

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE HOUSE
NOVEMBER 8TH AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Karen at 6:00pm. Directors present were Karen Latham, Marge Mackey, Dick Latham, Toni Vincenzetti. Chans Brackett was absent. Fire staff present were Mike Harvey, Fire/EMS Chief, David Anderson, Paramedic/FF, Ryan Rose, EMT/FF & Shanelle Hansen, Secretary. Guest present was Shannon Currier, Accountant. No public were present.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: None

APPROVAL ITEMS:

- 1.) Minutes from October 11th, 2016 Regular Meeting– Toni motioned to approve the Minutes as written. Dick seconded. Karen – Yes, Marge – Yes, Dick – Yes & Toni - Yes. Motion passed.
- 2.) Minutes from October 25th, 2016 Special Meeting– Toni pointed out a couple of corrections on page 1. Marge motioned to approve the Minutes with the changes. Toni seconded. Karen – Yes, Marge – Yes, Dick – Abstained & Toni - Yes. Motion passed.
- 3.) Minutes from November 2nd, 2016 Special Meeting– Toni pointed out one change. Marge motioned to approve the Minutes with the change. Dick seconded. Karen – Yes, Marge – Yes, Dick – Yes & Toni - Yes. Motion passed.
- 4.) Expenditures for the month of October – Toni motioned to accept the October Expenditures. Marge seconded. Karen – Yes, Marge – Yes, Dick – Yes & Toni – Yes. Motion passed.

PUBLIC COMMENTS: No public were present.

OLD BUSINESS:

- 1.) Building Update –
 - a. Construction Invoice Reviews (DPA, PNCI, Bighorn Consulting) –The Board reviewed the Invoices as Mike went over them. There is no PNCI Invoice this month. All monies left to be paid are kept back as per state law until successful completion of the Contract.

Dick motioned to approve the DPA Invoice. Toni seconded. Karen – Yes, Marge – Yes, Dick – Yes & Toni – Yes. Motion passed.

Dick motioned to approve the Bighorn Consulting Invoice. Marge seconded. Karen – Yes, Marge – Yes, Dick – Yes & Toni – Yes. Motion passed.

- b. Cash Flow Review – Mike stated there is no update on the Cash Flow this month, he won't have it ready until some other stuff gets sorted out.
- c. Project Update – Mike said Skyline Roofing came again this morning, the ribs on one side are done already. The snow fence is ordered, they are moving right along. Green Globes inspection is done and they are confident we will get the sought after 3 Green Globes Certification.

NEW BUSINESS:

- 1.) 2017 Budget Hearing – Shannon stated the hearing was advertised as required per state law. She reviewed the 2017 Budget verbally and answered the Board's questions. She then reviewed the 2016 Budget to Actual and said there may be a need for an Amended Budget in December, the numbers are really close. She will keep an eye on them.

Mike alerted the Board he is looking at CEBT for Health Insurance. It may prove cheaper for the Fire District to change from RMHMO.

Mike also alerted the Board that he is looking into Willits out of Denver for Property and Casualty Insurance. VFIS is a good and reputable company, but with the Budget being as tight as it is, he is looking at all options to reduce costs.

ACCOUNTANT'S REPORT – By Shannon Currier – Shannon reviewed the attached reports under 2017 Budget Hearing above.

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.

Mike asked the Board when they would like to have the Christmas Party. They voted to have it on December 3rd at 5:00pm. Marge offered to get the kids gifts again this year. Dick suggested having the meat catered in from Rib City or somewhere like that and then do the rest of the meal potluck. Shanelle said she could call around for the best pricing.

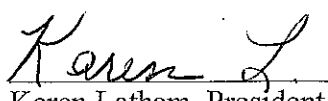
PUBLIC/BOARD COMMENTS: None

SECRETARIAL ITEMS – Shanelle Hansen:

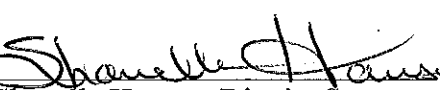
ADJOURNMENT: Dick motioned to adjourn the meeting. Toni seconded. Karen – Yes, Marge – Yes, Dick – Yes & Toni – Yes. Motion passed.

Approved by the De Beque Fire Protection
Board of Directors on 12-13-16.

Minutes Transcribed & Typed by:


Karen Latham, President




Shanelle Hansen, District Secretary



ADMINISTRATIVE REPORT

NOVEMBER 2016

Training:

- Next County wide fire officer training meeting will be at De Beque November 28th
- Forest and Mike are scheduled to take ACLS November 22nd Re-new their ACLS card. \$150.00 each. Also have ordered the student manuals that are required. This is mandatory for certification.
- 1403 Live Fire Instructor – Sending Patrick to Denver for this class so we have a live fire instructor. Will plan to send others as needed.
- We are reviewing our in-house training program to evaluate what we need to improve upon.

General District Items:

- **Incident responses:** Report attached.
- **Trunk or treat:** Fire District participated in that event for the kids.
- **Christmas party date:** The board needs to select a date for the Christmas party. Please see attached survey.
- **Medicare/Medicaid inspection:** Due to moving locations the Medicare representative made a visiting to confirm our operation so that we are federally compliant.
- **Community/Training room:** Have had some interest in the use of the facility. I will use the events calendar to post availability.
- **Communications:** Everything is working. Station alerting company scheduled to stop by and repair some programming issues.
- **Mesa County Fire Chief's Association:** Discussion on the Mesa County Fire Training officer program. Finishing up the handtevy grant. Discussion about another EMT Basic course in the county. County Chief's may host one in the early spring.
- **Garfield County Fire Chief's meeting:** Discussed auto aid area between the districts. Center for air excellence gave an update. Discussing a spring engine rodeo to get everyone working together for fire season next year.
- **QA meeting:** Forest attended.
- **Apparatus:** Engine 81 pump governor module has been repaired. Air leak on Tender 81 repaired. All apparatus is on-line. Engine 82 annual pump test on November 3rd.
- **IT systems:** Dish service has been terminated. Still learning the card access system. Continuing to work on the IT system to install the third access point.

Finishing ordering the MCFMLD IT equipment to get that grant closed out by end of November and submitted for payment by the December FMLD board meeting.

- **Fire Code Adoption:** Meeting November 7th on final code adoption for Garfield County.
- **EMS Council:** Request made to provide the some of the Grand Junction Valley agencies with equipment for school incident. None provided to rural providers. Protested that only Grand Junction Valley agencies got funding. Council to review next month. Reviewing by-laws
- **Command staff meeting:** Will be conducting our 4th qtr officers meeting:
 - Pre-plan update - discussion on inspection program
 - Garfield County Fire code adoption
 - Fire/RMS software program
 - Personnel evaluations
 - Apparatus and station inspections/cleaning
 - 2017 budget
 - Interface with law enforcement and department confidentiality
 - 2017 Fire I class
 - QA update
 - Training records issues/company training
 - Discussion about residency program
 - Round the table - Blue, Green Red crew comments
- **2017 budget:** Please review the insurance proposal. I'm also getting a quote for our liability insurance as well.
- **Personnel Evaluations:** Due in November.
- **Drug Testing:** 4th quarter random testing has been completed.

Old Business:

- **New Fire Station:**

Second roofing company due to start November 7th and finish in two weeks pending weather and any additional issues that are discovered.

Grants:

Energy Impact: Categories #1 and #3 are zeroed out. Due to close-out December 31st 2016

MCFMLD Traditional Grant: Grant request of \$79,036.72 has been received. Trying to close this out by their board meeting in December.

Thank you for your continued support.

Mike Harvey
District Fire Chief

Incident Response Summary for DeBeque Fire

For period 10/01/2016 Through 10/31/2016

Type of Incident	Current Year		Previous Year		Totals
	In Jurisdiction	Outside	In Jurisdiction	Outside	
Fires					
Fire, not otherwise classified	1	0	0	0	1
Structure fire involving an enclosed building	1	0	0	0	1
Forest fire, woods, wildland fire	1	0	0	0	1
	3	0	0	0	3
EMS					
Emergency medical incident	8	0	6	0	8
Vehicle accident with injuries	1	0	2	0	1
Lock-in	0	0	1	0	0
Vehicle accident, non-injury	2	0	0	0	2
	11	0	9	0	11
Hazardous Condition					
Natural gas or LPG leak (outside) Excludes odors with no so	0	0	1	0	0
	0	0	1	0	1
Service Call					
Public service assistance, other	1	0	0	0	1
Police matter	1	0	0	0	1
	2	0	0	0	2
Good Intent Call					
Dispatched & cancelled enroute	2	0	0	0	2
No incident found on arrival at dispatch address	0	0	1	0	0
Smoke or odor investigation, no fire	1	0	0	0	1
	3	0	1	0	3
False Alarm & False Call					
False call (other than a fire alarm)	1	0	0	0	1
Fire alarm, malicious activation, no fire	1	0	0	0	1
Carbon monoxide detector activation (no carbon monoxide d	1	0	0	0	1
	3	0	0	0	3
Special Incident					
Special type of incident, other	0	0	1	0	0

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

Incident Response Summary for DeBeque Fire

For period 10/01/2016 Through 10/31/2016

Type of Incident	Current Year		Previous Year	
	In Jurisdiction	Outside	In Jurisdiction	Outside
	Totals		Totals	
	0	0	1	0
Grand Totals	22	0	12	0
			1	1
			12	12

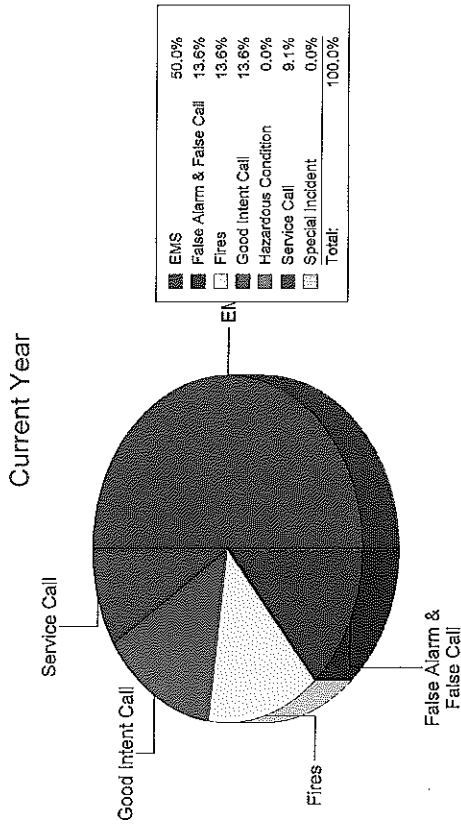
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Incident Response Summary for DeBeque Fire

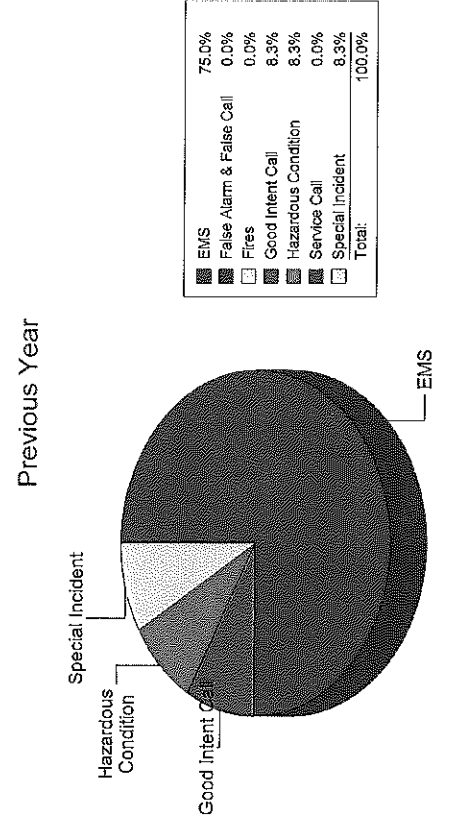
For period 10/01/2016 Through 10/31/2016

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

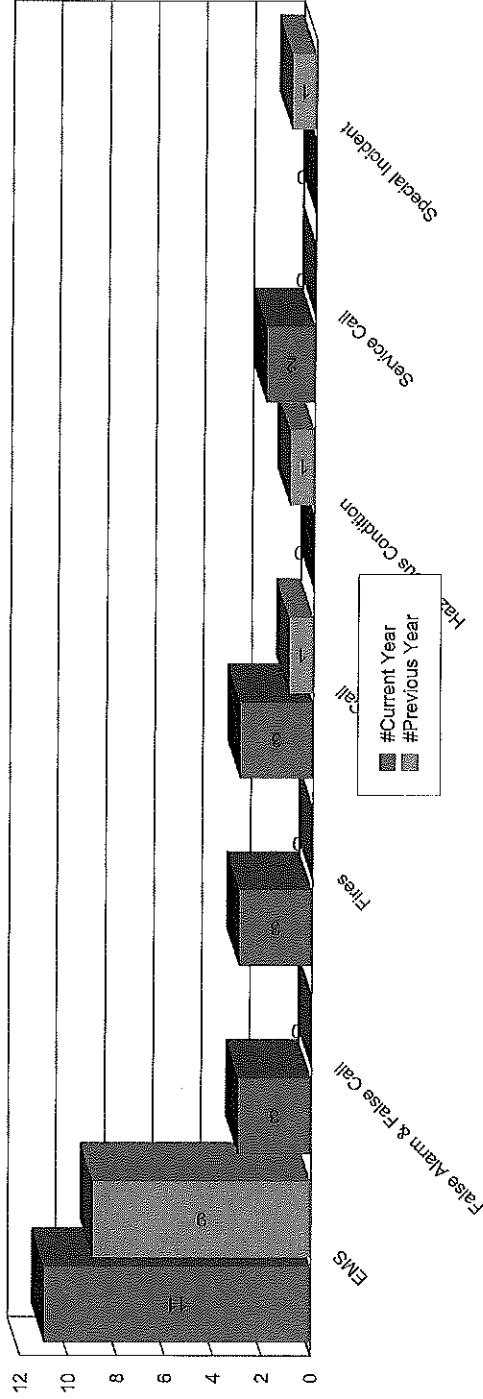
Total Incidents by Category



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 10/01/2016 Through 10/31/2016

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

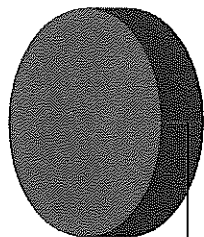
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Incident Response Summary for DeBeque Fire

For period 10/01/2016 Through 10/31/2016

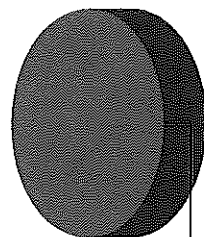
Jurisdiction

Current Year



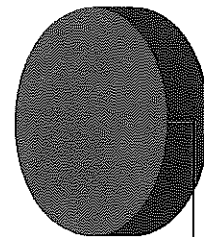
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EMS



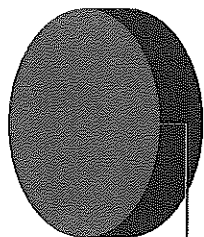
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False Alarm & False Call



100%

Fires

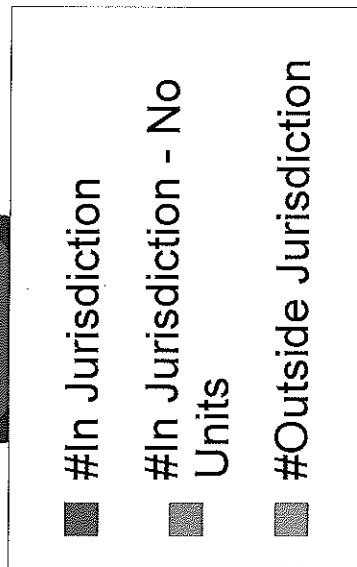


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Good Intent Call



Hazardous Condition



Special Incident

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