

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
September 9, 2015**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 9th day of September 2015, 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 1904 and Chairman Jim Jerrold called the meeting to order.

Approval of Agenda:

Ann Alley made a motion to approve the Agenda for September 9, 2015 and move EMS Billing after approval of the Agenda. Lynn Frank seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

EMS Billing: Leslie Vaughn with EMS Billing came before the Board to address questions of the Board regarding the District's ambulance account overview. The Lifetime Balance is a little over \$69,000 and consists of active patient accounts that have been worked and patients that are making payments. Account collections are 70% using medical billing formulas. Processing timeline is the medical transport report is submitted to EMS Billing from the Fire District and includes insurance verification. Once the District faxes the run report, EMS Billing processes the report within 10 days which allows for EMS Billing to verify all of the information for posting of payment. If the run report is for an auto accident, the auto insurance is billed first and then health insurance. Ambulance Rates: Leslie stated that the District's rates are in the ball park. The Board agreed that they would like to review the amount billed, amount collected, amount in collections, amount that is written off on a monthly basis.

Correspondence:

Thank you from Kiowa School for a fire drill exercise.

Town of Kiowa gave the Fire District the Yard of the month nomination.

Town of Kiowa newsletter printed the Chief's article regarding the cost of operating a rural agency.

Approval of Minutes:

Ann Alley made a motion to approve Kiowa Fire Board of Directors meeting minutes of August 12, 2015. Debbie Ullom seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Ann Alley made a motion to approve Kiowa Fire Pension Board of Directors meeting minutes of August 12, 2015. 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 #7109 through #7135 and void check #7132 as reviewed by the Board members. Debbie Ullom seconded the motion. The roll having been called, the motion carried unanimously carried and so ordered.

Public Hearings:

None

Report of Officers, Professional Consultants & Committees:

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

Call Volume: For the month of August 2015, there were 22 calls. YTD calls are: 232. The volunteers logged 1076.0 shift hours for an average of 34.9 hours daily and 119.5 hours per volunteer firefighter. For our 22 responses we averaged 3.1 responders per call.

Training: Chief reported that Wesley Morgan and Austin Garza have passed their EMT class.

VFA Grant: Chainsaws were purchased from the award of the VFA grant.

Collection Letters: Chief reported that the letters for the uncollected ambulance bills were mailed and 95 came back stamped "return to sender".

Impact Fees: Chief reported that he collected \$1,902.00 in impact fees for a new residence on CR 110.

Staffing: Chief reported that he will be filling the vacant positions of Deputy Chief or Captain and the part-time EMT/Firefighter position.

Insurance Renewal: Chief reported that he received the FirePak insurance renewal packet and there is no change in the rate for 2016. Ann Alley made a motion to renew the FirePak insurance policy for 2016. Lynn Frank seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

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

2015 Audit: Geri reported that beginning January 1, 2015, the threshold is \$750,000 for revenues and expenditures, which means the District is not required to have an audit until it exceeds the \$750,000 mark; however, audited financial statements are a requirement for most grants that are applied for. Geri spoke with Greg Viergutz and he is able to do a modified audit for the District not to exceed the cost of \$5,000.00. Ann Alley made a motion for the District to have a modified audit for 2015. Debbie Ullom seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Certification of Value: Geri reported that the August 18, 2015, total assessed valuation as certified by the Elbert County Assessor is \$29,453,237 which is an increase of 8.84% from

2014. This increase would amount to \$20,796 increase in property tax revenue. The next certification of value will be around December 1st and that valuation will include state assessed property. The Budget Committee agreed to have a budget meeting on Thursday, Sept. 24th @ 4:30pm.

Election: Geri reported that the District can either conduct a mail ballot election or coordinate with Elbert County for a TABOR ballot question. The mail ballot election can be held at the May 3, 2016, for Board of Director positions. The Board agreed not to place a TABOR ballot question for 2016.

ACH Bank Payments: Geri reported that beginning January 1, 2016, FPPA will no longer be accepting checks for pension contributions. All payments to FPPA will be ACH. Currently, the District is only setup for certain agencies to deposit and to debit the bank account, i.e., payroll and payroll taxes and ambulance revenue. Geri requested approval to move forward with the process of paying certain invoices via ACH. Ann Alley made a motion to move forward with ACH payment ability. Debbie Ullom seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

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:

EMTS Grant Contract: Bob discussed that he is moving forward with review and approved the 2016 EMTS grant contract.

Exit Interview Forms: Bob reported that he has worked with the Chief on Exit Interview forms for employees that are no longer employed with the Fire District.

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 Ullom 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 Kiowa Fire Protection District reaffirms that no formal action or decisions were made during this Executive Session.

Chairman of the Board:

Attorney:

Jim Jerrold

Robert L. Tibbals Jr.

ECCA Board Representative Report: Bob Tibbals reported that ECCA has received a mineral energy impact grant in excess of \$70,000 for a new tower. Thin Air is contributing property at CR 21 & Hwy 86 for the construction of the new communications tower. ECCA continues to recommend all participating agencies initiate plans for a regular radio replacement plan. Douglas County is working on a E911 text message procedure.

Deputy Chief Report: No report.

Volunteer Representative Report: No report.

Unfinished Business:

Fire Deployment Preparation Plan/Costs: No additional information for this program was reported.

Fire Station Project: No additional information at this time

New Business:

Ambulance Accounts: Lifetime Outstanding is approximately \$69,000.

Public Comment:

None.

No further business coming before the Board, the meeting was adjourned at 2200 with the next scheduled meeting to commence at approximately 1900 on Wednesday, October 14, 2015.

**KIOWA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS
KIOWA, COLORADO**

APPROVED BY:

REVIEWED BY:

ATTEST: SECRETARY

BY: _____
Secretary for the Board of Directors