

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE HOUSE
JANUARY 10TH, 2016 AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Karen at 6:10pm. Directors present were Karen Latham, Marge Mackey and Toni Vincenzetti. Dick Latham & Chanse Brackett were absent. Fire staff present were Mike Harvey, Fire/EMS Chief, Patrick Cole, FF/EMT, Jesse Hughson, FF/EMT & 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 December 13th, 2016 Regular Meeting– Marge motioned to approve the Minutes as written. Toni seconded. Karen – Yes, Marge – Yes & Toni - Yes. Motion passed.
- 2.) Expenditures for the month of December – Toni motioned to accept the December Expenditures. Marge seconded. Karen – Yes, Marge – Yes & Toni – Yes. Motion passed.

PUBLIC COMMENTS: No public were present.

OLD BUSINESS:

1.) Building Update –

- a. Construction Invoice Reviews (DPA, PNCI) – There is no PNCI Invoice this month. February should be the final Invoice for DPA, providing no further unscheduled issues come up.

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

- b. Cash Flow Review – Mike stated Green Globes certification is complete, we achieved all 3 globes. Now that is done he will be able to zero out the \$45,000 in the Cash Flow report, so that will help.
- c. Project Update – Mike stated he and Doug met with Bratton Windows and PNCI about the windows above the offices in the hallway. Bratton is supposed to come up with a plan to interlock the new metal with what was improperly installed in the first place. This fix won't be as Doug's team designed. Bratton stated they would repair any leaks that may begin.

The punch list is almost done, except for some little items, but a lot of documentation has not been provided yet.

NEW BUSINESS:

- 1.) Employee Health Insurance – Shanelle stated this item is for discussion only. No vote has to happen until March. The Board just needs to review the information provided on the changed rates for RMHMO vs CEBT. Mike stated going with CEBT, since they are offering special rates through the Special Districts Association, will save the Fire District almost \$80,000 in 2017 – and the rates will be locked in for 2018 as well. Marge asked to have both policies printed out instead of emailed so she could compare them side by side. Toni and Karen also indicated they would like this as well.
- 2.) Meeting Posting Places for 2017 – Marge motioned to keep the meeting places the same as 2016 – changing only the address of the Fire Station to reflect the new location. Toni seconded. Karen – Yes, Marge – Yes & Toni – Yes. Motion passed.
- 3.) Meeting Dates & Times for 2017 – Marge motioned to accept the list of dates with changing February 6th date to reflect it is a Monday rather than a Tuesday and correct one typo. Toni seconded. Karen – Yes, Marge – Yes & Toni – Yes. Motion passed.
- 4.) Staffing – Mike notified the Board that Adam Werner has accepted a full time position with Colorado River Fire in Rifle, CO. He will no longer be working full time here, but wishes to retain a part time position. The only part time person qualified to fill the vacancy is Ethan Harvey. Mike asked the Board if they had any issues with Ethan moving into the Full Time position and are they OK with the nepotism. They did not. Ethan is almost finished with his Paramedic courses and should finalize his certification within two years. Marge motioned to promote Ethan Harvey into the vacant Full Time position at Salary Level 3. Toni seconded. Karen – Yes, Marge – Yes & Toni – Yes. Motion passed.

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

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 what they would like to have done with the old OB Streeper equipment. It is an old porta power extrication unit that is outdated and no longer used. The Board indicated they would like it to be donated to a fire department who may want it. If it cannot be donated, then it can be done away with in whatever manner is appropriate.

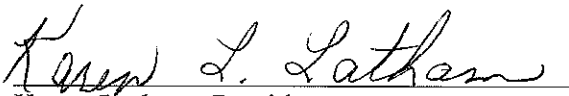
PUBLIC/BOARD COMMENTS: None

SECRETARIAL ITEMS – Shanelle Hansen: None

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

Approved by the De Beque Fire Protection
Board of Directors on 2-16-17.

Minutes Transcribed & Typed by:


Karen Latham, President


Shanelle Hansen, District Secretary





Fire District Administrative Report January 2017

Safety and Training:

- Mesa County fire officer training group will be meeting at De Beque January 23rd.
- Mandatory quarterly all personnel group fire training cancelled due to schedule conflict.
- Three ALS providers will be attending the paramedic refresher hosted by GJFD January 23-27th
- Three BLS personnel will be attending the EMS conference in Grand Junction January 27th and 28th.
- Forest is working setting up a trainer to come in and conduct an advanced rope rescue technician training for this spring.
- See attached training/meeting calendar for 2017.
- **EMS Skills training:** All providers completed skills training for 2016.
- **Rescue equipment:** All rope rescue equipment has been received. Forest and Adam set up two systems. We will be conducting classes between now and the rope tech class in preparation for that class. Knots, system reviews etc.

Personnel Management, Relations:

- **Incident responses:** Report attached.
- **Community/Training room:** Energy company has scheduled second Tuesday of each month for the training room.
- **Public Education:** Fire detector program is open to the public. Only have given out 2 detectors so far. Jesse is working on the school safety day which is set for May 4th.
- **QA meeting:** Forest Matis:
Here is a summary of the QA meeting in December,
 - As you know there is a lot of discussion on the Carfentanil issues going around and how the system is going to manage this once it arrives in full swing here in Mesa County.
 - Currently looking at times to do a difficult airway course.
 - Peer review discussion as discussed they will need ALS and BLS provider dedicated to this, more details to come. Looks like they will use a survey monkey type system for this.
 - Continued discussion on the probation revamp. Hall had sent out an outline for review so that should be in effect shortly as well.
 - Discussion on ALS skill and there are no make-up skills allowed, We are good here all of our providers have attended.The behavior health summit is on Jan 20th if anyone would like to attend. This meeting

is with law to try and manage behavior health differently to minimize the overloading of facilities.

-Handtevy protocol changes take effect Jan 1

Facilities

- **Communications systems:** Station alerting is working well. Still, have some minor glitches to work out. Trying to get access through the firewall and VPN for remote access for troubleshooting.
- **IT systems:** Continue to work on the system and install cooling fans in tower cabinet.
- Propane company is working on balancing the tank regulators.
- Still need to make some heat shields for in the apparatus bays.
- Roof leak fixed in mezzanine area. Due to a coupling not properly installed.
- Still waiting on a response from PNCL concerning punch-list and non-conforming items.
- Cabinet company reinstalled several drawers that had not been properly constructed.
- Working on monthly cleaning and inspection schedule for the new station.

Apparatus and equipment:

- **Apparatus:** All apparatus is on-line. Preparing apparatus for upcoming fire season.
- Working on small repairs.

Administrative:

- **Mesa County Fire Chief's Association:** Met December 15th at Clifton Fire. County Chiefs are looking at hosting a discussion on impact fees and discussing other options in reference to impacts being experienced by fire districts.
- **Garfield County Fire Chief's meeting:** January 3rd at Grand Valley Fire.
 - Discuss Impact fee
 - Contacting Randy Kirkendal with state EMS about rural education.
 - State has new type 3 engine in Rifle
 - UAS summit in March
 - Gas and Oil Summit May 17th
 - AOP meeting January 19th for Garfield County
 - BLM a has medical director on contract for Colorado.
 - CEBT -- annual physicals
 - Discussion about hiring and lack of personnel
- **EMS Council:** No meeting in December.
- **Drug Testing:** Personnel list updated for 2017.
- **Personnel Evaluations:** In process. Still, have a couple to finish for 2016.
- **Fire Code Adoption:** Garfield County -- no new update.
- **Code Enforcement:** Skinner Ridge man camp is at state fire review.
- **Personnel Handbook:** Annual review of policies are in process.
- **Monthly schedule:** All personnel are on a monthly schedule now.

Financial:

- **2017 budget:** Please review the health insurance proposal. Our current health insurance provider will increase approx. 2 ½% next year.
- **Grants: DOLA** We are at the \$100,000 for retainage. I have submitted request #14 and should arrive middle of January. We have the extension to the end of March.
- **MCFMLD grant:** This grant has been closed out.

Thank you for your continued support.

Mike Harvey
District Fire Chief

Incident Response Summary for DeBeque Fire

For period 12/01/2016 Through 12/31/2016

Type of Incident	Current Year		Previous Year		Totals
	In Jurisdiction	Outside	In Jurisdiction	Outside	
EMS					
Emergency medical incident	13	0	8	0	8
Vehicle accident with injuries	1	0	0	0	0
Vehicle accident, non-injury	3	0	3	0	3
	17	0	11	0	11
Service Call					
Animal rescue	0	0	1	0	1
Public service assistance, other	1	0	0	0	0
Assist police or other governmental agency	0	0	1	0	1
	1	0	2	0	2
Good Intent Call					
Dispatched & cancelled enroute	1	0	0	0	0
No incident found on arrival at dispatch address	0	0	1	0	1
	1	0	1	0	1
False Alarm & False Call					
False call (other than a fire alarm)	5	0	2	0	2
	5	0	2	0	2
Grand Totals	24	0	16	0	16

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

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For period 12/01/2016 Through 12/31/2016

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Incident Response Summary for DeBeque Fire

For period 01/01/2016 Through 12/31/2016

Type of Incident	Current Year		Previous Year		Totals
	In Jurisdiction	Outside	In Jurisdiction	Outside	
Fires					
Fire, not otherwise classified	3	0	0	0	3
Structure fire involving an enclosed building	1	0	1	0	1
Cooking fire, confined to container	0	0	1	0	1
Trash or rubbish fire, contained	2	0	2	0	2
Vehicle fire, not otherwise classified	1	0	1	0	1
Passenger vehicle fire other than motor home	1	0	1	0	1
Road freight or transport vehicle fire	0	0	2	0	2
Forest fire, woods, wildland fire	18	0	9	0	9
Brush, or brush and grass mixture fire	5	0	7	0	7
Grass fire	0	0	4	0	4
Outside rubbish, trash or waste fire - not in container	0	0	2	0	2
Special outside fire, not otherwise classified	1	0	0	0	1
EMS	32	0	30	0	30
Non-Emergent Medical Incident	0	0	1	0	1
Emergency medical incident	99	0	73	0	73
Vehicle accident with injuries	16	0	14	0	14
Lock-in	0	0	1	0	1
Search for person in water	0	0	1	0	1
Vehicle accident, non-injury	20	0	20	0	20
Special Event Standby	1	0	0	0	1
	136	0	110	0	110
Over Pressure/Explosion/Rupture					
Air or gas rupture of pressure or process vessel	1	0	0	0	1
Explosion (no fire), not otherwise classified	1	0	0	0	1
	2	0	0	0	0
Hazardous Condition					
Hazardous condition, other	3	0	0	0	3
Gasoline or other flammable liquid spill. Flashpoint < 100 degrees F	1	0	0	0	1
Natural gas or LPG leak (outside) Excludes odors with flashpoint > 100 degrees F	2	0	2	0	2
Oil or other combustible liquid spill. Flashpoint > 100 degrees F	0	0	1	0	1
Overheated motor	1	0	0	0	1
Power line down - Excludes people trapped by downed power lines	2	0	0	0	2
Arcing, shorted electrical equipment	0	0	1	0	1

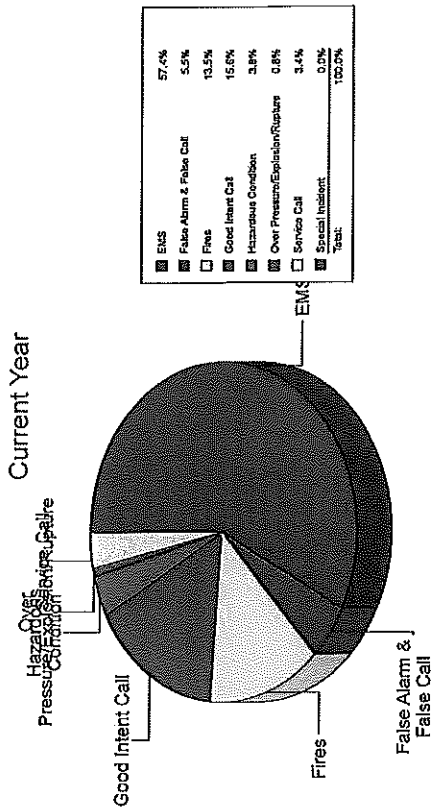
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Incident Response Summary for DeBeque Fire

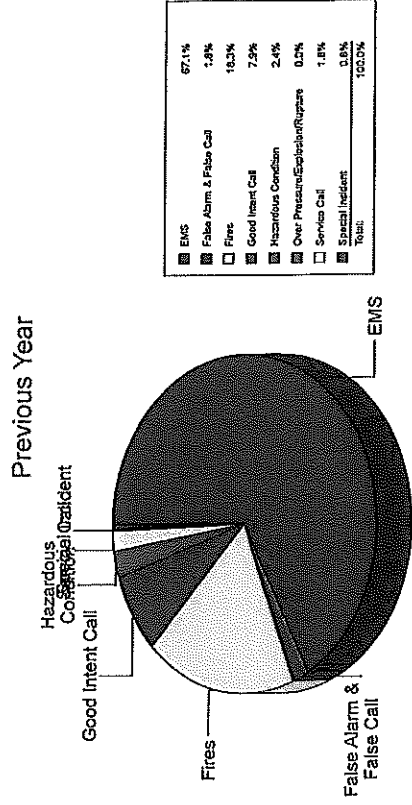
For period 01/01/2016 Through 12/31/2016

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

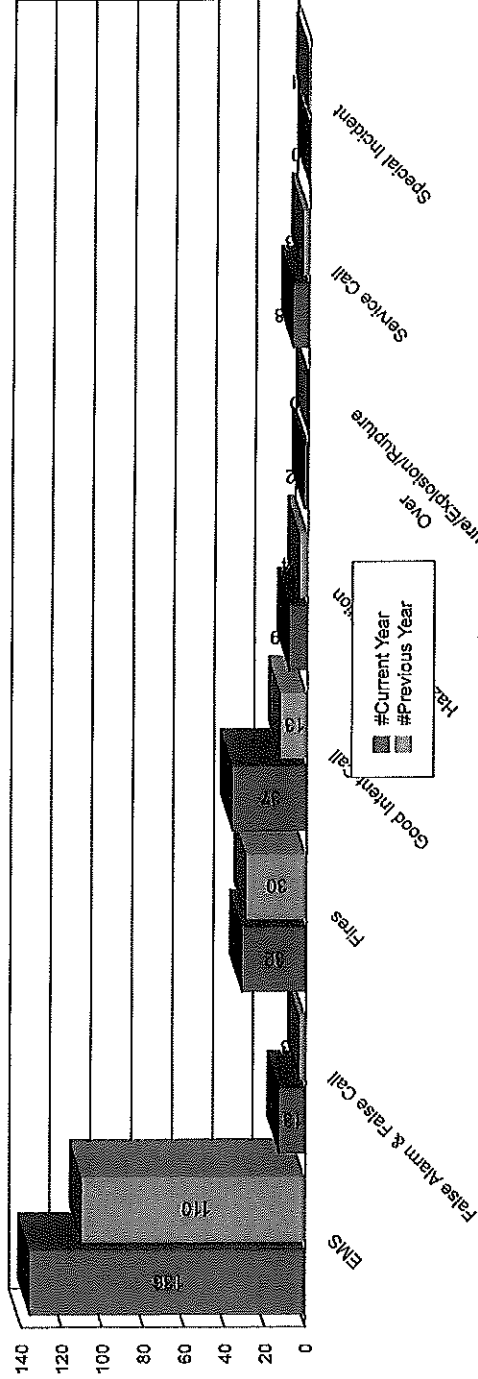
Total Incidents by Category



Total Incidents by Category



Two Year Comparison

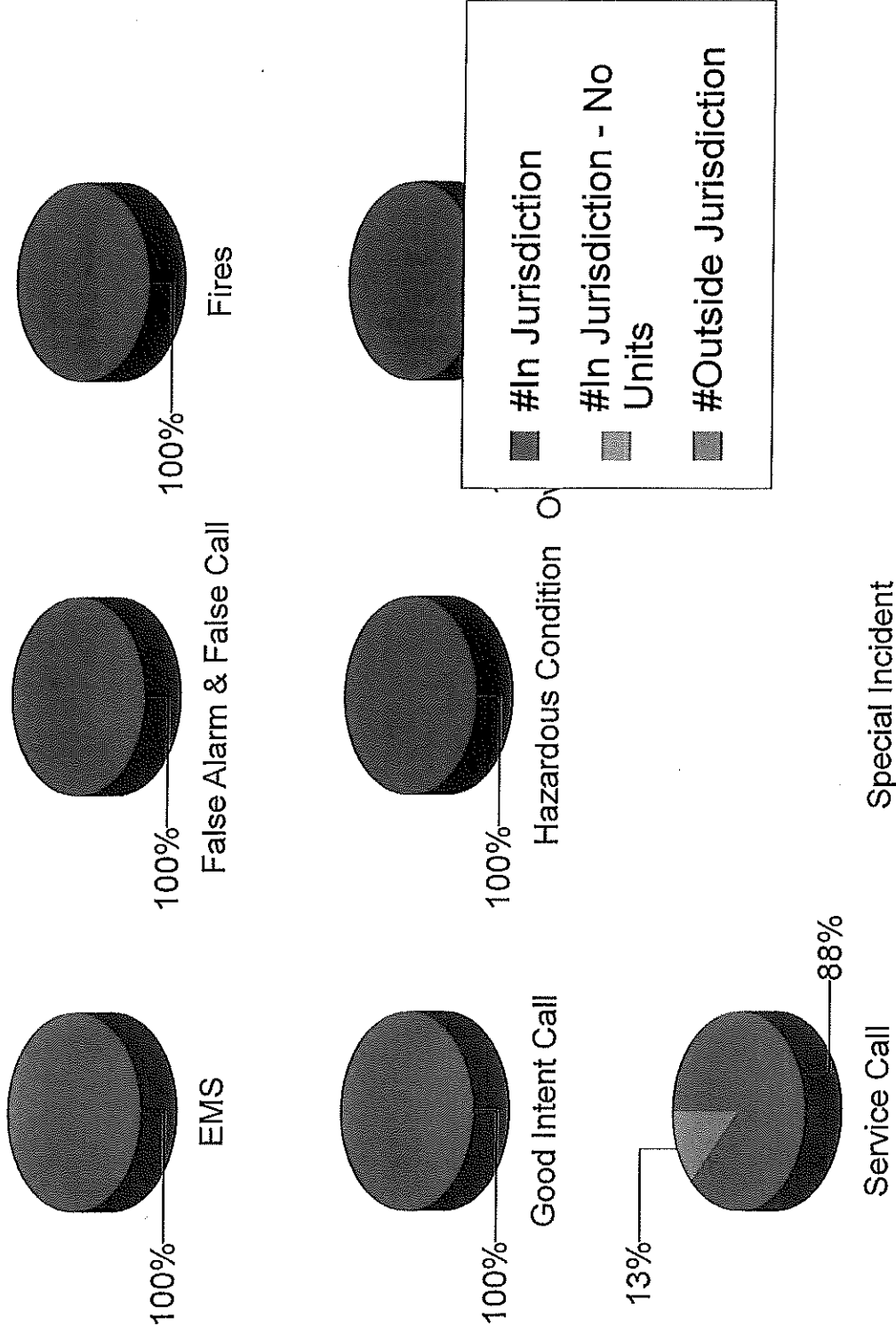


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Incident Response Summary for DeBeque Fire

For period 01/01/2016 Through 12/31/2016

Jurisdiction



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