



**TALLAHASSEE FIRE PROTECTION DISTRICT
P.O. BOX 510, CAÑON CITY, CO 81215**

**AGENDA FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS
AUGUST 8, 2022, AT 2:00 PM, AT THE MAIN STATION, 2518 STATE HIGHWAY 9.**

CALL TO ORDER AND ROLL CALL - Establish Quorum (at least 3 Directors Present)

PUBLIC INPUT

Three minute time limit per speaker.

SECRETARY'S REPORT

- Motion to accept the meeting minutes of the July 11th Regular Board Meeting and the July 31st Special Study Session Meeting.

TREASURER'S REPORT

- Motion to accept the July 2022 Report.
- Motion to accept the proposed FY 2022 District Budget Amendments (1st Revision).
 - If the above Motion passes, Motion to schedule a Public Hearing on August 22, 2022 for the adoption of the proposed FY 2022 District Budget Amendments (1st Revision) and to post/publish Notice.
- Motion to approve payment of \$405.00 to the Chief for shift coverage in July.
- Report on increasing credit card limit to \$10K for deployment purposes/Engine Boss.
- Status of removing the 1999 Ford Truck (E365) from our P&L insurance coverage.
- Status of State confirmation of Audit Exemption.

ADMINISTRATIVE ISSUES – PART I

- Motion to lift the litigation hold of our policy of retaining email records for 90 days and suspending/deleting email accounts after 90 days when a Board member or supporting staff resign or whose term has come to an end. This reinstatement to begin on September 1, 2022 and pertains to Resolution 2018-006 and Resolution 2020-006.
- On June 29, 2022, Scott Fullerton submitted his written notice of resignation and has resigned from the Board.
- Motion to appoint a Director to fill a vacancy on the Board for a term to expire at the next regular election in May of 2023 and to issue Notice of Appointment.
 - If the Motion is adopted and the Appointment is accepted, swear in the new Director.

ELECTION OF TREASURER/CUSTODIAN OF PUBLIC FUNDS

- Nominations for Treasurer/Custodian of Public Funds.
- Motion to elect a Treasurer/Custodian of Public Funds.

ADMINISTRATIVE ISSUES – PART II

- Motion that the Board hereby authorizes the TFPD President and TFPD Secretary to make all necessary filings, postings, notices and notifications to reflect the new Director and Officer.
- Motion for the creation/transfer/maintenance of required email accounts (including aliases) and/or passwords for the new Director and Officer.
- Motion to adopt Resolutions 2022-010 through 2022-012 which are authorizations to remove Scott Fullerton (previous Treasurer) from TFPD bank account access and provide access to the new Treasurer as an authorized signatory at Wells Fargo, Bank of the San Juans and Chase bank accounts and to maintain the same account privileges afforded the previous Treasurer.
- Motion to reschedule the Regular Monthly Public Board Meeting of September 12, 2022 due to Board member conflicts.
- Motion to assign responsibilities and procedures for picking up PO Box mail at the Canon City Post Office and forwarding to the appropriate TFPD Officers.

PRESIDENT'S REPORT

- Update on status of outsourcing TFPD bookkeeping duties.
 - Motion to approve payment of \$450.00 per month to Erika Ready of My-Online-Tax-Accountant.com for the outsourcing of agreed-upon TFPD bookkeeping duties retroactive to August 1, 2022.
- Status of FY 2023 District Budget preparation timeline and activities: Cutoff date for requests for capital expenditures and submission of budget items, final approval of the capital expenditures plan, study session for draft budget, and submission of the proposed District Budget to the Board (no later than October 15th).
- Status of amendments to the Fire Chief's Employment Agreement, Evaluation Form and Exhibit A.
- Status of Operations/District Budget.
- Status of audit of District assets – Photos and/or equipment listing.

OPERATIONS REPORT

- Monthly report.
- Deployments report.
- Report on recruiting efforts.
- Status of Ops personnel/volunteer training on Title VII of the Civil Rights Act of 1964.
 - Status of the receipt of the video training required to complete the Title VII Training.
 - Status of ensuring all personnel complete the required Title VII Training.
- Status of equipment request for the County Commissioners (discretionary COVID money).
- Discussion of updates to the Capital Expenditures Report and current formal requests with the offsetting Operations Budget reductions and/or income to fund them if necessary.
- Status of uploading backlogged claims to Fire Recovery.
- Updates on Fire Restrictions and "Developed Areas" definition.
- Update on Deer Mountain EMS situation.

OLD BUSINESS

- Donations.
- Progress and/or new developments to report on the 2022 Open House.
 - Additional food vendor – Emergency Treats.
 - Square credit card processing.
 - Canon City Shopper Open House ad quote.
- Report on 2022 Summer Express Holiday Stocking Stuffer Initiative.
- Recognition Committee – Consideration of additional nominees to be recognized.
 - Status of recognition name plates.

NEW BUSINESS (Opportunity for Directors to bring up new issues for discussion)

- Discussion of Colorado Firefighters Heart and Cancer Benefits Trust, the notification from the CSD Pool, and other Insurance considerations.
- FAMLI Program – Assessment/Decision required for FY 2023 budget impact.

NEXT REGULAR MONTHLY PUBLIC MEETING

- Board of Directors – Date to be determined based on discussion of Motion.

MOTION TO ADJOURN