



Tallahassee Fire Protection District Minutes of the Board of Directors Regular Monthly Public Meeting August 8, 2022

David Levy called the Regular Monthly Public Meeting to order at 2:00 p.m., on August 8, 2022.

Directors Present: David Levy, Cynthia Boyle, Christopher Parker, Kristen Sanders
(In-person @ TFPD Main Station) A quorum is present.

Directors Absent: None

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

Public Present: Tamara Becht (In-person @ TFPD Main Station)

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

PUBLIC INPUT:

Tamara Becht is a prospective appointed TFPD Board member. Tammy chose not to address the Board.

SECRETARY'S REPORT:

Motion: It was moved by David Levy and seconded by Christopher Parker to approve the Regular Board Meeting Minutes of July 11, 2022 and the Special Study Session Meeting Minutes of July 31, 2022. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

TREASURER'S REPORT:

Motion: It was moved by Christopher Parker and seconded by David Levy to approve the Treasurer's Report for July 2022.

Chris began by pointing out certain items on the lead sheet to the Treasurer's Report:

- Our Net Revenue (excess of Revenue over Expenses) is \$47K.
- Our Cash increased by \$17K.
- Our QuickBooks checking account balance (before reserves) is now \$232K; for June it was \$215K.
- Chris plans on discussing the 2022 budget amendment and he is working on the FY 2023 budget.

In review of the Balance Sheet:

- For Total Bank Accounts, we are at \$233K as of 07/31/2022 vs. \$185K as of 07/31/2021. We are up \$48K in Cash in comparison to last year.
- We have \$564K in Capital Assets and \$52K in Total Liabilities. Per GASB 87, we need to add our engine lease liability to our Balance Sheet (we have the asset, we are paying lease payments – so it is considered a liability). The goal should be to add this to our liabilities by the end of the year. This will change our net position by a small amount.

- We have a Restricted Net Asset of \$24,984 for Asset Sales for Repurposing and a Committed Net Asset of \$12,054 for Replacement of PPE End-of-Life Reserve. This means we have \$37K carved out/committed cash in the bank that if we need some equipment, we will be able to do so. Our equity is carved out in pieces.
- Additional moneys we can spend are the Unassigned Fund balance of \$32,608 and the Net Revenue of \$135,910 for a total of \$168K.

In review of the Income Statement for July 2022:

- Chris pointed out the Net Revenue of \$47K which is going into the unassigned fund that keeps growing.

Cindy questioned if these financials showed the July credit card charges. Chris stated he had verified with Erika that all credit card charges through July 31 were posted. Chris to check with Erika as to where the credit card expenses are shown on the financials and will send an email to the Board members.

Cindy also mentioned that she had made a \$1 and a \$2 donation that was not shown on the financials. These were done as “test donations” to make sure the Square credit card processing POS hardware was working properly and to see the reports it would generate. Chris will check into this.

In review of the P&L Budget vs. Actual YTD:

- For Total Budgeted Operating Income, through July we have \$232,955 which will become important when discussing the pending budget amendment.
- We are over budgeting Expenses. An example is our Election Fees. Because we did not have an election, we have a surplus of \$3,950 which is going to go into our Unassigned Fund Balance.
- For Administrative Expenses, actual is \$48.5K with a budget of \$43.7K. Therefore, we are \$4.8K over budget – which is probably in Legal fees.
- For Training, actual is \$1.7K with a budget of \$5.8K. So, we are under budget by \$4.1K.
- For Firefighting Supplies, actual is \$4.1K with a budget of \$14.6K. Therefore, we are under budget by \$10.5K
- For Fuel Mutual Aid, we have not spent anything YTD. Therefore, we are under budget by \$2.5K
- For Fire Operations, actual is \$16.2K with a budget of \$28K. We are under budget by \$11.8K
- For EMS Supplies, actual is \$572 with a budget of \$4,375. Therefore, we are under budget by \$3,802. Chief Norris interjected that he had already spent about \$1,500 in August.
- For Equipment Maintenance & Repairs, actual is \$17 with a budget of \$12K. Chief Norris pointed out all the expenses shown underneath these totals for our apparatus. So, our actual is \$12,170 with a budget of \$14,490. Due to a mechanical issue today, he also anticipates a \$10K repair charge for a blown head gasket on E361 which is currently in Texas waiting for repairs.
- For Building Repairs & Maintenance, actual is \$599 with a budget of \$4,667. We are under budget by \$4,067. Chief Norris stated that he anticipates adding to this expense total due to getting the Main Station ready for the upcoming Open House.
- For Total Operations Expenses, actual is \$102.3K with a budget of \$130K. We are under budget by \$27.7K.

All of these accounts will be taken into consideration when putting together the FY 2023 budget. Chris feels we are “fat on money” and really need to begin looking into unassigned funds and spending that money accordingly.

Due to Chris needing to confirm that the July credit card expenses were entered on these financials, the Motion changed slightly.

Motion: It was moved by Christopher Parker and seconded by David Levy to approve the Treasurer's Report for July 2022, pending confirmation that July credit card expenses were entered on the July financials.

There being no additional discussion, the Motion was voted upon and carried unanimously.

[After this meeting, Chris confirmed that Erika had entered all July credit card expenses to the July financials.]

Motion: It was moved by Christopher Parker and seconded by David Levy to accept the proposed FY 2022 District Budget Amendments (1st Revision). Chris had his proposed budget amendments written on the white board in the Main Station. Cindy pointed out several changes (discussed YTD actual amounts, certain line items, corrected certain formulas). She also suggested looking into capital expenditures and Kym's deployment numbers. After a continued back and forth discussion between Chris, Cindy and Chief Norris, it was determined that another proposed budget amendment needed to be prepared by Chris. Therefore, the Motion failed and did not pass.

Motion: It was moved by David Levy and seconded by Kristen Sanders to approve payment of \$405.00 to the TFPD Fire Chief for shift coverage in July. Dave clarified this will be discussed during negotiations and in executive session which was agreed to in a Motion at the June 13 Board Meeting.

There being no additional discussion, the Motion was voted upon and carried unanimously.

Report on Increasing Credit Card Limit to \$10K for Deployment Purposes/Engine Boss: Chris increased the credit limit to \$10K with Dave's approval for deployments. Per Chief Norris, at this point this seems to have alleviated all the issues. This \$10K is a hard number for every 30-day cycle. Credit limits will be monitored going forward.

Status of Removing the 1999 Ford Truck (E365) from our P&L Insurance Coverage: Chris sent the request for this apparatus removal to Vicki Sullivan on July 10. Chris sent a follow-up request on August 8. Chris will report his findings to the Board.

[After this meeting, Chris did receive confirmation that the 1999 Ford Truck was deleted from our insurance coverage effective July 6, 2022 (sale date).]

Status of State Confirmation of Audit Exemption: On July 5, 2022, we received a letter from the Office of the State Auditor that our FY 2021 Application for Exemption from Audit was approved.

ADMINISTRATIVE ISSUES – PART I:

Motion: It was moved by David Levy and seconded by Kristen Sanders 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. Chief Norris stated that for his purposes, the 90-day email deletion rule is too short. He would like to see it moved out to six months or 365 days. Another option is to create an Exception folder that is set at the domain level. You can then flag emails with that folder name and those emails will be exempt from being deleted. It was decided that we will reconsider this deletion rule at some point in the near future.

There being no additional discussion, the Motion was voted upon and carried unanimously.

For the record: On July 29, 2022, Scott Fullerton submitted his written notice of resignation and has resigned from the Board.

Therefore, TFPD currently has a vacancy on the Board for a term expiring May 2023.

Motion: It was moved by David Levy and seconded by Cynthia Boyle 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 a Notice of Appointment. Dave nominated Tamara (“Tammy”) Becht and Cindy confirmed that our Designated Election Official confirmed her eligibility. Tammy introduced herself to the Board.

Tammy stated she is a business owner and has worked in real estate and nursing. She currently has her own business and has done her own budgeting, etc. She also held the position of Director of Operations for Emergent Care for ten years and handled budgets, etc. She has children and grandchildren.

There were no additional nominations. The Motion was voted upon and carried unanimously.

Tammy accepted the Appointment. The Oath of Office was administered by Dave to Tammy.

The Board unanimously welcomed and congratulated Tammy.

ELECTION OF TREASURER/CUSTODIAN OF PUBLIC FUNDS:

Nominations for Treasurer/Custodian of Public Records: Dave nominated Tammy for the TFPD Officer position of Treasurer/Custodian of Public Funds.

There were no additional nominations.

Motion: It was moved by David Levy and seconded by Cynthia Boyle to elect a Treasurer/Custodian of Public Funds. Tammy accepted the TFPD Officer position of Treasurer/Custodian of Public Funds.

There being no additional discussion, the Motion was voted upon and carried unanimously.

ADMINISTRATIVE ISSUES – PART II:

Motion: It was moved by David Levy and seconded by Christopher Parker 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. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

Motion: It was moved by David Levy and seconded by Kristen Sanders for the creation/transfer/maintenance of required email accounts (including aliases) and/or passwords for the new Director and Officer. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

Motion: It was moved by David Levy and seconded by Kristen Sanders 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 (Tamara Becht) 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. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

Motion: It was moved by David Levy and seconded by Kristen Sanders to reschedule the Regular Monthly Public Board Meeting of September 12, 2022 due to Board member conflicts. After a brief discussion, it was decided to reschedule the September Board Meeting to Wednesday, September 7, 2022, at 2:00 p.m. Cindy will be unable to attend. Chris volunteered to take the Minutes at the rescheduled Board Meeting. Cindy to post the Notice accordingly to the TFPD website.

There being no additional discussion, the Motion was voted upon and carried unanimously.

Motion: It was moved by David Levy and seconded by Cynthia Boyle to assign responsibilities and procedures for picking up PO Box mail at the Canon City Post Office and forwarding to the appropriate TFPD Officers. Scott Fullerton was picking up our PO Box mail per Motion from the May 9, 2022 Board Meeting. Due to his resignation, we are in need of another volunteer to pick up our PO Box mail. Cindy nominated Tammy and she accepted. Dave will help as needed.

There being no additional discussion, the Motion was voted upon and carried unanimously.

PRESIDENT'S REPORT:

Update on Status of Outsourcing TFPD Bookkeeping Duties: We have negotiated with Erika at My-Online-Tax-Accountant.com to continue the work she has been doing for the District plus expanding her duties to include TFPD bookkeeping duties/posting entries into QuickBooks retroactive to August 1, 2022. This would increase our monthly payment from \$215/month to \$450/month. We have the option to renegotiate later on once Chief Norris is able to post the credit card entries. Chief Norris stated he is already doing that and has had the training. Per Dave, we will revisit the \$450/month once we know this is "up and running."

Cindy asked what the procedure will be for submitting expense reports or unbudgeted invoices going forward. After discussion, it was decided that for internal control purposes, the paperwork should be submitted to Tammy for approval, Tammy will forward to Erika who will post the appropriate entry into QuickBooks and generate the check, with the check being returned to Tammy for signature. We only generate five to six physical checks each month.

Cindy questioned who was responsible for checking to ensure we do not go over the expenditure appropriations amount of \$277,531. Chris stated that our current YTD expenditure amount through July is \$211,381. It was decided that Tammy is to monitor our YTD expenditures. Cindy reiterated that Tammy must constantly check the expenditure amount with Erika – especially for the remainder of August – as we do not have a lot of headroom for the current month.

Motion: It was moved by David Levy and seconded by Kristen Sanders 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. Chief Norris requested Dave to notify Erika that we would like to know of any dates/times she plans on being out of the office for more than a 24-hour period (for any possible time sensitive matters).

There being no additional discussion, the Motion was voted upon and carried unanimously.

Status of FY 2023 District Budget Preparation Timeline and Activities: Dave stated we will begin working on the FY 2023 District Budget following the Special Meeting for the budget amendment (1st revision) – yet to be scheduled. Chris to begin working on an updated budget amendment spreadsheet and needs target numbers from Chief Norris.

Status of Amendments to the Fire Chief's Employment Agreement, Evaluation Form and Exhibit A: The job description is complete and will also be the job announcement. Dave did distribute the Evaluation Form and Exhibit A for Board review and have been updated accordingly. There was discussion as to a date to hold an executive meeting to discuss further.

Motion: It was moved by David Levy and seconded by Cynthia Boyle to hold an executive session to discuss the Fire Chief's Employment Agreement on Tuesday, August 23, at 2:00 p.m., at the Main Station. Cindy to post the Agenda and Notice accordingly to the TFPD website. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

Status of Operations/District Budget: Per Dave, this was previously discussed.

Status of Audit of District Assets: Per Dave and Chief Norris, this process is complete. Photos have been uploaded and there is an equipment listing where appropriate.

OPERATIONS REPORT:

Chief Norris discussed the highlights of the July Operations Report:

- Record breaking month for July with 20 incidents; bringing the YTD total to 84.
 - Membership remains consistent.
 - Currently working with two new Recruits; have started their online training; nothing assigned.
 - We're making an update to campfires. Property owners can have them now as long as the immediate area (20 feet in diameter) is cleared out, and they have a ring (either a Solo Stove or something that is lined). However, no campfires during high weather alerts. All of this is subjective at the moment because there are no real rules.
 - Average arrival @ 21.18 minutes for July; 18.05 minutes YTD average for 2022. Our July arrival time went up dramatically due to the lightning strike fire in South T-Bar, as well as other lightning strike fires.
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Deployments Report:

- Kym returned from Alaska last week and she is listed to deploy again.
 - The engine crew and truck have been extended through this Thursday in Texas. They will be headed home on Friday.
 - When the truck (E361) returns from Texas (after repairs), we will be putting six brand new tires on the truck.
 - The IMT (Incident Management Team) in Texas will probably name call our engine crew again which means that when we list them as available, they will be immediately picked up and sent back out again. Chief Norris is hoping they will be sent back out by the end of next week.
 - Chief Norris is concerned about the 60/40% billings and reimbursement payouts. Two checks have come in and will need the 40% payouts. Jenn normally sent the initial paperwork to Scott, he would then work up the 60% payment, and when we received the 100% reimbursement check he would work up the additional 40% payment. Once we receive the state reimbursement check, we have up to ten days to pay out the additional 40%. State invoicing/billing of \$52K hit last Friday and two others should have already hit the bank for Kym. Chief Norris and Jenn need to know when the full state reimbursement check comes in so that they know to finalize the 40% payouts. Tammy will talk to Erika to see if this is something she can handle.
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Report on Recruiting Efforts: Already discussed above.

Status of Ops Personnel/Volunteer Training on Title VII of the Civil Rights Act of 1964: Chief Norris has received emails from four Firefighters who have attested to watching the video. He will drop a copy of each email into the Firefighters folders. We have an additional five or six personnel who need to attest to watching the video and Chief Norris will continue to follow up with them.

Status of Equipment Request for the County Commissioners (Discretionary COVID Money): Chief Norris has sent in our request. He plans on making a change to it – adding the \$1,400 charge for the EMT training classes both he and Captain Brian Smith attended. Chief Norris has provided them with a priority listing of our requested equipment.

Discussion of Updates to the Capital Expenditures Report: Per Chief Norris, at this time, there are no offsetting Operations Budget reductions as we are waiting to officially hear back from the County Commissioners on our equipment request.

Status of Uploading Backlogged claims to Fire Recovery: As of August 2, 2022, all claims have been entered where enough data was available to enter into the Fire Recovery System. Chief Norris has a plan in order to enter claims in a timely manner.

Updates on Fire Restrictions and “Developed Areas” Definition: This is an ongoing project. We remain in Stage I Fire Restrictions. In order to go in and out of fire restrictions, we must get approval from the County Commissioners. The Sheriff’s Office is responsible for getting a proposed change in fire restrictions on the agenda for the County Commissioners monthly meeting. By the time the change hits the agenda and the meeting takes place, they run the risk of the fire restrictions already needing to be changed.

Currently, the definition of a “developed area” is a state or federal level campground that has multiple camp sites and/or drive-throughs. The area Fire Chiefs are looking to change that term to an “improved area” which would allow homeowners to improve an area so they can have campfires. This would involve mitigating, removing all vegetation within 20 feet of their campfire, laying gravel, etc. Homeowners should be able to have a campfire at their home as long as the above criteria is met and there are no high weather alerts. This will need to be approved by the County Commissioners through a resolution before we can notify our homeowners.

What will not be approved is agricultural burning in an “improved area.” For our District, the homeowner would still be required to call Chief Norris for permission to do any agricultural burning.

Update on Deer Mountain EMS Situation: Deer Mountain no longer has any active EMTs. Chief Norris stated that Deer Mountain is working on securing a contract with AMR in order to have them respond to EMS calls in their area.

OLD BUSINESS:

Donations: Per Cindy, unrestricted donations for the month of July totaled \$263; of which \$145 will go toward the Summer Express Holiday Stocking Stuffer initiative. The 2022 YTD total is \$2,848. For comparison purposes, the 2021 YTD total was \$3,480. We continue to run approximately \$600 to \$700 less per month in comparison to last year.

Progress and/or New Developments to Report on the 2022 Open House: Chief Norris and his staff will begin cleaning up the Main Station on Thursday. Auxiliary will not have baskets or drawings. We will have three food trucks. Chris will man the information table. We will have the boots out for donations. Robin will hand out the Emergency Medical Information packets.

REACH Helicopter (pending availability and weather) and Everbridge have confirmed their attendance at the Open House. Chief Norris will have a Power Point presentation ready to go.

Chief Norris stated that between him, Misty and three instructors, they are going to set up a date for the Community CPR/AED training class somewhere between August 20 and the first couple weeks of September. There will be a sign-up sheet at the Open House.

We have secured another food vendor – Emergency Treats. It is owned and operated by a Canon City retired Firefighter. They serve mini donuts, coffee, iced tea, popcorn. This will be an addition to Danata’s Hot Dog Cart and 8 Yours 2 Kettle Corn.

Square Credit Card Processing: We will be able to accept credit card payments at the Open House using Square POS hardware. The hardware is used with a SmartPhone after downloading their App. Per Cindy, the hardware is free, there are no monthly/dormant fees, and transaction fees are 2.6% of the transaction total + \$.10. We will be able to swipe the credit card and property owners will not need to manually enter their credit card numbers. She has already tested the hardware and reviewed the resulting payment report by making two nominal donations.

Canon City Shopper Open House Ad Quote: The Board decided to run a half-page ad in the Canon City Shopper and Daily Record for a total not to exceed \$300. We will use our Open House Invite and the Open House Flyer (side-by-side) for our ad. Chief Norris to handle.

Report on 2022 Summer Express Holiday Stocking Stuffer Initiative: Cindy was disappointed in the response as we only received two orders. However, we did receive \$145 in donations. She is anxious to see how the selling of TFPD Branded Items at the Open House will be received.

Recognition Committee – There was a brief discussion of seven additional nominees. The Board approved their nominations. Dave stated that the name plates are already done and are ready to be added to the Recognition Plaque. In total, nine individuals were added to the plaque and each will be recognized at the Open House.

NEW BUSINESS:

Discussion of Colorado Firefighters Heart and Cancer Benefits Trust (“Trust”), the Notification from the CSD Pool, and Other Insurance Considerations: Chris had initially received an email outlining the Cancer Award Program criteria offered through this Trust. Shortly thereafter, he received another email from the CSD Pool stating they were requiring all fire district members to join this Cancer Award Program. If not, the CSD Pool would non-renew our Workers’ Compensation (“W/C”) coverage for 2023. Per Dave, if we stay with the CSD Pool for our W/C coverage, this program would cost us \$338 (which is the minimum contribution). Per Chief Norris, the majority of our firefighters do not meet the criteria for this program:

- full-time firefighter must have five years of continuous service. Chief Norris will not meet this criterion until January 1, 2023.
- volunteer firefighters must have ten years of continuous service. Most of our firefighters do not meet this requirement. For those that do, they do not meet the following requirement.
- volunteer firefighters must maintain at least 36 hours of training per year.

Per Chief Norris, we may have two firefighters that meet the criteria.

At this point in the meeting, Chris placed a phone call to Vicki Sullivan (CSD Pool rep) in order to review our options. Chris confirmed that Chief Norris does not have five years with the District. Vicki stated that she could sign us up with the contribution being paid by the CSD Pool on our behalf. Vicki is going to send us the application and in turn, they will need our roster. She will also have Lei follow up with Chris. Vicki also stated that we would pay \$47 in 2024 for the breast and thyroid cancer coverage.

FAMLI Program: Dave stated this is Colorado’s Paid Family and Medical Leave Insurance Program which was approved at the 2020 statewide election and requires payment of payroll premiums starting January 1, 2023 to provide up to twelve weeks of paid family leave beginning January 1, 2024. As a local government, we have three options:

- fully participate in FAMLI.
- decline participation in FAMLI.
- decline employer participation in FAMLI but agree to collect and remit the employee’s premium.

Cindy had recently contacted Kathryn (Legal Counsel) concerning this program. Per Kathryn, they are currently finalizing the documents for clients that wish to opt out of this program. When completed, she will send by email.

Cindy continued that in order to opt-out of this program TFPD must:

- provide written notice to employees prior to the Board's vote to opt-out.
- hold a public hearing (which must occur before the end of 2022) so that employees and the public can provide comments.
- following the public hearing, the Board adopts an opt-out Resolution.
- within 30 days following the Board's opt-out vote, provide written notice to employees explaining certain coverage criteria and that they have the option to voluntarily opt into FAML.
- Submit written notice to the FAML Division of the Board's opt-out vote.
- Display the FAML Division's workplace poster.

An opt-out decision is valid for eight years; after which time another vote is required.

It was decided to table any action until we receive guidance from Legal. Dave to handle and follow up.

NEXT SPECIAL & REGULAR MONTHLY PUBLIC MEETINGS:

- Board of Directors Special Meeting/Executive Session – Tuesday, August 23, 2022, at 2:00 p.m.
- Board of Directors – Rescheduled to Wednesday, September 7, 2022, at 2:00 p.m.
Above meetings to be held at the TFPD Main Station.

MOTION TO ADJOURN:

It was moved by David Levy and seconded by Christopher Parker to adjourn the meeting at 4:42 p.m. The Motion was voted upon and carried unanimously.

Respectfully submitted by Cynthia M. Boyle, Secretary to the Board.

Operations Report - July 2022

Incidents:

- **20** Incidents in **July**, **84** total incidents for **2022** (147 - 2021, 146 - 2020) - **See accompanying response reports.**

Membership:

- 14 Active Members, 1 Probationary, 1 Recruit, 2 Reserve, 9 IMT Deployable Members, 6 Auxiliary Members

Updates & Project Status:

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

Upcoming POA/HOA Meetings;

- Alpine Bluffs POA - August 13th - Mark and Brian will not be able to attend due to EMT training in Beulah.

Non-Monetary Donations;

- June Starbucks donated 5lbs of coffee plan to donate regularly
- 2022-04-20 Greg Cook donated a pickup truck for extrication training
- 2022-04-14 Coleman Auto donated an automobile for extrication training

Accomplishments(2022);

- HOA Presentations Handout 2 Burning

Strategic Plan Objectives Reportable Updates & Status;

- HAZMAT call Tracking
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- Objective - EMS
 - Part 1 - EMS Within the Fire Dept.
 - Current State Registered/Certified Responders = **3 EMT-B & 3 EMR**
 - 2 Members completed AHA CPR/AED training. Certification will be complete after they teach a class.
 - 2 Members are starting EMT class on May 10th
- Objective - Response Times
 - Ave. Arrival Times: **21:18** minutes: seconds For July / **18:05** minutes: seconds YTD average 2022
 -
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- Objective - National Deployment Program
 - National Deployment Program
 - **E361 deployed to Texas on July 19th. The deployment has been extended to August 11th.**
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 - Single Resource Deployments this month
 - Kim deployed to Alaska



Tallahassee Fire Protection District
Call Attendance Report by Date
1/1/2022 - 7/31/2022

Name	EMS (33)	Fire (21)	Fire Inspection (0)	Hazardous Materials Incident (1)	Motor Vehicle Incident - ALL (25)	Mutual Aid (0)	Public Service (0)	Special Duty (4)	Total (84)
Mark Norris	14 (42.4)	12 (57.1)	0	0	15 (60.0)	0	0	2 (50.0)	43 (51.2)
Brian Smith	16 (48.5)	6 (28.6)	0	1 (100.0)	11 (44.0)	0	0	4 (100.0)	38 (45.2)
Greg Cook	11 (33.3)	9 (42.9)	0	0	13 (52.0)	0	0	2 (50.0)	35 (41.7)
Karl Felber	13 (39.4)	8 (38.1)	0	1 (100.0)	10 (40.0)	0	0	0	32 (38.1)
Lane Smith	14 (42.4)	9 (42.9)	0	0	6 (24.0)	0	0	3 (75.0)	32 (38.1)
James Rice	9 (27.3)	8 (38.1)	0	0	10 (40.0)	0	0	2 (50.0)	29 (34.5)
Donna Toeerek	9 (27.3)	4 (19.0)	0	0	7 (28.0)	0	0	1 (25.0)	21 (25.0)
Toby Bryant	4 (12.1)	8 (38.1)	0	0	5 (20.0)	0	0	2 (50.0)	19 (22.6)
Brian Gardiner	1 (3.0)	2 (9.5)	0	0	0	0	0	0	3 (3.6)
George Reichert	0	3 (14.3)	0	0	0	0	0	0	3 (3.6)
Falyn Smith	2 (6.1)	0	0	0	1 (4.0)	0	0	0	3 (3.6)
Joey Silva	0	0	0	0	2 (8.0)	0	0	0	2 (2.4)
Matt Reichert	0	1 (4.8)	0	0	0	0	0	0	1 (1.2)
Roze Burton	0	1 (4.8)	0	0	0	0	0	0	1 (1.2)
Misty Smith	0	0	0	0	0	0	0	0	0
No Officer On-Scene	0	0	0	0	0	0	0	0	0
Brad Nelson	0	0	0	0	0	0	0	0	0
Kerry Meier	0	0	0	0	0	0	0	0	0
Scott Fullerton	0	0	0	0	0	0	0	0	0
Jennifer Norris	0	0	0	0	0	0	0	0	0



Tallahassee Fire Protection District
Call History Report by Date
7/1/2022 - 7/31/2022

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Fri 07/01/2022 18:37	Motor Vehicle Incident - ALL	39839	324 Motor vehicle accident with no injuries.	86 Investigate	MM 257 (253) US 50	4	00:57
Sun 07/03/2022 14:12	EMS	40203	661 EMS call, party transported by non-fire agency	21 Search	Grape Creek County Road 3	3	01:43
Mon 07/04/2022 11:43	EMS	40386	300 Rescue, EMS incident, other	81 Incident command	MM267 Parkdale Boatr US 50	3	00:46
Tue 07/05/2022 09:00	EMS	40594	661 EMS call, party transported by non-fire agency	30 Emergency medical services, other	2614 Autumn Creek Drive DR	1	01:45
Tue 07/05/2022 23:42	Motor Vehicle Incident - ALL	40793	324 Motor vehicle accident with no injuries.	86 Investigate	MM 265 US 50	2	01:07
Sat 07/09/2022 17:50	Fire	41637	561 Unauthorized burning	86 Investigate	64 Canyon Ct CT	1	02:09
Mon 07/11/2022 06:46	Motor Vehicle Incident - ALL	41916	324 Motor vehicle accident with no injuries.	81 Incident command	MM 1 Colorado Highway 9	3	01:20
Mon 07/11/2022 09:41	Motor Vehicle Incident - ALL	41956	324 Motor vehicle accident with no injuries.	86 Investigate	26558 County Road 2	3	00:58
Mon 07/11/2022 18:45	EMS	42117	321 EMS call, excluding vehicle accident with injury	81 Incident command	MM 264 US 50	4	03:19
Tue 07/12/2022 09:27	EMS	42208	300 Rescue, EMS incident, other	32 Provide basic life support (BLS)	38 Coyote TRL	2	02:25
Thu 07/14/2022 05:32	Motor Vehicle Incident - ALL	42630	324 Motor vehicle accident with no injuries.	93 Cancelled en route	MM 8 Colorado Highway 9	5	00:01
Fri 07/15/2022 18:57	Motor Vehicle Incident - ALL	43066	324 Motor vehicle accident with no injuries.	86 Investigate	MM262 US 50	1	01:14
Tue 07/19/2022 15:50	Fire	43893	143 Grass fire	13 Establish fire lines (wildfire)	1590 Cimarron Crossing West	2	03:40
Tue 07/19/2022 17:02	Fire	43943	141 Forest, woods or wildland fire	16 Control fire (wildland)	542 Outlaw LN	4	02:09
Wed 07/20/2022 15:06	EMS	44200	300 Rescue, EMS incident, other	30 Emergency medical services, other	MM262 US 50	2	01:03
Fri 07/22/2022 16:33	Fire	44656	141 Forest, woods or wildland fire	13 Establish fire lines (wildfire)	MM10.5 County Road 11 RD	3	04:01
Sun 07/24/2022 20:12	EMS	45079	300 Rescue, EMS incident, other	31 Provide first aid & check for injuries	41746 US 50	4	00:42
Wed 07/27/2022 11:58	EMS	45657	300 Rescue, EMS incident, other	30 Emergency medical services, other	2688 County Road 3	2	00:58
Sat 07/30/2022 16:44	Fire	46374	100 Fire, other	86 Investigate	216 Rainbow Ridge Road RD	3	00:11
Sun 07/31/2022 12:06	EMS	46501	300 Rescue, EMS incident, other	81 Incident command	MM263 US 50	4	02:14

Total calls for EMS:	9
Total calls for Fire:	5



Tallahassee Fire Protection District
Call History Report by Date
7/1/2022 - 7/31/2022

Total calls for Fire Inspection:	0	
Total calls for Hazardous Materials Incident:	0	
Total calls for Motor Vehicle Incident - ALL:	6	
Total calls for Mutual Aid:	0	
Total calls for Public Service:	0	
Total calls for Special Duty:	0	
Total calls:	20	Avg. Call Attendance: 2.8
Total Time:	32:42	



Tallahassee Fire Protection District

Call History Report by Date

1/1/2022 - 7/31/2022

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Sat 01/01/2022 10:36	Motor Vehicle Incident - ALL	63	324 Motor vehicle accident with no injuries.	81 Incident command	MM5 Colorado Highway 9	2	01:03
Mon 01/03/2022 09:00	Motor Vehicle Incident - ALL	328	324 Motor vehicle accident with no injuries.	86 Investigate	MM1 Hole in the Wall RD	4	00:59
Wed 01/12/2022 10:44	EMS	2114	320 Emergency Medical Service, other	30 Emergency medical services, other	MM 1 Colorado Highway 9	1	00:30
Wed 01/12/2022 11:04	EMS	2124	320 Emergency Medical Service, other	30 Emergency medical services, other	321 County Road 353A	1	00:33
Thu 01/13/2022 17:05	EMS	2417	320 Emergency Medical Service, other	31 Provide first aid & check for injuries	231 County Road 353A	5	01:11
Fri 01/14/2022 20:32	Special Duty	2662	600 Good intent call, other	73 Provide manpower	231 County Road 353A	4	01:28
Sat 01/15/2022 10:05	Special Duty	2724	600 Good intent call, other	70 Assistance, other	321 County Road 353A	7	00:26
Sat 01/15/2022 12:14	Fire	2742	118 Trash or rubbish fire, contained	81 Incident command	12094 County Road 11 RD	6	03:07
Tue 01/18/2022 05:57	Motor Vehicle Incident - ALL	3247	322 Motor vehicle accident with injuries	86 Investigate	MP 17 Colorado Highway 9	4	02:19
Wed 01/19/2022 14:20	Motor Vehicle Incident - ALL	3649	322 Motor vehicle accident with injuries	86 Investigate	MP2 Colorado Highway 9	4	01:01
Fri 01/21/2022 17:36	Motor Vehicle Incident - ALL	4136	324 Motor vehicle accident with no injuries.	81 Incident command	MP17 Colorado Highway 9	6	04:25
Sun 01/30/2022 14:11	Motor Vehicle Incident - ALL	5947	322 Motor vehicle accident with injuries	81 Incident command	MP268.5 US 50	6	01:26
Sun 01/30/2022 18:44	EMS	5995	661 EMS call, party transported by non-fire agency	31 Provide first aid & check for injuries	417 Star Ranch Road	4	00:53
Sun 01/30/2022 19:22	EMS	5998	320 Emergency Medical Service, other	31 Provide first aid & check for injuries	1626 Colorado Highway 9	4	01:05
Mon 01/31/2022 07:49	EMS	6059	661 EMS call, party transported by non-fire agency	31 Provide first aid & check for injuries	580 N Pine Vista	3	01:23
Wed 02/02/2022 14:46	EMS	6605	320 Emergency Medical Service, other	31 Provide first aid & check for injuries	2688 County Road 3	3	00:53
Fri 02/04/2022 09:02	EMS	6921	320 Emergency Medical Service, other	31 Provide first aid & check for injuries	2688 County Road 3	2	00:47
Sat 02/05/2022 09:35	Fire	7125	631 Authorized controlled burning	86 Investigate	15611 County Road 28	5	01:07
Sat 02/05/2022 19:05	Fire	7248	611 Dispatched & canceled en route	93 Cancelled en route	767 Dave Drive DR	4	00:05
Sun 02/06/2022 10:58	EMS	7351	320 Emergency Medical Service, other	30 Emergency medical services, other	16501 County Road 69	5	02:11
Sun 02/06/2022 17:22	EMS	7399	320 Emergency Medical Service, other	30 Emergency medical services, other	16501 County Road 69	4	01:17
Mon 02/07/2022 11:42	Fire	7520	631 Authorized controlled burning	86 Investigate	1386 South Fork	1	01:55
Sat 02/12/2022 11:03	Motor Vehicle Incident - ALL	8825	324 Motor vehicle accident with no injuries.	86 Investigate	MP1 Colorado Highway 9	2	01:19
Sat 02/12/2022 11:59	EMS	8838	320 Emergency Medical Service, other	30 Emergency medical services, other	266 Elk Run	1	02:10
Sat 02/12/2022 20:12	Motor Vehicle Incident - ALL	8911	324 Motor vehicle accident with no injuries.	86 Investigate	700 Valley Vista TRL	3	01:36



Tallahassee Fire Protection District
Call History Report by Date
1/1/2022 - 7/31/2022

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Sat 02/26/2022 09:17	EMS	11637	311 Medical assist, assist EMS crew	31 Provide first aid & check for injuries	985 Basswood Lane	2	01:38
Tue 03/01/2022 13:07	Motor Vehicle Incident - ALL	12321	324 Motor vehicle accident with no injuries.	86 Investigate	MP14.5 County Road 28	2	00:42
Tue 03/01/2022 17:18	Special Duty	12888	311 Medical assist, assist EMS crew	73 Provide manpower	MP0.5 Colorado Highway 9	4	00:55
Mon 03/07/2022 18:42	EMS	13712	321 EMS call, excluding vehicle accident with injury	30 Emergency medical services, other	4232 County Road 352A RD	3	01:59
Wed 03/16/2022 17:00	EMS	15564	300 Rescue, EMS incident, other	30 Emergency medical services, other	41931 US 50	4	00:44
Fri 03/18/2022 10:08	Fire	15883	651 Smoke scare, odor of smoke	86 Investigate	54 County Road 11 RD	1	00:39
Fri 03/18/2022 12:03	Fire	15919	611 Dispatched & canceled en route	93 Cancelled en route	13410 Colorado Highway 9	3	00:19
Sat 03/19/2022 16:41	EMS	16184	320 Emergency Medical Service, other	30 Emergency medical services, other	1200 Rainbow Ridge Road RD	2	01:38
Sun 03/27/2022 14:51	EMS	17858	300 Rescue, EMS incident, other	86 Investigate	MP267 US 50	4	01:22
Thu 04/14/2022 16:38	Motor Vehicle Incident - ALL	21730	324 Motor vehicle accident with no injuries.	86 Investigate	MM27 County Road 2	3	01:50
Thu 04/14/2022 17:06	Motor Vehicle Incident - ALL	21736	324 Motor vehicle accident with no injuries.	86 Investigate	MM10.5 Colorado Highway 9	2	00:29
Sun 04/17/2022 13:54	Fire	22277	141 Forest, woods or wildland fire	10 Fire control or extinguishment, other	MM62 Colorado Highway 69	4	06:42
Sun 04/24/2022 08:57	Fire	23804	651 Smoke scare, odor of smoke	86 Investigate	646 Wild Turkey TRL	8	04:06
Tue 04/26/2022 17:25	Motor Vehicle Incident - ALL	24339	324 Motor vehicle accident with no injuries.	81 Incident command	862 Delilah DR	5	02:06
Tue 05/03/2022 08:54	EMS	25735	661 EMS call, party transported by non-fire agency	30 Emergency medical services, other	399 Copper Canyon Road RD	3	00:33
Thu 05/12/2022 16:16	Fire	28043	651 Smoke scare, odor of smoke	86 Investigate	MM12 County Road 11 RD	3	00:33
Thu 05/12/2022 16:49	Fire	2853	141 Forest, woods or wildland fire	76 Provide water	Unknown County Raod 11 RD	4	28:46
Sat 05/14/2022 04:11	EMS	28424	320 Emergency Medical Service, other	86 Investigate	13501 County Road 69	2	01:39
Wed 05/18/2022 21:20	Motor Vehicle Incident - ALL	29490	324 Motor vehicle accident with no injuries.	81 Incident command	1200 Rainbow Ridge Road RD	3	02:05
Thu 05/19/2022 20:37	Fire	29740	651 Smoke scare, odor of smoke	93 Cancelled en route	1576 Tallahassee Lane LN	1	00:02
Fri 05/20/2022 01:13	EMS	29773	300 Rescue, EMS incident, other		2688 County Road 3	1	00:39
Sat 05/21/2022 10:14	Motor Vehicle Incident - ALL	30135	324 Motor vehicle accident with no injuries.	86 Investigate	MM268 US 50	2	00:50



Tallahassee Fire Protection District
Call History Report by Date
1/1/2022 - 7/31/2022

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 05/24/2022 03:27	Hazardous Materials Incident	30687	445 Arcing, shorted electrical equipment	86 Investigate	CR2 Colorado Highway 9	2	00:40
Tue 05/24/2022 09:50	EMS	307739	320 Emergency Medical Service, other	70 Assistance, other	MM12 County Road 28	3	03:47
Wed 05/25/2022 14:08	Motor Vehicle Incident - ALL	31074	324 Motor vehicle accident with no injuries.	81 Incident command	MM15 County Road 28	3	03:14
Wed 05/25/2022 14:34	EMS	31084	300 Rescue, EMS incident, other	73 Provide manpower	3 Rocks Raft Area US 50	1	00:39
Thu 05/26/2022 21:01	Fire	31442	153 Construction or demolition landfill fire	86 Investigate	Lot# 23 Buckhorn LN	5	01:59
Fri 05/27/2022 07:22	Motor Vehicle Incident - ALL	31523	324 Motor vehicle accident with no injuries.	86 Investigate	CR275A Colorado Highway 9	2	01:55
Sat 05/28/2022 17:21	EMS	31922	300 Rescue, EMS incident, other	81 Incident command	MM263 US 50	3	00:38
Mon 05/30/2022 09:39	Fire	32268	651 Smoke scare, odor of smoke	86 Investigate	CR3 US 50	4	01:16
Thu 06/02/2022 12:28	EMS	33034	300 Rescue, EMS incident, other	86 Investigate	298 County Road 21	2	00:11
Sat 06/04/2022 19:39	Motor Vehicle Incident - ALL	33621	322 Motor vehicle accident with injuries	31 Provide first aid & check for injuries	Raven TRL	3	01:38
Sun 06/05/2022 13:01	Motor Vehicle Incident - ALL	33763	324 Motor vehicle accident with no injuries.	86 Investigate	MM16 Highway 9 HWY	5	00:46
Sat 06/11/2022 19:31	Fire	35257	652 Steam, vapor, fog or dust thought to be smoke	86 Investigate	CR5 County Road 11 RD	4	00:44
Sun 06/12/2022 10:32	EMS	35392	321 EMS call, excluding vehicle accident with injury	31 Provide first aid & check for injuries	MM258 US 50	5	01:07
Thu 06/16/2022 18:15	Fire	36449	743 Smoke detector activation, no fire - unintentional	93 Cancelled en route	572 Caprock RD	3	00:05
Fri 06/17/2022 19:28	Fire	36699	100 Fire, other	86 Investigate	41746 US 50	2	00:50
Tue 06/21/2022 08:29	Motor Vehicle Incident - ALL	37468	324 Motor vehicle accident with no injuries.	86 Investigate	MM16 County Road 28	1	02:04
Wed 06/22/2022 22:03	Special Duty	37894	300 Rescue, EMS incident, other	86 Investigate	MM262 US 50	1	00:45
Fri 07/01/2022 18:37	Motor Vehicle Incident - ALL	39839	324 Motor vehicle accident with no injuries.	86 Investigate	MM 257 (253) US 50	4	00:57
Sun 07/03/2022 14:12	EMS	40203	661 EMS call, party transported by non-fire agency	21 Search	Grape Creek County Road 3	3	01:43
Mon 07/04/2022 11:43	EMS	40386	300 Rescue, EMS incident, other	81 Incident command	MM267 Parkdale Boatr US 50	3	00:46
Tue 07/05/2022 09:00	EMS	40594	661 EMS call, party transported by non-fire agency	30 Emergency medical services, other	2614 Autumn Creek Drive DR	1	01:45
Tue 07/05/2022 23:42	Motor Vehicle Incident - ALL	40793	324 Motor vehicle accident with no injuries.	86 Investigate	MM 265 US 50	2	01:07
Sat 07/09/2022 17:50	Fire	41637	561 Unauthorized burning	86 Investigate	64 Canyon Ct CT	1	02:09



Tallahassee Fire Protection District

Call History Report by Date

1/1/2022 - 7/31/2022

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Mon 07/11/2022 06:46	Motor Vehicle Incident - ALL	41916	324 Motor vehicle accident with no injuries.	81 Incident command	MM 1 Colorado Highway 9	3	01:20
Mon 07/11/2022 09:41	Motor Vehicle Incident - ALL	41956	324 Motor vehicle accident with no injuries.	86 Investigate	26558 County Road 2	3	00:58
Mon 07/11/2022 18:45	EMS	42117	321 EMS call, excluding vehicle accident with injury	81 Incident command	MM 264 US 50	4	03:19
Tue 07/12/2022 09:27	EMS	42208	300 Rescue, EMS incident, other	32 Provide basic life support (BLS)	38 Coyote TRL	2	02:25
Thu 07/14/2022 05:32	Motor Vehicle Incident - ALL	42630	324 Motor vehicle accident with no injuries.	93 Cancelled en route	MM 8 Colorado Highway 9	5	00:01
Fri 07/15/2022 18:57	Motor Vehicle Incident - ALL	43066	324 Motor vehicle accident with no injuries.	86 Investigate	MM262 US 50	1	01:14
Tue 07/19/2022 15:50	Fire	43893	143 Grass fire	13 Establish fire lines (wildfire)	1590 Cimarron Crossing West	2	03:40
Tue 07/19/2022 17:02	Fire	43943	141 Forest, woods or wildland fire	16 Control fire (wildland)	542 Outlaw LN	4	02:09
Wed 07/20/2022 15:06	EMS	44200	300 Rescue, EMS incident, other	30 Emergency medical services, other	MM262 US 50	2	01:03
Fri 07/22/2022 16:33	Fire	44656	141 Forest, woods or wildland fire	13 Establish fire lines (wildfire)	MM10.5 County Road 11 RD	3	04:01
Sun 07/24/2022 20:12	EMS	45079	300 Rescue, EMS incident, other	31 Provide first aid & check for injuries	41746 US 50	4	00:42
Wed 07/27/2022 11:58	EMS	45657	300 Rescue, EMS incident, other	30 Emergency medical services, other	2688 County Road 3	2	00:58
Sat 07/30/2022 16:44	Fire	46374	100 Fire, other	86 Investigate	216 Rainbow Ridge Road RD	3	00:11
Sun 07/31/2022 12:06	EMS	46501	300 Rescue, EMS incident, other	81 Incident command	MM263 US 50	4	02:14

Total calls for EMS:	33	
Total calls for Fire:	21	
Total calls for Fire Inspection:	0	
Total calls for Hazardous Materials Incident:	1	
Total calls for Motor Vehicle Incident - ALL:	25	
Total calls for Mutual Aid:	0	
Total calls for Public Service:	0	
Total calls for Special Duty:	4	
Total calls:	84	Avg. Call Attendance: 3.12
Total Time:	150:25	



Tallahassee Fire Protection District Average Response Time Report

Average Response Time	Total Calls	Total Response Time (Alarm to EnRoute)
09m:48s	20	03h:16m:00s

Average Arrival Time	Total Calls	Total Arrival Time (EnRoute to Arrival)
21m:18s	20	07h:06m:00s

Average Call Length	Total Calls	Total Time (Alarm to InService)
01h:38m:00s	20	01d:08h:42m:00s

Longest Response	Shortest Response
49m:00s	0s



Tallahassee Fire Protection District Average Response Time Report

Average Response Time	Total Calls	Total Response Time (Alarm to EnRoute)
07m:05s	84	09h:56m:00s

Average Arrival Time	Total Calls	Total Arrival Time (EnRoute to Arrival)
18m:05s	83	01d:01h:02m:00s

Average Call Length	Total Calls	Total Time (Alarm to InService)
01h:47m:00s	84	06d:06h:25m:00s

Longest Response	Shortest Response
49m:00s	0s



Mark Norris <mark.norris@talxfire.com>

July, 2022 report for Tallahassee Fire Protection District

Fire Recovery USA <inspections@firerecoveryusa.com>
Reply-To: inspections@firerecoveryusa.com
To: chief@talxfire.com

Mon, Aug 1, 2022 at 6:07 AM

Monthly Totals For Tallahassee Fire Protection District

July, 2022

Dear Mark Norris,
This monthly status report gives you a quick snapshot (as of 2022-08-01) of the claims which have been submitted and paid in the previous month.

	Last Month (Jul)		All Year (2022)	
	# Claims	\$ Amount	# Claims	\$ Amount
Claims Submitted	0	\$0.00	1	\$0.00
Payments Received By FRUSA	0	\$0.00	4	\$2,539.15
Claims Denied	0	\$0.00	0	\$0.00
Non-Billable (Other)	0	-	0	-
In Progress	0	-	0	-