



**Tallahassee Fire Protection District
Minutes of the Board of Directors
Regular Monthly Public BOD Meeting
June 12, 2023**

David Levy called the Regular Monthly Public Meeting to order at 2:00 p.m., on June 12, 2023.

Directors Present: David Levy, Tammy Becht (via phone), Kristen Sanders (via phone), Christopher Parker (via phone).

A quorum is present.

Directors Absent: Judith Schmidt had an excused absence

Firefighters/Volunteers Present: Chief Mark Norris, Dominic Manly

Public Present: None

Purpose of Regular Monthly Public Meeting: To discuss agenda items for the regular monthly Board of Directors Meeting.

CALL TO ORDER AND ROLL CALL – Quorum established (at least 3 Directors Present)

PUBLIC INPUT

No members of the public were present to offer input for the meeting.

SECRETARY'S REPORT

Motion: It was moved by David Levy and seconded by Kristen Sanders to approve the Regular Board Meeting Minutes of May 8, 2023. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

TREASURER'S REPORT

Chris pointed out certain items on the lead sheet to the Treasurer's Report:

1. Chris mentioned May was a great month with increased tax revenue of 9-11%. The District received 15-18K more tax revenue than expected. The District increased its cash position before reserves this month to \$167,532. The QB checking account cash balance, before reserves, as of April 30, 2023, was \$139,794.
2. AJE's were made to record Debt; correct A/R. Property tax receivables were moved to different QB categories as suggested by the accountant.
3. Looking at a few small Accounts Payable we need to work with Erika's team to correct. Categories such as Wildland Training and medical training and supplies and propane were reviewed for property placement in the QB journal.
4. We had a fraudulent charge of \$3999.95 go through on the District credit card – it was caught right away and reversed here in June. That credit card was subsequently cancelled and a new one was ordered.
5. Need to consider committed funds. A portion was spent and it needs to be allocated to the proper QB category.

Chris stated that a budget amendment will need to be started in July so that in August it can be presented to the public for review. DOLA stated that when expenses exceed the budgeted appropriations that a budget amendment will need to be made.

Chris has uploaded all files to the proper District Google drive for backup.

Motion: It was moved by David Levy and seconded by Tamara Becht to approve the Treasurer's Report for May's Financial Statements, 2023. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

OPERATIONS REPORT

Chief Norris discussed the highlights of the May Operations Report:

- Incidents: - 3 Incidents in May, 40 total incidents for 2023 (136 - 2022, 147 - 2021, 146 - 2020) - See accompanying response reports. See attached reports for response times.
- Membership: - 12(-1) Active Members, 3(+2) Probationary, 1() Recruit, 6() Engine, 5() Overhead, 6() Auxiliary Members
- Updates & Project Status: - Stop the Bleed for the community is being scheduled based on instructor availability. - Water tanks at the Canyon Springs station are mostly buried. Weather and Fire Restrictions stopped progress. Final connections need to be installed and burial completed.

Chief Norris stated the District received a non-monetary donation from the Colorado State Patrol of ABX6000 mobile radios. They are currently being programmed in Denver and the District will have them in 1-2 weeks. These were much needed and will help greatly.

Chief Norris stated that there have not been a lot of wildfires to date and the Fed Reservists are going up to Canada to assist them with their wildfires.

Recruiting is a continual process. He is looking into different ways to recruit more volunteers such as response pay, etc.

Motion: It was moved by David Levy and seconded by Tamara Becht to accept the operations report for May 2023. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

PRESIDENT'S REPORT

Dave Levy made mention that there were no stipends for Chief Norris. The Chief stated there were no shifts needing coverage from him in May.

Dave congratulated the Chief for the completion of a Fire Investigation class he attended in Alamosa. The Chief noted it was intense training.

Dave mentioned that the attendance from the TFPD at the Parkdale Quarry Safety Day was well received. Dave Levy and Chris Parker attended as board members as well.

Dave stated that Chris Parker will be moving to Texas. Dave gave tribute to Chris for going above and beyond in running the TFPD finances like he would run his own. He did an outstanding job and will be greatly missed.

OLD BUSINESS

The TFPD Open House planning is in progress. It will be the 3rd Saturday of the month on August 19th. Food trucks are all set up as well as activities planned.

The TFPD is in need of an event coordinator volunteer for the auxiliary committee. If anyone knows of someone who would like to help with this, please have them contact Dave Levy or Chief Norris.

Kristen Sanders will reach out to Misti Smith, the current event coordinator, for training before she leaves.

Dave mentioned that putting an ad in the paper for volunteers for the fire department, auxiliary committee and treasurer might be a good idea. He will contact the local paper and speak to them about an ad/article.

NEW BUSINESS

There were no new business items presented.

NEXT PUBLIC MEETING

Board of Directors – Monday July 10, 2023 at 2:00 PM.

MOTION TO ADJOURN

It was moved by David Levy and seconded by Christopher Parker to adjourn the meeting at 3:07 p.m. The Motion was voted upon and carried unanimously.

Respectfully submitted by Tamara Becht, Secretary of the Board

Operations Report - May 2023

Incidents:

- **3** Incidents in **May**, **40** total incidents for **2023** (136 - 2022, 147 - 2021, 146 - 2020) - **See accompanying response reports.**

Membership:

- 12(-1) Active Members, 3(+2) Probationary, 1() Recruit, 6() Engine, 5() Overhead, 6() Auxiliary Members

Updates & Project Status:

- Stop the Bleed for the community is begin scheduled based on instructor availability.

- Water tanks at the Canyon Springs station are mostly buried. Weather and Fire Restrictions stopped progress. Final connections need to be installed and burial completed.

Upcoming POA/HOA Meetings;

- 6/24/2023 - STBAR

Non-Monetary Donations;

- 10 APX6000 Radios from Colorado State Patrol

Accomplishments(2023);

-

Strategic Plan Objectives Reportable Updates & Status;

- Objective - EMS
 - Part 1 - EMS Within the Fire Dept.
 - Current State Registered/Certified Responders = **8 EMTs & 1 EMR**
 -
 -
- Objective - Response Times
 - Ave. Arrival Times: **03:40** minutes:seconds For **May** / **13:16** minutes:seconds YTD average 2023
 -
 -
- Objective - National Deployment Program
 - National Deployment Program
 - **Total of 00 deployments for 2023**
 - **Total net revenue from all deployments is 2023: \$0.00**
 - Engine Deployments
 - **Total of 0 engine deployments for 2023**
 -
 - Single Resource Deployments this month
 - **Total of 0 single resource deployments for 2023**
 -

**Tallahassee Fire Protection District
Call Attendance Report by Date
1/1/2023 - 5/31/2023**

Name	EMS (12)	Fire (11)	Fire Inspection (0)	Hazardous Materials Incident (0)	Motor Vehicle Incident - ALL (13)	Mutual Aid (1)	Public Service (0)	Special Duty (3)	Total (40)
Mark Norris	7 (58.3)	7 (63.6)	0	0	7 (53.8)	0	0	2 (66.7)	23 (57.5)
Brian Smith	4 (33.3)	4 (36.4)	0	0	6 (46.2)	0	0	0	14 (35.0)
Greg Cook	5 (41.7)	3 (27.3)	0	0	5 (38.5)	0	0	0	13 (32.5)
Dominic Manley	4 (33.3)	2 (18.2)	0	0	3 (23.1)	1 (100.0)	0	2 (66.7)	12 (30.0)
James Rice	3 (25.0)	3 (27.3)	0	0	5 (38.5)	0	0	1 (33.3)	12 (30.0)
Lane Smith	2 (16.7)	4 (36.4)	0	0	4 (30.8)	0	0	1 (33.3)	11 (27.5)
Karl Felber	3 (25.0)	2 (18.2)	0	0	3 (23.1)	0	0	1 (33.3)	9 (22.5)
Donna Toeorek	1 (8.3)	2 (18.2)	0	0	5 (38.5)	0	0	0	8 (20.0)
Donald Worrell	0	2 (18.2)	0	0	1 (7.7)	0	0	0	3 (7.5)
Toby Bryant	0	2 (18.2)	0	0	0	0	0	0	2 (5.0)
Brian Gardiner	0	1 (9.1)	0	0	1 (7.7)	0	0	0	2 (5.0)
Falyn Smith	1 (8.3)	0	0	0	1 (7.7)	0	0	0	2 (5.0)
Joey Silva	0	0	0	0	1 (7.7)	0	0	0	1 (2.5)
Laurie Inman	0	0	0	0	1 (7.7)	0	0	0	1 (2.5)
Jennifer Norris	0	0	0	0	0	0	0	0	0
Joy Dutton	0	0	0	0	0	0	0	0	0
Cayden Stahr	0	0	0	0	0	0	0	0	0
Misty Smith	0	0	0	0	0	0	0	0	0
George Reichert	0	0	0	0	0	0	0	0	0
No Officer On-Scene	0	0	0	0	0	0	0	0	0

Tallahassee Fire Protection District
Call History Report by Date
1/1/2023 - 5/31/2023

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Wed 01/04/2023 15:56	Motor Vehicle Incident - ALL	665	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	County Road 11 RD	6	01:57
Fri 01/13/2023 07:06	Motor Vehicle Incident - ALL	2369	324 Motor vehicle accident with no injuries.	31 Provide first aid & check for injuries	MM5.5 Colorado Highway 9	2	01:47
Thu 01/19/2023 12:31	Motor Vehicle Incident - ALL	3548	324 Motor vehicle accident with no injuries.	86 Investigate	Colorado Highway 9	2	00:52
Thu 01/26/2023 16:11	Fire	4917	240 Explosion (no fire), other	86 Investigate	MM11 County Road 69	4	01:20
Sat 01/28/2023 18:15	Motor Vehicle Incident - ALL	5298	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	Colorado Highway 9	2	02:28
Sun 01/29/2023 10:45	Motor Vehicle Incident - ALL	5384	322 Motor vehicle accident with injuries	22 Rescue, remove from harm	MM263 US 50	8	03:46
Mon 01/30/2023 18:53	Motor Vehicle Incident - ALL	5625	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	MM15 County Road 28	2	01:03
Sat 02/04/2023 08:29	EMS	6611	661 EMS call, party transported by non-fire agency	30 Emergency medical services, other	4807 Colorado Highway 9	5	00:57
Sat 02/04/2023 16:07	EMS	6681	661 EMS call, party transported by non-fire agency	31 Provide first aid & check for injuries	RR US 50	3	01:28
Sat 02/18/2023 10:20	Fire	9557	111 Building fire	10 Fire control or extinguishment, other	569 County Road 10	10	10:25
Tue 02/21/2023 05:45	Fire	10050	651 Smoke scare, odor of smoke	86 Investigate	US 50	3	00:33
Wed 02/22/2023 12:58	Motor Vehicle Incident - ALL	10358	324 Motor vehicle accident with no injuries.	86 Investigate	MM263 US 50	3	00:34
Wed 02/22/2023 13:17	Motor Vehicle Incident - ALL	10362	600 Good intent call, other	70 Assistance, other	MM7 Colorado Highway 9	2	00:25
Sun 02/26/2023 03:13	Special Duty	11024	554 Assist invalid	73 Provide manpower	0215 Meadowdale Lane LN	2	01:02
Tue 02/28/2023 07:23	EMS	11394	661 EMS call, party transported by non-fire agency	31 Provide first aid & check for injuries	489 County Road 21A	4	01:37
Fri 03/03/2023 22:46	Motor Vehicle Incident - ALL	12193	324 Motor vehicle accident with no injuries.	70 Assistance, other	US 50	1	02:02
Mon 03/06/2023 17:31	EMS	12665	661 EMS call, party transported by non-fire agency	30 Emergency medical services, other	489 County Road 21A	1	01:45
Thu 03/09/2023 14:58	EMS	13317	321 EMS call, excluding vehicle accident with injury	31 Provide first aid & check for injuries	Colorado Highway 9	3	00:41
Sat 03/11/2023 20:08	Fire	13826	160 Special outside fire, other	86 Investigate	656 County Road 3	1	01:02
Thu 03/16/2023 06:18	Motor Vehicle Incident - ALL	14723	324 Motor vehicle accident with no injuries.	86 Investigate	MM258 US 50	1	00:56
Sat 03/18/2023 09:00	Special Duty	15175	900 Special type of incident, other	00 Action taken, other	2518 Colorado Highway 9	2	06:00
Wed 03/22/2023 21:02	Motor Vehicle Incident - ALL	16110	324 Motor vehicle accident with no injuries.	86 Investigate	MM14 Colorado Highway 9	2	01:35

Tallahassee Fire Protection District
Call History Report by Date
1/1/2023 - 5/31/2023

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 03/23/2023 08:15	EMS	16164	661 EMS call, party transported by non-fire agency	30 Emergency medical services, other	0054 County Road 11 RD	2	00:40
Fri 03/24/2023 09:15	Fire	16421	651 Smoke scare, odor of smoke	86 Investigate	Colorado Highway 9	2	00:39
Wed 03/29/2023 10:54	Fire	17521	651 Smoke scare, odor of smoke	86 Investigate	236 Star Ranch Road	2	00:14
Thu 03/30/2023 16:58	Mutual Aid	17813	900 Special type of incident, other	00 Action taken, other		1	05:12
Wed 04/05/2023 09:33	EMS	18929	661 EMS call, party transported by non-fire agency	31 Provide first aid & check for injuries	489 County Road 21A	2	01:11
Fri 04/07/2023 03:12	EMS	19319	321 EMS call, excluding vehicle accident with injury	86 Investigate	US 50	1	00:35
Fri 04/07/2023 15:10	Fire	19439	561 Unauthorized burning	86 Investigate	41746 US 50	1	00:14
Sat 04/08/2023 12:24	Fire	19605	631 Authorized controlled burning	86 Investigate	41746 US 50	1	00:48
Sun 04/09/2023 16:45	Fire	19833	561 Unauthorized burning	11 Extinguishment by fire service personnel	1385 Lowry Ranch RD	3	01:08
Mon 04/10/2023 10:02	EMS	19957	320 Emergency Medical Service, other	30 Emergency medical services, other	489 County Road 21A	1	02:02
Mon 04/10/2023 18:09	EMS	20094	661 EMS call, party transported by non-fire agency	31 Provide first aid & check for injuries	9421 County Road 69	4	01:54
Wed 04/12/2023 08:49	EMS	20392	300 Rescue, EMS incident, other	30 Emergency medical services, other	489 County Road 21A	1	01:34
Sun 04/23/2023 04:08	Fire	22809	651 Smoke scare, odor of smoke	86 Investigate	41904 US 50	2	00:37
Sun 04/23/2023 17:29	Motor Vehicle Incident - ALL	22907	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	MM7 County Road 11 RD	6	03:33
Mon 04/24/2023 09:34	Fire	23035	131 Passenger vehicle fire	87 Investigate fire out on arrival	1436 Buckhorn LN	3	01:51
Mon 05/01/2023 16:55	Special Duty	24696	550 Public service assistance, other	86 Investigate	MM261 US 50	3	00:50
Mon 05/15/2023 20:48	EMS	27958	321 EMS call, excluding vehicle accident with injury	31 Provide first aid & check for injuries	MM4 Highway 9 HWY	3	01:05
Wed 05/17/2023 15:53	Motor Vehicle Incident - ALL	28437	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	Colorado Highway 9	6	01:00

Total calls for EMS:	12	
Total calls for Fire:	11	
Total calls for Fire Inspection:	0	
Total calls for Hazardous Materials Incident:	0	
Total calls for Motor Vehicle Incident - ALL:	13	
Total calls for Mutual Aid:	1	
Total calls for Public Service:	0	
Total calls for Special Duty:	3	
Total calls:	40	Avg. Call Attendance: 2.83

Tallahassee Fire Protection District
Call History Report by Date
1/1/2023 - 5/31/2023

Total Time:	69:22	
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Tallahassee Fire Protection District
Call History Report by Date
5/1/2023 - 5/31/2023

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Mon 05/01/2023 16:55	Special Duty	24696	550 Public service assistance, other	86 Investigate	MM261 US 50	3	00:50
Mon 05/15/2023 20:48	EMS	27958	321 EMS call, excluding vehicle accident with injury	31 Provide first aid & check for injuries	MM4 Highway 9 HWY	3	01:05
Wed 05/17/2023 15:53	Motor Vehicle Incident - ALL	28437	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	Colorado Highway 9	6	01:00

Total calls for EMS:	1	
Total calls for Fire:	0	
Total calls for Fire Inspection:	0	
Total calls for Hazardous Materials Incident:	0	
Total calls for Motor Vehicle Incident - ALL:	1	
Total calls for Mutual Aid:	0	
Total calls for Public Service:	0	
Total calls for Special Duty:	1	
Total calls:	3	Avg. Call Attendance: 4
Total Time:	02:55	

Tallahassee Fire Protection District Average Response Time Report

Average Response Time	Total Calls	Total Response Time (Alarm to EnRoute)
03m:40s	3	11m:00s

Average Arrival Time	Total Calls	Total Arrival Time (EnRoute to Arrival)
03m:40s	3	11m:00s

Average Call Length	Total Calls	Total Time (Alarm to InService)
58s	3	02h:55m:00s

Longest Response	Shortest Response
08m:00s	60s

Tallahassee Fire Protection District Average Response Time Report

Average Response Time	Total Calls	Total Response Time (Alarm to EnRoute)
10m:01s	40	06h:41m:00s

Average Arrival Time	Total Calls	Total Arrival Time (EnRoute to Arrival)
13m:16s	40	08h:51m:00s

Average Call Length	Total Calls	Total Time (Alarm to InService)
01h:44m:00s	40	02d:21h:22m:00s

Longest Response	Shortest Response
02h:04m:00s	0s