

STRATMOOR HILLS FIRE PROTECTION DISTRICT

Board Meeting Agenda

March 17, 2021

3:00 p.m.

I. Approval of Previous Board Meeting Minutes

February 17, 2021

II. Approval of Agenda

III. Public Comment

IV. Unfinished Business:

V. New and Miscellaneous Business:

F-1- 2020 Audit Presentation – *Action Item* (Tom Sistere, Hoelting & Company)

In January 2021, Hoelting & Company conducted the Fire Protection District audit for the year ending December 31, 2020. Tom Sistere, the District's auditor will present the findings of the audit and will be available to respond to any questions the Board may have.

Recommended motion "... to accept the audit as presented and authorize the report to be filed with the State Auditor prior to July 29, 2021."

Fire Chief Report – *Informational Item* (Bittle)

- February Calls per District
- Status reports
 - Chiefs' notes – see attached informational sheet.
 - Apparatus - (responsibility assigned to – D/E Lindsey)
 - 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)
 - Wildland (responsibility assigned to Capt. Ortega / D/E Tyler)

Administrative Chief Report – *Informational Item* (Barrett)

- Colorado Special District's Property and Liability Pool (Workman's Compensation) refunded the Fire District \$5,258.00 for the year 2020 final audit. Enclosed is a copy of the check #23538.

F-2 – A1 Board of Directors Policy Update – Action Item (Colgrove)

President Colgrove will inform the Board that with the guidance and assistance from the Special District Association (SDA) this policy has been updated with some minor updates and the addition of Section 7- 7.7 Board of Directors Code of Ethics.

Recommended motion”....to approve the A1 Board of Directors policy update on the first reading....”

F-3 – Ann Terry – Special District Association Presentation – Informational Item – (Ann Terry)

Ann Terry, Executive Director of the Special District Association, will give the Board of Directors a presentation via Zoom on working together as a Board and take questions if necessary.

F-4 - CE-2 Career Compensation Policy Update – Action Item – (Anstine)

This policy was presented to the Board at the February Board meeting and the changes need to take place to comply with the new Colorado Paid Family And Medical Leave Insurance Program and with the CE-3 policy updated changes to the probation period for new employees, CE-2 Section 8 PTO needs to be updated.

Recommended motion”....to approve the CE-2 Career Compensation Section 8 PTO Policy Update to reflect the new Colorado Paid Family and Medical Leave Insurance Program on the second and final reading.....”

F-5 - V-9 Volunteer Member / Recruit Annual Stipend Policy Update – Action Item – (Bittle)

Chief Bittle will inform the Board that he has updated this policy in regard to the amount that a Volunteer Member can receive for pulling a Career Staff Coverage amount from \$12.00 to \$82.00 for the twenty-four (24) hour shift. Chief will explain that he wants to be able to offer the twenty-four hour shifts to the volunteers as a reward for working as hard as they do, however, staff has to stay within the Fair Labor Standards Act (FLSA) requirements for volunteers and the stipend allotted amount.

Recommended motion”....to approve the V-9 Volunteer Member / Recruit Annual Stipend Policy Update on the first reading....”

F-6 - Employment Agreement Amendment – Action Item – (Bittle)

Chief Bittle was granted Flex Time and is requesting that his Employment Agreement be amended to include that wording in Section 12: Hours of Work.

Recommended motion”....to amend Chief Bittle’s Employment Agreement to

include the Flex Time in Section 12: Hours of work....”

VI. Financial Reports

VII. Executive Session

Recommended motion “. . . to enter into executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f).” to discuss the Fire Chief Performance Evaluation.

Members of the public not participating in the executive session will leave the room.)

Recommended motion “. . . to exit from executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f).” from discussing the Fire Chief Performance Evaluation.

F-7 - Fire Chief Performance Evaluation – *Action Item* – (Board)

Recommended motion”....to amend / not amend the Fire Chief Performance Evaluation.....”

VIII. Other Business

IX. Adjournment