

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE HOUSE
JULY 11TH, 2017 AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Karen at 6:02pm. Directors present were Karen Latham, Toni Vincenzetti, & Dick Latham. Chanse Brackett & Marge Mackey was absent. Fire staff present were Mike Harvey, Fire/EMS Chief, and Shanelle Hansen, Secretary. Guests present were Shannon Currier, Accountant, and Paul Miller, Auditor. De Beque Marshall's Bob & Andy at stand-by during meeting. No public were present.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: None

APPROVAL ITEMS:

- 1.) Minutes from June 13th, 2017 Regular Meeting-- Toni motioned to approve the Minutes as written. Dick seconded. Karen – Yes, Dick – Yes, Toni – Yes. Motion passed.
- 2.) Expenditures for the month of June --Mike reviewed the expenses verbally. Dick motioned to accept the June Expenditures. Toni seconded. Karen – Yes, Dick – Yes, Toni – Yes. Motion passed.

PUBLIC COMMENTS: No public were present.

NEW BUSINESS:

- 1.) 2016 Audit – Paul Miller – He stated the deadline for submitting the Audit is July 31st, 2017. Paul gave the board an overview of the Audit and stated their responsibilities in reviewing the financial statements. He stated internal controls look good and there were no concerns that he could see. Shannon handed out the 2016 Audit Report for the Board to review. Paul encouraged Board members to review Audit and call in with any objections prior to July 31st. Dick motioned to approve the 2016 Audit. Toni seconded. Karen – Yes, Dick – Yes, Toni – Yes. Motion passed.

OLD BUSINESS: None

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

Toni motioned to accept the Accountant's Report and to also approve the Bad Debt write-offs and Insurance Adjustments totaling \$1652.75. Dick seconded. Karen – Yes, Toni – Yes & Dick - Yes. Motion passed.

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 if they would approve a riding lawnmower. There is a lot of mowing to do to keep the property and the DOT right of way looking good. Dick motioned to approve the purchase of a riding lawnmower not to exceed \$2500.00. Toni seconded. Karen – Yes, Toni – Yes & Dick - Yes. Motion passed.

Mike asked the Board if he could give the guys a Deployment Incentive for when they go out to help the BLM or other Districts with large wild fires. There would be no additional cost to the Fire District since all monies paid out during deployment are reimbursed as well as all back fill employees needed to cover their absence. Toni motioned to approve a Deployment Incentive of 15%. Dick seconded. Karen – Yes, Toni – Yes & Dick - Yes. Motion passed.

PUBLIC/BOARD COMMENTS: None

SECRETARIAL ITEMS – Shanelle Hansen:

- 1.) 3rd Quarter Newsletter – Shanelle stated she has the Newsletter finished – all except for 2 articles. She is waiting on Jesse's Safety article and Nathan's Bio for the front page. As soon as she gets them she will send the Newsletter out via email for the Board to review prior to printing. Mike said he would talk to the guys.
- 2.) Shanelle stated the people who reserve the community/meeting room always ask when the kitchen is going to get finished. Mike said this can be put on the wish list and reviewed at budget time – which is coming up soon.

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

Approved by the De Beque Fire Protection
Board of Directors on 8-8-17.


Karen Latham, President

Minutes Transcribed & Typed by:


Shanelle Hansen, District Secretary





Fire District Administrative Report July 2017

Safety and Training:

- **New personnel:** Our new FTE has had ride time with Clifton Fire and progressing well with the FTO process. PTE is still in process.
- **Technical Rope Rescue:** On hold.
- **Paramedic Student FTE:** Working on practical testing.
- **S-230,231 Engine Crew boss:** We have several people interested in attending this falls engine crew boss class in Salida. Originally tried to schedule with the Fire Academy in Alamosa, but ran into issues with that program.

Personnel Management, Relations:

- **Incident Responses:** I will email later as I will be on vacation.
- **Public Education:** Gas monitors have been distributed to town residents. Still have a few left over.
- **QA meeting:** Forest attended.
- **Lieutenant position:** June 29th will be the selection date. I will email the board the results. Toni and Karen are helping with the process.

Facilities

- **Communications systems:** Working with the City of Grand Junction and Provelocity to set up the VPN for station alerting.
- **Extractor:** Is operational. Some plumbing trim needs to be finished.
- **Station projects:** Talking with NRCS to see if they can design a headgate/irrigation system to supply the field and lawn irrigation pump and split the water off from the neighbors system. Will be getting pricing and bids for 2018 budget.
- **Warranty items:** Interior lights still waiting on repairs. Garage doors serviced. Had some issues with bolts coming loose. Swamp cooler gasket came loose on the north cooler and that has been repaired.
- **Training/community room:** School board and several different gas companies have been using our facility for training.

Apparatus and equipment:

Apparatus: All apparatus is on-line. Ladder 81 had class B service completed and exhaust repaired.

Administrative:

- **Mesa County Fire Chief's Association:**
 - Discussed ImageTrend, Delany Donates account. Updated mutual-aid agreement should be finished and ready for signatures. EMS resolution is ready for legal counsel review.
 - No new information on impact fees.
 - August 24th De Beque Fire will host the Mesa County Chiefs meeting.
- **Garfield County Fire Chief's meeting:** I will not attend as I will be on vacation.
- **EMS Council:** Mike attended the EMS Council meeting. Discussion about Careflight and radio issues and issues associated with the auto launch.
- **Drug Testing:** Personnel roster for 3rd quarter are updated.
- **Records Management System (RMS):** Sent ImageTrend the pre-pricing information.

Financial:

- **DOLA:** Notified that payment is in process.
- **CREATE:** WE received payment on Patrick's wilderness EMT Refresher class. This grant is closed out.
- **2018 budget:** We are starting to work on the 2018 budget and prioritization of items.

Thank you for your continued support.

Mike
Harvey

Digitally signed by Mike Harvey
DN: cn=Mike Harvey, o=De
Beque Fire District, ou,
email=firechief@debequefire.org
, c=US
Date: 2017.06.23 09:37:49 -06'00'

Mike Harvey
District Fire Chief

Incident Response Summary for DeBeque Fire

For period 06/01/2017 Through 06/30/2017

| Type of Incident | Current Year | | Previous Year | |
|---|-----------------|---------|-----------------|---------|
| | In Jurisdiction | Outside | In Jurisdiction | Outside |
| | | | Totals | Totals |
| Fires | | | | |
| Forest fire, woods, wildland fire | 0 | 0 | 0 | 2 |
| Brush, or brush and grass mixture fire | 0 | 0 | 0 | 1 |
| Outside rubbish, trash or waste fire - not in container | 1 | 0 | 1 | 0 |
| EMS | 1 | 0 | 1 | 3 |
| Emergency medical incident | 6 | 0 | 6 | 8 |
| Vehicle accident, non-injury | 2 | 0 | 2 | 1 |
| Over Pressure/Explosion/Rupture | 8 | 0 | 8 | 9 |
| Explosion (no fire), not otherwise classified | 0 | 0 | 0 | 1 |
| Hazardous Condition | 0 | 0 | 0 | 1 |
| Hazardous condition, other | 0 | 0 | 0 | 1 |
| Good Intent Call | 0 | 0 | 0 | 1 |
| Dispatched & cancelled enroute | 0 | 0 | 0 | 1 |
| No incident found on arrival at dispatch address | 0 | 0 | 0 | 2 |
| Authorized controlled burning | 1 | 0 | 1 | 0 |
| Smoke or odor investigation, no fire | 1 | 0 | 1 | 0 |
| False Alarm & False Call | 2 | 0 | 2 | 3 |
| Detector activation (no fire) unintentional (includes coo | 0 | 0 | 0 | 1 |
| | 0 | 0 | 0 | 1 |
| Grand Totals | 11 | 0 | 11 | 18 |
| | | 0 | 11 | 18 |

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

Incident Response Summary for DeBeque Fire

For period 06/01/2017 Through 06/30/2017

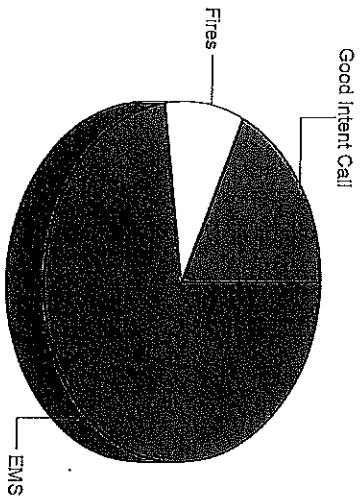
Type of Incident

In Jurisdiction Outside Totals

Current Year Previous Year In Jurisdiction Outside Totals

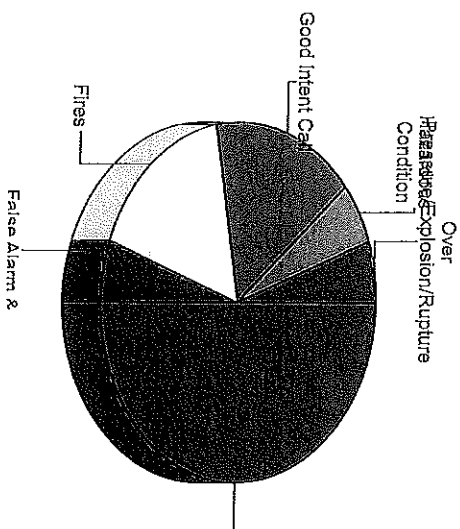
Total Incidents by Category

Current Year

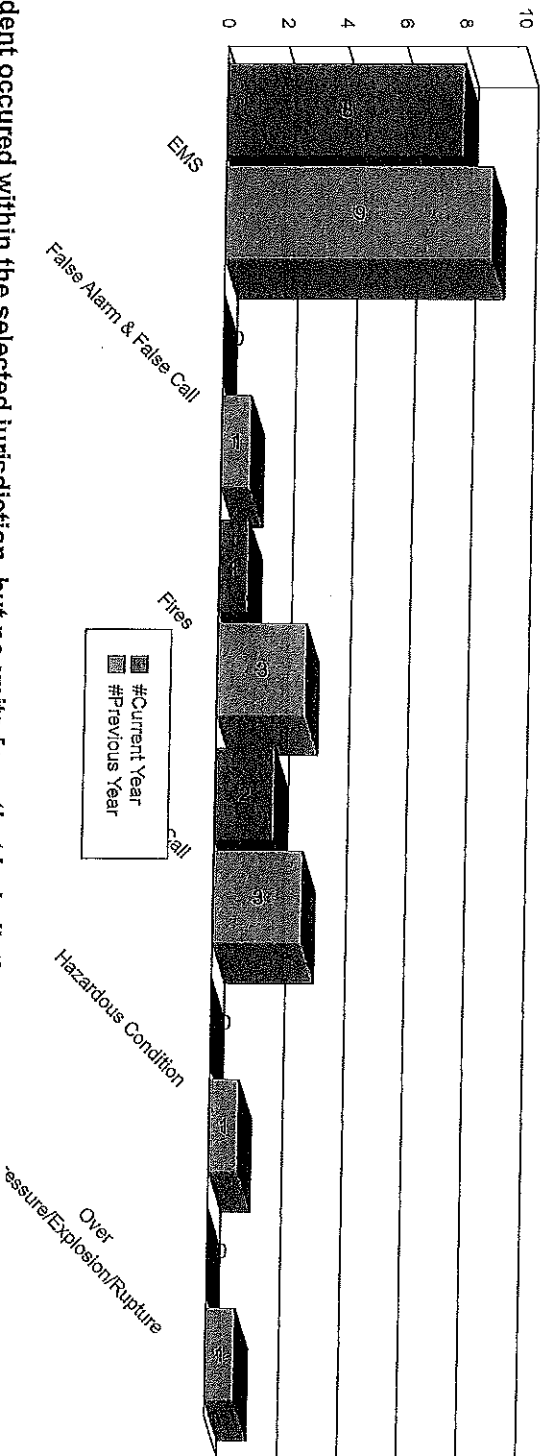


Total Incidents by Category

Previous Year



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 06/01/2017 Through 06/30/2017

Type of Incident

Current Year

In Jurisdiction

Outside

Totals

Previous Year

In Jurisdiction

Outside

Totals

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

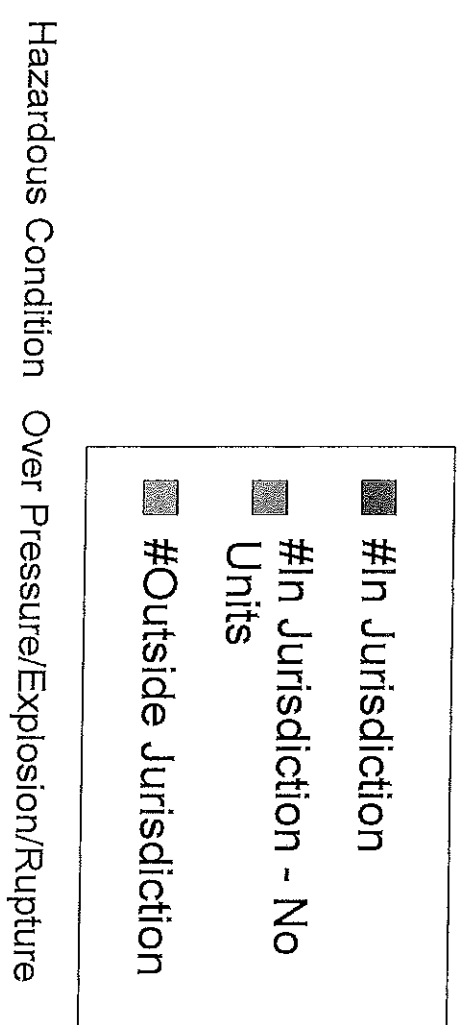
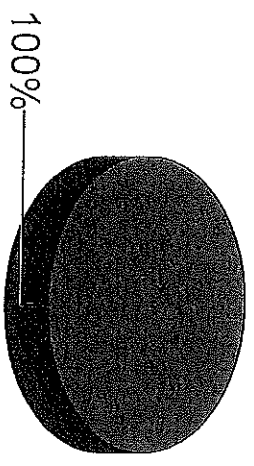
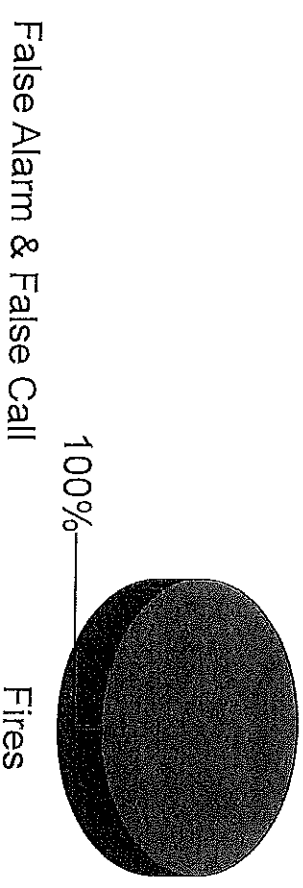
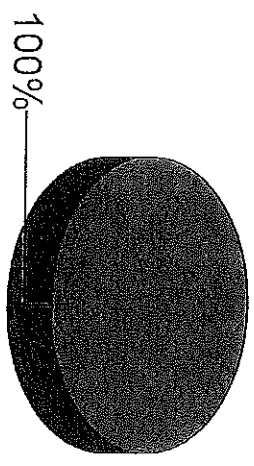
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Incident Response Summary for DeBeque Fire

For period 06/01/2017 Through 06/30/2017

Jurisdiction

Current Year



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