Eastern Peninsula Highway Emergency Service Area

Board Meeting Agenda

6:00 PM June 16, 2025 Bear Creek Fire Station

13105 Seward highway 99664

SERVICE AREA REPRESENTATIVES

Seat A	Seat B	Seat C	Seat D	Seat E
Rachel Sullivan	<i>VACANT</i>	Sean Carrington	Judy Ingersoll	Jessica Hogan
Board Member	Board Member	Board Member, Chair	Board Member	Board Member, Vice Chair
Expires 10/2027	Expires 10/2025	Expires 10/2025	Expires 10/2026	Expires 10/2026
	Fire Chief	Fire Technician	Assembly Representative	
	Richard Brackin	Traci Petersen	James Baisden	

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Approval of the Minutes 05/12/2025
- **E. Public Comments/Presentation** (3 minutes per speaker)
- G. Coordinator's Report
 - EPHESA Expenditure Report:
 - EPHESA Call for Service Report:

H. Contracted Agencies Reports

- Hope Sunrise ES:
- Cooper Landing ES:
- Moose Pass Fire Co:
- Girdwood Fire Dept:
- Bear Creek Fire/EMS:

I. Unfinished Business

- J. New Business
 - Cooperative Agreement Renewal:
- K. Board Comments
- L. Announcement of Next Meeting & Location
- M. Adjournment

Eastern Peninsula Highway Emergency Service Area

Board Meeting Minutes

6:00 PM May 12, 2025 Bear Creek Fire Station 13105 Seward highway 99664

SERVICE AREA REPRESENTATIVES

Seat A	Seat B	Seat C	Seat D	Seat E
Rachel Sullivan	VACANT	Sean Carrington	Judy Ingersoll	Jessica Hogan
Board Member	Board Member	Board Member, Chair	Board Member	Board Member, Vice Chair
Expires 10/2027	Expires 10/2025	Expires 10/2025	Expires 10/2026	Expires 10/2026
	Fire Chief	Fire Technician	Assembly Representative	
	Richard Brackin	Traci Petersen	James Baisden	

- A. Call to Order 6:02 PM
- **B.** Roll Call Judy Ingersoll, Jessica Hogan, Rachel Sullivan, Richard Brackin, Michelle Weston
- C. Approval of the Agenda

Motion to approve the agenda by Judy Ingersoll, Rachel Sullivan, Second,

D. Approval of the Minutes 04/21/2025

Motion to approve the agenda by Judy Ingersoll, Second, Rachel Sullivan.

E. Public Comments/Presentation (3 minutes per speaker)

None Present

- G. Coordinator's Report
 - EPHESA Expenditure Report: Richard Brackin Addressed the expenditure report for the last month. No questions were asked from the board members.
 - EPHESA Call for Service Report: Richard Brackin 4 calls since last meeting. Agency Strengthening Grant, End-Of-Year Report is due.

H. Contracted Agencies Reports

- Hope Sunrise ES: Jessica Hogan 6 calls for the year. 3 calls recently. Trainings have become more regular, with more volunteers attending. A Phillips Vitals Machine was donated.
- Cooper Landing ES: Rachel Sullivan 32 calls for the year. Joint extrication class was held with Moose Pass and Hope. 23 attended. 3 people from Cooper Landing attended the Wildland Training.
- Moose Pass Fire Co: Judy Ingersoll Not much to add. Preparing for training in the fall.
- Girdwood Fire Dept: Michelle Weston 243 calls for the year.
- Bear Creek Fire/EMS: Richard Brackin Lots of classes coming this year.

I. Unfinished Business

None

J. New Business

None

K. Board Comments

No Comments.

L. Announcement of Next Meeting & Location

Bear Creek Fire Station @ 6PM on the 16th of June.

M. Adjournment 6:14 PM

KENAI PENINSULA BOROUGH

Authorized Spending Report To Date: 06/10/2025

To Date: 06/10/2025 From Account: 235-51710 To Account: 235-51710 Run Date: 06/10/2025 User: rbrackin

Report by: FUND, DEPT, OBJECT, Class

Segments	Total Budget	Original Budget	Budget Transfers	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	Total Avai.	Total %
235 : E PENINSULA HWY EMER SA-EPHESA									
51710 : EASTERN PEN HWY EMERG SVC AREA									
Personnel:									
40110 : REGULAR WAGES	0.00	0.00	0.00	1,554.81	35,958.86	0.00	0.00	-35,958.86	0.00%
40210 : FICA	0.00	0.00	0.00	112.18	2,612.55	0.00	0.00	-2,612.55	0.00%
40221 : PERS	0.00	0.00	0.00	342.06	7,910.99	0.00	0.00	-7,910.99	0.00%
40321 : HEALTH INSURANCE	0.00	0.00	0.00	682.50	14,456.20	0.00	0.00	-14,456.20	0.00%
40322 : LIFE INSURANCE	0.00	0.00	0.00	0.00	61.31	0.00	0.00	-61.31	0.00%
40410 : LEAVE	0.00	0.00	0.00	0.00	4,656.26	0.00	0.00	-4,656.26	0.00%
SubTotal : Personnel	0.00	0.00	0.00	2,691.55	65,656.17	0.00	0.00	-65,656.17	0.00%
Supplies :									
42210 : OPERATING SUPPLIES	750.00	750.00	0.00	0.00	0.00	0.00	0.00	750.00	100.00%
42250 : UNIFORMS	18.00	18.00	0.00	0.00	0.00	0.00	0.00	18.00	100.00%
42263 : TRAINING SUPPLIES	1,125.00	1,125.00	0.00	0.00	960.95	0.00	0.00	164.05	14.58%
SubTotal : Supplies	1,893.00	1,893.00	0.00	0.00	960.95	0.00	0.00	932.05	49.24%
Services:									
43011 : CONTRACTUAL SERVICES	307,965.00	307,965.00	0.00	12,433.37	123,600.00	0.00	69,468.10	114,896.90	37.31%
43019 : SOFTWARE MAINTENANCE	113.00	113.00	0.00	0.00	0.00	0.00	0.00	113.00	100.00%
43026 : SOFTWARE LICENSING	2,200.00	2,200.00	0.00	0.00	2,172.00	0.00	0.00	28.00	1.27%
43110 : COMMUNICATIONS	2,300.00	2,300.00	0.00	97.02	1,762.28	0.00	0.00	537.72	23.38%
43140 : POSTAGE & FREIGHT	100.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00%
43210 : TRANSPORT/SUBSISTENCE	4,650.00	4,650.00	0.00	0.00	977.72	0.00	0.00	3,672.28	78.97%
43260 : TRAINING	1,510.00	1,510.00	0.00	0.00	0.00	0.00	0.00	1,510.00	100.00%
43510 : INSURANCE PREMIUM	5,540.00	5,540.00	0.00	0.00	5,540.00	0.00	0.00	0.00	0.00%
43610 : UTILITIES	2,200.00	2,200.00	0.00	0.00	1,099.44	0.00	0.00	1,100.56	50.02%
43720 : EQUIPMENT MAINTENANCE	110.00	110.00	0.00	0.00	0.00	0.00	0.00	110.00	100.00%

Segments	Total Budget	Original Budget	Budget Transfers	MTD Exp	YTD Exp	YTD PreEnc	YTD Enc	Total Avai.	Total %
43780 : BUILDING/GROUNDS MAINTENANCE	250.00	250.00	0.00	0.00	0.00	0.00	0.00	250.00	100.00%
61990 : ADMIN SERVICE FEE	8,949.00	8,949.00	0.00	0.00	4,031.27	0.00	0.00	4,917.73	54.95%
SubTotal : Services	335,887.00	335,887.00	0.00	12,530.39	139,182.71	0.00	69,468.10	127,236.19	37.88%
Capital Outlay :									
48514 : FIREFIGHTING/RESCUE EQUIPMENT	13,500.00	20,000.00	-6,500.00	0.00	0.00	0.00	0.00	13,500.00	100.00%
48519 : TRAINING EQUIPMENT	6,500.00	0.00	6,500.00	0.00	0.00	0.00	1,500.00	5,000.00	76.92%
48760 : MINOR FIRE FTG EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	4,950.00	-4,950.00	0.00%
SubTotal : Capital Outlay	20,000.00	20,000.00	0.00	0.00	0.00	0.00	6,450.00	13,550.00	67.75%
Other Financing Uses :									
50264 : TRANSFER TO 911 COMMUNICATIONS	9,143.00	9,143.00	0.00	0.00	9,143.00	0.00	0.00	0.00	0.00%
SubTotal : Other Financing Uses	9,143.00	9,143.00	0.00	0.00	9,143.00	0.00	0.00	0.00	0.00%
SubTotal: 51710: EASTERN PEN HWY EMERG SVC AREA	366,923.00	366,923.00	0.00	15,221.94	214,942.83	0.00	75,918.10	76,062.07	20.73%
SubTotal: 235: E PENINSULA HWY EMER SA-EPHESA	366,923.00	366,923.00	0.00	15,221.94	214,942.83	0.00	75,918.10	76,062.07	20.73%
Grand Total :	366,923.00	366,923.00	0.00	15,221.94	214,942.83	0.00	75,918.10	76,062.07	20.73%