

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
October 12, 2022**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 12th day of October 2022, with the roll call of members as follows:

Debbie Ullom	Present
Ann Alley	Absent-Excused
Karen Hart	Present
Jim Jerrold	Present
Andrew Koldeway	Present

The Board of Directors convened at 1900 and Chair Debbie Ullom called the meeting to order.

Approval of Agenda:

Andrew Koldeway made a motion to approve the updated Agenda for October 12, 2022. Karen Hart seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Correspondence:

A thank you letter from an individual that attended an event at the Messer Event Center and required medical attention from Kiowa Fire District.

Approval of Minutes:

Karen Hart made a motion to approve Kiowa Fire Board Directors meeting minutes of September 14, 2022, as written. Andrew Koldeway seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Approval of Checks:

Andrew Koldeway made a motion to approve Kiowa Fire District check #8688 through #8694 and all ACH disbursements as reviewed by the Board. Karen Hart seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Public Comment:

None.

Public Hearings:

None.

Report of Officers, Professional Consultants & Committees:

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

Call Volume: For the past month there were 34 calls. YTD calls for 2022 are 392. In September 2022, the volunteers logged 1303 shift hours for 68.50 hours per volunteer firefighter. For the 34 responses, there was an average of 3.3 responders per call. Additionally, 110 training hours were logged. Call volume increased 13% from 2021.

Grants: Chief has received the Statement of Work for the EMTS Heart Monitor grant. Next step is to contact the sales representative to place the order. This is a \$71,000.00 project with \$35,580.00 covered by the EMTS grant and replace the two heart monitors that are 10 years old.

All of the equipment from the first round of the VFA Grant (hose, Brush 223 winch, portable scene lighting, and 2 battery operated K-saws). Chief will be submitting for reimbursement of approximately \$4,900.00. Chief is in the process of writing the second-round grant for the VFA grant requesting wildland equipment, up to \$10,000.00.

No update has been received on the SCBA grant.

Business Fire Inspections: All business fire inspections within the District have been completed for 2022. A total of 76 inspections were performed.

Hydrant Testing: Annual hydrant testing is currently taking place within the Fire District and almost completed.

Staffing: Chief has hired Alex Burton to fill the full-time FF/EMT position. Alex will start full-time employment on October 19th.

Community Events: Staff and volunteers have been involved in multiple community events this month. The events were EMS coverage for a weeklong Yom Kippur event at the Messer Arena; EMS coverage at the 9 Health Fair at the Fairgrounds and the Harvest Festival and a CPR class was held for the community.

Monthly Chief Report: The Board had no questions regarding Chief's monthly report.

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

Volunteer Pension Fund: Geri spoke with Pam Feely regarding the Volunteer Pension fund trust document. Pam contacted DOLA and there is no trust document filed with the State, therefore, it has been determined that the Volunteer Pension plan was formed under state statutes and Pam will research the process under state statutes to close the plan out.

Waiver of Ambulance Account: Geri requested that the Board consider waiving the \$100 balance on Ann Alley's ambulance account. Ann is a current Fire District Board member. Andrew Koldeway made a motion to write-off the \$100 on Ann Alley's ambulance account. Karen Hart seconded the motion, The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Budget Committee: Geri reported that the Budget Committee met and has a preliminary draft of the 2023 budget to be presented.

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

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

Bob discussed the CDPHE complaint that was filed and that he and the Chief are working on a response to this complaint.

ECCA Board Representative Report: Bob Tibbals reported that ECCA's preliminary budget is open for public inspection. ECCA is working on a new contract with Douglas County to lower the dispatch costs. ECCA received approval to increase the 911 surcharge. ECCA is also working on the radio replacement project that will be approximately \$500,000.

Volunteer Representative Report:

None.

New Business:

Ambulance Accounts: Outstanding A/R as of 9/30/2022 with WIBS is \$57,310.87; 0-30 days is \$12,554.86; 31-60 days is \$15,461.59; 61-90 days is \$6,560.84; 91-120 days is \$4,235.00; 121-150 days is \$3,593.45 and 151+ days is \$14,905.13. Quick Med Claims are \$97,394.53.

2022 Audit Engagement Letter: Geri presented the 2022 audit engagement letter with Marc James & Associates. The audit cost will not exceed \$8,500. Jim Jerrold made a motion to accept the 2022 audit engagement letter with Marc James & Associates. Andrew Koldeway seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Executive Session: Karen Hart 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(4) (b) to discuss District employee benefits for 2023 budget year. Included in the Executive Session is Attorney Bob Tibbals, Fire Chief Gerry Lamansky & Finance Officer Geri Scheidt. Jim Jerrold seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Andrew Koldeway 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, Fire Chief Gerry Lamansky, Finance Officer Geri Scheidt. No formal action or any votes were 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). Jim Jerrold seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Statement: Fire District Attorney Bob Tibbals reaffirms that no resolution, policy, or formal action was taken by the Board of Directors during this Executive Session.

Attorney, Bob Tibbals

Chair Debbie Ullom

2023 PRELIMINARY BUDGET: Geri Scheidt presented the 2023 preliminary budget. The Board agreed to increase the merit increase line item to \$15,000; cost of living increase will be 4%. The new FF/EMT position salary will be \$40,000 for 2022. Short-term disability will be offered to full-time employees through Public Sector Health Group and the premiums will be 100% paid by employees.

Public Comment:

None.

No further business coming before the Board, the meeting was adjourned at 2048 with the next scheduled meeting to commence at approximately 1900 on Wednesday, November 9, 2022.

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

APPROVED BY:

REVIEWED BY:

ATTEST: SECRETARY

BY: _____
Secretary for the Board of Directors