



SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
Board of Directors' Meeting
2010.10.02 @ 7:00 p.m.

1) Introduction of Visitors

Mary Curtis
Anita Long

2) Attendees:

Board members present:

Ken Thomas - Chair
Flip Boettcher
Mike Parrish
Sandy Rucker – Treasurer
Steve Wilson
(Mike Brandt - Secretary to the Board)

Department members present

Acting Chief Aaron Mandel
Scott Elmore
Bill Harper
Don Rocksted
Wendy West

3) Call to Order:

Meeting called to order at 07:00 PM by Chairman Ken Thomas.

4) Approval of Agenda:

Ms. Boettcher moved to approve the agenda second by Ms. Rucker; motion carried.

5) Approval of Minutes

Ms. Rucker moved to approve the Minutes for the 2014.09.04 Board Meeting as written, second by Ms. Boettcher; motion carried.

Ms. Rucker moved to approve the Minutes for the 2014.09.09 Special Board Meeting as written, second by Ms. Boettcher; motion carried.

6) Board Correspondence:

A special meeting to discuss contract negotiations in executive session is set for Friday, October 17th at 7p.m.

7) Director’s Chief’s and Committee Reports

- a. **Treasurer’s Report** (see report on SPCFPD website at www.guffeyfire.net).

Net income is <\$17,516.99> for YTD as of the end of September. Ms. Rucker anticipates a deficit of about \$60,000 for the year.

Ms. Rucker moved to cover the cost for the ambulance acquired from Limon from the general fund, second by Mr. Thomas; motion carried.

The department is under budget on vehicle fuel.

No invoices were received requiring approval this month.

- b. **Regulatory Matters**

Special District Assoc. of Colorado (SDA) – statutory deadline for budget notice is October 15th.

- c. **Chief’s Report**

Incident Responses:	Month	Year to Date
Traffic Accidents	1	10
Medical	6	21
Wild Fires	0	7
Smoke Reports	1	5
Structure Fire	0	0
Other	0	5
Total Calls	8	48

Summary:

1. Radio Site Agreement – signed and sent to Darrel Deal. Once it is signed and returned Mr. Mandel will request funds for the site and improvements.
2. Signs – Station 2 sign is missing and hasn’t been located. Mr. Mandel will determine if Mr. Harper can supply a sign. There was a request for a Forest Service “Smokey the Bear” Fire sign in Park Ridge Ranches. As the request was for a Forest Service type sign (which we can’t supply) Mr. Mandel will determine if some fire danger [burn ban/ no burn ban fire danger signs) could be added. This is a remote area and someone has to change the sign as

conditions change. There had been a problem this summer with someone changing the signs. The fire danger signage may be available from the county.

3. Garage Doors – while we are under budget in repairs, Mr. Tilton would like to have the two south doors of station 1 converted from manual to motorized doors using money in the current maintenance budget. This will be reviewed again after the current planned maintenance for October-November is accomplished. Mr. Thomas will pursue cost estimates once he has make/model identification for the doors from Mr. Mandel.
4. RX Burns- New plan and problems with dumping at station – there has been an issue with the plan to perform burns at our station. Fairplay station had such an operation and had a fire that caused some damage. There were also problems with dumping material in their burn pit. (There have also been problems with material dumped at our Station 1, mattresses, tv's, etc. which costs the district money to dispose of.). Mr. Mandel proposes that SPCFPD will assist with burning slash on homeowner's property, without the district assuming any liability.
5. Matt Leasure – new member [firefighter/EMT] that has been doing mitigation work with Colorado Springs. We could pay him out of the Werner Leungacher fund to start a Fuels program and request a \$50 payment from homeowners. Mr. Mandel proposes we pay him \$12.00/hour and perform the work starting October 13. Pike Trails homeowners had 10-12 people interested as well as a pile on Cover Mountain and one on top of a hill which could be a major burn and will be put off until winter. Proposal would not exceed an expenditure of \$1500. In the past, the wildfire program insurance covered contract employees. The release of liability form would protect the department and would have to be reviewed by the Board counsel. The contract would be the same as the wildland contractors, and they have been covered under our insurance policy as contractors.

On-site personnel would be Mr. Mandel as burn boss & Matt who would work with the homeowner to arrange the burn. This would require someone on duty when Mr. Mandel was on a burn. On-site equipment could be a tender and a Type 6 engine. Department personnel would not be involved in the fire, just standing by and advising using the prescribed plan. If the homeowner deviates from the plan, the department would object, and would not put the department personnel at risk if not done in accordance with the plan.

Ms. Rucker moved to accept the proposal to allocate up to \$1500 for the expenditure, second by Mr. Thomas, motion carried. Mr. Mandel will publicize this on the website and determine other interest.

6. Gas and personal vehicles – while this has been a long-standing program, cuts in the fuel budget make this an unacceptable expense this year. Mr. Mandel wishes the board to establish and publish a policy clarifying the issue even if it bans the practice. If the Board dissolves the practice, it may stop some volunteers from being able to attend. The Board agreed to review and address this. Today, Mr. Mandel is still supplying some fuel to POVs under the existing program.
7. Nomex Grant – Giving up, figuring out priorities for wildland Nomex. Paul Cook noted that the FMOs were not notified that the grant money was now non-available. Mr. Cook said he'd address the issue in next year's budget. The department has good structural suits. The wildland crew has older style gear. Pants and shirts are approximately \$200 and some personnel have bought their own. Wild land crew from last summer has Nomex and some material will be returned. Mr. Mandel proposes using the \$1000.00 that was the district's

portion set aside for the matching grant to purchase gear for the people responding regularly. Mr. Parrish moved to approve the allocation, second by Mr. Thomas, motion carried. Mr. Mandel will work through the Forest Service/GSA program to obtain the material.

8. North Central EMS Co-op – proposal (\$75/calendar year) to obtain lower prices on ambulances and fire equipment. Deals appear to be good. Mr. Thomas proposes to accept the proposal to sign up with North Central EMS co-op, second my Ms. Rucker; motion carried.
9. Need new suction for Med-93 - \$650 plus shipping. The unit on the ambulance isn't good enough to obtain certification. Mr. Thomas proposes to accept the proposal to purchase the new suction unit from the ambulance fund, second my Mr. Parrish; motion carried.
10. Grant for fire extinguishers has not completed. Mr. Mandel will continue the grant application process for new ambulance. Another group is available that might allow the department to combine items on an El Pomar grant. A proposal for the board to make a resolution allowing Mr. Mandel to pursue the grant and share financial data was presented. Ms. Rucker moved to accept the resolution , second by Mr. Thomas, motion carried.
11. Review of personnel training/response has begun – Four people not meeting the requirements received letters requiring bringing training current within 3 months. 2 people quit and returned equipment. Kevin moved to reserve and has returned all equipment. Maria will be returning equipment – she had met training requirements but had not responded to calls. May lose more as the process progresses with people not responding. Some are meeting the call requirements without meeting the training requirements. Some may be obtaining training from other departments to keep their skills current. There will be a minimum in-house training requirement to insure currency on key requirements (e.g. communication & team building).
11. P.E.P Points are done – pay-outs and orders are being tracked and current liability is ~\$2,700 for the year. At the end of the year checks will be written to pay out any balance.
12. 2015 Budget – see following item under New Business.
13. Wildland billings – Rita B. has been brought on by the Forest Service and will create billing hours for her and the department. Billing add-on percentage was refused; options allow billing for time required to create billing and a percentage of the net hours of the bills. Mr. Parrish was told that FEMA reimbursement for old billing is “underway”.
14. New Members – Recruitment and EMT's – need new members and Mr. Mandel is working with one person from Cripple Creek who has both teaching and EMT experience with HazMat training as well. Eugene is willing to go through EMT training and Mr. Mandel will pursue grant money as well, preferring to pay for the training from this year's budget even if classes don't start until January as money remains in the budget. We will apply for a grant to aid in the cost.
15. Wendy West – Billing. After discussing systems with South Park, she found we can't bill from station to scene but can bill from scene to LZ (??) and for transfers as well as some expendables. This may offset some of the charges incurred. We can only charge if we do transport BLS (Basic Life Support) patients. If we transfer to CC (Cripple Creek), they will restock supplies used rather than billing. We can only charge from the scene to the transfer point if we chose a billing solution.

The company was called *PrideMark* and spun-off *EMS Billing Solutions* (Gaylene Gomez) and would do review of reports to insure complete and appropriate data. They will track

billing via a monthly statement. Cost is 7-9% of what money is obtained from patients. Upfront cost is \$1,000.00 for the software licensing to use their system. Also available is an electronic system that would forward PCR's to the state as is required. Ms. West will review the software and start up cost for such a system. The billing company does quality review of the requests and also tracks the insurance company payments. The system allows forgiveness of bills when people are not able to pay.

Ms. West will continue to investigate the capabilities and advantages of the system. Medicare payments are based on establishing the need for emergency transport. She will try and determine what might be returned if we were using the software and billing.

Mr. Mandel has heard the electronic system cost is \$4-6,000. If we can supply another ambulance to wildland incidents, its return rate is \$110/hour vs. \$75/hour for an engine. This would require more EMTs and another ambulance.

Mr. Parrish noted that a community meeting would be useful to note that the billing would be to insurance companies rather than to individuals.

16. Mr. Elmore presented \$45.37 from the First Giving account from Go Funding to the auxiliary.

d. Auxiliary Report

Planning an October pancake fundraiser. A meeting of the auxiliary is planned for this month and will consider donating \$800 for a gurney for the new ambulance.

8) Old Business

Radio Site License Agreement Status – waiting on returned and accomplished agreement.

Jim Ivey pay per shift – as reported at a previous meeting, Mr. Tilton proposed pay per shift for Mr. Ivey's services – total cost for the year is \$1,080. Mr. Ivey would be maintaining equipment at Station 1. Mr. Mandel recommends that this be done for the next year. It improves productivity until we have a resource available that can do the same work with a pay per call person that can stay for a 24-hour shift as is done at stations 2 and 3. Planning is underway to have a maintenance program farming out the serious maintenance work while retaining the preventive maintenance program. Mr. Tilton will work another 2-3 years and wants to have an ongoing program once he retires. Work includes 3 weekly equipment checks and the fourth week is a full equipment inventory. Mr. Thomas moves to accept the proposal to pay Mr. Ivey beginning in January 2015 with evaluation of all positions at the end of the year, second by Ms. Boettcher, motion carries.

9) New Business

Review Firehouse Dispatch back issue for compliance to prior settlement agreement. Volume 2, 2014, Issue 1, 2014). The issue will be removed from the website. Ms. Long recommended we review the issue with the counsel as there were specific items listed in the agreement.

New ambulance (Med 9-3) – reserve ambulance from Limon was for sale for \$1,000. The ambulance requires a new suction unit and department labels before it can be certified. The paperwork should be into the county next week and will be presented to the county commissioners for review. Gene Stanley will push the issue with the commissioners to get the approval process expedited. It could use a new gurney; this is being pursued with the auxiliary.

New medical director wants to have additional equipment on the ambulances including heart monitors (which require \$2,000 calibrations and expendable equipment), I/O drills, new

inflatable backboards and different airway tubes. Mr. Mandel noted he will do what he can to meet the added requirements, but that expense is well outside the budget. They have discussed obtaining calibration services and equipment through the medical director. The new equipment can be added to the grant requests, but require matching funds. Grants can only cover non-expendable equipment. Mr. Mandel has doubled the proposed medical supplies budget for 2015.

2015 budget – The budget was presented at the October meeting. Publication requirements mandate for posting for review. A notice must be posted by October 15th and also published in the Fairplay Flume. 2 weeks before the November meeting for approval in the December meeting.

Changes requested by Mr. Mandel:

Added items – donation: we will receive \$1800 from South Park Telephone annually beginning in November. Should be moved into building repair for Station 2.

There is \$32,800 in the capital improvement fund. Would like to move \$17,200 from the opening balance into the capital improvement fund, giving a total of \$50,000 and earmark \$40,000 of the fund as a line item for a matching payment for a grant for new equipment.

The grant has to be submitted in November and will use the proposed budget as part of the financial statement.

Budget will be posted at Station 1, the Public Library and on the website.

10) Public Input

Need clear definition of the capital improvement plan for 2015. The 2014 plan was posted and had clear review of objectives. Much of it still applies. It should be completed by the December meeting. Biggest item is evaluation of apparatus and value of equipment which should be done prior to the next board meeting. Messrs. Mandel and Tilton will accomplish this before the next meeting – inventory and equipment value.

11) Executive session

Mr. Thomas moved to adjourn and move into executive session for the discussion of personnel matters pursuant to CRS Section 24-6-402-4(f), second by Ms. Rucker, motion carried.

Meeting was adjourned to executive session at 9:12 p.m.

Meeting reconvened at 10:22 p.m.

12) Adjourn meeting:

Motion to adjourn was made by Mr. Thomas and seconded by Ms. Boettcher. Meeting adjourned at 10:23 p.m. by Chairman Thomas.