

**FORT LEWIS MESA FIRE PROTECTION DISTRICT
BOARD of DIRECTORS' MEETING MINUTES
July 12, 2022**

Attendance:

Directors: Debbie Lee

Ginny DeJong

Brent Van Den Berg

Others: John Lee (Fire Chief)

Jeannine Glasby (District Admin.
Asst.)

Excused: Ted Stahl

Paul Richardson

Debbie called the meeting to order at 6:35 p.m.

All stood for the Pledge of Allegiance.

Minutes Approval:

Ginny moved to approve the Minutes for the June 14th meeting, after some corrections were noted.

The corrections: "Debbie and Ginny had a meeting with 9R School District Representative, regarding the property of Station 6 site."; "Ginny asked if the money transfers to Money Market, discussed before, from Income from Gov't Fires and Donations, was made."; "Chief acknowledged a Cortez FF, who helped..."

Debbie **seconded** the motion. They were **approved**.

Treasurer's Report:

- The Board decided that the money from unbudgeted income from Gov't Fires and Donations, could be physically moved occasionally from the Main bank account to the Money Market account. The adjustment to the Committed Funds line on the Balance Sheet, reflecting the move, would be made by the CPA at the end of the year by Adjusted Journal Entries. Jeannine will also reverse the income going out of the Gov't Fire and Donations lines on the Revenue and Expense Vs. Actual Report.

Public Comment:

- A much-appreciated donation from Mariah Kaminsky of Fine Arts, LLC was acknowledged, and a Donation letter was prepared and will be sent.

Office Managers Report:

- Jeannine reported the Audit Exemption Application was approved by the State Auditors office.

Fire Chief Report-Out:

- Chief feels that his Operations line will stay within budget, in spite of unexpected fuels costs and apparatus repairs, etc.
- 124 calls YTD. 20 responding in the rolling quarter. They had 5 calls the previous night, some turning out to be for the same fire.
- The District Sign on the west side of the District (Blue Hill) has been replaced.
- There was discussion about possible inclusion into the District from the sale of parts of Farmer's land around Hwy 141, and land that is not included in any fire district. Debbie asked that Jeannine look up the process for inclusion and Chief to find out what might need/want inclusion. An Action Item was created.
- Chief said the fire restrictions were lifted the first part of July.
- The Long Term Severity ended last week. We had about 50 days in it.
- The Ambulance grant was approved at a 90/10 cost share. There was a stipulation of Ambulance licensing by the District. It was discussed, that with transport there might be a little revenue generated. Debbie suggested that we could have limited times for transporting with the resources that we have. Possibly upping the Pay Per Call for EMT's volunteering on the Medic. BLS can transport to hospital with an EMT. ALS classification takes a Paramedic to transport. An Action Item was created for Debbie to check into wages from DFRA's HR. Another Action Item was created for Jeannine to look into billing for transport-is there a threshold for billing through Cost Recovery? Chief will check w/DFRA for billing source, also.

Old Business:

Action Item Review: #355 was completed,; #284 was put to On-going

- Action Items #'s: 369, 370, 371, 372, were created.
- The FAMLI benefit was discussed. All employees have been given the information about it. The employees will be told in writing of their opportunity to speak to it at the September Board Meeting before the Board votes either to Opt in or Opt out.
- Jeannine reported on three possibilities for bringing the District website into full ADA Compliance: 1) BCI Media made a few adjustments and the website tested 74% compliant. Their solution at this time would be a plugin called, Accessibe. It would cost \$490/yr plus the \$39.99/mo. for BCI Media's continued hosting of the website. 2) Streamline gave a presentation on their program. It was very user friendly and geared toward Special Districts, although not a company from our area. The cost would be \$100/mo. plus a migrating fee between \$250-\$1250, depending on what all we brought over. 3) Ascent Digital Marketing- Ben Sorensen- said he would put together the cost for bringing the site up to ADA compliance and thereafter it would be \$39.00/mo. for hosting the website.

- Debbie reported that 9R should have a response regarding the Station 6 land, in August.

New Business:

- The Wildfire Advisory Board MOU was discussed, and the Board voted not to sign it. Their thought was that it needed to be substantive and actionable to warrant approval and signing.
- The By-Laws were reviewed and some updates were made. Debbie will print them up with the revisions and it will be brought for the Board to approve and ratify at the August Board meeting.
- The Ambulance Licensing Application was reviewed and will be worked on getting it ready, as was discussed earlier.

Executive Session:

- Brent and Ginny went into Executive Session. Debbie recused herself. Chief John Lee requested for himself. No actions were taken.

Meeting adjourned at 8:45.

Respectfully submitted,

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