

INFORMAL CONSIDERATION

April 10, 2014

Petitioner: Libby VFD
Fire Chief: Tom Wood
Contact: Tom Wood

Retirement System: VFCA

**Request for Board
Consideration:**

The Libby VFD is requesting that the Board accept the late filed Annual Certificate filed on March 5, 2014 for the fiscal year 2002-2003. The Annual Certificate was signed by the Fire Chief and notarized. Included was the training documentation by fiscal year as is required. See details below.

How many fiscal years is the department requesting to file?

One; 2003

How many specific years of service are being requested?

1 year; 1 members for FY2003

Has the actuary evaluated the impact of these years of service on the VFCA plan?

No

Has the volunteer fire department filed the necessary qualifications as required by State law?

Yes

Was the appropriate training documentation submitted?

Yes

How many times has the department filed late in the last 10 years?

Zero

Give details of any problems:

No problems existed in receiving the requested information.

Correspondence:

FY2003

- October 25, 2012: Letter received from fire chief, Tom Woods, stating that after reviewing his annual statement, he was missed on an annual certificate.
- November 2, 2012: Sent email correspondence to Diann Levandowski, informing her of the missed year of service.
- November 3, 2012: Email response sent back to Tom Woods from Diann Levandowski, referencing the year of service being documented as a "No" for credit.
- November 5, 2012: Email received from Tom Woods with training documentation for FY2003.
- November 23, 2012: Letter sent to fire chief, Tom Woods, by Diann Levandowski requesting the training documentation to be certified, a letter of explanation, and a blank annual certificate to be filled out correctly and notarized.
- January 7, 2014: As requested, sent Tom Woods a new copy of the annual certificate.
- March 5, 2014: Received notarized annual certificate, letter of explanation and uncertified training documentation from Tom Woods
- April 1, 2014: Letter certifying training documentation was received by email.

Libby Volunteer Fire Department

Acceptance of past Certificates that increase members' years of service

Summary:

Pursuant to § 19-17-112 (5), MCA a late filed certificate must be filed within 3 years of the due date. FY2002-2003 Annual Certificate was due on September 1, 2003. The information was received on March 5, 2014.

RELEVANT LAW AND RULES:

Montana Code Annotated (Effective before July 1, 2011)

19-17-108. Credit for service as volunteer firefighter – records. (1) The annual period of service that may be credited under this chapter is the fiscal year. A fractional part of a year may not count toward the service required for participation in this system. To be eligible to receive credit for any particular year, a volunteer firefighter shall serve with a fire company throughout the entire fiscal year.

(2) The years of service are cumulative and need not be continuous. Separate periods of service properly credited with different fire companies must be credited toward a member's eligibility for full or partial benefits.

(3) A volunteer firefighter must receive credit for service during any fiscal year if:

(a) during the fiscal year, the volunteer firefighter completes a minimum of 30 hours of training in matters pertaining to firefighting under a formal program that has been formulated, supervised, and certified to the board by the chief or designated official of the fire company;

(b) the volunteer firefighter's participation in the training program is documented in the fire company's records filed and maintained by the chief or designated official; and

(c) the fire company maintained firefighting equipment that is in serviceable condition and owns, rents, or uses one or more buildings used for the storage of that equipment that all together are valued at \$12,000 or more.

(4) The chief or designated official of each fire company shall keep and maintain training records for each current and former volunteer firefighter who is or was a member of the fire company.

Montana Code Annotated (Effective July 1, 2011)

19-17-108. Credit for service as a volunteer firefighter – records. (1) The annual period of service that may be credited under this chapter is the fiscal year. A fractional part of a year may not count toward the service required for participation in this system. To be eligible to receive credit for any particular year, a volunteer firefighter shall serve throughout the entire fiscal year with a single fire company that is organized under Title 7, chapter 33, and continues to meet the requirements of 19-17-109.

(2) The years of service are cumulative and need not be continuous. Separate periods of service properly credited with different fire companies must be credited toward a member's eligibility for benefits.

(3) A volunteer firefighter may not receive credit for service during any fiscal year unless:

(a) during the fiscal year, the volunteer firefighter completes a minimum of 30 hours of training in firefighting duties as outlined in 19-17-105 under a formal program that has been formulated, supervised, and certified to the board by the chief or designated official of the fire company; and

(b) the volunteer firefighter's participation in the training program is documented in the fire company's records maintained pursuant to 19-17-111 by the chief or designated official.

Montana Code Annotated (Effective July 1, 2011)

19-17-112. Filing required reports – limitations. (1) The chief or designated official of each fire company that claims eligibility under this chapter shall, on or before September 1 of each year, file with the board an annual certificate, the current year's roster, and a membership card for each new member.

(2) (a) The annual certificate is a form reporting a fire company's membership eligibility for the previous fiscal year.

(b) The annual certificate must be completed on a form prescribed by the board and contain the date of organization of the fire company and the full name, social security number, and date of birth of each member of the fire company who was a member for the entire fiscal year and who successfully completed 30 hours of training during the preceding fiscal year, as required by 19-17-108.

(c) The chief or designated official shall subscribe and verify under oath, before a notary, that the fire company and members qualified under 19-17-108 and 19-17-109.

(d) The board shall maintain the certificate for the purpose of establishing service for members and eligibility for benefits.

(3) The roster must be signed by the fire chief or designated official, filed with the board, and contain information in writing that provides the names of the fire company, its date of organization, officers, and roll of active and inactive members for the current fiscal year. A roster may be updated to report new members but may not be retroactive.

(4) A membership card must be completed and filed with the board for each member who was a member on or before July 1, 2011, and for each new member who joins after July 1, 2011.

(5) The current fire chief shall file any late or amended annual certificates and the associated certified training records within 3 years of the original annual certificate due date. An annual certificate may be amended only once. The board shall consider and may approve late filings. Information provided to the board by the fire chief must be in accordance with the board's rules.

(6) The current fire chief may request to appear before the board for consideration of the request to file a late or amended annual certificate.

Montana Code Annotated (Effective before July 1, 2011. Repealed in 2011 Legislature and added to 19-17-112, MCA)

19-17-402. Certificate of eligibility. The chief or designated official of each fire company that claims eligibility under this chapter shall, on or before September 1 of each year, file a certificate on a form to be provided by the board, subscribed and verified under oath before a notary, stating whether the company qualified under 19-17-108(3) during the preceding fiscal year. The certificate must contain the date of organization. The certificate must list the full name, social security number, and date of birth of each member of the fire company who was a member for the entire fiscal year and satisfactorily completed 30 hours of training during the preceding fiscal year, as required by 19-17-108(3). The certificate must be maintained by the board for the purpose of establishing service for members and eligibility for benefits.

MPERA ARM

2.43.5001 BASIC UNIT OF SERVICE (1) As of July 1, 1965, the basic unit of service for volunteer firefighters is one fiscal year. Volunteer firefighters not continuously on the active membership list of a single qualifying volunteer fire company for the entire fiscal year shall not be listed on the annual certificate and shall not receive credit for service under the Volunteer Firefighters' Compensation Act (VFCA) for that fiscal year. A volunteer fire company qualifies to participate in the VFCA if the requirements of 19-17-402, MCA, are met.

(2) A volunteer firefighter shall receive one year of credit for service under the VFCA for each two full fiscal years of service performed prior to July 1, 1965. (History: 19-17-203, MCA; IMP, 19-17-201, 19-17-401, 19-17-402, MCA; NEW, 1986 MAR p. 1454, Eff. 8/29/86; AMD, 2003 MAR p. 1188, Eff. 6/13/03; AMD & TRANS, from ARM 2.43.801, 2008 MAR p. 2467, Eff. 12/01/08.)

2.43.5002 FAILURE TO FILE REQUIRED REPORTS (1) In order to receive credit for service under the VFCA, volunteer fire companies must file an "annual certificate" with MPERA. The certification is a report by the fire chief that the members listed on the certificate were active for the full fiscal year and also had the required 30 hours of training. This report is on a fiscal year basis (July through June) and is due by September 1 of each year. The annual certificate is signed by the fire chief and notarized. Annual certificate forms are provided by MPERA.

(2) Annual certificates filed after the September 1 due date must be appealed to and considered by the board for approval. Information provided to the board by the fire chief or designated official must include:

- (a) the original, notarized annual certificate;
- (b) certified training documents showing the required 30 hours of training per listed member;
- (c) a letter from the fire chief explaining why the annual certificate was not filed timely; and
- (d) if requested by the fire chief, oral argument before board. (History: 19-17-203, MCA; IMP, 19-17-201, 19-17-402, MCA; NEW, 1986 MAR p. 1454, Eff. 8/29/86; AMD, 2003 MAR p. 1188, Eff. 6/13/03; AMD & TRANS, from ARM 2.43.802, 2008 MAR p. 2467, Eff. 12/01/08.)

PUBLIC EMPLOYEES' RETIREMENT BOARD

April 10, 2014

Topic: Libby Volunteer Fire Department

Acceptance of past Certificates that increase members' years of service

Staff recommendation:

Staff recommends the 1 member for FY2003 of the Libby VFD not be granted the years of credited service. The amendment of this annual certificate is not in compliance with MCA 19-17-112 (5), since the amendment was not filed within 3 years of the original annual certificate due date.

Board Motion:

Uphold Staff Recommendation

Other.

Moved by

Seconded by

Vote

Lincoln County Rural Fire Dist. #1/Libby Volunteer Fire Department
% Tom Wood, Chief
P.O. Box 1546
Libby, MT 59923

RECEIVED
OCT 25 2012
RETIREMENT BOARD

Montana Public Employee Retirement Administration
P.O.Box 200131
Helena, MT 59620-0131

10/23/2012 RE: Thomas J. Wood DOB 7/6/50 VFCA Annual Statement as of 10/18/2012

Dear PERS:

I received my service year list today and find an error. The year 2003 is not shown. I am attaching a copy of the annual report that was filed back then. You will note on the report it states "see reverse side for additional member". The attached copy also shows that additional member info. That is me. I was somehow left off the list that we got from your office that year, so we showed my info on the back of the form, as we were instructed to do.

Please make a correction and send me a new Annual Statement with that year showing. If you need anything more from me, please just call or write. (406-293-1606 is my cell#)

Thanks,



Tom Wood, Chief

P.S. We do have two Thomas J. Wood members, so please use my DOB 7/6/50. Last 4 of my s/s # 2694

Levandowski, Diann

From: Tom Wood [lvfd1@hotmail.com]
Sent: Monday, November 05, 2012 8:50 PM
To: Levandowski, Diann
Subject: Re: Vol. F/F Compensation Act benefits
Attachments: scan0185.pdf

Hi Diann, thanks for your response. There must been a mistake (on my part) on that report for 2003, I have a copy of it and I do see that I am listed as "NO". I am attaching copies of our training records for 2002 and 2003, you can see that from 7/1/02 to 12/31/02 I had 38 hours of training and from 1/1/03 to 6/30/03 I had 32 hours of training (Making a total of 70 hours for the fiscal year of 7/1/02 to 6/30/03). Can you make a correction from this information, or do you need something more? Thanks for your help. Tom Wood

From: Levandowski, Diann
Sent: Saturday, November 03, 2012 8:21 AM
To: 'Tom Wood'
Subject: RE: Vol. F/F Compensation Act benefits

Hi Tom,

I had checked into the 2003 year of service that you were asking about and I just never got around to getting back to you. The copy of the annual certificate that you sent me was 2004 and you had received credit for that year. However, when looking at the 2003 annual certificate there was a "NO" in the credit column. Apparently, you must have not had enough training hours to receive that year of credit. I have taken a copy of that year and will send it on to you for your records.

Let me know what you find out on the sheet of information. If you need any other information let me know.

Diann Levandowski
Assistant Fiscal Services Bureau Chief
Montana Public Employees' Retirement Administration
406-444-3193 or 877-275-7372 ext 3193 (toll free)
dlevandowski@mt.gov

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From: Tom Wood [mailto:lvfd1@hotmail.com]
Sent: Friday, November 02, 2012 4:13 PM
To: Levandowski, Diann
Subject: RE: Vol. F/F Compensation Act benefits

Hi Dianne, thanks so much for your fast reply. I totally agree with what you wrote, I was almost 100% sure of the benefits as I do look the booklet over every year or so just to stay on top of the benefits. Now, I have no idea of where I got this sheet of paper!! Sorry, but it just ended up on my desk a few days ago. I think one of my f/f went to a meeting, or maybe the volunteer convention or something and got the copy and just gave it to me. I will attempt to find out where it came from. I will let you know if I find out. Thanks again for your help and research. For now, I am just going

to throw the sheet away.

I got your packet in the mail yesterday asking about which FD's I insure and I will be getting you that info over the week-end, or first of the week.

Finally, I had received my personal years of service record a couple weeks ago and I found a mistake. I sent in the copies of the correct info, as of yet I have not heard anything. It is not a big rush, but I thought as long as I was writing you I would ask you about it. I believe it was 2003 that had not gotten recorded for me. My name and info was on the back side of the form that was submitted and must have gotten missed somehow. I know I have way more years than are needed, so probably not having one year show up is not that big a deal, but it is just a pride thing, I guess. (41 years having fun and serving the community!!) Thanks, Tom Wood

From: DLevandowski@mt.gov
To: lvfd1@hotmail.com
Subject: FW: Vol. F/F Compensation Act benefits
Date: Fri, 2 Nov 2012 21:47:22 +0000

Tom,

I am responding to this e-mail on behalf of Roxanne Minnehan.

Would you be able to tell me what meeting you attended where you received this information? The information is incorrect and contains an old address of Public Employee Retirement Administration (PERA). PERA is no longer located at 1712 Ninth Ave and hasn't been for the past ten years.

The funeral benefit for a volunteer firefighter who is killed in the line of duty is payment of reasonable expenses or \$1,500, whichever is less. Section 19-17-503, MCA

The up to \$25,000 is for medical expenses of a volunteer firefighter injured in the line of duty. Section 19-17-502, MCA

A survivor does not receive a "death payment". Survivorship benefits terminate when benefits have been paid for a total of 40 months, including any pension or disability benefits paid to the retiree before death. At the request of the recipient, a lump-sum payment may be made in lieu of up to 40 months of survivorship benefits. Section 19-17-405 (4), MCA

Example: Retiree received 36 months of benefits before death, survivor is entitled to 4 months of the same monthly benefit payment or a lump sum for the 4 months.

le: Retiree received 60 months of benefits before death, survivor is not entitled to any benefits.

This looks like it may be a combination of different benefits but has nothing to do with the Volunteer Firefighters Compensation Act and as far as I can tell the Firefighters' Unified Retirement System. These are two of the retirement systems that PERA administers.

I hope that this helps in answering your questions. Please let us know what meeting you would have attended that had this information.

Sincerely,

Diann

Diann Levandowski

Assistant Fiscal Services Bureau Chief
Montana Public Employees' Retirement Administration
406-444-3193 or 877-275-7372 ext 3193 (toll free)
dlevandowski@mt.gov

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From: Tom Wood [mailto:lvfd1@hotmail.com]
Sent: Tuesday, October 30, 2012 12:15 PM
To: DOA MPERA
Subject: Vol. F/F Compensation Act benefits

Hi Roxanne, please find attached a sheet that I was given at a meeting awhile back. I am sorry to say I don't remember who was handing them out, but I do have a question and hope you can help me with it. Please note the very first benefit listed. I am not aware of any one-time death benefit under the act. I know there is the \$1,500 funeral benefit and there is up to \$25,000 med (in some cases) but I can't find anywhere where there is a life benefit. (I am thinking this would be a life of duty death benefit, if it is even a benefit at all). Am I all wet, or is the sheet incorrect. If the sheet is wrong, would you happen to know who put this out so I can contact them? Thanks for your help. Tom Wood, Chief Libby Fire Dept.

P.S. if the information is correct, can you send me info on it. I looked in the booklet online and either missed it or it isn't there either.

TOM WOOD

TRAINING - 2002

MONTH	DATE	CLASS NAME	INSTRUCTORS	POINTS	HOURS
01	03	Business Meeting	Tom Wood	2	
01	10	Electrical Hazards	Flathead Electric	1	1.5
01	15	FF1 Essentials	Scott Beagle		
01	17	Road Location	Ryan A/Dan T/Mike V.	2	2
01	17	Pre Fire-Plan	Drake/Doubek		
01	24	Tool Location & Extinguishers	Beagle/J Wood/Roll	1	2
01	31	5th Thursday	T. Wood	1	0
02	07	1st Thursday	T. Wood	2	0
02	14	CPR	Bob Stickney	1	0
02	20	Tool Location	K. Drake		
02	21	CPR	Bob Stickney	2	2.5
02	28	CPR	Bob Stickney	1	2
03	07	Business Meeting	Tom Wood	2	0
03	09	Haz-Mat Refresher	Stimson Safety Coord.		
03	11-22	Systems & Structures	Richard Johnson/James Munger		
03	14	Haz-Mat	Comer/Place/G. Wood	1	2.5
03	20	FF1	S. Beagle		
03	21	Drafting	Schad/Noble/Resch	2	1.5
03	26-29	40 Hr Hazwoper	Edwards & Assc.		
03	27	FF1	Schad/Beagle/Gehrke		
03	28	Imaging Camera/SCBA	Lauer/Soulher	1	2
04	02	FF1	Al Schad		
04	04	Business Meeting	Tom Wood	2	0
04	08-11	Haz-Mat	Steve Edwards		
04	09	FF1	Al Schad		
04	11	Basic Arson	R Miller/A Colclough/M Gehrke	1	1.5
04	16	FF1	Al Schad		
04	18	Truck Practice	K Broden/P Brown/H Pape	2	2
04	23	FF1	M Gehrke		
04	25	Mock Fire Drill	Zimmerman, Ralph, Clough	1	2
04	29	FF1	M Gehrke		
04	30	FF1	M Gehrke		
05	02	Business Meeting	Tom Wood	2	0
05	07	FF1	Gehrke		
05	08	FF1 Testing	M Gehrke/ T Lindell		
05	09	Standards For Survival	Steve Teigen	1	3.5
05	14	FF1	Gehrke/Beagle		
05	15	SCBA	Stimson		
05	16	FF1	M Gehrke		
05	16	Fit / Hose Test	Lauer/Watt	2	0
05	18-19	Iso Training	ISO/MFSTS		
05	21	FF1	Beagle/Gehrke/Roll		1.5
05	23	FF1	Gehrke/Beagle		
05	23	Truck Opps	Voorhies/Torgison/Andreessen	1	2
05	28	FF1	Gehrke/Beagle		

MONTH	DATE	CLASS NAME	INSTRUCTORS	POINTS	HOURS
05	30	5th Thursday	Tom Wood	1	0
05	30	FF1	Gehrke/Beagle		
05	30	FF1	Gehrke/Beagle		
06	03	FF1	Gehrke/Beagle		
06	04	FF1 Test	Tom Lindell/ Curt Jones		
06	04	Radiological Refresher	Mont. DES		
06	06	Business Meeting	Tom Wood	2	0
06	13	Hose Test	Lauer/Jones	1	0
06	13-16	Convention	MFA/MFTS		4
06	18	SCBA/Ladders	Stimson		
06	20	Smokehouse, Ladders & Ropes	Beagle/Roll/J. Wood	2	2.5
06	27	Trailer Court Location	Comer/G. Wood	1	1.5
06	7-9	Basic Wildlands	Dean Herried		
07	10	Truck/Hose	Stimson		
07	11	Waterfights	G Wood/Broden	1	2
07	18	Hospital Tour	B. Watt	2	1.5
07	22-24	Refresher Courses	Mike Harris		
07	23	FF1	Gehrke/Beagle		
07	25	Old Timers	Beagle/Miller/Voorhies	1	0
07	30	FF1	Gehrke/Beagle		
08	01	Business Meeting	T. Wood	2	0
08	08	Burn Bldg/Image Camera	Al Schad	1	2
08	13	FF1	Gehrke/Beagle		
08	15	Interior Search	T. Wood/Watt/Jones	2	2
08	20	FF1	Beagle/Gehrke		
08	22	Truck Ops & FF1	Lauer/Souther	2	2
08	25	Hazmat w/LVA & Hospital	Charlie Russell		4
08	27	FF1	Gehrke/Beagle		
08	29	5th Thursday	Tom Wood	1	0
09	03	FF1	Beagle/Gehrke		
09	05	Business Meeting	Tom Wood	2	0
09	10	FF1	M Gehrke		
09	12	Sprinkler System	Zimmerman/Clough/Ralph	1	2
09	17	FF1	Gehrke/Beagle/Schad		
09	18	Tool Location	Stimson		
09	19	Turnouts & SCBA	Brown/Pape/Broden	2	1
09	23	FF1	Gehrke/Beagle/Schad		
09	24	FF1	Gehrke/Beagle		
09	25	FF1	Gehrke/Beagle/Schad		
09	26	Vehicle Fire	Gehrke/Colclough/Miller	1	2
09	27	FF1	Gehrke/Schad		
09	28	FF1 Testing	Tom Lindell/ Al Schad		4.5
10	03	Business Meeting	Tom Wood	2	0
10	10	Basic Truck Ops	Watt/Lauer/Jones	1	2
10	16	Confined Space Mock Drill	Glen Doubek		
10	17	Basic Truck Ops	T Wood/Lauer/Jones	2	2
10	24	Basic Truck Ops	Miller/Jones/G Wood	1	2
10	30	Medic First Aid	R. Stickney		

MONTH	DATE	CLASS NAME	INSTRUCTORS	POINTS	HOURS
10	30	5th Thursday	Tom Wood	1	0
11	07	Business Meeting	T. Wood	2	0
11	14	Basic Truck	T. Wood/Jones	1	2
11	21	Basic Trucks	R. Miller/C. Jones	2	2
12	05	Business Meeting	Tom Wood	2	0
12	07	Advance Arson (Vehicle)	Steve MacKiag/MFTS		
12	12	Truck Practice	T. Wood/R. Miller/B. Jackman	1	2
12	19	Basic Truck	Comer/Roll	2	1.5
12	26	Basic Trucks	Watt/Wood	1	1.5
12	29	Pump Test	Watt/Jones		
Grand Total				74	74.5

TOM WOOD

TRAINING 2003

MONTH	CLASS NAME	INSTRUCTORS	POINTS	HOURS
01				
02	Business Meeting	Tom Wood	2	0
09	Stinson Tour	Jones/Doubek/Watt	1	2
15	First Aid (First Responder)	Brenda Martin		
16	SOG's	Tom Wood/B Watt	2	2
23	Meth Labs	D. Short/R. Miller	1	1.5
30	5th Thursday	T. Wood/C. Jones	1	0
02				
06	Business Meeting	Tom Wood	2	0
08	Mt. Staff & Command Seminar	Butch Weedon		
13	CPR	R. Stickney	1	0
20	WMD Training	Charlie Russell	2	2
24	IBC Codes	Doug Thornberg		
27	CPR	Robert Stickney	1	0
28	Haz-mat Refresher	Edwards & Assoc.		
03				
01-02	Arson Detection for 1st Responders	Art Sullivan		
06	Business Meeting	Tom Wood	2	0
13	Pre-Fire Plans	Lucas/Howard	1	1
24-25	First Responder Refresher	Darren Short/John Graham		
27	SCBA's	Voorhies/Andreessen	1	0
30	CPR	Bob Stickney	2	1.5
04				
03	Business Meeting	Tom Wood	2	0
10	Truck Practice	Roll/Beagle/J Wood	1	2
17	Truck Practice	G Wood/Comer/Place	2	2
18	Fire Marshal Meeting	Terry Phillips		
23	Basic Wildland/Standards/P test/S230	T Anderson/H Gimmel/T Bacon		
24	Burn Building	M Voorhies	1	2
5-13	FF2 Academy	Butch Weedon		
05				
01	Business Meeting	Tom Wood	2	0
08	Road Location	S Lauer	1	1.5
13	Standards for Survival	Steve Tiegen		
15	Dam/Armory/Memorial Center	Comer/Jones	2	3
22	Dam/Armory/Frontier	Comer/Roll	1	1.5
24	Live Burn	Gary Wood		
29	5th Thursday	Tom Wood	1	0
29	Meth Lab Community Involvement	Darrin Short		
30	Ladder Truck			
06				
05	Business Meeting	Tom Wood	2	0
12	E-7 & Ladder Trk	Jones/Watt/Lauer	1	2
19	Truck Practice	Comer/T Wood	2	1
24		Army Corp		
26	Laddertrk/E7	Watt/Lauer	1	2
07				
03	Business Meeting	Tom Wood	2	0

MONTH	CLASS NAME	INSTRUCTORS	POINTS	HOURS
10	Hall Cleanup	S Lauer	1	1.5
17	Waterfights	G Wood/K Broden	2	1
24	Tool Location	Jones/Souther	1	1.5
31	Old Timers	Andreessen/Clough	1	0
08				
04-14	Interview & Interogation (NFA)	Pat Kelly/Barry Grimm		
07	Business Meeting	Tom Wood	2	0
14	Tender Practice	Brown/Broden	1	2
21	Equipment Use	R Miller	2	1.5
23-25	River Oil Spill & Booms	EPA		
28	Ropes & Ladders	Howard/Souther	1	1.5
09				
04	Business Meeting	Tom Wood	2	0
11	Mock Fire	Ryan A/D Torgison/Mike V	1	0
16	Defensive Driving	Ray Barnicoat		
18	Interagency Response	T Wood	2	1.5
20	Hazmat Awareness	John Culbertson		
21	Hazmat Opps	John Culbertson		
25	Hose test	Watt/Jones	1	2
10				
09	Business Meeting	Tom Wood	2	0
09	Hose Test	Jones/Watt	1	2
16	Vehicle Fire	Place/G Wood/Lauer	2	2
22	CPR/1st Aid	Mike Corbett		
23	Burn Bldg/Ladder truck	Schad/Noble/Resch	1	2
28	Hazmat Mock Drill	Lauer/EMA		3
30	Fifth Thursday	Tom Wood	1	0
11				
06	Business Meeting	Tom Wood	2	0
13	Driving	Clough/Zimmy/Ralph	1	2
14	First Aid/CPR	Robert Stickney		
20	Tool Location	Bröden/Pape	2	1.5
12				
04	Business Meeting	Tom Wood	2	0
11	SCBA Timing	Gehrke/Miller/Colclough	1	1
14	Pump Test	Watt/Jones	0	0
18	Pumping opps	Souther/Howard	2	1
23	Hazardous Material Transport by Rail	FETN Tape		
23	Weapons of Mass Destruction & Test	FETN Tape		
5-6	Trial Prep	Rod Pevytoe		
Grand Total			74	54

November 23, 2012

Thomas J. Wood, Fire Chief
Libby Rural VFD
PO Box 796
Libby, MT 59923

Dear Fire Chief Wood,

This letter is in regard to your request to file an amended FY2002-2003 VFCA Annual Certificate. I have received the training that is requested below; however, this training needs to be certified by the fire chief. A letter of explanation from the fire chief for the amendment and a statement in that letter that the fire chief certifies the training will be needed.

The Public Employees' Retirement Board (PERB) has decided that late or amended certificates, when filed properly, accompanied by a letter of explanation from the fire chief, and **certified** training documentation for the 30 or more hours of training, will be considered for acceptance. Beginning July 1, 2011, only late Annual Certificates that are filed within 3 years of the original Annual Certificate due date will be considered. The due dates of annual certificates are September 1 of each year for the previous fiscal year (ie FY2007-2008 was due September 1, 2008). An annual certificate may be amended only once.

The **certified** training information must be based on fiscal years (July 1st thru June 30th) and in an easily readable format. Training documentation must include the following:

- ❖ The date the training was offered;
- ❖ Title of the training;
- ❖ Description of the training;
- ❖ Hours of training;
- ❖ Each member's hours of training for each class.

Training does **not** include business meetings, emergency calls or vehicle or hall maintenance.

Enclosed you will find a copy of the original Annual Certificate for FY2002-2003 and a blank annual certificate for the same year. Please return the blank certificate, completed and notarized and the letter of certification and explanation. Remember that an annual certificate may be amended only once; therefore, if more members have qualified for credit they also should be listed. This year may not be accepted by the PERB because it is past the filing deadline

If you have questions, please call me at 406-444-3193 or toll free 1-877-275-7372 ext 3193.

Sincerely,

Diann Levandowski

Assistant Fiscal Services Bureau Chief

Enclosure

MONTANA PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION



STEVE BULLOCK
GOVERNOR

ROXANNE MINNEHAN
EXECUTIVE DIRECTOR

STATE OF MONTANA



HELENA (406) 444-3154
TOLL FREE (877) 275-7372
FAX (406) 444-5428

100 N PARK, STE 200
PO BOX 200131
HELENA MT 59620-0131
mpera.mt.gov

January 7, 2014

Tom Woods, Fire Chief
Libby Rural VFD
PO Box 1546
Libby, MT 59923

Dear Fire Chief Woods,

Per your conversation with Diann Levandowski, attached is a copy of the fiscal year 2002 – 2003 Annual Certificate. Please make appropriate changes to this document and have signed and notarized.

The late Annual Certificate and all documents must be received within 90 days of the letter date in order for your request to be considered.

If you have questions, please call me at 406-444-9173 or toll free 1-877-275-7372 ext 9173.

Sincerely,

Ali Sturm
Accountant

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MAR 05 2014

RETIREMENT BOARD

Libby Volunteer Fire Department
Lincoln County Rural Fire Dist. #1 Vol. Fire Dept.
P.O. Box 1546
Libby, MT 59923

PERA

Attn: Ali Sturm, Accountant
P.O. Box 200131
Helena, MT 59620-0131

3/1/2014

RE: Annual Certificate 2002-2003 Libby Rural VFD (Lincoln County Rural Fire Dist. #1)

Dear Ali:

Thank you for your letter of 1/7/14. I am sorry for the slow reply; however, I have been ill for the past couple months and just fell behind on paperwork. I am doing much better and now have the time to get caught up. I hope you will understand and not be upset with me.

I have the new 2002-2003 form that you sent and asked me to look over and sign and get back to you. I am enclosing that report for you. I do, however, have a couple remarks that I would like to include with this filing.

1. I do have a copy of the original filing and proof of mailing and receiving by your office. I am enclosing a copy of that information. My reason for this is that in your letter you state that this new form will replace a late filed form. Our form was not late filed. Our form had a mistake on it. That mistake was that it stated "No" in the column that asked about credit for the FY under my name. I have been a member of the LVFD for 43 years and have never had a year that did not have well over the 30 hours required for credit in the retirement system. I have researched our records and found reports from our old computer systems showing my training hours for that FY. I have enclosed a copy of that report. You will note that our form uses calendar year so I have enclosed both 2002 and 2003 so you can see that the FY months you need are shown. I am a little embarrassed to say that I am the one that signed the report, as I am the chief, and I did not notice that "NO" was shown on my line. I am thinking that at the time, a firefighter could only earn up to 20 years for retirement, and I had well over that, so maybe I just put a "NO" on the form thinking that it would not make a difference. As you know, now, the law allows a firefighter to earn up to 30 years credit for retirement. I have well over 30 years also, so it really does not make a difference in my retirement should you not allow this one year, but it is a PRIDE thing with me. I would like for my records to show all you years of service.
2. When I spoke with you the other day, I mentioned that the form you sent is not correct for the FY 2002-2003 as the information shown is actually from records for this past year, so many of the guys have wrong years of service shown (for the 2002-2003 time period). Also, several names have been left off, I notice that the ones left off are now retired and receiving retirement benefits. My concern is that if you should ever need to do an audit and this form is used, those folks may not show credit for that year and then could be short time for them to be allowed to

MAR 05 2014

RETIREMENT BOARD

receive pension benefits. I probably don't need to worry about that, but I would hate for someone to have to go back and prove they had the year, when this new form will not even show them. So, please be sure to file both the old and new form somewhere that will make it available to your office down the road when you and I might not be around to find the correct information.

Thank you so much for your time and effort in trying to get this resolved. I am an insurance agent in Libby and have handled the insurance matters for 300+ fire departments in Montana, and in so doing, I have worked with your office for over 20 years on different matters and I have always found your folks to be very helpful and I have tried to give your folks the service they have needed from me over the years. (I am sure Diann can confirm this.) So, I am asking for a special favor from you folks. Please take this to the board and let them know that it is not a late reporting and it will not cost the system a dime in retirement but is just something that will make a Volunteer of 43 years happy!

Sincerely,

Thomas J. Wood



FAXCOVER SHEET

RECEIVED
APR 01 2014
RETIREMENT BOARD

TO: PERA ATTN: All Sturm

From: Thomas J. Wood Libby Fire Dept.

4/1/2014 RE: Certification of Training Letter

Hi Ail, I tried e-mailing this letter but the Internet is down in Libby for some reason today and may be out for five hours (I am told) so I am faxing this to you.

I have put the original in the US Mail for your file.

Thanks for your help, Tom Wood

Libby Volunteer Fire Department
Lincoln County Rural Fire Dist. #1 Vol. Fire Dept.
P.O. Box 1546
Libby, MT 59923

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APR 01 2014
RETIREMENT BOARD

PERA
Attn: Ali Sturm, Accountant
P.O. Box 200131
Helena, MT 59620-0131

4/1/2014

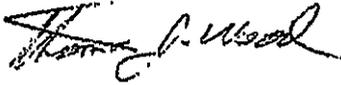
RE: Letter of certification of training for Thomas J. Wood for FY 2002-2003

Dear Ali:

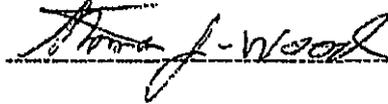
Per our conversation of today, please let this letter serve as Certification of training records for Thomas J. Wood for the FY" 2002-2003. I had mailed the computer records to your office on 3/1/14 but you called today and requested this signed Letter of Certification. Please let me know if you need anything more on this matter.

Thanks for your help,

Thomas J. Wood, Chief



I hereby Certify that the training records for Thomas J. Wood, submitted to PERA on 3/1/14 are accurate and true.



Thomas J. Wood, Chief