

MINUTES OF THE REGULAR BOARD MEETING OF THE
ELBERT FIRE PROTECTION DISTRICT
September 9, 2014

The regular meeting of the Elbert Fire Protection District Board of Directors was held on September 9, 2014, at Elbert Fire Station No. 1, 24310 Main Street, Elbert, Colorado, at 7:00 pm.

Attendance: Directors in attendance were:

Lee Sherman
Doug Rufenacht
Ric Poston
Sean Mulvihill

Also in Attendance:

Mike Harrower, Fire Chief
Brandon Homer, Deputy Fire Chief
Carolyn Homer, Administrative Assistant
Robert L. Tibbals, Jr., Attorney
John Dunn, Community Member
Jackie Dunn, Community Member
John Wood, Community Member
Dustin Jaramio, Department Member
Kim Homer, Department Member
Rob Fuchs, Department Member
Ryan Knox, Department Member

At 7:03pm, the regular meeting of the Elbert Fire Board was called to order.

Agenda: The Board considered the proposed agenda. A motion was made by Director Poston, and unanimously carried, that the agenda be approved.

Minutes: The Board next considered the minutes from the regular meeting of August 12, 2014. Chairman Sherman asked for clarification on the statute change, Mr. Tibbals made the clarification. A motion was made by Director Poston, and unanimously carried, the minutes be approved.

Financial: Ms. Homer presented the financial statements. Ms. Homer pointed out that the Balance Sheet reflected current reconciled balances for the Checking and Impact Fee account through the end of July and for Colotrust through the end of August. With respect to the Profit and Loss Budget To Actual, it is broken out between Medical and Fire for both revenue and expense. A payment was received for medical billing for a service that was provided in 2013. Fire revenue reflects a payment for property tax and SOT, expenses are the regular expenses that recur each month. The Fire portion of department has currently contributing \$11,194.91 to the operations of the Medical

services. Deputy Chief Homer explained how the medical supplies and expenses are working based on the current staffing of the department. Overall, the Profit and Loss Financial Statement shows a Year To Date Profit of \$61,686.70.

Chairman Sherman asked why there is such a substantial savings in so many of the expenses. Deputy Chief Homer stated that they have been delaying purchasing items unless absolutely necessary until it is determined if any are awarded and can be paid through the grant. If the grants don't come through then will make the purchases prior to the end of the calendar year. Ms. Homer finally reviewed the check register in detail for the checks written.

A motion was made by Director Rufenacht, and unanimously carried, that the financial reports were accepted and the bills were approved.

Deputy Chief Homer reviewed some possible uses of any surplus at the end of the year, including making the down payment for the new tinder, new radios, the audit, and/or equipment necessary for the ISO review next year. Director Mulvihill inquired as to the condition and possible replacement needs of SCBA and bunker gear. Deputy Chief Homer stated that the SCBAs were new and that the bunker gear would need to be replaced within the next 5 years.

Public

Comment:

Chairman Sherman opened public comments. Mr. & Mrs. Dunn gave a description of a medical situation that the department responded to along with Elizabeth Fire Department. Even though it was originally thought that the injury was not severe, after calling 911 and working with the responders Mrs. Dunn was transported to the hospital where she stayed for an extended time. They wanted to express their appreciation to the department for the timeliness of their response and transportation to the hospital, because if there had been a delay she may not have survived.

Ms. K. Homer wanted to thank you to the Board member for participating in the Ice Bucket Challenge supporting ALS.

Correspondence:

None.

Chief's Report:

Chief Harrower reported that there were 12 calls in the last month; 11 medical; 1 fire, with 1 transports.

ECCA Report:

Mr. Marchese stated that ECCA was working on 2015 budget and it appears that the department will pay a little less next year than the current year for dispatching. ECCA is reviewing a strategic plan and some of the proposals could affect all the departments, i.e. different radio systems. ECCA is looking at grants to help cover the cost of the radios.

Mr. Tibbals reported that contract with Douglas County reflected a 3% increase in fees, which ECCA has decided to pick up. The towers are all in good shape and all agreements are in place. The Elbert County security issue has been addressed.

Attorney's
Report:

Mr. Tibbals stated that a preliminary budget would need to be presented by October 15, 2014, after which it will be posted in the newspaper. Then a final budget would be approved in January along with all the necessary resolutions for the new year.

Old Business:

a. Medical Billing Switch: Mr. Tibbals stated that the agreement with old billing company was terminated on August 13, 2014. They are to contact Mr. Tibbals on September 10, 2014, with a detail status of where the billings stand. Now Ms. Homer can start doing the medical billing as of August. Deputy Chief Homer cut off access to the old billing company today and can now add into the system the new transports that were previously held. Director Poston asked how long the department should wait to receive the information from them considering that they have been derelict in their duties to date. The Board consensus was to give the company 2 weeks to provide the requested information.

Ms. Homer announced that she has submitted the Medicaid application and is working on the Medicare application. It will take 30 – 45 days for a response from Medicaid. It was suggested that we contact the medical billing company that was used prior to the current company to see if they have any information associated to Medicare. A list of names was provided that may have served as a contact for Medicare so that Ms. Homer can contact Medicare to see if any information could be obtained as to a status of the district.

b. Bylaws/Policy Review: Tabled until October.

c. Open Board Position: Resume received from John Wood, who has experience with fire departments, leadership positions, and community involvement. He was a teacher in Utah, then moved back to Colorado and worked in Parker as a firefighter for 22 years. He also served as a fire inspector. He currently works as a bus driver in Parker for special needs kids. He moved to the area in September 2013 and really wants to serve the community.

Mr. Jaramio stated that with the new board members coming on he needs an updated transparency notice, Mr. Tibbals stated that once all the new members were approved he would update and send it. A motion was made by Director Mulvihill, and unanimously approved to appoint John Wood to the Board of Directors, once his residency is verified.

d. Treasurer Election: Tabled until October.

New Business:

None.

There being no further business to come before the Board, a motion was made by Chairman Sherman, and unanimously approved, the meeting was adjourned at 8:32pm.

Respectfully submitted:

Recording Secretary to the Board

Approved:

By: _____

By: _____

By: _____

By: _____

By: _____

Reviewed:

By: _____

By: _____

By: _____

By: _____

By: _____