

**FORT LEWIS MESA FIRE PROTECTION DISTRICT
BOARD of DIRECTORS' MEETING MINUTES
July 9, 2019**

Attendance:

Directors: Debbie Lee	Others: John Lee (Fire Chief)
Brent Van Den Berg	Jeannine Glasby (District Admin. Asst.)
Ginny DeJong	
	Excused: Ted Stahl
	Paul Richardson

Debbie called the meeting to order at 6:31 p.m.

Minutes: Minutes for the June 11th meeting were **approved** by a **motion** from Brent and a **second** by Debbie.

Treasurer's Report:

- The June financial reports were reviewed by the Board. There was a **motion** for approval by Ginny and **seconded** by Brent. Reports **approved**.
- Checks were reviewed and signed

Public Comment/Correspondence:

- A Contribution Thank You Letter was prepared to be sent for Ted and Donna Stahl's donation of a stove and 4 culverts.

Office Managers Report:

- Jeannine reminded the Board of the rules of Board meetings that would apply to group emails
- Jeannine registered the Chief for the SDA Conference, to be held September 18-20. She has also applied for a scholarship for the Chief being a new attendee.
- Jeannine is also registered for CEBT Insurance Webinar.

Fire Chief Report-Out:

- Command 73 needed front end repairs and was done.
- The badges for FLMFPD to become a sworn department will be ready for a more formal setting in December.
- The plan to replace expiring Structural PPE is occurring 2 sets/year.
- The SCBA bottles & packs given to the Department from DFRA are being picked up Thursday. They will be an upgrade from the current equipment.

- The Chief asked the Board if they would consider implementing an incentive program to encourage recruitment + training by the active volunteers. There was discussion. Ginny suggested incentive in the form of something other than money. Possibly PPE certificates. Further discussion tabled until the next meeting so that it could be run by Ted and Paul also, for a decision.
- Chief reported no update from the BOCC letter considering making even the medic driver be an EMT.
- Ambulance Grant was approved but instead of the 90/10 applied for; They approved 70/30 on the purchase of a used ambulance. There was discussion on whether that would be a good use of budgeted money.
- The Medical Equipment Grant was approved at 90/10 for \$90,000; Dept. share-\$9300 approx.
- 29 responders; 21 responded in the rolling quarter; 8 responded to the largest call.
- There are 8 certified EMT's on the roster; 1 EMT to take the National Test; EMR in the wings
- Chief presented 1 volunteer application, Zachary Taggett for Board Approval. Ginny **motioned** for approval; Debbie **seconded**. Motion **passed**.
- Chief shared the calls report for the quarter.
- The Station 1 expansion is still ongoing. Brent was able to find an engineer willing to look at the plans, within a reasonable range at \$1200.
- Station 4 insulation re-fit still on the list to be done.
- Hydrants are still planned to be placed.
- The GE modulars are waiting on the moving company to move them.
- Buying the culverts and manhole covers to be used at Station 6 site is still needed. Gravel will also be needed.
- Thursday evenings and Station Saturdays are ongoing with training.
- The July Picnic is scheduled for 13th from 5-8pm at Station 1.
- Two Volunteer FFs signed off on Engines 71 & 73. Bill Zimsky signed off on Medic; 1st Responder/EMR 40 Hour training coming up. BFF Course & CPR will be taking place Oct/Nov 2019.
- "Coffee with FF" possibly in September/October.
- Mental Health 1st Aid Class coming up on July 27.
- DFRA has offered two ambulances-cost, unknown. Board will review cost when known. Would need Driver Training.
- **Old Business:**
Action Item Review:
 - Items: 333-338 were created.

- Station 1 expansion was discussed. Brent reported the engineer agreed to draw up plans for \$1200 which was greatly reduced from the previous amount. Debbie asked if it were possible to get 2 bids per item needed in construction process in time for the application for LPEA Grant due in August. Brent will continue to work on it. Bids will be for labor only for: concrete; framing; 1 more needed for garage door install; electrical; roof crew; plumbing; HVAC; siding; boiler (in-floor heat). Also, Extractor pricing for the AFG Grant.

New Business:

- EMT Transport Stipend/Fee discussion brought on the need to answer some questions about how to grow into a Medical Transport. Some of which were: How much would FLMFPD be paid for transport? Who would cover? License? If licensed would we be required to transport 24/7- County? Also, needed: Define Protocol for Mutual Aid; Dependable equipment/vehicles; billing agent/cost recovery (Jeannine will call for cost recovery fee for billing services); EMT Stipend. The Stipend discussion will be brought before Ted and Paul for input.
- Debbie brought before the Board the need to offer Hep B vaccination (pd for by Department) to the Volunteers & Employees. There would be a form to sign whether they accept or decline the vaccine. Debbie **motioned**; Ginny **seconded** the motion. Motion **approved**.
- Ginny has Anne DeJong and Bill Zimsky who have agreed to help with the GOCO Grant preparation. They will be trying to meet next week.

Meeting adjourned at 9:11.



Respectfully submitted,

Jeannine Glasby
Secretary to the Board
Fort Lewis Mesa Fire Protection District