

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIREHOUSE
February 11th 2019

MINUTES

CALL TO ORDER: Meeting was called to order by Vice-President Marge Mackey at 6:07 pm on February 11th, 2019. Directors present were Toni Vincenzetti, Annette Tanner, Marge Mackey, Melanie Hansen and Sling Herrman. Also present was Shannon Currier - District Accountant, Paramedic Ethan Harvey, Lieutenant Patrick Cole and District Chief Mike Harvey was present. Public present: Michelle Stubbs and Timothy Butler from the Red Cross.

The pledge of allegiance was recited.

Roll Call was taken.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: Chief Harvey requested that Dental and Eye Insurance discussion be added to the agenda under new business and to move public discussion up for the Red Cross right after election of officers.

The Board conducted the election officers.

1) Board President Position:

Marge Mackey moved that Annette Tanner be nominated for the position of Board President and that nominations cease. The motion was seconded by Sling Herrman. Mrs. Tanner accepted the nomination after a short discussion.

Vote: Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, No; Melanie Hansen, aye, Sling Herrman aye. Motion passed.

Annette Tanner took over the meeting as Board President.

2) Board Vice-President Position:

Toni Vincenzetti moved that Marge Mackey be nominated for the position of Board Vice-President and that nominations cease. The motion was seconded by Sling Herrman. Mrs. Mackey accepted the nomination after a short discussion.

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

3) Secretary Treasurer Position:

Marge Mackey moved that Toni Vincenzetti be nominated for the position of Board Secretary Treasurer and that nominations cease. The motion was seconded by Sling Herrman. Mrs. Vincenzetti accepted the nomination after a short discussion.

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

PUBLIC COMMENTS:

Michelle Stubbs and Timothy Butler presented programs that are available from the Red Cross to the Citizens of the De Beque Fire Protection District. The programs include victim assistance and a smoke detector installation program. Chief Harvey will contact Michelle and Timothy when the newsletter is ready for production and will work with them to get their information out to the community. The Board and administration also discussed the best way to contact the Red Cross for public assistance when needed. The Board thanked both Michelle and Timothy for their time and presentation.

APPROVAL ITEMS:

- 1) Minutes from the January 8th, 2019 Regular Meeting were reviewed by the Board.

Sling Herrman moved to accept the January 8th 2019 regular board meeting minutes as presented, seconded by Toni Vincenzetti.

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

- 2) Minutes from the January 15th, 2019 Special Meeting were reviewed by the Board.

Marge Mackey moved to accept the January 15th 2019 special board meeting minutes as presented, seconded by Sling Herrman.

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

NEW BUSINESS:

- 1) Vision and Dental Insurance: Chief Harvey presented information on new rates for the Ameritas insurance program with a substantial costs saving for the district. Toni Vincenzetti inquired if the plan was as good as the current program. Chief Harvey stated that Home Loan talked to Ameritas and negotiated a better pricing. The benefits are the same with an improved cost plan.

Sling Herrman moved to accept the Ameritas proposal Dated February 4th 2019. Seconded by Marge Mackey.

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

OLD BUSINESS:

- 1) Hiring update: Chief Harvey provided a verbal and written report for the board on the progress concerning hiring a paramedic. We have 3 candidates for the position that have completed the structured interview process, the computer testing, and ALS skills testing. The structure interview is a new process designed specifically for the entry level candidate. For the structured interview panel consisted of a board member, two line personnel and a community citizen. All candidates have completed their ALS skills testing which consists of a programmed ALS scenario and rated according to National Registry Standards. Additionally, the candidates completed the on-line testing program that was 166 questions. Chief Harvey discussed the interview and testing results with the Board. The PAT (physical ability test) was also discussed. The Board discussed the different components for the testing. The District has been collecting the testing data over past two hiring sessions and have been comparing data and identifying benchmarks that are working for our district. The next step will be to complete the Chiefs Interview for those that will continue on. Mr. Herrman inquired about the ride-along for the candidates and also the students. Chief Harvey said we have had two of the candidates scheduled for crew ride time. We also have a paramedic student that will be getting ride and training time with De Beque Fire. We have several high school students that are also doing their work shadow requirements for graduation with the Fire District.
- 2) Health Insurance Policy Discussion. Chief Harvey presented the policy change for coverage of cost for dependents over the age of 21. The insurance will be offered as required by law but the fire district will not be paying for it. The cost of the policy will be paid by the employee.

Sling Herrman moved to accept the health care policy as presented. Seconded by Toni Vincenzetti.

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

- 3) Holiday Pay. Chief Harvey wanted further clarification from the Board as to the payment of holiday pay for discretionary time. Chief Harvey presented the policy for review and discussion. The new policy will pay exempt personnel time and half for discretionary required time worked on holidays. The board approved the change in the holiday time in a prior meeting.

NEW BUSINESS:

- 1) 2018 International Fire Code Adoption. Chief Harvey presented updated information concerning the adoption and amendments to the 2018 IFC. Chief Harvey reviewed the code amendments and the process for adoption. The code adopted by the fire district will be ratified by the Mesa County building department and the County Commissioners making the code enforceable by the Fire District and Chief. Chief Harvey also discussed that burn permits are required at no cost and Garfield County will be putting the new system online within a month. Residents that do not have internet access can come to the fire station and obtain a printed version of a permit.

Toni Vincenzetti moved to adopt the 2018 IFC code and amendments as changed. Seconded by Sling Herrman.

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

ACCOUNTANTS REPORT

- 1) Shannon Currier, Fire District Accountant provided the board with written copies of the financial statements through the end of December 2018. Mrs. Currier reviewed the documents and year to date financials with the Board. The budget to actual was reviewed and discussed. Annette Tanner commented that the revenues from the fire assignments helped the district's budget to stay in balance.

- Annette Tanner moved, seconded by Toni Vincenzetti to accept the December 2018 expense statements as presented.

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

- Toni Vincenzetti moved, seconded by Sling Herrman to accept the December 2018 financial statements as presented.

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

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

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

December 2019

Insurance adjustments-	\$5,648.76
Write-offs	\$1,709.55
Total	\$7,358.31

Marge Mackey left the meeting at 7:11 Pm.

FIRE CHIEF REPORT: Chief Harvey presented his written report for the month of January which covered the various meetings, training and call volume for the Fire District. Chief Harvey also discussed the grants that the district has applied for. Ethan Harvey discussed the research that is currently being done to upgrade the hardware (computers, routers, and mobile data) for the ambulances. Patrick Cole discussed the officer training that he and Forest Matis recently attended. Chief Harvey and Patrick Cole also discussed the new facial hair policy that will be implemented March 1st 2019 to align with NPFA 1500 and the DFPC policy for the live burn simulator trainer. Chief Harvey stated he will be attending the IFC training at Arvada in the next week.

BOARD COMMENTS: None

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

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

Meeting adjourned at 7:46 PM.

Next regular meeting scheduled for March 12th, 2019 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on March 12th, 2019.

Annette C. Tanner

Annette Tanner - President

Toni Vincenzetti

Toni Vincenzetti – Secretary/Treasurer

