

**FORT LEWIS MESA FIRE PROTECTION DISTRICT
BOARD of DIRECTORS' MEETING MINUTES
September 11, 2018**

Attendance:

Directors: Debbie Lee

Brent Van Den Berg

Ginny DeJong

Paul Richardson

Ted Stahl

Others: John Lee (Fire Chief)

Jeannine Glasby (District Admin.
Asst.)

Debbie called the meeting to order at 6:45 p.m.

Minutes: Minutes for the August 14th meeting were reviewed. Debbie informed Jeannine that she needs to denote the corrections that are made (when needed, to the minutes) the following month to follow up with the Board. Debbie **motioned** to approve. Ginny **seconded** the motion. It was **approved** with correction of 2nd pg. 4th bullet point from top to read: "It was **motioned** for authorization of a debit card for Jeannine's District use. Debbie **motioned** to approve, Ted **seconded** it. Motion **passed**".

Treasurer's Report:

- The August financial reports were reviewed by the Board. Jeannine was strongly reminded that she needs to get an explanation/understanding of the Equity line in the financial statements. Todd Beckstead who did the Audit Exemption Application, might be a good source of information. Board Discussed financials needing to show the numbers that were a part of the original approved budget. Jeannine will work on that. There was a **motion** for approval by Paul and **seconded** by Brent. Motion **passed**.
- Jeannine reported talking to Mr. Casaceli, whom Debbie left email addresses with at the SDA Conf. He said he would gladly assist with any investment guidance we might need. It was decided the Board would look at possibilities in 2019.
- Chief asked if Pay Per Call could be pd twice/yr. if volunteers could benefit more. He also asked if the Board could build in a cost of living increase to it.
- Checks were reviewed and signed.

Public Comment:

- Citizens in the FLM Fire Protection District area started Taxpayers for a Safe Fort Lewis Mesa and had signs for posting and an informative video made to increase awareness of the FLMFPD initiatives on the Nov. 6, 2018 Ballot.
- Members (including the Badgers) of the Marvel Methodist Church made a, much appreciated, \$175.00 donation.

Office Managers Report:

- FPPA Authorization form is ready for signatures. Chief's was done

Fire Chief Report-Out: Chief's report is attached; highlights are below:

- JrFF are still actively involved/learning.
- VFA Grant approved with 50/50 requirement.
- Website launched the "donate button". It will send notifications to office email.
- There are 28 Responders on the roster.
- There is now 1 tank ready to fill.
- Danny Moore has been approved for light duty.
- Training is ongoing on 1st & 3rd Thurs. and Station Saturdays. Also, FFI w/DFRA (Jan.); FFII w/Cortez (in Spring); Chief Officer's Training (Jan.) He has completed 3 of 5.
- Sta. 5 water heater needs work.
- CREATE Grant was approved for 4 EMT's to attend Upper Pine's training. We have filled 3 of 4 seats. Cost is \$800/person + travel and books.
- Paul brought to attention the need for Asst. Chief Thorsheim's Command truck to have repairs done. Chief will schedule that.
- ImageTrend was reviewed.
- Security system installation process continuing for Sta's 4 & 5.
- Resource Order paychecks still need processing.
- Chief will be speaking at League of Women Voters forum re: ballot initiatives.

Old Business-

- Action Item Review:
- The 9R School Board will be voting on District's proposal to purchase property on 105, September 26th.
- Awaiting response from Donny Moffat to sign Land Use Agreement.

New Business-

- The Pension Board Meeting moved to September 20th.
- Budget Committee Meeting scheduled for September 27th @ 5pm.

Budget Considerations:

- Ginny reviewed Capital Outlay line.
- Chief reviewed need for Station 6.
- Brent suggested looking into investment possibilities.
- Debbie asked for budget considerations for Mental Health or QPR Training.
- Ted suggested the Department offer a CPR class for the community. He will check on the cost.
- Indefinite suspension of Annual Application Fee was discussed, and Paul **moved** to suspend; Brent **seconded** it. Motion **carried**.
- Ginny shared information on an App that maps Asset Sites in Districts for emergency response.
- Auxiliary preparing for Awards Banquet/Christmas Party.

Meeting adjourned at 9:42, with **motion** from Debbie; **second** by Paul.



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

18 SEPTEMBER 2018

General

- ▶ Still working on JR Firefighter (17 year old and wildland trained) Protocols for them to come to stations, go on calls. (2 have gone out on incidents)
- ▶ VFA grant APPROVED, 50/50 cost share \$19,964. Reimbursement expected \$9971
- ▶ New FLM Website launch (donate button), check it out
- ▶ MIL levy, De-Gallagher and *impact fee*
- ▶ Workers comp claim, 738 Danny Moore on light duty
- ▶ Quarterly or semi-annual
- ▶ Reserve status or scheduled responders

Personnel

Volunteer Strength: 28 responders on the roster,
23 responding: rolling quarter
10 responders, largest call in Aug

Retirement year ended 31 July: review completed
3 responders, 5 days (total) resource order paychecks?

1 application handed out, 1 interview pending, R. Smith
0 ready for board approval

181 calls year to date, 10 above last yr
(review handout from Image Trend)

Equipment, Vehicles and Stations

Station 3

- Compressor completed: stage1 gauge OOS, ordered new, all bottles filled, ready for Basic FF training
- Asphalt crack sealing , concrete leveling
- Security system in place

Station 1

- 2 bay addition and east bay re-configure, bathroom reconfigure, responder safety conditions
- Security system in place
- Water tank drive in place, 1 tank ready to fill

Fire Dept.

- 1 water bladder @ Mayday mine/county road 124 20,000 water to come out NLT 30OCT
- Security systems added to station 4. Station 5 this fall
- Station 5, water pump work, hot H2O water OOS

Training

Conducted

Thursday Evenings and Station Saturdays

Staff, SDA 100% completed for discount

Chief Officer course (National Fire Academy) week 3 of 5

Forecasted

Emergency Vehicle Operators Training (EVOC)

Target Solutions web-base (**9 members completed**)

Travis and Mike Badger are now conducting all levels Drivers training, ASST Chief is final sign off and testing for EVOC. Instruction protocol written/in review

EMT course : CREATE Grant \$10,000 50/50 for 4 new EMT's this Fall, 4 seats from Upper Pine @ \$800 each, plus travel costs

Basic Firefighter (state curriculum), by FLM (Oct 13, 20 , 27/Nov 3, 10) aux/feeding

Firefighter I with DFRA (January)

Firefighter I and II with Cortez (Spring)

Chief Officer Training : January 2019

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 : 20 Oct: structure fire
- ▶ Election & public meetings: Friday, Marvel Grange/League of Women voters
- ▶ Basic FireFighter: Oct 13, 20, 27 Nov 3, 10
- ▶ Christmas Party /awards dinner 8 DEC