

MINUTES OF THE REGULAR BOARD MEETING OF THE
ELBERT FIRE PROTECTION DISTRICT
March 8, 2016

The regular meeting of the Elbert Fire Protection District Board of Directors was held on March 8, 2016, at Elbert Fire Station No. 1, 24310 Main Street, Elbert, Colorado, at 7:00 pm.

Attendance: Directors in Attendance were:

Lee Sherman
Ric Poston
John Wood
Irene Brown

Directors Absent:

Sean Mulvihill - Excused

Also in Attendance:

Brandon Homer, Fire Chief
Carolyn Homer, Administrative Assistant
Mike Harrower, Department Member
Kim Homer, Department Member
Joe Marchese, Department Member
Wanda Randall, Community Member
Ryan Knox, Department Member

At 7:05 pm, the regular meeting of the Elbert Fire Board was called to order.

Agenda: The Board considered the proposed agenda. A motion was made by Director Wood, and unanimously carried, that the agenda be approved.

Minutes: The Board next considered the minutes from the regular meeting of February 9, 2016. Ms. Homer stated that the attorney asked for some changes to the executive session portion of the minutes which have been made to the minutes. A motion was made by Director Poston, and unanimously carried, the minutes be approved as adjusted.

Financials: Ms. Homer presented a Balance Sheet that reflects reconciled bank balance for only Colotrust because the other statements have not been received yet. The year-end adjustments for depreciation and lease purchase payments have been made so the balance sheet is up to date. She pointed out the transfer from Colotrust to the checking account was made to cover the cash flow until the property tax revenue increases. Ms. Homer presented the Profit and Loss for February/March, pointing out the minimal amount of property taxes received to

date is actually only for January for El Paso county and January and February for Elbert county. The station maintenance is for paint and a new desk for the station. The supplies is associated to a 'Lillie sticker' for the truck. The uniform expense is for stickers for helmets and gear. There is a minimal charge for the website to be updated. Additionally, she stated that the capital outlay is associated to the cost to have the land surveyed. Ms. Homer stated that the year to date deficit is \$37,437.78 through March 8.

A motion was made by Director Brown, and unanimously carried, that the financial reports be accepted and the bills be approved.

Public Comment: None.

Correspondence: Chief Homer reported that the survey had been completed on both pieces of property. The Fondas property size is 2.3015 acres. Chief Homer also stated that the quit claim deed would be completed by the end of March.

Chief's Report: Chief Homer stated there were 9 calls in February, 5 medicals with 2 transports, 1 smoke investigation, 1 trash fire, and 1 miscellaneous assist. Chief Homer stated that the members have put in 1,654 hours of station time in February. The personnel policy has been received by the attorney but that it hasn't been reviewed so it will be discussed at the next meeting. Chief Homer has contacted a couple of architects to discuss what the cost would be to design a station that could be used for both pieces of property, he has a meeting scheduled for March 22nd. The Department is working with 4H to put on an Easter Egg Hunt on March 26th at the park at 10 am. Additionally, Chief Homer reminded the Board that the Department is serving breakfast on April 24 at the hall and the Board is encouraged to attend.

Chief Homer stated there will be no election for Board members because only received self-nomination forms from the three current Board members serving. Captain Harrower will be delivering notices to the counties, it has already been filed with the state and has been posted in the window.

Chief Homer stated that the Department's current medical director is Dr. Gifford who is considering retiring, so Dr. Steinberg has been introduced to the Department as a possible new medical director. He asked the Board if there were any concerns about switching medical directors and it was stated that there were no concerns. Finally, Chief Homer talked about Lillie Eaton, a 1st grader who has cancer, who the Department decided to put her color contest picture on the side of the engine to show their support.

ECCA Report: Lieutenant Marchese stated that ECCA received an agreement with JS Services to plot locations with Douglas County so that the Department can get maps as necessary. ECCA entered an agreement with Skyview (forecasting severe weather) so the Department can have them available for events for \$50/day. ECCA reviewed the grant proposals received and because they misread the

application the Department submitted they only awarded one radio, but will be reevaluating our proposal so that we can receive the four radios we asked for in the proposal. ECCA is recommending that departments go through them to purchase Motorola radios and do a lease purchase so that a mass purchase can be done. The concern is that ECCA would be the owner of the radios and not the Department and the Department would prefer Tate radios. A discussion took place around how the lease purchase would work, and Chief Homer stated that when the proposed lease agreement was received he and the attorney would review it to determine the proper response from the Department. Lieutenant Marchese stated that El Paso County is discussing the use of Peppercorn sites and allowing the Department to use the Calhan tower. ECCA will be moving some towers around which will help Simla and north.

Unfinished Business: a. Personnel Manual: Tabled.

New Business: a. Action Item Review: None.

b. Policy Review Discussion: Chief Homer stated that the Board needs to think about how they want to receive the current policies and procedures to check for updates. The question was posed if they should be first sent to the attorney for review and then given to the Board or if the Board wanted to review them first. It was determined that as long as the policy was redlined so the Board could track the proposed changes they are fine with having the attorney review it first.

There being no further business to come before the Board, a motion was made by Director Sherman, and unanimously approved, the meeting be adjourned at 7:42pm.

Respectfully submitted:

Recording Secretary to the Board

Approved:

By: _____

By: _____

By: _____

By: _____

By: _____

Reviewed:

By: _____

By: _____