

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIREHOUSE
November 13th 2018 AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Vice-President Marge Mackey at 6:13 pm on November 13th, 2018. Directors present were Toni Vincenzetti, Annette Tanner, and Marge Mackey, Chanse Brackett was absent. Also present was Shannon Currier - District Accountant, District Chief Mike Harvey, Lieutenant Patrick Cole, and Paramedic Ethan Harvey. Public present: None

There was a short demonstration for the fire board of the new ambulance power load gurney system and some of the replacement fire nozzles prior to the board meeting.

The pledge of allegiance was recited.

Roll Call was taken.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA:

APPROVAL ITEMS:

Minutes from the October 9th, 2018 Regular Meeting were reviewed by the Board. Annette Tanner moved, seconded by Toni Vincenzetti to accept the October 9th 2018 regular board minutes as presented.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

Minutes from the October 15th, 2018 special meeting were reviewed by the Board. Toni Vincenzetti moved, seconded by Annette Tanner to accept the October 15th, 2018 special meeting minutes as presented. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

PUBLIC COMMENTS: None

OLD BUSINESS:

- 1) Volunteer Auxiliary update: No update.
- 2) Christmas party update: Vice-president Marge Mackey updated the board on the progress for the December 16th 2018 Christmas Party. Everyone is requested to bring a dessert. Chief Harvey asked the board for clearance to put up some Christmas light on a couple of the trees around the fire station. No tax payer funds would be spent on the project. The board confirmed that it was acceptable to put up some Christmas lighting.
- 3) 2019 proposed budget review – public hearing: District accountant, Shannon Currier updated the board on some of the changes in the proposed. The kitchenette, mobile radios, bunker gear and secretarial support was cut from the budget for 2019 due to the decrease in revenues. The proposed budget was advertised in the Daily Sentinel for the Mesa County area and the Post Independent for Garfield County.

NEW BUSINESS

- 1) Job description updates. Chief Harvey presented the updated job descriptions. The job descriptions have been reviewed by the Fire District Labor Attorney. There are two more job descriptions pending review.

Toni Vincenzetti moved, seconded by Annette Tanner to accept the personnel job descriptions as changed for the District Fire Chief, Full-time Firefighter Paramedic, Full-time Firefighter EMT and Part-Time Firefighter Paramedic.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chane Brackett, absent.
Motion passed.

- 2) Chief Harvey presented the information for filling the full-time position that is currently open. Chief Harvey reviewed the hiring and testing process with the board. Chief Harvey stated that he had discussed with the labor attorney our hiring process in light of recent complaints and agreed with that the process should continue. The board approved the purchase of the structured interview process and written testing materials for the lieutenant position.

Toni Vincenzetti moved, seconded by Annette Tanner approved the contract and expense not to exceed \$1,900 for the structured interview process and written testing for the Lieutenant position.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chane Brackett, absent.
Motion passed.

- 3) The Board reviewed the fall/winter newsletter and the board posting for the board seat that was vacated by Mr. Latham.

ACCOUNTANTS REPORT

- 1) Shannon Currier, Fire District Accountant provided the board with written copies of the financial statements through the end of September 2018. Mrs. Currier reviewed the documents with the Board.

Annette Tanner moved, seconded by Toni Vincenzetti to accept the October 2018 expenses statements as presented. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

Toni Vincenzetti moved, seconded by Annette Tanner to accept the October 2018 financial statements as presented. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

Annette Tanner moved to accept the insurance write off and adjustments as follows, seconded by Toni Vincenzetti. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

September 2018	
Insurance adjustments-	\$2,472.82
Write-offs	\$1,511.50
Total	\$3,984.32

FIRE CHIEF REPORT: Chief Harvey presented his written report for the month of October which covered the various meetings, training and call volume for the Fire District. CareFlight did an in-service on the new video intubation scopes for the staff. All current paramedics attended the in-service. Nate Voorhees also attending and also helped to coordinated the class. Patrick Cole attended a I-300 ICS course on the same day as the video scope in-service.

EMR class will finish in December. Several students are considering National Registry Testing. Chief Harvey presented the modified Pinnacol return to work forms to the board. A Pinnacol representative reviewed the fire facility and our processes. The Fire District is doing a great job of managing our claims. The updated forms will simplify the process.

Chief Harvey discussed the mechanical issues with ambulance 81 and the possibility of needing to replace the unit in 2020. The apparatus are starting to show their age with increased maintenance issues. Engine 81 has been repaired and a new flow testing kit purchased that is calibrated. Staff will be taking the engine to Clifton Fire to use the pump test pit for the annual pump test required by ISO for our district insurance rating.

Several of the Mesa County Chiefs met with the Mesa County Building Department concerning the adoption of the 2018 International Fire Code and the need to get certified inspectors and plans reviewers. Chief Harvey is working on this project

Board meeting absence: Marge Mackey motioned to accept Chanse Brackett absence from the November board meeting. Seconded by Annette Tanner.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

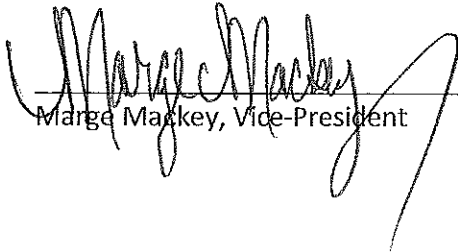
BOARD COMMENTS: None

ADJOURNMENT: Toni Vincenzetti motioned to adjourn the meeting. Annette Tanner seconded the motion to adjourn. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

Meeting adjourned at 07:56 PM.

Next meeting scheduled for December 11th, 2018 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on December 11th 2018.


Marge Mackey, Vice-President


Toni Vincenzetti – Secretary/Treasurer

