



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

**AGENDA FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS
MARCH 11 , 2024, 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 February 12th, 2024.
- Safety and Storage of TFPD Secretary File Proposal discussion: status of progress
- New Requirement: Designated Accessibility Officer
 - Resolution designating secretary as the Accessibility Officer
- New requirement and apparent unfunded mandate for Website
 - Website checker: checkmydistrict.com (results of response?)
 - Response from attorney regarding guidance or suggestions
 - Any related discussion concerning compliance and progress with accessibility bill requirements
- Upcoming or pending reporting requirements?

TREASURER'S REPORT

- Presentation of February, 2024 Treasurer's Report
 - Budget Burn Rate: Are we calculating this and how do we stand?
 - Input with regards to first required budget amendment
- Motion to accept the January, 2024 Treasurer's Report.
- Chase Credit Card accessibility ?: Accessibility, review, payment scheduling and records maintenance
- Wells Fargo Bank Account ?: Accessibility, review, distribution of statements and records maintenance
- Bank of the San Juan's: Access: establishing access for treasurer: Priority
- Miscellaneous comments, observations, questions and/or concerns

OPERATIONS REPORT

- February, 2024 Operations report
- Motion to accept report
- Status of deployable vehicles and deployments
- Personnel report in regards to staffing with deployments, schools, training and vacations
- Status of controlled burn at King Meadows Station: March 16th, 2024 with regards to current deployments
- Status of Propane Training: March 30th, 2024

PRESIDENT'S REPORT

- Discussion of required audit for 2023
 - Improvement needed in our record keeping/organization as we continue to grow
- Spending: beginning of deployment season: Caution Deployments have started
- Communications: Audit and deployments makes this a priority
 - Emails, Texts and Phone Calls
 - Checks, Balances, response and verification
 - Commitment and responsibility
 - Team concept: we are here for each to combine our talents/help each other
- 2024/2025 Insurance: property, liability and workers compensation
 - Issues in 2022 and 2023
 - Suggestions for improvement 2024-2025

2023 AUDIT STATUS

- Audit process has begun: Information gathering and reporting
 - I need all hands on deck.
 - Quick responses to information requests are greatly appreciated
 - Be aware: there will probably additions to the "To-Do" list as the process evolves
- Actual Audit will begin: March 18th, 2024
- Information Portal: Access Dave Levy and Chris Parker
 - Information can be funneled through Dave Levy who will upload it
 - Does anyone one else feel a need or want access?
- The bulk of the effort will fall on Leigh, Mark and Chris but we all will be involved to some extent
 - Thank you in advance for all your efforts, work and commitment.

OLD BUSINESS

- Donations: \$120.00 address sign payment/donation
 - Address sign donation (\$20.00)
 - Donation Unrestricted(\$100.00)
- Open discussion with those present concerning other old business or continuing projects
 - Board and Operations Input

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

- Open discussion and suggestions of new business related matters and issues.
 - Board and Operations Input

NEXT PUBLIC MEETING

- Board of Directors – Monday, April 8th, 2024 at 2:00 PM.

MOTION TO ADJOURN