



**Tallahassee Fire Protection District  
Minutes of the Board of Directors  
Regular Meeting  
February 12, 2024**

Dave Levy called the Meeting to order at 2:05 p.m., on February 12, 2024

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**Directors Present:** David Levy, Leigh Bohannon, Kristen Sanders, Judith Schmidt, Tamara Becht, Carol Zimney new member of board(In-person @ TFPD Main Station)  
A quorum is present.

**Directors Absent:** None

**Firefighters/Volunteers Present:** Chief Mark Norris, Dominic Manly (In-person @ TFPD Main Station)

**Public Present:** none

**Purpose of Regular/Hybrid Meeting:** To discuss agenda items for the regular monthly Board of Directors Meeting

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**PUBLIC INPUT:**

No members of the public had any questions or input.

**SECRETARY'S REPORT:**

**Motion:** It was moved by David Levy and seconded by Judith Schmidt to approve the Regular Board Meeting Minutes of January 8, 2024. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

**ADMINISTRATIVE:**

Discussion of computer back-ups to the cloud and Thumb drives and create a standard internet storage policy.

Discussion of Streamline of Colorado 2024 accessibility checklist and SIPA. Dave talked to streamline and decided we do not need this service and declines this.

Discussion to make the website smaller and get rid of sub pages.

**TREASURER'S REPORT:**

Leigh Bohannon began her report by discussing the points on the Treasurer's Report:

1. The District decreased its cash position before reserves this month to \$213,032.37. The QB checking account cash balance, before reserves, as of December 31, 2023, was \$232,646.84.

2. Mill levy -completed

3. 2024 Budget is not entered into Quickbooks yet. Leigh emailed Erika to add into Quickbooks.
4. Leigh had a question on how to pay the legal fees.
5. SDA registration renewal. Leigh is having Erika pay the yearly registration before March 1<sup>st</sup> to get the savings.
6. Chase account Leigh is still not able to view the credit card statements. Dave is getting Leigh on the account.
7. Wells Fargo Leigh is still not able to view account information. Dave is getting Leigh on the the account.
8. King Meadows lease reminder to be input into Quickbooks.

**Motion:** It was moved by David Levy and seconded by Kristen Sanders to approve the Treasurer's Report for January 2024. The Motion was voted upon and carried unanimously.

## **OPERATIONS REPORT:**

Strategic Plan Objectives Reportable Updates & Status;

Objective - EMS

Part 1 - EMS Within the Fire Dept.

Current State Registered/Certified Responders = 11 EMTs

2 EMT Students

Objective - Response Times

Ave. Arrival Times: 11:27 minutes:seconds For January / 11:27 minutes:seconds YTD average 2024

Objective - National Deployment Program

National Deployment Program

Total of 3 deployments for 2024

Total net revenue from all deployments in 2024:

Arrival Times are 6 minutes faster than last month.

Engine Deployments

■ Total of 0 engine deployments for 2024

TFPD got a new firetruck from Louisiana a Recue 374. Dominic Manly went to pick it up and drove it back.

New online training courses offers 100 hours of training thru Fire Recure One Academy.

The dispatch system is changing and will go live on May 7<sup>th</sup>. It works on tablets and the dispatch will be done online. There are a lot of good features to save time and easier to track where everyone is.

March 16<sup>th</sup> is Kind Meadows controlled burn for training. It will be held along with BLM fire fighters.

March 30<sup>th</sup> is Propane training at the fire station location. This is open to the public and will be very informative.

**Motion:** It was moved by David Levy and seconded by Tamara Becht to approve the Operations Report for January 2024. The Motion was voted upon and carried unanimously.

### **PRESIDENTS REPORT:**

Dave stated he contacted EBK CPA firm to find out about the audit and hasn't heard back yet.

At this time of year funds are down because we are waiting on the Mill Levy funds to come in.

Need to appoint a vice president. Dave appointed Kristen Sanders to this position

**Motion:** It was moved by David Levy and seconded by Judith Schmidt to approve Kristen Sanders to Vice President. The Motion was voted upon and carried unanimously

There are new regulations for the Website that go into effect mid 2024. Statewide Internet Portal Authority (SIPA) contract to be signed by Davd Levy thru DocUsign.

### **OLD BUSINESS:**

Donations: \$100 anonymous unrestricted donation.

### **NEW BUSINESS:**

Looking into the future as new houses and people come to our area.

Chief Mark Norris and Dominic Manly are getting quotes to add onto the building and remodel it. Looking to add a 2 story building behind the present building with approximately 2500 square feet per floor. Looking at building this in stages. This might take place in 3 to 5 years. The funds needed to complete this project, might have to increase the mill levy, looking into grants.

Our newest fire apparatus that we have is 2009. We might also need new radios as they are really old.

Fund Raiser February 18<sup>th</sup>, 2024 at the Main Station from 1pm through 3pm. Open to the public

### **ADMINISTRATIVE MATTERS**

Accept resignation of Board Member and Secretary, Tamara Becht with a statement of gratitude.

**Motion:** It was moved by David Levy and seconded by Judith Schmidt to approve the resignation. The Motion was voted upon and carried unanimously

Presentation of self-nomination request to DOE Mark Norris from Carol Zimney.

**Motion:** It was moved by David Levy and seconded by Kristin Sanders to approve Carol Zimney as the new Secretary. The Motion was voted upon and carried unanimously

A motion to appoint Carol Zimney as Secretary.

**Motion:** It was moved by David Levy and seconded by Kristin Sanders to approve Carol Zimney. The Motion was voted upon and carried unanimously

A motion to retain Tammy Becht in an advisory position to assist with the transition of Carol Zimney with access to email, website and related documents requires to complete the necessary training and transition associated with the TFPD.

**Motion:** It was moved by David Levy and seconded by Kristin Sanders to approve to retain Tamara Becht in an advisory position. The Motion was voted upon and carried unanimously.

**NEXT PUBLIC MEETING:**

The next regular TFPD Board Meeting is scheduled for Monday March 11, 2024, at 2:00 p.m. at the Main Station.

**MOTION TO ADJOURN:**

It was moved by Dave Levy and seconded by Leigh Bohannon to adjourn the meeting at 4:10 p.m. The Motion was voted upon and carried unanimously.

Respectfully submitted by Carol Zimney, Secretary to the Board.

## Operations Report - February 2024

### Incidents:

- **14** Incidents in **February, 22** total incidents for **2024** (107 - 2023, 136 - 2022, 147 - 2021, 146 - 2020) - **See accompanying response reports.**

### Membership:

- 9() Active Responders, 3() Probationary, 2() Recruit, 4() Engine, 5() Overhead, 2() Auxiliary Members

### Updates & Project Status:

-

### Upcoming POA/HOA Meetings;

- April 6th - Meadowdale Ranch Road Association

### Non-Monetary Donations;

-

### Accomplishments(2024);

-

### Strategic Plan Objectives Reportable Updates & Status;

- Objective - EMS
  - Part 1 - EMS Within the Fire Dept.
    - Current State Registered/Certified Responders = **11 EMTs**
      - 2 EMT Students
- Objective - Response Times
  - Ave. Arrival Times: **15:44** minutes:seconds For **February** / **14:11** minutes:seconds YTD average **2024**
    - Arrival Times are 6 minutes faster than last month.
  -
- Objective - National Deployment Program
  - National Deployment Program
    - **Total of 3 deployments for 2024**
    - **Total net revenue from all deployments in 2024:**
    -
  - Engine Deployments
    - **Total of 0 engine deployments for 2024**
    -
  - Single Resource Deployments
    - **Total of 3 single resource deployments for 2024**
    -



**Tallahassee Fire Protection District**  
**Call History Report by Date**  
**1/1/2024 - 2/29/2024**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Sat 01/06/2024 12:01	EMS	899	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	293 Cactus DR E	8	00:40
Mon 01/08/2024 09:44	EMS	1133	611 Dispatched & canceled en route	93 Cancelled en route	5433 Colorado Highway 9	1	00:28
Fri 01/12/2024 19:35	EMS	2057	321 EMS call, excluding vehicle accident with injury	73 Provide manpower	1000 Horseshoe LN	3	01:47
Fri 01/19/2024 13:01	Motor Vehicle & Traffic	3266	322 Motor vehicle accident with injuries	78 Control traffic	MM 5 US Highway 50	5	00:55
Wed 01/24/2024 09:03	Motor Vehicle & Traffic	4129	131 Passenger vehicle fire	78 Control traffic	Colorado Highway 9	5	01:08
Sat 01/27/2024 17:00	Motor Vehicle & Traffic	4796	324 Motor vehicle accident with no injuries.	86 Investigate	County Road 69	4	00:56
Tue 01/30/2024 17:36	EMS	5355	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	194 Sourwood LN	5	01:37
Wed 01/31/2024 15:00	EMS	5455	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	2518 Colorado Highway 9	1	00:10
Fri 02/02/2024 10:02	Fire	5878	651 Smoke scare, odor of smoke	82 Notify other agencies	601 Rainbow Ridge RD	3	00:03
Fri 02/02/2024 22:29	Motor Vehicle & Traffic	6001	324 Motor vehicle accident with no injuries.	78 Control traffic	MM 2 County Road 11	4	01:26
Sat 02/03/2024 05:28	Motor Vehicle & Traffic	6031	324 Motor vehicle accident with no injuries.	86 Investigate	County Road 2	2	01:17
Sat 02/03/2024 06:52	EMS	6044	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	427 Aspen Point CT	2	02:41
Sat 02/03/2024 13:37	Motor Vehicle & Traffic	6102	324 Motor vehicle accident with no injuries.	82 Notify other agencies	1776 Delilah DR	3	01:14
Fri 02/09/2024 09:09	Motor Vehicle & Traffic	7204	324 Motor vehicle accident with no injuries.	78 Control traffic	US Highway 50	4	00:26
Fri 02/09/2024 11:31	EMS	7245	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	4837 Colorado Highway 9	4	00:48
Sun 02/11/2024 16:22	Motor Vehicle & Traffic	7575	324 Motor vehicle accident with no injuries.	78 Control traffic	MM27 County Road 2	3	02:16
Wed 02/14/2024 23:26	Motor Vehicle & Traffic	8272	611 Dispatched & canceled en route	93 Cancelled en route	MM 269 US Highway 50	5	00:06
Mon 02/19/2024 10:04	EMS	9022	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	4807 Colorado Highway 9	3	00:42
Tue 02/20/2024 10:59	Motor Vehicle & Traffic	9227	322 Motor vehicle accident with injuries	32 Provide basic life support (BLS)	MM 11.5 County Road 11	8	01:16
Fri 02/23/2024 18:14	EMS	9986	611 Dispatched & canceled en route	93 Cancelled en route	41941 US Highway 50	3	00:15
Sun 02/25/2024 13:46	Motor Vehicle & Traffic	10274	322 Motor vehicle accident with injuries	32 Provide basic life support (BLS)	MM 1 County Road 11	4	01:13



**Tallahassee Fire Protection District**  
**Call History Report by Date**  
**1/1/2024 - 2/29/2024**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 02/29/2024 18:17	Motor Vehicle & Traffic	11345	324 Motor vehicle accident with no injuries.	86 Investigate	Colorado Highway 9	4	00:42

Total calls for EMS:	9	
Total calls for Fire:	1	
Total calls for Motor Vehicle & Traffic:	12	
Total calls for Mutual Aid Given:	0	
Total calls for Special Duty:	0	
Total calls for Work Detail:	0	
<b>Total calls:</b>	<b>22</b>	<b>Avg. Call Attendance: 3.82</b>
<b>Total Time:</b>	<b>22:06</b>	



**Tallahassee Fire Protection District**  
**Call History Report by Date**  
**2/1/2024 - 2/29/2024**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Fri 02/02/2024 10:02	Fire	5878	651 Smoke scare, odor of smoke	82 Notify other agencies	601 Rainbow Ridge RD	3	00:03
Fri 02/02/2024 22:29	Motor Vehicle & Traffic	6001	324 Motor vehicle accident with no injuries.	78 Control traffic	MM 2 County Road 11	4	01:26
Sat 02/03/2024 05:28	Motor Vehicle & Traffic	6031	324 Motor vehicle accident with no injuries.	86 Investigate	County Road 2	2	01:17
Sat 02/03/2024 06:52	EMS	6044	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	427 Aspen Point CT	2	02:41
Sat 02/03/2024 13:37	Motor Vehicle & Traffic	6102	324 Motor vehicle accident with no injuries.	82 Notify other agencies	1776 Delilah DR	3	01:14
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Fri 02/09/2024 11:31	EMS	7245	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	4837 Colorado Highway 9	4	00:48
Sun 02/11/2024 16:22	Motor Vehicle & Traffic	7575	324 Motor vehicle accident with no injuries.	78 Control traffic	MM27 County Road 2	3	02:16
Wed 02/14/2024 23:26	Motor Vehicle & Traffic	8272	611 Dispatched & canceled en route	93 Cancelled en route	MM 269 US Highway 50	5	00:06
Mon 02/19/2024 10:04	EMS	9022	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	4807 Colorado Highway 9	3	00:42
Tue 02/20/2024 10:59	Motor Vehicle & Traffic	9227	322 Motor vehicle accident with injuries	32 Provide basic life support (BLS)	MM 11.5 County Road 11	8	01:16
Fri 02/23/2024 18:14	EMS	9986	611 Dispatched & canceled en route	93 Cancelled en route	41941 US Highway 50	3	00:15
Sun 02/25/2024 13:46	Motor Vehicle & Traffic	10274	322 Motor vehicle accident with injuries	32 Provide basic life support (BLS)	MM 1 County Road 11	4	01:13
Thu 02/29/2024 18:17	Motor Vehicle & Traffic	11345	324 Motor vehicle accident with no injuries.	86 Investigate	Colorado Highway 9	4	00:42

Total calls for EMS:	4	
Total calls for Fire:	1	
Total calls for Motor Vehicle & Traffic:	9	
Total calls for Mutual Aid Given:	0	
Total calls for Special Duty:	0	
Total calls for Work Detail:	0	
<b>Total calls:</b>	<b>14</b>	<b>Avg. Call Attendance: 3.71</b>
<b>Total Time:</b>	<b>14:25</b>	





**Tallahassee Fire Protection District**  
**Call History Report by Date**  
**2/1/2024 - 2/29/2024**



**Tallahassee Fire Protection District**  
**Call Attendance Report by Date**  
**1/1/2024 - 2/29/2024**

Name	EMS (9)	Fire (1)	Motor Vehicle & Traffic (12)	Mutual Aid Given (0)	Special Duty (0)	Work Detail (0)	Total (22)
Dominic Manley	6 (66.7)	1 (100.0)	8 (66.7)	0	0	0	15 (68.2)
Toby Bryant	6 (66.7)	0	9 (75.0)	0	0	0	15 (68.2)
Cayden Stahr	4 (44.4)	0	9 (75.0)	0	0	0	13 (59.1)
Mark Norris	4 (44.4)	1 (100.0)	7 (58.3)	0	0	0	12 (54.5)
Ty Bomgardner	3 (33.3)	1 (100.0)	5 (41.7)	0	0	0	9 (40.9)
John Maddox	2 (22.2)	0	5 (41.7)	0	0	0	7 (31.8)
Donna Toeroek	1 (11.1)	0	4 (33.3)	0	0	0	5 (22.7)
Laurie Inman	1 (11.1)	0	2 (16.7)	0	0	0	3 (13.6)
James Rice	2 (22.2)	0	1 (8.3)	0	0	0	3 (13.6)
George Reichert	0	0	1 (8.3)	0	0	0	1 (4.5)
Winter Etter	1 (11.1)	0	0	0	0	0	1 (4.5)
Leigh Bohannon	0	0	0	0	0	0	0
John Devine	0	0	0	0	0	0	0
CSP Door Code	0	0	0	0	0	0	0
Judith "Judy" Schmidt	0	0	0	0	0	0	0
Tamara "Tammy" Becht	0	0	0	0	0	0	0
Kristen Sanders	0	0	0	0	0	0	0
David Levy	0	0	0	0	0	0	0
Cindy Howard	0	0	0	0	0	0	0
Christopher "Chris" Parker	0	0	0	0	0	0	0
Jonathon Blome	0	0	0	0	0	0	0
Jennifer Norris	0	0	0	0	0	0	0
Jennifer Judd	0	0	0	0	0	0	0
Bradley Nelson	0	0	0	0	0	0	0



**Tallahassee Fire Protection District**  
**Call Attendance Report by Date**  
**1/1/2024 - 2/29/2024**

Name	EMS (9)	Fire (1)	Motor Vehicle & Traffic (12)	Mutual Aid Given (0)	Special Duty (0)	Work Detail (0)	Total (22)
Gregory Cook	0	0	0	0	0	0	0
Amanda Schleicher	0	0	0	0	0	0	0
Wesley Marrs	0	0	0	0	0	0	0
William Sullivan	0	0	0	0	0	0	0
Joy Dutton	0	0	0	0	0	0	0
Donald Worrell	0	0	0	0	0	0	0
Brian Gardiner	0	0	0	0	0	0	0
Kymerleigh Dolan	0	0	0	0	0	0	0
John Bohannon	0	0	0	0	0	0	0



**Tallahassee Fire Protection District**  
**Call Attendance Report by Date**  
**2/1/2024 - 2/29/2024**

Name	EMS (4)	Fire (1)	Motor Vehicle & Traffic (9)	Mutual Aid Given (0)	Special Duty (0)	Work Detail (0)	Total (14)
Toby Bryant	3 (75.0)	0	7 (77.8)	0	0	0	10 (71.4)
Dominic Manley	3 (75.0)	1 (100.0)	6 (66.7)	0	0	0	10 (71.4)
Cayden Stahr	2 (50.0)	0	7 (77.8)	0	0	0	9 (64.3)
Mark Norris	2 (50.0)	1 (100.0)	4 (44.4)	0	0	0	7 (50.0)
Ty Bomgardner	1 (25.0)	1 (100.0)	4 (44.4)	0	0	0	6 (42.9)
John Maddox	1 (25.0)	0	3 (33.3)	0	0	0	4 (28.6)
Donna Toeroek	0	0	3 (33.3)	0	0	0	3 (21.4)
Laurie Inman	0	0	2 (22.2)	0	0	0	2 (14.3)
James Rice	0	0	1 (11.1)	0	0	0	1 (7.1)
CSP Door Code	0	0	0	0	0	0	0
Christopher "Chris" Parker	0	0	0	0	0	0	0
Leigh Bohannon	0	0	0	0	0	0	0
Judith "Judy" Schmidt	0	0	0	0	0	0	0
Jonathon Blome	0	0	0	0	0	0	0
Tamara "Tammy" Becht	0	0	0	0	0	0	0
Kristen Sanders	0	0	0	0	0	0	0
David Levy	0	0	0	0	0	0	0
Cindy Howard	0	0	0	0	0	0	0
John Devine	0	0	0	0	0	0	0
Kymberleigh Dolan	0	0	0	0	0	0	0
Jennifer Norris	0	0	0	0	0	0	0
Bradley Nelson	0	0	0	0	0	0	0
Gregory Cook	0	0	0	0	0	0	0
Amanda Schleicher	0	0	0	0	0	0	0



**Tallahassee Fire Protection District**  
**Call Attendance Report by Date**  
**2/1/2024 - 2/29/2024**

Name	EMS (4)	Fire (1)	Motor Vehicle & Traffic (9)	Mutual Aid Given (0)	Special Duty (0)	Work Detail (0)	Total (14)
Wesley Marrs	0	0	0	0	0	0	0
Winter Etter	0	0	0	0	0	0	0
William Sullivan	0	0	0	0	0	0	0
Joy Dutton	0	0	0	0	0	0	0
Donald Worrell	0	0	0	0	0	0	0
George Reichert	0	0	0	0	0	0	0
Brian Gardiner	0	0	0	0	0	0	0
Jennifer Judd	0	0	0	0	0	0	0
John Bohannon	0	0	0	0	0	0	0



# Tallahassee Fire Protection District Average Response Time Report

Average Response Time	Total Calls	Total Response Time (Alarm to EnRoute)
03m:41s	22	01h:21m:22s

Average Arrival Time	Total Calls	Total Arrival Time (EnRoute to Arrival)
14m:11s	22	05h:12m:04s

Average Call Length	Total Calls	Total Time (Alarm to InService)
60s	22	22h:06m:00s

Longest Response	Shortest Response
15m:18s	0s



# Tallahassee Fire Protection District Average Response Time Report

Average Response Time	Total Calls	Total Response Time (Alarm to EnRoute)
04m:00s	14	56m:01s

Average Arrival Time	Total Calls	Total Arrival Time (EnRoute to Arrival)
15m:44s	14	03h:40m:21s

Average Call Length	Total Calls	Total Time (Alarm to InService)
01h:01m:00s	14	14h:25m:00s

Longest Response	Shortest Response
15m:18s	0s