

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 4:08 p.m. on August 18, 2021.

Board Members present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Joseph Novak, and Director Dianne Cooper.
District Personnel present: Fire Chief Shawn 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 21, 2021. The motion passed unanimously with all Directors voting.

Approval of Agenda

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

Public Comment

Unfinished Business

Fire Chief Report – *Informational Item (Bittle)*

- July Calls per District
- Status reports
 - Chiefs' notes –
 - There have been no applicants apply for the Fire Captain's job – staff will repost for another thirty (30) days and also post for a Driver/Engineer hiring list in the event the District gets no Fire Captain applicants
 - Security Fire ambulance damaged the bottom panel of their door, and it has been replaced. Chief spoke to Chief Girardin and Security Fire will pay for the damages.
 - Special District Association survey on Collective Bargaining – Chiefs Bittle and Barrett both reported that they submitted answers and Chief Bittle read them to the Board.
 - Apparatus - (responsibility assigned to – D/E Lindsey)
 - 414 has a Cummins fuel line recall and will be going into McCandless truck shop on Tuesday, August 24th.
 - Rainbow Collision will be repairing 414 from the damage caused by the two (2) accidents as soon as the parts come in.

- Chief may inquire with Rainbow Collision about replacing 410's rollup door due to the fact that Security FD has been very busy and may not have time to help us.
- The Suburban and Ambulance that was in the Auction are sold and have been picked up by the buyers.
- The department was denied the El Pomar Grant, however, staff is still awaiting to hear on the AFG grant. Chief informed the Board that if the District is turned down for the AFG grant, then staff needs to look at possibly doing a Lease Agreement for a new vehicle. This subject and the process will be discussed during the Budget planning workshop.
- Training (responsibility assigned to – Chief Bittle)
 - The training for September will be hose lays and buddy breathing.
 - Chief is working on possibly changing the training schedule to having “on shift” training so that the volunteers don't have to spend so much time at the station. The Volunteers will still have to attend the Medical Inservice and Volunteer Business meetings when scheduled. This schedule will allow the paid staff and volunteers train together on shift so that the volunteers don't have to come to the station for four (4) shifts, four (4) monthly trainings and all of the extra activities they would be here for. Colorado State mandates that Volunteers are required to have thirty-two (32) hours of training yearly and the District trains way above that amount. Chief also stated that at the end of each month or every-other- month he would like to plan for a department wide mass training for all personnel.
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - The CMP recruits are still going strong – this Saturday, August 21st the recruits will be taking their State Hazmat JPR's, and their written test is scheduled for Wednesday, August 25th. Chief did inform the Board that the average failure rate for the Hazmat test is forty to sixty (40-60)% but he is really hoping all of Stratmoor Recruits will pass on the first try.
 - Recruit graduation is scheduled for Saturday, September 11th at Pikes Peak Community College, however due to a possible Mask mandate for all State buildings, the back-up plan is the Theater room at Widefield High School.
- Gear (responsibility assigned to – D/E Frazier)
- EMS (responsibility assigned to D/E Bosch)
 - The new 12-lead monitor is in service as well as a dedicated Pediatric EMS Bag for 414.
- Wildland (responsibility assigned to D/E Tyler)

Administrative Chief Report – Informational Item (Barrett)

CE 2 Employee Compensation Policy Update

Chief Bittle informed the Board at the July Board meeting that the time-frame requirement needed to be added for the Master Firefighter Program in regard to the recertification and renewal dates for personnel to keep their status in the program. Chief is requesting this policy be approved on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve CE2 Employee Compensation Policy Update on the second and final reading. The motion passed unanimously with all Directors voting.

Purchase of 4-gas meter

At the July Board meeting Chief Bittle informed the Board that the department's 4-gas meters were very old and unreliable, and he requested to purchase a new updated meter that will sync with our MSA air-packs. The motion was approved for the \$1272.00 purchase by Willcox and Pesicka. Director Cooper informed the Board that this purchase needed to be discussed at this meeting for second approval by all Board members and public if needed. It was moved and seconded (Pesicka/Willcox) to approve the 4-gas meter at the cost of \$1272.00. The motion passed unanimously with all Directors voting.

CE-4 Career Employee Conduct Policy Update

Chief Bittle informed the Board that he had Andrew Swan, the Fire District Attorney look over this policy for updates and corrections as needed and requested that Section 8: Personal Relationships be added. Director Cooper had some concerns and questions regarding the additions and requested that staff inquire with Mr. Swan about her concerns and questions. After discussion it was decided to table this matter for the September Board meeting.

V-3 Volunteer Member and Recruit Conduct Policy Update

Chief Bittle informed the Board that he had Andrew Swan, the Fire District Attorney look over this policy for updates and corrections as needed and requested that Section 8: Personal Relationships be added. Director Cooper had some concerns and questions regarding the additions and requested that staff inquire with Mr. Swan about her concerns and questions. After discussion it was decided to table this matter for the September Board meeting.

Driver / Engineer Job Description Update

Chief Bittle informed the Board that he has updated this job description to include the requirement of Driver/Operator Pumper and Wildland Deployment. Chief explained to the Board that currently out of the six (6) employees, only two (2) are qualified to respond for Wildland Fire and only one (1) of the employees will deploy. Chief Bittle stated that these changes will only affect the future employees that the District hires and is requesting this job description to be approved on the first reading. It was moved and seconded (Willcox/Pesicka) to approve the Driver/Engineer Job Description on the first reading. 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. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of July 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

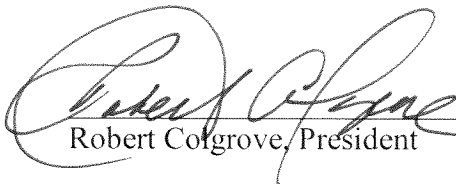
Other Business

Adjournment

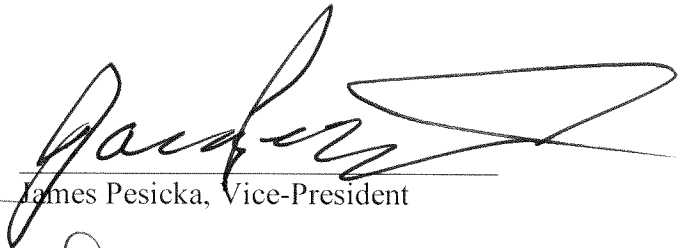
It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on September 15, 2021, at 2160 B Street, Colorado Springs, CO 80906.

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

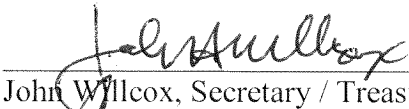
4:59 pm. (Pesicka/Willcox)



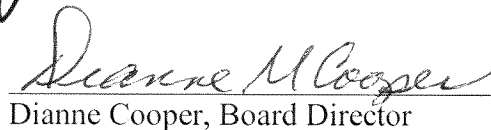
Robert Colgrove, President



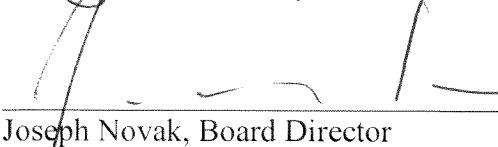
James Pesicka, Vice-President



John Willcox, Secretary / Treasurer



Dianne Cooper, Board Director



Joseph Novak, Board Director