



Tallahassee Fire Protection District Minutes of May 9, 2018 -- Board of Directors Meeting

Mike Meyrick, President, called the Meeting to order at 1:58 p.m. on May 9, 2018.

Directors present: Mike Meyrick, Greg Cook, Donna Toeroek (outgoing Director), Tim Benton (outgoing Director), Bonnie Spencer (new Director), and Sean Kane (new Director)

Directors absent: Dave Matassoni

Other members present: Cynthia Boyle and Tess Matassoni

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

Public present: Commissioner Dwayne McFall, Dale Carroll, and Clint Robertson

Administration of Oath of Office:

- Mike Meyrick, Board Chairman, administered the Oath of Office to Bonnie Spencer and Sean Kane. Each will serve a four-year term.
- Assignment of Board Duties: Bonnie Spencer will assume the duties of Board Treasurer going forward. Sean Kane will assume the duties of Board Assistant Secretary going forward.
- Authorization for New Notaries: Cynthia Boyle and Sean Kane will obtain Notary Certification. Can obtain online and TFPD will reimburse any associated fees.
 - Motion for Cynthia Boyle and Sean Kane to become Notaries made by Greg Cook. Seconded by Bonnie Spencer. **Motion carried.**
- Tribute to Departing Directors: Thank you given by Mike Meyrick to Tim Benton and Donna Toeroek for serving on the initial TFPD Board of Directors. Both volunteered and stepped up to help TFPD get to the point we are at today. Their time and effort were greatly appreciated.

Secretary's Report:

- Motion to accept the April 11, 2018 regular Board Meeting Minutes as written with no changes made by Greg Cook. Seconded by Sean Kane. **Motion carried.**

Treasurer's Report: (See attachment report)

- Motion to accept the April 2018 Treasurer's Report with minor month change (from February to April Total Revenue) made by Greg Cook. Seconded by Bonnie Spencer. **Motion carried.**
- Additional Info:
 - \$1,204 refund on OneBeacon P&L Insurance was received last week.
 - \$5,000 outstanding payable for Workers' Comp Audit Adjustment was discussed. State mandate procedures for comp labor have changed including overtime, firefighters' cancer load, etc. Donna will compose an email and/or pdf file identifying the changes/updates to workers' comp. Approval was given to pay the \$5,000.
 - Donna also recommended that because we have changed insurance carriers for workers' comp, at mid-year, the Treasurer and Accountant should generate a draft audit invoice with the help of our WC rep to avoid any end-of-year surprises.
- Monthly Budget Meeting: Held on April 27. Everything is on-track.
- Lease of Tactical Tender: Not in cash position to purchase outright. Looking to lease from a service broker. The tactical tender is the most sought-after vehicle for federal fires. Therefore, this will be a major money-maker and can bring in additional income by deploying the tender and crew for federal fires when requested. As this is a capital lease, Donna recommended doing a supplemental budget. Mike agreed.
- Donations: Received \$690 in unrestricted donations for the month of April 2018.

Operations Report: (See attachment report)

- Status of Rod Hand: Rod has been a member of our fire department for several years. He recently made his second attempt at a solo kayak paddle from California to Hawaii to raise awareness for Wounded Warriors. Unfortunately, his kayak was found capsized and he was discovered unconscious on a nearby beach. He was taken to a nearby hospital where he remains on life support in critical condition. A fund has been set up to help

the family with costs: YouCaring.com/RodHand-1181803. Mike encouraged all to go to this website and consider making a donation. Can also go to Rod's Facebook page to see daily updates.

- Additional Info:
 - Update to Grants Information: \$94.24 FEMA Grant for compressor (remainder). \$2,050 State Homeland Security Grant for radio system (50% matching grant).
 - Mark and Phil to attend FEMA ICS 300 & 400 courses for certification purposes from June 2 – 9.
 - Mark, Phil and Donna to attend a free course on billing packages for federal deployment. Registered for four to attend; looking for another individual to attend.
- Commissioner Dwayne McFall discussed the recently issued Stage 1 Fire Restrictions for unincorporated areas of Fremont County. Agricultural burning, open fires in an undeveloped area, burning of trash, etc., are all banned. Smoking restrictions are in effect. For any calls that come in, we are allowed to respond. If a warning is issued, we should notify the County Sheriff's Office. If we cannot handle, we need to call the County Sheriff's Office. The County can bring criminal charges if necessary. Needs to check on current fireworks restrictions.

Public Input:

- Dale Carroll introduced himself. He is a candidate for the District 2 Fremont County Commissioner.
- Clint Robertson introduced himself. He is a candidate for the Fremont County Sheriff's Office.

Administrative Issues:

- Status of Website: New TFPD website (www.colorado.gov/talxfire) is ready. However, the forwarding record for the old website has not been completed to date by Mark.
- Amendments to:
 - CORA Policy: To add Sean Kane. To use new secretary@talxfire.com email address.
 - Transparency Notice: To use the new email addresses for individuals shown. Change date of next regular election to May 12, 2020. Mike, Greg, and Dave to show a three-year term limit.
 - Letterhead: Changes/Updates as shown are correct and approved.
- New Email Addresses: Per Mark, most are complete and in use. Still needs to work with a few individuals to provide login information. All FatCow email addresses will be forwarded as will all the contents therein.
- Newsletter: Per Mark's suggestion, it was agreed that the Auxiliary Committee will be responsible for all facets of our Newsletter going forward – composing, printing, mailing (physical and electronic), etc.
- Obtaining Additional Email Addresses: Already discussed obtaining email addresses at HOA/POA Meetings we attend. In addition, Auxiliary Committee should have a sign-up sheet at all community events.
- Status of Main Station LED Sign: LED display on north side of sign is not working properly. Mark has not had the time to address. Mark to change display to show "Stage 1 Fire Restrictions" now in effect.

Review of Events Calendar:

- Budget/Cash Flow Meeting scheduled for Friday, June 1, 2018, at 1:30 p.m., at Law Offices of Michael Meyrick.

New/Other Business:

- Per Greg:
 - T13 was fixed by Dirk's but it's down again. Water pump failure. Greg to have serviced at Pueblo West.
 - E41 was fixed but is down again due to water leak. It's a plumbing issue but is considered serviceable.
 - E56 has been repaired but is in need of a full med bag.
 - Will turn off all propane heaters in buildings.
 - Should consider fire station signage in the future.
 - Long-time friend of the fire station, Susan Everett, recently passed away.
- Per Mark:
 - Auxiliary Committee – First meeting on Thursday, May 10, at 5:30 p.m., at Main Station.
 - Fremont County AMR Safety Jam will be held on Saturday, June 2, at 10:30 a.m., at Rudd Park. TFPD will have a booth. Mark to discuss specifics with Auxiliary Committee.

Adjournment: Motion by Greg Cook to adjourn. Seconded by Sean Kane. Meeting adjourned at 3:12 p.m.

Respectfully submitted by Cynthia M. Boyle, Secretary.

Operations Report - April 2018

Incidents

Type:	MTD:	YTD:
Smoke Investigation	0	3
Wildfire	2	4
Medical	1	6
Traffic Incident - ALL	4	11
Structure Fire	0	0
Odor / CO Check	0	0
Rescue	0	0
Agency Assist	0	2
Deployments	0	0
Total	7	26

Membership:	14 FF/EMS Members; 6 Probationary Members; 2 Reserve Members; 2 Applicants
NFIRS:	Current through 11/5 - Updates in-progress.
IQS:	Experience Current Through October/November 2017 Fitness and Refreshers updated for 2018
CRRF:	Current for 2017-2020
ROSS:	No resources currently listed.
Agreements:	Fremont AOP updated.
Grants:	STM Grant awarded \$10k. 1 of the AFG grants closed out. Need info for another grant payment.
ISO:	No Action
Dispatch & Comms:	Nothing to report VHF projects are on hold pending evaluation of necessity.
Medical:	CPR/AED refresher completed
Training:	Dept. needs a EVDT-I VFIS & M410 Facilitative Instructor Meets NWCG Instructor requirements CWFIMA June 2-8th, 5 attendees

Narrative of Current & Priority Projects:

- Mark to meet appraiser at the Main Station, May 17th @ 1430.
- Per Jill Filer (FCEM, Mark and Phil need to have ICS400 Certifications. Will attend CWIFMA in Salida, ICS300 & ICS400
- Tank install at Main Station in progress. Estimated cost \$11k.
- After MS tanks placed and system tested, we will execute the CS station tank placement.
- Deal with Parkdale Quarry to donate material. Met with quarry, material chosen.
- Roll up door tracks needs to be adjusted at Main, Canyon Springs & King Meadow stations. Greg following up.
- Cabin Creek land - we need to locate a surveyor.
- E26 - Back in-service, transmission needs to be serviced or replaced.
- E56 - Back in service
- E46 has been removed from service, tank drained and all equipment removed in preparation for sale. No prospects currently
- E11 needs to be prepared for sale. Might need to contract with a fire equipment broker
- E41 - Back in service
- T13 - Back in service
- T12 - Needs 2 new drive tires \$775. Fol-Da-Tank, Radio, light bar, labels and paint. 2 Gated Wyes Cost \$3500
- T22 (FL) Cost TBD, most equipment already obtained need labor to place and weld assemblies. No Progress Updates
- S1 (FL) for use as a support vehicle. No Progress Updates
- Main Station signage. No Progress Updates
- Purchase 20' or 40' container for tools and other storage at Main Station. Quotes obtained cost approx \$3500 - \$4000
- Water use agreements need specific location and location mapping by Dept.
- O'Reilly Auto Parts donated all of the supplies that we used to clean and detail E41 for the Blossom Parade. Mark will write a donation thank you.
- STBAR POA Meeting 6/30/2018 10 or 11AM Abbey Event Center - Mark has RSVP. Also to meet with Mike Wolf, President in May.
- Bar-J Ranch POA Meeting 7/28/2018 10AM Quality Inn, Canon City