

**FORT LEWIS MESA FIRE PROTECTION DISTRICT
BOARD of DIRECTORS' MEETING MINUTES
February 13, 2018**

Attendance:

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

Debbie Lee called the meeting to order at 6:40 p.m.

Minutes Approval: Minutes for the January 13 meeting were approved with a **motion** from Ginny and **seconded** by Brent.

Treasurer's Report:

- The January financial reports were reviewed and discussed by the Board. There was a **motion** for approval by LaDonna and **seconded** by Ginny.

Motion Passed.

- Checks were reviewed and signed.

Public Comment: No public comment.

Office Managers Report:

- A letter to the bank was prepared, which the Board signed, giving Jeannine authorization to minister to all District banking business.
- It was reported that Todd Beckstead who was engaged to handle the District's Audit/Audit Exemption needs has all the documentation he requested to do the Audit Exemption for 2017.
- A policy document which outlines the details of reimbursement for employees and volunteers using a Per Diem when they travel for training, was **motioned** by Debbie to approve, Ginny **seconded**. Motion **passed**.
- The Board gave approval to retain the PO box in Marvel at Jeannine's request. Feeling it offered a more controlled environment for important mail.
- Board members have seen the SDA publication coming.

Fire Chief Report-Out:

- Chief presented Austin Miller Schmitt's volunteer application for Board approval, **Motion** made by Brent and **seconded** by LaDonna. Motion **passes**.

- Chief reported he would be out of District end of Feb.,- 1st of Mar. While away he would stop by the NWCG headquarters and pick up materials for the Department.
- Chief requested funding (estimated amount: \$12,000) and approval to move forward in acquiring and setting up 7- 17,000 gal water tanks that were donated by Ignacio (Los Pinos.) The Board acknowledged funds may need to be moved from committed funds to fund the project. Debbie **motioned** approval, Ginny **seconded**.
- Red Card Certification will take place in April.
- May 14th is the planned date for getting the foam jacking done to preserve the sidewalk at Station 3.
- Station Saturdays are scheduled for 17 Feb, 21 Apr, 23 June, where there will be training, team building, and food.
- Training is ongoing.
- Chief reported Stage test on type 3 engine looks good.

Old Business:

Action Item Review:

- Items: 281 & 289 marked complete.
- Items: 276 & 279 were combined.
- Items will be created for: Land use agreement for Schmitts; Horseshoe fundraiser organized; Remove inactive volunteers and employees from the email; Draft Per Diem policy document; Update contact information on accounts; Write thank you to Ignacio; Website domaine fees, billing & account (Jeannine/Luke).

New Business:

- Brent suggested a Horseshoe fundraiser.
- Other fundraising suggestions will be discussed at the Strategic Planning Mtg. in March.
- Luke will coordinate and witness Self-Nomination forms.

Meeting adjourned at 10:45.

Respectfully submitted,

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

Fort Lewis Mesa Fire Protection District



Executive Summary

BOARD OF DIRECTORS MEETING

13 FEBRUARY 2018

General

- ▶ I attended the Chief Officer Training Course, (part 1, of a 5 part program from Maryland, Nation Fire Association, NFA , for newly assigned Chiefs. Part 2 of 5 is in Loveland in May.
- ▶ I am delivering Type 2, (regional) Incident Management Team training, For (NWCG) National Wildland Coordinating Group @ NWCG HQ in Bosie, ID End of Feb. for 1 week.
- ▶ Budget impact 2018, 2019
- ▶ Unfunded Capital improvement: 7 x 17000gal water tanks from Ignacio moved, placed and fitted for use here. Estimated \$12,000 to full use.
- ▶ Red Card certification and documentation re-established, beginning data input and validation (this, IQS, allows us to work out of district)

Personnel

Current Volunteer Strength: 20 responding for the rolling quarter, 26 responders on the roster

largest call in January had 7 responders

0 applications handed out, 1 interview, 1 packets complete, ready for board approval

228 calls Year 2017, 38 calls Nov/Dec/Jan (review handout from Image Trend)

Equipment, Vehicles and Stations

Station 3

- **Needs** concrete under sidewalk (in spring)
- **Planned:** 2 water storage tanks, above ground, trees cut and hauled away, gravel delivered, pad prepared.
- Compressor rebuild parts **ordered** \$2K, rust.

Station 1

- **Planned:** 2 water storage tanks, 3 temporary tanks stored, will await permanent placement
- Strategic **plan:** sand V ball court, plant trees, picnic area to begin "park" again

Fire Dept.

- **Repair** type 3 engine from Ignacio, pump tested, works well. front end needs fixed/ rebuild (est \$4000),
- State leased truck need to be in secure locations. Sta2 door **modified** to comply
- **Move/install** H2O tanks. Capital improvement requested

Training

Conducted

Thursday Evenings: FIRE: Wildland :start of wildland recertification

EMS: Air splints, boards and support for patient injury

JrFF- continuing to train with EMS or Fire Thursday evenings

Forecasted

Emergency Vehicle Operators Training (EVOC)

Target Solutions web-base (**8 members completed**)

DFRA Firefighter 1: January to June, Sorensen S.

EMT course Upper Pine Fire (Bayfield) Oct Nov Dec Jan Feb Mar:

Debra Moore & Joe Kuefler, test 4 complete. Travis is conducting training practical's for them

IV course complete, EKG training Luke and Travis Mercy hospital clinical cert FEB

San Juan County : Wildland schedule (grant funded) we have seats for classes 6 classes 4 filled to date

I will am enrolled in National Fire Academy (NFA) Chief Officer training course (COTC) conducted in

Grand Junction/Pueblo/Longmont Jan, May, Sep, Nov, Jan19,

Upcoming Events

- ▶ Every other month on a mid-month Saturday the Fire Dept is conducting "Station Saturdays" a morning and afternoon training on areas that need more time than 2 hour Thursday evening allows for. We will also have a lunch for social and team building conversations/interactions provided by AUX. Next 17 Feb then 21 Apr, 23 June
- ▶ July district Picnic?
- ▶ Wildland fire Training and re-cert/Pac-test (red card) 21, 28 Apr
- ▶ Basic FireFighter: Fall (projection)