KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
August 13, 2014

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 13th day of August 2014, with the roll call of members as follows:

Jim Jerrold	Present
Steve Schantz	Present via Skype
Lynn Frank	Present
Ann Alley	Present
Debbie Ullom	Present

The Board of Directors convened at 1914 and Chairman Jim Jerrold called the meeting to order.

Approval of Agenda:

Debbie Ullom made a motion to approve the Agenda for August 13, 2014. Lynn Frank seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Correspondence:

Received a thank you card from an EMS patient.

Approval of Minutes:

Ann Alley made a motion to approve Kiowa Fire Board of Directors meeting minutes of July 9, 2014, as written. Debbie Ullom seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Approval of Checks:

Ann Alley made a motion to approve Kiowa Fire District check #6781 through #6804 and void check #6771, as reviewed by all Board members. Debbie Ullom seconded the motion. The roll having been called, Steve Schantz "abstained". Motion carried.

Public Hearings

None

Report of Officers, Professional Consultants & Committees:

Fire Chief Gerry Lamansky came before the Board to discuss the following items:

Call Volume: July 2014 Call Total was 37. Year-To-Date 2014 Calls is 201. Volunteers logged 1,307.50 shift hours for July 2014 and for the 37 calls there was an average of 4.12 responders per call.

AFG Grant: The District was not awarded the AFG Grant (hose); therefore the budgeted $5500.00 matching fund can be reallocated for the project to re-chassis Brush 224.

VFA Wildland Grant: The VFA Wildland grant for shelters and new chainsaws is still pending.

SCBA Unit Sale: Initial Bid to Purchase estimate from Dalmation Fire for the old SCBA air packs, masks and air bottles was $6665.00, however after delivering the units and an evaluation inspection, the final dollar amount was $9,685.00. The District will receive this check in the next two weeks.

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Great Colorado Payback: The State of Colorado has received the District's request for the Great Colorado Payback funds amounting to approximately $2800.00. Receipt of these funds could take 12-15 weeks.

All American Propane: Chief met with Tim Goodwin, owner of All American Propane, and will be perform a final inspection on his business within the next 2 weeks. All American Propane has been invoiced for $5,197.92 for Impact Fees and an additional $125.00 for an annual operational permit. The District will receive these funds upon completion of the inspection.

Training: The Department participated in a multi-jurisdictional wild land training on July 9, 2014.

Deputy Chief Rossette, Wes Morgan, Jason Venable and Connor Burke successfully passed their Firefighter II practical exams and Deputy Chief Rossette successfully passed his Firefighter II written exam. Wes Morgan, Jason Venable and Connor Burke will be taking their written exams in August.

The District received a grant from the State of Colorado to host a Hazardous Materials Operations class. The Department will have 6 members attending and have opened the class to Elbert County Agencies as well as statewide.

Kiowa Fire will be hosting a Firefighter I Academy for members who currently need Firefighter I certification beginning September 12th. Additionally, two members from North Central Fire and one member from Elbert Fire will also be attending.

Equipment: The 1979 Ford Ambulance was advertised for sale for $1,500.00. An offer for $1,000.00 has been received Ann Alley made a motion to sell the 1979 Ford Ambulance for $1,000. Steve Schantz seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Chief requested approval to purchase four new VHF radios from Elizabeth Fire for $100.00 each for a total of $400.00. The reprogramming of these radios will be completed in-house so there will be no additional cost for programming. Ann Alley made a motion to purchase the 4 VHF radios in the amount of $400.00. Debbie Ullom seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Medicare Revalidation: The paperwork for the medicare revalidation has been completed and sent to EMS Billing to file. The District has received an invoice from EMS Billing in the amount of $542.00 to complete this process.

Admin/Finance Officer Geri Scheidt came before the Board to discuss the following items:

2013 Audit: Geri reported that the District's 2013 audit has been filed with the State and receipt of the audit from the State Auditor's Office was received.

FPPA Employer Summit: Geri requested approval to attend the FPPA Employer Summit on October 3, 2014, at the Hilton Garden Inn, 7675 E. Union Ave., Denver, CO. The Summit will cover Statewide Defined Benefit Plans, Legislative Updates, Government Accounting Standards for GASB 67 & 68 and FPPA Plans and Services Overview. FPPA recommends that Fire Chief and Human Resources attend this Summit. The Board approved for Geri Scheidt and Chief Lamansky to attend the FPPA Employer Summit.

Monthly Summary Report: The Board had no questions regarding Geri's monthly summary report that was submitted.

Attorney Tibbals came before the Board to discuss the following items:

Modification of Open Records Act: Bob requested a motion to amend the custodian of records for the District's open record request process to encompass the change in state statute. Ann Alley made a motion to appoint Chief Lamansky as the custodian of records for Kiowa Fire District. Steve Schantz seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Business Associate Agreement: Bob discussed agreement for the collection agency of the EMS Billing accounts. Ann Alley made a motion that the District enter into the Business Associate agreement for collection on ambulance billing accounts that the District has with EMS Billing and authorize Jim Jerrold to sign the agreement. Debbie Ullom seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

ECCA Board Representative Report: Bob reported on the Executive Committee meeting. The Committee is working with the BOCC to finalize an agreement for full access to the Kiowa site. Renegotiating with Douglas County on dispatch contract is in the process. Kiowa Fire will have direct agreement with Douglas County, but will be identical from one district to the next. Next meeting is September 8th.

Deputy Chief Report: VFA grant expect to announce awards this Friday. The three new laptops are in service. The toughbook laptops are still in service in case there is a problem and will probably remove them from the ambulances at the end of the month. Debbie Ullom stated that she would like to see the toughbook laptops sold or donated to the Library District.
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Volunteer Representative Report: None

<u>Unfinished Business</u>:

Fire Deployment Preparation Plan/Costs: Tim presented the fire deployment plan along with associated training, employee and equipment costs.

New Business:

Ambulance Accounts: Outstanding A/R is $21,617.29 and $112,198.29 lifetime outstanding accounts receivable with EMS Billing.

Hardship Application: Paul Smith was transported by ambulance on January 2, 2014. The ambulance bill was $1,441.80 and his insurance company paid $744.06 leaving an outstanding balance due of $697.74. Steve Schantz made a motion to setup a monthly payment plan of no less than $20.00 per month on the balance $697.74. Ann Alley seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Public Comment:

None.

Executive Session: Debbie Ullom made a motion that the Kiowa Fire Protection District Board of Directors will now go into Executive Session pursuant to C.R.S. 24-6-402(3) & (4), to discuss legal matters and/or pending legal action with the District's Attorney, which in the opinion of the attorney, who will be in attendance during the Executive Session, believes that all or a portion of the discussion will constitute privileged attorney/client communications. Ann Alley seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Debbie made a motion that the Kiowa Fire Protection District Board of Directors will now come out of Executive Session with the Attorney for the Board. No formal action was taken by the Board, including, but not limited to, any proposed policy, position, resolution, rule or regulation or formal action in contravention with C.R.S. 24-6-402(4). No further record was kept of this Executive Session. Ann Alley seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Statement: The Attorney for the Board reaffirms that no decisions or policies were made during this Executive Session.

Jim Jerrold, Chairman	Robert L. Tibbals, Jr., Attorney

No further business coming before the Board, the meeting was adjourned at 2053 with the next scheduled meeting to commence approximately 1900 on Wednesday, September 10, 2014.

KIOWA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS
KIOWA, COLORADO

APPROVED BY:	**REVIEWED BY:**
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ATTEST: SECRETARY

BY:_____
Secretary for the Board of Directors