



## Canyon Creek Rural Fire District Board of Trustee's Emergency Board Meeting

Thursday – Oct 24, 2024

**This meeting was conducted via email.**

### Email sent to:

Rick Grady, Chair

Max Eskildsen, Trustee

Jim Thomas, Vice Chair

Deziah Gilliam, Probationary EMT

Ellen Eskildsen, Secretary

Wendy Adamson, Treasurer

Jeremy Gilliam, Interim Probationary Fire Chief

Chair Rick sent out an email at 2:07pm on Oct 24, 2024, to all attending members mentioned above, which included all trustees. He provided a PDF attachment listing medical supplies required to ensure the medical staff at the station can respond to calls involving a medical requirement. He attached a PDF of an online order for the supplies needed; estimated cost of supplies \$2000.00 including shipping.

Treasurer Ellen Eskildsen responded at 2:27pm with her approval of the purchase of the critical need for medical supplies for the station and made a motion to approve the purchase. She also wanted to inquire as to the whereabouts of the many medical supplies that were just purchased in the previous two months.

Chair Grady then replied at 2:33pm to second the motion and agreed with Secretary Ellen's comments.

Interim Chief Gilliam responded at 3:41pm saying that the medical supplies will allow the station to be at minimum requirements for their medical supplies and he will try to get restocked through St. Peters Hospital in the future but if they can't, he will keep the board informed of anything they may need ahead of time.

Chair Grady responded at 3:45pm stating that the emails will be added to the minutes for conducting the emergency meeting.

Trustee Max Eskildsen responded at 7:03pm stating he agreed to the purchase of the required medical items; he voted yes to purchase. He stated that the board is still awaiting an itemized list of medical supplies purchased the last two months.

Chair Grady responded at 7:26pm stating that the feedback to purchase the medical supplies will proceed as Max, Ellen and himself responded via email to approve the purchase. He received no responses from Vice chair Jim Thomas or Treasurer Wendy Adamson through their individual emails. The time to respond was 7:00pm this evening of Thursday, Oct 24, 2024. He stated that Interim Chief Gilliam can now proceed working with Max and Ellen to purchase the requested medical supplies and the payment to be made on the personal credit card of Max Eskildsen to be reimbursed by the trustee board. Secretary Ellen will put together minutes with the emails sent and all pics presented as public record. No response from Treasurer Wendy Adamson or Vice Chair Jim Thomas.

Chair Grady adjourned the quorum Emergency Meeting at 7:26 pm.

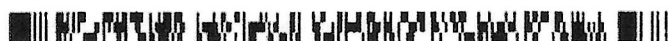
Vice Chair Jim Thomas responded at 6:07am on Oct 25, 2024, saying a little more heads up on these meetings would be nice for those that don't live on the internet.

Meeting Minutes approved by the Chairperson

*Rick Grady*

Date Approved:

*November 18, 2024*





Ellen Almy-Eskildsen &lt;ealmyeskildsen.ccrfd@gmail.com&gt;

## Memorandum to conduit an emergency meeting to purchased outdated and missing medical supplies

9 messages

Richard Grady &lt;gradybunch56@gmail.com&gt;

Thu, Oct 24, 2024 at 2:07 PM

To: Wendy Adamson <wadamson.ccrfd@gmail.com>, jim thomas <jthomascvfd@gmail.com>, Jeremy Gilliam <jeremygilliam69@yahoo.com>, max eskildsen <maxeskildsen@yahoo.com>, Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>, Richard Grady <Gradybunch56@gmail.com>, Dezhiah Gilliam <gilliamdezhiah@yahoo.com>

Please review the attached email on medical supplies\

Estimated cost for the supplies is \$1,700.00 and with shipping around \$300.00, estimated cost being requested at \$2,000.00

Richard E. Grady

Chairperson

2:05 p.m.

10/24/2024

Thursday

**MEMORANDUM on medical supplies.pdf**  
110K

Ellen Almy-Eskildsen &lt;ealmyeskildsen.ccrfd@gmail.com&gt;

Thu, Oct 24, 2024 at 2:27 PM

To: Richard Grady <gradybunch56@gmail.com>

Cc: Wendy Adamson <wadamson.ccrfd@gmail.com>, jim thomas <jthomascvfd@gmail.com>, Jeremy Gilliam <jeremygilliam69@yahoo.com>, max eskildsen <maxeskildsen@yahoo.com>, Dezhiah Gilliam <gilliamdezhiah@yahoo.com>

Fellow Trustees and interim probationary Chief Gilliam

To ensure we have the proper resources to respond to medical calls in our community I make a motion to proceed with the purchase as requested.

It would be nice to have an accounting as to the previous purchases of medical supplies the last two months to account for those expenses incurred by the board of trustees as we are the stewards of the tax payers money. Going forward I feel a better accounting of every item received by the Chief must be done and as items are used or expire should be annotated and accounted for. How many medical calls have we responded to in the past two months? What supplies were utilized.

Anyway, again, I make the motion to proceed with the purchase using the Eskildsen personal credit card to be reimbursed by the board.

Thank you

Ellen Eskildsen, Secretary

[Quoted text hidden]

Richard Grady &lt;gradybunch56@gmail.com&gt;

Thu, Oct 24, 2024 at 2:33 PM

To: Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>

Cc: Wendy Adamson <wadamson.ccrfd@gmail.com>, jim thomas <jthomascvfd@gmail.com>, Jeremy Gilliam <jeremygilliam69@yahoo.com>, max eskildsen <maxeskildsen@yahoo.com>, Dezhiah Gilliam <gilliamdezhiah@yahoo.com>, Richard Grady <Gradybunch56@gmail.com>

I second the request and totally agree to ellens comments.

Richard E. Grady.



[Quoted text hidden]

Jeremy Gilliam &lt;jeremygilliam69@yahoo.com&gt;

Thu, Oct 24, 2024 at 3:41 PM

To: Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>, Richard Grady <gradybunch56@gmail.com>  
Cc: Wendy Adamson <wadamson.ccrfd@gmail.com>, jim thomas <jthomascvfd@gmail.com>, max eskildsen <maxeskildsen@yahoo.com>, Deziah Gilliam <gilliamdeziah@yahoo.com>

Hello Ellen,

If this helps I have got the numbers for the last 3 months for you that where medical calls. I have also broken it down. I know in the past Birdseye medical calls; they would use their medical supplies on most of their calls. As for Marysville they do not have any medical supplies or medical staff and so both Canyon Creek and Birdseye would go back in forth depending on who was on scene first. As for our district I would hope we are using our supplies, but the call volume is not that great to be going through that may supplies and, in the past, we were able to restock our supplies with St Peters Ambulance after the call. We still do some of this at the Ski Hill, so I do not see that has changed much with restocking with St. Peters Ambulance. I can see some of the medical supplies expiring but we should not be ordering that many supplies to have on hand. What I went through was too much order in the past and they expired due to not going on enough medical calls. The medical supplies I am requesting is to just get us back up to minimum requirements. Then any medical supplies we use we will restock through St. Peters if we can. If not, I will track what we cannot get from St. Peters and update the Board at each month's trustee meeting. This way we are not spending large amounts of money on medical supplies.

## Canyon Creek medical calls

- August – 2 calls
- September – 1 call
- October – 0 calls

## Birdseye medical calls

- August – 5 calls
- September -- 11 calls
- October – 3 calls

## Marysville medical calls

- August – 0 call
- September -- 0 call
- October – 1 call

Total medical calls for all 3 districts for the last 3 months are 23. Canyon Creek had 3 calls in district, Birdseye had 19 calls and Marysville had 1 call.

[Quoted text hidden]

Richard Grady &lt;gradybunch56@gmail.com&gt;

Thu, Oct 24, 2024 at 3:45 PM

To: Jeremy Gilliam <jeremygilliam69@yahoo.com>, Richard Grady <Gradybunch56@gmail.com>  
Cc: Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>, Wendy Adamson <wadamson.ccrfd@gmail.com>, jim thomas <jthomascvfd@gmail.com>, max eskildsen <maxeskildsen@yahoo.com>, Deziah Gilliam <gilliamdeziah@yahoo.com>

11/4/24, 2:21 PM

Gmail - Memorandum to conduit an emergency meeting to purchased outdated and missing medical supplies

This information will be added to the memorandum on conduct emergency meeting to purchase outdated and missing medical supplies as part of the minutes.

[Quoted text hidden]

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**max eskildsen** <maxeskildsen@yahoo.com>

Thu, Oct 24, 2024 at 7:07 PM

To: Richard Grady <gradybunch56@gmail.com>, Jeremy Gilliam <jeremygilliam69@yahoo.com>, Jim Thomas <jthomasccvfd@gmail.com>, Wendy Adamson <wadamson.ccrfd@gmail.com>, Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>

See my response below i accidently just responded to rick instead of reply all.

Sent from Yahoo Mail for iPhone

On Thursday, October 24, 2024, 7:03 PM, max eskildsen <maxeskildsen@yahoo.com> wrote:

I agree we need to purchase the required medical items to meet our requirements as a medical response unit for CCRFD - I vote yes to purchase needed items.

We are still awaiting itemized receipts from Wendy on the \$2586 in medical supplies ordered the last 4 months.

Sent from Yahoo Mail for iPhone

[Quoted text hidden]

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**max eskildsen** <maxeskildsen@yahoo.com>

Thu, Oct 24, 2024 at 7:08 PM

To: Richard Grady <gradybunch56@gmail.com>, Jeremy Gilliam <jeremygilliam69@yahoo.com>, Jim Thomas <jthomasccvfd@gmail.com>, Wendy Adamson <wadamson.ccrfd@gmail.com>, Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>

I agree we need to purchase the required medical items to meet our requirements as a medical response unit for CCRFD - I vote yes to purchase needed items.

We are still awaiting itemized receipts from Wendy on the \$2586 in medical supplies ordered the last 4 months.

Sent from Yahoo Mail for iPhone

[Quoted text hidden]

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**Richard Grady** <gradybunch56@gmail.com>

Thu, Oct 24, 2024 at 7:26 PM

To: max eskildsen <maxeskildsen@yahoo.com>, Richard Grady <Gradybunch56@gmail.com>  
Cc: Jeremy Gilliam <jeremygilliam69@yahoo.com>, Jim Thomas <jthomasccvfd@gmail.com>, Wendy Adamson <wadamson.ccrfd@gmail.com>, Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>

The feedback to the memorandum to purchase the required medical items will proceed. Myself, Max amf ellen responded via their emails.. I received no response from Jim and Wendy. from their individual emails. The time to respond was set at 7:00 p.m. this evening of Thursday - October 24, 2024.

Jeremy can now proceed working with Max and Ellen on purchasing the requested medical supplies and how the payment will be made with their personal credit to b reimbursed by the trustees.

Ellen will put together the minutes with all the emails, my memorandum and all the pics presented as public record,

Thank you  
Richard E. Grady  
Chairperson  
CCRFD



11/4/24, 2:21 PM

Gmail - Memorandum to conduit an emergency meeting to purchased outdated and missing medical supplies

[Quoted text hidden]

**jim thomas** <jthomascvfd@gmail.com>

Fri, Oct 25, 2024 at 6:07 AM

To: Richard Grady <gradybunch56@gmail.com>

Cc: max eskildsen <maxeskildsen@yahoo.com>, Jeremy Gilliam <jeremygilliam69@yahoo.com>, Wendy Adamson <wadamson.ccrfd@gmail.com>, Ellen Almy-Eskildsen <ealmyeskildsen.ccrfd@gmail.com>

Having a little more heads up on these meetings would be nice, for those of us who don't live on the internet.

Jim T.

[Quoted text hidden]

## MEMORANDUM

To: Canyon Creek Rural Fire District (CCRFD) Board of Trustees

From: Richard E. Grady, Chairperson, CCRFD Board if Trustee's *R.E.G.*

Subject: Conduct an Emergency meeting via email today to purchase outdated and missing medical supplies to put into the various medical bags that will be located in the QRU and stored in the medical file cabinet.

Date: Thursday – October 24, 2024

As the Chairperson I am calling for an emergency meeting today via email on the request from Jeremy Gilliam to get the outdated and missing medical supplies based on his inventory of the medical bags on Tuesday evening of October 21, 2024.

I will be forwarding two emails, one from Jeremy Gillman on the requested list of the medical supplies and second email from Deizah Gillman on various pics that were taken as documentation regarding condition of the medical supplies as the medical inventory was being completed.

**EMERGENCY MEETINGS – During an Incident or when it is properly deemed that time is of the essence, the chairperson or any other officer of the Board may conduct an emergency meeting of the Trustees by telephone, email, or in person with as many trustees participating as are available under the circumstances. Minutes will be kept. Normal quorum requirements do not apply.**

**As the Chairperson, I am conducting the emergency meeting via email, so their is solid written documentation on file. Anyone that has written comments on the list of the medical equipment being requested, please address them to Jeremy via email.**

Ask for input to move forward today and by 7:00 pm tonight on voting to get the medical supplies being requested to put the medical bags into service and into the QRU.

Max and Ellen will put the medical charges on their personal credit card to get reimbursed





# Sales Order Confirmation

PHONE: (800) 533-0523  
www.boundtree.com

Please Remit To:
<b>BOUND TREE MEDICAL, LLC.</b>
23537 Network Place
Chicago, IL 60673-1235

Order #	105685983
Date	10/25/2024
Page	1 of 3
Entered By	VTEASLEY

TIN# 31-1739487

Bill To: 235891

Ship To: SHIP007

CANYON CREEK RURAL FIRE DEPARTMENT  
PO BOX 464  
CANYON CREEK, MT 59633-0464

Jeremy Gilliam  
7500 PARADISE PLACE  
CANYON CREEK, MT 59633

Purchase Order No.	Customer ID	Salesperson ID	Whse	Shipping Method	Payment Terms			Ref #
	235891	E MUNCIE	05	>\$200 NO FRT	CREDIT CARD PMT			33813808
Item Number	Description	Ordered	Shipped	B/O	U of M	Unit Price	Ext. Price	
2764-80121	Lancets, Assure Lance, 21 ga x 1.8 mm 100/bx	1	1	0	BX	\$22.49	\$22.49	
670161-KIT	Curaplex Assure Prism Orange Kit BASIC, incl Meter, Orange Case, 2 Bt Test Strips	2	2	0	EA	\$43.29	\$86.58	
230810	STAT PADZ II PEDIATRIC FOR ZOLL AED PLUS, AED PRO, M Series, R Series and E Series	1	1	0	PR	\$167.99	\$167.99	
86431	LTD QTY - ALCOHOL GEL 8 OZ 24EA/CS	12	12	0	EA	\$3.44	\$41.28	
1071-10204	Curaplex Emesis Bag, 1000cc, Standard 25/pk 6pk/cs	1	1	0	PK	\$26.49	\$26.49	
2731-31002	*NON RETURNABLE* Medsource Non-contact Infrared thermometer IR 300	1	1	0	EA	\$19.99	\$19.99	
031-91422	Face Mask, 3-Ply, Earloops, Blue, ASTM Level II, 50/BX, 6BX/CS	1	1	0	BX	\$12.49	\$12.49	
3174-21015	Restraint Straps, Y Body Strap System, Blue and Orange, Nylon, with Case	1	0	1	EA	\$82.99	\$82.99	
1022-48023	SAFETY GLASSES, GATEWAY STARLITE SQUARED, CLEAR LENS, BLACK FRAMES 10/BX	1	1	0	BX	\$22.99	\$22.99	
044-AS00503SEA	Bulb syringe, ear/ulcer, 3 oz, vinyl, sterile 50ea/cs	2	2	0	EA	\$1.29	\$2.58	
044-AS00502SEA	Bulb syringe, ear/ulcer, 2 oz, vinyl, sterile 50ea/cs	2	2	0	EA	\$0.99	\$1.98	
410336	NASAL CANNULA W/TUBING, INFANT, STRAIGHT TIP W/UNIVERSAL CONNECTOR 50/CS	6	6	0	EA	\$5.99	\$35.94	
301-201EA	Curaplex Select Nebulizer, Small-volume, Hand-held, T-Piece, Mouthpiece, Flextube, 7 ft Tubing, UC	6	6	0	EA	\$1.29	\$7.74	
1071-40368	SAF-T-SEAL BIOHAZARD BAG 4-6 GAL 100/PK 10PK/CS	1	1	0	PK	\$5.79	\$5.79	
295042	BIOHAZARD BAG 1-6 GAL CAPACITY 11 IN X 14 IN 50/BX 10BX/CS ULTRA-TUFF	1	1	0	BX	\$13.89	\$13.89	
533-MS-25058EA	Curaplex Oxygen Mask, Pediatric, Elongated, Total NRB, w/o Safety vent, 7 ft Tubing 50ea/cs	6	6	0	EA	\$1.79	\$10.74	
533-MS-25060EA	Curaplex Oxygen Mask, Adult, Elongated, High Conc, Total NRB w/o Vent, Reservoir Bag, Tubing 50ea/cs	6	6	0	EA	\$1.79	\$10.74	
2353-52020	Dynarex 5202 - Pediatric Nasal Cannula 1/EA 50EA/CS	12	12	0	EA	\$1.09	\$13.08	
D6132	NASAL CANNULA ADULT, FLARED TIP, 7FT TUBING, STANDARD CONNECTOR 50/CS 1104	10	10	0	EA	\$0.89	\$8.90	
34186	CPR Pocket Mask, w/One-Way Valve/Filter, O2 Inlet, Headstrap in White Hard Case 12ea/cs LSP	3	0	3	EA	\$17.29	\$51.87	
1015-47145	Curaplex TritonGrip EP X2 Gloves, LG, White Ext/Green Int, PF Nitrile Exam 100/BX 10BX/CS	2	2	0	BX	\$24.29	\$48.58	
1015-47143	Curaplex TritonGrip EP X2 Gloves, SM, White	1	1	0	BX	\$24.29	\$24.29	



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		235891	E MUNCIE	05	>\$200 NO FRT		CREDIT CARD PMT		33813808
Item Number	Description			Ordered	Shipped	B/O	U of M	Unit Price	Ext. Price
080702	GAUZE CONFORMING STRETCH STERILE 2 IN X 4.1 YD 12EA/BX 8BX/CS			2	2	0	BG	\$5.09	\$10.18
1212-12112	CURAPLEX STERILE, GAUZE SPONGE, WOVEN, 2 IN X 2 IN, 8-PLY, 2EA/PK, 50PK/BX, 30BX/CS			2	2	0	BX	\$3.89	\$7.78
276-9004BX	Tongue depressor, 6 in., senior, sterile 100/BX, 10BX/CS			1	1	0	BX	\$7.09	\$7.09
1015-47146	Curaplex TritonGrip EP X2 Gloves, XL, White Ext/Green Int, PF Nitrile Exam 100/BX 10BX/CS			2	2	0	BX	\$24.29	\$48.58
1015-47144	Curaplex TritonGrip EP X2 Gloves, MED, White Ext/Green Int, PF Nitrile Exam 100/BX 10BX/CS			2	2	0	BX	\$24.29	\$48.58
11845	blanket, emergency, economy, yellow, 54x84 25ea/cs			6	6	0	EA	\$2.99	\$17.94
12945	Curaplex Blanket, Silver Mylar Emergency, 52 in x 82 in 200ea/cs			12	12	0	EA	\$0.44	\$5.28
4781	DISPOSABLE PENLIGHT,6/BAG,20BAG/BX			2	2	0	BG	\$9.19	\$18.38
3020-26210	Slishman Traction Splint (STS), 21 oz, Telescoping Aluminum Poles 25ea/cs			1	1	0	EA	\$215.99	\$215.99
665566	SAM Pelvic Sling II, Standard, 32-50 in Hip 24ea/cs			1	1	0	EA	\$79.99	\$79.99
N7281NICKIT	Nebulizer Mask, Nic The Dragon, Pediatric Mask, Tubing, Nebulizer			3	3	0	EA	\$4.57	\$13.71
F918601	Rapid Heat Instant Hot Pack, 10.5 in x 5.5in, 24/CS			1	1	0	CS	\$47.29	\$47.29
1431-20000	Ice pack, Rapid Cold, Convenient Slide Off Clip, Instant Cold 6EA/BX 4BX/CS			2	2	0	BX	\$12.59	\$25.18
F165632	TAPE ADHESIVE CLOTH SURGICAL 2 IN X 10 YDS 6/BX 12BX/CS			2	2	0	BX	\$12.99	\$25.98
F165631	TAPE ADHESIVE CLOTH SURGICAL 1 IN X 10 YDS 12/BX 12BX/CS			2	2	0	BX	\$12.99	\$25.98
081412	GAUZE PADS STERILE 12 PLY 4 IN X 4 IN 1/PK 100PK/BX 12BX/CS			1	1	0	BX	\$12.19	\$12.19
1124-36800	Triangular Bandages, 40in x 40in x 56in, 12/BX			2	2	0	BX	\$23.99	\$47.98
080703	GAUZE CONFORMING STRETCH STERILE 3 IN X 4.1 YD 12EA/BX 8BX/CS			3	3	0	BG	\$5.79	\$17.37
1121-36572	Curaplex Cohesive Elastic Bandage, 3 in, Blue, Latex Free 24rl/bx 6bx/cs			1	1	0	BX	\$44.29	\$44.29





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Jeremy Gilliam  
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CANYON CREEK, MT 59633

Purchase Order No.	Customer ID	Salesperson ID	Whse	Shipping Method	Payment Terms			Ref #	
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Item Number	Description			Ordered	Shipped	B/O	U of M	Unit Price	Ext. Price

Note: \* Indicates taxable item

CARD# 0735

Subtotal	\$1,479.96
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00