

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 3:00 p.m. on May 19, 2021. Board Members present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, and Director Joseph Novak. Director Dianne Cooper was excused due to illness. District Personnel present: Fire Chief Shawn Bittle, Administrative Chief Dottie Barrett. Administrative Lt. Nick Lawson and Recruit Jenniffer Jones

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for April 19, 2021. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Willcox) to approve the amended agenda adding F-5 – Volunteer Badge purchase. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

Fire Chief Report – *Informational Item (Bittle)*

- April Calls per District
- Status reports
 - Chiefs' notes – see attached informational sheet.
 - Received a very nice “Thank you” card from Tom Wehrkamp’s family and a copy was enclosed for each Board member.
 - Reported that he has found a young man to help with the Fire Corps Program and will move forward with this project.
 - Apparatus - (responsibility assigned to – D/E Lindsey)
 - 414 is still having Multiplexer issues – a mechanic from HME came up from New Mexico and thinks he found a module in the back of the truck that has gotten water damage. He has ordered a new module and hopefully it can be programmed and sent to staff, who then can plug it in. If the plug and play does not work, the mechanic may have to come back up and install the module.
 - Brush Truck 441 is at a Ford dealership in Castle Rock for steering issues – Chief reported that the truck wiggles a lot when driven at high speeds. This could be a costly repair.

- Ambulance 470 and Utility Suburban 451 are on the Auction Block for the next thirty (30) days.
- Utility Vehicle 400 has been stripped of all boxes and containers and will be used by the Volunteers when they are working the football games. The Cot and EMS equipment fits into the back of the truck.
- Training (responsibility assigned to – Chief Bittle)
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
- Gear (responsibility assigned to – D/E Frazier)
- EMS (responsibility assigned to D/E Bosch)
 - New Life Pack 15 has arrived, and a demonstration was given.
- Wildland (responsibility assigned to Capt. Ortega / D/E Tyler)

Administrative Chief Report – Informational Item (Barrett)

- Reported that she applied for the yearly Safety Grant through the Colorado Special Districts Property and Liability Pool. This year our Safety Grant Funds available were \$1139.40 and we requested the funds for COVID relief supplies purchased in 2020. We received the check on Monday, May 3rd and a copy of the check is enclosed.
- Reserve Driver Lauren Lane applied for and received a grant in 2020 through Department of Local Affairs (DOLA) for a 12-Lead Monitor and accessories in the amount of \$33,500.00. We received the funds on Wednesday, April 21, 2021, and the Monitor on Wednesday, May 12, 2021.
- James (Jimmy) Light retirement party will be held on Sunday, June 13, 2021; pot-luck BBQ here at the Fire Station from 4:00 – 6:00, then a “after-party” at the VFW in Fountain from 6:30 - ??????. Please RSVP if you are attending soon.

Election of Board Officers -

At this time, the Board needs to elect a President/Chairperson, Vice President/Chairperson, and Secretary / Treasurer of the Board of Directors.

It was moved and seconded (Pesicka/Willcox) to elect Robert Colgrove as President.

It was moved and seconded (Pesicka/Willcox) to elect James Pesicka to Vice President.

It was moved and seconded (Pesicka/Willcox) to elect John Willcox as the Secretary/Treasurer of the Board of Directors.

The motion passed unanimously with all Directors voting.

CE-2 Career Compensation Policy Update

Chiefs' Bittle and Barrett presented this policy update at the April Board meeting. Staff worked with Meredith McDonald, Hall & Evans, Attorney at Law who is a Fair Labor Standards Attorney and she provided a major overhaul of this policy. The updated information includes new FSLA rules and regulations regarding hourly wages, over-time pay, compensation and Family Leave Act. This policy was amended at the April Board meeting and now the Chief Officers are requesting these new updates are approved on the second and final reading. It was moved and seconded (Willcox/Pesicka) to approve the CE-2 Career Compensation Policy Update on the second and final reading. The motion passed unanimously with all Directors voting.

D-17 Ride Along Policy, Instructions, and Waiver

Chief Bittle presented this policy at the April Board meeting and explained that this policy is to allow the public, Board members, family, future recruit cadets, and anyone else that wants to do a Ride Along in the Department Vehicles. He explained that this could be a great recruiting tool for future volunteers, as it will help them with the ability to see how the Fire Department operates. This policy has been fully vetted by the Fire Department Insurance company – (Special District Association) and the District Attorney, Andrew Swan. Chief Bittle is requesting approval in the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve D-17 Ride Along Policy, Instructions and Waiver on the second and final reading. The motion passed unanimously with all Directors voting.

V1 Volunteer Membership Requirements Policy Update

Chief informed the Board that he has updated this policy to be more specific in the terms of what exactly is required of Volunteers. He is requesting approval on the first reading. It was moved and seconded (Willcox/Pesicka) to approve V1 Volunteer Membership Requirements Policy updates on the first reading. The motion passed unanimously with all Directors voting.

Volunteer Badge Purchase

Chief Bittle, Admin. Lt. Lawson and Recruit Jones presented a PowerPoint presentation of the department's current badge and gave a Fire Service history of badge colors, designs etc. Chief Bittle informed the Board that Recruit Jones created the new badge that he would like to purchase for the Volunteers. These badges were not budgeted for so the money would have to come out of reserves – twenty-five hundred dollar (\$2,500.00) set up fee and each badge will cost approximately \$106.00 each. Chief is wanting to purchase fifty (50) badges for a total cost of \$8,000.00. Discussion regarding using the money from the sale of the vehicles could be put back into the reserves to help pay for the badges. It was moved and seconded (Pesicka/Willcox) to approve the purchase of new Volunteer Badges for \$8,000.00. The motion passed unanimously with all Directors voting.

Financial Reports

The April check register report where the taxes, employee retirement and paycheck (Electronic Funds Transfers (EFT)) payments are highlighted; was enclosed for the Directors' review. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of April 2021, 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

Other Business

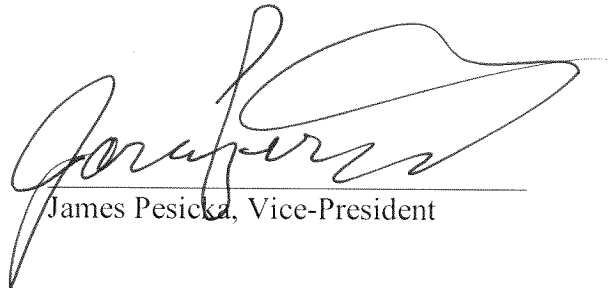
Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on June 16, 2021, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at 3:50 pm. (Pesicka/Willcox)



Robert Colgrove, President



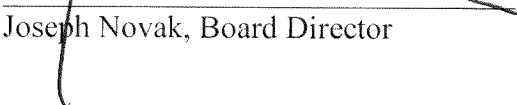
James Pesicka, Vice-President



John Willcox, Secretary / Treasurer



Dianne Cooper, Board Director



Joseph Novak, Board Director