

GRAND VALLEY FIRE PROTECTION DISTRICT
MINUTES SPECIAL BOARD MEETING APRIL 21, 2017, 9:00am
Battlement Mesa Fire Station
0124 Stone Quarry Rd. Parachute, CO 81635

Attendance: Fire District Board of Directors
Bill Nelson (5/2018, 2nd Term) Keith Lammey (5/2020, 2nd Term)
Kevin Whelan (5/2020, 2nd Term) Michelle Foster (5/2018, 1st Term)
Ted Anderson (5/2018, 2nd Term)

Absent: None

Staff: David Blair, Fire Chief Kim Reeves, Administrative Specialist
Bob Tipping, Captain

Public: None

President Whelan called the meeting to order at 9:00 a.m.

MINUTES

Minutes from the March 15, 2017 Regular Board Meeting were presented and reviewed. Foster moved to approve the minutes. Seconded by Nelson. All approved.

FINANCIAL REPORT

Financial reports for March 2017 were reviewed and discussed. Anderson moved to approve the financial reports, subject to audit. Seconded by Nelson. All approved.

PUBLIC COMMENT

None.

BOARD PRESIDENT REPORT

Board President Whelan reported, to the Board of Directors, his findings from his individual meetings with staff. The Board of Directors directed President Whelan to send a letter to all staff regarding his findings.

FIRE CHIEF'S REPORT

- **Old Business**
 - **Member Handbook**

Chief Blair presented and discussed the Attorneys review of the Member Handbook. Lammey made a motion to approve and adopt the Member handbook presented by the District's Attorney on April 19, 2017. Seconded by Nelson. All approved.
 - **OROI/Strategic Plan**

Chief Blair gave an update on progress being made in reference to the Organizational Review and Opportunities for Improvement and the Strategic Plan.
 - **Return of Martin Goughnour for follow-up**

Chief Blair reminded the Board of Directors that it considered potentially bringing Martin Goughnour back after 6 months after accepting the OROI report, for a follow up investigation as to progress being. The Board of Directors discussed this and made a decision to not have Martin return and to reevaluate this option at a later date.
 - **Property Purchase**

Chief Blair updated the Board of Directors on progress being made on the purchase of the land that Station #2 is located on, from the Town of Parachute. Chief Blair also asked board guidance as to whether the attorney's cost incurred for the property purchase should be

applied to the Capital Projects 800 720 Property Purchase line or co-mingled with the General Fund 100 320 Legal Services line. The Board of Directors agreed that the legal fees should be paid from the Capital Projects Fund.

- **Meet and Confer**

Chief Blair has received the amended resolution from the District's attorney and distributed it for the Board of Directors to review and approve. Chief Blair has also met with Union 5106 President and has been working on a Draft Values and Ground Rules statement that was presented to the Board of Directors. The Board of Directors agree to the Meet and Confer ground rules. Whelan moved to approve and adopt the Meet and Confer Resolution 2017-002. Seconded by Anderson. All approved.

- **New Business**

- **CORA (SDA) policy adoption discussion**

Chief Blair has met with Administrative Specialist Reeves in regards to a District adopted Colorado Open Records Act policy. Chief Blair presented the District's Attorneys version for consideration. Whelan moved to approve the CORA policy as presented. Seconded by Anderson. All approved.

- **1st Aid and CPR Classes cost estimates, discussion and adoption**

Chief Blair presented the estimated cost for conducting 1st Aid and CPR classes that Training Division Chief Rowe put together. This topic was brought up in an earlier Board Meeting and staff was directed to investigate the cost to the District in order to determine if the District should start charging for some of the classes it conducts for the Community and Businesses. The Board of Directors advised staff to start charging for the classes based on the presented costs.

- **BOD President & Fire Chief monthly meetings**

Chief Blair suggested to the Board of Directors that there be a formal meeting between himself and the Board President held monthly in order to organize the monthly agendas and monitor projects and assignments that the Chief has been given by the Board of Directors. The Board of Directors agree to the usefulness of the meeting.

- **Other**

- **Proposed Election Date Changes – Odd to Even Years**

According to the April 2017 SDA News, there is a "prominent county clerk and recorder" that is trying to bring a bill before the legislature to move special district elections from even-numbered years to odd-numbered years. It appears that the proposed legislation won't be come up this year, but it is being planned for the 2018 session. Before SDA develops a final position statement, they are asking special district's for their thoughts. After discussion the Board of Directors direct Chief Blair to send a letter to SDA stating that the District is in support of the proposal.

- **SB 17-214 Voluntary Firefighter Cancer Benefits Program**

The Colorado State Senate and House of Representatives have passed SB 17-214, the Voluntary Firefighter Cancer Benefits Program and it is now moving to the Governor's office for final signature. Chief Blair will try and get additional information as to how this will affect the District in time for the BOD meeting.

- **SDA Training**

Chief Blair presented information regarding upcoming training events offered by SDA.

- **EMS Billing Outsourcing**

Chief Blair presented information from Lifequest Services regarding the outsourcing of the EMS billing. The Board of Directors gave direction to get further information.

- **ALS Provider Training**

Chief Blair discussed the possibility of hosting an EMT Intermediate class. This would be above the approved spending limit so approval will be needed from the board of Directors to move forward with the class.

Whelan left the meeting at 11:32 for a previous commitment.

The EMT Intermediate class discussion continued. Nelson made a motion to approve the class. Seconded by Anderson. All approved.

- **Shared Specialty Team Summary**

The shared specialty team summary that was put together by Jacob Oldright was shared with the Board of Directors.

- **Letter From Kiwanis Club**

The letter of thanks from Kiwanis Club was presented to the Board of Directors. For the Folg tournament support which funds scholarships for GVHS students.

- **Energy Symposium**

Chief Blair, Bill Nelson and Chase Spaid attended the recent Energy Symposium. The Symposium was discussed.

- **Engine Academy**

Chief Blair advised the Board of Directors that he will be attending the Engine Academy for the next 2 weeks.

- **Staff Report**

- **District participation in recent events**

Chief Blair discussed some of the events that the District has participated in during the past couple of months, as well as what the Operations Staff has been doing.

- **OPS Report**

Chief Blair discussed the handout outlining the March 2017 Operations report – there is a Black Crew anomaly in turn out and response times because of the working structure fire and multiple apparatus form the district going enroute when more responders come in to help.

- **MOU with Colorado River Fire Rescue**

Chief Blair advised the Board of Directors that DFC Ferguson and DFC Sackett with CRFR are working out the details of the MOU and will be bringing the plans to both District BODs. DFC Sackett was given the update that GVFPD didn't want to respond to all calls in the 6 mile area that would be shared and GVFPD would only do structure fires, wildland fires, hazardous materials and vehicle crashes. DFC Sackett said he would talk with Chief Jones and Dispatch. Dispatch did advise us it is very difficult for them to auto aid only on specific calls and they weren't sure if they could do it on their end through dispatch. The dispatch center said all calls could be easily accomplished opposed to the specific calls.

- **Volunteer Testing**

We had a final of seven applications, confirmations from four of them. Two ended up showing up, plus we had one additional person show up Friday evening wanting to apply and test. One applicant come in the Monday before testing and stated his job was sending him to Wyoming for two weeks and he wouldn't make the testing. DFC Ferguson told him that he will notify him of our next testing in May or June. Total of three tested and all passed the work capacity testing, physical agility, written testing and interviews. Information was given to Kim on Monday (4/10) to run backgrounds and DL checks.

- **Other**

- **Audit Update**

Kim Reeves advised the board of Directors that Marlo Coats with Colorado CPA will be at Station #1 on May 8, 2017 and May 9, 2017 to complete the field work for the 2016 Audit

- **Meeting Recordings**

Kim Reeves discussed the current practice of saving the recordings and the suggestions from the Attorney. Nelson made a motion that the recordings be used for the purpose of transcribing minutes only and be deleted after the minutes are approved by the Board of Directors. Seconded by Lammey. All approved.

- **Bank Issues**

Kim Reeves discussed the current problems with being able to transfer funds from on bank account to another. The Board of Directors gave direction to have Alpine Bank present their options at the next Board Meeting.

- **Board of Director's Report/Comments**

None

EXECUTIVE SESSION:

- There may be an Executive Session per CRS-24-6-402(4)(a) related to the discussion of the purchase, acquisition, lease transfer, or sale of real, personal, or other property interest. **This Executive Session was not needed therefore there was no Executive Session held.**
- There may be an Executive Session held per CRS-246-402(2)(F) for the discussion of a personnel matter and not involving: any specific employees who have requested discussion of the matter in open session: any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. **This Executive Session was not needed therefore there was no Executive Session held.**

ADJOURN

There being no further business or discussions the meeting was adjourned at 11:50 a.m.

Kim Reeves, Administrative Assistant

Kevin Whelan, Board President

Bill Nelson, Board Secretary/Treasurer