



Tallahassee Fire Protection District Minutes of March 14, 2018 -- Board of Directors Meeting

Mike Meyrick, President, called the Meeting to order at 2:04 p.m. on Mar 14, 2018.

Directors present: Mike Meyrick, Greg Cook, Donna Toeroek, Tim Benton, Dave Matassoni

Directors absent: None

Other members present: Jennifer Walsh

Firefighters/Volunteers present: Mark Norris (Chief), Phil Stevens (Deputy Chief), Matt Reichart, Cindy Boyle and Bonnie Spencer

Public present: Cy Oenbring and from Oak Creek/Griffin Ranch – Bernard Fitchpatrick, Paul Caron, Kevin Cormack,

Secretary's Report:

- Motion to accept the Feb 14, 2018 regular Board meeting minutes as written with no changes made by Greg Cook. Seconded by Dave Matassoni. **Motion carried.**
- Motion to accept the Feb 27, 2018 Special Session on Strategic Planning meeting to include the addition of minor updates made by Tim Benton. Seconded by Donna Toeroek. **Motion carried.**
 - Updates include adding notes from the Mar 12, 2018 Special Session on Strategic Planning meeting that showed a discussion of the 4 Objectives, adding strategies, tactics and estimated costs to accomplish them. And a note that the Core Values are being fine-tuned by the Fire Chief.

Treasurer's Report: (see attachment report)

- Motion to accept the Feb 2018 Treasurer's Report with no changes made by Greg Cook. Seconded by Tim Benton. **Motion carried.**

Operations Report: (see attachment report)

- Additional Info:
 - Access to Water Cisterns on Private Property – Agreements need to be finalized with property/home owners for access to their land to fill and use the water in these cisterns located around the District. Some agreements are in place, but with the previous Volunteer Fire Protection and those agreements will need to be re-accomplished. Mike has the template and will work with the Chief to get these signed.
 - Additional Access to Water – Property owner Cy Oenbring has graciously agreed to allow the District to use water from his pond without having to replenish it. Mike is drafting up a licensing agreement to be signed by Mr. Oenbring and the District. The Board thanked Cy for his generosity.
- EMS Operations:
 - Saint Thomas More Grant – the Grant was originally received for multiple people to attend the EMR training, however only 1 person is in the training. Mike is working with STM to modify the Grant to allow the District to purchase 2 'scoop stretchers' at approx. \$1,000 each and "Tough Notebooks" (used to load medical info, medial refusal notices, etc. for use on scene) instead.
- New Rescue Vehicle: there is a pre-construction meeting on 9 Apr 2018 to go over the specs on the new vehicle before it is built. It will include a large light bar on top, an extended crew cab and plenty of storage for rescue and medical equipment & supplies.

Public Input:

- Board President followed up on the discussion from 14 Feb 2018 Board meeting where Phil Ramey and David Levy were on hand to discuss the Voluntary 2017 donations/dues and the 2017 tax assessment due in 2018. At that time it was requested that they provide the legal precedent they referenced at the meeting.
 - As of the date of this meeting, no additional information has been received from anyone and there was no response when the Board President asked to attend their upcoming meeting on 22 Mar 2018. They were also invited to this Board meeting, but we received no response.
 - At this time, no further action is being taken on this issue.

Policy Issues:

- Resolutions:
 - 2018-003 – Resolution Cancelling Election and Declaration Deeming Candidates Elected
 - Motion made to accept this Resolution as written made by Donna Toeroek. Seconded by Tim Benton. **Motion carried.**
 - Sean Kane and Bonnie Spencer are elected and will be sworn in at the 9 May 2018 Board meeting.
 - A copy of this Resolution combined with the 'Notice of Cancellation of Regular Election' will be e-filed on the DOLA web page
 - 2018-004 – Resolution for Exemption from Audit for the Year 2017 for the Tallahassee Fire Protection District, State of Colorado
 - Motion made to accept this Resolution as written made by Greg Cook. Seconded by Tim Benton. **Motion carried.**
 - Note: All 5 Board members signed this Resolution
- Update on Strategic Plan:
 - Baseline has been established within the 4 Objectives that were defined at the Strategic Planning meeting. Mission Statement and Core Values have been agreed upon. Chief is further defining the Core Values.
 - It was determined that the Strategic Plan is detailed enough so that no further formal Special Sessions are required at this time.
 - Continued progress will be monitored and discussed during the monthly Board Meetings.

Administrative Issues:

- Leasing of Apparatus: Board was reminded that it cannot enter into agreements/contracts for more than one year at a time. Need for newer Type 3 and 6 vehicles (one each) and downsizing of the older trucks to get more reliable equipment was discussed. Leasing options will be investigated and brought to the Board for further discussion.
- Colorado Portal and Domain Name: Motion to accept the Site Name, URL and Domain listed below made by Greg Cook. Seconded by Tim Benton. **Motion carried.**
 - Site Name: Tallahassee Fire Protection District
 - URL: www.colorado.gov/talxfire
 - Domain: @talxfire.com
- Formation of Auxiliary: New Lead has been identified. She was given a copy of the volunteer list and once the Blossom Festival (5-6 May) is complete, she and the team will meet to discuss additional District events. Motion to accept the District events and add them to the District Calendar made by Greg Cook. Seconded by Dave Matassoni. **Motion carried.**
 - Open House: Sat. 21 Jul 2018
 - Town Hall: Sat. 27 Oct 2018
 - District Christmas Party: 8 Dec 2018
- Discussion of Satellite Stations:
 - Canyon Springs Station – Phil working on getting estimate for additional insulation, rafter reinforcement and dry wall work. Existing permit ends in July 2018, but can be extended.
 - Cabin Creek Station – District will own at some point, final survey and associated transfer paperwork will need to be accomplished.
 - King Meadows Station – This station will need to move in the future. More discussions forthcoming
 - Autumn Creek and S TBar are on private property, so agreements will need to be put into place if possible/applicable or else the stations may need to be moved or closed down
- Donations & Thank you Letterhead & HOA Info:
 - Two letterhead thank you templates have been created by Cindy Boyle and the Chief. Cindy will continue to send thank you letters to all those giving monetary donations. The Chief will continue to send all thank you letters for any in-kind donations to the District. All monetary Thank you letters through February have gone out to ensure compliance with the new state law.
 - Cindy is collecting all HOA/POA information and asked for input from Board members. Chief and/or a Board member will again attend annual HOA/POA meetings to brief them on the District's accomplishments.

Review of Events Calendar:

- The second Quarter 2018 newsletter is due to start production on 2 Apr 2018. The Chief will be taking over creating the newsletter working with Gloria. Dave will work with the Chief on this one as it transitions over.
- All references to the 8 May 2018 election that was cancelled by Resolution 2018-003 have been removed from the calendar and it will be reposted on OneDrive and sent to all Board members.

New/Other Business:

- None

Adjournment: Motion by Greg Cook to adjourn. Seconded by Donna Toeroek. Meeting adjourned at 3:30 p.m.

Respectfully submitted by Jennifer L. Walsh, Secretary

Operations Report - February 2018

Incidents

Type:	MTD:	YTD:
Smoke Investigation	2	3
Wildfire	0	1
Medical	3	4
Traffic Incident - ALL	1	3
Structure Fire	0	0
Odor / CO Check	0	0
Rescue	0	0
Agency Assist	2	2
Deployments	0	0
Total	8	13

Membership: 14 FF/EMS Members; 6 Probationary Members; 2 Reserve Members; 1 Applicant

NFIRS: Current through 11/5 - Delegated

IQS: Current Through October/November 2017

CRRF: Current for 2017-2020

ROSS: No resources currently listed.

Agreements: Fremont AOP updated.

Grants: STM Grant awarded \$10k. FP&S Grant open, March 16th deadline

ISO: No Action

Dispatch & Comms: Nothing to report VHF projects are on hold pending evaluation of necessity.

Medical: EMR in progress 1 attendee from Talx. NARCAN training Feb 17th. CPR/AED tentative training April

Training: Dept. needs a EVDT-I VFIS? Insurance company?
M410 Facilitative Instructor Meets NWCG Instructor requirements \$400 plus travel, room & board

Narrative of Current & Priority Projects:

- Main Station repair; Contractor has been located and Material ordered. We are waiting for the material delivery. ETA 3-14-2018.
- 3 water tanks have been moved to the Canyon Springs Station.
- Plan being prepared to place tanks at the Main Station for use above ground via gravity w/pump assist.
- After MS tanks placed and system tested, we will execute the CS station tank placement.
- Deal with Parkdale Quarry to donate material. Request letter sent, we need to determine actual needs and coordinate transport.
- E13 Back in Service. We need to stress test, actual root cause as yet TBD, may have been a bad lot of reman fuel injectors
- E46 to be removed from service, tank drained and all equipment removed in preparation for sale. Florence or OCGVFD
- E11 needs to be prepared for sale. Does anyone know who donated this Engine?
- E41 BIS, lug replaced, PM and DOT completed. E41 needs to have the Foam system repaired. Estimate is \$10-15k
- T13 split differential is disconnected and will perform better if this is repaired. T13 OOS @ Dirks for estimate of cost
- T12 Surge Busters bought and assembled. T12 welding work currently being completed. Minimal additional cost is estimated to place in service. Pump, Fol-Da-Tank, Radio, light bar, labels and paint. Most material already obtained. <\$1000?
- T22 Cost TBD, most equipment already obtained need labor to place and weld assemblies.
- The 3 6x6 batteries will be charged so we can start T22 project and evaluate 1 for use as a support vehicle. At least 1 will be sold possibly 2 depending on performance evaluation.
- Main Station Fire Lane, FF Parking and Visitor parking plan being executed. ETC by end of April Regular FF Training.
- Purchase 20' container for tools and other storage to help cleanup appearance of Main Station

NEED BOARD ASSISTANCE - We have several residents in the STBAR subdivision area that either want to allow us to access and maintain their fire cisterns or want to have them installed. We need a contract that grants access.

NEED BOARD ASSISTANCE - Cabin Creek land acquisition status?