

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIREHOUSE
January 8th 2019

MINUTES

CALL TO ORDER: Meeting was called to order by Vice-President Marge Mackey at 6:12 pm on January 8th, 2019. Directors present were Toni Vincenzetti, Annette Tanner, and Marge Mackey. Also present was Shannon Currier - District Accountant, and District Chief Mike Harvey was present. Public present: Melanie Hansen.

The pledge of allegiance was recited.

Roll Call was taken.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: Mrs. Tanner requested the addition of item #4 Holiday pay and item #5 EMS Billing be added to agenda under new business.

The oath of office was administered to Melanie Hansen by Vice President Marge Mackey.

The Board reviewed the interest letter provided in advance by Mr. Sling Herrman for the Board position vacated by Chanse Brackett. Mr. Herrman spoke to the board by phone concerning his interest, background, and qualifications for the position. Vice-President Marge Mackey opened the meeting for Board discussion. The Board asked if anyone else had expressed interest in Mr. Brackett's open seat. Chief Harvey stated that no one else had contacted the Fire District.

Chief Harvey stated that he had confirmed that Mr. Herrman resides in the De Beque Fire Protection District and is also a registered voter in Mesa County as confirmed by the Mesa County Elections Department.

The Board discussed Mr. Herrman's appointment to the board.

Annette Tanner moved that Mr. Herrman be appointed to the board to complete the remaining term until May of 2020. Seconded by Toni Vincenzetti. There was no further discussion.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye; Melanie Hansen, aye. Motion passed.

The elections of officers of officers to be postponed until the February regular meeting to allow time for the Board to conduct the Oath of Officer for Mr. Herrman. Chief Harvey will coordinate and post a special meeting date for the Oath of Office to be administered.

APPROVAL ITEMS:

Minutes from the December 11th, 2018 Regular Meeting were reviewed by the Board. Annette Tanner moved, seconded by Toni Vincenzetti to accept the December 11th, 2018 regular board minutes as presented.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye; Melanie Hansen, aye. Motion passed.

PUBLIC COMMENTS: No public present

OLD BUSINESS:

- 1) Hiring update: Three applicants applied for the Lieutenant position. Only one person out of the three would have been qualified, but would still be ineligible to be placed in that position. Chief Harvey stated that he had discussed the issue with labor attorney Mike Santo. Mr. Santo advised the Fire District against lowering standards to fit any individuals. The current recommendation is to either repost the position again or post it as an ALS position in order to fill the vacancy. The Board inquired if the district could re-organize the labor divisions in order to allow the one qualified applicant to fill that position. Chief Harvey stated that the Fire District does not have anyone qualified for an operations level position. District accountant Shannon Currier also added that the funding was not present in the budget for that position. The recommendation from Chief Harvey is to post the open position as a paramedic firefighter position and fill the position to reduce overtime expense and re-evaluate the Lieutenant

position in the future. The Board agreed to fill the position as a paramedic position.

NEW BUSINESS:

- 1) 2019 Health Insurance renewal. Chief Harvey presented the 2019 renewal for health insurance. The renewal increase was below what was budgeted for 2019 and the Board agreed to keep the current insurance policy in place.
- 2) Health Insurance Policy Discussion. Chief Harvey presented information about the existing health insurance personnel policy and the expense of providing additional insurance for adult children. The Board discussed changing the current district policy to provide an age limit of 21 years of age for employee children. The Fire District will continue to offer the health insurance as required by law but the employee would be responsible for all coverage costs once the child turns 21.
- 3) 2018 International Fire Code Adoption. Chief Harvey presented information concerning the adoption and amendments to the 2018 IFC. Due to some changes that the Mesa County Building Department presented, Chief Harvey requested that this is postponed until the February meeting to allow more time for review and research. Chief Harvey will be attending a training in February at the Arvada Fire Department for the IFC certifications.
- 4) Holiday Pay. Mrs. Tanner inquired as to the information that was provided by Chief Harvey to the Board concerning holiday pay for Fire District personnel. Chief Harvey said that a question for information was requested and he provided it to all board members for their reference and what the current policy reads. The Board discussed that executive exempt personnel should be paid the additional pay when those employee(s) are required to work on Fire District designated holidays. Chief Harvey will update the policy for review.
- 5) EMS Billing. The Board discussed the EMS Billing report that was provided by Chief Harvey. The Fire District will be reviewing some of the billing practices with their current billing company. Chief Harvey will report back to the Board.

ACCOUNTANTS REPORT

- 1) Shannon Currier, Fire District Accountant provided the board with written copies of the financial statements through the end of November 2018. Mrs. Currier reviewed the documents and year to date financials with the Board.

Annette Tanner moved, seconded by Toni Vincenzetti to accept the November 2018 expense statement as presented. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Melanie Hansen, aye. Motion passed.

Annette Tanner moved, seconded by Toni Vincenzetti to accept the November 2018 financial statements as presented. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Melanie Hansen, aye. Motion passed.

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

November 2018	
Insurance adjustments-	\$5,178.59
Write-offs	\$7,446.00
Total	\$12,624.59

FIRE CHIEF REPORT: Chief Harvey presented his written report for the month of November which covered the various meetings, training and call volume for the Fire District. Chief Harvey also presented additional information concerning the continued increase in call responses and the temporary decreases in the mill levy and how it is having long term effects on the Fire District Financials. Shannon Currier, district accountant also discussed the financial impacts. The Board discussed how the wildland fire deployment helped this year's budget but it not considered a long term solution to the budget problem. Chief Harvey and Shannon Currier will put together a financial analysis for the board in the next couple of months.

BOARD COMMENTS: None

ADJOURNMENT: Annette Tanner moved to adjourn the meeting. Toni Vincenzetti seconded the motion to adjourn. Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Melanie Hansen, aye. Motion passed.

Meeting adjourned at 7:51 PM.

Next regular meeting scheduled for February 11th, 2019 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on February 11th, 2019.

Annette C Tanner
Marge Mackey, Vice-President
Annette Tanner, President

Toni Vincenzetti
Toni Vincenzetti – Secretary/Treasurer

