



# DIVIDE FIRE PROTECTION DISTRICT

## Board of Directors Meeting

Shoemaker Fire Station, 103 Cedar Mountain Road (Mail: PO Box 941), Divide Colorado, 80814

October 8<sup>th</sup>, 2019 at 6:00 p.m.

## **MINUTES OF THE REGULAR MEETING**

### **1. Call to Order**

President Christensen called to order the regular meeting of the Board of Directors of the Divide Fire Protection District (DFPD) at 6:04 p.m.

### **Attendance**

#### **Board members present:**

Tiffany Christensen – President  
Candy Shoemaker – Vice President  
Allison Mosser – Treasurer  
Josh Weatherill – Director

#### **Board members absent:**

Barry Pleshek – Secretary

Motion by Director Mosser to excuse Director Pleshek's absence. Second by Director Shoemaker. The motion passed unanimously.

### **2. Review and Approve Agenda**

Motion by Member Weatherill to approve the agenda. Second by Director Mosser. The motion passed unanimously.

### **3. Review, Approve, and Sign Minutes of Prior Meeting**

Motion by Director Shoemaker to approve the minutes of the previous board meeting. Second by Director Mosser. The motion passed unanimously.

### **4. Public Comment** – none

### **5. Financial Matters**

**A. Financial Reports** – see attached.

**B. Purchase Orders** – See notes under item 7.A.

Medical Captain Tyler Knowlton advised the board that additional people were considering going to the fall EMS conference, which could possibly result in an overage of that budget item in the \$300-\$400 range. The board was accommodating on that amount. Director Mosser reported that she was closing

the Clover credit card processing account until next year's pancake breakfast since she confirmed the account cannot be used for the toy drive.

Motion by Director Mosser to approve the financials. Second by Director Christensen. The motion passed unanimously.

**6. Chief's Report** – Attached. Chief reported that T25 had deployed with two members, Kennedy and Wells, to the Deckers Fire in Salida.

**A. Board Business Meeting Attendees** – Directors Weatherill and Shoemaker the October business meeting. Directors Pleshek and Weatherill will attend the November 4th Business Meeting.

**7. Administrator Report** – attached. O'Connell reported a desire to dispose of the large TV and its cart, and also the tent being stored at Station 2. Laura Knowlton was presented and expressed that Victor Fire might be interested in the TV and cart. She will follow up on that. Regarding the tent, it was agreed to offer the tent for sale to members at the November meeting, and list on Craigslist if there are no members interested.

**A. Grants** – The district received funding for the EMTS grant for 50% of the purchase of two Lifepaks. Currently the current year budget includes purchase of one Lifepak, but based on receiving the grant money the department would like to purchase two. The additional outflow would be offset by the grant money, for a zero cash impact to the district. Motion by Director Mosser to approve the purchase of two Lifepaks. Second by Director Shoemaker. The motion passed unanimously.

## **8. Old Business**

**A. Financial Policies** – Director Mosser and Diana Perkins will take up this project in the upcoming month.

**B. Station Security** - No issues during the month. It was observed that if the training room is used for election purposes by the district or other entities, consideration should be given to rules regarding the use of cameras in an election area.

**C. Brush Truck** – Director Mosser will be getting financial information together for the bank.

**D. Full Time Firefighter/ Chief Position** – In progress among the membership.

**E. Lexis Nexis/Policies** – The board agreed this is not something to pursue right now but may reconsider in the future.

**F. 2020 Budget** - The preliminary budget was presented to the board by Chief Buckley. Discussion highlights included: The need to increase the number of fire shelters due to expiration dates, the questionable reliability of Engine 4 and the need to expedite replacement of that vehicle, a proposal by Lt. of Training Laura Knowlton to purchase ROSC-Q automated CPR devices for the district. Chief Buckley will make further adjustments and send the updated version to the board. Diana Perkins will run a Notice of Budget in the Courier with a Budget Hearing set for the November meeting on November 12<sup>th</sup>.

**G. 2020 Insurance** – Director Pleshek not present.

**9. New Business – none.**

**10. Executive Session** – Motion by Director Christensen at 8:34 p.m.: I move that we enter Executive Session to discuss a personnel matters related to all employees pursuant to §24-6-402(4)(f), C.R.S. Second by Director Mosser. The motion passed unanimously. Executive Session ended and regular meeting resumed at 9:20 p.m.

**11. Adjournment**

Motion by Director Mosser to adjourn the meeting. Second by Director Christensen. The motion passed unanimously. The meeting was adjourned at 9:21 p.m. The next regular meeting will take place on Tuesday, November 12th, at 6:00 p.m.

**APPROVAL**

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Divide Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

_____	____/____/____
Name and Title	Date
_____	____/____/____
Name and Title	Date