

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE HOUSE
JUNE 14TH AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Karen at 6:00pm. Directors present were Karen Latham, Toni Vincenzetti, Marge Mackey & Dick Latham. Chanse Bracket was absent. Fire staff present were Mike Harvey, Fire/EMS Chief, Patrick Cole, FF/EMT, Jesse Hughson, FF/EMT & Shanelle Hansen, Secretary. Guests present were Shannon Currier, Accountant, Kirsten Kurath, Attorney, & Doug Porterfield, w/DPA Architects. No public were present.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: None

WALK THRU – STATION CONSTRUCTION REVIEW – The Fire Board and Guests walked thru the new fire station to see first-hand the issues to be discussed by DPA.

APPROVAL ITEMS:

- 1.) Minutes from May 13th, 2016 Regular Meeting– Toni motioned to approve the Minutes as written. Marge seconded. Karen – Yes, Toni – Yes, Marge – Yes, Dick - Abstained. Motion passed.
- 2.) Expenditures for the month of May – Marge motioned to accept the May Expenditures. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

PUBLIC COMMENTS: None

OLD BUSINESS:

- 1.) Building Update –
 - a. Construction Invoice Reviews (DPA & PNCI) –The Board reviewed the Invoices as Mike went over them. DPA discussed Pay App #9 & how it needed to be adjusted due to discrepancies in what is reported on the pay app as complete and what is actually complete. Pay App #10 will also need to be adjusted to reflect the money previously paid on Pay App #9. After conferring with Kirsten and DPA, the Board decided to not pay Pay App #10 until speaking to the Bond company.

Marge motioned to approve the DPA Invoice. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes, Dick – Yes. Motion passed.
 - b. Cash Flow Review – Mike reviewed the cash flow briefly.

- c. Project Update – Mike, DPA & Kirsten Kurath gave the Board the position the Fire District is in regarding PNCI, the Contract with them & what bringing in the Bond company at this stage would mean to the Fire District. There was much discussion. It was decided to call the Bond company and set a meeting with them and PNCI.
 - 1. Century Link Contract – Mike gave the Board the Contract in their packet for review. He stated the only way the Fire District can have reliable internet south of the interstate is to pay for the T-1 Line thru Century Link. It is much more expensive than the charges now, but cannot be avoided at this time.
- d. Change Order Mediation – This is a dead issue at this point.

NEW BUSINESS: None

ACCOUNTANT’S REPORT – By Shannon Currier – Shannon reviewed the attached reports verbally and answered the Board’s questions.

Shannon passed out the 2015 Audit and asked the Fire Board to review it. This will need to be approved prior to August. If the Board has any questions regarding the Audit, they are welcome to call either her or Paul Miller.

FIRE CHIEF’S REPORT – Mike Harvey, EMS Chief/Fire Chief. Mike provided an Administrative Report (attached – hard copy on file) in the Board packets for their review. Mike briefly reviewed this report verbally and answered the Board’s questions.

PUBLIC/BOARD COMMENTS: Marge Mackey said the Colorado Workforce Center has sent her a person who needs to have so many hours worked in exchange for food stamps. The person has done a really good job for her and she just wanted to share the idea with the Fire District. This may provide a needed labor source for future projects.

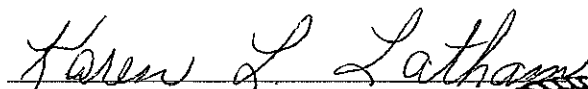
SECRETARIAL ITEMS – Shanelle Hansen:

- 1.) Ricoh Rebate – When we initially signed with Ricoh, they stated we would be getting a rebate. That rebate came in and it was \$1750.00.

ADJOURNMENT: Dick motioned to adjourn the meeting. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes, Dick – Yes. Motion passed.

Approved by the De Beque Fire Protection Board of Directors on 7-18-16.

Minutes Transcribed & Typed by:


Karen Latham, President


Shanelle Hansen, District Secretary





ADMINISTRATIVE REPORT

JUNE 2016

Training:

- De Beque Fire hosted the 2nd -trimester squad review.
- CDL training- In process.
- Forest will be attending a Mesa County Training Officers meeting June 6th. County Fire Chiefs are working on starting a Training Officers Group to coordinate training between departments.
- Ryan and Ethan will be attending a hazmat tech meeting June 21st to review equipment needs.
- Forest and Mike conducted a CPR training for Vega State Park Personnel.

General District Items:

- **Incident responses:** Report attached.
- **Communications:** Waiting to hear back on the Bendix King 800 MHz radio demo.
- **Mesa County Fire Chief's Association:** Unable to attend due to Fire Station construction meeting.
- **QA meeting:** Forest attended. They are working on a formalized FTO training. Our current Field Training Officers for De Beque are Forest and Mike Harvey.
- **Apparatus:** Brush 82 is back on-line. Pump putting out 130 Psi. We will need to modify most of our fleet to fit the new station exhaust system. Engine 81 had fuel tank repaired. We also had to replace all the batteries that were six years old.
- **IT systems:** Contract completed with CenturyLink for the T1 line. Should be active in the new station July 7th along with the phones being moved over as well. Low Voltage systems will install the cabling in the new station.
- **Code Adoption:** The Garfield County Fire Marshals met June 6th to review chapters 5-10. I will have an update at the board meeting. It appears that the Fire District adopted the 2012 IFC in its entirety. We have located the minutes from that meeting.
- **Deployment status:** One of our personnel is ready for deployment with the BLM. This provides additional training and not cost to the district. The State of Colorado pays us back for the deployed employee and also pays for the back-fill staff and all overtime so it actually saves the Fire District some money and provides a great experience for our personnel.
- **Incident Qualification System (IQS):** All personnel have been updated and entered into the IQS system and placed into ROSS. Ready for fire season.

- **De Beque School:** The Fire District provided the ladder truck for the end of school field day to provide water for the kids to play in.
- **Town Pile Burning:** The Fire District assisted the Town with putting out their pile burn at the end of the day. Per County and State regulation all burning is to be complete prior to sunset each day.
- **River Pre-Planning:** We are identifying and contacting local land-owners for access to the river in the event of a river rescue. These coordinates will be plotted on a map and shared with the tour company in order to expedite our response.

Old Business:

- **New Fire Station:**
 - **Weekly construction meetings:** Anyone invited to attend.
 - **Updated cash flow:** Pay app #9 in process. Pay app #10 is under review.
 - Phone system:** Ordered and scheduled for installation last week in June.
 - **Furniture:** Scheduled for July 5 & 6th.
 - **Schedule:** PNCI moved back the substantial completion date to July 1st. Some question as to if they will make that date.
 - **Substantial completion** – July 1st
 - **Punch list** – July 5th
 - **Furniture installation** – July 5-6
 - **Phone line switch over** - July 7th
 - **Apparatus move** – July 8th
 - **Office move** – July 8th
 - **Old Station** – We have been working on repairs and painting in preparation to move out.
 - **Change orders:** PNCI has requested verbally to negotiate an amount for the change orders rather than go through mediation.

Days left on project: Extended days left - 24

Grants:

EIAF: Request #9 pending

MCFMLD Traditional Grant: Grant request of \$79,036.72 has been received.

EMTS Grant 2015: Have been delivered. \$12,000 EMTS grant and we get 50% back for the training mannequin. I have submitted the final request for payment.

Extractor grant: This is a 100% grant. I have submitted to the state for final payment on this.

Please let me know if you need any additional information or have any concerns. I would like to thank everyone for taking on additional job functions. We have been really busy with everything going on and all the changes. If I miss anything let me know.

Thank you for your continued support.

Mike Harvey
District Fire Chief

Incident Response Summary for DeBeque Fire

For period 05/01/2016 Through 05/31/2016

Type of Incident	Current Year			Previous Year		
	In Jurisdiction	Outside	Totals	In Jurisdiction	Outside	Totals
Fires						
Passenger vehicle fire other than motor home	0	0	0	1	0	1
Brush, or brush and grass mixture fire	1	0	1	0	0	0
Grass fire	0	0	0	1	0	1
	1	0	1	2	0	2
EMS						
Emergency medical incident	6	0	6	3	0	3
Vehicle accident, non-injury	1	0	1	2	0	2
	7	0	7	5	0	5
Hazardous Condition						
Overheated motor	1	0	1	0	0	0
	1	0	1	0	0	0
Good Intent Call						
Dispatched & cancelled enroute	1	0	1	0	0	0
	1	0	1	0	0	0
Grand Totals	10	0	10	7	0	7

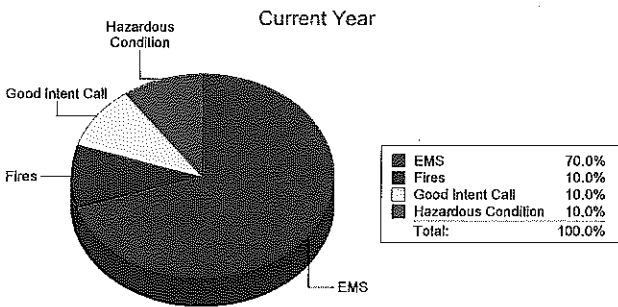
* denotes that the incident occurred within the selected jurisdiction, but no units from that jurisdiction responded

Incident Response Summary for DeBeque Fire

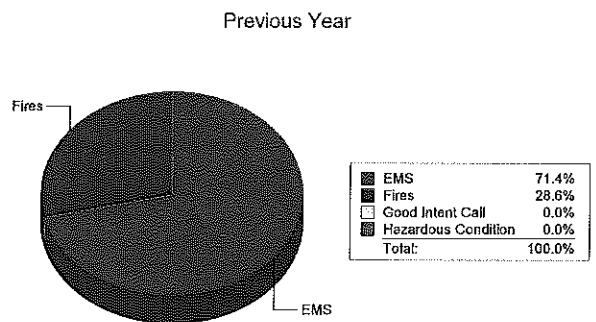
For period 05/01/2016 Through 05/31/2016

Type of Incident	Current Year			Previous Year		
	In Jurisdiction	Outside	Totals	In Jurisdiction	Outside	Totals

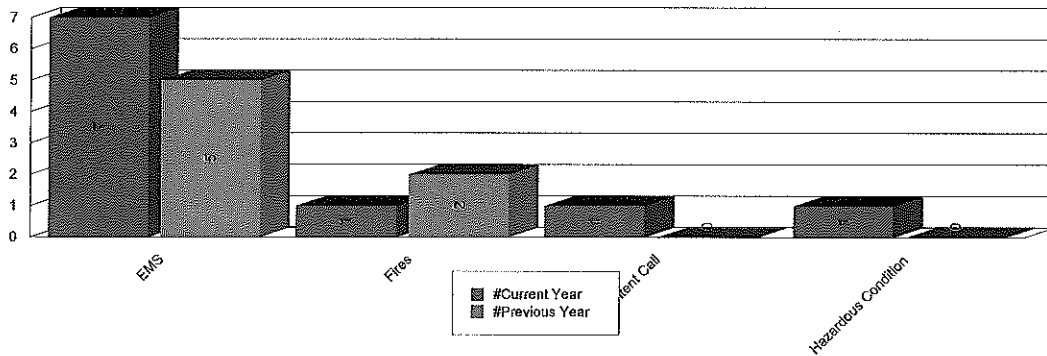
Total Incidents by Category



Total Incidents by Category



Two Year Comparison



* denotes that the incident occurred within the selected jurisdiction, but no units from that jurisdiction responded

Incident Response Summary for DeBeque Fire

For period 05/01/2016 Through 05/31/2016

Type of Incident	Current Year			Previous Year		
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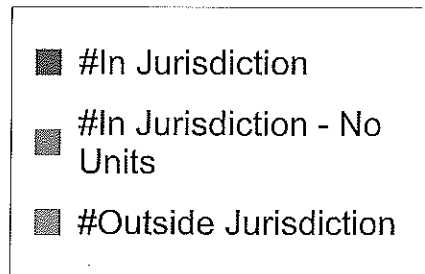
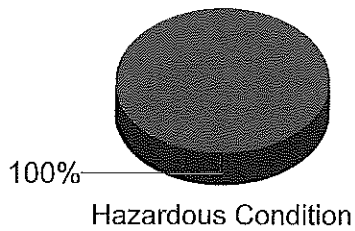
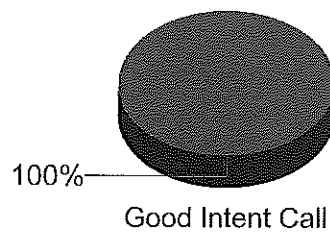
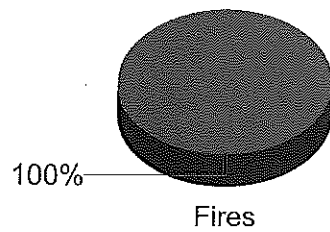
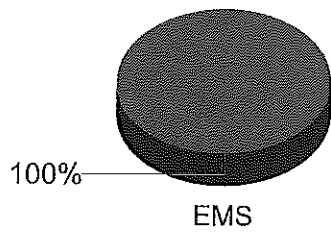
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Incident Response Summary for DeBeque Fire

For period 05/01/2016 Through 05/31/2016

Jurisdiction

Current Year



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