

GRAND VALLEY FIRE PROTECTION DISTRICT  
MINUTES REGULAR BOARD MEETING November 15, 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, 1<sup>st</sup> Term)  
Ted Anderson (5/2018, 2nd Term)

Absent: None

Staff: David Blair, Fire Chief Rob Ferguson, Deputy Fire Chief

Public: None

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

### MINUTES

Minutes from the October 18, 2017 Regular Board Meeting were presented and reviewed. Anderson moved to approve the minutes with corrections. Seconded by Lammey. All approved.

### FINANCIAL REPORT

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

### PUBLIC COMMENT

None

### BOARD PRESIDENT REPORT

None

### FIRE CHIEF'S REPORT

- **Old Business**
  - **OROI/Strategic Plan**
    - The Captain's Job Descriptions re-write has been started. Captains and administrative staff have reviewed and made comments as to improvements & changes. Final re-write is planned for first part of next week. Lieutenants have made initial comments of the Lieutenant Job Description. As soon as Captain's is approved, portions will be added to Lieutenant's for goals for advancement for all to review and comment.
    - DFC Ferguson has been working with Martin to set up the interview schedule for his site visit the end of January. DFC Ferguson will present specific information at the meeting.
  - **Budget Preparation**

Chief Blair presented the 2018 November DRAFT General Fund, Capital Projects Fund and the Volunteer Pension Fund Budgets for discussion. Approval of the Budgets is slated for the Special December 6<sup>th</sup> Board of Director meeting.
- **New Business**
  - **Dispatch use of Response Codes**

Chief Blair updated the Board as to the meeting with the Communications Center and the agreed changes that have been made.
  - **Fire Officer Accreditation recognition**

Lieutenant Chris Jackson and Captain Andrew Duprey have been awarded Fire Officer Accreditation during this past month.

## STAFF REPORT

- **Deputy Fire Chief 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 October 2017 Operations report.
  - **Accreditation Update**

Deputy Chief Ferguson gave an update to the BOD as to progress being made as it pertains to the Community Risk Assessment: Standards of Coverage.
  
- **Admin. Specialist/HR Report**
  - **LifeQuest Billing Update**

Chief Blair gave an update on the progress being made to transitioning the District's EMS billing from in-house to the LifeQuest Billing Agency.
  - **Healthcare Benefit Options**

Chief Blair gave an update on the meetings that Administrative Specialist Reeves she has had with full time staff in regards to the healthcare benefit options approved at the October BOD meeting. Some staff would like to use their HRA benefit dollars to pay the Health Insurance premium deduction. This would lower their HRA Benefit and they would have no Health Insurance premium being deducted from their checks. Whelan moved to approve the option to use HRA Benefits to pay Insurance Premiums. Seconded by Nelson. All approved.
  - **2018 District Christmas Party**

The District Christmas Party is December 9<sup>th</sup>, at 6:00 pm. Invitations have been sent out to District members.
  
- **Other**

Chief Blair presented the Garfield County Natural Hazard Mitigation Plan for Board approval. The Board of Directors discussed the plan. Whelan made a motion to approve the Garfield County Natural Hazard Mitigation Plan. Seconded by Nelson. All approved.

## BOARD OF DIRECTORS REPORT/COMMENT

None

## EXECUTIVE SESSION:

President Whelan made a motion that the Board of Directors hold an Executive Session 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.

Seconded by Nelson. All approved. Session attendance: Whelan, Lammey, Nelson, Foster, Anderson, Blair and Ferguson. Executive session began at 10:45 a.m.

The Executive Session was concluded at 10:58 a.m. and the Regular Board Meeting resumed.

## ADJOURN

There being no further business or discussions the meeting was adjourned at 10:59 a.m.

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Kim Reeves, Administrative Assistant

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Kevin Whelan, Board President

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Bill Nelson, Board Secretary/Treasurer