



**NORTH DAVIS FIRE DISTRICT  
BOARD OF TRUSTEES**

Station 41, 381 North 3150 West  
West Point City, UT 84015  
(801)525-2850 ext. 101

*Nike Peterson, Chair  
Scott Wiggill, Vice-Chair  
Mark Shepherd, Member  
Howard Madsen, Member  
Gary Petersen, Member  
Brian Vincent, Member  
Annette Judd, Member  
Nancy Smalling, Member  
Vern Phipps, Member*

*Mark Becraft, Fire Chief  
Curt King, Deputy Fire Chief*

**Board of Trustee Meeting  
December 21, 2023**

**Board of Trustee Work Session – 6:00 PM**

Board Members Present – Chair Nike Peterson, Vice-Chair Scott Wiggill, Gary Petersen, Nancy Smalling, Brian Vincent, Annette Judd, Mark Shepherd, and Howard Madsen

Board Members Excused – Vern Phipps

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Curt King, District Clerk Misty Rogers, and Deputy Clerk Jamey Maddy, Deputy Fire Marshal Mike Rawlings, Amber King (NDFD Quality Assessment Quality Improvement)

Visitors – First Professional Services (Dart & Kody McGregor)

1. Call to Order
2. Badge Pinning for New or Promoted NDFD Firefighters - Tabled
3. Staff Reports & Discussions
  - a. Presentation from First Professional Services Regarding Ambulance Services and Billing

Chief Becraft reintroduced First Professional Services to the Board of Trustees. He then turned the time over to First Professional Services.

Dart and Kody McGregor took turns addressing the board. It was stated that over the past year First Professional Services has held numerous meetings with North Davis Fire District staff to provide consulting and advising, planning, etc. Holding quarterly meetings with their departments allows everyone to monitor call ambulance service and billing and collection trends. First Professional Services strives to be proactive, not reactive.

Dart then informed the board that, on average, 48%-52% of all 911 calls are actually transported. In some cases, EMS will respond and assess the patient, and if they recommend that the patient needs further assessment or treatment, the patient will opt to go via their personal vehicle.

The board was informed that as of December, ambulance revenue collections are lower than initially predicted for Fiscal Year 2024. It was then stated that this was a similar situation for

all EMS departments, and NDFD was not alone. Dart educated the board about ambulance billing allowances and the collection process. The State of Utah sets a base rate for ambulance service billing and mileage. The department can determine disposable supply charges. However, Medicaid and Medicare will only pay a set minimal amount, no matter how many supplies or services are rendered. Insurance companies only pay allowable charges; lately, some insurance companies have denied payment for disposable supplies. It was then stated that more people are electing to participate in High Deductible Health Plans, and when EMS services are provided, the patient is left to pay a large amount of the bill. In most cases, patients need to be set up on a payment arrangement, and it can take years to fully collect payment for the service provided (the VA takes nearly 9 months to pay for service).

In 2023, NDFD interfacility transports have decreased by approximately 361. This is due to the people living in facilities that need to be transported by ambulance to doctors and treatment appointments regularly. However, since First Professional Services began billing and collecting for NDFD, charges are up nearly \$688,000 from the prior year. For example, charges per transport in 2023 are \$2,145; in 2021, the per transport cost was \$1604; and in 2022, charges were \$1,383.

Board Member G. Petersen recommended separating interfacility transport numbers from regular transports. Ms. Rogers stated that future budgeting will separate interfacility transports from the estimated ambulance revenue for the budget year. Chair N. Peterson noted that the interfacility transports should be treated as one-time money and not used to estimate annual revenue. Board Member G. Peterson agreed.

Dart and Kody McGregor reassured the board that First Professional Services is and will continue to work with State Chiefs, numerous other agencies, and the State Legislature to find a solution for the current billing and collection issues that all departments face.

- b. Discussion of the North Davis Fire District Board of Trustee Meeting Schedule for Calendar Year 2024.

Ms. Rogers asked if any board members had concerns about the drafted meeting schedule for the Calendar Year 2024. No concerns were presented to the board. Ms. Rogers asked that the board approve the Calendar Year 2024 meeting schedule during the regular meeting.

Chair N. Peterson motioned to move to the regular meeting.

### **Board of Trustee Meeting – 6:30 PM or Immediately Following the Work Session**

Board Members Present – Chair Nike Peterson, Vice-Chair Scott Wiggill, Gary Petersen, Nancy Smalling, Brian Vincent, Annette Judd, Mark Shepherd, and Howard Madsen

Board Members Excused – Vern Phipps

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Curt King, District Clerk Misty Rogers, and Deputy Clerk Jamey Maddy, Deputy Fire Marshal Mike Rawlings, Amber King (QAQI specialist)

1. Call to Order

2. Invocation or Inspirational Thought – Deputy Chief King
3. Pledge of Allegiance
4. Citizen Comment
5. Consideration of Approval of Minutes from November 16, 2023, Board Meeting

Board Member Shepherd motioned to approve the November 16, 2023, Board Meeting minutes. Board Member G. Petersen seconded the motion. The motion passed.

6. Consideration of Approval of the North Davis Fire District Bills for November 2023

Vice-Chair Wiggill motioned to approve the North Davis Fire District Bills for November 2023. Board Member Madsen seconded the motion. The motion passed.

7. Consideration of Approval of the North Davis Fire District Financial Report

Chief Becraft stated that employees have been out for extended sick leave. However, the budget is steady and on target.

Board Member G. Petersen motioned to approve the North Davis Fire District Financial. Board Member Smalling seconded the motion. The motion passed.

8. Presentation and Acceptance of the North Davis Fire District Audit Report for Fiscal Year 2023

Ms. Rogers stated that the FY2023 Audit Report will be completed and submitted to the Office of the State Auditor by the required deadline. However, the presentation of the audit report to the Board of Trustees will be postponed until the January 2024 meeting.

Board Member G. Petersen thanked the administration for the audit process.

9. Consideration of Approval of the North Davis Fire District Meeting Schedule for Calendar Year 2024

The North Davis Fire District Meeting Schedule for Calendar Year 2024 will be amended. The meeting in August will be held on August 8, 2024, not August 10<sup>th</sup>.

Board Member Shepherd motioned to approve the North Davis Fire District Meeting Schedule for the Calendar Year 2024. Board Member Smalling seconded the motion. The motion passed.

10. Fire Chiefs Report

Chief Becraft reported that Blalock has been great to watch over the Station 42 construction process. The construction is moving along.

Deputy Chief King informed the board that a fire had recently occurred in a high-density housing structure in Sunset City. The crews provided excellent service and performed a rescue out of a second-story window.

Chief Becraft stated that this is a rough time of year for First Responders; numerous tragedies occur, and we pray for the people.

Deputy Chief King provided the board with a PowerPoint presentation of the construction of Station 42.

Ms. Rogers stated that the North Davis Fire District Meeting Schedule for Calendar Year 2024 will be amended. The meeting in August will be held on August 8, 2024, not August 10<sup>th</sup>.

#### 11. Member City Updates

Clearfield City – Board Member Shepherd stated that the vertical construction for Clearfield Station will begin in spring.

Sunset City – Vice chair Wiggill expressed his appreciation to NDFD for driving Santa Claus around Sunset and for the work performed on the structure fire.

West Point City – Board Member Vincent stated that the West Davis Corridor will open on January 6<sup>th</sup>.

Chief Becraft stated that the North Davis Fire District Annual Awards Banquet will be held on February 29<sup>th</sup>.

Chair N. Peterson thanked Board Member G. Petersen for the years of service he provided to the North Davis Fire District. Gary is the last board member from the creation of the district. Chair N. Peterson stated that the changes over the years are surreal.

Vice-Chair Wiggill stated that Board Member G. Petersen has provided significant knowledge to the district and the board.

Board Member G. Petersen provided the board with information on how the district was created. The District had to borrow and float 18 months of revenue to start and run the district until tax increment could be received. He then expressed his appreciation for allowing him to participate.

#### 12. Motion to Adjourn

Board Member Shepherd motioned to adjourn. Board Member Wiggill seconded the motion. The motion passed.

Dated and posted this 25<sup>th</sup> day of January 2024.

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Scott Wiggill, Vice-Chair

ATTEST:

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Misty Rogers, District Clerk