

LA VETA FIRE PROTECTION DISTRICT
La Veta Fire Station
100 Birch Street

MINUTES

November 10, 2016

6:00 P.M.

Present: Directors Littlefield, White, Nielsen and Shrout were in attendance.
Staff: Fire Chief DeTray, EMS Director Schmidt and District Secretary Pezze. Asst. Chief Mower participated via conference call.
Guests: Kay Whitley, Don Mercier, Jim and Paula Berg, Cheryl Johnston, Kim Detray and Norma Mower.

Call to Order

The meeting was called to order, the Pledge of Allegiance was given and Director Littlefield welcomed all those in attendance.

Minutes

MSA: * Minutes of the October 13, 2016 regular meeting were approved as submitted.

Public Comments

LVFPD Auxiliary President Paula Berg addressed the Board and expressed appreciation to the firefighters who helped with the Fire Prevention Program presented to students of the La Veta School on October 31, 2016. Paula also advised they are busy preparing for the annual Volunteer Appreciation Christmas Party on December 4th.

Director Nielsen, who also serves on the Board of Directors for the Huerfano County Hospital District, advised that the Huerfano County Board of County Commissioners (BOCC) has approached the Hospital District about taking over and operating the Huerfano Ambulance Service (HAS). Currently the HAS is operating under the control of the BOCC. Director Nielsen then introduced Kay Whitley, the new C.E.O. at the Spanish Peaks Regional Health Center. Kay addressed the Board and reiterated Director Nielsen's concerns for implementing the ambulance service change and, if it does come to fruition, the need to work with the LVFPD to develop a new mutual aid/ Intergovernmental Agreement, involvement in a possible, future mill levy increase to support the ambulance service and make sure there are no conflicts between LVFPD and the Hospital District's plan to assume operations of the HAS. Kay confirmed that transport service areas would remain the same with La Veta EMTs doing transports out of the LVFPD. Work on the transition will continue. The Board thanked Kay for her time, her open dialog and the information that she presented.

Chief DeTray advised the Board that Don Mercier, Director of Huerfano County Division of Emergency Services is working on a new, county wide mutual aid agreement for disaster, emergency, fire, medical and rescue services. He is desirous of having the LVFPD participate in the mutual aid agreement. A major point in the agreement that needs further clarification is the provision pertaining to the hosting agency making reimbursement to assisting agencies in an emergency event. Director Mercier will research this issue further.

Director Mercier also asked to be able to use the unfinished community room in the new La Veta Fire Station for a possible emergency operations center if the need arises. The new station's capability of providing increased communication lines makes it a very desirable site and Asst. Chief Mower and Director Mercier will work on developing a plan and policies for the idea.

Asst. Chief Mower asked for Director Mercier's opinion on the 911 call box mounted on the exterior of the east side of the Station. It is a phone that the public can use to make 911 emergency calls directly to the dispatch center only. The thought was that the phone could actually open liability issues in the event that it is not operating properly. Additional problem scenarios were also discussed. The Board concurred that the phone should be removed from the building.

Correspondence

Jim Berg, in his capacity as a Board Director with the Cucharas Sanitation and Water District (CS&WD) asked the LVFPD Board to sign a letter of support for their grant application to the Huerfano County Federal Mineral Lease District (HCFMLD.) Director White reminded the Board that he feels letters of support should not be given for political issues including mill levy increases or political candidates. Letters of support for grant requests would be permissible on a case by case basis. Accordingly, the Board approved signing the letter of support for the CS&WD grant application to HCFMLD with minor revisions.

***MSA = Moved, Seconded and Approved (unanimously unless otherwise indicated).**

Treasurer's Report

MSA: The Treasurer's Report and payments for the November 10, 2016 meeting were presented and approved.

Wildfire Mitigation Service (WMS) Report

Chief DeTray presented the Wildfire Mitigation Service report prepared by Lisa Lockamy, LVFPD HMGP FAL Supervisor. A copy of the report is attached to these minutes.

New Station Report

Chief DeTray advised that the SCBA compressor fill station has been received, installed and is now operational. Firefighter training on proper operation of the unit will be held soon. Asst. Chief Mower stated that he is ordering supplies for installing the public address speaker system in the station. Director Heikes will arrange rental of the scissor lift when Asst. Chief Mower and Director Heikes' schedules can be coordinated to install the overhead air lines. The wooden LVFPD sign still needs to be removed from old Main Street Station and Chief DeTray advised that Firefighter Robert Ryland has offered to help get that done soon. The final Certificate of Occupancy is still forthcoming from Rick Jennings, the Town of La Veta Building Inspector. He has stated that he should be able to resolve the last issue involving solenoids on the heating system with Brian Risley of CRP Architects within the next week. Director Littlefield stated that he will contact Risley and ask for copies of the emails pertaining to station construction and also any last construction documents. These could be in electronic form. Chief DeTray advised that he will get all the remaining items moved out of the Main Street station and also move the old SCBA fill station to the Cuchara Station. When that is accomplished a formal letter will be sent to the Town of La Veta terminating the building lease.

EMS Director Report

- 1) 16 EMS runs with 11 patients transported in October, 2016.
- 2) Working on coordinating an EMT class in La Veta through St. Mary Corwin using Jeff Torr as instructor.
- 3) Held one training session with Dr. Weber.
- 4) Working on the inventories in all 3 ambulances in preparation for the annual inspections. Those are scheduled for Nov. 14th. The inspections will be completed by personnel from the local health department.
- 5) Eddie Ray is checking into the Image Trend reporting program (State program with no charges) to replace the High Plains reporting system currently being used by the District. The transition will probably occur in March 2017 and newer, upgraded computers will need to be purchased for the new system.

Director Littlefield expressed concern for lack of EMTs responding to night calls. The same few EMTs are responding to the majority of night calls. The Board directed that a plan be developed, implemented if possible, and a report given at the December meeting regarding nighttime responses.

Fire Chief Report

- 1) 12 Fire calls in October: 1 EMS rescue assist on Purgatory Trail, 6 MVAs, 3 smoke reports, 1 fire alarm activation, and 1 mutual aid to HCFPD for a truck fire on Hwy. 160. 2 Fire Trainings in October; Oct. 4th on structure hose deployment and pumping with 17 in attendance and Oct. 22nd on incident command, size-up and review of 2nd Street fire with 13 FFs in attendance.
- 2) New applications were presented from Jim VanLue as a support Firefighter and Evan VanLue as Jr. Firefighter. An application was also presented from Tanner Shroul with the provision that he not drive any LVFPD vehicles.

MSA: The Board approved the applications of Jim VanLue as support Firefighter, Tanner Shroul as Firefighter (with driving restrictions) both contingent upon clear background checks and Evan VanLue as Jr Firefighter.

- 3) Creating and fostering good working relationships with mutual aid calls to neighboring fire departments, Huerfano Amb. Service and Don Mercier and Joel Schultz from the Huerfano County Division of Emergency Services.
- 4) Held a workshop on new station operations with Chief DeTray, Asst. Chief Mower, EMS Director Schmidt, Directors Littlefield, Nielsen and Heikes.
- 5) Regarding HB 16-1088 Chief DeTray and Asst. Chf. Mower attended a seminar at the CO State Fire Chief's Conf. and learned that in order to establish and charge a permissible fee for new construction, a District assessment must be completed. If completed by a third party consultant the cost of that assessment can run from \$9,000 to \$15,000. Basically, the point was made that unless a district has a large amount of growth in single and multi-family dwellings and/or large sub-divisions it is not worth the time and expense to get the assessments completed.

Director White advised that State statute does not require the costly third party assessment, only that fees be developed and then filed with and approved by the county commissioners. He suggested that LVFPD wait until a comparable county completes their filing and then visit with them about the process they used. The plan will be reviewed again in February of 2017.

- 6) Presented a list of 4 items to be considered for revisions to be added to the 2017 budget: 1) "I Am Responding" paging and support system interface for \$800.00 annually, 2) \$1,000 per year added to the annual testing line for the annual maintenance and testing on the new SCBA compressor fill station, 3) \$500.00 per month or \$6,000.00

annually for Asst. Fire Chief salary, 4) \$6,000 annually to be disbursed to Offices and Lead Firefighters using a point system to reward time spent in the Fire Station doing fire duties and obligating to 12 hours of on call time.

Director Nielsen advised that he'd like to see a thoughtful plan presented showing the District's short and long term plan and stockpile funds at this point to address those goals. A mill levy increase may also need to be considered.

- 7) Action Items presented included purchase requests for \$800 for the "I Am Responding" paging system, 2 800 portable radios @ \$1,155 ea. – total \$2,310, 5 Vertex radios @ \$492.25 ea. – total \$2,461.25, 300 feet of 3" hose for a total of \$1,600, portable ground monitor for \$2,235, gas powered pressure washer for \$450, and 5 SCBA cylinders for a total cost \$4,320. Total of all purchases is \$14,176.25.

MSA: The Board approved the expenditures of \$2,310 for 2 portable 800 radios, \$2,461.25 for 5 Vertex VHF paging radios, \$1,600 for 300 feet of 3" hose, \$4,320 for 5 SCBA cylinders, and \$800 for the "I Am Responding" paging interface. Total of all purchases is \$11,491.25.

Directors White and Nielsen expressed their thoughts that the budget is a planning tool for the District and expenditures are evaluated on need rather than if they are within the budget limits. The budget is not an upper cap on an expense account. Additionally, careful consideration needs to be given to the carry over amount that will be needed for the 2017 budget.

Old Business

The Illegal Drug and Alcohol policy remains tabled until further notice of pending rules and law changes. The policy will be discussed again at the March 2017 meeting.

The El Pomar Foundation has awarded \$5,000 toward the purchase of the \$42,000 SCBA compressor fill station. \$10,500 was requested. Accordingly, a grant application will be submitted to the Huerfano County Federal Mineral Lease District for \$5,000 to pick up the portion that El Pomar did not award. Cheryl Johnston and Sec. Pezze are working on that grant.

Still waiting to hear from Anschutz Family Foundation regarding \$8,484 request for a bunker gear washer/extractor.

Chief DeTray advised that the FEMA Assistance to Firefighters (AFG) grant application deadline is Nov. 18 and he would like to apply for \$200,000 for a new tender tanker. The grant is written on a 95/5% match basis. Chris Hudson is working on that grant.

MSA: The Board approved moving forward on the FEMA AFG grant application for \$200,000 for a new tender apparatus.

Director Schmidt advised that, in regard to the Colorado EMS grant application cycle in February, she does not feel that she will have any great needs to apply for at that time. The Board approved her plan to not submit a CO EMS grant application in 2017.

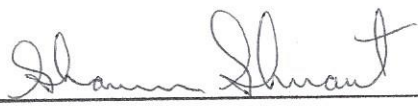
New Business

A letter of resignation was presented from Director White effective January 12, 2017, or at such earlier (or later) time when a replacement has been found. The Board accepted the letter of resignation with regrets and extreme appreciation for all of Director White's time and contributions to the District. One director candidate has expressed interest and Directors Littlefield and Nielsen, as a selection committee, have interviewed him and will ~~also interview~~ any other candidates who present letters of interest to fill the director vacancy.

viewed as suitable

Consider interviewing

MSA: The meeting adjourned at 9:57 PM.

 12-8-16
Shannon R. Shrou, Secretary

**La Veta Fire Protection District
LVFPD HPMG Supervisor Monthly Report
Nov 2016**

Report covers Period: Oct 1 – Oct 31 2016

As you all know I am new to this starting Oct 1. That being said I have spent the entire month learning the office side of everything

- **Much time was spent learning about the computer programing. Learning how to do the invoicing, breakdown sheets, CPA paperwork, mapping, and all other paperwork, answering emails, returning phone calls and meeting with homeowners.**
- **Visited many job sites that were completed and updated after pictures. I still have a few left to visit. I did meet with a few homeowners about upcoming work and also met a few that are going to sign up.**
- **We have been getting caught up on a number of things, we now have 2 jobs left to be signed off for the cert. of completion. We have 27 completed jobs total. The 3rd invoice batch went to the county on Oct 24th with 11 more invoiced jobs. We have 32 contracts and 6 more to add to the list.**
- **The mitigation crew did receive some new parts for the saws that were much needed and a few things to help them on the steep slope jobs.**

I will be continuing to learn as I go.

Batch 3 invoices total : \$24,294.80

11 Invoices submitted