

MINUTES OF THE BOARD OF DIRECTORS OF STRATMOOR HILLS FIRE PROTECTION DISTRICT

The regular monthly meeting of the Board of Directors for the Stratmoor Hills Fire Protection District was held pursuant to notice at 4:09 p.m. on August 17, 2022.

Board Members present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Cindy Dent, and Director Richard Dull. District Personnel present: Fire Chief Shawn P. Bittle and Administrative Chief Dottie Barrett.

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for July 20, 2022. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Willcox) to approve the updated agenda as published. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

Fire Chief Report – Chief Bittle was on a call so Chief Barrett did some of these reports.

- July Calls per District – District 3 continues to be the busiest and medicals are the primary calls.
- Chief Bittle gave a synopsis of the fires the District had last month.
- Status reports
 - Chiefs' notes – see attached informational sheet
 - Informed the Board that he has hired Wildland Coordinator / D/E John Ortiz who has replaced Mike Frazier. John has 25+ years in the Fire Service and has his Engine Boss certificate and will be taking over the Wildland Deployment program. John begins Thursday, August 18, 2022.
 - Chief passed out his “draft” copy of the Annual Report he and Volunteer Jenniffer Jones have been working on.
 - Apparatus - (responsibility assigned to – D/E)
 - Engine 410 – Water pump was repaired on Friday, August 12, 2022
 - Engine 414 – staff thought it needed a new radiator, however, D/E Patalano found the screws to be very loose and after tightening them, the leak has stopped. The Truck will have a pressure test done soon to verify it does not need a new radiator.

- New 440 Truck – it is at the Chevrolet dealership and is having the utility body installed. Chief Bittle is hoping we will take possession of the truck no later than Friday or Monday of next week. It is scheduled to go to the paint shop as soon as we get it.
- Training (responsibility assigned to – Chief Bittle)
 - August training is dedicated to Ladder Deployment
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - FFI Academy is still going strong.
 - Recruits will be taking their FFI written test on Thursday, August 25th and their State JPR / Live Burn on Saturday, August 20th at Fort Carson.
 - Graduation is still planned for Saturday, October 1, 2022, at 6:00 possibly at PPCC.
- Gear (responsibility assigned to – D/E Frazier)
- EMS (responsibility assigned to D/E Bosch)
- Wildland (responsibility assigned to D/E)

Administrative Chief Report

Nothing to report at this time.

Family and Medical Leave Insurance Resolution 2022-07

Chief Barrett gave the Board of Directors information regarding the Family and Medical Leave Insurance (FAMLI) in July. Unlike businesses, Colorado local governments have an option regarding participation in the FAMLI program. Based on the size of the District staff of eight (8) employees, the cost share would be 0.45% of wages. Staff is recommending the Fire District to opt out of the FAMLI Program and pass the enclosed resolution. It was moved and seconded (Pesicka/Willcox) to approve Resolution 2022-03 opting out of the Family and Medical Leave Insurance Program. The motion passed unanimously with all Directors voting.

B-5 Expenditures Authorization Policy Update

Chief Barrett informed the Board at the July Board meeting that this policy update included language about items that exceed a budgeted line item and presenting the information to the Board at the next Board meeting. Director Dent inquired if the language excluded another item that was in the original policy and Chief Barrett informed the Board that this combined the two (2) items. It was moved and seconded (Pesicka/Willcox) to approve B-5 Expenditures Authorization Policy Update on the second and final reading. The motion passed unanimously with all Directors voting.

D-5 Computer/Printer/Copy Machine/Email & Social Media Policy Update

Chief Barrett informed the Board at the July Board meeting that the updates to this policy are a result of some of the SDA recommendations that came from the SDA Workshop that staff attended. The recommendations were regarding employees' emails on department computers. It was moved and seconded (Pesicka/Willcox) to approve D-5 Computer/Printer/Copy Machine/Email and Social Media Policy update on the second and final reading. The motion passed unanimously with all Directors voting.

B-1 Access to Public Records & Fee Schedule Policy Update

Chief Barrett informed the Board at the July Board meeting that the updates to this policy are a result of some of the SDA recommendations that came from the SDA Workshop that staff attended. The recommendation was regarding the increased cost of research and copy of reports from \$10.00 to \$33.58 per Colorado State Revised Statutes. It was moved and seconded (Pesicka/Willcox) to approve B-1 Access to Public Records and Fee Schedule Policy update on the second and final reading. The motion passed unanimously with all Directors voting.

Colorado State Cancer Award Program

Chief Barrett informed the Board that Colorado Special District Property & Liability Pool (CSD Pool) has informed the Fire District that we are now required to join the Colorado Firefighter Heart and Cancer Benefits Trust or lose our Workman's Compensation program with them. This Trust was voluntarily up until January 2023 and if the District loses the Workman's Compensation side of the policy, then we lose a big multi discount with CSD. There is currently only six (6) people eligible for this Cancer coverage and staff is recommending the Fire District join the trust and have President Colgrove and Secretary / Treasurer Willcox sign the Resolution 2022-04 and Inter Governmental Agreement (IGA). It was moved and seconded to approve Resolution 2022-04 and IGA for the Colorado State Cancer Program and have the President and Secretary /Treasurer sign both documents. The motion passed unanimously with all Directors voting.

Financial Reports

The July check register report where the taxes, employee retirement and paycheck (Electronic Funds Transfers (EFT)) payments are highlighted was enclosed for the Directors' review. Chief Barrett informed the Board that the new truck has been accounted for in the report and due to rising fuel costs and vehicle repairs, those two (2) line items will be over budget. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of July 2022, subject to audit. The motion passed unanimously with all Directors voting. Copies of the financial reports are attached to these minutes and made a part hereof.

Executive Session

It was moved and seconded (Pesicka/Willcox) to enter into executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f). at 4:48 pm.

Members of the public not participating in the executive session were asked to leave the room.

It was moved and seconded (Pesicka/Willcox) to exit from executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f). at 4:52 pm.

Other Business

Adjournment

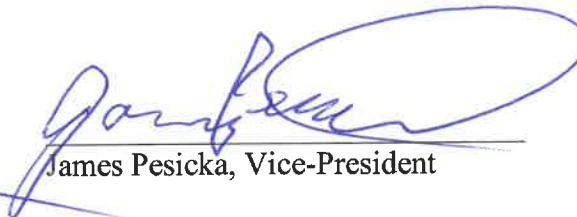
It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on September 21, 2022, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at

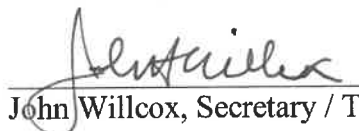
4:53 pm. (Pesicka/Willcox)



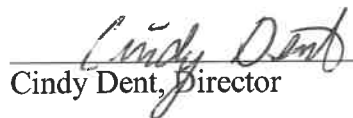
Robert Colgrove, President



James Pesicka, Vice-President



John Willcox, Secretary / Treasurer



Cindy Dent, Director



Richard Dull, Director