

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIREHOUSE
August 14th, 2018 AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Vice-President Marge Mackey at 6:11 pm on August 14th, 2018. Directors present were Toni Vincenzetti, Annette Tanner, and Marge Mackey. Directors absent were Dick Latham and Chanse Brackett. Also present was Shannon Currier - District Accountant, District Chief Mike Harvey, Lieutenant Forest Matis, and EMT Nate Voorhees. Public present: Mike Tanner.

The pledge of allegiance was recited.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: None.

APPROVAL ITEMS:

Minutes from July 10th, 2018 Regular Meeting were reviewed by the Board. Annette Tanner moved, seconded by Toni Vincenzetti to accept the July 10th, 2018 regular minutes as presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

PUBLIC COMMENTS: Mike Tanner inquired if the Fire District was checking into having a support group to help the Fire/EMS staff. The Board and Fire Chief discussed this and said it was being worked on and that everyone thought it was a great idea and we need to develop a program.

OLD BUSINESS:

- 1) Chief Harvey gave a verbal update on the progress of the new records management program – ImageTrend. The EMS billing has been working great and a big time saver. When the fire season slows down, the inspection module will be worked on and commercial inspections will start early winter. The Fire Chief and Board also discussed the progress of research that staff was doing to select a tablet that will be able to upload EKG data directly into the units. Once a device is selected an EMTS grant will be evaluated to help pay for the new devices.
- 2) EMR Course – Chief Harvey provided the board with an update on the progress of the De Beque School District EMR class. 6 students have signed up for the class and the first day of class was August 14th. Chief Harvey discussed the expense of the instructor curriculum and the board agreed that if at all possible the Fire District would like to split the cost of that with the School District. Chief Harvey will put together a proposed invoice for the School District. Students had the opportunity to see and hear the fire apparatus and staff responding to the Cameo Fire and hear the station alerting systems work.
- 3) Volunteer Auxiliary Update: This was discussed in the public comments section. There has been a couple of interested people. Due to work load staff has been unable to pursue it further.
- 4) Part-time hiring update: Chief Harvey gave the board a verbal update on the progress of the hiring of additional part-time staff. Interviews will happen in September. Chief Harvey will be contacting

people to be on the initial hiring interview committee. Chief Harvey stated that he would like to have one board member, a member of the public, one Chief or officer from an outside agency and a fire staff member for the initial committee. After the initial screening a Chief interview will be conducted along with background, physical and drug testing.

- 5) Personnel Handbook update: The Board reviewed the changes to policy proposed by Chief Harvey. Chief Harvey discussed the potential complications of staff which are governmental employees taking photos on incidents and the restrictions needed to protect public privacy on both EMS and Fires. Chief Harvey also discussed the legal implications of "photo spoilage" in reference to the social media and taking of photos. The policies are scheduled for a final reading and vote at the September board meeting.

NEW BUSINESS

- 1) Mitigation projects for 2019: Chief Harvey discussed with the board about pursuing grant funding and discussing with private land owners some mitigation projects for 2019 if grant funding can be secured. The Board agreed that the Fire District should be proactive and pursue this. Chief Harvey will be investigating funding sources and will speak with target landowners for the project. It will be essential to gain permission from the private landowners to participate in the project.
- 2) Division of Fire Prevention and Control engine and office space: Chief Harvey met briefly with the local Fire Management Officer about the possibility of hosting the state wildland engine. Chief Harvey described the concept of the program and there would be no cost to the Fire District. The engine would be an additional resource in the region not only for De Beque but also both Garfield and Mesa Counties. The Board agreed that if the state was interested they would entertain housing the engine in station 81. Chief Harvey will keep the board updated if the state shows any further interest in housing the engine at De Beque.
- 3) Residence heating system: Chief Harvey updated the Board on an issue concerning the heating system in the residence house. Chief Harvey will be requesting a second opinion on a course to fix the heating system that was installed approximately 4 years ago. A long term solution will need to be budgeted for the house. The evaporative cooler was also replaced on the house.

ACCOUNTANTS REPORT

- 1) Shannon Currier, Fire District Accountant provided the board with written copies of the financial statements through the end of June 2018 to include May 2018. Mrs. Currier review the documents with the Board. Chief Harvey discussed with the board some of the future issues with aging equipment and the increased call volume the Fire District is experiencing.

Toni Vincenzetti moved, seconded by Annette Tanner to accept May and June 2018 financial statements presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

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

May 2018

Insurance adjustments-	\$2,154.43
Write-offs	\$116.62
Total for May	\$2,271.06

June 2018

Insurance adjustments-	\$587.02
Write-offs	\$1,781.00
Total for May	\$2,369.01

FIRE CHIEF REPORT: Chief Harvey reviewed his written report with the Board. Maintenance and repairs on both apparatus and the station have increased this year. Mrs. Tanner inquired on the wildland fire billing and the amounts collected. Chief Harvey stated that the Buffalo fire has been billed and three more fires are still pending. Chief Harvey will provide the Board with updates as these fires are submitted to the state for funding. Three employees will be attending a two week course on critical care paramedic starting August 19th.

Forest Matis provided a verbal update to the Board on the red crew report and how CQI was moving along with ImageTrend.

Chief Harvey also commended Forest Matis, Ethan Harvey and Nate Voorhees on completion of their Engine Crew Boss task books. Paramedic Matis worked with the hot shot crew as line medic on the Lake Christene fire in Basalt, Nate Voorhees helped with the Cache creek fire and Ethan Harvey assisted with the Bull Basin Fire. Each was able to complete their air resource coordination on these fires. De Beque Fire has been active with fires all around the region as well as in district. All staff members have been working long hours to help with backfill and the many mutual-aid requests this year. Off duty personnel have been coming in on call-back frequently to help fill in. Chief Harvey wanted to thank all staff for their help, and participation during this fire season.

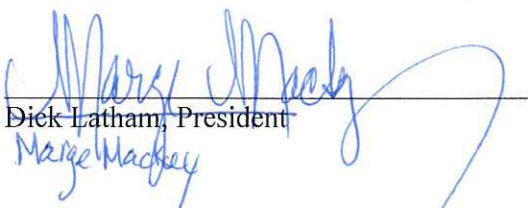
BOARD COMMENTS: Marge Mackey want to thank the Fire District for their participation in the Wild Horse days. Chief Harvey commented that due to staffing limitations and the fires the Fire District was not able to help as much as in the past. The Board also thanked the Tanners for their donation of the step ladder to the station.

- 6) ADJOURNMENT: Toni Vincenzetti motioned to adjourn the meeting. Annette Tanner seconded the motion to adjourn. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

Meeting adjourned at 07:43 PM.

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

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


Dick Latham, President
Marge Mackey


Toni Vincenzetti – Secretary/Treasurer



