



# The Blaze

A Publication of the Idaho State Fire Commissioners' Association

## A MESSAGE FROM THE PRESIDENT

My Fellow Commissioners,

You've heard the expression "I can't tell you how excited I am." Well I am going to make the attempt to explain how and why I am so excited and hopefully you will get excited too. But before I do that, I need to remind everyone to get their renewals sent in and make sure to get everyone in their district signed up for the AD&D policy. I can't tell you how many commissioners I've talked to that didn't make the deadline last year for the AD&D renewal. They have to be received by January 15, 2022 in order to participate in the 2022 policy renewal.

Now, back to the reason I'm so excited... **we are having a face-to-face conference March 24-27, 2022, and you need to plan to attend.** It will be the 40<sup>th</sup> Annual Conference of the ISFCA and we are doing things a little different this year. Thursday we are planning a trip to the National Interagency Fire Command Center right in Boise, Idaho. I'm really excited about finding out how they manage the entire Western United States from one command post. Can't wait!

Continued, page 2

## 1st Quarter Blaze

### 2022 ISFCA Board of Directors

Todd Belnap, President  
Vacant, Vice President  
Vacant, Sec./Treasurer  
Steve Frazee, Past President  
Helen Muffly, Region 1  
Vacant, Region 2  
Larry Scarborough, Region 3A  
Jeff Ramey, Region 3B  
Vacant, Region 4  
Vacant, Region 5  
Vacant, Region 6A  
Doug Martin, Region 6B  
**At Large Seats:**  
David "Rudy" Rudebaugh  
Ron Frazell  
Tim Vargas  
**Office Contact:**  
Krystal Hinkle, Executive Director

Contact Information  
Phone: 208-275-8870  
Email : office@isfca.org  
[www.isfca.org](http://www.isfca.org)

## Continued ... President's Message

We are also headed to the Capitol to spend time with our legislators and discuss any ongoing legislation that is pending, or discuss how the session has gone. It will give us a chance to make our presence known and be available to our political representatives for consultations. They need to know who we are and what we are all about. There is a strong need for your help with the legislative action taking place this coming year. **There are some bills coming before us this legislative session that need your attention. You cannot sit idly on the sideline.**

We have some amazing speakers coming to share with you their knowledge and experience. **We need you to invite your Fire Chief and your Fire Fighters to Friday's morning session on PTSD/PTSI.** Friday morning session is designed to inform Commissioners, Fire Chiefs, and Firefighters on the same message. We all need to be in that session! Saturday morning this same speaker will be speaking to just the Fire Fighters without any leadership in the room. **This is designed to allow the Firefighters to open up about what they see when on calls and how to deal with the bad ones that haunt them when they close their eyes at night.** This is vital at this time because Firefighter suicides are on an increase nationwide and they need to find an outlet to release the buildup of stress and rage by talking to someone. **Having been through these sessions personally, I would highly recommend this be a top priority for you and your personnel, no questions asked! The PTSD/PTSI class is free to Fire Chiefs and Firefighters, all you need to do is fund their travel and overnight stay. It's life saving.**

Now that I have touched a little on a few of our topics, the remaining topics will be focused around funding resources for fire districts and liability issues. I am excited that 2022 is going to be a great year, and that is because we will make it great. Pandemic or not, we have work to do. The legislation does not rest and we must not either. Fires continue to burn regardless of world events and so we too must press forward to inform, educate, represent, lead, and serve the fire districts of Idaho in the preservation of life and property.

May we all have a Happy and Prosperous 2022!

Sincerely,

Todd Belnap  
ISFCA President

## St. Maries Fire Protection District Hiring Process - *Helen Muffly, Region 1 Director*

### Background:

The St. Maries Fire Protection District Board of Commissioners had the daunting task of hiring both a new Fire Chief and a District Secretary/Treasurer during the Covid-19 pandemic and its related issues. The former Chief, along with the district's long time Secretary/Treasurer both retired September 2020. The Commissioners wanted to follow a thorough and complete process to fill the vacant positions. St. Maries Fire Protection District is a small rural volunteer district with few fulltime paid firefighters.

### Process:

Our first task was to review and update the job descriptions for each position and then advertise the Job Announcements at the stations, local newspapers and in the Daily Dispatch (which covers the western U.S.).

An application deadline was set and once applications were received, we started pre-screening applicants. Due to Covid restrictions, we made arrangements with applicants to meet via Zoom meetings. The purpose for these meetings was to introduce them to our District and to get to know the applicants. We had the good fortune of receiving several applications and it took a couple of days to process this phase.

After the initial "meet and greet" Zoom meetings, we contacted those applicants who made the first cut. A second Zoom meeting was scheduled again to discuss qualifications and applicant requests.

We held a second application and qualification review and contacted prospective applicants. This is where we shortened our list of qualified applicants and scheduled a "face to face" oral interview. The oral interview panel included District personnel, the district's acting Fire Chief, representative from Idaho State Lands and neighboring fire fighters and a former Fire Commissioner. In addition to the interview, the applicant was given a District tour.

After the completion of the oral interview phase, the interview panel met with the Commissioners and gave their results and recommendations. This was a key part of the decision-making process.

The final step in the hiring process for the Commissioners was to make a selection. This was not an easy task, as we had several very qualified candidates. We relied heavily on the local experts in the district and their recommendations.

Again, due to Covid and the fact that applicants were spread across the western U.S., once we made our selection, hiring was done via telephone and communications were completed by email. After salary and benefit discussions, along with District screening process was completed, a hire letter was sent.

Following this extensive process, our newly hired Administrative Assistant/District Secretary-Treasurer prepared a standard hiring process guideline for the district. Below is the guideline that has been written:

Continued, Page 4

---

**Continued — St. Maries Fire Protection District Hiring Process - Helen Muffly,**  
*Region 1 Director*

**St. Maries Fire Protection District  
Hiring Process**

Phase 1: Job Announcement

- Job announcement posting throughout all stations
- Advertised in the St. Maries Gazette & Coeur d'Alene Press
- Advertised in Daily Dispatch

Phase 2: Employment Application Requirements

- Resume
- Completed Application
- Copy of Driver License
- Copy of Social Security
- Copy of Certifications/Licenses
- Copy of Educational Certifications
- Copy of Training Records

Phase 3: Pre-Screening of Applications

- Review & Evaluate Applications
- Review & Evaluate Qualifications
- Background Check
- Call References

Phase 4: Meet & Greet

- Schedule a Meet & Greet with the applicant Via Zoom
- Set appointment with the applicants
- Schedule Board Members

Phase 5: Applicant Review

- Discuss Meet & Greet Outcome
- Second Application review
- Second Qualifications review
- Select Candidates for the Oral Interview

Phase 6: Oral Interview

- Select Oral Board members
- Schedule Oral Interview with the Oral Board members
- Schedule Oral Interviews with the Candidates
- Schedule District Tour for the Candidates

Phase 7: Fire Commissioners & Oral Board Members Review

- Review & Discuss Oral Interview Results
- Provide District tour for the Candidates
- Fire Commissioners meeting with Candidates

Phase 8: Fire Commissioners Candidate Selection

- Review top (2) Candidates - Application, Qualifications, and Interview Results
- Select final Candidate
- Discuss Salary & Benefits offer
- Make employment offer via phone
- Send Conditional Offer Letter to the Candidate

Phase 9: Medical & Drug Screening

- Schedule Medical & Drug Screening
- Review results

Phase 10: Hiring

- Send Employment At-Will Notice
  - Send Hire Letter
  - Set Starting date
-

40<sup>th</sup> Annual Conference  
March 24-27, 2022  
The Riverside Inn

We are excited to announce that registration for our Annual Conference is open.

Come learn, grow and network!

Registration Link -  
<https://40thannualconference.rsvpify.com/> or visit  
our website to download paper forms at  
[www.isfca.org](http://www.isfca.org)



# Stronger!

Understanding and Responding Proactively to the Trials and Traumas of Service

Brought to you by:

**The Idaho State Fire Commissioners' Association at their 40th Annual Conference.**

**Join us on Friday, March 25th from 8:30 - 12:30** for Fire Commissioners, Fire Chiefs and Firefighters for a training on responding to the trials and traumas of service. We will talk about how mental health is really "mental fitness" and it should be a part of our regular training routine. You will learn tools for creating a culture of resiliency and effective methods for real suicide prevention.

**And on Saturday, March 26th from 8:00 - 12:00** for only Firefighters, a training on peer support, resiliency, and how to respond to a friend in need. You will learn practical skills that departments of any size - both full-time and volunteers - can use to better meet the challenges of increasing stress and other challenges.

Both sessions will be taught by author, speaker, and former Marine, Silouan Green. He has worked with first responders for almost twenty years on issues of resiliency, peer support, suicide prevention and mental fitness. A survivor of a tragic jet crash as a US Marine and someone who overcame severe PTSD, he understands personally what it takes to overcome the trials and traumas of life. As a mentor and teacher to many fire departments and firefighters across the country, he is committed to helping all our heroes "come home". From volunteers to large departments, rural to urban agencies, Silouan has worked across the spectrum.

Our firefighters face a host of pressures and their struggle to "come home" can be as challenging as that of a military veteran. Leadership and fellow firefighters can make a difference if they are trained and equipped with the right tools. Both sessions are designed to help you make a difference in the lives of those who serve us so faithfully.

You can learn more about Silouan and his work at [www.silouan.com](http://www.silouan.com).



Silouan Green

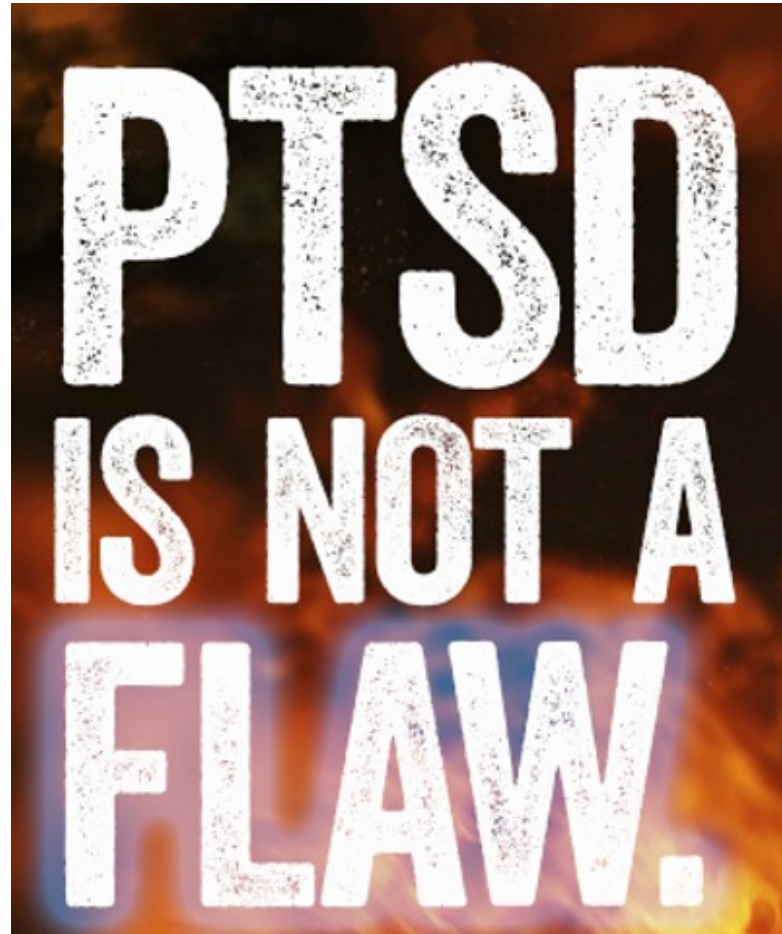
## **PTSI/PTSD Training**

**The association is changing things up this year. At our Annual Conference, we will have two sessions available to Fire Commissioners, Fire Chiefs, Firefighters and Administration. We want to encourage as many people to attend this training, it is FREE and lunch will be provided.**

**If you plan on attending the Annual Conference, you do not need to register for this class. However, if you only plan on attending this session, you will need to register so we can obtain a head count.**

**On Friday, March 25th, the 4 hour session will be for Fire Commissioners, Fire Chiefs, Firefighters and Administration. On Saturday, March 26th, the 4 hour session is ONLY for firefighters. We want the firefighters to be able to have an open discussion without a threat to their employment.**

**Registration Link - <https://ptsdtraining.rsvpify.com/>**



## Surplus Items

### Vehicles

The Sale of Property pursuant to Idaho Code § 31-1420 will be awarded to the highest bidder at not less than its minimum valuation.

Vehicle specs:

- 2012 Fore E450
- Gas V10
- Type III Marque
- GVWR 14,500 pounds
- Mileage: 59,583



Sealed bids must be received at the Fire District, postmarked no later than February 2, 2022:

Kuna Rural Fire District  
Attn: Bid on Ambulance M61  
Mailed to: P.O. Box 607, Kuna ID 83634

The outside of the envelope containing a bid must state “Bid on Ambulance M61”.

The Sealed bid should:

- Identify the bidder;
  - Give contact information for bidder (address and best daytime phone number);
  - State amount of cash bid; and
  - Be dated and signed by the bidder or its authorized agent.

Sealed bids will be opened at the Kuna Rural Fire District Board of Commissioner meeting held at 150 W. Boise Street in Kuna, ID on February 9<sup>th</sup>, 2022 at 1:00 p.m..

If you have any questions, please call 208-922-1144, ext 1.

---

### Turnouts

The Kuna Rural Fire District has 20 Expired Turnout Coats and 14 Expired Turnout Pants that they are donating to a district in need. Please contact their office if you are interested in picking them up. 208-922-1144, ext 1.

---



## **DISTRICT IN NEED**

**The Shelley Firth Fire District is in NEED! They lost 2 engines, their brush truck, water tender, turnouts, hose, etc.**

**If you have surplus items to donate or to loan until they can back on their feet, please email Knute Sandahl, State Fire Marshal with your items.  
Knute.sandahl@doi.idaho.gov.**

**Thoughts and Prayers are with the staff and community members of the Shelley Firth Fire District.**



---

## **THANK YOU SPONSORS AND VENDORS**

To all of our Sponsors and Vendors, Thank You for supporting and believing in our organization. Without your continued support, ISFCA wouldn't be able to provide the educational and leadership training that we have.

### **2022 Sponsors and Vendors**

BNSF Railway Company  
Emergency Services Consulting International  
Emergency Services Insurance Program (ESIP)  
Galena Consulting  
Graham Fire Apparatus  
Hughes Fire Equipment, Inc.  
Idaho Independent Inter. Gov. Authority (III-A)  
ICRMP  
Larsen Fire Apparatus, Inc.  
Les Schwab Tire Centers  
Lincoln Financial Advisors  
McNeil & Co.  
Millington Zwygart CPAs, PLLC  
North Ridge Fire Equipment  
Provident  
Rice Fergus Miller  
SeaWestern Fire Fighting Equipment  
Strategic Communications Solutions, LLC.  
TCA Architecture Planning, Inc.  
VFIS Solutions, Inc.  
Ventry  
Weidner Fire  
White Peterson Law Firm  
Zwycart John and Associates CPAS, PLLC.

We highly encourage you, as Fire Districts, to support our Sponsors and Vendors throughout the year with your business, as they support us. Check out our website for their contact information.

---