

**DMFPD Meeting Minutes
July 16, 2014**

Barry Cole called the regular meeting of the Deer Mountain Fire Protection District to order at 1800 hours at the Deer Mountain Community Center.

Present were Barry Cole, Mark Matthews, Karen McKee, Skip Moreau, Joe Watts, and several citizens.

SECRETARY'S MINUTES

Minutes were emailed to all board members. Karen made a motion to accept the minutes and Joe 2nd the motion. Motion carries.

TREASURER'S REPORT

General Fund

Checks #2278-2305

Beginning Balance June		\$119,535.59
Fremont County Tax Deposit-May	\$15,016.75	
Bank Interest	\$1.04	
Total Income June	\$15,017.79	
Net Income		\$134,553.38
Expenses		\$11,320.02
Checkbook Balance		\$123,233.36
Total funds:		\$217,090.80

Karen stated that we had two additional purchases: 3 boxes of paper for the board room and 2 purchase order books, plus payments for May and June dispatch services. Karen made a motion to accept the treasurer's report and Mark 2nd the motion. Motion carries.

Karen mentioned that we are on budget for the most part: Medical contribution of \$5,646; Brush 4 income from last year; Communications well under budget which will help with the \$7,500 needed to link the 2 repeaters; Insurance is currently over budget.

Joe had a concern about our trucks not going out and how that would impact us financially in the future- Karen thinks we will be fine since we had funds carry-over from last year.

Bills to be paid: Beginning July 1st balance: \$123,233.36 County Tax deposit-June: \$21,083.80
July total expenses: \$16,825.27 Ending checkbook balance: \$127,846.89

Karen mentioned that we had a couple of unexpected bills such as FCC license fee for Cotopaxi repeater and Worker's Compensation adjusted premium. Karen would like permission to add two additional bills: Century Link (has not come in) - approximately \$250-\$300 and medical bill for \$22.93 from Bound Tree Medical.

Todd turned in a receipt for Brush 2 VIN inspection and licensing-\$389.96 for the board to reimburse Station 1. GSA order is still not finalized per Anne- the Station 1 debit card was provided to GSA and Anne is trying to track our order. Skip made a motion that by next month's board meeting, Todd needs to account for the \$7800 minus what has been spent and if it does not appease the board, the board will take money back and deal with the GSA order from that point on. Joe 2nd the motion. Motion carries. Skip made a motion to add the \$389.96 bill- Brush 2 licensing and registration to the bills to be paid and Joe 2nd the motion. Motion carries.

Karen made a motion to approve bills to be paid and Mark 2nd the motion. Motion carries.

Todd is waiting for Fire Hose Direct to contact him and will have receipt to Karen as soon as he hears from them. Napa's monthly bill has been paid- Todd needs to compare with what Karen has.

Skip will bring Grasshopper bill to the district from now on.

Karen mentioned that the CORA policy has been filed with SDA, DOLA, and has been posted on the DMFPD website as of July 1. In addition, Steve has sent all bank statements for Station 3 and has been reconciled per Karen.

CHAIRMAN'S REPORT

No Report.

ADMINISTRATION HOURS:

Barry-16 Mark-8 Karen-35 Skip-40 Joe-8

STATION REPORTS

Station 1: Training: 146 Maintenance: 59 Administration: 46

Todd mentioned that training includes two personnel that attended the academy. Total calls for station 1 were 13: 2 motorcycle accidents, 1 MVA, 1 ATV, 2 barrel burns, 1 smoke call, 1 smoke alarm at a house, 1 car fire, 1 wild land fire, and 3 medical calls not including car accidents.

Todd requested that DMFPD cover cost of fax line for station 1; Skip and Karen said that from now on Todd should not get a bill, because it has been bundled with all phone services.

Todd reported that registration of Brush 2 took 3 days and that he was informed by the registry that he nor Steve are longer authorized to register vehicles for DMFPD. He handed all the files for all vehicles for both Station 1 and Station 3 to the board members. Skip made a motion that the Vice Chairman shall be in charge of the titles and registrations of DMFPD's equipment and Mark 2nd the motion. Motion carries.

CFR: Training: 18 Maintenance: 9 Administration: 3

Cotopaxi Fire & Rescue had 3 calls.

SECTION REPORTS

INSURANCE:

Mark reported that Cee's claim has been resolved, all paperwork has been turned in by Vickie, and all bills have been paid to everyone's satisfaction. Furthermore, he mentioned that Worker's compensation underwriter only showed 30 people on last year's roster instead of the 59 volunteers listed. He will follow up with insurance agent and get DMFPD roster updated to show all 52 volunteers are covered. We need to remove all dispatchers which will save the district \$600. Mark is currently checking on coverage for firefighters when they go out on fires with other departments or on national fires; he will have an answer by next board meeting.

Vickie would like to have Steve Slocum reinstated on the roster.

Mark will add Steve Slocum and Yvonne Pegoraro and remove Patti Myers from roster.

COMMUNICATIONS:

Skip and John have decided to hold off on the installation of the dipole antenna until the pairing of both repeaters is finalized. Furthermore, Skip announced his disappointment with one

of the dispatchers whom deliberately transferred calls twice to Linda Schuff; the system has been locked and this will not occur again.

Colorado Springs dispatch is doing tone-outs for a smoke-siting as of now.

The repeater pairing equipment is in and all we are waiting on is the FCC license approval; 30 days from now the 2 systems should be up and running. Chaffee County's new fax is online through Grasshopper (cloud fax) and everyone is on the notification roster.

Linda reported that 120 calls have been handled through new computer system and we used 330 minutes.

MEDICAL:

Vickie reported that EMS mutual aid agreement was good per committee; the new district map is displayed at station 1. Moreover, she would like to continue being part of the DMVFD instead of going out on her own. Vickie will keep separate checkbook and will amend Station 1 SOP's to include EMS entity. Vickie's title would be Assistant Chief. Karen motions we allow Vickie (EMS) to stay part of the fire department at station 1 and Joe 2nd the motion. Motion carries.

The ongoing dilemma of having four entities under one EIN# needs to be rectified. Skip made a motion to get attorney and accountant along with committee members: Karen, Todd, Anne, Yvonne, Skip, and Vickie to meet and get EIN# issue resolved. Joe 2nd the motion. Motion carries.

Skip stated that his wife Darlene is taking an introductory class on grant writing offered through Create via Webinar for \$50 allowing her to be the DMFPD grant writer. Mark made a motion to reimburse Darlene \$50 for the webinar grant writing class so that she can be DMFPD's grant writer and Karen 2nd the motion. Motion carries.

Karen and Barry stated that we are still waiting on hose for Brush 2. Todd clarified that both Brush 2 and 4 can be on ROSS as long as when one truck is called out to an incident the other truck is immediately inactivated on ROSS, so that the second truck cannot be called out at the same time. Furthermore, Jeremiah has not provided him with required training certificates. Todd has given Jeremiah plenty of time to produce needed paperwork and will not take him on due to liability issues. Todd will look into finding engine bosses for station 1; Barry has names for him of possible engine bosses.

Barry would like for Todd to find out why DMVFD did not get called for the 8th mile fire and get back to the board- we were skipped on the list.

OLD BUSINESS:

Todd reported that John has someone lined up to transport water tanks.

New building committee- No report; Todd agreed to be chairman and set up a committee meeting.

Attorney- the board members unanimously agreed that Collins, Cockrel & Cole is a good firm to hire for district legal matters. Karen made a motion we retain Collins, Cockrel & Cole as our attorney for DMFPD legal representation and Skip 2nd the motion. Motion carries.

POS- Joe has no report.

NEW BUSINESS:

Skip would like to amend DMFPD bylaws page 6 regarding POS agent obtaining approval for purchases under \$500. Skip decided to table discussion to further research matter until next board meeting.

OPEN FORUM:

Tom fellows took the time to congratulate the new board members on a well-run meeting, for being good stewards for the citizens of the district, and commended Karen for her excellent work as treasurer.

ANNOUNCEMENTS:

The next meeting will be held at Deer Mountain Station 1 on August 20, 2014. Meeting will start at 1800 hours.

Skip made a motion to adjourn meeting and Mark 2nd the motion. Meeting is adjourned at 1950 hours.

Maria Matthews

Secretary