

REGULAR MEETING  
BOARD OF DIRECTORS  
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIREHOUSE  
March 12<sup>th</sup> 2019

MINUTES

CALL TO ORDER: Meeting was called to order by Board President Annette Tanner at 6:02 pm on March 12<sup>th</sup>, 2019. Directors present were Annette Tanner, Marge Mackey, Melanie Hansen and Sling Herrman. Toni Vincenzetti was excused. Also present was Shannon Currier - District Accountant, Firefighter Paramedic Matt Bollig and Firefighter EMT Nate Voorhees and District Chief Mike Harvey. Public present: None

The pledge of allegiance was recited.

Roll Call was taken.

Marge Mackey moved to accept Toni Vincenzetti as excused absence. Seconded by Sling Herrman.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA:

**APPROVAL ITEMS:**

- 1) Minutes from February 2019 regular board meeting were reviewed and approved by the board.

Marge Mackey moved to accept the February 11<sup>th</sup> 2019 regular board meeting minutes as presented, seconded by Sling Herrman.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

**PUBLIC COMMENTS:**

None

**Old Business:**

- 1) Hiring update. Chief Harvey provided the board a verbal update on the hiring process which has been completed. Full-time paramedic firefighter, Mr. Matt Bollig and Jason Lee for part-time paramedic was hired. Mr. Bollig introduced himself to the board and gave a short introduction. The Board welcomed Mr. Bollig to the Fire District.

Mr. Sling Herrman moved to hire Matt Bollig as Full-time paramedic firefighter. Seconded by Mrs. Marge Mackey.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

Mr. Sling Herrman moved to hire Jason Lee as part-time paramedic firefighter. Seconded by Mrs. Melanie Hansen.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

**NEW BUSINESS:**

- 1) 2019 EMS Billing rates. Chief Harvey presented the 2019 allowable billing rates as determined by the Mesa County EMS resolution. Chief Harvey discussed the information concerning the rates and comments provided by last year grant review that Mesa County rates are too low. Mesa County is currently evaluating the EMS resolution and the billing formula will be addressed. The Board discussed the proposed rates.

Melanie Hansen moved to accept the 2019 EMS billing rates as presented. Seconded by Sling Herrman.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

BLS Non-emergent Base	\$819.00
BLS Emergency Base	\$930.00
ALS Non-emergency Base	\$1,117.00
ALS Emergency Level 1	\$1,218.00
ALS Emergency Level 2	\$1,218.00
Specialty Care Transport	\$3,711.00
Mileage	\$22.00/mile
Assess and Release	\$0.00

- 2) Chief Harvey presented information on the Fire District financial analysis and the cost savings of the new fire station over the old station by not paying rent to the Town of De Beque and a comparison of mill levies to other Fire Districts in both Mesa and Garfield Counties
- 3) Chief Harvey presented information from the law firm of Ireland Stapleton for board review and discussion.

## ACCOUNTANTS REPORT

- 1) Shannon Currier, Fire District Accountant provided the board with written copies of the financial statements through the end of January 2019. Mrs. Currier reviewed the documents and year to date financials with the Board. The budget to actual was reviewed and discussed.

- Mrs. Marge Mackey moved, seconded by Mr. Sling Herrman to accept the January 2019 expense statements as presented.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

- Mr. Sling Herrman moved, seconded by Mrs. Melanie Hansen to accept the January 2019 financial statements as presented.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

- Mrs. Marge Mackey moved to accept the insurance write off and adjustments as follows, seconded by Mr. Sling Herrman.

### January 2019

Insurance adjustments-	\$3,957.64
Write-offs	\$9,105.11
Total	\$13,062.75

FIRE CHIEF REPORT: Chief Harvey presented his written report for the month of January 2019 which covered the various meetings, training and call volume for the Fire District. Chief Harvey wanted to thank Karen Latham and John for moving the DFPC live burn training trailer out of the bays. Jason Clark with the Division of Fire Safety came to De Beque for two days of live burn fire training. Nate Voorhees completed his Firefighter II job performance requirements for testing. The trailer will be heading to southern Colorado to other departments. Chief Harvey discussed that the training room, if not booked, is available for events like the live streaming of the De Beque School Boys games. The Fire District has a couple of Junior Firefighters interested in the program. Annual physicals and random drug testing is in process. Dr. Washington did a presentation for responder resiliency. Chief Harvey reviewed the status of grants that the district has applied for. Chief Harvey attended the EMTS grant review in Meeker on Monday which is for the second power-load gurney. Nate Voorhees discussed the apparatus repairs currently in process and courses that staff have been attending. The apparatus repairs are increasing due to the age of the trucks. All apparatus are around 10 years old. Chief Harvey also discussed a new program for conducting the daily, weekly and monthly apparatus inspection program. It will be able to track apparatus maintenance and provide better documentation than the present paper system. The burn permit program and new regulations for Mesa County was discussed. The Mesa County link is now up on the Fire District web site. Residents that do not have internet access can still come to the fire station for a permit. Commercial occupancy inspections will be starting this month.

BOARD COMMENTS: None

ADJOURNMENT: Annette Tanner moved to adjourn the meeting. Sling Herrman seconded the motion to adjourn.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman aye, Toni Vincenzetti – absent. Motion passed.

Meeting adjourned at 7.06 PM.

Next regular meeting scheduled for April 9<sup>th</sup> 2019 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on April 9<sup>th</sup>, 2019.

  
Annette Tanner - President

  
Toni Vincenzetti – Secretary/Treasurer







## Fire District Administrative Report March 2019

### Safety and Training:

- **Fire Officer I:** Forest and Patrick both completed their JPR's (job performance requirements)
- **DFPC Live burn trailer:** The live burn trailer has been moved out of the station and we will be practicing fire attack March 5<sup>th</sup> and 6<sup>th</sup>. Firefighter II JPR testing is on March 6<sup>th</sup>. Will have two students testing.
- **School escort:** We will be sending an apparatus for a send-off for the athletic students.
- **Junior FF:** We have a couple of students that will be starting the Junior FF program again.
- **Student Job shadowing:** We have had couple of high school students doing a job shadow for graduation.
- **Annual Physicals:** Staff will be starting annual physicals
- **Staff meeting:** Dr. Washington talked to the group about resiliency. Additional items discussed after the training included, future agency financial needs, missing items, new SOG's. Meeting stopped early due to EMS response.

### Personnel Management, Community Relations:

- **Incident Responses:** Attached.
- **QA meeting:** Forest and Ethan attended.

### Facilities

- **Station projects:** Nothing new

### Apparatus and equipment:

- **Apparatus:** Nate has been working on the apparatus repairing valves and foam systems.
- **Extrication equipment:** The holmatro equipment has been serviced and in good shape.
- **Brush 81 (old truck):** Is leaking a considerable amount of engine oil. Will be sending it for diagnostics and estimation.
- **Apparatus inspections:** We will be adding an apparatus inspection module to Target Solutions. This will eliminate the manual paper system and will be able to track times and repair items more closely. Expense will be from IT budget for \$1,800.

### Administrative:

- **Mesa County Fire Chief's Association:** Working on second alarm response with dispatch. Some agencies not on board with that. EMT will be starting soon. Discussed Mesa County health department burn regulations.
- **Garfield County Fire Chief's meeting:** Will not attend due to the Medicare training in Eagle
- **Mesa County EMS Council:** Mike did not attend due to IFC class.
- **Drug Testing:** 1<sup>st</sup> employee completed for 1<sup>st</sup> qtr.
- **IFC class** – Chief Harvey attended the 2018 IFC inspector class in February in Denver.
- Chief Harvey participated in Clifton Fire hiring panel for their operations section chief.
- **Future Budgeting:** CRFR, Grand Valley and De Beque met to get information on financial future planning.
- **Fire Inspections:** Commercial Fire Inspections are being scheduled.
- **Code Adoption:** Waiting for County Commissioner hearing.
- **EMS Cost Reporting training:** Chief Harvey will be going to Eagle for the CMS cost reporting training to recoup some of the federal Medicare funds now available.
- **EMTS Grant hearing:** Chief Harvey will be going to Meeker for the RETAC grant hearing on Monday March 11<sup>th</sup>.

**Financial:**

- **Grants: 2018**
  - **EMTS 2019** – Submitted
  - **AFG Regional Grant: SCBA replacement** – Has been submitted
  - **VFA:** Submitted for \$12,726.00 – VHF radios and wildland fire equipment. Will use capital budget and excel grant for matching.

Thank you for your continued support.

Mike Harvey  
District Fire Chief