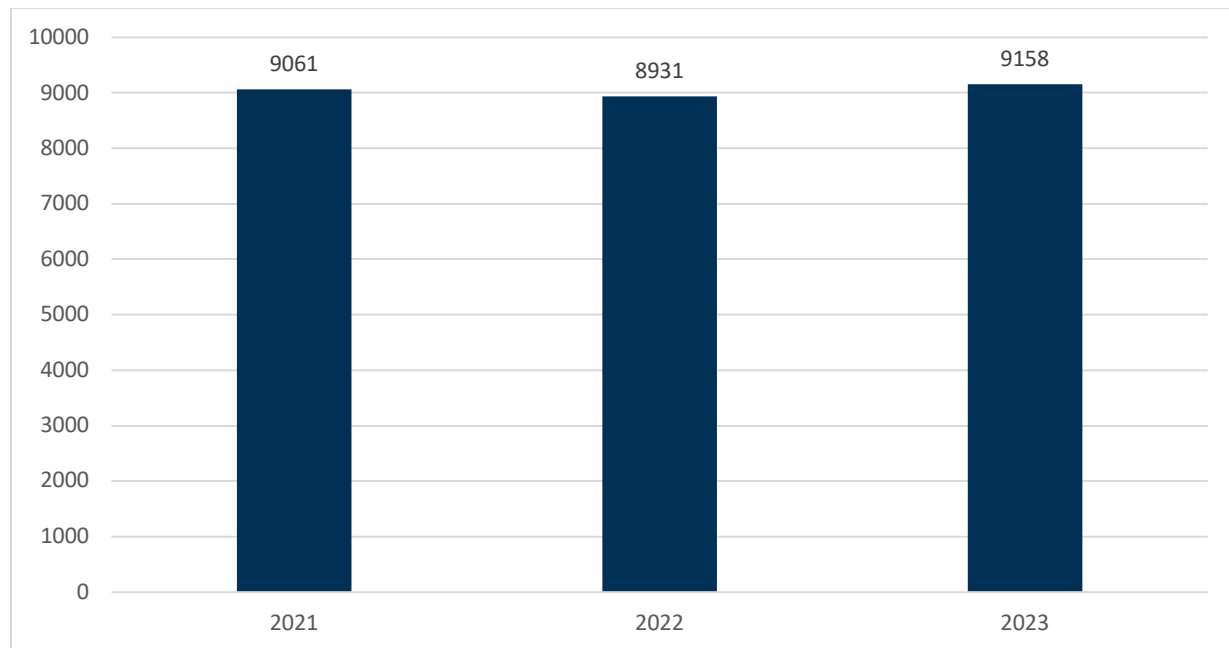


Figure 68: Aggregate Average Total Busy Time per Day (Minutes)

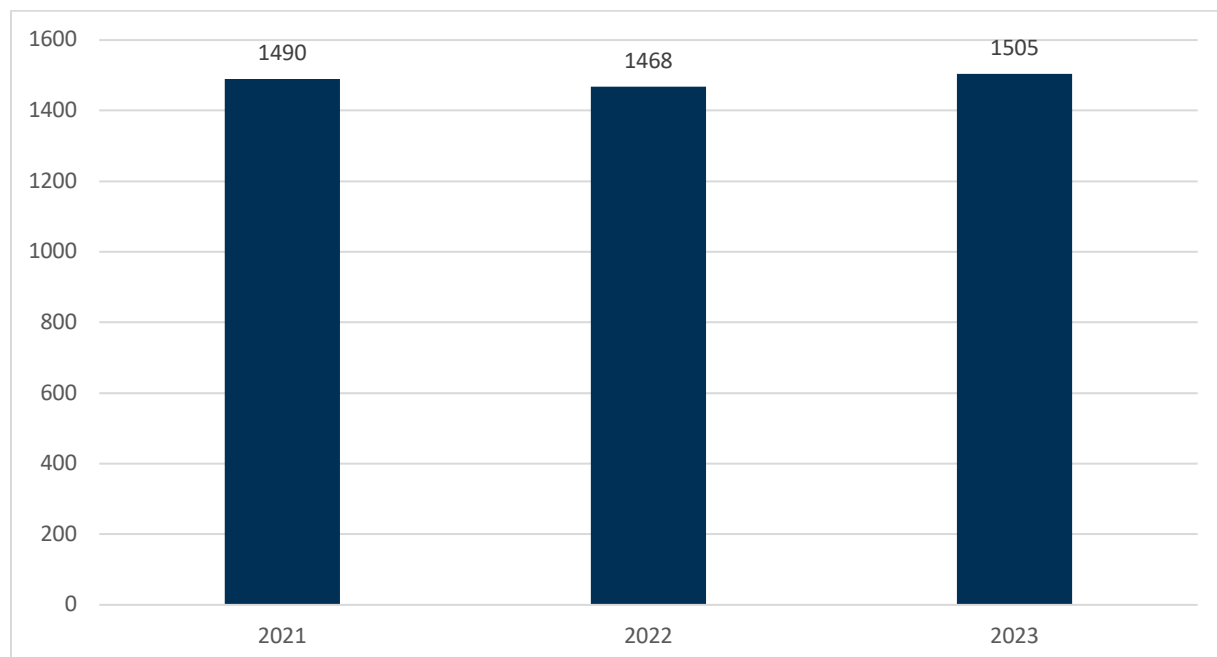


Figure 69: Aggregate Total Busy Time by Service (Hours)

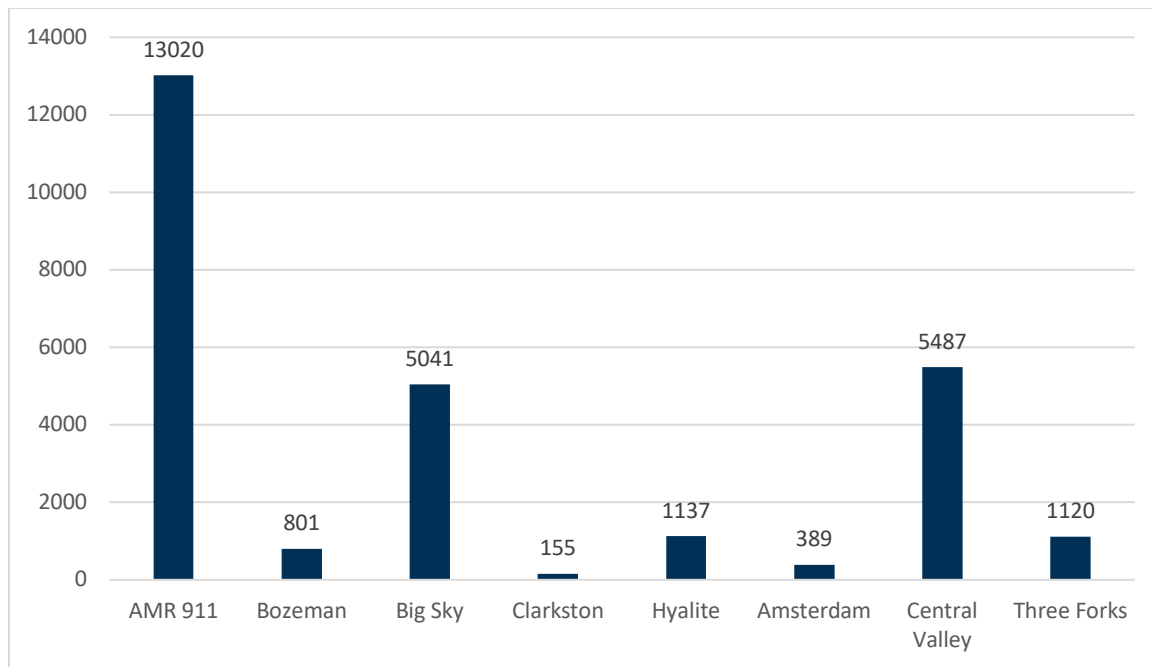


Figure 70: Aggregate Total Busy Time by Service and Year (Hours)

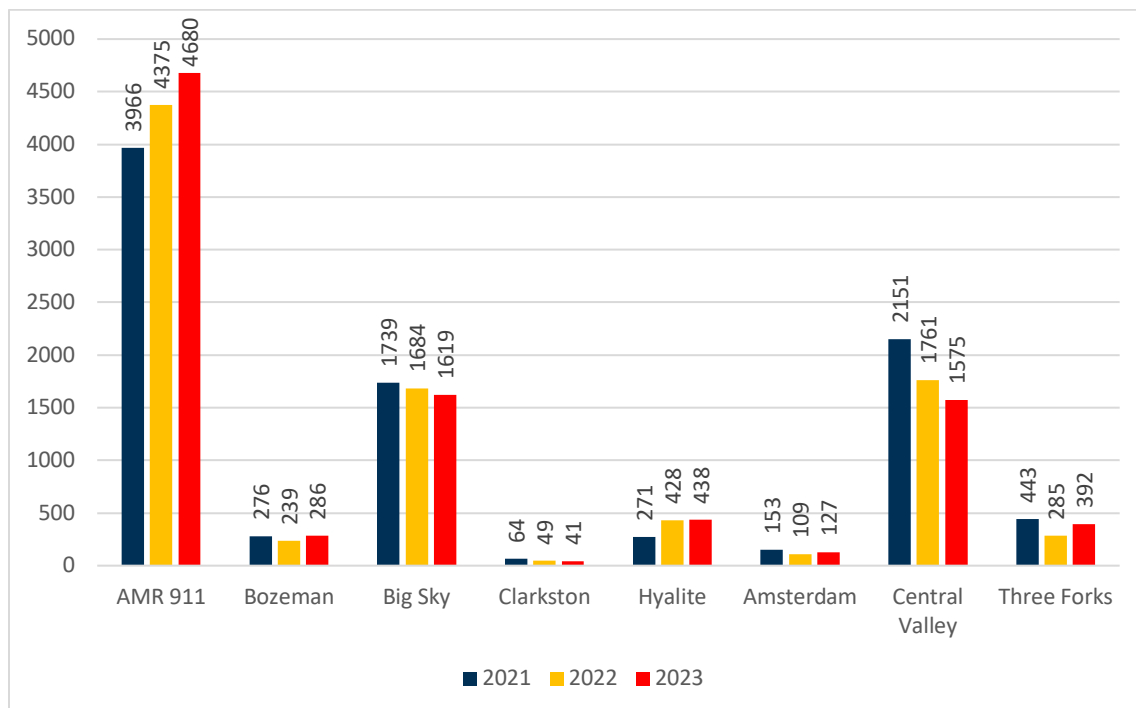


Figure 71: Aggregate Average Total Busy Time per Day by Service (Minutes)

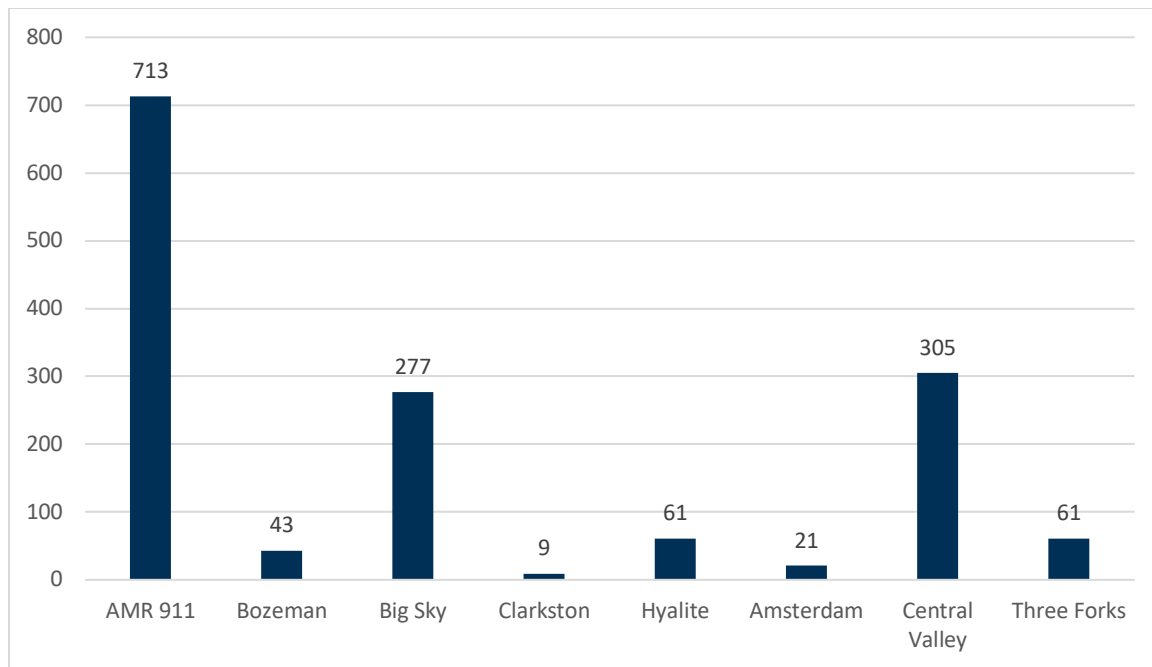


Figure 72: Average Total Busy Time per Day by Service and Year (Minutes)

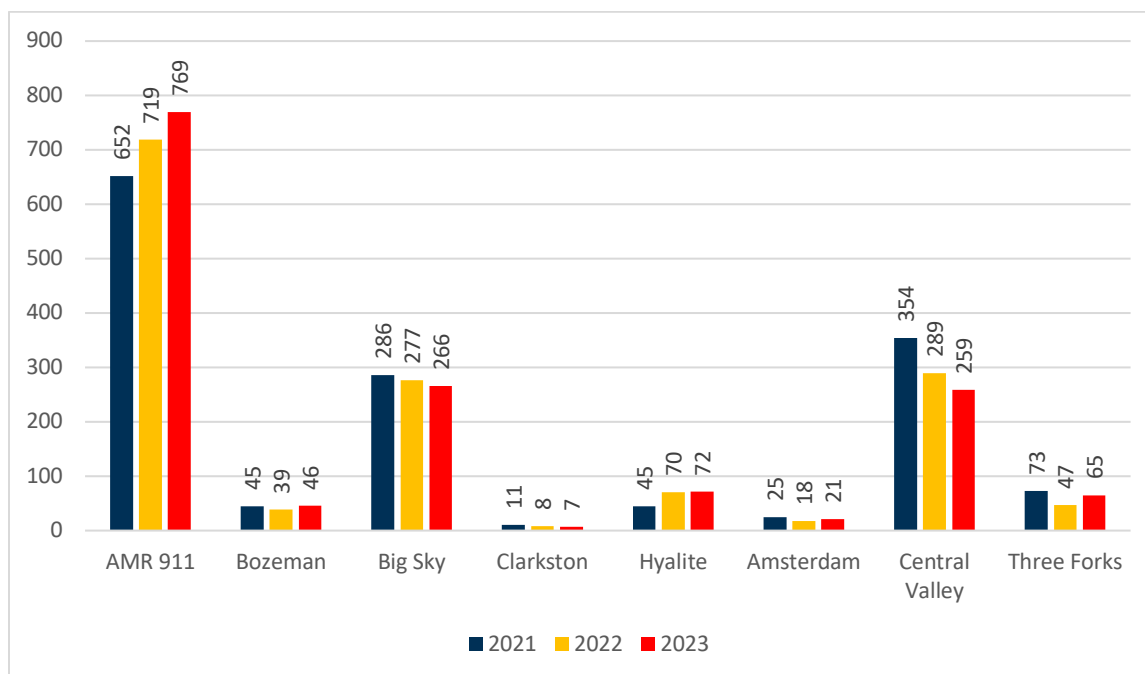


Figure 73: Aggregate Average Total Busy Time per Call by Service (Minutes)

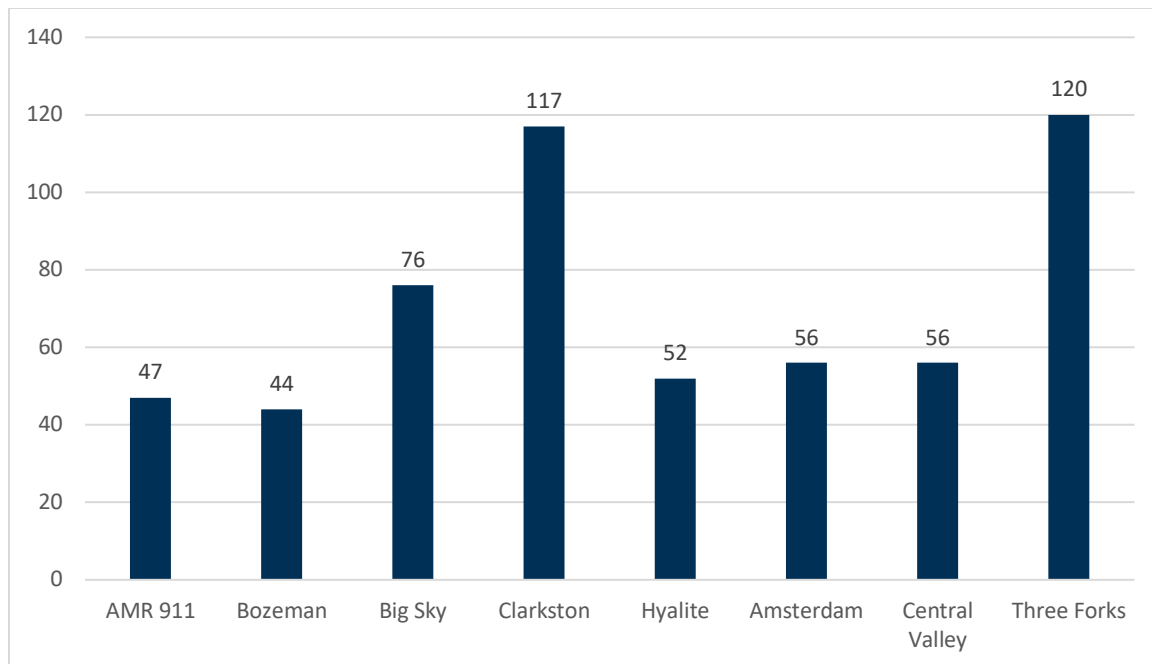


Figure 74: Average Total Busy Time per Call by Service and Year (Minutes)

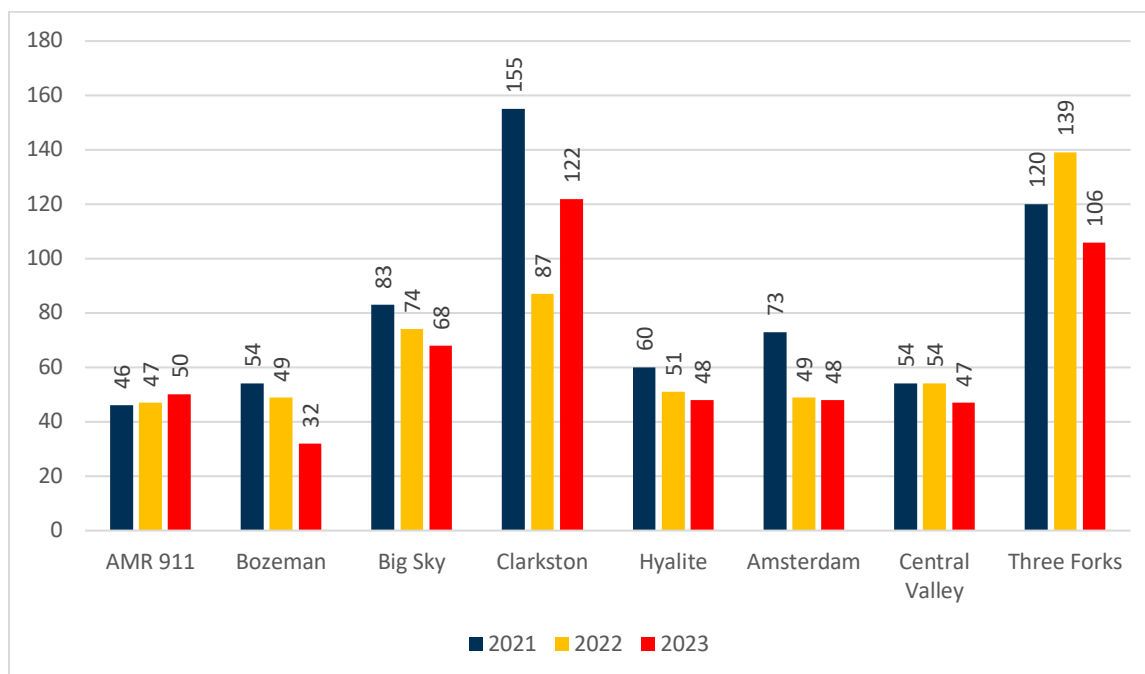


Figure 75: Total Busy Time (Table)

	2021	2022	2023	2021-2023
Aggregate Total (Hrs)	9061	8931	9158	27150
Average/Day (Mins)	1490	1468	1505	1488
AMR 911 Total (Hrs)	3966	4375	4680	13020
Average/Day (Mins)	652	719	769	713
Average/Call (Mins)	46	47	50	47
90th % (Mins)	76	75	77	76
Bozeman Total (Hrs)	276	239	286	801
Average/Day (Mins)	45	39	46	43
Average/Call (Mins)	54	49	32	44
90th % (Mins)	87	92	63	83
Big Sky Total (Hrs)	1739	1684	1619	5041
Average/Day (Mins)	286	277	266	277
Average/Call (Mins)	83	74	68	76
90th % (Mins)	155	146	118	141
Clarkston Total (Hrs)	64	49	41	155
Average/Day (Mins)	11	8	7	9
Average/Call (Mins)	155	87	122	117
90th % (Mins)	277	161	348	241
Hyalite Total (Hrs)	271	428	438	1137
Average/Day (Mins)	45	70	72	61
Average/Call (Mins)	60	51	48	52
90th % (Mins)	92	73	79	85

Amsterdam Total (Hrs)	153	109	127	389
Average/Day (Mins)	25	18	21	21
Average/Call (Mins)	73	49	48	56
90th % (Mins)	119	87	69	99
Central Valley Total (Hrs)	2151	1761	1575	5487
Average/Day (Mins)	354	289	259	305
Average/Call (Mins)	64	54	47	56
90th % (Mins)	99	83	78	86
Three Forks Total (Hrs)	443	285	392	1120
Average/Day (Mins)	73	47	65	61
Average/Call (Mins)	120	139	106	120
90th % (Mins)	237	298	214	243

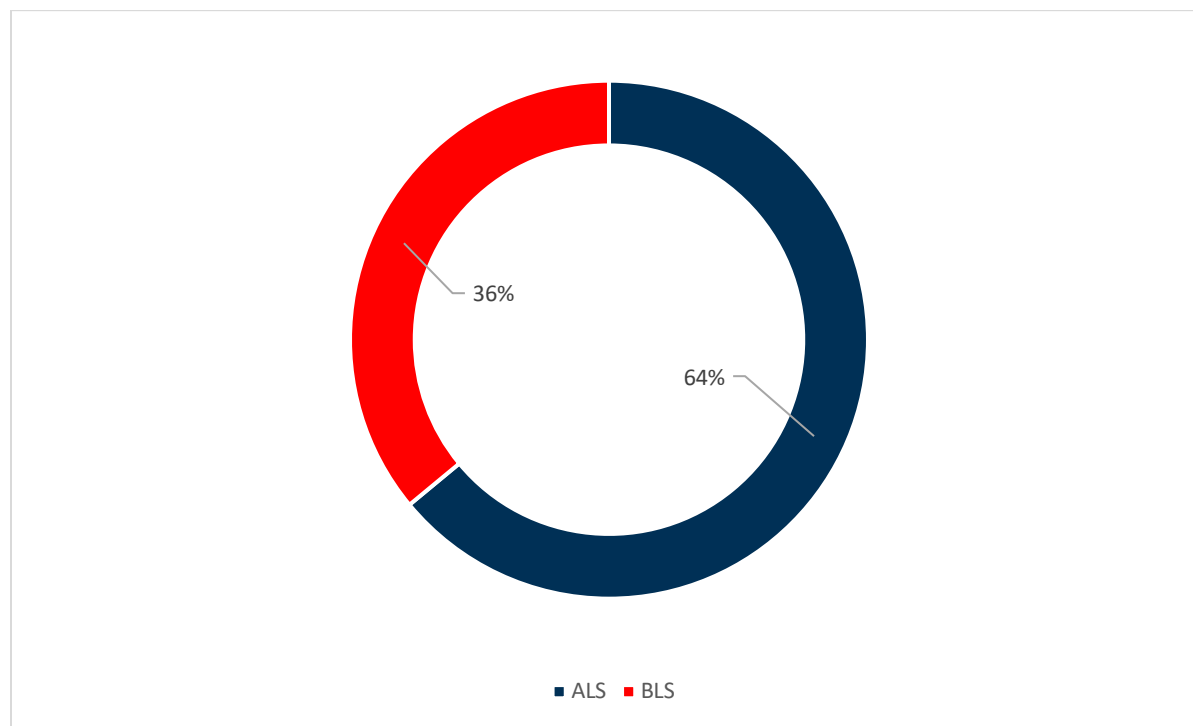
DISPATCH AND DISPOSITIONS

Volumes for Level of Service Requested as well as Disposition were available from the AMR dataset.

Normally disposition from one agency could theoretically be extrapolated onto other agencies volumes. This was not performed with Gallatin County for several reasons. Big Sky and AMR perform a large amount of pre-scheduled standbys for events and ski patrols. Also, within Bozeman there are often city and AMR units responding to the same call. Without Disposition data from Bozeman it is impossible to tell what segment of calls they transported a patient on.

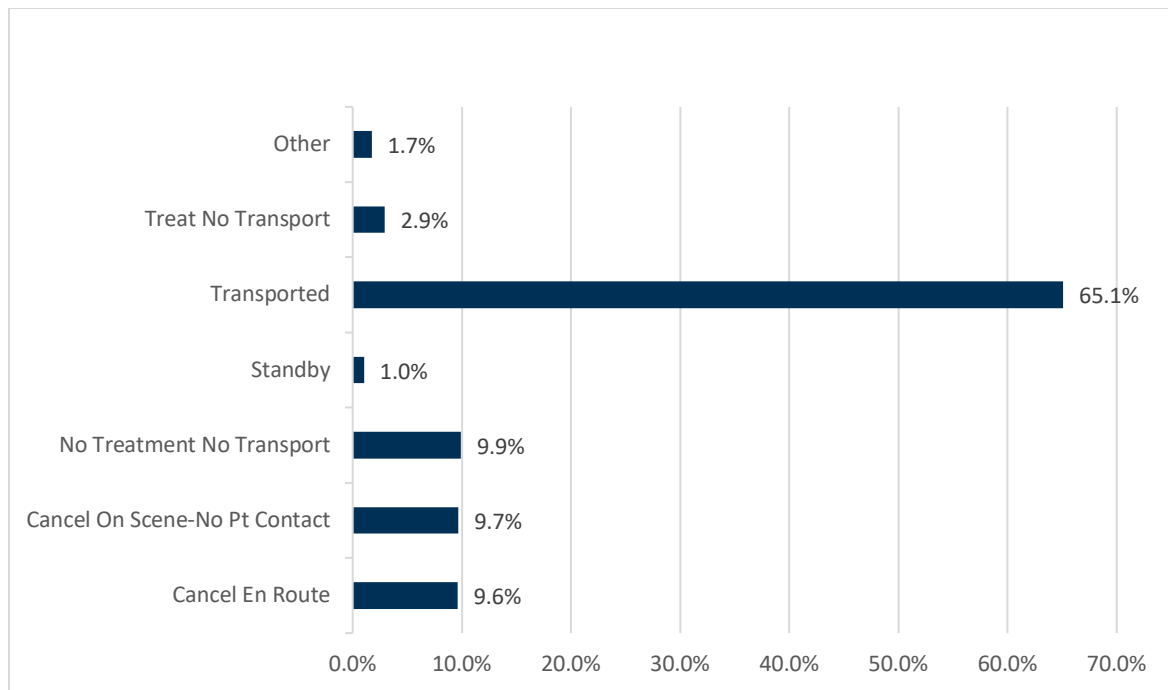
The AMR data will be displayed here as a general guide to system performance but should not be taken as concrete when applied to other agencies.

Figure 76: Level of Service Requested by Dispatch



****Note that this does not indicate the level of service provided to the patient.**

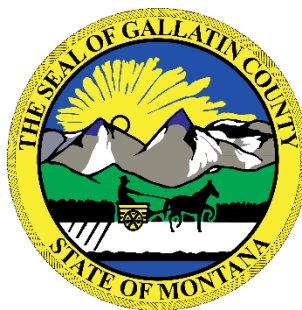
Figure 77: Disposition Breakdown





Gallatin County Montana

Data Analysis - West Yellowstone



TOTAL VOLUME

Figure 1: West Yellowstone Volume by Quarter

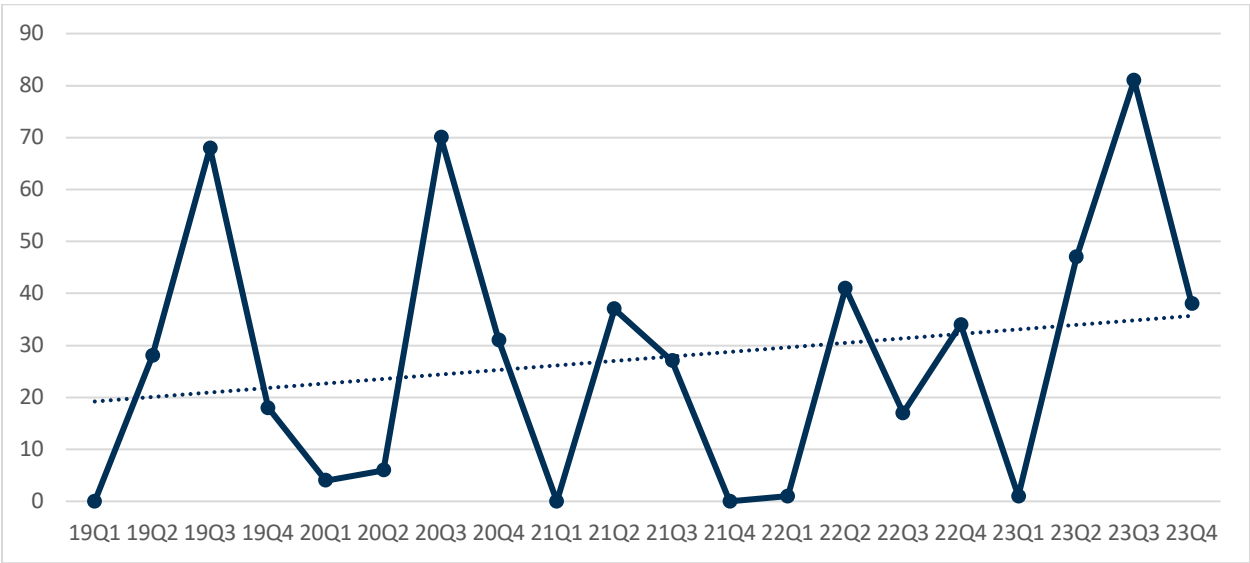


Figure 2: West Yellowstone Volume by Quarter (Table)

2019	Q1	Q2	Q3	Q4	Total
Total Dispatches	0	28	68	18	114
Average Per Day	0.00	0.31	0.74	0.20	0.31
2020	Q1	Q2	Q3	Q4	Total
Total Dispatches	4	6	70	31	111
Average Per Day	0.04	0.07	0.76	0.34	0.30
2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	0	37	27	0	64
Average Per Day	0.00	0.41	0.29	0.00	0.18
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	1	41	17	34	93
Average Per Day	0.01	0.45	0.18	0.37	0.25
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	1	47	81	38	167
Average Per Day	0.01	0.52	0.88	0.41	0.46

Figure 3: Adjusted Aggregate Call Volume by Quarter (Previously Figure 1)

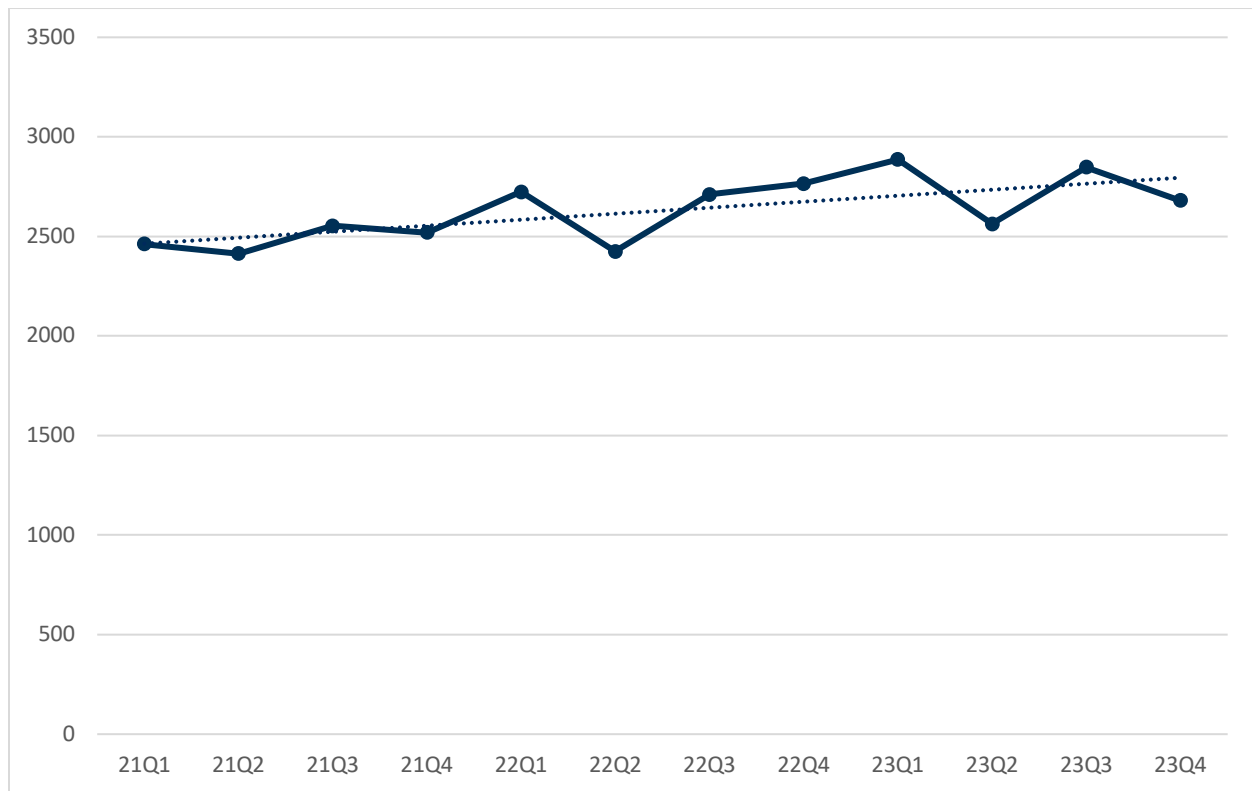


Figure 4: Adjusted Aggregate Call Volume by Quarter (Table) (Previously Figure 2)

2021	Q1	Q2	Q3	Q4	Total
Total Dispatches	2462	2413	2554	2520	9949
Average Per Day	27.36	26.52	27.76	27.39	27.26
2022	Q1	Q2	Q3	Q4	Total
Total Dispatches	2724	2424	2710	2766	10624
Average Per Day	30.27	26.64	29.46	30.07	29.11
2023	Q1	Q2	Q3	Q4	Total
Total Dispatches	2886	2563	2848	2680	10977
Average Per Day	32.07	28.16	30.95	29.13	30.07

Figure 5: West Yellowstone Volume by Month

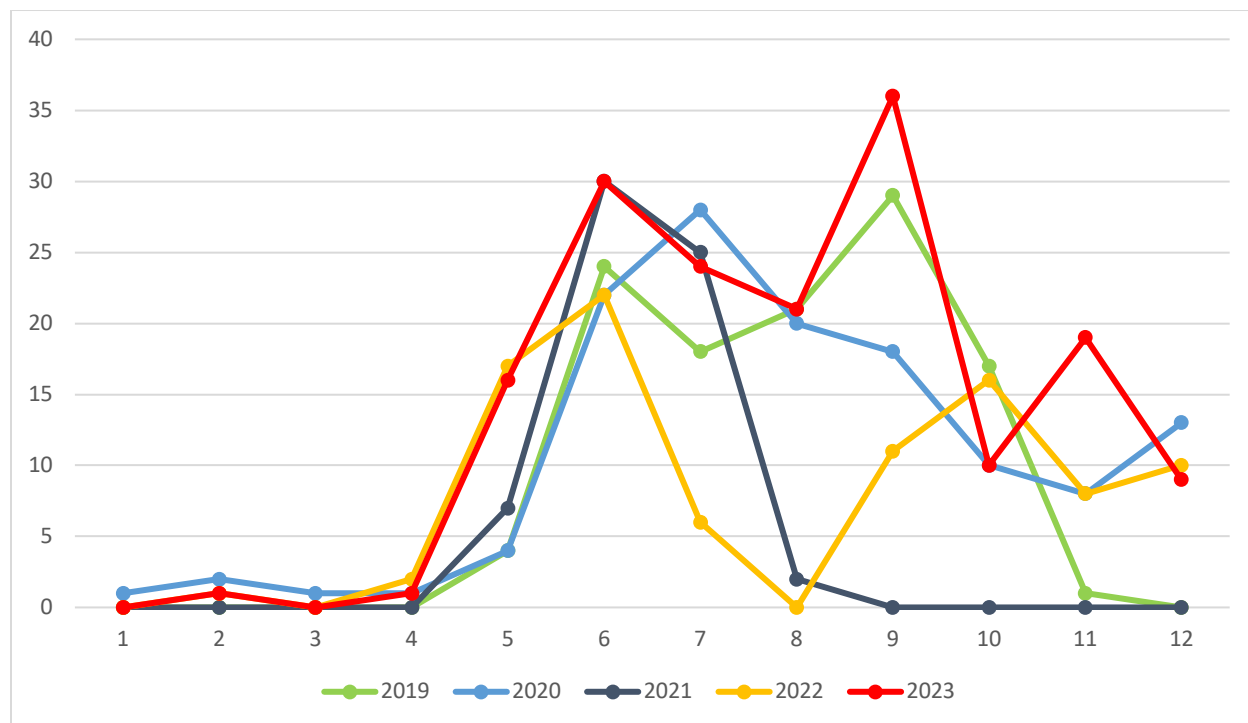


Figure 6: West Yellowstone Average Dispatches per Day by Month

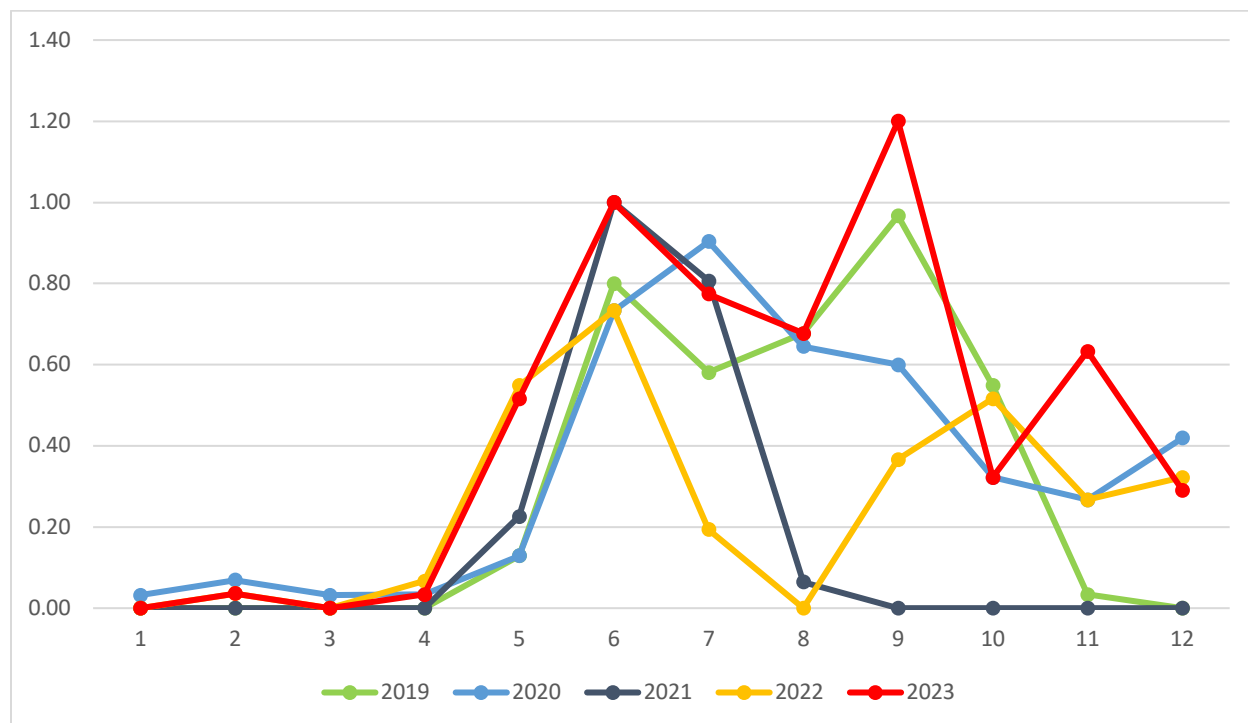


Figure 7: West Yellowstone Volume by Month (Table)

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	0	0	0	0	4	24	18	21	29	17	1	0
Avg/Day	0.00	0.00	0.00	0.00	0.13	0.80	0.58	0.68	0.97	0.55	0.03	0.00
2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	1	2	1	1	4	22	28	20	18	10	8	13
Avg/Day	0.03	0.07	0.03	0.03	0.13	0.73	0.90	0.65	0.60	0.32	0.27	0.42
2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	0	0	0	0	7	30	25	2	0	0	0	0
Avg/Day	0.00	0.00	0.00	0.00	0.23	1.00	0.81	0.06	0.00	0.00	0.00	0.00
2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	0	1	0	2	17	22	6	0	11	16	8	10
Avg/Day	0.00	0.04	0.00	0.07	0.55	0.73	0.19	0.00	0.37	0.52	0.27	0.32
2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	0	1	0	1	16	30	24	21	36	10	19	9
Avg/Day	0.00	0.04	0.00	0.03	0.52	1.00	0.77	0.68	1.20	0.32	0.63	0.29

Figure 8: Adjusted Aggregate Total Volume by Month (Table) (Previously Figure 5)

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	807	842	813	777	734	902	939	785	830	812	765	943
Avg/Day	26.03	30.07	26.23	25.90	23.68	30.07	30.29	25.32	27.67	26.19	25.50	30.42
2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	892	933	899	799	764	861	883	906	921	874	851	1041
Avg/Day	28.77	33.32	29.00	26.63	24.65	28.70	28.48	29.23	30.70	28.19	28.37	33.58
2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total	965	911	1010	772	890	901	979	917	952	873	840	968
Avg/Day	31.13	32.54	32.58	25.73	28.71	30.03	31.58	29.58	31.72	28.15	28.00	31.22

TEMPORAL ANALYSIS

Figure 9: West Yellowstone Average Volume per Hour of Day (2019-2023)

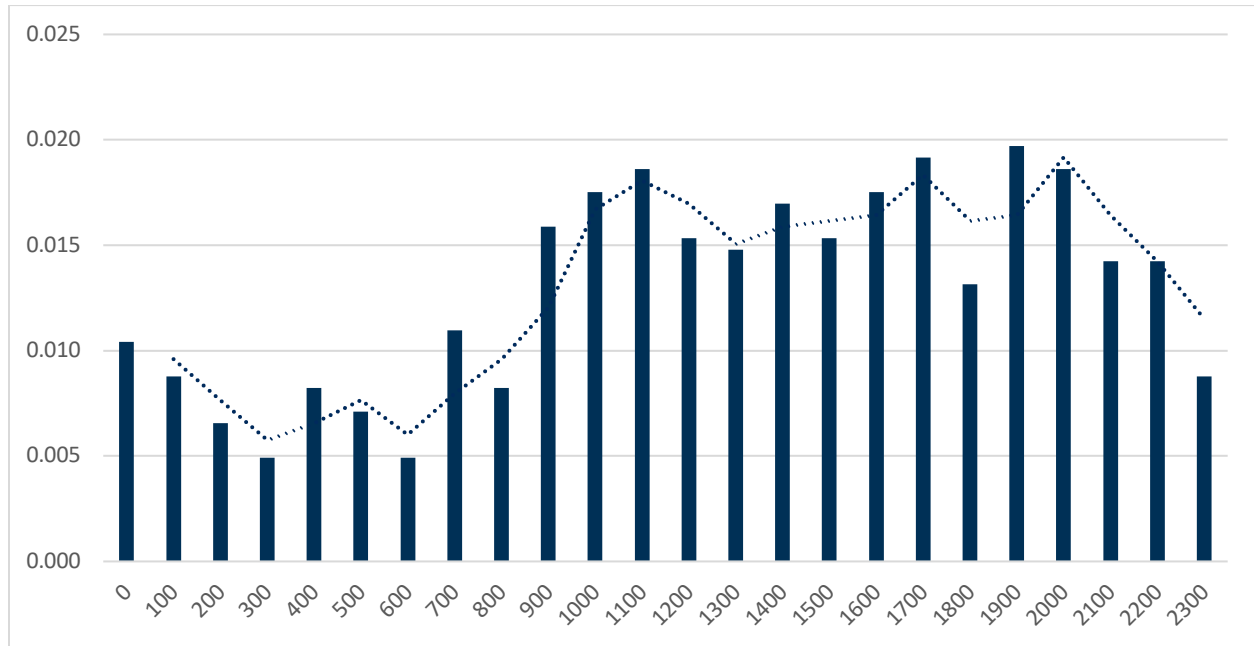


Figure 10: Adjusted Aggregate Average Total Volume per Hour of Day (2021-2023)

(Previously Figure 55)

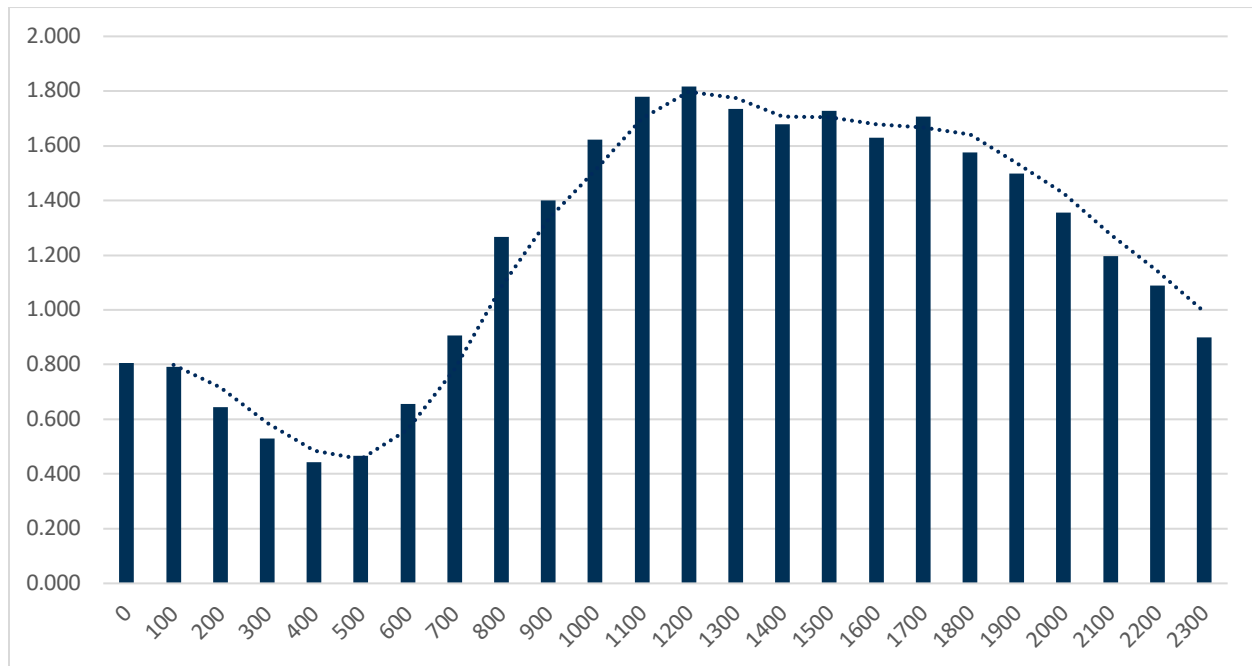


Figure 11: West Yellowstone Average Total Volume per Hour of Day (Table)

	0	100	200	300	400	500	600	700
2019	4	5	3	3	3	4	3	2
Avg/Hr	0.011	0.014	0.008	0.008	0.008	0.011	0.008	0.005
2020	4	4	1	1	4	0	2	4
Avg/Hr	0.011	0.011	0.003	0.003	0.011	0.000	0.005	0.011
2021	2	1	1	2	0	5	1	6
Avg/Hr	0.005	0.003	0.003	0.005	0.000	0.014	0.003	0.016
2022	3	1	4	1	2	3	0	2
Avg/Hr	0.008	0.003	0.011	0.003	0.005	0.008	0.000	0.005
2023	6	5	3	2	6	1	3	6

Avg/Hr	0.016	0.014	0.008	0.005	0.016	0.003	0.008	0.016
Agg 19-23	19	16	12	9	15	13	9	20
Avg/Hr	0.010	0.009	0.007	0.005	0.008	0.007	0.005	0.011
	800	900	1000	1100	1200	1300	1400	1500
2019	4	5	7	7	4	4	5	5
Avg/Hr	0.01	0.01	0.02	0.02	0.01	0.01	0.01	0.01
2020	1	10	7	7	7	8	12	11
Avg/Hr	0	0.03	0.02	0.02	0.02	0.02	0.03	0.03
2021	3	1	4	0	2	2	1	3
Avg/Hr	0.008	0.003	0.011	0.000	0.005	0.005	0.003	0.008
2022	2	4	8	8	7	3	4	4
Avg/Hr	0.005	0.011	0.022	0.022	0.019	0.008	0.011	0.011
2023	5	9	6	12	8	10	9	5
Avg/Hr	0.014	0.025	0.016	0.033	0.022	0.027	0.025	0.014
Agg 21-23	15	29	32	34	28	27	31	28
Avg/Hr	0.008	0.016	0.018	0.019	0.015	0.015	0.017	0.015
	1600	1700	1800	1900	2000	2100	2200	2300
2019	6	9	4	5	8	7	2	5
Avg/Hr	0.02	0.02	0.01	0.01	0.02	0.02	0.01	0.01
2020	7	5	6	4	5	6	8	4
Avg/Hr	0.02	0.01	0.02	0.01	0.01	0.02	0.02	0.01
2021	5	2	3	6	5	5	4	0
Avg/Hr	0.014	0.005	0.008	0.016	0.014	0.014	0.011	0.000
2022	4	7	5	3	6	2	7	3

Avg/Hr	0.011	0.019	0.014	0.008	0.016	0.005	0.019	0.008
2023	10	12	6	18	10	6	5	4
Avg/Hr	0.027	0.033	0.016	0.049	0.027	0.016	0.014	0.011
Agg 21-23	32	35	24	36	34	26	26	16
Avg/Hr	0.018	0.019	0.013	0.020	0.019	0.014	0.014	0.009

Figure 12: Adjusted Aggregate Average Total Volume per Hour of Day (Table) (Previously Figure 59)

	0	100	200	300	400	500	600	700
Agg 2021	268	281	237	166	153	169	219	335
Avg/Hr	0.734	0.770	0.649	0.455	0.419	0.463	0.600	0.918
Agg 2022	276	265	232	212	157	174	234	318
Avg/Hr	0.756	0.726	0.636	0.581	0.430	0.477	0.641	0.871
Agg 2023	210	225	159	137	121	112	186	231
Avg/Hr	0.856	0.919	0.650	0.561	0.490	0.460	0.761	0.942
Agg 21-23	794	780	632	519	438	459	644	890
Avg/Hr	0.807	0.794	0.644	0.529	0.443	0.465	0.658	0.905
	800	900	1000	1100	1200	1300	1400	1500
Agg 2021	447	458	568	639	604	596	546	580
Avg/Hr	1.225	1.255	1.556	1.751	1.655	1.633	1.496	1.589
Agg 2022	457	527	596	654	686	655	637	607
Avg/Hr	1.252	1.444	1.633	1.792	1.879	1.795	1.745	1.663
Agg 2023	330	378	415	440	479	439	452	496
Avg/Hr	1.351	1.543	1.700	1.794	1.960	1.793	1.848	2.034

Agg 21-23	1239	1378	1594	1747	1780	1702	1652	1699
Avg/Hr	1.266	1.402	1.623	1.779	1.816	1.736	1.683	1.733
	1600	1700	1800	1900	2000	2100	2200	2300
Agg 2021	565	549	540	476	496	420	356	281
Avg/Hr	1.548	1.504	1.479	1.304	1.359	1.151	0.975	0.770
Agg 2022	565	625	565	539	461	395	424	363
Avg/Hr	1.548	1.712	1.548	1.477	1.263	1.082	1.162	0.995
Agg 2023	457	489	430	445	365	350	282	231
Avg/Hr	1.867	1.996	1.761	1.807	1.488	1.432	1.154	0.945
Agg 21-23	1600	1677	1545	1469	1335	1178	1072	884
Avg/Hr	1.629	1.707	1.576	1.492	1.356	1.198	1.089	0.901

Figure 13: West Yellowstone Average Total Volume by Day of Week (2019-2023)

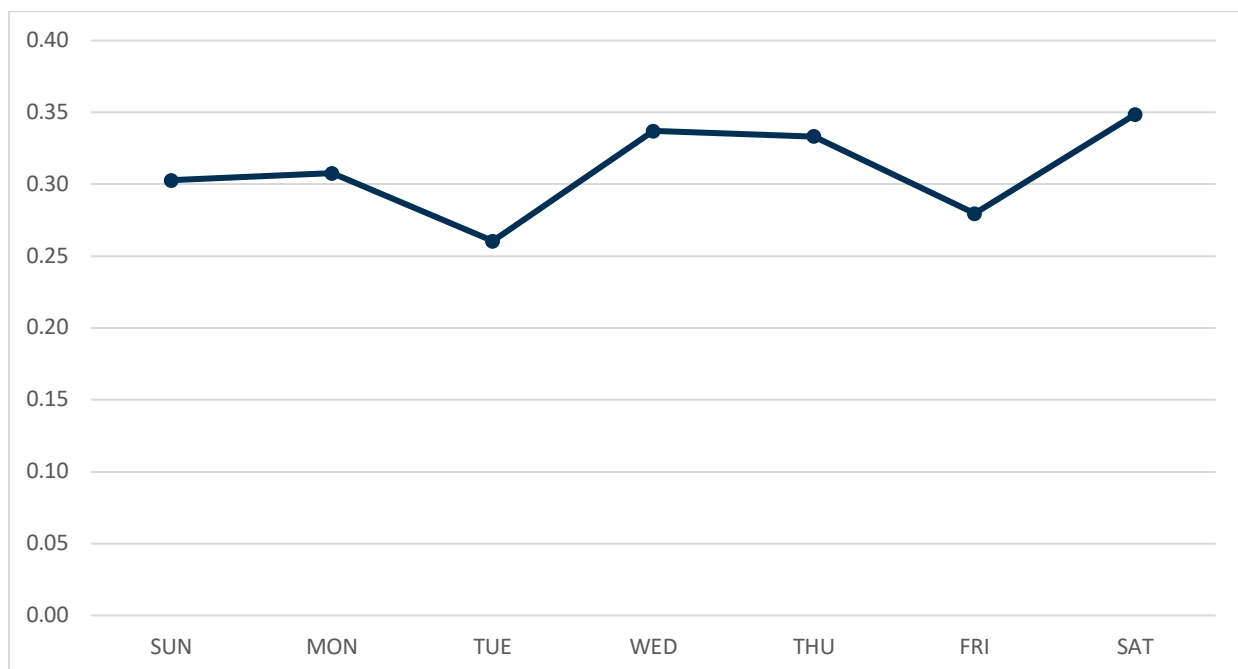


Figure 14: West Yellowstone Average Total Volume by Day of Week per Year

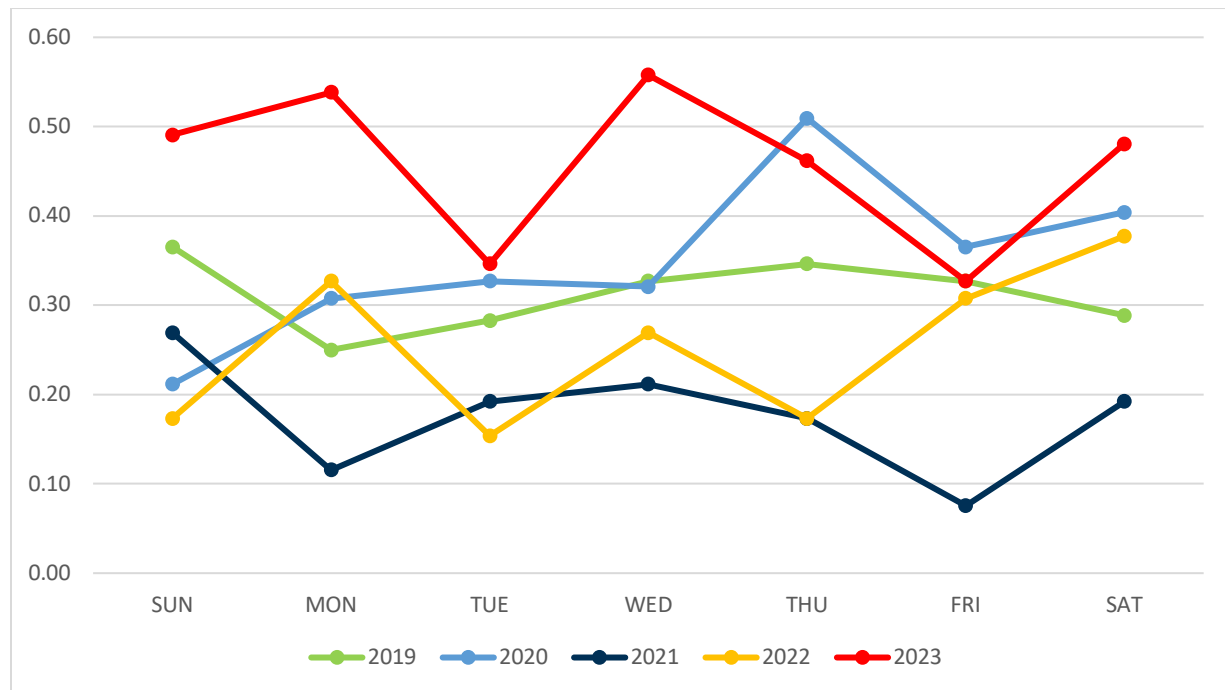


Figure 15: West Yellowstone Volume by Day of Week and Year (Table)

	SUN	MON	TUE	WED	THU	FRI	SAT
2019							
Total	19	13	15	17	18	17	15
Avg/Day	0.37	0.25	0.28	0.33	0.35	0.33	0.29
2020							
Total	11	16	17	17	27	19	21
Avg/Day	0.21	0.31	0.33	0.32	0.51	0.37	0.40
2021							
Total	14	6	10	11	9	4	10
Avg/Day	0.27	0.12	0.19	0.21	0.17	0.08	0.19
2022							
Total	9	17	8	14	9	16	20
Avg/Day	0.17	0.33	0.15	0.27	0.17	0.31	0.38
2023							

Total	26	28	18	29	24	17	25
Avg/Day	0.49	0.54	0.35	0.56	0.46	0.33	0.48
2019-2023							
Total	79	80	68	88	87	73	91
Avg/Day	0.30	0.31	0.26	0.34	0.33	0.28	0.35

Figure 16: Adjusted Aggregate Average Total Volume by Day of Week (Table) (Previously Figure 71)

		SUN	MON	TUE	WED	THU	FRI	SAT
Aggregate	2021							
Total		1376	1389	1435	1381	1445	1466	1457
Avg/Day		26.5	26.7	27.6	26.6	27.8	27.7	28.0
Aggregate	2022							
Total		1397	1506	1468	1476	1441	1665	1671
Avg/Day		26.9	29.0	28.2	28.4	27.7	32.0	31.5
Aggregate	2023							
Total		1052	1073	1076	1119	1146	1219	1174
Avg/Day		29.8	30.4	30.6	31.7	32.5	35.7	34.3
Aggregate	21-23							
Total		3855	3997	4011	4010	4077	4386	4338
Avg/Day		27.5	28.5	28.6	28.6	29.0	31.3	30.9

Total Busy Time

Figure 17: West Yellowstone Total Busy Time (Hours)

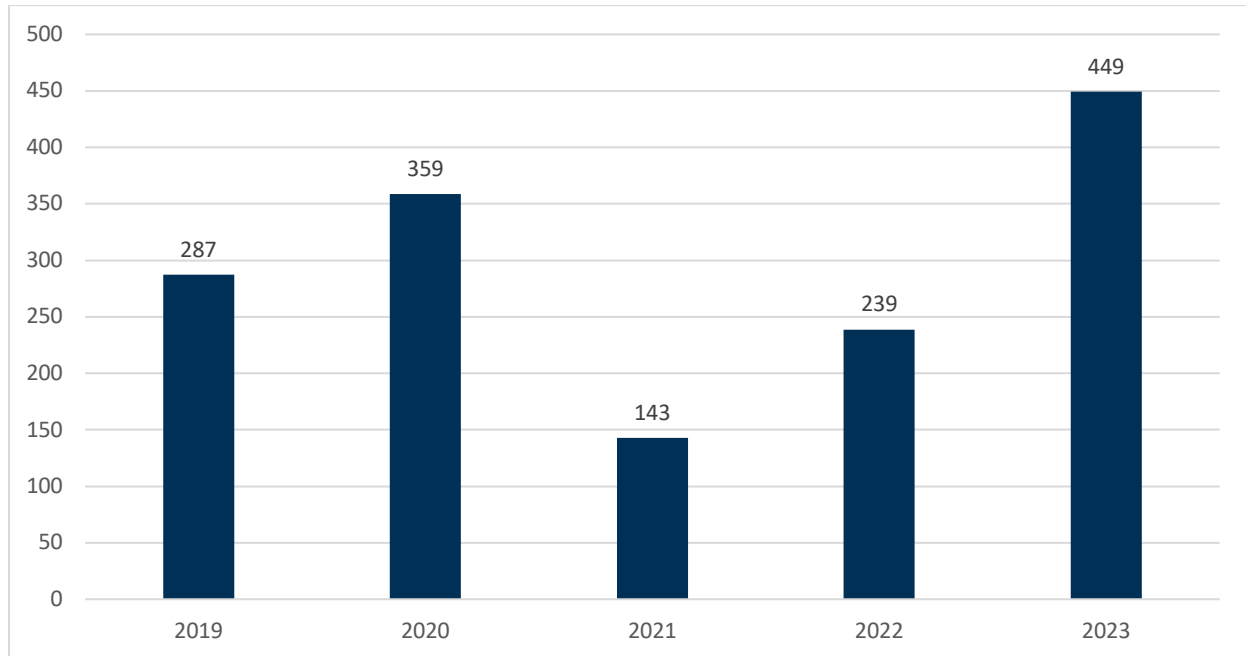


Figure 18: Adjusted Aggregate Total Busy Time (Hours) (Previously Figure 73)

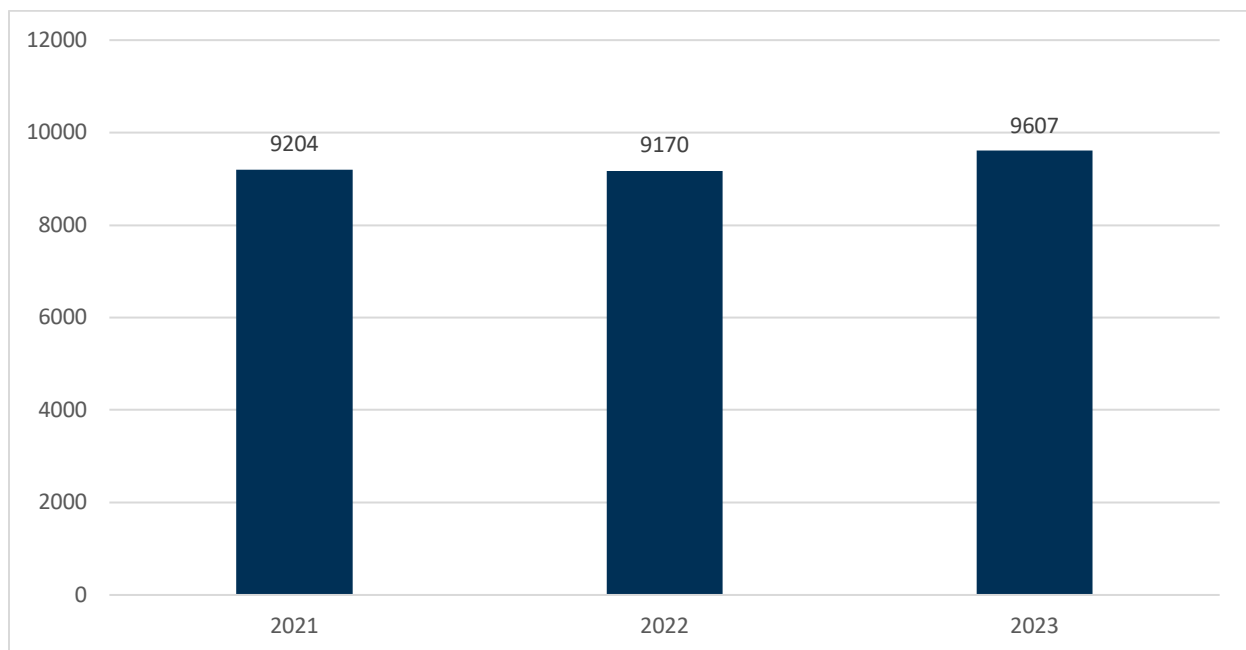


Figure 19: West Yellowstone Average Total Busy Time per Day (Minutes)

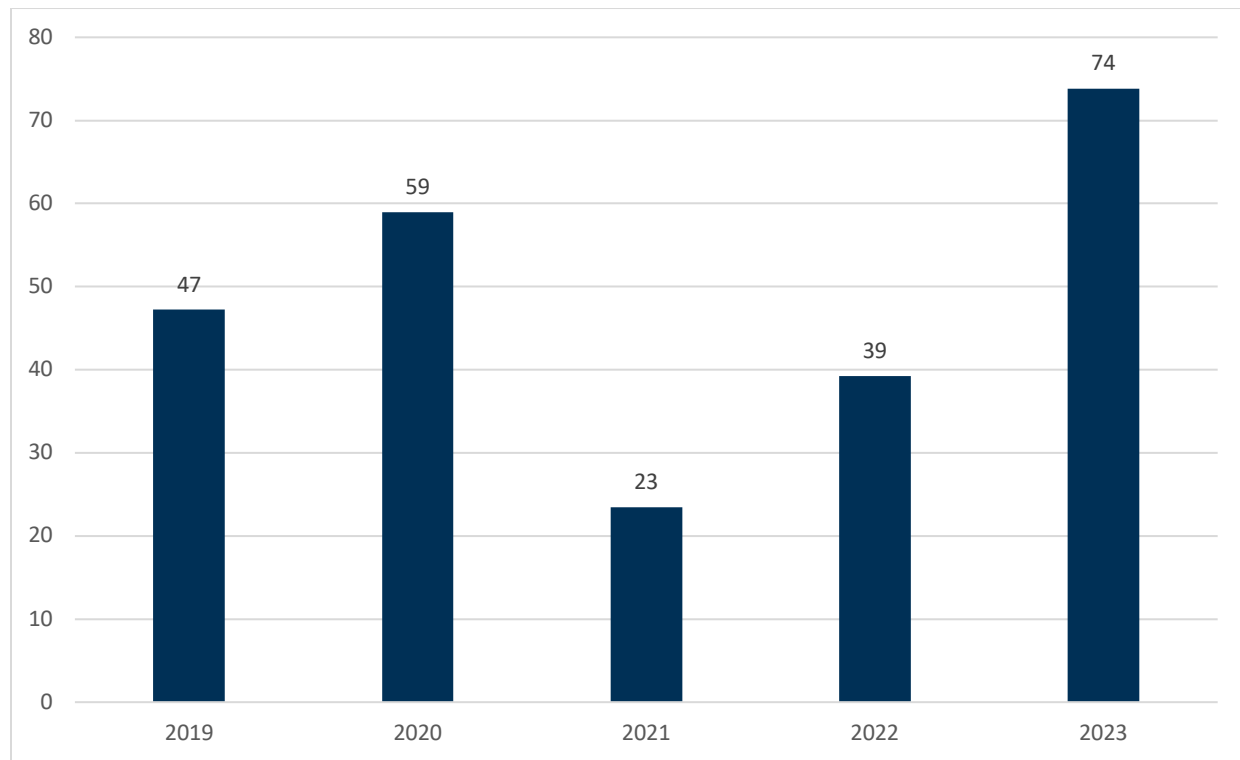


Figure 20: Adjusted Aggregate Average Total Busy Time per Day (Minutes) (Previously Figure 74)

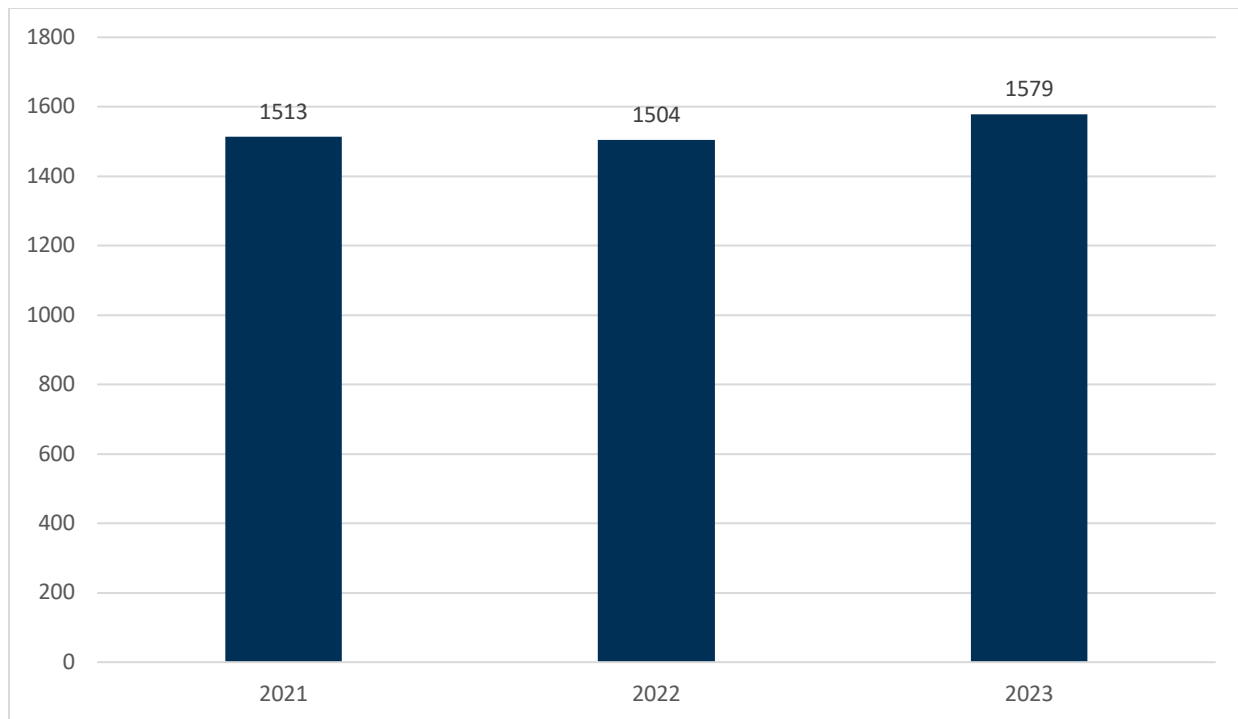


Figure 21: Adjusted Aggregate Total Busy Time by Service (Hours) (Previously Figure 75)

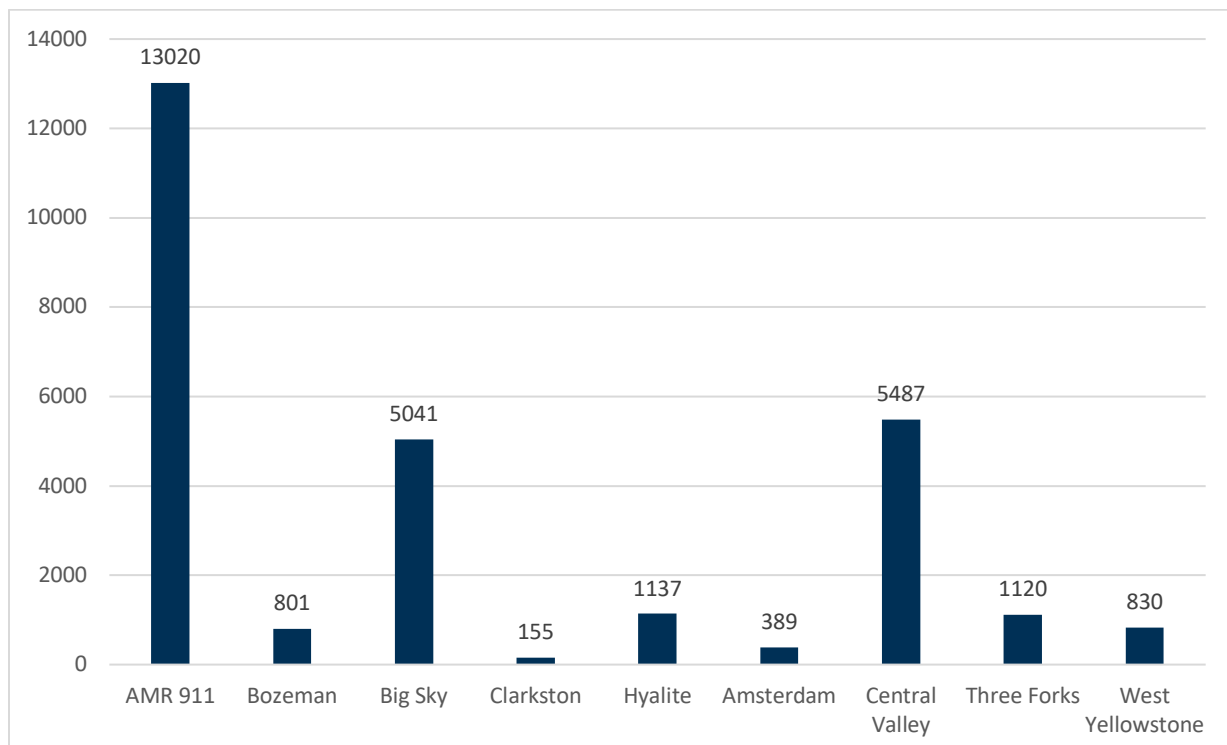


Figure 22: Adjusted Aggregate Total Busy Time by Service and Year (Hours) (Previously Figure 76)

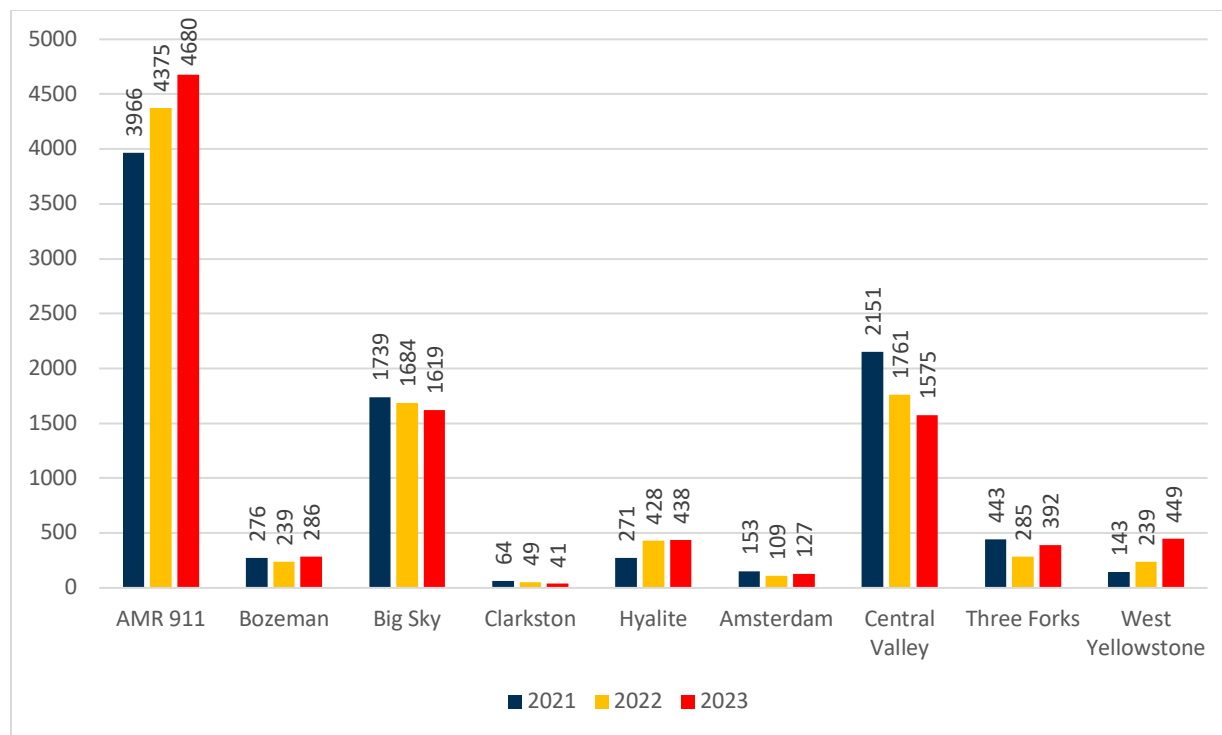


Figure 23: Adjusted Aggregate Average Total Busy Time per Day by Service (Minutes) (Previously Figure 77)

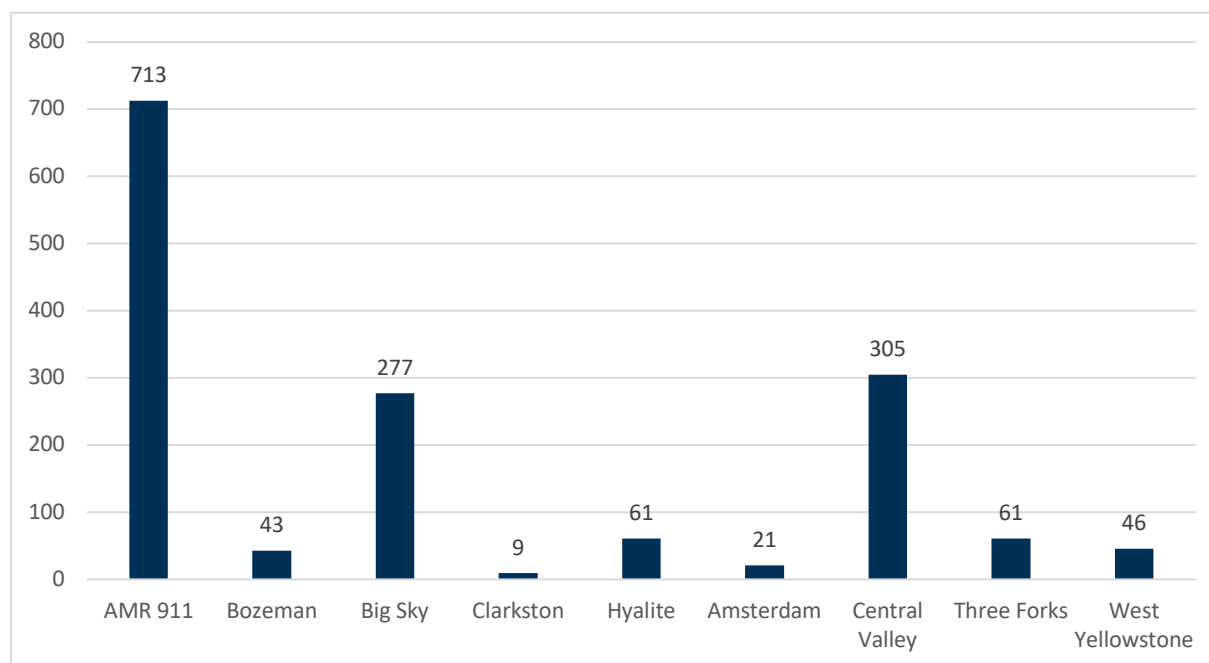


Figure 24: Adjusted Average Total Busy Time per Day by Service and Year (Minutes) (Previously Figure 78)

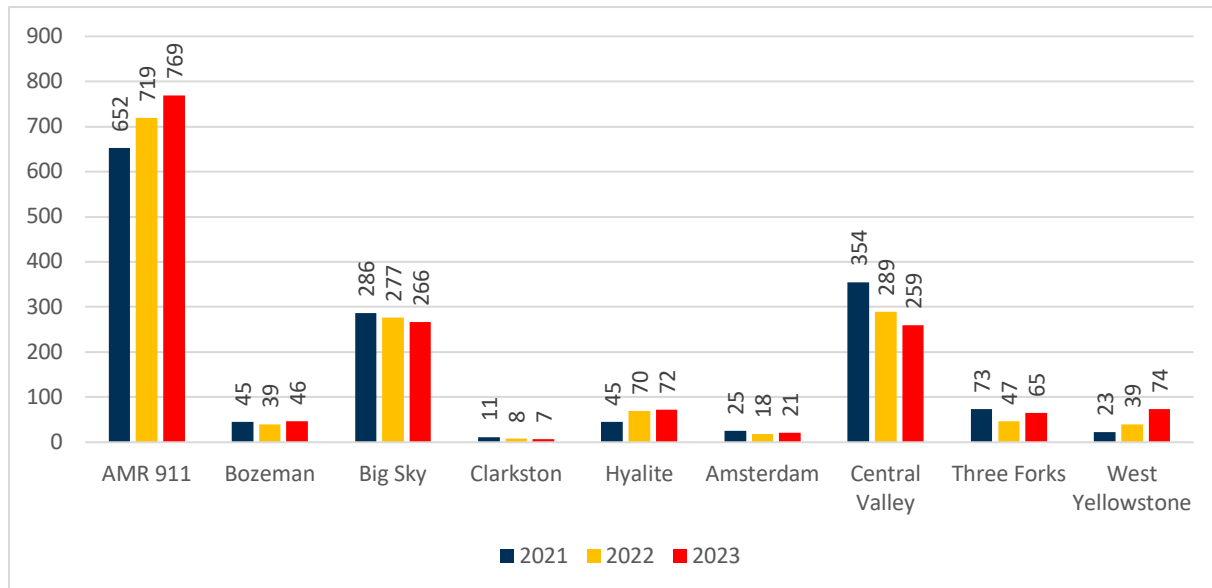


Figure 25: Adjusted Aggregate Average Total Busy Time per Call by Service (Minutes) (Previously Figure 79)

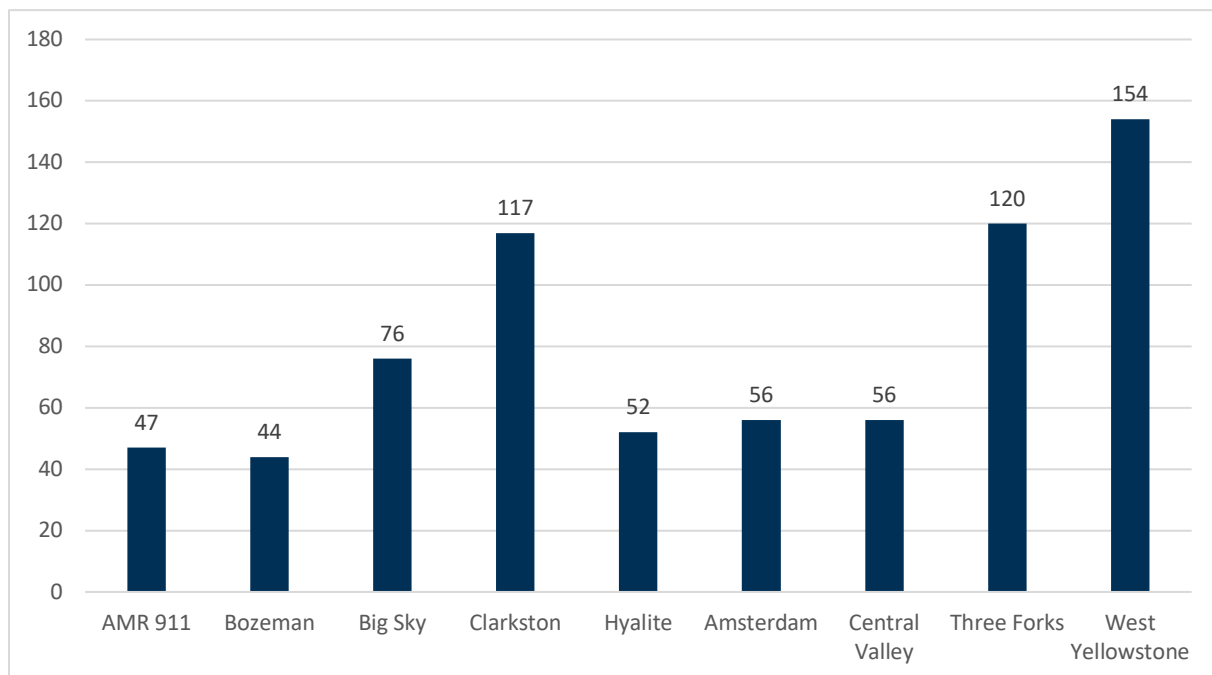


Figure 26: Adjusted Average Total Busy Time per Call by Service and Year (Minutes) (Previously Figure 80)

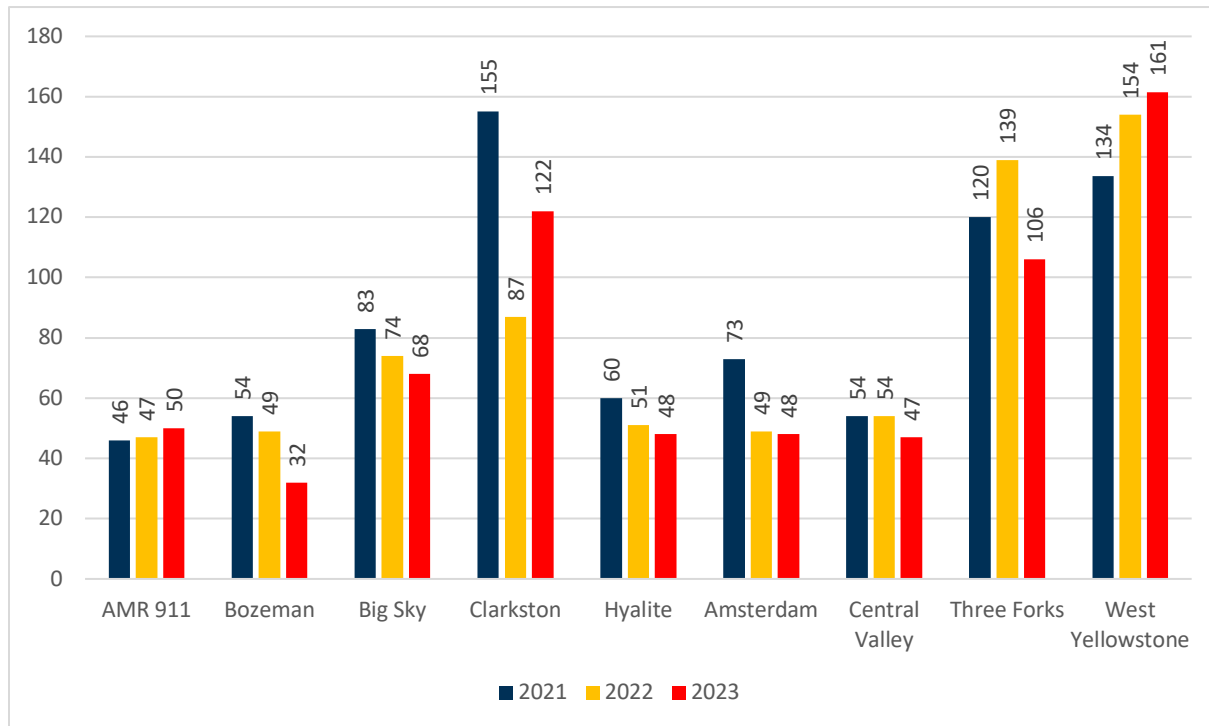


Figure 27: Adjusted Total Busy Time (Table) (Previously Figure 81)

	2021	2022	2023	2021-2023
Aggregate Total (Hrs)	9204	9170	9607	27980
Average/Day (Mins)	1513	1507	1579	1534
West Yellowstone Total (Hrs)	143	239	449	830
Average/Day (Mins)	23	39	74	46
Average/Call (Mins)	134	154	161	154

FITCH

& ASSOCIATES

Regular Agenda Item 10

Fire Chief's Report



Hyalite Rural Fire District

Fire Chief's Report

May 2024

Prepared by: Fire Chief Brian Nickolay

1. The Hyalite Fire District responded to a total of 69 incidents in April 2024. This brings our calls for the year to date to 242.

- Total Calls April 2023 - 53
- Total Calls April 2022 - 53
- Total Calls April 2021 - 59
- Total Calls April 2020 - 41
- Total Calls April 2019 - 45

2. Our current roster is at 47 members (effective 5/1/2024).

- 1 Career Fire Chief
- 1 Career Assistant Fire Chief
- 3 Career Captains
- 5 Volunteer Captains
- 1 Volunteer Reserve Captains
- 1 Volunteer Lieutenants
- 9 Volunteer Firefighters
- 12 Volunteers Apprentice Firefighters
- 8 Volunteer Recruit Firefighters
- 2 Volunteer Recruit Driver/Operators
- 3 Volunteer Reserve Firefighters
- 1 Volunteer Reserve Driver/Operator

3. We are continuing to work on our overnight command coverage shortages. We are at 5 of our needed 7 volunteer captains. With one of our volunteer captains now on summer leave. Myself and Assistant Chief Dahlhauser are continuing to work extra to provide coverage at night where we lack volunteer availability. We have been paying overtime to our paid captains to provide overnight coverage if myself or Dahlhauser are unavailable. Overtime pay has been kept within what we budgeted for the fiscal year.

4. We currently have 4 resident firefighters living at the Sourdough Fire Station.

- Current Sourdough Residents -
 - Sophie Smith, Riley Wilson, Tyler Palmer, Nick Blommel

- Tyler Palmer rejoined the fire department as a Sourdough Resident Firefighter after recovering from a non-fire department related injury.
- We expect to bring in an additional 3 resident firefighters to Sourdough once the spring academy is finished.
- Sourdough resident firefighters continue to fill weekend shifts Friday 7pm – Monday 7am. With the reduced staffing of our Sourdough Resident Lieutenants, we have had non-resident leadership (Martin Blake and Ted Yewer) step up to fill weekend shifts.

5. We currently have 3 resident firefighters living at the Cottonwood Fire Station.

- Current Cottonwood Residents –
 - Brennan Lyle, Tyler Newell, Robert Bole.
 - We expect to bring in 1 additional Cottonwood resident once the spring academy is finished.
- Cottonwood resident firefighters continue to fill weekday night shifts Monday – Thursday 7pm – 7am. Non-resident volunteers have stepped up to fill the open shifts when needed.

6. We currently have 2 resident renters at the Rae house.

- Current Rae Renters -
 - Steve Kerbel and Zale Filce

7. Non-resident volunteer firefighters continue to cover 6 hour shifts at the Sourdough Fire Station on Monday – Friday 7am – 7pm.

8. We continue our regular multi company fire and EMS training every Wednesday night and command training twice a month.

9. Our spring 2024 recruit firefighter academy is continuing. Captain Templeton is moving our eight recruit firefighters along through their training. Our recruit firefighters recently all passed their next level of Firefighter 1 testing with the Montana State University - Fire Services Training School. The academy is expected to be completed around July 1st.

10. Hosted a joint command training with our mutual aid partners on 5/13. We had members participate from Fort Ellis Fire and Bridger Canyon Fire.

11. We had 9 members of the Hyalite Fire Department participate in the Bozeman Yellowstone Airport crash rescue drill on May 4th. The drill was part of the airport's requirement from the FAA to hold a large-scale training every three years. Myself, Assistant Chief Dahlhauser and Captain Malone participated as evaluators for the training. Dahlhauser and Malone helped with the planning of the training as well.

12. The Hyalite Fire District responded to two grass fires within the Hyalite Fire District in April. The first fire was on April 11th on Durston Rd. The second fire was on April 14th on Happy Acres Rd W. Crews were able to keep both fires under an acre in size.

13. We assisted the Central Valley Fire District with grass fires on April 3rd, April 11th, April 13th, April 14th.

14. The Central Valley Fire District has hired a new fire chief. The new chief will begin at Central Valley on June 1st.

15. The fire district is continuing to be involved with an EMS discussion going on in Gallatin County. We will be meeting with several agencies on May 29th to discuss next steps.

16. I am still on the Board of Directors with Montana State Fire Chiefs Association as a combination section director.

17. I am still on the Montana State Fire Chiefs Wildland Fire Committee.

18. I continue to sit on the board of the Gallatin County Fire Council as Vice President. I also continue to chair the Gallatin County Fire Council communications committee.

19. Assistant Chief Dahlhauser continues to chair the training committee with the Gallatin County Fire Council.

20. I am still a Gallatin County Deputy Fire Warden as well as a Gallatin County Deputy Emergency Managements Officer.

21. Our ambulance transport plan is complete and we are actively transporting patients to the hospital. Income has begun to come in from Pintler Billing for our transports

22. We had no firefighter injuries in the Month of April.

23. All apparatus are in service. Engine 6-3 was out of service from April 9th - April 16th due to a primer issue.