

GRAND VALLEY FIRE PROTECTION DISTRICT
MINUTES REGULAR BOARD MEETING MAY 17, 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)

Absent: Ted Anderson (5/2018, 2nd Term)

Staff: David Blair, Fire Chief Rob Ferguson, Deputy Fire Chief
Kim Reeves, Administrative Specialist Christina Gose, Firefighter

Public: Anne Kellerby, Alpine Bank

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

Whelan moved to excuse Anderson. Seconded by Lammey. All approved.

ALPINE BANK PRESENTATION

Anne Kellerby presented information regarding the options available to the District from Alpine Bank.

MINUTES

Minutes from the April 21, 2017 Special Board Meeting were presented and reviewed. Lammey moved to approve the minutes with corrections. Seconded by Nelson. All approved.

FINANCIAL REPORT

Financial reports for April 2017 were reviewed and discussed. Whelan moved to approve the financial reports, subject to audit. Seconded by Foster. All approved.

PUBLIC COMMENT

None.

BOARD PRESIDENT REPORT

Whelan relayed that Anderson feels that the Board of Directors should discuss what a mil levy would mean.

The letter regarding nepotism was sent to all Members for feedback.

FIRE CHIEF'S REPORT

Chief Blair asked the Board of Directors if they were ready to act on the proposal from Alpine Bank or if they would like to continue discussions at the June Board Meeting.

Nelson moved that all District funds and accounts be moved from Wells Fargo to Alpine Bank. Seconded by Lammey. All approved.

- **Old Business**

- **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.

- **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. There was an error/omission in the original platting of the property lines, which is being corrected with a "Surveyor's Affidavit" and the closing is still planned for May 22, 2017. Chief Blair has contacted Kari Arneson with Title Company of the Rockies to get exact amounts needed for closing. A check was prepared for the correct amounts and presented at the Board Meeting for signatures. The resolution that is required to purchase the property was presented to the Board of Directors. Lammy moved to approve Resolution # 2017-004 a resolution authorizing the acquisition of real property and the execution of all necessary to complete the acquisition. Seconded by Foster. All approved.
- **SB 17-214, Voluntary Firefighter Cancer Benefits Program**
SB 17-214 was signed by Governor Hickenlooper during earlier this month. There is no word yet on the Benefit Trust Fund being put together. Chief Blair will continue to follow development of this program and will present the cost of the Trust Fund vs. Workers Compensation for a future BOD meeting.
- **EMS Billing Outsourcing – LifeQuest Services**
Administrative Specialist Reeves has been in contact with LifeQuest Services there was no information available at the time of the Board Meeting.
- **Meet and Confer**
Chief Blair has contacted the District's attorney and awaiting an answer to the questions brought up at the April meeting as to whether Meet and Confer meeting minutes are public documents or confidential to the meet and confer process. Chief Blair has also asked the question as to whether it is appropriate of a Board Member to sit in on a Meet and Confer session and what is the process for this to occur. Chief Blair presented and discussed the answers from the District's attorney.
- **New Business**
 - **Board Member Manual**
In order to meet the requirements of Recommended Action Item 32: Draft and Adopt a Board of Director's Policy Manual, Chief Blair suggested that the Board of Directors consider adopting the SDA Board Member Manual as the base plate and consider other additions that are unique to GVFPD, such as term limits of officers, compensation and benefits. This is a discussion item only and Chief Blair will follow up at a future meeting with the actual manual for approval.
 - **Random Drug Testing**
Chief Blair has checked into local Drug and Alcohol testing companies. Chief Blair presented and discussed the costs related to random drug testing as it was sent to him. The Board of Directors agreed that we should continue with our current policy regarding drug testing.
 - **Budget Analysis**
Chief Blair will be analyzing the current 2017 budget and looking for ways to trim even more for the coming 2018. Chief Blair has contacted the Garfield County Assessor's Office and has asked for the 2015 abstract to compare revenues patterns and trends. This is just information at this time, but Chief Blair feels that as we work toward finalization of the 2018 Budgets, it may be prudent to draft an informational letter/article that could go out to the media about the District's current and future financial status and possible ramifications. A mass mailing by inclusion of a single informational sheet with the annual subscription may be an effective way of getting the message out to the households of the District.

- **Other**

- **Parachute / Battlement Mesa Trails Group**

- A request has been made by the P/BMTG to have the Fire District assist with some trail development and hazard mitigation work to include limbing and brush clearing and some trail construction utilizing the District's Unimog. Captain Davidson is a member of this group making the request and would be responsible for the use and operation of the District's Unimog if approved. Chief Blair presented a map of the area and the scope of work that will be performed. The Board of Directors agreed that Captain Davidson be allowed to use the equipment and the District will pay his wages. They further agree that the crews be allowed to assist and use this as a training.

- **Staff Report**

- **District participation in recent events**

- Deputy Chief Ferguson 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**

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

- **MOU with Colorado River Fire Rescue**

- Deputy Chief Ferguson and Deputy Chief Sackett with CRFR have been working out the details of the MOU. At this time due to some difficulties with the dispatch system the mutual aid will need to stay as is.

- **ALS vs. BLS Call Volumes Comparison**

- Deputy Chief Ferguson presented a comparison of ALS and BLS calls for service, as well as the average numbers of ALS persons on shift, excluding the Captain.

- **Salary Survey for June BOD meeting**

- Deputy Chief Ferguson presented the area salary survey.

- **Summer Firefighter Program**

- Deputy Chief Ferguson advised the Board of Directors of the format for the 2017 Summer Wildfire Season coverage. Whelan advised the Board of Directors that Anderson expressed some concern on the validity of the program.

- **Accreditation Up date**

- DFC Deputy Chief Ferguson gave an update to the Board of Directors as to progress being made as it pertains to the Community Risk Assessment: Standards of Coverage.

- **Other**

- **Audit Update**

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

- Kim Reeves presented a letter sent to her from RM Engine Academy thanking Chief Blair for his participation.

- **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 11:05 a.m.

Kim Reeves, Administrative Assistant

Kevin Whelan, Board President

Bill Nelson, Board Secretary/Treasurer