

MINUTES OF THE REGULAR BOARD MEETING OF THE
ELBERT FIRE PROTECTION DISTRICT
February 12, 2019

The regular meeting of the Elbert Fire Protection District Board of Directors was held on February 12, 2019, at Elbert Fire Station No. 1, 24310 Main Street, Elbert, Colorado, at 9:00 am.

Attendance:

Directors in Attendance:

John Wood
Irene Brown
Scott Field
Sean Mulvihill
Jay Walp

Also in Attendance:

Brandon Homer, Fire Chief
Carolyn Homer, Administrative Assistant

At 7:11 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 Field, and unanimously carried, that the agenda be approved.

Minutes:

The Board considered the minutes from the regular meeting of January 12, 2019. A motion was made by Director Mulvihill, and unanimously carried, that the minutes be approved.

Financials:

Ms. Homer presented the Balance Sheet as of February 12, 2019. All accounts have been reconciled for January. Next Ms. Homer presented the January/February Profit and Loss which reflects the December and January SOT payment from El Paso County. The statement reflects the annual inspection fee for the medic, the February cost for the new reporting software and the annual CCNC dues. The uniforms cost is for flashlights and the ambulance supplies is for gloves and syringes. The building maintenance expense is for snow removal and the removal of the old mattresses. The truck maintenance is for wiper blades and chains for the squad that is serving as the plow. There is a new line item for the fees that the counties charge to collect the taxes at the request of the attorney. Included in fire truck acquisition is the cost to install the plow. In addition, the monthly payments for fuel, phone, electricity, water and television. The 2019 year-to-date deficit is \$28,438.73.

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

Public Comment:

None.

Correspondence:

Chief Homer announced he is still working with Empire and has sent the requested quotes. Managers are now working to determine what the next steps needs to be taken.

Chief's Report:

Chief Homer stated that the department ran 12 calls in January – 1 water shut off, 1 smoke alarm with no fire, 5 medicals with 5 transports, 1 motor vehicle accident, 1 smoke investigation with no fire, 2 miscellaneous assist, and 1 structural fire assist to Kiowa. The Chief would like to start a new training program, called Target Solutions, an online classroom style training that can be done on the individual's timeline and completed prior to the practical training. The cost would be about \$2,600 per year, but will also help better track the training hours for ISO.

A motion was made by Director Mulvihill, and unanimously carried, that Target Solutions be purchased for use in training.

Chief Homer announced that ISO came to review paperwork, looked at maps, etc. For the specific response part, Chief Homer is planning on doing hauled water which will help expand the lower rating to a larger number of residents dropping their rate to a 4 or even a 3. The meeting with ISO is scheduled for February 27. In addition, the grant for a new ambulance is being proposed with a 10% match and a total cost of \$208,449. If awarded, the state requires the department to prepay the cost and then will reimburse us. As such, Chief Homer has spoken with the finance company and they have indicated they would charge about \$1,500 to carry the loan for 30 to 60 days. The VFA grant will be for wildland equipment and will be for a total of \$5,000 with a 50% match requirement. The monitor grant through Firehouse Subs was awarded for \$27,895.40 as they have an agreement with Physio Control; should be received in the next 3 weeks.

Chief Homer stated that he has been in conversation with Verizon to get a phone and wireless card for \$39.95 so that the card can be used in the ambulance when treating patients and hopefully lower the phone costs. The ambulance inspection will be in March.

Old Business:

a. Review Accounting Policies & Procedures – the policies and procedures were reviewed and some changes were proposed. The changes will be made and sent to the attorney for review prior to coming back to the Board for final approval.

There being no further business to come before the Board, a motion was made by Director Mulvihill, and unanimously approved, the meeting be adjourned at 8:38 pm.

Respectfully submitted:

Recording Secretary to the Board

Approved:

By: _____

By: _____

By: _____

By: _____

By: _____

Reviewed:

By: _____

By: _____